



TOWN OF DIDSBURY AGENDA

Regular Council Meeting

Tuesday, July 11, 2023, 6:00 pm

Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
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13. CLOSED MEETING

- 13.1 Naming Contest for Memorial Complex Outlying Plan - as per Section 19 of the FOIP Act
- 13.2 Land Opportunities - as per Section 25 of the FOIP Act
- 13.3 Alberta Municipalities Advocacy - as per Section 21 and 23 of the FOIP Act
- 13.4 ICF Negotiation - as per Section 23 and 25 of the FOIP Act
- 13.5 Facilities Visioning - as per Section 24 and 25 of the FOIP Act
- 13.6 Council Interface - as per Section 23 of the FOIP Act

14. RECONVENE

15. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: RCMP Fourth Quarter Report & Multi Year Financial Plan
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Staff Sergeant Stephen Browne, Commander of the Didsbury RCMP Detachment, will be presenting to Council the fourth quarter report and Multi Year Financial Plan for the Didsbury RCMP Detachment.

The RCMP's fiscal year runs April 1 to March 31; therefore, the fourth quarter report represents January 1, 2023 to March 31, 2023. The Multi Year Plan is from April 1, 2024 to March 31, 2029.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The attached report includes the following:

- Municipal Policing Report
- Municipal Overview – Human Resources
- Municipal Overview Financial / Operating and Maintenance
- Crime Statistics

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

Also attached is the Multi Year Financial Plan which Council will have the opportunity to discuss further during item 9.1. of the Agenda.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To thank Staff Sgt. Stephen Browne for the presentation of the Didsbury RCMP Detachment Fourth Quarter Report for January 1 to March 31, 2023 and the Multi Year Financial Plan and accept them as information.



May 15, 2023

**Mayor Rhonda Hunter
Town of Didsbury
Didsbury, Alberta.**

Dear Mayor Hunter,

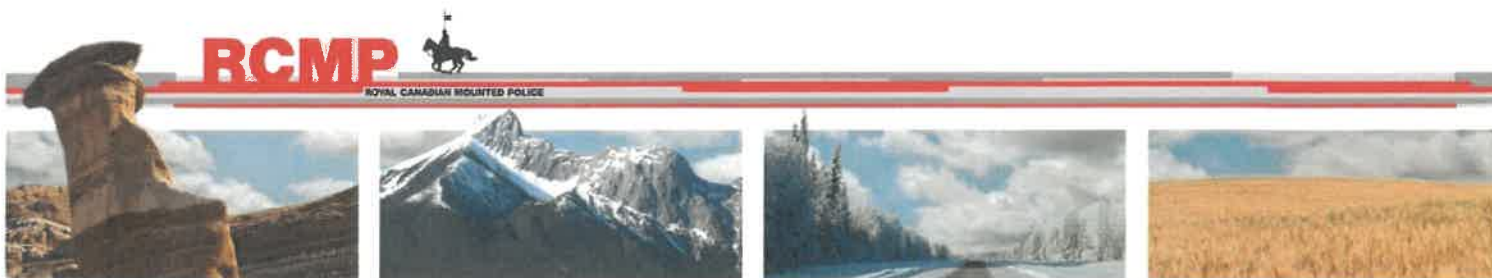
Please find attached the quarterly Community Policing Report that covers the January 1st to March 31st, 2023 reporting period. This information serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment. The sharing of quarterly reports demonstrates our ongoing commitment to transparency while delivering the high level of policing services that you, and the citizens you represent, have come to expect from the Alberta RCMP.

As we transition towards Spring, the safety and security of all Albertans will continue to be our main focus. In an effort to leverage technology to oversee and amplify our response to emergency incidents around the Province, your Alberta RCMP recently established a Real Time Operations Centre (RTOC). Working hand-in-hand with our Operational Communications Centre (OCC), the RTOC has senior police officers monitoring policing operations in real-time, assessing ongoing incident risk, coordinating specialized and expert resources, and managing the response. The existence of the RTOC provides our members real-time guidance, direction and support from seasoned and experienced police officers. The RTOC also ensures a coordinated response to cross-jurisdictional activities and significant events through enhanced interoperability with other policing agencies within the Province.

The attached reporting along with your valued feedback will help ensure that our service delivery to your community is meeting your needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

**Staff Sergeant Stephen Browne
Commander
Didsbury Detachment**



RCMP Municipal Policing Report

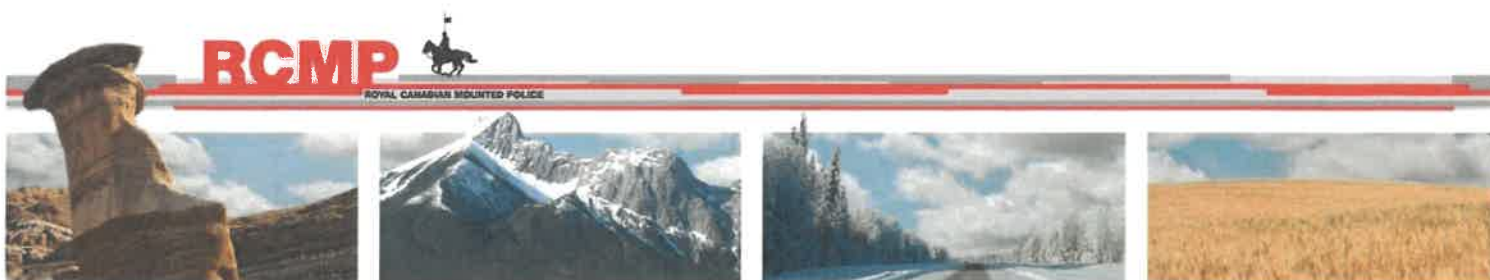
Detachment	Didsbury Municipal - Town of Didsbury
Detachment Commander	Staff Sergeant Stephen Browne
Quarter	Q4 2022/23
Date of Report	2023-05-15

