



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, September 10, 2024, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
3.	<u>DELEGATIONS/PRESENTATIONS</u>	
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6.	<u>CAO REPORT</u>	
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	<ul style="list-style-type: none">• Rail Safety Week• National Police Federation – New polling results on policing in Alberta• Regional Assessment Review Board – Recruitment for new Board Members• Minister of Municipal Affairs - Fire Services Program Training Grant	
11.	<u>QUESTION PERIOD</u>	

12. CLOSED MEETING

- 12.1 Council Interface - as per Section 24 of the FOIP Act
- 12.2 Code of Conduct Bylaw 2021-09 - Claim Review Process - as per Section 24 of the FOIP Act
- 12.3 Code of Conduct 2024-01 as per Section 17 and 23 of the FOIP Act
- 12.4 Code of Conduct 2024-02 - as per Section 17 and 23 of the FOIP Act
- 12.5 Code of Conduct 2024-03 - as per Section 17 and 23 of the FOIP Act
- 12.6 Code of Conduct 2024-04 - as per Section 17 and 23 of the FOIP Act
- 12.7 Code of Conduct 2024-05 - as per Section 17 and 23 of the FOIP Act
- 12.8 Code of Conducts 2024-06 - as per Section 17 and 23 of the FOIP Act

13. RECONVENE

14. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: August 27, 2024 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the August 27, 2024 Regular Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the August 27, 2024 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on
Tuesday, August 27, 2024 in Council Chambers 1606 14 Street
Commencing at 6:00 p.m.**

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

Council Members Absent Councillor Ethan Williams

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

1. CALL TO ORDER

Mayor Hunter Called the August 27, 2024 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 456-24

MOVED by Deputy Mayor Engel

To adopt the August 27, 2024 Regular Council Meeting Agenda as presented.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 RCMP Detachment 1st Quarter Report and Multi Year Financial Report

Res. 457-24

MOVED by Councillor Windsor

To accept the Didsbury RCMP Detachment First Quarter report for April 1 to June 30, 2024 as information.

Motion Carried

Res. 458-24

MOVED by Councillor Windsor

To approve the Didsbury RCMP Detachment Multi Year Financial Plan April 1, 2025 to March 30, 2030 in principle as presented, with all service level increases to be approved by Council prior to implementation.

Motion Carried

4. ADOPTION OF MINUTES

4.1 June 25, 2024 Regular Council Meeting

Res. 459-24

MOVED by Councillor Windsor

To adopt the June 25, 2024 Regular Council Meeting Minutes as amended.

Motion Carried

4.2 July 25, 2024 Special Council Meeting

Res. 460-24

MOVED by Deputy Mayor Engel

To adopt the July 25, 2024 Special Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – no public hearings

6. REPORTS

6.1 Chief Administrative Officer (CAO) Report for August 27, 2024

Res. 461-24

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for August 27, 2024 as information.

Motion Carried

7. BYLAWS & POLICIES

8. BUSINESS

8.1 Fire Services Agreement

Res. 462-24

MOVED by Councillor Moore

To approve the Mountain View County and Town of Didsbury Fire Services Sub-Agreement as recommended by the Intermunicipal Cooperation Committee.

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

Motion Carried

Res. 463-24

MOVED by Councillor Moore

To extend the Mountain View County and Town of Didsbury Intermunicipal Collaboration Framework Master Agreement, in alignment with schedule 1, with the inclusion of the new Fire Services Sub-Agreement and the removal of the Animal Control Sub-Agreement.

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

Motion Carried

8.2 2025 Budget Timelines

Res. 464-24

MOVED by Deputy Mayor Engel

To adopt the 2025 Budget Timelines as amended.

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

Motion Carried

8.3 Service Group Funding

Res. 465-24

MOVED by Councillor Windsor

To invite the following community organizations to the Committee of the Whole Meeting on September 30, 2024:

- Didsbury Municipal Library Board
- Didsbury & District Historical Society
- Didsbury Lions Club Community Bus

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

Motion Carried

8.4 Growing Canada's Community Canopies Grant Application Update

Res. 466-24

MOVED by Councillor Windsor

To accept the Growing Canada's Community Canopies Grant Application Update in the amount of \$177,000 as information.

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

Motion Carried

Res. 467-24

MOVED by Councillor Windsor

To approve the Growing Canada’s Community Canopies project in the amount of \$235,400 in the 2025 budget, conditional of being awarded the grant.

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

Motion Carried

8.5 Road Closure Request - 19th Street and 29th Avenue

Res. 468-24

MOVED by Deputy Mayor Engel

To approve the request to temporarily close the noted segment of 19 Street and 29 Avenue.

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

Motion Carried

Res. 469-24

MOVED by Deputy Mayor Engel

To refer COUN 05-22 Temporary External Road Closure Request Policy to the next Regular Council Meeting to consider potential revisions for addressing the needs of development projects.

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

Motion Carried

8.6 Chinook Arch Victim Services Society Farewell Celebration

Res. 470-24

MOVED by Councillor Windsor

To accept the Chinook Arch Victim Services Society Farewell Celebration request as information.

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

Motion Carried

8.7 Alberta/Japan Twinned Municipalities Association Conference

Res. 471-24

MOVED by Councillor Baswick

To approve Mayor Hunter's attendance to the 2024 Alberta/Japan Twinned Municipalities 40th Anniversary Reception Dinner on July 26, 2024 in Rocky Mountain House, Alberta.

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

Motion Carried

Res. 472-24

MOVED by Councillor Windsor

To investigate the Town of Didsbury membership with the Alberta/Japan Twinned Municipalities Association, and bring back a report to Council.

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

Motion Carried

8.8 2025 Economic Developers Association Conference

Res. 473-24

MOVED by Councillor Baswick

To approve Mayor Hunter's attendance to the 2025 EDA Leaders' Summit & Conference on April 9 to 11, 2025 in Kananaskis, Alberta.

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

Motion Carried

Res. 474-24

MOVED by Councillor Baswick

To approve any other Council member’s early registration for the 2025 EDA Conference as part of their 2025 professional development allowance.

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

Motion Carried

8.9 DEDAC EDA Conference Attendance 2025

Res. 475-24

MOVED by Deputy Mayor Engel

To approve a 2025 budget expenditure of \$1,390 plus travel and accommodation, for two DEDAC members to attend the EDA Xperience 2025 Leaders’ Summit & Conference in Kananaskis.

