



## TOWN OF DIDSBURY AGENDA

### Regular Council Meeting

Tuesday, November 12, 2024, 6:00 pm

Council Chambers 1606 14 Street

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1.	<b><u>CALL TO ORDER</u></b>	
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## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: November 12, 2024  
SUBJECT: D. Forehead – Bylaw Requests  
ORIGINATING DEPARTMENT: Legislative Services

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### **BACKGROUND/PROPOSAL:**

Ms. Deborah Forehead has submitted a delegation request to appeal to Council regarding the creation of a bylaw regarding the use of off-highway vehicles (OHV) and to amend the Responsible Pet Ownership Bylaw 2022-17, Part 4 Urban Livestock.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Ms. Forehead is requesting that Council prohibit OHVs on privately owned urban yards because of the noise disturbance and exhaust emissions affecting neighbouring properties.

Ms. Forehead is requesting Council amend the Responsible Pet Ownership Bylaw 2022-17, Part 4 – Urban Livestock to be more specific regarding crowing animals and chicken coop location.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **4. Liveability**

### **RECOMMENDATION**

To accept the information from Deborah Forehead regarding Off-Highway Vehicles and amendments to Responsible Pet Ownership Bylaw as information.

OR

To refer Responsible Pet Ownership Bylaw 2022-17 for suggested amendments and the request regarding prohibition of Off Highway Vehicles in urban yards to the Policy and Governance 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: November 12, 2024  
SUBJECT: October 22, 2024 Regular Council Meeting Minutes  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The minutes of the October 22, 2024 Regular Council Meeting and Organizational 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 October 22, 2024 Regular Council Meeting and Organizational Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on  
Held on October 22, 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 Dorothy Moore  
                                        Councillor Ethan Williams

Council Member(s) Absent   Councillor Bill Windsor

Administration Present     Chief Administrative Officer, Ethan Gorner  
                                        ACAO/Chief Financial Officer, Amanda Riley  
                                        Director of Community Services, Nicole Aasen  
                                        Manager of Public Works, Adam Johnston  
                                        Manager of Legislative Services/Recording Officer, Luana Smith  
                                        Legislative Services Coordinator, Jocelyn Baxter

**1.     CALL TO ORDER**

Mayor Hunter Called the October 22, 2024 Regular Council Meeting to Order at 6:00 p.m.

**2.     ADOPTION OF THE REGUALR COUNCIL AGENDA & ORGANIZATIONAL MEETING AGENDA**

Add item 13.5 Organizational Update as per Section 24 of the FOIP Act

**Res. 564-24**

MOVED by Deputy Mayor Engel

To adopt the October 22, 2024 Regular Council Meeting and Organizational Meeting Agenda as amended.

**Motion Carried**

**3.     DELEGATIONS/PRESENTATIONS**

**4.     ADOPTION OF MINUTES**

**4.1     October 8, 2024 Regular Council Meeting Minutes**

**Res. 565-24**

MOVED by Deputy Mayor Engel

To adopt the October 8, 2024 Regular Council Meeting Minutes as presented.

**Motion Carried**

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

**6.     CAO REPORT**

- Development Permits as of October 15, 2024
- Q3 Development Report
- Q3 Municipal Enforcement Report
- Q3 Didsbury Fire Department Report
- Q3 Community Services Report
- Request from Minister of Municipal Affairs regarding Carbon Tax
- Christmas Lights and Garland

**Res. 566-24**

MOVED by Councillor Williams

To accept the Chief Administrative Officer Report for October 22, 2024 as presented.

**Motion Carried**



**7. BYLAWS & POLICIES**

**7.1 COUN 011-24 Land Sale, Acquisition, and Expropriation Policy**

**Res. 567-24**

MOVED by Deputy Mayor Engel

To refer COUN 011-24 Sale & Acquisition of Land and Expropriation Policy back to the Policy and Governance Committee to consider suggested amendments.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**7.2 Bylaw 2024-11 Council Procedural Bylaw**

**Res. 568-24**

MOVED by Deputy Mayor Engel

To grant second reading to Bylaw 2024-11 Council Procedural Bylaw and refer it to the Policy and Governance Committee for review and recommendation.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore		X
Councillor Williams	X	

**Motion Carried**

**7.3 Bylaw 2024-12 Municipal Development Plan**

**Res. 569-24**

MOVED by Councillor Williams

That Council grant first reading to Bylaw 2024- 12 Municipal Development Plan.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 570-24**

MOVED by Councillor Williams

To set the Public Hearing for Bylaw 2024-12 Municipal Development Plan on November 26, 2024 during item #5 of the Regular Council Meeting Agenda.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**8. BUSINESS**

**8.1 Council Member Reimbursement ABMunis**

*Councillor Williams declared pecuniary interest as per Section 170 of the Municipal Government Act, and withdrew from the vote and left the Council Chambers at 6:47 p.m. and returned at 6:53 p.m.*

**Res. 571-24**

MOVED by Deputy Mayor Engel

To waive the reimbursement of the registration fees for the 2024 Alberta Municipalities Convention in the amount of \$640.00.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams		

**Motion Carried**

*Councillor Williams returned to the Council table at 6:59 p.m.*

**8.2 East Reservoir Funding Structure**

**Res. 572-24**

MOVED by Councillor Moore

To amend the East Reservoir funding structure to fund the project as follows: \$2,541,461 AMWWP grant, \$115,000 Water Offsite Levies, \$2,841,527 Long Term Debt, and \$185,066, for a total of \$5,683,054, and to amend the 2024 Capital Budget accordingly.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick		X
Councillor Moore	X	
Councillor Williams		X

**Motion Carried**

**8.3 Elected Officials Event**

**Res. 573-24**

MOVED by Councillor Williams

To approve those Council Members, who are able to attend the Friends and Food Dinner Event for the Central Alberta Elected Officials, which will be hosted by the Town of Innisfail on November 13, 2024, in the amount of \$50 per person to be funded from the Council Professional Development budget.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

9. **ORGANIZATIONAL MEETING**

**9.1 Call to Order Organizational Meeting**

Mayor Hunter called the October 22, 2024 Organizational Meeting to Order at 7:29 p.m.

**9.2 2024-2025 Council Calendar**

**Res. 574-24**

MOVED by Councillor Moore

To approve the 2024-2025 Council Meeting Calendar as amended.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**9.3 2024-2025 Appointment Deputy Mayor and Alternate Deputy Mayor**

**Res. 575-24**

MOVED by Councillor Williams

To appoint Councillor Curt Engel as Deputy Mayor until the Organizational Meeting in 2025.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 576-24**

MOVED by Councillor Williams

To appoint the Alternate Deputy Mayor as follows:

Councillor Bill Windsor—October 23, 2024 to February 25, 2025

Councillor Ethan Williams—February 26, 2025 to June 27, 2025

Councillor Dorothy Moore —June 28, 2025 to October 28, 2025

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

#### 9.4 2024-2025 Council Assignments

##### Res. 577-24

MOVED by Deputy Mayor Engel

To approve the 2024-2025 Council Assignments with the following amendments:

- PRLS – remove Councillor Moore and replace with Councillor Windsor
- PGC - Remove Mayor Hunter as Alternate and replace with Councillor Moore as Alternate
- CAEP – Re-appoint Mayor Hunter to the CAEP Board.

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

**Motion Carried**

#### 9.5 Public Member Assignments

##### 9.5.1 Appointments to the Municipal Planning Commission

##### Res. 578-24

MOVED by Deputy Mayor Engel

To appoint Karen Henry, Cheryl Dahl, Norm Quantz, and Geraldine (Dean) Mousseau to the Municipal Planning Commission until the Organizational Meeting in 2026, and reaffirm Shirley Madge as presently constituted.

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

**Motion Carried**

##### 9.5.2 DEDAC Appointments

##### Res. 579-24

MOVED by Councillor Moore

To reappoint to the Laurie Hodge (Chair), Dawn Stewart (Vice-Chair), Chris Overwater, Sean McKinsley, Karen Griffin, Sterling Toews and Brody Fazakas to the Didsbury Economic Development Advisory Committee as presented.

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

**Motion Carried**

### **9.5.3 2024-2025 Appointment of CAEP Business Representative**

#### **Res. 580-24**

MOVED by Deputy Mayor Engel

To appoint Chris Overwater as the Town of Didsbury Business Representative to the Central Alberta Economic Partnership until the Organizational Meeting in 2025.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

### **9.5.4 2024-2025 Didsbury Municipal Library Appointments**

#### **Res. 581-24**

MOVED by Deputy Mayor Engel

To appoint the following Didsbury Municipal Library Board Trustees to a three-year term ending November 1, 2027: Jennifer Bommarito and Brittany Stevens.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

#### **Res. 582-24**

MOVED by Deputy Mayor Engel

To reaffirm Jaimee Reese, David McWhinney, Emily Swam, Diane Arbuckle, Bill Windsor, and Melynda Crampton as presently constituted.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

### **9.6 Council Seat Selection**

#### **Res. 583-24**

MOVED by Councillor Moore

That Councillor Moore move to the vacant seat at the Council table.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

### **9.7 Adjournment of Organizational Meeting and Reconvene to Regular Council Meeting**

#### **Res. 584-24**

MOVED by Councillor Moore

To adjourn the October 22, 2024 Organizational Meeting at 7:47 p.m.

**Motion Carried**

**10. CORRESPONDENCE & INFORMATION**

- Mountain View Seniors' Housing Board – Thank you card
- CPKC Holiday Train – 2024 Invitation
- Minister of Municipal Affairs – Carbon Tax

**Res. 585-24**

MOVED by Councillor Williams

To accept the correspondence items presented as information.

**Motion Carried**

**11. COUNCIL REPORTS & MEETING HIGHLIGHTS**

**11.1 Council Reports for October 22, 2024**

**Res. 586-24**

MOVED by Deputy Mayor Engel

To accept the Council Reports for October 22, 2024 as information.

**Motion Carried**

**12. QUESTION PERIOD**

**13. CLOSED MEETING**

**Res. 587-24**

MOVED by Councillor Baswick

To go into Closed Meeting at 7:52 p.m. for the following items:

- 13.1 Campground Planning - as per Section 29 of the FOIP Act
- 13.2 Facility Planning - as per Section 24 of the FOIP Act
- 13.3 Mountain View Regional Water Services Commission Updates - as per Section 21 of the FOIP Act
- 13.4 23rd Street Joint Infrastructure Project with MVC - as per Section 21 of the FOIP Act
- 13.5 Organizational Update – as per Section 24 of the FOIP Act

**Motion Carried**

**14. RECONVENE**

**Res. 588-24**

MOVED by Councillor Moore

To return to Open Meeting at 9:16 p.m.

**Motion Carried**

**Res. 589-24**

MOVED by Councillor Williams

To accept the Campground Planning Update as information and proceed with the discontinuation of the Winter Camping program in the 2025-2026 Season.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 590-24**

MOVED by Councillor Baswick

To accept the Facility Planning as information and approve the implementation of the visioning for the Didsbury Train Station.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 591-24**

MOVED by Councillor Baswick

To provide a grant to Essentials for Our Community funded from the Community Grant Program in the amount of up to \$3,500 to accommodate the transition.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 592-24**

MOVED by Councillor Moore

To accept the Mountain View Regional Water Services Commission update as information.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 593-24**

MOVED by Councillor Moore

To proceed to apply for a scope/cost change to the existing approved AMWWP funding application to cover the costs of the new supply main and deliver a letter for submission for the scope/cost change for the East Reservoir Project.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 594-24**

MOVED by Deputy Mayor Engel

To accept the 23<sup>rd</sup> Street Joint Infrastructure Project as information.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 595-24**

MOVED by Councillor Williams

To accept the Organizational Update as information.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter		X
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**15. ADJOURNMENT**

**Res. 596-24**

MOVED by Councillor Baswick

To adjourn the October 22, 2024 Regular Council Meeting at 9:21 p.m.

**Motion Carried**

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Mayor - Rhonda Hunter

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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: November 12, 2024  
SUBJECT: October 30, 2024 Budget Meeting Minutes  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The Minutes of the October 30, 2024 Budget Meeting are being presented to Council for their review and approval.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To adopt the October 30, 2024 Budget Meeting Minutes as presented.



**Minutes of the Town of Didsbury Budget Meeting held on  
October 30, 2024 in Council Chambers 1606 14 Street  
Commencing at 5:00 p.m.**

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

Administration Present Chief Administrative Officer, Ethan Gorner  
ACAO/Chief Financial Officer, Amanda Riley  
Director of Community Services, Nicole Aasen  
Manager of Public Works, Adam Johnston  
Manager of Legislative Services/Recording Officer, Luana Smith  
Legislative Services Coordinator, Jocelyn Baxter

**1. CALL TO ORDER**

Mayor Hunter called the October 30, 2024 Budget Meeting to order at 5:00 p.m.

**2. ADOPTION OF THE AGENDA**

**Res. 597-24**

MOVED by Councillor Moore

To adopt the October 30, 2024 Budget Meeting Agenda as presented.

**Motion Carried**

**3. OPENING REMARKS**

Mayor Hunter provided opening remarks on behalf of Council, and CAO Ethan Gorner gave an overview of the 2025 capital and operating budget presentation.

**4. BUDGET SURVEY RESULTS**

Assistant CAO/Chief Financial Officer, Amanda Riley provided a breakdown of the budget survey results.

**5. CAPITAL BUDGET**

**Res. 598-24**

MOVED by Councillor Moore

That the Valarosa Pathway Link design be brought back to Council for information and recommendation.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Williams	X	

**Motion Carried**

**Res. 599-24**

MOVED by Councillor Windsor

To bring back a proposed cost to adding Phase 2 Valarosa Link project to the 2025 capital budget for consideration.

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

**Motion Carried**

**6. RECESS**

*Council took a 10 minutes recess at 6:40 p.m. and returned at 6:50 p.m.*

**7. OPERATING BUDGET**

*Councillor Williams stepped out of the meeting at 7:14 p.m. and returned at 7:17 p.m.*

*Deputy Mayor Engel stepped out of the meeting at 7:55 p.m. and returned at 7:57 p.m.*

*Councillor Williams left the meeting at 8:01 p.m.*

**8. NEXT STEPS & CLOSING REMARKS**

CAO Gorner presented the process for going forward on the 2025 budget including meeting dates.

**9. ADJOURNMENT**

**Res. 600-24**

MOVED by Councillor Baswick

To adjourn the October 30, 2024 Budget Meeting at 8:22 p.m.

**Motion Carried**

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Mayor - Rhonda Hunter

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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: November 12, 2024  
SUBJECT: 2025 Draft Capital Budget  
ORIGINATING DEPARTMENT: Corporate Services

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### **BACKGROUND/PROPOSAL:**

The draft capital budget was presented at a public budget meeting with Council on October 30, 2024. The complete draft budget report and presentation is available on the Town's website at [www.didsbury.ca/p/budget](http://www.didsbury.ca/p/budget).

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The draft 2025 Capital Budget, which includes 12 proposed projects totaling \$1,914,450 includes a variety of infrastructure, buildings, land improvements, vehicles, and equipment.

The draft 2025 Capital Budget is attached for Council's review.

#### **Memorial Complex LED Lighting Retrofit**

Administration does not anticipate the 2025 capital budget be approved by Council this early in the process; however, recommends the approval of a single 2025 project.

Administration is seeking approval for the *Memorial Complex LED Lighting Retrofit* project as grant funding for the Community Energy Conservation Program (CEC) has been approved and the funding body, Municipal Climate Change Action Centre (MCCAC), requires a signed agreement to proceed. This project would see the replacement of fluorescent lights within the Didsbury Arena and Didsbury Curling Rink with lower-consumption LED lights. The Town has been approved for 50% funding for this \$40,000 project through MCCAC, which will require a \$20,000 investment from the Town of Didsbury funded from the Didsbury Memorial Complex Reserve Fund.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **1. Strategically Managed Infrastructure**

### **RECOMMENDATION** (two motions)

To accept the 2025 draft capital budget report as information.

AND

To approve the Memorial Complex LED Lighting Retrofit project for a total cost of up to \$40,000 with 50% funding from the Community Energy Conservation Program and the remaining 50% from the Didsbury Memorial Complex Reserve.