Community Consultations

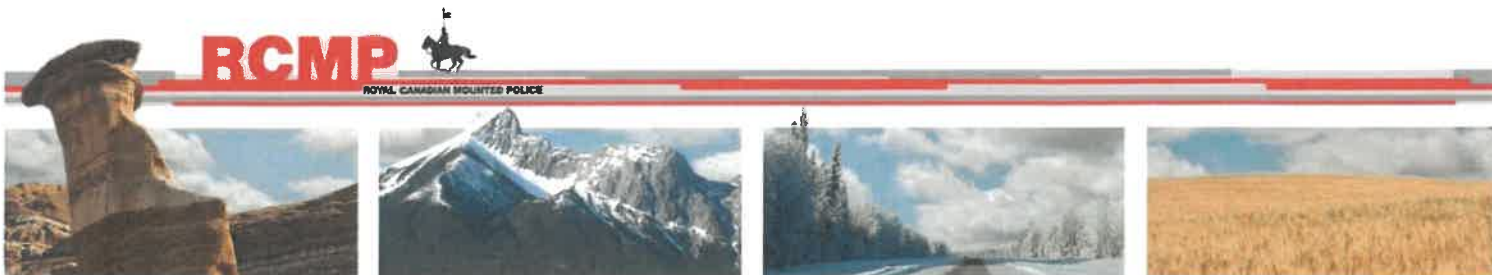
Date	2023-01-24
Meeting Type	Town Hall
Topics Discussed	Education Session
Notes/Comments	Community Engagement Event for Mountain View County Districts 3. In attendance were Olds RCMP, Didsbury RCMP, Fish & Wildlife and Mountain View County Patrol, Chinook's Arch Victim Services. Approximately 18 residents from Olds, Didsbury, and Mountain View County attended the event.

Date	2023-01-24
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	<p>Meeting with Mayor and CAO. Discussed the following:</p> <ul style="list-style-type: none"> - Modernization approval for the Didsbury Detachment building; - Regionalized policing model; - Annual assessment for community APP priorities <p>I had the VSU Program Coordinator for Chinook Arch Victim Services present to the Mayor and CAO regarding the program modifications being imposed by the provincial government effective 2024-04-01.</p>

Date	2023-03-06
Meeting Type	Meeting with Elected Officials
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Meeting with Mountain View County Deputy Reeve to discuss upcoming RMA and potential crime reduction initiatives for the Mountain View County.



Date	2023-03-23
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Annual Planning
Notes/Comments	Didsbury Emergency Management Meeting HIRA(Hazard Identification and Risk Assessment) Review Round Table & Discussion
Date	2023-03-28
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Mayor and Council Meeting. Public participants in attendance. Presented Q3 stats and provided input on 2023/34 APP priorities. Cst's. Schoonderwoerd and McLaren present and were introduced to council as the newest members posted to Didsbury.

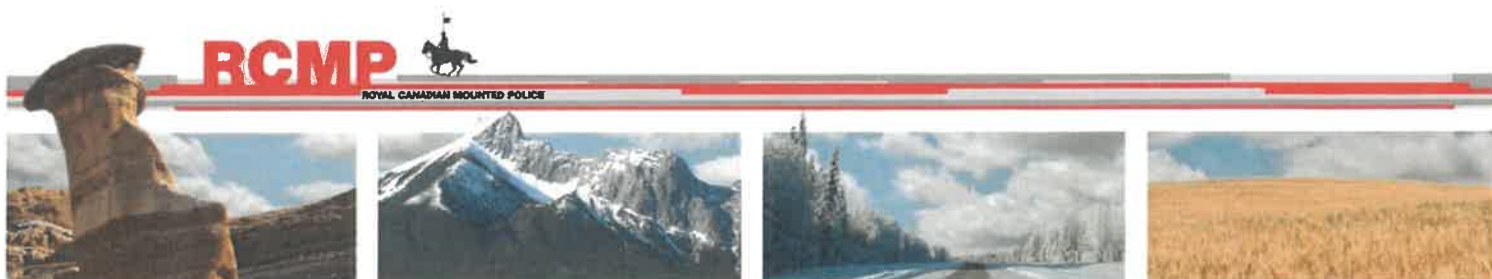


Community Priorities

Priority 1	Serious Investigations
Current Status & Results	During this reporting period members conducted thirteen (13) serious investigations which resulted in criminal charges:
	1) Assault Causing Bodily Harm - January 6, 2023 - One adult charged Mischief Under \$5000
	2) Assault with a Weapon - January 7, 2023 - One adult charged
	3) Sexual Assault - January 7, 2023 - One adult charged
	4) Possession of Stolen Property (Stolen Laptop Computers) - January 20, 2023 - One adult charged Possession of Stolen Property (Power Tools) Possession of Break & Enter Tools Possession of Methamphetamine
	5) Possession of a Firearm (No Licence) x 2 - January 20, 2023 - One adult charged Unsafe Storage of a Firearm x 2
	6) Break and Enter - Business - January 21, 2023 - One adult charged Theft of car
	7) Assault with a Weapon - January 21, 2023 - One adult charged Uttering Threats x 2 Possession of Weapons for Dangerous Purpose Mischief Under \$5000 x 2
	8) Mischief Under \$5000 - January 24, 2023 - One adult charged
	9) Assault - February 15, 2023 - One youth charged Uttering threats Resisting arrest Failure to Comply with Release Order Conditions.
	10) Assault (Domestic Violence) - February 18, 2023 - One adult charged
	11) Assault - February 20, 2023 - One adult charged
	12) Theft of Truck - March 13, 2023 - One adult charged Possession of Stolen Property Less Than \$5000 x 2 (Mountain Bikes) Possession of Stolen Property Less Than \$5000 x 2 (Power Tools) Mischief Under \$5000
	13) Mischief Over \$5000 - March 27, 2023 - One adult charged



<p>Priority 2</p>	<p>Intelligence-led Drug Enforcement</p>
<p>Current Status & Results</p>	<p>During this reporting period Didsbury members arrested 22 offenders through target patrols and release order compliance checks. During the arrest of two prolific property offenders in March, officers seized the following controlled substances which resulted in possession for the purpose of trafficking charges.</p> <p>Fentanyl 29.4 grams Methamphetamine 40.6 grams Cocaine 13.2 grams Crack Cocaine 8.6 grams</p>
<p>Priority 3</p>	<p>Police Visibility and Traffic Enforcement</p>
<p>Current Status & Results</p>	<p>During this reporting period traffic enforcement resulted in 23 motorists being charged for moving/non moving driving offences within the Town of Didsbury. Officers also issued 1 Immediate Roadside Alcohol Driving Suspension.</p>