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

Motion Carried

8.10 Amendment to Council Assignment Listing

Res. 476-24

MOVED by Councillor Windsor

To approve the amended 2023-2024 Council Assignment List adding Councillor Williams to the Agri-Businesses, Agrifood, Processing, Technology Committee with the Central Alberta Economic Partnership.

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

Motion Carried

9. CORRESPONDENCE & INFORMATION

- 2024 CCBF Funding Letter
- Invitation from Reeve Aalbers to attending meeting with Minister(s) at ABmunis Convention
- Minister of Municipal Affairs Honourable Ric McIver response on Bill 20 Letter
- Invitation from Ponoka Mayor Ferguson for Mayor Hunter to attend Wildwest WPCA World Chuckwagon Finals
- Invitation from Penhold Mayor Yargeau for Mayor Hunter to attend the Fall Festival Parade

Res. 477-24

MOVED by Deputy Mayor Engel

To accept the correspondence provided as information and that Mayor Hunter reply to Reeve Aalbers, Mayor Ferguson and Mayor Yargeau.

Motion Carried

10. COUNCIL REPORTS AND MEETING HIGHLIGHTS

10.1 Council Reports for August 27, 2024

Res. 478-24

MOVED by Councillor Windsor

To approve Mayor Hunter's attendance and participation, as a judge, at the Town of Sundre Harvest Street Festival for the Chili Cook-off and Apple Pie Contest – September 14, 2024.

Motion Carried

Res. 479-24

MOVED by Councillor Windsor

To approve Mayor Hunter's attendance to participate on a panel regarding cyber security at the Alberta Summer Villages Association Annual Conference & AGM on October 17, 2024 in Sherwood Park, Alberta.

Motion Carried

Res. 480-24

MOVED by Councillor Windsor

To accept the Council Reports for August 27, 2024 as information.

Motion Carried

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 481-24

MOVED by Deputy Mayor Engel

To go into Closed Meeting at 8:10 p.m. for the following items:

12.1 Rosebud Health Foundation - Outstanding Physician Loan - as per Section 24 of the FOIP Act

12.2 Draft Budget Survey Questions - as per Section 29 of the FOIP Act

12.3 Filming in Didsbury Update - as per Section 25 and 29 of the FOIP Act

12.4 Organizational Update - as per Section 23 and 24 of the FOIP Act

12.5 Council Interface - as per Section 24 of the FOIP Act

12.6 Code of Conduct 2024-01 - as per Section 17 and 23 of the FOIP Act

12.7 Code of Conduct 2024-02 - as per Section 17 and 23 of the FOIP Act

Motion Carried

13. RECONVENE

Res. 482-24

MOVED by Councillor McCoy

To return to Open Meeting at 9:30 p.m.

Motion Carried

Res. 483-24

MOVED by Councillor Moore

To approve payment of the outstanding legal costs for the Rosebud Health Foundation in the amount of \$4,999.94, which includes GST, regarding an outstanding physician loan.

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

Motion Carried

Res. 484-24

MOVED by Councillor Windsor

To accept the draft Budget Survey questions as amended.

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

Motion Carried

Res. 485-24

MOVED by Deputy Mayor Engel

To accept the upcoming filming production update in Didsbury as information.

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

Motion Carried

Res. 486-24

MOVED by Councillor McCoy

To accept the organizational update as information.

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

Motion Carried

Res. 487-24

MOVED by Deputy Mayor Engel

To defer items 12.5 – Council Interface; 12.6 – Code of Conduct 2024-01; and 12.7 – Code of Conduct 2024-02 to the next scheduled Council meeting.

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

14. ADJOURNMENT

Res. 488-24

MOVED by Councillor Moore

To adjourn the August 27, 2024 Regular Council Meeting at 9:33p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please find attached the information for the Chief Administrative Officer (CAO) Report for September 10, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Chief Administrative Officer Report for September 10, 2024 as information.



CAO Report –September 10, 2024

1. Development Permits Issued (Planning & Development)

Please find attached the Development Officer Issued Permits and the MPC Approval of Permits as of September 3, 2024.

2. Planning Update (Planning & Development)

Municipal Development Plan (MDP)

Information boards were set up at the Summer Sunday Funday event and copies of the Draft MDP were available for review. A link has been added to the Planning and Development page on the website to view the draft document as well as the existing document:

Municipal Development Plan

WHAT IS THE MUNICIPAL DEVELOPMENT PLAN?

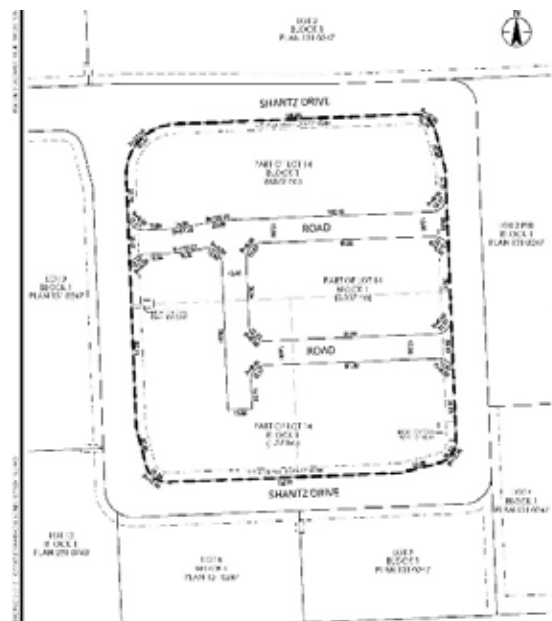
- A comprehensive plan with goals, objectives, policies, and actions designed to work towards the community vision.
- A collaborative effort among the local government, community members, key stakeholders, and regional organizations.
- A guiding document to support the Town's decision-making processes and all future community planning efforts.

- [See the Current Municipal Development Plan \(MDP\) HERE](#)
- [See the Draft Municipal Development Plan \(MDP\) HERE](#)

The Draft MDP has been circulated to our referral agencies which includes Mountain View County and allows for 30 days to review the document and comment. Administration is also considering a couple more public engagement opportunities, including Showcase Didsbury, while the document is in circulation. The Information boards are set up at the front counter at the office for public review and a couple copies of the Draft MDP are available.

Subdivision

Administration has recently received a new subdivision application that is now in circulation. This application is located at 1000, 1100 & 1200 Shantz Drive. The proposal circulation deadline is September 26, 2024.