# Proposed 2025 Capital Budget

Description	Budget	Operations	Reserves	Grants	Total
<b>INFRASTRUCTURE</b>					
2025 Roadworks Program	550,000			550,000	550,000
Westhill Drive & 23 St Storm Replacement	180,000			180,000	180,000
<b>BUILDINGS</b>					
Memorial Complex LED Lighting Upgrade	40,000		20,000	20,000	40,000
Memorial Complex Eavestrough Repairs	30,000		30,000		30,000
<b>LAND IMPROVEMENTS</b>					
Westhill Playground Replacement	75,000		75,000		75,000
Didsbury Tree Project	220,400		102,700	117,700	220,400
Memorial Complex Additional Parking Lot	80,000		80,000		80,000
<b>VEHICLES &amp; EQUIPMENT</b>					
Thermal Imaging Camera Replacement	18,000	18,000			18,000
Municipal Enforcement Vehicle Replacement	80,000		80,000		80,000
Street Sweeper Replacement	500,000		500,000		500,000
GIS & Asset Management Software	110,000	60,000		50,000	110,000
Server Upgrades & Segmentation	31,050	31,050			31,050
	1,914,450	109,050	887,700	917,700	1,914,450



# Proposed Funding Sources

## Grants

### LGFF

2024 Year End Balance, Projected	311,464
2025 LGFF Allocation	950,876
2025 Proposed Projects	
2025 Roadworks (17 Ave & 18 Ave)	(550,000)
Storm Pipe Replacement (Westhill & 23 St)	(180,000)
<b>2025 Year End Balance, Projected</b>	<b>532,340</b>

### CCBF

2024 Year End Balance, Projected	395,957
2025 Estimated CCBF Allocation	345,363
2025 Proposed Projects	
Asset Management Software	(50,000)
<b>2025 Year End Balance, Projected</b>	<b>691,320</b>

### MCCAC & GCCC - Competitive

2025 Estimated MCCAC Allocation	20,000
2025 Estimated GCCC Allocation	117,700
2025 Proposed Projects	
Memorial Complex LED Lighting Upgrade	(20,000)
Didsbury Tree Project (Pending)	(117,700)
<b>2025 Year End Balance, Projected</b>	<b>-</b>

## Operations

### Funded from Operations

Thermal Imaging Camera Replacement	18,000
GIS	60,000
Server Upgrades & Segmentation	31,050
<b>Total Funded from Operations</b>	<b>109,050</b>

## Reserves

### O&M Vehicle & Equipment Replacement

2024 Year End Balance, Projected	913,496
2025 Proposed Budget Reserve Allocation	257,000
2025 Proposed Projects	
Westhill Playground Replacement	(75,000)
Street Sweeper Replacement	(500,000)
<b>2025 Year End Balance, Projected</b>	<b>595,496</b>

### Municipal Enforcement

2024 Year End Balance, Projected	125,482
2025 Proposed Budget Reserve Allocation	15,000
2025 Proposed Projects	
Municipal Enforcement Vehicle Repl.	(80,000)
<b>2025 Year End Balance, Projected</b>	<b>60,482</b>

### In Lieu of MR

2024 Year End Balance, Projected	380,018
2025 Proposed Budget Reserve Allocation	-
2025 Proposed Projects	
Complex Additional Parking Lot	(80,000)
Didsbury Tree Project	(102,700)
<b>2025 Year End Balance, Projected</b>	<b>197,318</b>

### Didsbury Memorial Complex

2024 Year End Balance, Projected	734,392
2025 Proposed Budget Reserve Allocation	244,700
2025 Proposed Projects	
Complex Eavestrough Maintenance	(30,000)
Memorial Complex LED Lighting Upgrade	(20,000)
<b>2025 Year End Balance, Projected</b>	<b>929,092</b>



# 2025 Roadworks Program

## Description

The 2025 roadworks includes the mill & overlay and targeted reconstruction to maximize the following road segments:

- 18 Avenue from 20 Street to 23 Street
- 7th Avenue (Multi-Year - Phase 1 (850 m))



## Justification

Road rehabilitation on 18 Avenue and 7 Avenue will allow for safe and smooth vehicle conveyance and will maintain service levels for users of these roads.

## Level of Service

18 Avenue is an important east-west connector on the south side of downtown. The traveling surface is deteriorating and the edges are failing. 7 Avenue, annexed into the town, has a strong road base, but the asphalt surface has large unmanageable pot holes. Operations is unable to maintain the segment in its current condition.

## Project Phase

18 AVE	<input type="checkbox"/> PHASE 1	<input type="checkbox"/> PHASE 2	<input checked="" type="checkbox"/> N/A
7 AVE	<input checked="" type="checkbox"/> PHASE 1	<input type="checkbox"/> PHASE 2	<input type="checkbox"/> N/A
\$300,000			

CAPITAL PROJECT EXPENSES	PROJECT FUNDING PROPOSAL
ROAD REHABILITATION	GRANT - LGFF: \$550,000



Stormwater Pipe Replacement

Westhill Drive & 23 St

Description

This project is the replacement of 150m of storm line due to storm line heaving causing a substantial bump at Westhill Dr and 23 St. This project will also restore the travel surface for road users.



Justification

The stomwater pipe replacement will improve the conveyance of stormwater, reducing the potential for flooding. Additionally, restoring the travel surface will make the intersection safer for users.

Level of Service

This storm line continues to require frequent flushing as a result of sediment intrusion and accumulation. The heave will continue to grow through freeze thaw conditions. Without this project, Operations will continue to use resources to respond to ponding water and cleaning of the underground system to mitigate flooding potential.

Project Phase

☐ PHASE 1

☐ PHASE 2

☒ N/A



# Street Sweeper Replacement

## Description

This project is the replacement of the 2008 Street Sweeper due to escalating maintenance costs and unit parts becoming obsolete. The aging equipment requires frequent servicing, leading to downtime and reduced levels of service.



## Justification

Sweeping is an important element of safe transportation corridors and intelligent infrastructure management. Accumulated debris is a hazard for motorists and clogs up stormwater conveyance systems. Replacement is required to maintain service standards.

## Level of Service

It currently takes 25-30 days to sweep the community. PW conducts two sweepings annually, following weather events, before community events, and in emergency situations resulting from material releases on our network. From 2021-2023, the unit has required \$15,000 annually for parts and services with over \$12,000 spent in 2024 so far.

## Project Phase

☐ PHASE 1 ☐ PHASE 2 ☒ N/A

CAPITAL PROJECT EXPENSES	PROJECT FUNDING PROPOSAL
EQUIPMENT PURCHASE	O&M VEHICLE & EQUIPMENT REPLACEMENT RESERVE: \$500,000



# GIS & Asset Management Software

## Description

This multi-year project is the acquisition and implementation of GIS and Asset Management software. GIS will provide accurate mapping of development and town assets, seamlessly integrating with the asset management software. This will allow for more efficient management of resources between departments.



## Justification

The integration of GIS and Asset Management software will enhance the efficiency of mapping and allow for real-time tracking of assets, leading to better maintenance, service delivery, and planning. This will help to produce a more reliable multi-year capital plan.

## Level of Service

Currently, the Town does not have a system to operate GIS or asset management. Asset information is spread across various spreadsheets and documents throughout the organization. Implementing GIS and Asset Management software would centralize this information into a single database accessible to all departments.

## Project Phase

- ☒ PHASE 1  
Assets  
Module
- ☐ PHASE 2  
\$85,100  
Maintenance Module
- ☐ N/A

### CAPITAL PROJECT EXPENSES

ACQUISITION OF GIS & ASSET MANAGEMENT SOFTWARE - PHASE 1: ASSETS

### PROJECT FUNDING PROPOSAL

GRANT - CCBF: \$50,000  
OPERATING BUDGET: \$60,000

### NEW ONGOING OPERATING EXPENSES

GIS SUBSCRIPTION COSTS  
ASSET MANAGEMENT UPDATE & PROTECTION COSTS

### PROJECT FUNDING PROPOSAL

OPERATING BUDGET: TBD  
OPERATING BUDGET: \$7,500



# Complex Additional Parking Lot

## Description

This project is the development of a gravel parking lot on the north-east side of the Memorial Complex lot, with post and cable perimeter fence, concrete parking blocks and additional asphalt pathway to link to existing pathway. Now that the East Reservoir occupies some of the original parking lot, this lot will be added to maintain existing level of service.



## Justification

This project will ensure parking is available for attendance at the Memorial Complex. Reduced parking may lead to reduced usage of the recreation facilities. Additionally, local service groups rely on the ability to host events at this location to raise funds for their organization.

## Level of Service

This asset provides parking for users of the Didsbury Memorial Complex. When the East Reservoir project begins, there will be a loss of 35-40 parking spots.

## Project Phase

☐ PHASE 1

☐ PHASE 2

☒ N/A

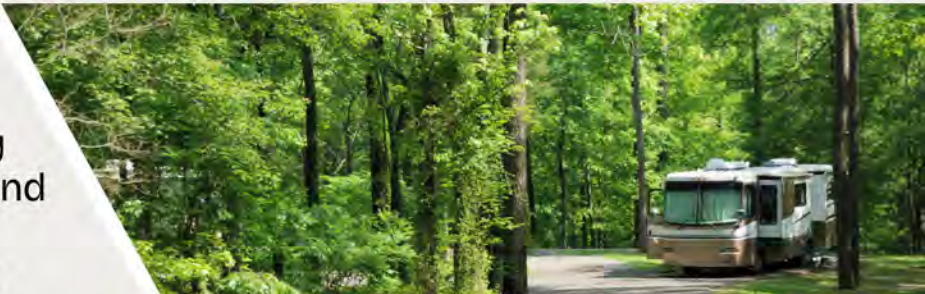


# Didsbury Tree Project

Protecting & Enhancing Didsbury's Streets & Public Spaces Tree Canopy

## Description

This project will plant approximately 100 trees at the Didsbury campground and along various boulevards. This project was approved by Council at the August 27, 2024 RCM, contingent upon GCCC grant funding. As the project is currently under evaluation by the grant body, it is being presented in the capital budget to determine funding sources.



## Funding Source

To fund the Town's portion of this project, Administration recommends using the Municipal Reserve Fund, an externally restricted reserve that can be used to establish spaces for outdoor leisure, public parks, and open spaces.

Growing Canada's Community Canopies: \$117,700

Municipal Reserve Fund: \$102,700

Total: \$220,400

## Timeline

- July Full Application Submitted
- August FCM Application Review & Feedback
- October Tree Canada Peer Review Evaluation & Feedback
- November Funding Recommendation for GCCC Leadership
- December Agreement Drafting & Execution

subject to change

## Project Phase

☐ PHASE 1

☐ PHASE 2

☒ N/A

CAPITAL PROJECT EXPENSES	PROJECT FUNDING PROPOSAL
SITE PREPARATION, PURCHASE & PLANTING OF TREES	GROWING CANADA'S COMMUNITY CANOPIES: \$117,700
	IN LIEU OF MUNICIPAL RESERVE: \$102,700
TOTAL	\$220,400
NEW ONGOING OPERATING EXPENSES	PROJECT FUNDING PROPOSAL
MAINTENANCE YEAR 1	GCCC: \$7,500
	OPERATING BUDGET: \$7,500



# Memorial Complex LED Lighting Upgrade

## Description

This project will replace the fluorescent lights in the Curling Rink and Arena with LED equivalent lighting to reduce energy consumption. Administration applied for this project through MCCAC and was successful. MCCAC will fund up to 50% of eligible costs.



## Justification

This facility will benefit from improved lighting quality, lower maintenance requirements, and a reduction in operating costs, due to the reduction in energy consumption.

## Level of Service

The existing fluorescent lighting in the Curling Rink and Arena consumes an extensive amount of energy, resulting in higher operational costs.

## Project Phase

☐ PHASE 1

☐ PHASE 2

☒ N/A

CAPITAL PROJECT EXPENSES	PROJECT FUNDING PROPOSAL
LED LIGHTING RETROFIT	GRANT - MUNICIPAL CLIMATE CHANGE ACTION CENTRE: \$20,000
	DIDSBURY MEMORIAL COMPLEX RESERVE: \$20,000
TOTAL	\$40,000



# Memorial Complex Eavestrough Repairs

## Description

This project will repair and/or replace several sections of the eavestrough at the Memorial Complex that have fallen off as a result of high winds and/or age of facility.



## Justification

Capital maintenance on this asset will ensure the facility's long-term viability, allowing it to serve residents and visitors well into the future.

## Level of Service

The eavestrough is used to provide water drainage from the roof systems on the facility. The existing asset has fallen off and improper water drainage will cause excess water pooling on the roof systems, which can result in leaks and erosion of facility structures along walls and foundations.

## Project Phase

☐ PHASE 1 ☐ PHASE 2 ☒ N/A



# Westhill Playground Replacement

## Description

This project will replace the playground located in Westhill Park due to aging equipment and safety concerns.



## Justification

The community will continue to benefit from access to outdoor play for children and families in Didsbury. The neighbourhoods served by this park will have access to a safe structure.

## Level of Service

The existing playground offers free public access to recreation and leisure activities. However, as the structure continues to age, it may pose safety concerns and require removal.

## Project Phase

☐ PHASE 1 ☐ PHASE 2 ☒ N/A

### CAPITAL PROJECT EXPENSES

PURCHASE & INSTALLATION

### PROJECT FUNDING PROPOSAL

VEHICLE & EQUIPMENT RESERVE: \$75,000

# Thermal Imaging Camera Replacement

## Description

This project is the replacement of the current Thermal Imaging Camera, as the parts for the current model are no longer produced or available.



## Justification

In order to maintain the existing level of service for the protection of the community, the replacement of this device is necessary.

## Level of Service

The Thermal Imaging Camera is used for fire suppression and extinguishment. The continued use of the existing device is risky as replacement parts have become obsolete. In the unfortunate event that the device breaks, it will be unrepairable.

## Project Phase

☐ PHASE 1 ☐ PHASE 2 ☒ N/A



# Server Upgrades & Segmentation

## Description

This project will upgrade the existing servers to Windows Server 2022 and VSphere 8. The existing network will be restructured from flat to segmented across all locations and existing equipment will be reconfigured to support this segmentation. This will include the replacement of two network switches, and the implementation of two new secured and public Wi-Fi networks.



## Justification

Segmenting the network will limit security threats by isolating various components of the network. It will reduce congestion, improve performance and simplify management.

## Level of Service

The Town’s current network structure is flat, meaning all devices share the same network domain. This setup is harder to manage and provides less security than a segmented network.

## Project Phase

☐ PHASE 1

☐ PHASE 2

☒ N/A



# Municipal Enforcement Vehicle Replacement

## Description

This project is the replacement of the 2014 Dodge Ram for the Municipal Enforcement Department. This project was scheduled on the Town's Vehicle Replacement Program and the Multi-Year Capital Plan.



## Justification

The current vehicle requires additional repairs and maintenance to remain operational. To maintain the visibility and performance of CPOs in the community, a reliable vehicle is required. The replacement was originally scheduled for 2024 but was then deferred to 2025.

## Level of Service

This vehicle is used by the peace officers to carry out their duties, including patrolling the community, conducting investigations, providing assistance, and responding to emergencies. The current vehicle is underperforming and requires frequent repairs to operate effectively.

## Project Phase

☐ PHASE 1 ☐ PHASE 2 ☒ N/A

CAPITAL PROJECT EXPENSES	PROJECT FUNDING PROPOSAL
VEHICLE PURCHASE DECAL & LIGHTS	MUNICIPAL ENFORCEMENT RESERVE: \$80,000



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

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

MEETING DATE: November 12, 2024  
SUBJECT: 2025 Draft Operating Budget  
ORIGINATING DEPARTMENT: Corporate Services

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### **BACKGROUND/PROPOSAL:**

The draft operating budget was presented at a public budget meeting with Council on October 30, 2024. The complete draft budget report and presentation is available on the Town's website at [www.didsbury.ca/p/budget](http://www.didsbury.ca/p/budget).

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The draft 2025 Operating Budget is attached for Council's review, and the detailed budget report documents the year to year budget variance by object and costing center.

To summarize, the operating budget includes revenues before taxes of \$8,223,337, expenditures of \$13,818,837, and requires a municipal tax levy of \$5,595,500. This represents an increase over the 2024 budget of 6.79% or \$355,638.

Although revenues from taxes are being proposed to increase, there is an expected tax rate reduction due to an estimated increase in assessment for the coming year. Assessment and tax rates for 2025 are not finalized until 2025 and the exact changes will be determined at that time.