Crime Statistics¹

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

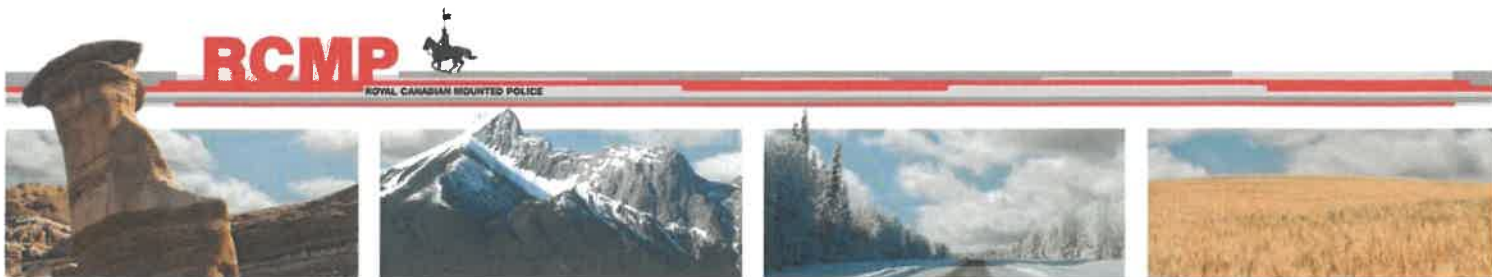
Category	January - March			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	94	100	6%	496	368	-26%
<i>Persons Crime</i>	20	27	35%	125	92	-26%
<i>Property Crime</i>	52	44	-15%	271	167	-38%
<i>Other Criminal Code</i>	22	29	32%	100	109	-26%
Traffic Offences						
<i>Criminal Code Traffic</i>	2	2	0%	9	6	-33%
<i>Provincial Code Traffic</i>	53	51	-4%	185	248	34%
<i>Other Traffic</i>	0	1	N/A	2	3	50%
CDSA Offences	6	4	-33%	20	13	-35%
Other Federal Acts	9	4	-56%	28	19	-32%
Other Provincial Acts	27	26	-4%	166	149	-10%
Municipal By-Laws	5	3	-40%	36	29	-19%
Motor Vehicle Collisions	20	14	-30%	62	81	31%

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

Trends/Points of Interest

See Didsbury Business District Occurrence Report Q4

Elevated fuel costs continue to impact our operating budget.



Municipal Overview: Human Resources²

Staffing Category	Established Positions	Working	Special Leave ³	Hard Vacancies ⁴	Revised Plan at Q4	2023 FTE Utilization Plan
Police Officers	4	4	0	0	4.1	4.0
Detachment Support	1	0		1		

² Data extracted on March 31, 2023 and is subject to change.

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

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

Comments

Police Officers: Of the four established positions, four officers are working. The annual plan for Didsbury was initially based on three working officers, but has been adjusted to four working officers as discussed.



Municipal Overview: Financial/O&M

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

Municipal	Year to Date Expenditures ⁵	Revised Plan at Q4	2023 Financial Plan
Pay	454,509	462,386	441,967
Overtime	45,103	45,000	45,000
Operating and Maintenance	44,622	44,906	42,792
Commissionaire Guarding	10,202	15,000	15,000
Equipment	35,160	35,128	36,734
Other	5,878	8,639	9,183
Div. Admin & Indirect Costs	295,567	292,898	277,751
Total (in 100% terms)	895,537	915,726	872,693
Total (with applicable cost share ratio of 70% applied)	629,937	645,508	615,385

⁵ Includes expenditures up to March 31, 2023.

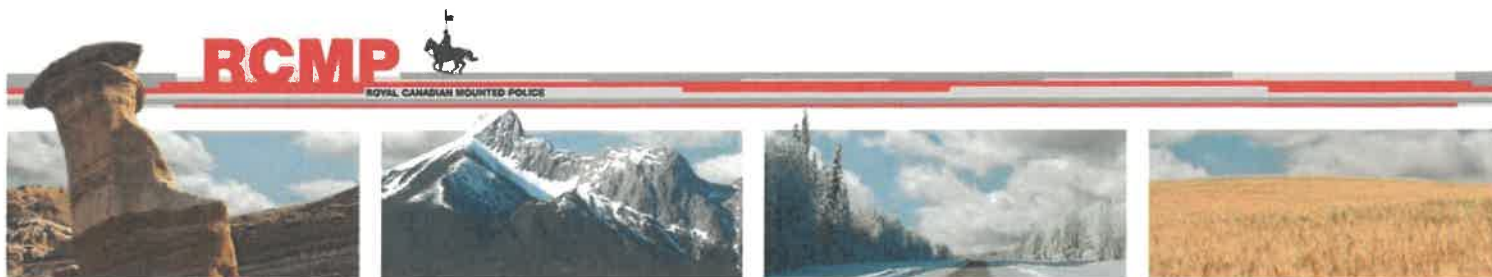
Comments

Note: The financial figures as identified above are in alignment with the 2023 Multi-Year Financial Plan and 2022/23 forecast. The forecast includes the approximate 4% pay-raise increase for Non-Commissioned Officers which was effective as of April 1, 2022, as per the collective bargaining agreement. The total figures listed above do not include adjustments identified within the monthly reports after the Contract Partner share and other minor expenditure categories. For reporting purposes, "Commissionaire Guarding" costs as noted above may include other non-pooled expenses including prisoner related costs, accommodation costs, building repair, utility services, etc., where applicable.

Multi-Year Financial Planning is underway and, if it has not been shared already, a draft plan will be shared with your community shortly. Your draft Plan does not contain financial projections at this early stage, but they will be incorporated shortly. Quarter 4 invoices will be distributed to your community in the upcoming weeks along with a preliminary five-year financial forecast for your review. There may be some variances between this report and the Q4 update as financial data is validated and finalized. Unit O&M, division administration & indirect costs, equipment and 'other' expenditures are pooled costs. However, a target funding level per detachment has been identified for financial planning purposes.