3. **Maple Leaf Programme Update** (Legislative Services)

Administration has started working with Westglen Middle School to start getting host families for the homestay for Miki Town's visit in March of 2025. Administration plans to have a presence at Showcase Didsbury to provide information for those who might be interested in being a host family.

4. **Fire Services Agreement Update**

Mountain View County Council has approved the Fire Services Agreement with Didsbury at their August 28, 2024 Regular Council Meeting. Administration is looking for dates to have an official signing of this agreement.

5. **ATCO Gas Franchise Fee Agreement & Fortis Franchise Fee Agreement Update** (Legislative Services)

In the spring, the Government of Alberta passed *Bill 19, the Utilities Affordability Statutes Amendment Act* which thus amended the *Gas Utilities Act*. In doing so, the Town's Franchise Fee Agreement with ATCO must be re-approved by the Alberta Utilities Commission (AUC). Therefore, the Town will be advertising an AUC Notice in the paper for two weeks whereby the public may express any objections, concerns, or support regarding the franchise agreement which will then be sent to ATCO and the AUC.

The legislative changes have no effect on the Town's Franchise Fee Agreement with Fortis.

CAO Report: Planning & Development

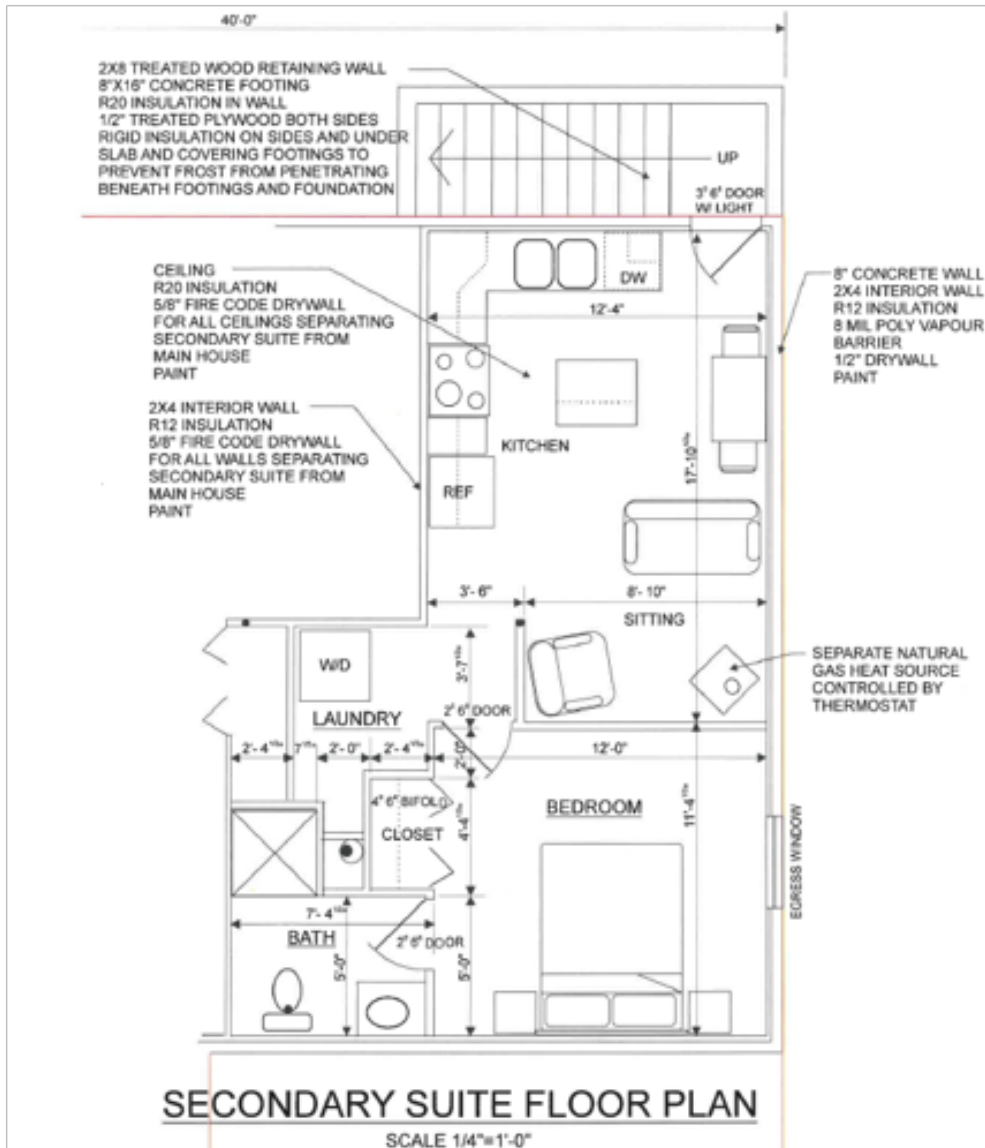
Development Officer (Permitted Use) Decisions

Permit #	Address	Development Use	Applicant/Owner	Decision Date
DP 24-038	2002 & 2004 – 24 Avenue	Dwelling, Semi-Detached	MasterBuilt Projects Ltd. (a) Amandeep Singh & Y & S Limited (o)	Aug 26, 2024
DP 24-047	2106 – 18 Avenue	Front Yard Deck with Stairs	Tersteeg, Braedon & Harvey, Paige (o/a)	Aug 26, 2024
DP 24-048	#77, 1190 – 15 Avenue	Roof Over Deck (Existing)	Caron, Robert	Aug 27, 2024
DP 24-050	#47, 1190 – 15 Avenue	Demolition	Gale, Duane (a) 1113816 Alberta Ltd. (o)	Aug 28, 2024

Municipal Planning Commission (Discretionary Use) Decisions:

Permit #	Address	Type	Decision Date	Appeal Period Ends	Applicant/Owner
DP 24-045	2118 – 22 Avenue	Secondary Suite (Internal)	Aug 28, 2024	Sept 18, 2024 (at 4:30 pm)	Neufeld, Gregory & Shelli

DP 24-045: This Development Permit is for a Secondary Suite (internal) as follows:





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Didsbury High School Scholarship Award Policy
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Town of Didsbury Council may award an annual High School Scholarship to a Didsbury High School (DHS) student who resides within the town, is graduating in the current academic year, and is enrolled in the upcoming academic year to attend an accredited post-secondary institution.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Policy COUN 010 was approved in 2013 with the award being stated in item 1.4 as \$1500. During the 2024 budget deliberations, Council approved to change the award to \$2000.