There has been assessment growth in 2024, resulting in assessment growth revenue of approximately \$100,000, which is being recommended to be transferred to the Roads and Sidewalks Reserves.

In 2025, there is a General Municipal Election, resulting in budgeted expenditures in the election budget, as well as for the new Council term, expenditures that occur every four years.

### **NEXT STEPS**

There have been two additional budget workshops planned for November 19, 2024 and December 3, 2024, for Council to continue deliberations about the 2025 Budget. Budget discussions are also recommended to continue at each of the upcoming regular council meetings, with approval of the 2025 budget by the December 10, 2024 meeting.

During the process, Council may ask questions and make resolutions requesting additional information regarding the budget, during the budget section of the agenda.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **1. Strategically Managed Infrastructure**

### **RECOMMENDATION**

To accept the 2025 draft operating budget report as information.

AND

Any other motions at Council's discretion.



# 2025 Consolidated Operating Budget by object

	2024	2025	2024 - 2025	
	Approved	Proposed	Variance	
<b>Revenues</b>				
Utility user charges	3,334,325	3,668,414	334,089	10.0%
Government operating grants	1,463,004	1,449,128	(13,876)	-0.9%
Sales & User Fees	1,210,188	1,326,532	116,344	9.6%
Lot Sales	240,594	278,163	37,569	15.6%
Franchise Fees	880,000	925,000	45,000	5.1%
Penalties	106,000	98,000	(8,000)	-7.5%
Fines	23,500	25,000	1,500	6.4%
Licence Fees	63,000	63,000	-	0.0%
Permit Fees	85,500	155,500	70,000	81.9%
Investment income	75,000	80,000	5,000	6.7%
Other Revenue	60,200	58,600	(1,600)	-2.7%
Transfers From Reserves	377,953	96,000	(281,953)	-74.6%
	<b>\$ 7,919,264</b>	<b>\$ 8,223,337</b>	<b>\$ 304,073</b>	<b>3.8%</b>
<b>Expenditures</b>				
Salaries, Wages & Benefits	\$ 4,700,898	\$ 5,034,536	\$ 333,638	7.1%
Training, conferences and travel	139,850	151,190	11,340	8.1%
Memberships	27,924	27,824	(100)	-0.4%
Advertising and printing	73,880	82,450	8,570	11.6%
Professional services	191,500	257,000	65,500	34.2%
Contracted services	851,590	893,756	42,166	5.0%
Contracted Municipal Policing	697,500	731,873	34,373	4.9%
Telecommunications	306,742	341,735	34,993	11.4%
General supplies	476,220	468,471	(7,749)	-1.6%
Cost of Water	1,108,380	1,180,725	72,345	6.5%
Repairs and maintenance	983,430	701,980	(281,450)	-28.6%
Utilities	865,740	885,880	20,140	2.3%
Insurance	219,795	253,997	34,202	15.6%
Leases	63,724	46,972	(16,752)	-26.3%
Bank charges	15,500	15,000	(500)	-3.2%
Write off	6,500	6,500	-	0.0%
Interest on long term debt	63,155	116,186	53,031	84.0%
Long term debt repaid	583,276	663,803	80,527	13.8%
Grants and other payments to organizations	527,347	545,784	18,437	3.5%
Transfers to capital	96,000	18,000	(78,000)	-81.3%
Transfers to reserve	1,160,175	1,395,175	235,000	20.3%
	<b>\$ 13,159,126</b>	<b>\$ 13,818,837</b>	<b>\$ 659,711</b>	<b>5.0%</b>
<b>Municipal Tax Levy Required</b>	<b>\$ 5,239,862</b>	<b>\$ 5,595,500</b>	<b>\$ 355,638</b>	<b>6.79%</b>

# 2025 Consolidated Operating Budget

## by Costing Center

	2024	2025	2024 - 2025	
Revenues	Approved	Proposed	Variance	
Council	30,000	30,000	-	0.0%
General Municipal Revenue	1,062,953	1,106,000	43,047	4.0%
General Government	322,737	282,500	(40,237)	-12.5%
Protective Services				
RCMP	392,766	396,144	3,378	0.9%
Fire Department	254,866	328,332	73,466	28.8%
Municipal Enforcement	29,000	26,500	(2,500)	-8.6%
	676,632	750,976	74,344	11.0%
Community Services				
FCSS	182,159	181,859	(300)	-0.2%
DOSCA	218,686	229,100	10,414	4.8%
Didsbury Neighborhood Place	36,375	34,600	(1,775)	-4.9%
	437,220	445,559	8,339	1.9%
Recreation & Community Facilities				
Arena	434,815	451,225	16,410	3.8%
Aquatics	459,915	480,025	20,110	4.4%
Curling Rink	49,500	49,500	-	0.0%
Parks	22,156	22,299	143	0.6%
MPR	16,000	17,000	1,000	6.3%
Train Station	10,000	10,600	600	6.0%
Memorial Complex	10,000	10,000	-	0.0%
Campground	80,000	75,000	(5,000)	-6.3%
Other community facilities	-	-	-	-
	1,082,386	1,115,649	33,263	3.1%
Engineering & Infrastructure				
Roads and Streets	75,400	79,100	3,700	4.9%
Cemetery	24,900	26,400	1,500	6.0%
	100,300	105,500	5,200	5.2%
Utilities				
Water Utility	2,162,454	2,420,808	258,354	11.9%
Wastewater Utility	966,312	751,546	(214,766)	-22.2%
Solid Waste Utility	516,259	522,560	6,301	1.2%
	3,645,025	3,694,914	49,889	1.4%
Planning and Economic Development				
Planning and Development	160,000	252,000	92,000	57.5%
Economic Development	42,500	42,500	-	0.0%
Subdivision	240,594	278,163	37,569	15.6%
	443,094	572,663	129,569	29.2%
External Service Organizations				
Library	118,917	119,576	659	0.6%
	118,917	119,576	659	0.6%
	\$ 7,919,264	\$ 8,223,337	\$ 304,073	3.8%



# 2025 Consolidated Operating Budget

## by Costing Center Expenditures

	2024 Approved	2025 Proposed	2024 - 2025 Variance	
Council	306,967	331,976	25,009	8.1%
Election Costs	-	18,000	18,000	-
General Government	667,765	758,684	90,919	13.6%
Communications	194,428	142,619	(51,809)	-26.6%
Protective Services				
RCMP	962,581	1,008,843	46,262	4.8%
Fire Department	656,988	731,164	74,176	11.3%
Municipal Enforcement	373,758	357,775	(15,983)	-4.3%
	1,993,327	2,097,782	104,455	5.2%
Emergency Management	30,879	40,036	9,157	29.7%
Community Services				
FCSS	235,651	242,554	6,903	2.9%
DOSCA	218,686	229,100	10,414	4.8%
Didsbury Neighborhood Place	36,375	34,600	(1,775)	-4.9%
	490,712	506,254	15,542	3.2%
Recreation & Community Facilities				
Arena	809,602	833,351	23,749	2.9%
Aquatics	873,369	907,494	34,125	3.9%
Curling Rink	186,153	198,537	12,384	6.7%
Parks	329,625	386,359	56,734	17.2%
MPR	49,348	47,559	(1,789)	-3.6%
Train Station	91,544	70,726	(20,818)	-22.7%
Memorial Complex	223,133	225,155	2,022	0.9%
Campground	89,626	80,722	(8,904)	-9.9%
Other community facilities	19,750	20,330	580	2.9%
	2,672,150	2,770,233	98,083	3.7%
Engineering & Infrastructure				
Roads and Streets	1,841,370	1,984,143	142,773	7.8%
Cemetery	71,164	72,110	946	1.3%
	1,912,534	2,056,253	143,719	7.5%
Utilities				
Water Utility	2,162,454	2,420,808	258,354	11.9%
Wastewater Utility	966,312	751,546	(214,766)	-22.2%
Solid Waste Utility	516,259	522,560	6,301	1.2%
	3,645,025	3,694,914	49,889	1.4%
Planning and Economic Development				
Planning and Development	453,122	541,152	88,030	19.4%
Economic Development	193,273	201,323	8,050	4.2%
Subdivision	240,594	278,163	37,569	15.6%
	886,989	1,020,638	133,649	15.1%
External Service Organizations				
Museum	36,800	38,090	1,290	3.5%
Library	321,550	343,358	21,808	6.8%
	358,350	381,448	23,098	6.4%
	\$ 13,159,126	\$ 13,818,837	\$ 659,711	5.0%
<b>Municipal Tax Levy Required</b>	<b>\$5,239,862</b>	<b>\$5,595,500</b>	<b>355,638</b>	<b>6.79%</b>

# 2025 Consolidated Operating Budget

## by Costing Center

### Net surplus

	2024 Approved	2025 Proposed	2024 - 2025 Variance	
Council	(276,967)	(301,976)	25,009	9.0%
Election Costs	-	(18,000)	18,000	-
General Municipal Revenue	1,062,953	1,106,000	(43,047)	4.0%
General Government	(345,028)	(476,184)	131,156	38.0%
Communications	(194,428)	(142,619)	(51,809)	-26.6%
Protective Services				
RCMP	(569,815)	(612,699)	42,884	7.5%
Fire Department	(402,122)	(402,832)	710	0.2%
Municipal Enforcement	(344,758)	(331,275)	(13,483)	-3.9%
	(1,316,695)	(1,346,806)	30,111	2.3%
Emergency Management	(30,879)	(40,036)	9,157	29.7%
Community Services				
FCSS	(53,492)	(60,695)	7,203	13.5%
DOSCA	-	-	-	-
Didsbury Neighborhood Place	-	-	-	-
	(53,492)	(60,695)	7,203	13.5%
Recreation & Community Facilities				
Arena	(374,787)	(382,126)	7,339	2.0%
Aquatics	(413,454)	(427,469)	14,015	3.4%
Curling Rink	(136,653)	(149,037)	12,384	9.1%
Parks	(307,469)	(364,060)	56,591	18.4%
MPR	(33,348)	(30,559)	(2,789)	-8.4%
Train Station	(81,544)	(60,126)	(21,418)	-26.3%
Memorial Complex	(213,133)	(215,155)	2,022	0.9%
Campground	(9,626)	(5,722)	(3,904)	-40.6%
Other community facilities	(19,750)	(20,330)	580	2.9%
	(1,589,764)	(1,654,584)	64,820	4.1%
Engineering & Infrastructure				
Roads and Streets	(1,765,970)	(1,905,043)	139,073	7.9%
Cemetery	(46,264)	(45,710)	(554)	-1.2%
	(1,812,234)	(1,950,753)	138,519	7.6%
Utilities				
Water Utility	-	-	-	-
Wastewater Utility	-	-	-	-
Solid Waste Utility	-	-	-	-
	-	-	-	-
Planning and Economic Development				
Planning and Development	(293,122)	(289,152)	(3,970)	-1.4%
Economic Development	(150,773)	(158,823)	8,050	5.3%
Subdivision	-	-	-	-
	(443,895)	(447,975)	4,080	0.9%
External Service Organizations				
Museum	(36,800)	(38,090)	1,290	3.5%
Library	(202,634)	(223,782)	21,148	10.4%
	(239,434)	(261,872)	22,438	9.4%
<b>Municipal Tax Levy Required</b>	<b>\$ 5,239,862</b>	<b>\$ 5,595,500</b>	<b>\$ 355,638</b>	<b>6.79%</b>



# 2025 Consolidated Operating Budget

## By Department/Function

	2025			2024	Variance	
	Budgeted Revenues	Budgeted Expenditures	Budgeted Net Surplus / Deficit	Budgeted Surplus/Deficit	\$	%
General Municipal Revenue	1,106,000	-	1,106,000	1,062,953	43,047	4.0%
Council	30,000	331,976	(301,976)	(276,967)	25,009	-9.0%
Election Costs	-	18,000	(18,000)	-	18,000	-
General Government	282,500	758,684	(476,184)	(345,028)	131,156	-38.0%
Communications	-	142,619	(142,619)	(194,428)	(51,809)	26.6%
Protective Services	750,976	2,097,782	(1,346,806)	(1,316,695)	30,111	-2.3%
Community Services	445,559	506,254	(60,695)	(53,492)	7,203	-13.5%
Recreation & Community Facilities	1,115,649	2,770,234	(1,654,584)	(1,589,764)	64,820	-4.1%
Emergency Management	-	40,036	(40,036)	(30,879)	9,157	-29.7%
Engineering & Infrastructure	105,500	2,056,253	(1,950,753)	(1,812,234)	138,519	-7.6%
Utilities	3,694,914	3,694,914	-	-	-	-
Planning and Economic Development	572,663	1,020,637	(447,975)	(443,895)	4,080	-0.9%
External Service Organizations	119,576	381,448	(261,872)	(239,434)	22,438	-9.4%
	\$ 8,223,337	\$ 13,818,837	\$ (5,595,500)	\$ (5,239,862)	\$ (355,638)	6.8%
<b>Municipal Tax Levy Required</b>	<b>5,595,500</b>	<b>-</b>	<b>5,595,500</b>	<b>5,239,862</b>	<b>355,638</b>	<b>6.79%</b>
NET SURPLUS	13,818,837	13,818,837	-	-	-	-





## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

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

MEETING DATE: November 12, 2024  
SUBJECT: Valarosa Pathway Link Design and Costing  
ORIGINATING DEPARTMENT: Engineering & Infrastructure

---

### BACKGROUND/PROPOSAL:

At the October 30 Budget Meeting, Council made the following two motions:

*Res. 598-24 Moved by Councillor Moore that the Valarosa Pathway Link design be brought back to Council for information and recommendation.*

*Res. 599-24 Moved by Councillor Windsor to bring back a proposed cost to adding Phase II Valarosa Link project to the 2025 Capital Budget for Consideration.*

The design for the Valarosa Link was undertaken as part of the 2024 Capital Budget and, as such, the Link was included in the Multi-year Capital Plan with construction scheduled to take place in 2025. Furthermore, the Link Pathway was identified in the Pedestrian Connectivity Master Plan as a possible pathway to connect the community of Valarosa to Memorial Park.

There were four options for the Link Project; each vary slightly in their level of accessibility, cost, location, and design. Please see the attached preliminary design and cost estimates for the original Valarosa Pathway Project.

Option	Total Cost (including Contingency)
Option 1*	\$234,684
Option 2*	\$167,757
Option 3*	\$186,075
Option 4*	\$209,955

\*Please see the attached map and segment of the Pedestrian Connectivity Master Plan for reference.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Upon receiving the design and reviewing the feasibility of the project for possible inclusion in the 2025 Capital Budget, there were two significant challenges identified with the project moving forward.

#### Environmental Reserve

The Valarosa Link was originally designed to connect the upper bowl of Memorial Park to the laneway connected to Valarosa Park. In between the upper bowl and the laneway there is a long section of Environmental Reserve (ER) that stretches north-south (see Map I). Due to the ER designation on the portion of the land on which the pathway is to be built, Council would be required to pass a bylaw allowing the ER to be used for a purpose other than preserving the natural state of the slope or for the purposes of having a public park.

#### Laneway Connection

As seen in Map I, there are properties at the foot of the coulee that would limit access to the laneway. Therefore, if Council desires to proceed with the Link project, the Town would be required to determine a new method of access to develop a pathway. This cost has not been accounted for in the design costing estimates.

An additional consideration is that, as Valarosa continues to develop in the coming years, Valarosa Drive will extend to connect with 29 Avenue, as will the sidewalks. This will provide an additional access point to Memorial Park for the residents and users of the Valarosa pathway systems.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

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

### Future Grant Funding

There are numerous grant opportunities that are expected to become available in the coming years to provide for better access to pathways. For example, the Canada Public Transit Fund (CTPF) will provide \$3 billion per year for public transit and active transportation infrastructure, beginning in 2026-2027. The Targeted Funding Stream of the CPTF will provide flexible funding to address local needs. The Town is on the distribution list for this grant and will be receiving program information as it becomes available.

### ALIGNMENT WITH STRATEGIC PLAN

#### 1. Strategically Managed Infrastructure

### RECOMMENDATION

To refer the Valarosa Link Design and Costing to the Financial Planning Committee for review and recommendation.

August 14, 2024

Our Reference: 28532

**Town of Didsbury**  
1606 14 St  
Didsbury, AB T0M 0W0

Attention:

Dear Sir:

**Reference: Valarosa Link Pathway Options Summary**

As requested by the Town of Didsbury, ISL has surveyed and investigated a new pathway link from the Valarosa community up the hill to Memorial Park. Through various discussions with Town administration ISL has proposed four (4) options for the project “Valarosa Link Pathway”. Below is a summary of the four designs.