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

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



Definitions

Municipal Overview: Human Resources

FTE Utilization	A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. The FTE utilization level refers to the total months filled for all positions within the detachment/unit.
2023/24 FTE Utilization Plan	This reflects the number of working FTEs planned to be in place for the fiscal year.
Revised Plan at Q4	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Overview: Financial/O&M

Year-To-Date (YTD) Expenditures	YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
Revised Plan at Q4	This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
2023/24 Financial Plan	This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2023/24 fiscal year.
Pay	Includes salary costs and associated allowances for police officers and civilian support.
Overtime	Includes direct overtime costs for police officers.
Operating and Maintenance	Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
Commissionnaire Guarding	Reflects the costs of guarding prisoners within detachments.
Equipment	Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.
Div. Admin & Indirect Costs	This reflects the division administration charges associated to core administration costs, special leaves and health services costs, and the indirect costs associated to all employees, including benefits, Canada Pension Plan and Employment Insurance rates.
Other	This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.
Total	Reflects the total costs of all categories of expenditures.



Didsbury Municipal Detachment Crime Statistics (Actual) January to March: 2019 - 2023

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

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	1	7	3	N/A	-57%	1.3
Other Sexual Offences		0	0	0	0	1	N/A	N/A	0.2
Assault		0	0	9	6	12	N/A	100%	3.0
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	2	N/A	100%	0.5
Criminal Harassment		0	0	5	2	5	N/A	150%	1.2
Uttering Threats		0	0	6	4	4	N/A	0%	1.2
TOTAL PERSONS		0	0	21	20	27	N/A	35%	7.4
Break & Enter		0	0	8	4	5	N/A	25%	1.4
Theft of Motor Vehicle		0	0	4	1	2	N/A	100%	0.5
Theft Over \$5,000		0	0	0	1	1	N/A	0%	0.3
Theft Under \$5,000		0	0	19	19	10	N/A	-47%	3.9
Possn Stn Goods		0	0	8	4	2	N/A	-50%	0.8
Fraud		0	0	11	7	11	N/A	57%	2.9
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	17	10	7	N/A	-30%	2.4
Mischief - Other		0	0	3	6	6	N/A	0%	1.8
TOTAL PROPERTY		0	0	70	52	44	N/A	-15%	14.0
Offensive Weapons		0	0	3	3	3	N/A	0%	0.9
Disturbing the peace		0	0	11	2	1	N/A	-50%	0.4
Fail to Comply & Breaches		0	0	10	9	20	N/A	122%	4.9
OTHER CRIMINAL CODE		0	0	8	8	5	N/A	-38%	1.8
TOTAL OTHER CRIMINAL CODE		0	0	32	22	29	N/A	32%	8.0
TOTAL CRIMINAL CODE		0	0	123	94	100	N/A	6%	29.4



Didsbury Municipal Detachment Crime Statistics (Actual) January to March: 2019 - 2023

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

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	2	3	2	N/A	-33%	0.7
Drug Enforcement - Trafficking		0	0	9	3	2	N/A	-33%	0.7
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	11	6	4	N/A	-33%	1.4
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		0	0	2	2	0	N/A	-100%	0.2
TOTAL FEDERAL		0	0	13	9	4	N/A	-56%	1.7
Liquor Act		0	0	0	1	0	N/A	-100%	0.1
Cannabis Act		0	0	0	1	0	N/A	-100%	0.1
Mental Health Act		0	0	26	15	17	N/A	13%	4.9
Other Provincial Stats		0	0	30	10	9	N/A	-10%	2.8
Total Provincial Stats		0	0	56	27	26	N/A	-4%	7.9
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	3	5	3	N/A	-40%	1.1
Total Municipal		0	0	3	5	3	N/A	-40%	1.1
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	0	1	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		0	0	7	16	13	N/A	-19%	4.2
Property Damage MVC (Non Reportable)		0	0	2	3	1	N/A	-67%	0.5
TOTAL MVC		0	0	9	20	14	N/A	-30%	4.8
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	2	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		0	0	64	53	51	N/A	-4%	15.5
Other Traffic		0	0	0	0	1	N/A	N/A	0.2
Criminal Code Traffic		0	0	2	2	2	N/A	0%	0.6
Common Police Activities									
False Alarms		0	0	4	7	7	N/A	0%	2.1
False/Abandoned 911 Call and 911 Act		0	0	2	1	1	N/A	0%	0.3
Suspicious Person/Vehicle/Property		0	0	23	18	6	N/A	-67%	3.0
Persons Reported Missing		0	0	3	3	0	N/A	-100%	0.3
Search Warrants		0	0	0	2	0	N/A	-100%	0.2
Spousal Abuse - Survey Code (Reported)		0	0	23	14	17	N/A	21%	4.8
Form 10 (MHA) (Reported)		0	0	3	1	0	N/A	-100%	0.1



Didsbury Municipal Detachment Multi-Year Financial Plan (MYFP) April 1, 2024 to March 31, 2029

Prepared for:	The Town of Didsbury
Prepared by:	Didsbury Detachment
In Consultation with:	Operations Strategy Branch, Alberta RCMP
Dated:	June 30, 2023

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Introduction

This Multi-Year Financial Plan (MYFP) has been prepared by the Alberta Royal Canadian Mounted Police (RCMP), in consultation with the Town of Didsbury pursuant to Article 17.1 of the Municipal Police Service Agreement (MPSA). This plan is for the fiscal year starting on April 1, 2024 to March 31, 2029. In addition, the forecast for the 2023/24 fiscal year will be updated and finalized through this process.

Article 17 of the MPSA establishes a collaborative process for the RCMP and the Town of Didsbury to engage in multi-year, long-term financial planning and reporting for the Service and divisional administration. This process ensures the contract partners discuss future resource requirements, potential increases in financial accountability and improve transparency. The financial planning and forecasting process is critical to ensuring adequate funding is available for resources and equipment to support public and officer safety. Furthermore, it provides the contract partners with essential information so they can mutually identify opportunities for cost-containment and strengthened financial efficiency, when and where applicable.

This MYFP reflects the on-going co-operation between the RCMP and the Town of Didsbury to ensure adequate and effective municipal policing is provided to the Town, pursuant to the MPSA. Community engagement and consultation is also a vital component of moving forward and is fundamental to satisfying the safety concerns of the individuals we serve. The safety and security of the citizens of the Town of Didsbury and the police officers serving within the Municipal Police Service remains the ultimate goal. This plan includes the following:

- Human Resources
 - Number of current positions including identified growth for the 2023/24 fiscal year
 - Number of additional positions required over the five-year period
 - Staffing levels allocated as part of Divisional Administration to support the service
- Accommodation Costs
- Equipment Plans (Operational, Technology and Fleet)
- Financial Summary and Projections

The cost-share arrangement under the MPSA indicates that a municipality with a population between 5,000 and 14,999 pays seventy percent (70%) of the total costs and the federal government pays thirty percent (30%) of those costs. Providing and maintaining the Service each fiscal year includes operating and maintenance costs such as salaries, benefits and indirect costs, transportation and equipment, professional services, repairs, utilities, supplies, and miscellaneous operational expenses.