Administration is recommending the policy be changed to remove mention of the dollar amount in the event Council changes the award.

Please find attached Policy COUN 010-24 which highlights section 1.4, removing the statement regarding the dollar amount of the scholarship and replacing it with a statement about it being reviewed annually during budget deliberations.

Administration is recommending Council approve Didsbury High School Scholarship Award Policy COUN 010-24 as presented and rescind policy COUN 010.

ALIGNMENT WITH STRATEGIC PLAN

- 2. Vibrant & Connected Character Community
- 5. Governance & Organizational Excellence

RECOMMENDATION (two separate motions)

To approve Didsbury High School Scholarship Award Policy COUN 010-24 as presented.

AND

To rescind Didsbury High School Scholarship Award Policy COUN 010.



Policy Statement:

Town of Didsbury Council may award annual High School Scholarship Award to a high school student who resides within the Town and is graduating in the current academic year and is attending an accredited post secondary institution in the upcoming academic year.

Purpose:

To recognize the contributions made by local youth to the Town of Didsbury.

Principles:

1. Youth involvement in local community contributes to the success of the community;
2. Youth involvement will translate into future involvement and leadership in the community;
3. Youth need to be encouraged and recognized for contributions to the community.

1. Criteria

- 1.1 To be eligible for the Award, the student must be a resident of the Town of Didsbury and be in their final year of high school.
- 1.2 Candidates must maintain a good academic standing in their high school programs.
- 1.3 The Award will be presented to a graduating Grade 12 student who demonstrates a good attitude, who is involved in extra-curricular activities, shows enthusiasm and initiative, has demonstrated involvement in voluntary community activities and exhibits leadership qualities.

1.4 The amount of monies for High School Scholarship Award(s) will be \$1500.00. Council will set the amount of the scholarship annually during budget deliberations.

2. Application/Selection Process

- 2.1 All applications must be on the approved Application Form and must contain all of the requested information and received on or before the application deadline.
- 2.2 Council will select the recipient(s) at a Closed Meeting Session.
- 2.3 The Award will be presented at the Awards Ceremony held in each school and Council will present cheque at a subsequent Council Meeting.
- 2.4 The Mayor or designate may be invited to present the Award on behalf of the Town.

3. End of Policy



Town of Didsbury High School Scholarship Award Application Form

Applicant's Full Name _____
Mailing Address _____
High School _____
Phone _____
Email _____

THE FOLLOWING MUST BE INCLUDED WITH YOUR APPLICATION

- Letter stating why you believe you should receive this award and outlining your future plans.
- Two (2) letters of reference from community organizations you work for, volunteer or have volunteered at or participated with.
- Confirmation of your academic standing and high school completion date.
- Confirmation of acceptance to an accredited post-secondary institution for the upcoming academic year.

ALL APPLICANTS WILL BE JUDGED ON:

- Good attitude towards school and community
- Involvement in extra-curricular activities
- Enthusiasm and initiative
- Volunteer work completed in the community
- Leadership- qualities

FORWARD COMPLETED APPLICATIONS TO: TOWN OF DIDSBURY

PO Box 790
16-6 – 14 Street
Didsbury AB TOM OWO
Attention: Legislative Services
Fax: 403.335.9794
Email: legislative@didsbury.ca

APPLICATION DEADLINE JUNE 5



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Road Closure Policy COUN 005-24
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the August 27, 2024 Regular Council Meeting, Council referred the External Road Closure Policy to this meeting. Administration is seeking Council's approval of the proposed changes to the policy to provide clarity and exceptions to certain circumstances which would currently require approval of Council.

At present, the policy requires a motion of Council to approve a temporary road closure beyond 24 hours, or for a distance of more than one street or three blocks, or if the value to the community is unclear.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is proposing to include language that would grant exception to road closures that are being requested by external agencies to assist in the construction, repair, maintenance, or development of a municipal improvement (i.e. a road, public utility, etc.).

There is also an additional change to incorporate a previous motion which allowed Administration to close the parade route for the annual Elks Parade in August.

The final change is to simplify the policy title to "Road Closure Policy"

Please see attached the proposed draft of COUN 005-24 Road Closure Policy with changes indicated in red text.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (two motions)

To approve COUN 005-24 Road Closure Policy.

AND

To rescind COUN 005-22 External Road Closure Policy.

OR

To refer COUN-24 to the Policy & Governance Committee for review and recommendation



Policy Statement

The Town of Didsbury Council supports the temporary closure of Town-owned roadways for special events, public requests and to facilitate the needs of new development and construction.

1. Principles

1.1 The Chief Administrative Officer (CAO) will receive all road closure requests and determine if they meet the criteria of this policy.

1.1.1 A map must be provided highlighting the proposed road closures.

1.2 Temporary Road Closure requests must be made to the CAO with sufficient lead time so the Road Closure Notice can be posted a minimum of 48 hours prior to the closure.

1.3 Notices shall be placed in appropriate locations by the applicant a minimum of 48 hours before the closure takes effect to advise the businesses and residents.

1.3.1 In certain circumstances, the CAO may grant a temporary road closure with less than 48 hours' notice.

1.4 The Town of Didsbury may will provide traffic control/management signs and barricades which are to be erected and managed by the applicant.

1.4.1 In certain circumstances, the CAO may grant a temporary road closure with less than 48 hours' notice.

1.5 This policy does not apply to closures undertaken by town staff to address town projects or special events.

2. Principles of Road Closures Requests that require **Public Events that Require Council Approval**

2.1 The Town of Didsbury Council shall receive road closure request for public events when:

2.1.1 The request is for more than one (1) street or exceeds three (3) blocks;

2.1.2 The request is for more than one (1) day; or

2.1.3 The value of the road closure to the community is not clear.

3. Construction Projects

3.1 Notwithstanding 2.1, the CAO, or designate, may approve a temporary road closure request outside those parameters:

3.1.1 to facilitate developers in the construction, repair, development, or maintenance of a road, public utility, or new construction projects;

3.1.2 to facilitate the Didsbury Elks Annual Elks Parade in August.