## 1.0 Price Summary

The four options were reviewed; the prices for each option, including contingency, are summarized below and are attached in detail to this letter.

Option 2 is currently the lowest price of \$135,398.00 (Excluding GST and Contingency).

Designs	Estimated Pathway Price	Contingency 20%
Option 1	\$195,570.00	\$39,114.00
Option 2	\$139,798.00	\$27,960.00
Option 3	\$155,063.00	\$31,013.00
Option 4	\$174,963.00	\$34,993.00

## 2.0 Unit Price Review

The unit price review provides insight into the cost drivers associated with each pathway option, reflecting the specific design and construction requirements unique to each. Costs were taken from other projects in Town and adjacent Towns that have similar scale and scope of work. Below are descriptions of each option.

### 2.1 Option 1

This is one of two options that meets wheelchair accessible standard by maintaining a slope of 5% slope or less throughout the pathway. To achieve this, the costs associated with grading and earthworks are significantly higher due to the need for additional cutbacks and gentler slopes.

Option 1 has an approximate length of 360 meters and 1775 square meters of Tree Loss. Some plantings can be replaced but there will be significant disturbance to the vegetation along the hillside.

## 2.2 Option 2

This Option is the most economical of the three, primarily due to its shorter pathway length of approximately 230 meters. However, with a slope of 8%, it does not meet wheelchair accessibility standards. Some mitigation measures to help with not meeting the wheel chair accessibility standards would be placing a concrete pin curb on the down hill side of the pathway as it does cutbacks. Railings may also be required on 2 of the cutbacks. This option results in the least amount of Tree Loss, approximately an area of 1100 square meters. Replanting is possible but tree loss will be noticeable.

## 2.3 Option 3

This option is the mid-range price. The slope currently ranges from 6.9-7.3%. However, it can be adjusted to meet the wheelchair accessible standards, if necessary, by adding level landings every 9 meters when the slope exceeds 5%. Landings could be large in area and result in further tree loss. The pathway extends 250 meters in length, and the tree loss area is approximately 1300 square meters. This pathway option uses more of the hillside and even though there is tree loss it is spread out further so it would not be as impactful as the other options.

## 2.4 Option 4

This option is the second most expensive but as well as option 1, it meets the wheelchair accessibility standards. The pathway extends 350 meters length with fewer cutbacks and a 4.8% slope. The tree loss area is approximate 1500 square meters. This option utilizes more distance along the hillside and replanting alongside the pathway would be possible.

## 3.0 Comparison

Below is a detailed comparison of each option, focusing on the design length, tree loss area and slope. Please note that additional survey will be required to complete the final design.

Options	Pathway Length	Tree Loss area	Pathway Slope
Option 1	360 meters	1775 sq.m.	5%
Option 2	230 meters	1100 sq.m.	8%
Option 3	250 meters	1400 sq.m.	6.9-7.3%
Option 4	350 meters	1500 sq.m.	4.8%

## 4.0 Conclusion

In summary, each pathway option presents a distinct balance between cost, accessibility and environmental impact. Options 1 and 4 meet the wheel chair accessibility standards, while options 2 and 3 are more steep they have less impact to the vegetation on the hillside.

ISL is available for further discussion on each option and is able to make revisions as requested. If you have any questions, please do not hesitate to contact us at your convenience.

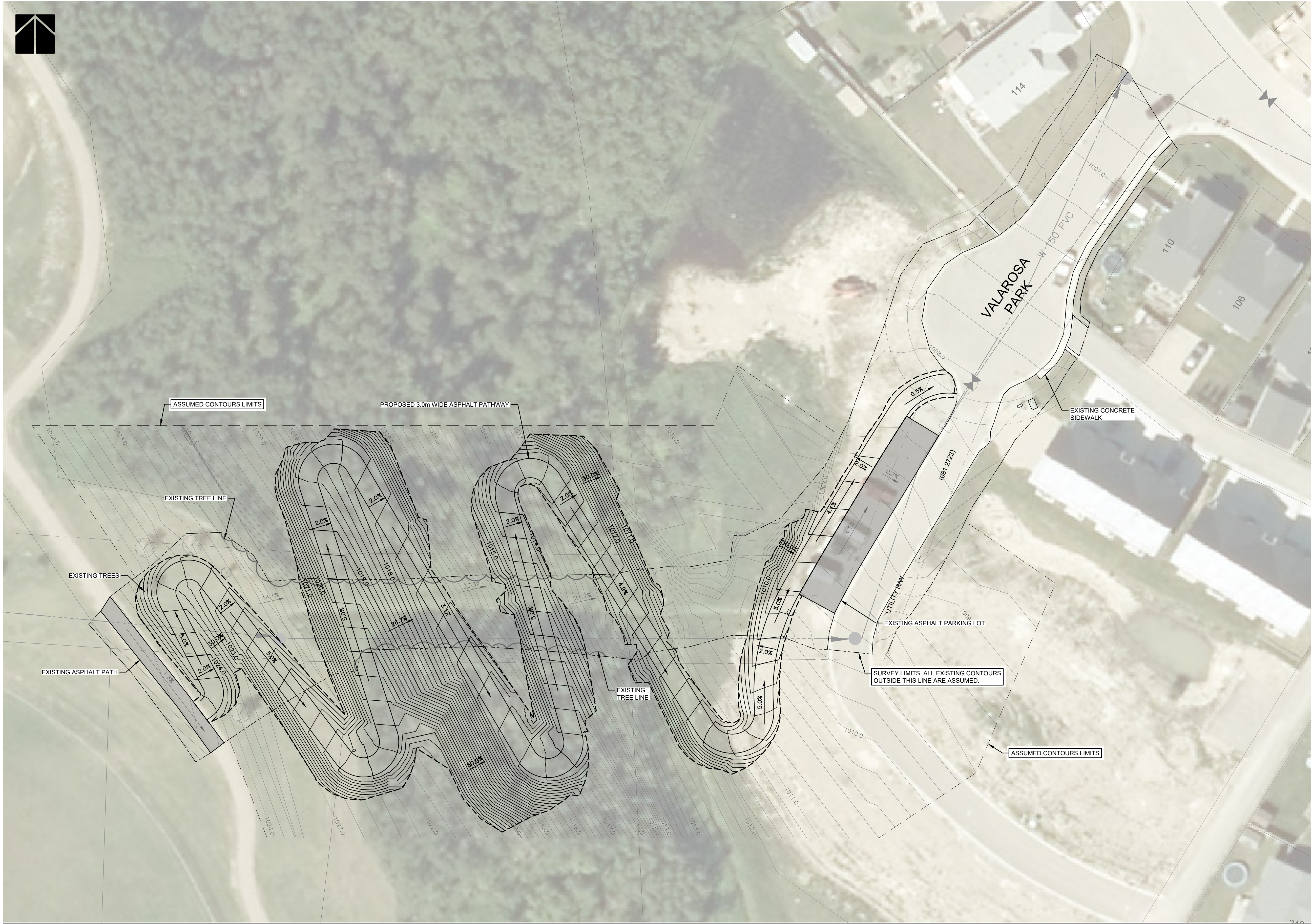
Sincerely,

**DRAFT**

Kevin Denischuk, P. Tech (Eng)  
Lead Construction Services, Municipal & Community Development



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7909 - 51 Ave. Edmonton, AB T6E 5L9  
P: 780.438.9000 F: 780.438.3700

Notes

Option 1

Stamp/Seal

Revisions/Submissions

-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Submission Phase/Status

-  
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Project

VALAROSA LINK PATHWAY

Owner/Client

TOWN OF DIDSBURY

Drawing

GRADING PLAN

Scale

1:300

Designer/Drawn

JBC

Date

2024-07-24

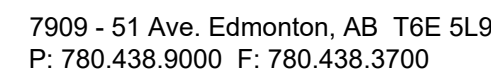
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Project No.

G1.0

Sheet





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## Notes

### Option 2

Stamp/Seal

## Revisions/Submissions

[illegible]

Submission Phase/Status



Project

### VALAROSA LINK PATHWAY

Owner/Client

TOWN OF DIDSBURY

### Drawing

## GRADING PLAN

Scale

1:300

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Designer/Drawn

Date \_\_\_\_\_

JBC

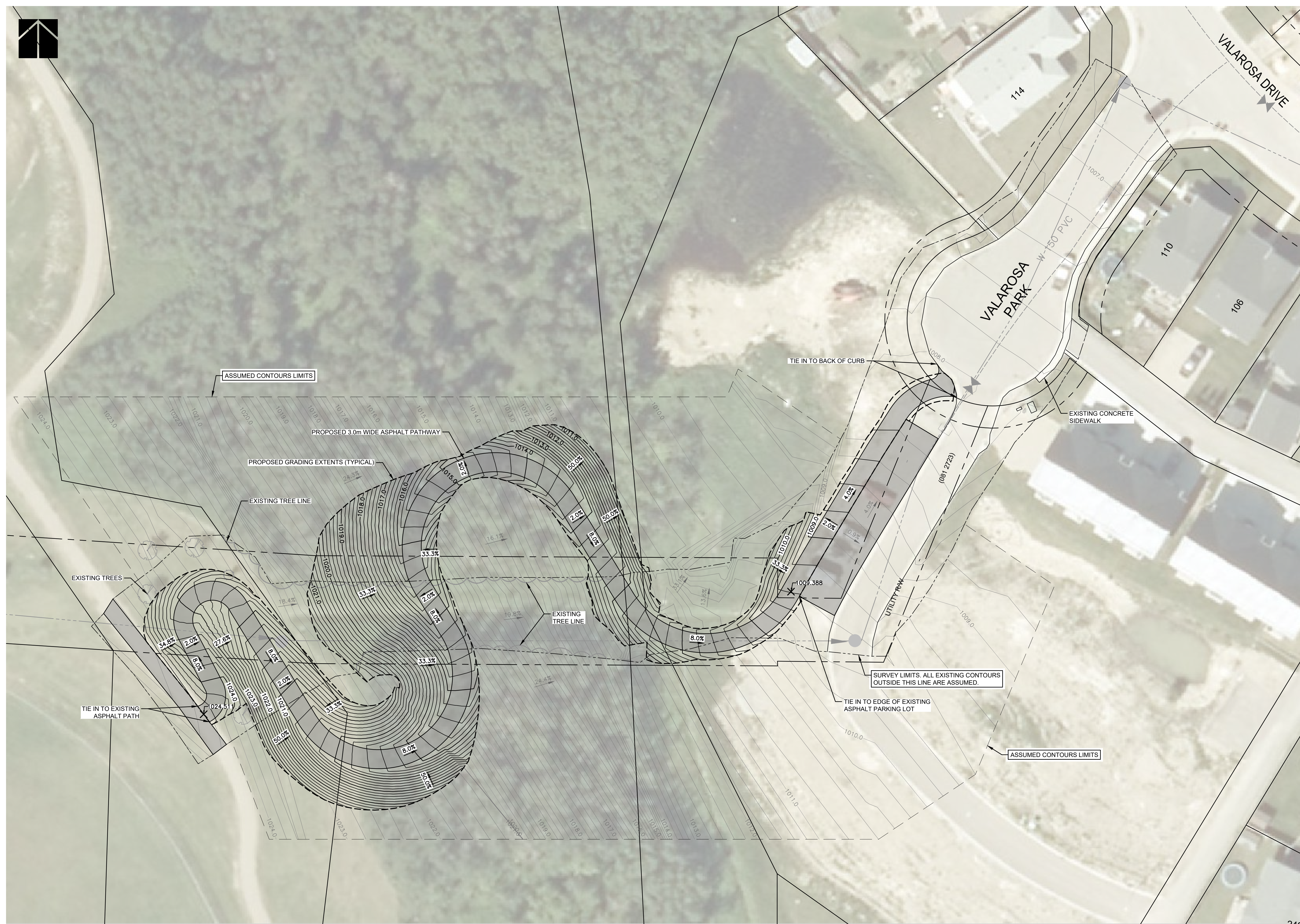
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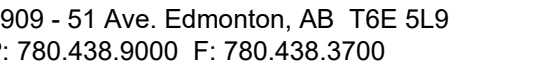
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## G 2.0

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### Option 3

Revisions/Submissions

[illegible]

## VALAROSA LINK PATHWAY

TOWN OF DIDSBURY

## GRADING PLAN

Date \_\_\_\_\_

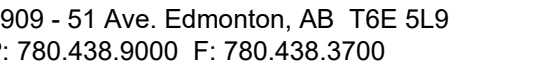
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## G 3.0

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### Option 4

## VALAROSA LINK PATHWAY

TOWN OF DIDSBURY

## GRADING PLAN

JBC

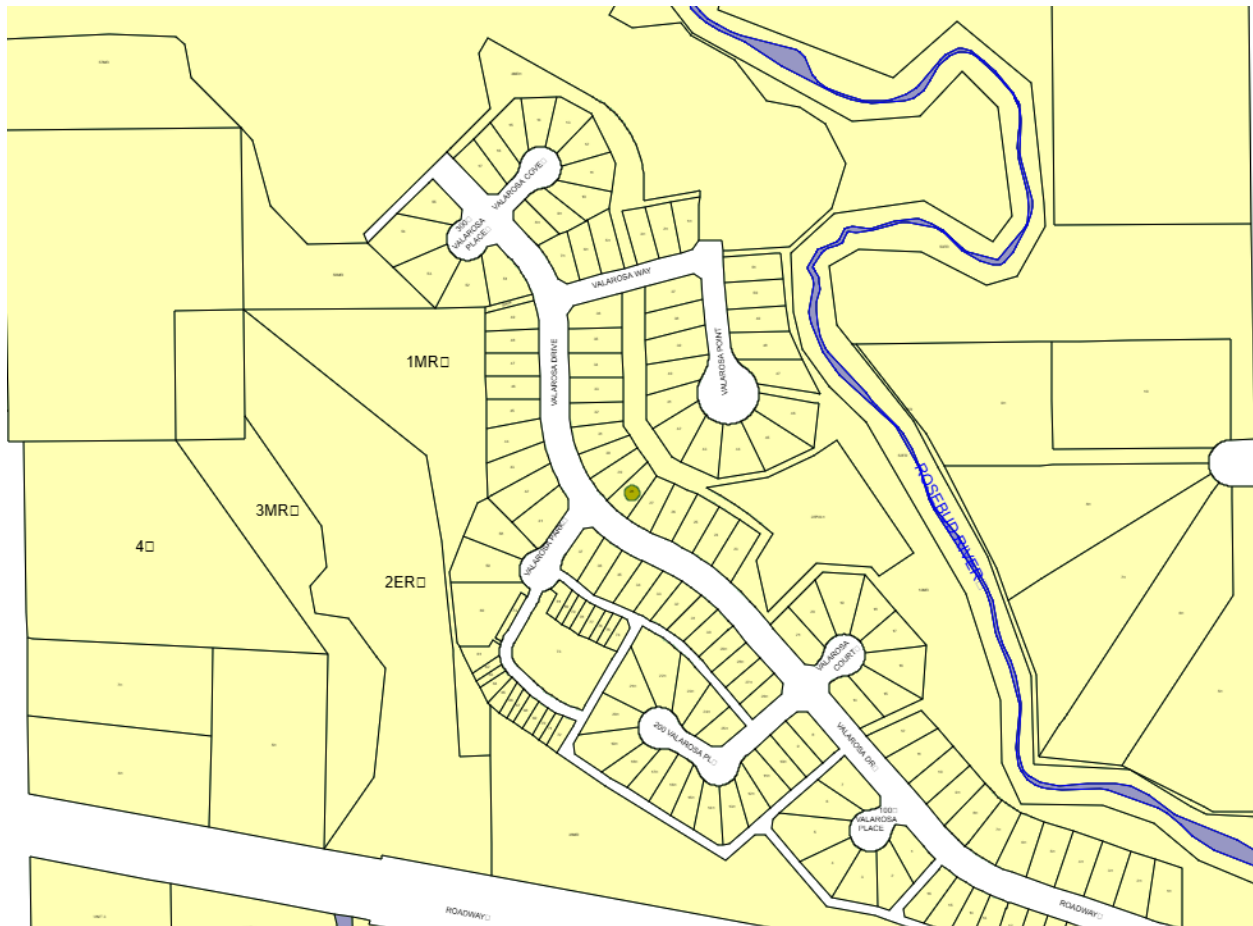
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## G1.0

Sheet



Map I – Environmental and Municipal Reserve











## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: November 12, 2024  
SUBJECT: CAO Report  
ORIGINATING DEPARTMENT: Legislative Services

---

### BACKGROUND/PROPOSAL:

Please find attached the information for the Chief Administrative Officer (CAO) Report for November 12, 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 November 12, 2024 as information.