The majority of costs for municipalities with a population below 15,000 are pooled together and are divided over the total Full-Time Equivalent (FTE) utilization of members in the respective police service. This allows all of these smaller municipalities to share in the peaks and valleys of policing costs, such as the repair and replacement of police vehicles, and each pay an average per FTE cost based on their collective expenditures. This pooled rate assists in smoothing the costs from year to year and minimizing drastic financial effects from one year to the next. However, certain costs such as overtime and guarding expenditures are considered jurisdiction specific and are not shared with other municipalities. As well, any costs that municipalities provide at no cost to Canada, such as accommodations and support staff, are also not shared with other communities.

Financial details and forecasts will be identified within the Equipment, Technology and Fleet sections provided further on, as well as within the MYFP table.

Contract Management Committee Updates

The RCMP continually reviews and updates various policies and procedures, implements new initiatives and may be engaged in other studies or reports that may affect the cost, quality or capacity of police services delivered by the RCMP. As such, the RCMP maintains the Contract Management Committee (CMC) Matrix document to inform all contract partners, via the CMC, on these items. Items within the Matrix have a fiscal impact for contract partners to consider and may be at varying levels of development and implementation. To ensure all contract partners are considering these items through the MYFP planning horizon; these items have been identified in this document within the equipment, accommodation and division administration sections. In addition, the following information is being included within this MYFP.

Corporate and Enterprise Resource Planning (ERP) Modernization (2023-2027)

Providing effective and efficient police services requires a robust Enterprise Resource Planning (ERP) system to sustain Corporate and Human Resource management functions such as Finance, Property Management, Procurement Services, Training, Staffing, Recruitment, etc. In order for Corporate and Human Resources support functions to remain relevant and effective today and into the future, the RCMP plans to make significant investments over a multi-year period to implement the following strategic transformations:

- **Corporate System Modernization S4/High Performance Analytic Appliance – Systems, Applications and Products (S4/HANA – SAP)** – Systems, Applications and Products (SAP) is an enterprise software that manages business operations and customer relations. SAP HANA is a multi-model database that stores data in its memory. It is the core ERP product within the SAP business suite; whereas, the HANA is a cloud-friendly, in-memory database designed to handle transactions and analytics on one system. Thus, a further enhancement to SAP. The RCMP continues to focus on completing a Request for Proposal (RFP) to secure a Systems Integrator (SI) to advance the project with preplanning, and initial design taking place in 2023/24 fiscal year. The new system development will begin in 2024/25 fiscal year; and
- **Human Resources System and Pay Modernization** – The RCMP has partnered with an external consulting firm to produce a strategic roadmap in the 2023/24 fiscal year to guide and inform the plan to implement a modern Human Resources Enterprise Resource Planning tool and a new RM pay system. The vendor has yet to be determined.

RCMP will realize these broad business outcomes through:

- Operational support to contract policing by providing efficient business processes and systems;
- Modernization by supporting common, shared systems that replace outdated technologies and reduce customizations;
- Cost Effectiveness by delivering affordable and sustainable management services;
- Standardization by enabling streamlined processes and common data structures across the RCMP; and
- Integration by enhancing internal and external national integration and collaboration.

The RCMP will continue to engage and communicate its plans for system modernization and the associated business transformation with our contracting partners and key stakeholders to ensure the alignment of strategic priorities.

Uniform Modernization

The Alberta RCMP is undertaking a pilot to identify operational uniform articles that better meet the unique needs of its mandate, operational requirements and considerations related to a diverse workforce. A pilot of new duty shirts entered the “wear trial” in April 2023 after delays due to the ongoing global supply chain issues. There will be no information on the costs or implementation of the uniform items until after the pilot has concluded and results are presented to the Senior Management. Updated information will be presented to CMC for consideration when it becomes available.

Mass Casualty Commission Recommendations

- **Mass Casualty Commission Recommendations:** The Mass Casualty Commission (MCC) has made numerous recommendations related to air services, general duty officer safety, interoperability between different jurisdictions and many more. The Alberta RCMP anticipates that we will be developing action plans to address the findings and recommendations. Further details will be provided as they become available, but it is anticipated that requirements including additions or modifications to policing equipment, air services, vehicles, training, etc., may be part of that action plan.
- **Missing and Murdered Indigenous Women and Girls (MMIWG) Inquiry:** The National Inquiry released its Final report on June 3, 2019, and the Government of Canada, through Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) is leading the response and has been engaging partners and Indigenous organizations to discuss options towards a National Action Plan (NAP). The current and future work related to the Government of Canada’s response to MMIWG Inquiry is being led by the National Crime Prevention and Indigenous Relations Services (NCPIPS) and details will be provided as they become available. It is anticipated that requirements including additions or modifications to current policy, Indigenous engagement and training may be part of the NAP.
- **Discoveries of Unmarked Graves/Truth and Reconciliation:** The tragic discoveries of hundreds of children buried on or near the grounds of former residential schools has brought renewed attention to this dark time in Canada’s history. The Alberta RCMP may be asked to assist in activities in response to these Calls to Action. The Alberta RCMP contributions will be culturally sensitive and trauma informed, and will take place in partnership with CIRNAC, local Indigenous communities and organizations, as well as with the input of a number of local, provincial/territorial and federal departments and agencies. In addition, fulfilling the Truth and Reconciliation Commission of Canada’s Calls to Action 73 to 76 requires the active participation of all levels of government, Indigenous leaders and communities, Residential School survivors, churches and current land owners. The RCMP is fully committed to supporting CIRNAC and the rest of the Government of Canada in the implementation of these recommendations, and to reconcile with Indigenous communities.