4. End of Policy

TEMPORARY ROAD CLOSURE REQUEST

PO Box 790, 1606 14 Street, Didsbury AB T0M 0W0

T 403.335.3391

F. 403.335.9794

www.didsbury.ca

Please complete Section "A" if your organization would like Temporary Road Closure. Submit the completed form to the Town Office at the above address, or email to legislative@didsbury.ca.

Reason for Road Closure/Name of Event	
Dates of Closure (start to end)	
Name and/or Number of Roads	
Contact Person	
Contact Telephone Number	
Contact Email	
Map of Closure Provided	<input type="checkbox"/>

I hereby authorize the Temporary Road Closures as outlined in the attached map

Approved by:

Chief Administrative Officer

I hereby deny the Temporary Road Closures as outlined in the attached map for the following reasons:

-
-
-
-

Chief Administrative Officer

<p>Copies to:</p> <ul style="list-style-type: none"> Public Works – Town of Didsbury Didsbury Fire Department Didsbury Municipal Enforcement Didsbury RCMP Detachment Town of Didsbury Council Town of Didsbury Communications Town of Didsbury Leadership Team Town of Didsbury Financial Services 	<ul style="list-style-type: none"> Olds Radio Chinook's Edge School Division The Albertan (local newspaper) Didsbury & District Chamber of Commerce STARS Air Ambulance Alberta Health Services (EMS) Canadian Pacific Railway (CPR)
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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
 SUBJECT: Franchise Fees 2025
 ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

ATCO Gas and Fortis Alberta request an annual review of the Franchise Fee Rates, which are set by the Town of Didsbury Council.

ATCO Gas

ATCO Gas pays the Town of Didsbury a franchise fee which is based on a percentage of ATCO's Delivery Tariff. This percentage is currently set at 25%. The maximum rate for ATCO Franchise Fees is 35%. The impact of a rate increase would translate to natural gas consumers as an increase to their monthly natural gas bills.

Fortis Alberta

Fortis Alberta pays the Town of Didsbury a franchise fee which is based on a percentage of Fortis' Distribution and Transmission. This percentage is currently set at 17%. The impact of a rate increase would translate to electrical consumers as an increase to their monthly electricity bills.

As a consumer of both natural gas and electric, the Town of Didsbury's expenses would also be impacted.

The rates charged in surrounding municipalities are as follows:

Comparisons as of April 1, 2024									
	Cremona	Sundre	Carstairs	Didsbury	Innisfail	Olds	Airdrie	Bowden	Crossfield
Natural Gas (ATCO)	23%	N/A	25%	25%	27%	30%	29.6%	22%	20%
Electric (Fortis)	10%	12%	10%	17%	17%	17%	20%	15%	17%

Annually, ATCO and Fortis provide franchise fee calculators to show the estimated impact of a change in the franchise fee rate. Below is a summary of pertinent information from the calculator.

ATCO Rate [max 35%]	26% (+1%)	30% (+5%)	35% (+10%)
Estimated Additional Revenue	\$14,500	\$73,500	\$146,500
Impact on Avg. Residential Customer* Bill per year	\$5.89	\$29.46	\$58.92
Impact on Avg. Residential Customer* Bill per month	\$0.49	\$2.46	\$4.91
*Avg. residential customer using 115 GJ per year (approx. 9.6 GJ per month)			

Fortis Rate [max 20%]	18% (+1%)	19% (+2%)	20% (+3%)
Estimated Additional Revenue	\$49,500	\$84,000	\$118,500
Impact on Avg. Residential Customer* Bill per year	\$15.06	\$25.09	\$35.11
Impact on Avg. Residential Customer* Bill per month	\$1.26	\$2.09	\$2.93
*Avg. residential customer using 7680 kWh per year (approx. 640 kWh per month)			



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

ATCO Gas and Fortis Alberta have requested a decision from Council on this matter by November 1, 2024. This decision will have an impact on the 2025 Operating Budget and any decision will be incorporated into the budget.

The ATCO Franchise Agreement requires a re-approval process due to amendments made to the *Gas Utilities Act* which were passed earlier this year. Should Council move ahead with an increase to the ATCO franchise fee, the re-approval process will have to occur first. Depending on the timing of that process, the increased franchise fee for natural gas may not occur on January 1 of 2025. The amendments do not affect the Fortis Franchise Agreement.

Increasing franchise fees will allow for additional revenues to fund needed increases to road and sidewalk repairs and maintenance, instead of these increases coming simply from taxes. This therefore allows for all utility users (including government and tax exempt properties), and users of road and sidewalk infrastructure to contribute to their upkeep, instead of just those property owners on the tax rolls.

Therefore, it is recommended that the revenues from any increase in franchise fees be utilized specifically to offset any increases to the costs of sidewalk and road maintenance.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To refer the 2024 Franchise Fee Rates to the Financial Planning Committee for review and recommendation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Policy Development
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the June 25, 2024 Committee of the Whole Meeting, Council reviewed a draft list of potential policies that were proposed in accordance with the recommendations from the Final Stretch Refresher Workshop. At the meeting, Council also suggested a number of additional policies for creation.

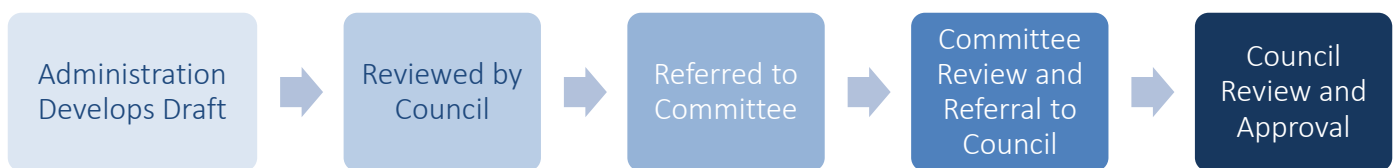
The policies are, in alphabetical order, as follows:

- | | |
|-------------------------------------|--------------------------------------|
| 1. Budget Policy | 10. Land Sale and Acquisition Policy |
| 2. CAO Performance Review Policy | 11. Marketing and Branding Policy |
| 3. Communications Policy | 12. Naming Policy |
| 4. Cost of Living Adjustment Policy | 13. Policy Governance Policy |
| 5. Creative Industries Policy | 14. Red Zone Policy |
| 6. Facility Closures Policy | 15. Red Tape Reduction Policy |
| 7. Human Resources Policy | 16. Reporting Policy |
| 8. Interface Policy | 17. Staff Accommodations Policy |
| 9. Land Leases Policy | 18. Strategic Plan Policy |