## CAO Report – November 12, 2024

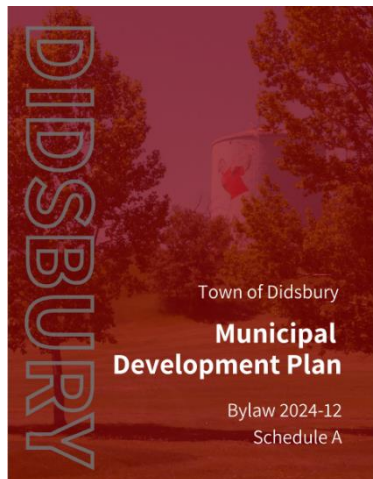
### 1. Third Quarter Financial Reports (Corporate Services)

Please find attached the Q3 Financial Reports.

### 2. Development Permits Issued (Planning & Development)

Please find attached the development officer issued permits and the MPC approval of permits as of November 5, 2024.

### 3. Municipal Development Plan Update (Planning & Development)



The Public Hearing has been set for the November 26, 2024 Regular Council Meeting.

To date there have been three in person public consultation opportunities for the review of the draft MDP. The document has also been available on the Town Website and can be reviewed in person at the Town office.

One final in person consultation has been scheduled for November 13, 2024. This will be a Coffee and Conversation session at the Town of Didsbury Museum between 1 and 3 pm.



## Budget vs. Actual Comparison

by OBJECT

	2024 Actual at Sept 30, 2024	2024 Budget Approved March 26, 2024	% of Budget	Notes
<b>Revenue</b>				
Total Property taxes	7,336,084	7,335,633	100%	
LESS Requisitions	(1,571,300)	(2,095,771)	75%	
Net municipal taxation (Tax Revenues)	5,764,784	5,239,862	110%	R1
Utility user charges	2,612,334	3,334,325	78%	
Government operating grants	1,214,183	1,463,004	83%	
Sales and user fees	1,016,755	1,210,188	84%	
Lot sales	-	240,594	0%	R2
Franchise fees	708,190	880,000	80%	
Penalties	77,221	106,000	73%	
Fine revenue	20,393	23,500	87%	
Licence fees	61,451	63,000	98%	R3
Permit fees	99,328	85,500	116%	R4
Investment income	362,054	75,000	483%	R5
Other revenue	60,558	60,200	101%	
From reserve	58,029	377,953	15%	R6
<b>Total - Revenue</b>	<b>12,055,281</b>	<b>13,159,126</b>	<b>92%</b>	
<b>Expenditures</b>				
Salaries and benefits	3,348,582	4,700,898	71%	
Training, conferences and travel	91,665	139,850	66%	
Memberships	25,979	27,924	93%	E1
Advertising and printing	68,072	73,880	92%	E2
Professional services	186,817	191,500	98%	E3
Contracted services	582,560	851,590	68%	
Municipal Policing Contract	219,627	697,500	31%	E4
Telecommunications	209,405	306,742	68%	
General supplies	332,610	476,220	70%	
Cost of water	789,015	1,108,380	71%	
Repairs and maintenance	596,739	983,430	61%	
Utilities	556,680	865,740	64%	
Insurance	216,806	219,795	99%	E5
Leases	49,188	63,724	77%	
Bank charges and interest	14,233	15,500	92%	
Write off	13,358	6,500	-	
Interest on long term debt	48,649	63,155	77%	
Long term debt repaid	454,113	583,276	78%	
Grants and other payments to organizations	386,970	527,347	73%	
To capital	36,361	96,000	38%	
To reserve	604,322	1,160,175	52%	E6
<b>Total - Expenditures</b>	<b>8,831,750</b>	<b>13,159,126</b>	<b>67%</b>	
<b>Total Town of Didsbury, before amortization</b>	<b>3,223,532</b>	<b>-</b>		
Amortization	-	-		
Gain / (Loss) on disposal	329,470	-		R7
<b>Total Town of Didsbury, incl amortization</b>	<b>3,553,002</b>	<b>-</b>		



**Notes**

- R1. Requisitions paid to Alberta Education and Seniors Housing are paid on a quarterly basis. At September 30, 2024 75% of the payments have been made.
- R2. There were no lot sales by the end of the third quarter therefore revenue for this line item remains at \$0.
- R3. The majority of animal and business licenses revenue is received in January.
- R4. There have been a significant amount of building, gas, electricity, and plumbing permits by the end of the third quarter.
- R5. Investment Income is higher than usual due to outstanding capital projects, as funds accumulate interest in reserve until the projects are completed.
- R6. Interest earned on specific reserves that are transferred to operating as per the FIN-007 Reserve Policy.
- R7. The Gain on disposal relates to proceeds on disposal of a fire truck and disposal of property.
- E1. Membership costs mostly occur early in the year.
- E2. Advertising expense actuals are higher than expected due to the economic development calgary transit campaign - these expenditures were approved by resolution to be funded from the Economic Development Reserve.
- E3. Building inspector costs included in professional services are higher than budgeted due to more development. However, this means additional revenue has also been received.
- E4. Only two quarters of Municipal Policing have been paid for by the end of the third quarter. Expenditures have been lower than expected due to fewer positions filled than budgeted.
- E5. Insurance is paid annually in a lump sum payment.
- E6. Approved transfers to reserve will occur in the fourth quarter. By the end of the third quarter, the expenses in this budget line include the proceeds from the sale of the 5-0 Club, MAP disbursement, and interest earned on reserves.

Budget vs Actual Comparison  
by DEPARTMENT

	2024 Actual					2024 Budget	% of Budget	Notes
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	at Sept 30, 2024	Approved March 26, 2024		
Revenue - by department								
Net municipal taxes								
Total Property Taxes					-	7,336,084	-	
LESS Requisitions					(486,447)	(486,447)	(598,407)	
Net municipal taxes					(486,447)	6,849,637	(598,407)	-
General municipal revenue					389,550	186,759	573,175	
Council					-	-	32,264	
General Government					347,507	26,744	222,997	
Protective Services							-	
RCMP					82,235	45,557	58,960	
Fire Department					149,563	114,423	(3,258)	
Municipal Enforcement					19,696	3,528	859	
					251,494	163,508	884,997	-
Community Services							-	
FCSS					58,488	34,549	56,238	
DOSCA					55,817	55,813	60,461	
Didsbury Neighborhood Place					-	6,555	4,497	
					114,305	96,917	121,196	-
Recreation & Community Facilities							-	
Arena					87,311	228,778	43,486	
Aquatics					56,850	274,383	125,747	
Curling Rink					22,045	2,455	9,121	
Parks					1,000	12,394	2,475	
MPR					6,836	2,700	2,981	
Train Station					3,753	2,216	2,403	
Memorial Complex					10,500	27	45	
Campground					18,648	27,098	43,466	
					206,943	550,052	229,724	-
Engineering & Infrastructure							-	
Roads and Streets					12,746	22,702	23,515	
Cemetery					7,860	12,675	10,600	
					20,606	35,377	34,115	-
Utilities							-	
Water Utility					528,143	552,415	599,193	
Wastewater Utility					189,027	195,155	211,558	
Solid Waste Utility					123,136	124,367	123,451	
					840,306	871,937	934,201	-
Planning and Development							-	
Planning and Development					52,560	28,911	70,337	
Economic Development					33,445	5,670	2,890	
Subdivision					-	-	-	
					86,005	34,581	73,227	-
Culture and Other Facilities							-	
Library					-	44,917	75,000	
					-	44,917	75,000	-
Total Operating Revenue					1,770,269	8,905,346	1,709,137	-

Budget vs Actual Comparison  
by DEPARTMENT

	2024 Actual				2024 Budget Approved March 26, 2024	% of Budget	Notes
	Quarter 1	Quarter 2	Quarter 3	Quarter 4 at Sept 30, 2024			
Expenditures - by department			-				
Council	57,336	117,631	57,132	232,098	306,967	76%	
General Government	405,646	561,560	642,807	1,610,013	667,765	241%	E1
Communications & Community Relations	25,268	31,357	34,609	91,234	194,428	47%	E2
Protective Services			-				
RCMP	32,642	222,655	155,296	410,593	962,581	43%	E3
Fire Department	108,923	148,880	90,528	348,330	656,988	53%	E4
Municipal Enforcement	106,268	57,200	72,607	236,075	373,758	63%	E9
	247,832	428,734	318,431	-	994,998	1,993,327	50%
Community Services			-				
FCSS	62,191	48,910	41,142	152,243	235,651	65%	
DOSCA	38,357	49,256	78,417	166,031	218,686	76%	
Didsbury Neighborhood Place	6,757	7,707	7,094	21,558	36,375	59%	
	107,305	105,874	126,653	-	339,832	490,712	69%
Recreation & Community Facilities			-				
Arena	144,735	149,687	132,681	427,103	809,602	53%	E5
Aquatics	152,859	183,406	182,647	518,912	873,369	59%	E5
Ice Plant	27,233	14,599	27,173	69,006	-	-	
Curling Rink	28,204	48,533	16,983	93,721	186,153	50%	E5
Parks	11,097	83,493	76,856	171,446	329,625	52%	E5
MPR	8,641	6,164	3,453	18,258	49,348	37%	E5
Concession	-	-	-	-	-	-	
Train Station	9,841	15,531	20,828	46,199	91,544	50%	E6
Memorial Complex	37,875	49,156	45,528	132,558	223,133	59%	E5
Campground	14,699	27,017	22,457	64,173	89,626	72%	
Community Hall	1,312	2,252	-	3,565	6,000	59%	
Other community facilities	1,765	3,537	1,858	7,160	13,750	52%	
	438,261	583,375	530,465	-	1,552,101	2,672,150	58%
Public Works			-				
Roads and Streets	333,174	385,467	403,999	1,122,641	1,841,370	61%	E9
Cemetery	9,246	14,785	17,829	41,860	71,164	59%	
	342,420	400,252	421,828	-	1,164,500	1,912,534	61%
Emergency Management	4,929	8,319	5,666	18,915	30,879	61%	
Utilities			-				
Water Utility	295,889	383,640	648,027	1,327,555	2,162,454	61%	E9
Wastewater Utility	53,352	141,985	83,562	278,899	966,312	29%	E7, E9
Solid Waste Utility	86,937	112,220	113,614	312,772	516,259	61%	E9
	436,179	637,845	845,203	-	1,919,226	3,645,025	53%
Planning and Development			-				
Planning and Development	91,839	102,407	108,447	302,693	453,122	67%	
Economic Development	40,456	54,586	69,880	164,922	193,273	85%	
Subdivision	91,793	75,021	-	166,814	240,594	69%	
	224,088	232,014	178,327	-	634,429	886,989	72%
Culture			-				
Museum	216	36,138	194	36,548	36,800	99%	E8
Library	74,873	82,873	80,109	237,855	321,550	74%	
	75,089	119,011	80,303	-	274,403	358,350	77%
Total Expenditures	2,364,353	3,225,972	3,241,425	-	8,831,750	13,159,126	67%
	(594,084)	5,679,374	5,679,374	-	3,553,002	-	



Budget vs Actual Comparison  
by DEPARTMENT

2024 Actual					2024 Budget	% of Budget	Notes
Quarter 1	Quarter 2	Quarter 3	Quarter 4	at Sept 30, 2024	Approved March 26, 2024		

<b>Notes</b> A summary of significant difference between budget to actual are listed below and noted on the Budget vs Actual Comparison by Department.
R1. Requisitions paid to Alberta Education and Seniors Housing are paid on a quarterly basis. At September 30, 2024 75% of the payments have been made.
R2. Included in General Government revenues is the gain on the sale of the former 5-0 Club.
R4. RCMP Municipal Policing grant has not yet been received.
R4. Revenues for Aquatics include the Shared Facility Contrubtion from Mountain View County and the LGFF operating grant; both which have been recieved. Daily admissions and rentals have been trending higher than budgeted.
R5. Planning and developoment revenue is higher than normal due to high subdivision fees, building, gas, electricity, and plumbing permits.
R13. Subdivision revenues are at \$0 as there have been no lot sales by the third quarter.
R7. Library revenues include the LGFF grant and MVC shared services funding which has been received in full by the end of the third quarter.
E1. General government expenses appear high, however it includes ' transfers from reserves' from the high interest earned on Reserve bank accounts which is re-invested into the reserves and will not impact the year end surplus, and the transfer of the 5-0 club proceeds. Overhead allocations have not yet been calculated or adjusted for, which will lower this line item by year end.
E2. Actuals are trending low due to vacancy in a position in this department for the year.
E3. RCMP expenses appear low because only two quarters of Municipal Policing have been invoiced and paid. The invoices received have been lower than expected when preparing the budget for 2024.
E4.Transfer to Reserves for Fire is outstanding and will occur in the fourth quarter.
E5. Transfer to Reserves for Arena, Aquatics, Parks, MPR and Memorial Complex are outstanding and will occur in the fourth quarter.
E6. Train Station expenses appear low because the remaining transfer to capital for the train station flooring project is outstanding by the end of the third quarter.
E7. Wastewater expenses appear low in the third quarter due to the Lagoon desludging project which is a significant cost and is not completed.
E8. Museum expenses are higher than anticipated in the third quarter since the transfer to local organization has ocured.
E9. Transfer to Reserves for all departments have not yet occurred, showing expenditures as being lower than expected.

Town of Didsbury  
3rd Quarter Financial Report  
2024 Capital Budget Progress as of September 30, 2024

2024 CAPITAL BUDGET <sup>3</sup> :			Capital Spending			Budgeted Funding						
Asset	Dept <sup>1</sup>		Actual to September 30, 2024	Budget	Status <sup>2</sup>	Operating	Reserves	Grants	Debt	Other / External	Developer Levies	TOTAL
<b>Infrastructure</b>												
East Reservoir Design & Construction	EI		-	\$ 5,683,054	IP	-	185,066	2,541,461	2,841,527	-	115,000	5,683,054
RV Sani-dump Design & Construction	EI		441	\$ 130,000	IP	-	130,000	-	-	-	-	130,000
21 Avenue Connector - Water Design & Construction [20 St to 16 St]	EI		56,863	\$ 1,750,000	IP	-	-	1,750,000	-	-	-	1,750,000
20 Avenue Mill & Overlay [CPR Mainline to 21 St]	EI		157,753	\$ 182,000	IP	-	-	182,000	-	-	-	182,000
15 Avenue Mill & Overlay [23 St to 24 St]	EI		56,260	\$ 85,000	IP	-	-	85,000	-	-	-	85,000
Co-op Road Surface Works [15 Ave to 19 St]	EI		240,990	\$ 249,000	IP	-	-	249,000	-	-	-	249,000
Non-Routine Road Rehabilitation	EI		177,036	\$ 199,500	IP	-	-	199,500	-	-	-	199,500
Advanced Metering Infrastructure System - Remote Reading	EI		1,126	\$ 250,000	IP	-	250,000	-	-	-	-	250,000
23 St Sanitary Main Replacement [23 Ave to 24 Ave]	EI		63,645	\$ 85,000	IP	-	85,000	-	-	-	-	85,000
Valarosa Link Pathway Design	EI		11,801	\$ 30,000	IP	-	30,000	-	-	-	-	30,000
Streetlight Improvement Program Design [17 Ave to 18 Ave]	EI		-	\$ 10,000	NS	10,000	-	-	-	-	-	10,000
<b>Buildings</b>												
Train Station Flooring Replacement	CSR		9,957	\$ 40,000	IP	30,000	10,000	-	-	-	-	40,000
Curling Rink Brine Line Replacement	CSR		71,225	\$ 70,000	C	-	70,000	-	-	-	-	70,000
<b>Land Improvements</b>												
Playground Replacement Program - Southridge Park	CSR		63,113	\$ 65,000	C	-	65,000	-	-	-	-	65,000
<b>Vehicles &amp; Equipment</b>												
JD Mower Replacement	CSR		26,656	\$ 30,000	C	-	30,000	-	-	-	-	30,000
Didsbury Fire Department Command Vehicle	CS		-	\$ 150,000	IP	-	75,000	-	-	75,000	-	150,000
VMware Virtual Host Server	CS		15,954	\$ 18,000	C	18,000	-	-	-	-	-	18,000
E-draulic Ram	CS		-	\$ 16,000	IP	8,000	-	-	-	8,000	-	16,000
Snow Wing - Grader Attachment	EI		-	\$ 30,000	NS	30,000	-	-	-	-	-	30,000
			952,819	\$ 9,072,554		96,000	930,066	5,006,961	2,841,527	83,000	115,000	9,072,554
<b>2023 CAPITAL PROJECTS CARRIED OVER<sup>4</sup>:</b>												
Asset	Dept <sup>1</sup>	As of Dec 31/23	Actual to June 30, 2024	Budget	Status <sup>2</sup>	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Didsbury Neighbourhood Place Ramp & Entrance Improvements	RCS	13,835	24,285	26,924	C	4,487	-	22,437	-	-	-	26,924
<b>2022 CAPITAL PROJECTS CARRIED OVER<sup>5</sup>:</b>												
Asset	Dept <sup>1</sup>	As of Dec 31/23	Actual to June 30, 2024	Budget	Status <sup>2</sup>	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Didsbury Memorial Complex Outlying Plan Pathway & Landscaping Phase 1	RCS	62,369	65,369	150,000	C	-	75,000	75,000	-	-	-	150,000
<b>2020 CAPITAL PROJECTS CARRIED OVER<sup>6</sup>:</b>												
Asset	Dept <sup>1</sup>	As of Dec 31/23	Actual to June 30, 2024	Budget	Status <sup>2</sup>	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
East Reservoir Design Phase	EI	87,116	168,175	175,000	IP	-	-	-	-	175,000	-	175,000