Background

The Town of Didsbury is located in central Alberta at the foothills of the Rocky Mountains. The top ten local industries include Healthcare and Social Services, Retail Trade, Construction, Professional, Scientific and Technical Services, Manufacturing, Transportation and Warehousing, Educational Services, Accommodation and Food services, Public Administration, and Other Services. These industries support hundreds of jobs in Trades, Transportation & Equipment Operations, Sales and Service, Business and Finance, Education, Law and Social Government Services, and Health occupations. Didsbury is home to

the Didsbury and District Health Services hospital facility and many elementary, middle, and high schools. The fastest and biggest growing market and attraction has been from the film and movie production industry. The municipality's historic downtown is the number one location in Central Alberta for production sets depicting small town productions and has vastly contributed to many success stories for local businesses.

According to the 2021 Census, the town of Didsbury had a population of 5,024, a 3.5 percent (3.5%) decrease from its 2016 population of 5,206. The 2022 Police to Population Ratio¹ for Didsbury Municipal Detachment was 1,258 persons per Member (Municipal Detachment average for populations less than 10,000 was 657 persons per Member).² The 2022 Criminal Code cases per Member for Didsbury Municipal Detachment was 82.5 which is lower than the 92 Criminal Code cases per Member average for Municipal Detachment with populations less than 10,000. The high police to population ratio could potentially impact Didsbury's current resources as they try to ensure safe communities.

In addition, the total Criminal Code Offences for Didsbury Municipal Detachment decreased by 26 percent (26%) between 2021 and 2022. Persons Crimes decreased by 26 percent (26%) between 2021 and 2022, primarily due to a decrease in Assaults (-47%, from 60 to 32). The Property Crime decreased by 38 percent (38%) between 2021 and 2022, primarily due to decreases in Theft Under \$5000 (-43%, from 84 to 48) and Mischief – Damage to Property (-34%, from 58 to 38). Lastly, the CDSA related occurrences (Drugs) decreased from 20 to 13 between 2021 and 2022.

Crime statistics are provided to the Detachment Commander on an ongoing basis and are included in this document for reference and consideration to any resourcing pressures.

Didsbury Municipal Detachment Resources

As per Annex 'A' of the MPSA, Didsbury has four (4) officer positions and one (1) administrative support position assigned to the Municipal Police Service. A breakdown of these resources and their functions are outlined in the tables below:

Table 1: Total Regular Member Resources at the Didsbury Municipal Detachment

Function	Supt.	Insp.	S/Sgt	Sgt	Cpl	Cst	Total
General Duty					1	3	4
Total							4

¹ Police-to-Population Ratio (PPR) is the relationship between the number of officers and the population within(or Police Officer), Crime Severity Index, Criminal Code per 1,000 population, and PPR) and community-specific information should be taken into consideration when determining policing needs. the detachment area. This ratio focuses on the visibility of police officers in the community. All workload metrics (i.e., Criminal Code per Regular Member

² The 2021 Census data for all Alberta RCMP Detachment areas will be released later this year. For the purposes of this plan, the 2021 Police to Population Ratio was calculated with an estimated population.

Table 2: Total Municipal Employee(s) at the Didsbury Municipal Detachment

Function	Total
Administrative Support Employee	1
Total	

Anticipated Increases to Resources

Through consultation with the Town of Didsbury and the Detachment Commander, the following table provides anticipated resource growth to the Municipal Police Service over the following five years. This information serves as a projection only and is not a commitment to call up resources.

Table 3: Anticipated Resourcing Growth for the Municipal Police Service

Police Service Agreement	Category of Employee Rank/Group & Level (if available)	2024/25	2025/26	2026/27	2027/28	2028/29
Didsbury MPSA	Regular Members (RM)	1	-	-	-	-
	Cost (\$)	163,054	-	-	-	-
	Public Service Employees (PSE)	-	-	1	-	-
	Cost (\$)	-	-	60,000	-	-

**Growth is 'approved in principle' by the Contract Partner for the 2024-25 fiscal year.*

**Cost per Member (per capita rate) at 70%.*

2024/25 – One Regular Member (School Resource Officer/Community Policing Officer)

One of the primary goals of the RCMP is to promote safe and healthy communities. The citizens of Didsbury expect a high level of police service which includes quality and timely investigations, support through the court process, visibility throughout the community, regular appearances in schools, and traffic enforcement. Youth engagement is a priority for police services across the nation. School Resource Officers (SRO) are able to engage students and provide a consistent presence within local schools. The addition of a SRO would allow the detachment to focus on working in and with the schools, supporting complex students and social issues unique to school settings. The enhanced presence would also provide greater opportunity for vulnerable youth to speak with a police officer regarding violence or abuse at home. SROs are able to provide a plethora of educational presentations to the student body such as Bullying, Drug/Alcohol use, Impaired Driving, the Dangers of Fentanyl, Sexting, Traffic Safety for Teens, and Unhealthy Relationships and Dating Violence. In addition to their school-related priorities, they would support community-based initiatives involving groups such as Essentials.

2026/27 – One Public Service Employee

In January 2023, preliminary discussions were held with the Town of Didsbury regarding the conversion of the Municipal Employee position to a Public Service employee (PSE) position. A cost analysis is required to provide the Town of Didsbury with the funding requirements of having a PSE included within the MPSA. For this reason, the detachment has re-classified the request for an additional support services assistant to a public service employee.

The court process has been increasingly onerous on police agencies for several years. The detachment has moved to an electronic disclosure process where all investigative documents are submitted to the courts in an electronic format. This process has resulted in a significant workload increase for the support staff. Currently the detachment has sufficient support staff resources to address immediate needs. With Carstairs entering into the MPSA in the next 18-24 months, an additional support staff resource will be added to the Didsbury Detachment.

From October 7, 2019 to March 31, 2020, Alberta Crown Prosecutions Service (ACPS), RCMP in Canmore, Strathcona County and Hinton and the Public Prosecution Service of Canada agreed to participate in a Pilot Project to assess the benefits, if any, of a pre-charge assessment system. The purpose of the pre-charge assessment system is:

- To eliminate stays of proceeding that occur as a result of the difference between investigating agency's charging standard, "reasonable grounds to believe," and ACPS' prosecution standard, "reasonable likelihood of conviction and in the public interest";
- To create efficiencies by removing these charges from the courts system, where they would otherwise waste limited trial time when they are ultimately stayed; and
- To further open lines of communication between law enforcement agencies and their respective prosecution offices and foster the already strong working relationship between the organizations.