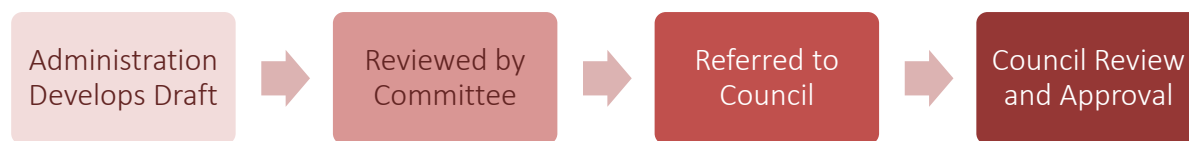
DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending that Council assign the following policy list to the Policy and Governance Committee for review prior to referral to Council. In doing so, Administration is looking to streamline the creation of these policies, essentially removing a step in the current review process. In addition, the proposed process allows Administration ample time to integrate the Committee’s perspective into the policy during development to best execute Council’s vision. Lastly, it allows the Committee to prioritize which policies ought to be created first, based on Council’s priorities.

Current Process



Proposed Process



ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To refer the listed policies to the Policy and Governance Committee for review and recommendation to Council.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: AB. Mid-sized Towns Mayors' Caucus Terms of Reference Update
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Alberta Mid-Sized Towns Mayors' Caucus (MTMC) is currently made up of Mayors representing 15 municipalities in Alberta.

In January/February 2024, member municipalities presented the Terms of Reference to their respective Councils for review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the July 2, 2024 MTMC meeting, the membership agreed to amendments to the Mid-Sized Towns Mayors' Caucus Terms of Reference. The attached Terms of Reference are being presented to members for approval of the proposed amendments that include:

- Naming section 2 with the organizational name and adding brackets around *MTMC*
- Adding section 9 to include a statement about Confidentiality
- Cleaning up a "notes to self" entry that should not be in the Terms of Reference in section 10

The changes noted in red indicate new information or addition; changes noted by highlight and strike through are for clerical errors.

The next MTMC meeting is scheduled for September 25, 2024 at the ABmunis 2024 Conference, prior to which members will be asked to have their responses submitted for the agenda.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the Alberta Mid-Sized Towns Mayors' Caucus Terms of Reference as amended.

Terms of Reference

1. Purpose

Strengthen the significance and position of mid-sized towns as a relevant and important voice within the province-wide framework, collaborating, strategizing, and advocating to address matters that directly impact mid-sized towns.

2. Mid-sized Towns Mayors' Caucus (MTMC) Statement

The MTMC is a solution-based organization focusing on advancing the interests of mid-sized towns. The Alberta Mid-Sized Towns Caucus identifies mid-sized towns as those with populations between 1000 and 14,999, of which there are 84 towns with such populations within our province.

3. Objectives

- a) Recognize the unique needs and interests of the membership and develop strategies to respond and advocate for such.
- b) Provide a forum for information, best practice sharing, and developing solutions to issues that are of mutual interest.
- c) Advocate for mid-size towns through ongoing communication with the following:
 - i) Provincial Government
 - ii) Federal Government
 - iii) Alberta Municipalities
 - iv) other municipalities, including member municipalities
 - v) other groups/organizations as determined by a majority of the membership
- d) Support the enhancement of members through networking and information sharing.

4. Membership Requirements

- a) Members of the MTMC must
 - i) be a municipality located within the Province of Alberta, and:
 - (1) an incorporated town, or
 - (2) a town with a population between 1000 and 14,999.
 - ii) Pay the annual membership fee in the amount of \$250/year. Memberships run January 1 to December 31, and fees shall be due by January 31.
 - iii) Member municipalities will be responsible for per diems and expenses.

5. Membership, Representation & Voting

Each member municipality shall have one vote and shall be represented by their respective Mayors. Should a Mayor be unable to attend a meeting, an alternate member from their Council may attend on their behalf and have voting privileges. A Mayor may also send a proxy vote to an agenda item, by emailing their vote to the Chair.

Meetings may take place without a quorum of the MTMC membership; however, matters requiring a vote shall not be called without a quorum of the voting membership being present. Quorum shall be as defined by the *Municipal Government Act* (i.e., the majority of the voting members that comprise the Mid-Sized Towns Mayor's Caucus). Abstentions must be noted in the meeting minutes and tie votes shall be considered defeated. However, the overarching goal of the MTMC shall be consensus building and collaboration.

The Membership Fee shall create a seed funding pool that will be used towards expenses of hosting meetings. Eligible expenses include, but are not limited to, conference room fees, beverages, and snacks. Host Municipalities must keep an accounting of the funds spent on meeting events and send a final report to the Chair Municipality. All funds distributed shall be reviewed and shared with members during the Chair's annual reporting. Host Municipalities shall submit an invoice to the Chair Municipality for reimbursement of costs for hosting meetings.

Any funds remaining in the seed funding pool at the end of each year shall be used for initiatives as determined by the MTMC Voting Membership.

6. Appointment of Caucus Committees

a) Executive Caucus Committee

Every two years in November, the MTMC shall elect a minimum of three mayors to represent the MTMC as the Executive Caucus Committee. The Executive Caucus municipalities shall be assigned funds as outlined in Section 5 above, to cover costs related to hosting the MTMC bi-monthly meetings. The Executive members shall be appointed as follows:

i) Chair

The Chair shall chair the meetings, prepare meeting agendas, and ensure meeting minutes are recorded.

ii) Vice-Chair

The Vice-Chair shall perform the meeting duties of the Chair in the absence of the Chair. The Vice-Chair municipality shall be the secondary administrative municipality, providing assistance to the Chair municipality where necessary

iii) Executive Board Member

The Executive Board Member shall provide additional support where necessary.

iv) Additional Executive Board Members

Where the MTMC membership determines appropriate, an additional two members may be appointed to the Executive as general Board Members.

v) A designated membership municipality will be responsible for accounts payable/receivable for MTMC. This municipality shall provide the membership with an annual financial report and budget.

vi) Chief Administrative Officers may be invited by their Mayor to participate in the regular meetings of the MTMC and may assist with the MTMC objectives.