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

<sup>2</sup> Status: Not started ("NS"), In Progress ("IP"), Completed ("C")

<sup>3</sup> 2024 Capital Budget Projects Approved January 17, 2024 (Res#023-24, Res#028-24); Amendments January 23, 2024 (Res#043-24, Res#044-24, Res#045-24), March 26, 2024 (Res#219-24), April 23, 2024 (Res#281-24), May 14, 2024 (Res#315-24), June 25, 2024 (Res#431-24),

<sup>4</sup> 2023 Capital Budget Approved January 10, 2023; Amendments January 24, 2023 (Res#038-23), March 14, 2023 (Res#120-23 & Res#121-23), March 28, 2023 (Res#173-23), May 23, 2023 (Res#283-23), Jan 9, 2024 (Res#008-24)

<sup>5</sup> 2022 Capital Budget Approved January 11, 2022; Amendments March 22, 2022 (Res#166-22), April 26, 2022 (Res#248-22), June 14, 2022 (Res#329-22), September 13, 2022 (Res#427-22 & Res#428-2), October 25, 2022 (Res#506-22), November 8, 2022 (Res#541-22), April 25,

<sup>6</sup> 2020 Capital Budget Approved February 11, 2020 (Res#056-20); Amendedments April 28, 2020 (Res#137-20), October 13, 2020 (Res#372-20), May 9, 2023 (Res#256-23)

Town of Didsbury  
2024 3rd Quarter Financial Report  
Reserves Continuity Schedule as of September 30, 2024

	January 1, 2024 Actual	Revised Reserve Policy Adj (net)	Actuals			Sept 30, 2024 Balance	Commitments				Resolution #	Reserve Available at December 31, 2024	Notes
			Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)		Budgeted / Approved Transfers to Reserves	Capital Budget Transfers from Reserves	2024 Operating Budget Transfers from Reserves	Transfers from Reserves Approved by Resolution / PY Budget			
Internally Restricted Reserves													
Strategic Initiatives & Contingency	344,142	363,852	3,588	26,193	(20,717)	717,057		-	(60,000)	(50,000)	356-24	607,057	1
Municipal Stabilization Reserves	344,142	363,852	3,588	26,193	(20,717)	717,057	-	-	(60,000)	(50,000)		607,057	
RCMP	173	-	-	11	-	183	10,000	-	-	-		10,183	
Municipal Enforcement	106,429	-	-	6,519	-	112,948	15,000	-	-	-		127,948	
O&M Vehicle & Equipment Replacement	728,393	-	-	26,270	(89,769)	664,894	257,000		-	-		921,894	
Didsbury Memorial Complex	542,829	-	-	21,757	(67,885)	496,701	244,700		-	-		741,401	
Pathway & Trails	121,328	-	-	4,851	(14,801)	111,377	8,475	(18,199)	-	-		101,653	2
Train Station	16,529	-	-	623	(9,957)	7,195	-	(43)	-	-		7,152	3
Campground	-	-	-	-	-	-	-	-	-	-		-	4
Cemetery and Columbaria	21,543	-	-	863	-	22,406	-	-	-	-		22,406	
Fire Vehicle & Equipment	308,259	-	-	12,435	(164,409)	156,285	95,000	(75,000)	-	-		176,285	
Firehall R&M	39,339	40,892	-	4,310	-	84,541	5,000	-	-	-		89,541	
Roads & Sidewalks	-	119,436	-	2,831	-	122,267	-	-	-	-		122,267	
Municipal Lifecycle Reserves	1,884,822	160,328	-	80,469	(346,822)	1,778,797	635,175	(93,242)	-	-		2,320,730	
													5
DOSCA	-	-	-	-	-	-	-	-	-	-		-	
Snow Removal	50,000	-	-	-	-	50,000	-	-	-	-		50,000	
Council Community Grants	30,928	(928)	-	-	(25,047)	4,954	-	-	(4,954)	-		-	
Contract Policing	461,724	(366,881)	-	-	-	94,844	-	-	-	(44,844)	055-24	50,000	
Economic Development & Tourism	127,073	-	-	-	-	127,073	-	-	-	(100,030)	321-24; 425-24	27,043	
Legacy Fund	18,718	(1,421)	-	-	(2,000)	15,297	-	-	-	(15,297)	385-21	-	
Old Fire Hall / Film Location (2101 19 Avenue)	28,618	(3,118)	-	-	-	25,500	-	-	-	-		25,500	
Municipal Specific Purpose Reserves	717,061	(372,348)	-	-	(27,047)	317,668	-	-	(4,954)	(160,171)		152,543	
													9
Water	1,758,935	674,769	-	79,658	(563)	2,512,799	400,000	(309,503)	-	(150,000)	556-24	2,453,296	
Wastewater	1,302,726	-	-	47,153	(64,649)	1,285,230	125,000	(275,351)	(250,000)	-		884,879	
Wastewater (unfunded portion)	398,856	-	-	-	-	398,856	-	-	-	-		398,856	
Solid Waste	347,133	(297,133)	-	-	-	50,000	-	-	(25,000)	-		25,000	
Utility Reserves	3,807,650	377,636	-	126,810	(65,211)	4,246,885	525,000	(584,855)	(275,000)	(150,000)		3,762,031	11
Externally Restricted Reserves													
Municipal Reserve Fund	63,229	-	315,000	7,277	-	385,506	-	-	-	-		385,506	12
Municipal Cash In Lieu Reserve	63,229	-	315,000	7,277	-	385,506	-	-	-	-		385,506	
Water Offsite Levy	200,431	-	-	7,255	(81,059)	126,626	-	(121,825)	-	-		4,801	
Wastewater Offsite Levy	140,501	-	-	5,086	-	145,586	-	-	-	-		145,586	
Developer Off-Ste Levies Reserves	340,931	-	-	12,340	(81,059)	272,212	-	(121,825)	-	-		150,387	
Total	7,157,835	529,469	318,588	253,090	(540,856)	7,718,125	1,160,175	(799,921)	(339,954)	(360,171)		7,378,254	



**Town of Didsbury**  
**2024 3rd Quarter Financial Report**  
**Reserves Continuity Schedule as of September 30, 2024**

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**Notes**

1. Strategic Initiative & Contingency Reserve transfers outstanding: \$60,000 for GIS Software Implementation (Res# 039-24); \$50,000 for the Phase II Environmental Site Assessment for 2134 22 Street (Res #356-24)
2. Pathways & Trails Reserve transfers outstanding: \$18,199 for the Valarosa Link Pathway Design (2024 Capital Budget)
3. Train Station Reserve transfers outstanding: \$43 for Flooring Replacement (2024 Capital Budget)
4. Fire Vehicle & Equipment Reserve transfers outstanding: \$75,000 for Didsbury's portion of the Fire Command Vehicle (2024 Capital Budget)
5. Council Community Grants Reserve transfers outstanding: \$4,953.50 for 2024 Community Grants to be transferred (2024 Operating Budget)
6. Contract Policing Reserve transfers outstanding: \$44,843 for the Retroactive RCMP invoice (Res# 055-24) to be paid by March 31, 2025
7. Economic Development Reserve transfers outstanding: \$44,030 for the 2024 Marketing Plan (Res# 321-24); \$45,000 for the Augmented Reality project, \$
8. Legacy Fund Reserve transfers outstanding: \$15,296.89 for future development of interior community mural (Res#385-21)
9. Water Reserve transfers outstanding: \$185,066 for the East Reservoir and \$124,437 for the Advanced Metering Reading Infrastructure (2024 Capital Budget), \$150,000 for the Water Transmission Line Design (Res# 556-24)
10. Wastewater Reserve transfers outstanding: \$129,559 for the RV Sani Dump, \$124,437 for the Advanced Metering Reading Infrastructure, \$21,355 for the 23 St Sanitary Main Replacement (2024 Capital Budget) and \$250,000 for Lagoon Desludging (2024 Operating Budget)
11. Solid Waste Reserve transfers outstanding: \$25,000 to offset solid waste fees (2024 Operating Budget)
12. Water Offsite Levy transfers outstanding: \$6,825 for the East Reservoir (2020 Capital Budget), \$115,000 for the East Reservoir (2024 Capital Budget)

**Town of Didsbury**  
**2024 3rd Quarter Financial Report**  
**Capital Grants Continuity Schedule as of September 30, 2024**

	January 1, 2024	2024 Grant Allocation	Interest (YTD)	2024 Actual Expenditures (YTD)	Sept 30, 2024 Balance	2024 Grant Allocation Receivable*	Expenditures Projected - Unfinished Projects	Dec 31, 2024 Available	2025 Grant Allocation Receivable	Dec 31, 2025 Available	Notes
Municipal Sustainability Initiative Grant (MSI) / Local Government Fiscal Framework (LGFF)	1,665,888	-	47,988	(475,609)	1,238,267	813,055	(1,723,611)	327,711	950,876	1,278,587	1
Canada Community Building Fund (CCBF)	313,027	-	8,672	(213,293)	108,407	345,363	(52,988)	400,782	345,363	746,145	2/3
<b>Total</b>	<b>1,978,915</b>	<b>-</b>	<b>56,660</b>	<b>(688,902)</b>	<b>1,346,674</b>	<b>1,158,418</b>	<b>(1,776,598)</b>	<b>728,493</b>		<b>2,024,732</b>	

1. MSI/LGFF transfers outstanding: \$1,693,137 21 Avenue Water Connector, \$8,010 Co-op Surface Works, and \$22,464 Non-Routine Road Rehab (2024 Capital Budget, Res#314-24, Res #431-24)
2. CCBF transfers outstanding: \$24,247 20 Ave Mill & Overlay and \$28,741 Ave Mill & Overlay (2024 Capital Budget, Res#314-24)
3. 2025 CCBF allocations is estimated the same as 2024 at \$345,363

## CAO Report: Planning & Development

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 24-074	2309 – 19 Street	Change of Use: Industrial Services	Pacer Chemicals c/o Shane Latoski	Oct 29, 2024

DP 24-074 – This shop will eventually employ up to 5 people and primary work to be done onsite will include:

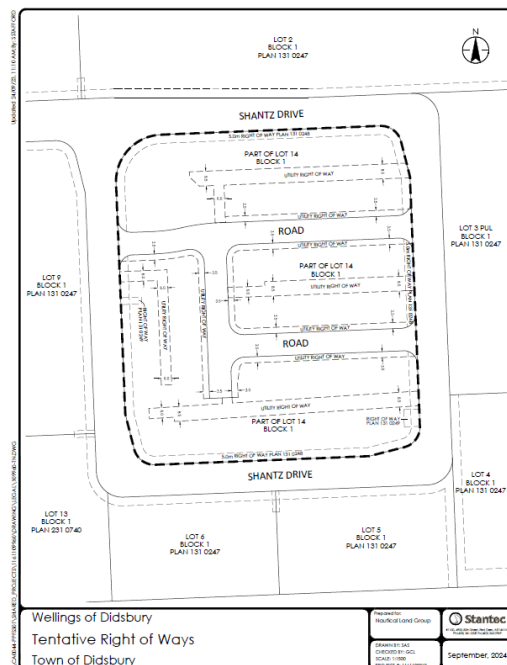
- Shipping and receiving materials
- Blending products
- Storage of products
- Repair and maintenance
- General and Administrative



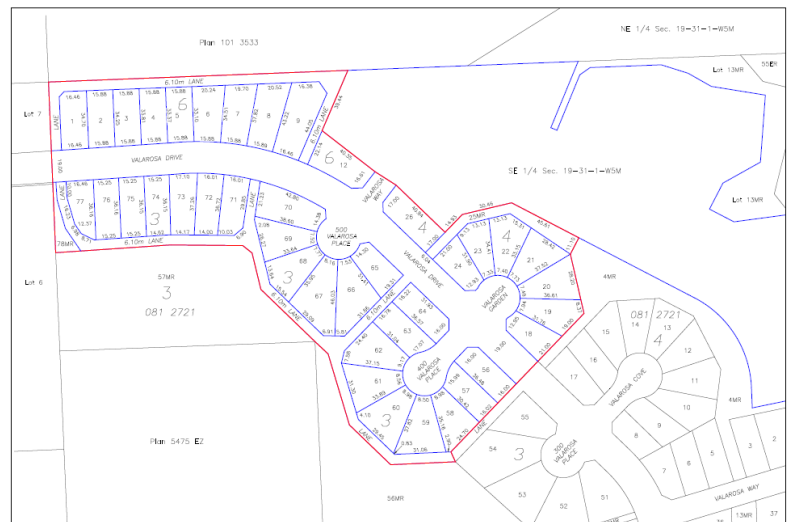
### Municipal Planning Commission Subdivision Decisions:

FILE #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
SD 24-007	1000, 1100 & 1200 Shantz Drive	Subdivision of 3 lots to identify future roads to provide access for lot connectivity to Shantz Drive	Wellings of Didsbury	Oct 23, 2024
SD 24-006	Valarosa Crossing	Subdivision of 40 residential lots	Jon Hladych (a) JB NDT Services Ltd. (o)	Oct 23, 2024

#### SD 24-007 Wellings of Didsbury



#### SD 24-006 Valarosa Crossing







## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

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

MEETING DATE: November 12, 2024  
SUBJECT: PLAN 001-24 Standard Development Agreement Policy  
ORIGINATING DEPARTMENT: Planning & Development

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### BACKGROUND/PROPOSAL:

In Planning and Development's recent review of the PLAN 001, the policy was identified for revision. Adjustments to the policy have been made to better evolve with existing processes for the management of Development Agreements.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The existing policy includes statements that are largely procedural in nature. Therefore, recommended revisions provide for a simplification to the Policy to include governing policy statements. The attached proposed Policy provides definitions and principles that relate to Standard Development Agreements. This Policy provides guidance when a Development Agreement is required. As part of the administrative process, Planning and Development Department maintains a Standard Development Agreement template.

This process allows for consistency with the Town's overarching planning bylaws:

*The Municipal Development Plan* has a policy that relates to the requirement of a Development Agreement.

*The Land Use Bylaw* has a section that describes that a Development Agreement may be required and what could be included in the Agreement.

Please find attached a marked up version and clean version of the Policy for Council's review and information.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION (2 motions or 1 motion)

That Council approves POLICY PLAN 001-24 Standard Development Agreement as presented.

AND

That Council rescind Policy # PLAN 001 Standard Development Agreement.

OR

That PLAN 001-24 Standard Development Agreement Policy be referred to the Policy & Governance Committee for review and recommendation.