The pilot was successful and a plan is being developed to expand pre-charge assessment to the rest of the contract partners within the MPSA. It is expected that Didsbury will fall under the pre-charge assessment mandate in the next 18-36 months. The immediate impact of this system will be the establishment of expedited timelines for the submission of court disclosure material. The detachment's support staff will have an increased workload as a result of the new procedures. As such, a need for an additional public service employee for 2026/27 fiscal year is to be considered for the anticipated increase in administrative responsibilities.

Regular Member Pay Raise

Direct costs for police officer salaries and the associated indirect costs are one of the key drivers of policing costs. Pay raises for members are determined through the collective bargaining process between the Treasury Board of Canada and unions representing various categories of employees and classifications. Economic increases are typically the main element of pay increases for these represented members and employees; consequences of rising inflation, as well as other economic factors. More recently the negotiated National Police Federation (NPF) agreement also included market adjustments to bring regular member salaries in line with other police forces.

Although the RCMP does not negotiate salary increases, a non-contractual estimate of 3.5 percent (3.5%) has been put forward for inclusion in the MYFP for planning purposes and the figure has been acknowledged by Contract Management Committee (CMC). Negotiated salaries increases or those imposed through third party arbitration could result in increases below or above the planning rate. Given that the NPF has access to binding arbitration (in the absence of a negotiated settlement) there is inherent uncertainty in projecting settlements. As such, should contract partners wish to build contingencies into their planning figures to mitigate potential fluctuations in negotiated rates or the possibility of arbitration, they are encouraged to do so.

The current Collective Bargaining Agreement (CBA) for regular members expired on March 31, 2023; therefore, rates of pay will continue at the current levels. To support financial planning, the estimated increase of 3.5 percent (3.5%) has been factored into the 2023/24 financial plan.

While police officers at the Staff Sergeant level and below are subject to the Collective Bargaining Agreements achieved through the NPF; however, there are several resources at the Inspector level and above as well as Public Service Employees (PSE), that are not a part of the NPF. Pay raises for these individuals are managed through other bargaining processes and any increases would impact the costs of policing and throughout the five-year forecast.

Division Administration

Administration in the context of “Division Administration” refers to the common support services provided to multiple business lines of the RCMP; including municipal, provincial and federal levels of funding. The types of support services may include financial services, planning, client services, human resources, informatics and management services. Administration costs include personnel and operating and maintenance costs, such as employer paid benefit plans (pensions and employment insurance) for administration employees.

The divisional and regional administration cost allocation methodology is used to share costs among all business lines within a division or region, such as health services costs for all employees, as well as the costs of RCMP members on maternity/paternity leave and other types of special leaves. The following costs are shared by all business lines and are consequently charged to divisional or regional administration:

- Shared administrative services;
- Special Leave such as medical, maternity, paternity, graduated return to work, and pregnant Members working;
 - Sick leave or costs associated with the suspension of a member will be allocated to divisional and/or regional administration after thirty days;
 - Parental leave or pension/retirement leave costs will be allocated to divisional/regional administration immediately;
- Pay in lieu of leave;
- Health Services which include supplemental and occupational health for Regular Members (RMs), Civilian Members (CMs), Public Service Employees (PSEs) and Special Constables (S/CST); and
- Earned Retirement Benefit (ERB) – This is a benefit that was paid to each RCMP Member.

This allocation of administration costs ensures an equitable distribution of all RCMP administrative costs between the various business lines of the RCMP. The final costs for divisional and regional administration are allocated based on the working FTE utilization of members for each business line. This results in a per capita rate that is then charged at the cost-share ratio to each appropriate contract partner based on the annual working FTE utilization level of RMs in the current fiscal year.

When resource levels increase throughout the province, the support services provided by administration programs necessitates expanded capacity to meet increased demands of employees. Consequently, program growth impacts administrative requirements from the onset of fulfilling staffing requirements, providing technology equipment and delivering mandatory training, to ensuring sound program management through analysis and research and supporting employee wellness.

Although an increase in administrative resources would have a relatively minimal impact on the divisional administration rate, this rate has seen increases in the rates of RMs on special leave as well as an increase in health-care costs over the last few years. The health and wellness of Alberta RCMP employees remains a top priority for the police service. There is continued focus on mental health initiatives to ensure RCMP employees are well-equipped to manage the stress associated with the nature of police work, and to remain healthy and productive while providing services throughout their career with the Alberta RCMP.

The divisional administration rate does fluctuate over time; primarily due to the variability of the cost categories that contribute to the overall administration costs. As such, forecasting the number of working FTEs and the potential for RMs to be on special leave, is a key factor in the financial planning process. Additional details can be obtained from the financial summary; including the projected division administration rate for the 2023/24 fiscal year and for the five-year planning cycle.

Northwest Corporate Management Branch Regional Administration Resources - Although there are no formal Regional Administration increases identified in this year's MYFP exercise, Northwest CMB is in the process of identifying ongoing needs to go into next year's MYFP documents. The purpose of including this statement is to signal some anticipated increases a year in advance of next year's cycle for awareness, ongoing communication, and planning purposes.

Access to Information and Privacy (ATIP) Positions - As a principle of Canadian democracy; Canadians must have access to information in a timely and well-organized manner in order to have trust in their public institutions including the RCMP. This means that the Government of Canada ensures that Canadians are authorized for the Access to information and Privacy (ATIP) request process under the *Access to Information Act* and the *Privacy Act*. As Canada's national police service, the provincial police in Alberta and municipal police service across many Alberta municipalities; the RCMP works every day in communities across the province to keep Albertans safe. The RCMP is seeking to expand its ATIP footprint in the Divisions in order to create dedicated ATIP Liaison Officer Bureaus within each province to coordinate requests, validate information, and act as a central advisor to Divisional management on information and privacy issues. In 2022, CMC was consulted on an initial pilot of this roll-out. The preliminary results of the pilot have been extremely successful, with increased visibility and carriage of ATIP requests moving through the Division.

In the future proposed model, the ATIP Modernization Team supports three (3) resources at the AS-04 level – an increase of two (2) positions for the Alberta RCMP, with officer equivalents as required. ATIP will return to CMC during 2023/24 with results from the pilot and outline a permanent planned way forward to increase ATIP service delivery for 2024/25 onward.