7. Meeting Schedule

- a) The MTMC shall meet in-person bi-monthly on the 1st Thursday of January, March, May, July, September (ABmunis Conference), and November, commencing at 3:00 p.m. Joining virtually will be an option.
- b) Executive Caucus Committee Meeting hosts shall be appointed by the membership annually and shall be distributed as evenly as possible throughout the province in order to create equitable travel for the membership in general. Considering the vast area of representation, virtual meetings will be available. Caucus hosts shall:
 - i) Plan and organize the Caucus agenda and activities (see Appendix A).
 - ii) Identify and invite government representatives and other guest speakers.
 - iii) Coordinate local and provincial post-caucus media release.
 - iv) Receive MTMC seed money to aid in the costs of hosting the event, as outlined in-Section 5 of this Terms of Reference.
- c) Once a year, meet in person at the annual ABmunis conference. The Host shall be determined by the MTMC membership in advance and be provided MTMC seed money as outlined in Section 5 to aid in covering costs of the event.
- d) This schedule may be changed through a majority vote of the MTMC membership. Slight adjustments to the general meeting schedule may also be made at the discretion of the Chair where it is determined reasonably necessary.

8. Advocacy

Recognizing that the MTMC can only effectively advocate for a limited number of municipal initiatives or issues, the membership shall ensure to keep advocacy items to a minimum, determining which are of the highest priority and thus garnering the main focus of the membership. Priority ranking may change, as municipal environments and issues change and as determined by the membership.

As the administrating municipalities, the Executive Caucus Committee shall work together to ensure the initiatives are advanced and to build an advocacy framework/plan to present to the MTMC for approval.

The MTMC may take on other small advocacy initiatives where time and resources permit and where the MTMC membership feel such initiatives are necessary and important to the group.

9. Confidentiality

The MTMC meetings shall be held in closed session and not open to the public; however, an outside party may be invited to speak to a topic of interest. Members should ensure confidentiality of the meetings remains intact, unless otherwise determined by the MTMC Membership (e.g. for a press release).

10. Communication

As a Caucus wanting to present a unified voice on advocacy initiatives, it is important to present consistency in messaging. Unless the membership directs otherwise, the Chair of MTMC is recognized as the official spokesperson, and, in the absence of the Chair, it is the Vice Chair. This includes commenting publicly on the decisions and business of MTMC. (this could also be added: MTMC members will refrain from publicly commenting on the decisions or business of MTMC and will defer all such comments to the Chair as the MTMC spokesperson.

Appendix A

Agenda Building and Workflow Best Practice

1. Mayors may request that general items be added to a meeting agenda.
2. Requests to have an outside party attend a meeting, should allow to have a meeting prior to their attendance, in order for the membership to prepare for the visit.
 - a. Invitations to outside parties should remain consistent and be sent by the Chair Municipality on behalf of the members.
3. Matters that may require a formal resolution from member municipalities must be brought forward with sufficient time to allow for this to happen.
4. For consistency, any correspondence or documentation drafted by a member municipality on behalf of the MTMC,
 - a. shall be sent to the Chair municipality for distribution to the group;
 - b. where necessary, shall be done in a timely manner to align with item 3 outlined within this Appendix A;
 - c. where necessary and once finalized, shall be forwarded to the appropriate party by the Chair municipality;
 - d. Letters of Support shall confirm permission of a municipality and will accompany correspondence or letters sent on behalf of MTMC; where a Letter of Support cannot be confirmed or has not been received that municipality shall not be included.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Alberta Municipalities Committee
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Councillor Ethan Williams has expressed interest in sitting on an Alberta Municipalities committee.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council is being asked to provide support through a motion of Council for Councillor Williams to be appointed to an Alberta Municipalities committee.

Please find attached a *Frequently Asked Questions on Joining a Committee* provided by Alberta Municipalities.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To support Councillor Williams in his application to sit on a committee with Alberta Municipalities.

Joining a Committee

Why should I join a committee?

Have your say at the table. If you are a Municipal Elected Official or Senior Administrator and want to shape the direction of the organization, consider applying to serve on one of our committees.

Participating on a committee provides an opportunity to influence the direction of policy and programs. In addition, you will gain greater awareness of key initiatives as well as increase your network and leadership skills.

What is the expected time commitment?

Committee meetings are typically held four times in an appointment term. An appointment term is for one year.

Please allow a full day for these meetings as they typically start at 9:00 a.m. and end at 3:00 p.m. While meetings may be attended virtually, in-person attendance is preferred whenever possible.

Committee meeting agendas are available 7 days prior for meeting preparation and generally take a few hours to review depending on the agenda items.

What are the roles and responsibilities?

Committee members are responsible for:

- Attending meetings on a regular basis
- Preparing for and actively participating in meetings
- Representing the interests and views of members with whom they have contact with
- Communicating with members regarding matters under consideration unless confidential
- Exercising the care, skill, and diligence of a prudent person in carrying out their duties

Are honoraria provided and expenses covered?

Per Association Policy:

- Municipal Elected Officials are entitled to receive honoraria for their service on a committee established by the Board.
- Municipal Administrators and other persons serving on a committee established by the Board will be reimbursed for travel costs incurred as a result of committee requirements.

About us

We represent urban municipalities including cities, towns, villages, summer villages and specialized municipalities and more than 85% of Albertans. We are a dynamic and evolving association, advocating the interests of members to the provincial and federal orders of government and other stakeholders.

Our Vision

We are a change agent that enables municipalities to be a fully engaged order of government with the capacity to build thriving communities.

Our Mission

We are the voice of urban municipalities and provides visionary leadership, solutions-based advocacy, and service excellence.