**TOWN OF DIDSBURY POLICY # PLAN 001**  
**POLICY NAME: Standard Development Agreement**

TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	PLAN 001
Policy Title:	Standard Development Agreement
Approval Date:	July 8 <sup>th</sup> 2014
Date to be Reviewed:	2019
Responsible Department:	Planning and Infrastructure Development
Related Bylaws:	

**Policy Statement:**

The Town of Didsbury will provide guidelines for the use of standard development agreements.

**1. Definitions**

- 1.1 ~~Council~~ means the Council of the Town of Didsbury, in the Province of Alberta.
- 1.2 ~~Developer~~ means a land owner, or his agent, who intends the new or revised development of land by subdivision. **REWORD**
- 1.3 Development means the change in use or intensity of use of land.
- 1.4 Development Agreement means an agreement between a Developer and the Town ~~on the development of a major or multi-lot development.~~ **REWORD**
- 1.5 Minor Development Agreement means a development agreement required under the terms of development permit approved by the Municipal Planning Commission, the Development Appeal Board, or the Development Officer.

**2. Responsibilities**

**2.1 Council:**

~~2.1.1 Shall review proposed developments and provide direction to staff on the preparation of a development agreement.~~

~~2.1.2 Shall Review and approve all development agreements.~~

**2.2 Municipal Planning Commission, Development Appeal Board or Development Officer:**

~~2.2.1 Shall require, where appropriate, a minor development agreement as a condition of approval on a development permit.~~

**2.3 Chief Administrative Officer:**

~~2.3.1 Shall provide comment on all development agreements to Council.~~

~~2.3.2 Shall provide comment on all minor development agreements to the Development Officer.~~





**TOWN OF DIDSBURY POLICY # PLAN 001**  
**POLICY NAME: Standard Development Agreement**

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~~2.3.3 Shall sign all development agreements, amendments to development agreements and all documents required to process and administer development agreements on behalf of the Town.~~

~~2.3.4 Shall prepare each development agreement based on this policy, negotiations with the Developer, direction by Council and comments by managers.~~

~~2.4 Managers:~~

~~2.4.1 Shall provide comments on all development agreements to the Chief Administrative Officer.~~

~~2.5 Development Officer:~~

~~2.5.1 Shall provide comment on all minor development agreements to the Municipal Planning Commission and the Development Appeal Board.~~

~~2.5.2 Shall sign all minor development agreements, amendments to minor development agreements and all documents required to process and administer minor development agreements on behalf of the Town.~~

~~2.5.3 Prepare each minor development agreement based on this policy, negotiations with the Developer, direction by the Municipal Planning Commission or the Development Appeal Board, and comments by the Chief Administrative Officer.~~

**3. Guidelines**

**3.1 Standard Agreements:**

**3.1.1 Both development agreements and minor development agreements shall be:**

~~3.1.1.1 Written in plain English.~~

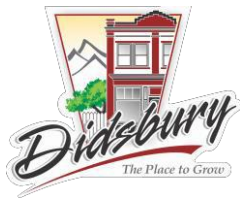
**3.1.1.2 Be clearly organized and indexed.**

**3.1.2 The Standard Development Agreement shall form the basis for discussions with a Developer and any or all of the requirements of the Standard Development Agreement may be increased, decreased or deleted.**

**3.1.3 Where the Town considers that a development is of a nature that requires special conditions, requirements in addition to those outlined by the Standard Development Agreement may be applied.**

**3.1.4 The Standard Minor Development Agreement shall form the basis of the development agreement required as a condition of a development permit approved by the Municipal Planning Commission, the Development Appeal Board or the Development Officer.**

**4. End of Policy**



## Policy Statement

Development Agreements may be required for a Subdivision or Development Permit as per Section 650(1) (Development) and 655(1) (Subdivision) of the *Municipal Government Act*.

The Town of Didsbury will provide guidelines for the use of standard development agreements.

### 1. Definitions

- 1.1. Developer means a land owner, or their agent, who proposes development or a subdivision.
- 1.2. Development means:
  - a) an excavation or stockpile and the creation of either, or the clearing of land or removal of vegetation;
  - b) a Building or an addition to, or replacement or repair of a Building and the construction or placing in, on, over or under land of any of them;
  - c) a change of use of land or a Building or an act done in relation to land or a Building that results in, or is likely to result in, a change in the use of the land or Building;
  - d) a change of use of land or a Building or an act done in relation to land or a Building that results in, or is likely to result in, a change in the intensity of use of the land or Building.
- 1.3. Development Agreement means an Agreement between a Developer and the Town that sets out the terms and conditions under which the development of the lands are to take place including the responsibility to construct public facilities and associated financial obligations.
- 1.4. Minor Development Agreement means a Development Agreement required under the terms of a Development Permit approved by the Municipal Planning Commission, the Development Appeal Board, or the Development Officer.
- 1.5. Subdivision means the splitting of land into smaller separate parcels.

### 2. Principles

- 2.1. Standard Agreements will be clearly organized and indexed.
- 2.2. The Standard Development Agreement shall form the basis for discussions with a Developer and any or all of the requirements of the Standard Development Agreement may be increased, decreased or deleted.
- 2.3. Where the Town considers that a development is of a nature that requires special conditions, requirements in addition to those outlined by the Standard Development Agreement may be applied.
- 2.4. The Standard Minor Development Agreement shall form the basis of the Development Agreement required as a condition of a Development Permit approved by the Municipal Planning Commission, the Development Appeal Board or the Development Officer.

### 3. End of Policy





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: November 12, 2024  
SUBJECT: Bylaw 2024-13 Utility Charges (First Reading)  
ORIGINATING DEPARTMENT: Corporate Services

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### BACKGROUND/PROPOSAL:

Annually, in alignment with the budget process, Administration recommends an update to the Utility Charges Bylaw.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Utility departments are self-supported; therefore, an increase or decrease in departmental budgetary costs will impact and require an increase or decrease in utility charges. Each of the rates is calculated using the budgeted expenditures, number of customers and/or expected consumption. The budget was presented on October 30, 2024 and, overall, the water, wastewater and solid waste departments will see an increase to their operating expenditures.

Some significant changes to the utility budgets include:

- The Town is a member of the Mountain View Regional Water Services Commission and, therefore, purchases water from the Commission. In 2025, the fee for water will increase by 15 cents per cubic meter.
- Additional debt will be taken on to pay for the East Reservoir project. It is expected that will debt be drawn in 2025, with the impact of approximately \$100,000.
- There is also an additional \$135,000 being budgeted for contribution to reserves to increase availability of funds for future water and wastewater projects.
- The Town is a member of the Mountain View Regional Waste Management Commission and pays a municipal fee for service to the Commission. In 2025, the fee is set to decrease by 8% to \$10.58 per capita. This savings will be largely offset by the increase to landfill tipping fees to \$100 per tonne for the disposal of residential solid waste that is collected on a bi-weekly basis.
- Solid Waste collection and disposal fees paid to a third party are expected to increase for inflation.

Along with changes to the rates, there are some other clerical revisions to the bylaw to make it easier to administer. The bylaw is attached for Council's review with changes identified in red.

### ALIGNMENT WITH STRATEGIC PLAN

#### 1. Strategically Managed Infrastructure

### RECOMMENDATION

To grant first reading to Utility Charges Bylaw 2024-13 and refer it to the Financial Planning Committee for review and recommendation.

TOWN OF DIDSBURY  
Utility Charges Bylaw  
Bylaw No. 2024-13

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

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

**WHEREAS**, pursuant to section 7(g) of the *Municipal Government Act* a Council of a municipality may pass bylaws for municipal purposes respecting public utilities; and

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

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

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

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

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

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

**1. Short Title**

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

**2. Definitions**

**Customer** means an individual, partnership, or corporation who is an Owner of the Lands and who submits an application for utility service for those Lands. ~~means any person, business and any other municipal corporation, the Government of Alberta or the Government of Canada, who utilizes municipal utility services or any lessee or Occupant, or any person who requests utility services or has applied for an account or is otherwise responsible for paying such account for utility services.~~

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

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

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

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

**3. Paramount Rules**

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

**4. General Provisions**

4.1 ~~All utility service charges and fees referred to in this bylaw are set out in Schedule “A” and shall form part of this bylaw.~~



- 4.2 Utility departments in the Town of Didsbury are self-supported, therefore are not subsidized by property taxes.
- 4.3 For rate accuracy and justification, each utility ~~service~~ (water, wastewater and solid waste), is its own product line and is budgeted for and accounted for separately.
- 4.4 All customers receiving utility services shall pay the utility charges ~~and fees. as set out in Schedule "A".~~
- 4.5 Water and Wastewater Infrastructure Fees are fixed and will cover debt coverage and future capital investment.
- 4.6 Water Consumption Charges are variable and will cover the cost of water from the Mountain View Regional Water Services Commission.
- 4.7 Water and Wastewater Distribution Charges are variable and will cover the cost of operations and maintenance associated with the system.
- 4.8 Solid Waste Service Fees ~~are fixed and will~~ cover all costs associated with the solid waste utility.
- 4.9 ~~Where service to a customer is to be discontinued, a final billing shall be calculated on a pro-rated basis for the number of days the property was owned by the customer for all fixed charges, and based on the consumption determined by the final meter read for all variable charges.~~
- 4.10 ~~Charges will be added to the utility account for the purposes of administering the printing and mailing of each utility bill sent to each customer or approved recipient.~~

## **5. Water and Wastewater Utility Charges:**

- 5.1 A water and wastewater Infrastructure Fee will be determined annually based on the customer's connected water meter size ~~as set out in Schedule "A" of this Bylaw.~~
- 5.2 In the case of non-use of service(s), each customer shall continue to pay an infrastructure fee ~~as set out in Schedule "A" of this Bylaw.~~
- 5.3 Consumption and distribution rates will be determined annually in accordance with the annual collective water consumption.
- 5.4 Where the calculation of a utility charge is based on the consumption of water, the quantity used shall be determined from the current and previous water meter readings as recorded by the Town, or if an actual water meter reading is not available, by an estimated consumption based on the previous average consumption of the service.
- 5.5 Where a serviced property is ~~not~~ located ~~outside of~~ the Town of Didsbury ~~municipal boundary~~, a security deposit ~~equal to an estimated three months of service~~ must be ~~paid collected~~ to the Town of Didsbury prior to services being provided due to the inability to transfer unpaid accounts to the tax roll.
- 5.6 Where a serviced property is ~~not~~ located ~~outside of~~ the Town of Didsbury ~~municipal boundary~~, a surcharge of 35% on all charges will be applied.
- 5.7 If any part of a utility bill remains unpaid after the due date specified on the utility bill, a penalty shall be added ~~there shall be added thereto a penalty in the amount as set out in Schedule "A" of this bylaw and will compounded~~ on the charges of each monthly bill.
- 5.8 ~~Where a utility service account remains delinquent in excess of sixty (60) days, the outstanding balance and penalties may be added to the municipal tax roll in accordance with the *Municipal Government Act* s. 553(1).~~
- 5.9 ~~If payment is not received (a) forty five (45) days after the due date specified on the utility bill on for a residential property; or (b) thirty (30) days after the due date specified on the utility bill on for a commercial property, the water service may be turned off and not turned on until such time as the utility account including arrears and a reconnection fee as specified in Schedule "A" of this bylaw is paid in full.~~
- 5.10 ~~If payment is declined under the pre-authorized payment plan, the pre-authorized party may be disqualified from the pre-authorized payment plan.~~

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

## 6. Utility Services to Tenants

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

6.2 ~~The property owner(s) may authorize any tenant(s) to be provided with the account information.~~

## 7. Solid Waste Service Fees:

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

## 8. Transitional

- 8.1 ~~Should any provision of this bylaw be found by a court of competent jurisdiction to be void, invalid, or unenforceable, all other provisions of this bylaw shall remain valid and enforceable.~~
- 8.2 Utility Charges Bylaw 2023-21 is hereby repealed.
- 8.3 This bylaw shall take effect on January 1, 2025.

Read a first time this this \_\_\_ day of November 2024

Read a second time this this —day of \_\_\_\_\_ 202\_

Read a third and final time this this —day of \_\_\_\_\_ 202\_

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Mayor – Rhonda Hunter

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Chief Administrative Officer – Ethan Gorner

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

**Residential Solid Waste Service Charges**

	CAD(\$)	
Solid Waste Service Fee	<del>19.75</del> 20.85	per month
Additional Black Bin Service (garbage)	<del>7.00</del> 7.30	per month
Additional Blue Bin Service (recycling)	<del>4.65</del> 4.85	per month
Additional Green Bin Service (compost)	<del>2.25</del> 2.30	per month
Replacement Bin (plus GST)	<del>110.00</del> 120.00	each
Change of Service Fee – added black or blue bin (plus GST)	35.00	per change
Change of Service Fee – added green bin service (plus GST)	15.00	per change
One-Time Rebate for Purchase of Composter (proof of local purchase required)	(50.00)	Utility bill credit

**Water Service Charges**

	CAD(\$)	
Bulk Water Charge	6.50	per m <sup>3</sup>
Infrastructure Fee – connections with meters 1" and less	<del>18.15</del> 22.75	per month
Infrastructure Fee – connections with meters from 1 ¼" to 2"	<del>72.50</del> 91.00	per month
Infrastructure Fee – connections with meters 3" to 4"	<del>163.15</del> 204.75	per month
Water Consumption Rate	<del>3.25</del> 3.42	per m <sup>3</sup>
Water Distribution Rate	<del>1.50</del> 1.63	per m <sup>3</sup>
Water meter testing deposit	200.00	Each
Water Shutoff/reconnection <del>disconnect /re-connect</del> fee	100.00	<del>Each</del> per call out
Water Meter Sales – all sizes (plus GST)		Actual Cost plus 10%

**Wastewater Service Charges**

	CAD(\$)	
Infrastructure Fee – connections with meters 1" and under	<del>9.15</del> 10.50	per month
Infrastructure Fee – connections with meters from 1 ¼" to 2"	<del>36.65</del> 40.75	per month
Infrastructure Fee – connections with meters 3" and over	<del>82.55</del> 91.70	per month
Wastewater Distribution Rate	<del>1.50</del> 1.45	per m <sup>3</sup>
Wastewater Distribution Rate – users without water service	<del>24.10</del> 26.75	per month

**Miscellaneous Charges (charged to each account)**

Utility Penalties on overdue balances	<del>1.5</del> 2.0%	per month
Printed Utility Bill <del>(no charge for emailed bill)</del> (per printout)	\$ 2.00	per month
Non-Resident Account Deposit	\$ 200.00	each
Non-Resident surcharge		35%



TOWN OF DIDSBURY  
Utility Charges Bylaw  
Bylaw No. 2024-13

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

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

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Mayor – Rhonda Hunter

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Chief Administrative Officer – Ethan Gorner



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

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Wastewater Distribution Rate – users without water service	26.75	per month

**Miscellaneous Charges (charged to each account)**

Utility Penalties on overdue balances	2.0%	per month
Printed Utility Bill (per printout)	\$ 2.00	per month
Non-Resident Account Deposit	\$ 200.00	each
Non-Resident surcharge		35%



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

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

MEETING DATE: November 12, 2024  
SUBJECT: By-Election  
ORIGINATING DEPARTMENT: Legislative Services

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### **BACKGROUND/PROPOSAL:**

In accordance with the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA), Council has the option of calling a by-election to fill the vacancy left by the resignation of a Council member. Because the general municipal election is less than twelve months away, Council need not hold a by-election so long as at least five members remain on Council. It is Council's decision whether or not to hold a by-election. At the October 8, 2024 meeting, this item was deferred to the November 12, 2024 Regular Council Meeting.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

If Council desires to have a by-election, the following should be considered:

**a) *Council must, by resolution, set an Election Day (s. 11 LAEA)***

The latest that an Election Day could be set is for January 20, 2025 (120 days after the notice of resignation). Council has the option to set an Election Day earlier than Jan. 20 to meet the requirements of the LAEA; the earliest that Council could set an election date would be December 31, 2024 to allow for a two week circulation period in the newspaper.

**b) *For the by-election alone, Administration is conservatively budgeting \$12,000 to be funded by the Strategic Initiatives and Contingency Fund.***

The budget is to cover the costs associated with:

- Printing forms (LAEA Regulations)
- Printing ballots (s. 41 LAEA)
- Advertising (s. 26 of LAEA)
- Advanced Voting sessions (73 LAEA)
- Elector Assistance at Home (s. 9.1 Bylaw 2020-14)
- Institutional Voting (s. 10.1 Bylaw 2020-14)
- Staff time for the Deputy Returning Officers (estimated 30 hours per deputy, estimated four deputies) (S. 14 of LAEA)

**c) *Council must appoint a Returning Officer and Substitute Returning Officer (s. 13 LAEA)***

In accordance with the LAEA and Bylaw 2020-14 Municipal Election Bylaw, the Chief Administrative Officer will recommend the appointment of the Returning Officer and Substitute Returning Officer and Council must, by resolution, appoint both.