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310.MUNI ■ committeeinterest@abmunis.ca ■ abmunis.ca

Committee Descriptions

- The **Audit and Finance Committee** is responsible for ensuring, using the appropriate methodologies and processes, the overall probity and integrity of financial systems and practices for the organization and its associated entities.
- The **Economic Strategy Committee** considers issues including labour and immigration; jobs, economy, innovation, and technology; energy policies and market access; and advanced education.
- The **Infrastructure Committee** looks at matters pertaining to municipal infrastructure and financing, municipal infrastructure related grants and transfers, tangible capital assets, asset management, transportation and public works, roads and bridges, rights of way including utilities, energy policies and market access, and disaster planning and emergency management.
- The **Investment Advisory Committee** is responsible for ensuring, using appropriate methodologies and processes, the internal investment funds and those held in Trust or by agreement are well-managed and operate in compliance.
- The **Municipal Governance Committee** looks at matters pertaining to the Municipal Government Act and related legislation, property assessment and tax policy, municipal revenue and cost sharing, intermunicipal cooperation, the municipal sustainability strategy, roles and responsibilities of municipalities, citizen engagement, indigenous relations, and Convention resolutions.
- The **Safe and Healthy Communities Committee** considers issues relating to health and safety (including emergency medical response and police funding), social programs (FCSS, poverty reduction, affordable housing, and homelessness), culture and recreation, and Welcoming and Inclusive Communities.
- The **Small Communities Committee** provides advice on opportunities and challenges affecting the sustainability of small communities. This Committee is also responsible for providing a small communities perspective on key policy initiatives.
- The **Sustainability and Environment Committee** reviews matters pertaining to water, climate change, clean air, brownfields, solid waste management, land use planning and cumulative effects management, and municipal sustainability planning.

Application and Selection Process

1. Read the descriptions of each Committee to identify which one(s) interests you and then complete the application form [online](#).
2. Applications for 2023/2024 must be submitted by **September 29, 2023**.
3. All applications will be reviewed and members will be appointed to the various committees based on expertise and criteria ensuring balance and representation of various regions.
4. All applicants will receive a letter once the appointments have been made.

**Submit your
interest to join
a committee**

Fill out our [online form](#) to submit your interest in joining a committee.



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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Alberta/Japan Twinned Municipalities Association Membership
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the August 27, 2024 Regular Council Meeting, Council asked Administration to bring back information regarding membership with the Alberta/Japan Twinned Municipalities Association (A/JTMA).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The objectives of A/JTMA are:

1. To develop and promote friendship and goodwill between citizens of their Alberta/Japan twinned municipalities and citizens in Japan and their surrounding areas.
2. To work in conjunction with the Federal and Provincial Ministries of International and Intergovernmental Relations, the office of the Consul-General of Japan, and other organizations already promoting Japanese culture.
3. To provide advice and assistance to existing twinned Alberta municipalities and Alberta municipalities contemplating a twinning relationship.
4. To promote informational and cultural exchanges between groups, service clubs, schools, civic organizations, businesses and individuals of all ages, interests and abilities in the twinned communities.
5. To explore economic and tourism opportunities as a result of the friendly relations between the twinned communities.
6. To promote an understanding and appreciation between the twinned communities for Canadian and Japanese culture.
7. To develop and implement a means of fundraising to support the Association's objectives.

Currently, the A/JTMA has 10 members who are all twinned with municipalities in Hokkaido (northern Japan). Miki Town is located in the middle/southern part of Japan.

The Town of Didsbury has not held a membership with the A/JTMA since 2014. At that time, the members' fee was \$100. Administration reached out to the A/JTMA to get the most current information and the benefits of being a member. To date, no response has been received.

Administration has found that Didsbury does not have much in common with the municipalities who attend the conference as our exchange program is administered differently. As the Maple Leaf Programme is resuming in 2025, Administration is recommending Didsbury not participate in the membership at this time.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To accept the Alberta/Japan Twinned Municipalities Membership update as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: September 10, 2024
 SUBJECT: Council Reports
 ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

Council Remuneration January to July 2024:

2024 Council Expense Claim								
	Jan.	Feb.	Mar.	Apr.	May	June	July	TOTAL
Mayor Hunter	\$ 3,317.60	\$ 3,340.99	\$ 4,691.82	\$ 3,735.66	\$ 3,417.70	\$ 4,555.02	\$ 3,229.92	\$ 26,288.71
Deputy Mayor Engel	\$ 1,807.07	\$ 1,763.85	\$ 2,228.60	\$ 1,744.48	\$ 2,112.42	\$ 1,899.40	\$ 1,626.66	\$ 13,182.48
Councillor Baswick	\$ 1,543.87	\$ 1,628.29	\$ 3,029.78	\$ 1,473.37	\$ 1,880.04	\$ 1,628.29	\$ 1,705.75	\$ 12,889.39
Councillor McCoy	\$ 1,722.47	\$ 1,918.77	\$ 4,573.00	\$ 1,608.93	\$ 2,022.50	\$ 1,483.37	\$ 1,473.37	\$ 14,802.41
Councillor Moore	\$ 1,581.47	\$ 1,976.86	\$ 3,139.34	\$ 1,686.39	\$ 1,821.94	\$ 2,113.36	\$ 1,667.02	\$ 13,986.38
Councillor Williams	\$ 1,769.47	\$ 1,589.56	\$ 2,247.97	\$ 1,744.48	\$ 2,131.78	\$ 2,054.32	\$ 1,705.75	\$ 13,243.33
Councillor Windsor	\$ 1,944.14	\$ 2,213.22	\$ 2,519.08	\$ 1,763.85	\$ 2,562.47	\$ 3,269.49	\$ 2,075.24	\$ 16,347.49
								\$ 110,740.19

Council Professional Development January to July 2024:

	Budget	Spent	AB Muni	TOTAL	Remaining
Mayor Hunter	\$ 6,500.00	\$ 2,067.12	\$ 1,374.64	\$ 3,441.76	\$ 3,058.24
Deputy Mayor Engel	\$ 4,500.00			\$ -	\$ 4,500.00
Councillor Baswick	\$ 4,500.00		\$ 1,215.93	\$ 1,215.93	\$ 3,284.07
Councillor McCoy	\$ 4,500.00	\$ 4,178.92	\$ 1,303.56	\$ 5,482.48	\$ (982.48)
Councillor Moore	\$ 4,500.00		\$ 1,401.80	\$ 1,401.80	\$ 3,098.20
Councillor Williams	\$ 4,500.00			\$ -	\$ 4,500.00
Councillor Windsor	\$ 4,500.00	\$ 2,093.99		\$ 2,406.01	\$ 2,093.99

Council Professional Development & Event Attendance for September:

Mayor Hunter Town of Sundre Harvest Street Festival September 14, 2024

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (two separate motions)

To accept the Council Reports for September 10, 2024 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 10, 2024
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following correspondence items can be found on the link below:

- Rail Safety Week
- National Police Federation – New polling results on policing in Alberta
- Regional Assessment Review Board – Recruitment for new Board Members
- Minister of Municipal Affairs – Fire Services Program Grant

<https://www.didsbury.ca/p/additional-agenda-items>

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence provided as information.