Because the general election is less than twelve months away, the MGA does not require that a by-election be held. A by-election generally has the same requirements as hosting a full general election in terms of cost, administrative time, and processes. In addition, the *Municipal Affairs Statutes Amendment Act, 2024* (formerly known as Bill 20) received proclamation on October 31, 2024 meaning there are new requirements for Councillor orientation training, preparation of a permanent electors register, hand counting of all ballots, as well as other amendments that would apply to this by-election.



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

**Vision:** *The Place to Grow.*

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

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **5. Governance & Organizational Excellence**

### **RECOMMENDATION**

To accept the By-Election Report as information and take no further action.

OR

To set a by-Election Day for Monday, January 20, 2025 and appoint Luana Smith as Returning Officer and Jocelyn Baxter as Substitute Returning Officer.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

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

MEETING DATE: November 12, 2024  
SUBJECT: 2024-2025 Didsbury Municipal Board Library Appointment  
ORIGINATING DEPARTMENT: Legislative Services

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### **BACKGROUND/PROPOSAL:**

Section 4(1) of the *Libraries Act*, RSA 2000 states that a municipal board shall consist of not fewer than 5 and not more than 10 members appointed by Council.

Didsbury Municipal Library Bylaw 2023-17 section 5.1 states that one member of the board is to be considered upon the recommendation of Mountain View County. Furthermore, the Town's Shared Facilities Funding Sub-Agreement through the Intermunicipal Collaboration Framework requires similar consideration.

Mountain View County is recommending Division 3 County Councillor, Alan Miller, for appointment to the Didsbury Municipal Library Board.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

As the County reviews their recommended appointment every year at their annual organizational meeting, it is recommended that Council appoint Councillor Alan Miller to the Library Board until October of 2025, when we next hold our Organizational meeting.

Parkland Regional Library Systems has requested a specific date for the end of the appointment; therefore, October 27, 2025, which is the first Monday following the 2025 General Municipal Election.

### **ALIGNMENT WITH STRATEGIC PLAN**

**5. Governance & Organizational Excellence**

### **RECOMMENDATION**

To appoint Councillor Alan Miller as Trustee to the Didsbury Library Board until October 27, 2025.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

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

MEETING DATE: November 12, 2024  
SUBJECT: Didsbury Municipal Library 2025 Budget  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The Didsbury Municipal Library has provided the attached documentation as the official request for an operating grant from the Town of Didsbury for 2025. Based on the projected budget prepared, the Library's funding request for 2025 is **\$276,867.00**.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Didsbury Library Administration has provided the following information:

*"This request contains additional staff support for 2025, a library page position with eight hours a week, to maintain service levels for 2025. The Didsbury Municipal Library is experiencing increased usage levels across many metrics: program attendance, items borrowed, community use of space, and public computer use. These metrics demonstrate that the Library serves as a crucial support system for the community, particularly in light of the increasing cost of living. The fundamental concept of a community library is that by pooling resources among friends and neighbours, every member of our community can access the materials necessary for enriching and fulfilling lives, irrespective of their income.*

*Equally important is the value of free programming. The Canadian Urban Institute (CUI) is a not-for-profit organization dedicated to urban planning in areas such as affordable housing, smart growth, and age-friendly communities. After three years of engagement with over 40 urban Canadian library systems, in 2023 they released the report, *Overdue: The Case for Canada's Public Libraries*, which found:*

*"An investment in library programming generates over six times more in economic and social benefits. That is, for every \$1 invested in Canada's urban libraries, \$6 is generated in community economic impact, a return of over 600%...this number is significantly magnified when we take into account the social value of libraries in addressing literacy, educational outcomes, and workforce development; culture; mental and physical health; reconciliation; belonging, and the health of our democracy."*

*It is clear that investing in the Library is one of the most effective tools in supporting Didsbury families navigate the cost of living, while further contributing to healthy community development. However, in order to continue delivering core library services, the Library must keep up with the growth in usage and add further library staff. This investment in human resources is not just prudent; it is a strategic imperative that will enable DML to flourish as a vital resource for learning, culture, and enrichment in our town's future."*

Section 8 of the *Libraries Act* states:

- (1) The municipal board shall before December 1 in each year prepare a budget and an estimate of money required during the ensuing fiscal year to operate and manage the municipal library.
- (2) The budget and estimate of money shall be forthwith submitted to the council of the municipality.
- (3) Council may approve the estimate under subsection (1) in whole or in part.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Didsbury Municipal Library's 2025 Budget as information.



**DIDSBURY MUNICIPAL LIBRARY**  
**OPERATING BUDGET (approved by DML Board September 17, 2024)**

<b>REVENUES</b>	<b>2024 (Budget)</b>	<b>2025 (Proposed)</b>
Grants		
Rural Services Transfer	12349	13177
Province of Alberta	38501	38501
Town of Didsbury	262156	276867
Other	<u>8700</u>	<u>8500</u>
Total Operating Revenues	<u>321706</u>	<u>337045</u>
<b>OTHER REVENUES</b>		
Other Grants	3988	17530
Employment Grants	6000	6000
Sponsorships	2000	2000
Donations- Operating	5000	5000
Donations- Fundraising	3000	3000
Donations - Friends of the Library	12000	12000
Total Other Revenues	<u>31988</u>	<u>45530</u>
<b>TOTAL REVENUES</b>	<u>353694</u>	<u>382575</u>
<b>EXPENSES</b>		
Wages & Benefits	290652	317912
Office & Misc	6039	6289
Promotion and Advertising	700	700
Program Expenses and Supplies	6000	6000
Special Events	300	300
Professional development and travel	2900	2900
Board expenses	900	900
Books and AV materials	16555	16101
Periodicals	2189	2190
Digital Resources	1404	1535
Postage and Freight	500	500
Dues and Membership fees	900	900
GST Paid	2100	2100
Bank Service charges	150	150
Telecommunications	874	890
Professional fees	1354	1490
Insurance	2750	2833
Furniture and Equipment	4000	5000
Building repairs and maintenance	1725	1777
Utilities	<u>11702</u>	<u>12108</u>
<b>TOTAL EXPENSES</b>	<u>353694</u>	<u>382575</u>
<b>REVENUES OVER EXPENSES</b>	<u>0</u>	<u>0</u>





## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

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

MEETING DATE: November 12, 2024  
SUBJECT: Intermunicipal Joint Project – 23 Street  
ORIGINATING DEPARTMENT: Legislative Services

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### **BACKGROUND/PROPOSAL:**

At the February 13 Regular Council Meeting, Council approved the exploration of a collaborative joint project with Mountain View County to determine the feasibility of improving 23 Street North of Highway 582. The proposed project would greatly improve the foundational base of the road and overlay with the goal of improving longevity and reduce future maintenance costs. With these upgrades, the road would be better equipped to accommodate heavy vehicle traffic to best serve businesses located in and outside of the Town municipal boundary, as well as accommodate for greater traffic volumes as Shantz Crossing continues to develop. Upgrades to the road are required to continue to accommodate heavy traffic.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Our regional partners, the Mountain View Regional Waste Management Commission and AltaGas, have been engaged in an effort to participate in the project. Both organizations recognize the importance that this north-south connector plays in regional economic prosperity and have agreed to contribute financially to the endeavor, with each agreeing to contribute 5% of the total project cost to a maximum of \$220,000, respectively.

The goal of the partners of this project is to apply to the Strategic Transportation Infrastructure Program (STIP) for a Local Initiatives Grant. The purpose of the STIP Program is to increase the capacity of transportation infrastructure to improve the movement of goods, services, and people in a safe and efficient manner. Should the joint application be successful, the following funding structure is being proposed:

Funding Contributor	Percentage of Total Project Cost	Estimated Value
STIP Grant	50%	\$2.2 million
Town of Didsbury	13.3%	≈\$586,670
County contribution to Town portion of road (reimbursed over time via Town development)	13.3%	≈\$586,670
AltaGas Contribution	5%	\$220,000
MVRWMC Contribution	5%	\$220,000
Mountain View County Township 314	13.3%	≈\$586,670
<b>Total Estimated Project Cost</b>		<b>\$4.4 million</b>

A map of the project area is attached for reference.

To further garner support for the application, the Olds-Didsbury-Three Hills MLA and the Didsbury Agricultural Society will be engaged.

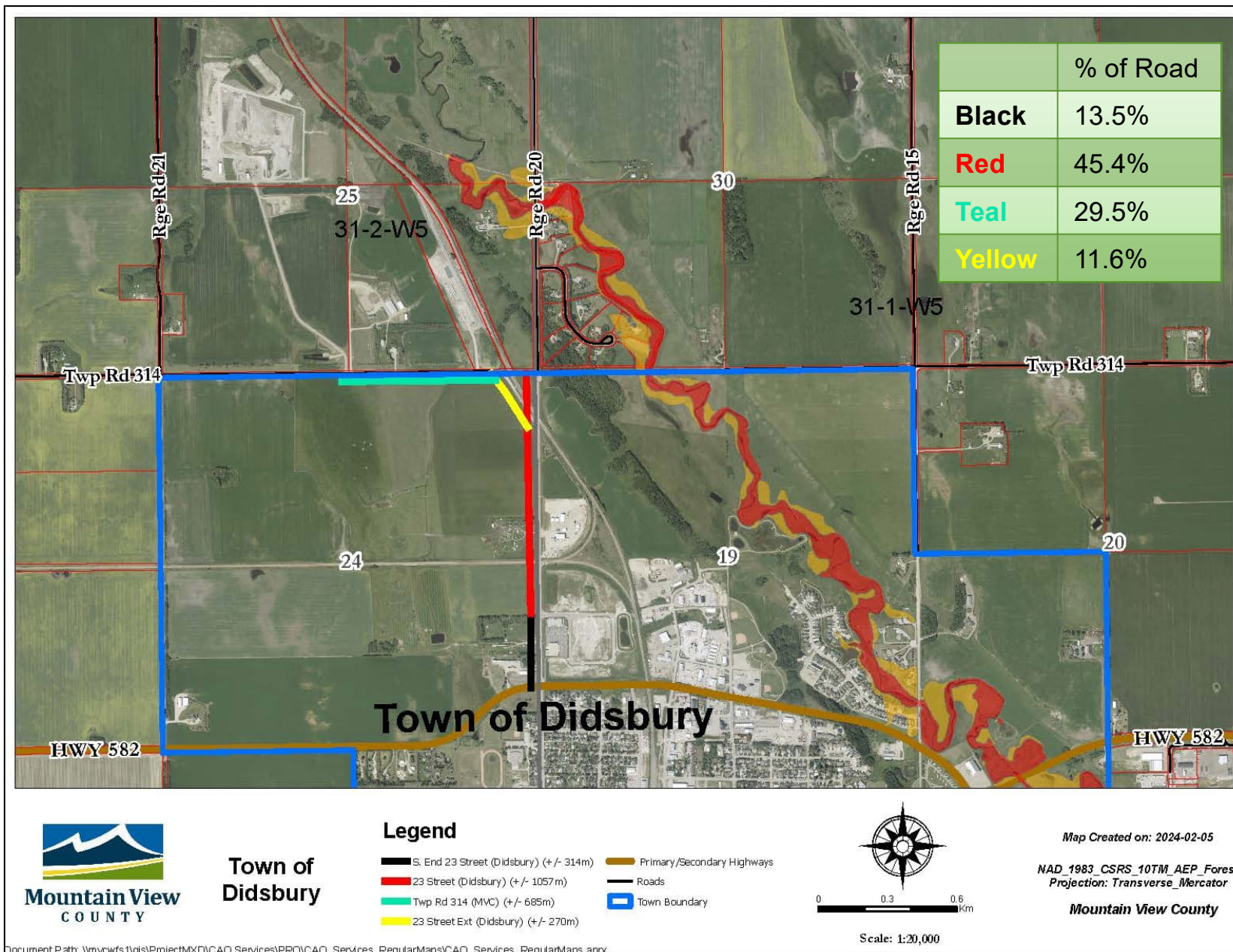
As the application to the program is due on November 30, 2024, both municipalities are seeking support from their respective Councils to pursue the grant. Should the grant application be successful, funding options will be brought to Council for review, recommendation, and decision.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **1. Strategically Managed Infrastructure**

### **RECOMMENDATION**

To jointly apply with Mountain View County to the Strategic Transportation Infrastructure Program for a Local Initiatives Grant for the 23 Street and Township Road 314 Road Project.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: November 12, 2024  
SUBJECT: Correspondence & Information  
ORIGINATING DEPARTMENT: Legislative Services

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### 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:

- Minister of Municipal Affairs – LGFF Capital Allocations
- STARS Delegation Follow-up

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence provided as information.



From: <[MA.lgffcapital@gov.ab.ca](mailto:MA.lgffcapital@gov.ab.ca)>

Date: Fri, Oct 25, 2024 at 4:12 PM

Subject: 2026 Local Government Fiscal Framework Capital Allocations

To: Rhonda Hunter <[rhunter@didsbury.ca](mailto:rhunter@didsbury.ca)>

Dear Chief Elected Officials:

The Local Government Fiscal Framework (LGFF) is our government's commitment to assist local governments with infrastructure funding, and I am pleased to announce the release of information on LGFF Capital allocations for the 2026 program year. I expect this information will facilitate your capital planning, and allow you to more effectively budget for, and manage, your projects.

The 2026 LGFF Capital allocations for all local governments are available on the [program website](#).

The allocations are based on total program funding of \$800 million, with \$423 million allocated to the cities of Calgary and Edmonton, and \$377 million allocated to the remaining local governments.

Compared to 2025, this is a decrease of 2.5 per cent, which is the same as the decrease in provincial revenues between 2022/23 and 2023/24, as is prescribed by the Revenue Index Factor in the *Local Government Fiscal Framework Act*. Please note that while total funding will decrease by 2.5 per cent, funding impacts on individual municipalities and Metis Settlements will vary depending on changes in their formula factors relative to other local governments.

I look forward to continuing to work with you to build stronger communities in a sustainable way that continues to be reflective of Alberta's finances.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers



Sept. 23, 2024

Mayor Hunter  
Town of Didsbury  
Attn: Luana Smith  
Sent via email: lsmith@didsbury.ca

RE: Request for Funding

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Dear Mayor Hunter and Council,

Thank you for the opportunity to bring valuable information about STARS and mission statistics pertaining to your area to the Sept. 23<sup>th</sup>, 2024 council meeting.

STARS is an essential and critical component to the emergency services provided in your community. Over the past five years 47 STARS critical interfacility transfers have been flown from the Didsbury Hospital to tertiary care in Calgary or Edmonton with an additional 17 scene call missions flown near Didsbury. This accounts for more than 20% of the missions flown within Mountain View County boundaries.

Our request for council's consideration is \$11,140 fixed rate based on \$2 per capita for 2025, in conjunction with present council term. With more than 90% of rural Alberta municipalities united in partnership, at a minimum \$2 per capita, the Town of Didsbury would join as a Regional Leader joining, many of your municipal neighbors including longstanding supporter Mountain View County.

STARS was born out of necessity to serve rural and remote areas - built by the community, for the community. Your residents benefit by having access to STARS six bases located across Western Canada. Since its inception in 1985, STARS has flown over 60,000 missions. Averaging 11 missions per day, half of these missions flown, occur in Alberta alone. A life is saved every day and partnership makes this possible.

Thank you for your consideration to partner with STARS and save lives.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Seely", with a long horizontal flourish extending to the right.

Jackie Seely  
Donor Relations & Development Officer, So. AB.



403-295-1811



570-1441 Aviation Park NE  
Calgary, AB T2E 8M7



info@stars.ca | stars.ca



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: November 12, 2024  
SUBJECT: Council Reports  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

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

### Council Professional Development &/or Meetings for October 2025

Mayor Hunter Central Alberta Elected Officials - Friends & Food – November 13, 2024 Innisfail AB  
CAEP Fall Annual General Meeting – November 21, 2024 Red Deer AB

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Council Reports for November 12, 2024 as information.