Accommodation

According to Article 12.1 of the MPSA, municipalities with a population of 5,000 or more are responsible for providing and maintaining accommodations for their Municipal Police Service, at no cost to Canada. Regardless of whether municipalities are to provide their own accommodations or occupy federal government detachment facilities; municipalities with MPSAs are responsible for 100 per cent of the costs for providing and maintaining these accommodations. This includes furnished office space, cell-block facilities, as well as garage space. In addition, the municipality is required to pay 100 per cent for operating and maintenance costs.

In order to support the financial planning for the municipal accommodations; which includes upgrading, renovating and/or life cycling of building assets; discussions between the Town's Mayor and the Detachment Commander should be shared with the Alberta RCMP Real Property Asset Management unit. This allows both parties to plan, budget, approve and provide guidance to ensure that it meets the standards set forth in policy.

The Town of Didsbury owns the existing RCMP Detachment and leases the space to the RCMP provincial resources. A work-space analysis was completed in 2022 for Didsbury Detachment. There are currently six (6) work stations in the "bullpen" area of the building to accommodate 11 police officers. The support staff area currently has two (2) work stations. A third work station was installed in a multi-purpose room which also houses the monitoring equipment for the two interview rooms, the IT server equipment, and stationary shelving. A modified ventilation system was installed above the IT Server in September 2021 to help reduce the temperature in that room.

There is insufficient parking space available to accommodate seven police vehicles, 25-foot enclosed ATV trailer, private vehicles of both police officers, support staff and victim services as well as the general public. The anticipated increase to resource levels will result in the requirement for additional parking stalls. Temporary storage facilities are currently being utilized for the ATV trailer.

Through the CMC, a number of initiatives have been identified within the Real Property portfolio in support of greening government, health and safety, and modernization of the workplace. Depending on the current detachment facility, these initiatives as described below, could have an impact on our municipal partners:

Real Property

As part of the Government of Canada's transition to net-zero carbon and climate-resilient operations by 2050, the Real Property portfolio will strive to reduce the carbon footprint of its leased or owned office space. The RCMP, with the assistance of Real Property Management, continues to make progress in supporting the [Greening Government Strategy](#). The Real Property Management branch is diligently working to develop an RCMP Green Building Policy, guidance documents and a Departmental Sustainable Development Strategy. In parallel, the RCMP is exploring the integration of new green technology into its real property projects and buildings to contribute to the government's environmental objectives.

Environmental Health: The RCMP has established new requirements for ensuring buildings have potable water, the identification and management of asbestos, and periodic assessments for radon to demonstrate due-diligence in keeping with the Canada Labor Code. As per this policy direction, health and safety risks will be reduced through the provision of clear guidance, roles and responsibilities, and consistent testing and monitoring approaches.

Workplace Modernization: The Covid-19 pandemic has enabled the RCMP to consider flexible work arrangements for non-operational personnel. The RCMP will be exploring opportunities for modern, flexible, and technology-enabled portfolio changes to meet future needs of the force while supporting operations and government socio-economic objectives (e.g. greening, accessibility, Indigenous reconciliation).

Equipment

To ensure operational effectiveness and the safety of police officers and the communities we serve, appropriate equipment and technology is required. Officers face varied incidents that can result in injury or damage to persons or equipment, such as intentional contact with police cars or assaults with a weapon. These incidents can impact the required types of equipment and information technology to ensure public and officer safety. While the known equipment costs will be included within overall financial projections, there are often opportunities for more effective and efficient equipment that may emerge unexpectedly. Ensuring our officers are properly equipped to manage and respond to incidents is critical to the safety of our citizens and their communities.

The forecast for equipment purchases is based on the five-year Operational Equipment Plan, the Technology Equipment Plan and the Police Vehicle Plan. Items identified within each of the plans are required to support the existing and expanding needs of the Alberta RCMP. The Alberta RCMP is also bound by regulatory requirements to ensure police officers are properly trained and appropriately equipped, and equipment purchases are planned to meet these necessities and to ensure public and officer safety. In some cases, equipment will be purchased to replace older or outdated equipment, such as the life-cycling of computer equipment.

Modernizing the PPS requires a continual investment of equipment to ensure officer safety and communication requirements are met. Aging equipment, legislation changes and new technology present new opportunities to support frontline policing and major investigations. As such, equipment plans continue to identify ongoing and new requirements, which come at a cost. The cost of equipment and vehicles is directly impacted by economic factors and technological advancements to ensure we keep pace with an evolving environment, continual investment is required to keep our officers safe, while they work to protect Albertans and their communities.

Operational Equipment Plan

The Operational Equipment Plan has been developed with consideration of proposed regulatory requirements and new legislation. The Alberta RCMP's plan for operational equipment are listed below.

Modernization of Intervention Equipment – The RCMP is committed to providing members with lightweight, ergonomic and modern equipment that is readily available. Within this strategy, modern Pistols and Long Gun Rifles will have features that ensure the firearm is suitable for use by the widest demographic of police officer possible. Less lethal technologies, such as the Extended Range Impact Weapon provides officers with more opportunities to de-escalate dangerous situations rather than resorting to lethal force. In addition, Hard Body Armour have become lighter, allowing officers to wear it for longer periods of time, promoting optimal performance under hazardous conditions, and Portable Ballistic Shields provide officers a form of ballistic protection should the need arise to rescue a member of the public or a fellow officer in active shooter or similar situations. Breaching Equipment will also ensure officers are able to respond to an active threat as a result of entrances being barricaded. This strategy advances the vision of a modern police officer by ensuring Regular Members of the RCMP have the appropriate tools to perform their duties as safely and effectively as possible.

- **Portable Ballistic Shields** – Research has identified a need for the Portable Ballistic Shields (PBS) in a general duty capacity. In exigent circumstances, the PBS can be deployed for preservation of life to affect a rescue of an officer or citizen in an open environment. As part of containment in open areas where no ballistic cover is available, a PBS can provide increased ballistic protection

from armour piercing rounds. The PBS would supplement the protection provided by Hard Body Armour (HBA) and Soft Body Armour (SBA). During the 2022/23 fiscal year it was indicated the PBS roll-out would commence in the 2023/24 year, however now the roll-out is expected to begin in fiscal year 2024/25. Costs are expected to be upwards of \$10,000 per device and under the recommendation of minimum two PBS per detachment. The forecast is based on one-third of locations purchasing in 2024-25, one-third in 2025/26, and the rest in fiscal year 2026/27. Additional information will be provided as the roll-out plan is developed.

- **Breaching Equipment** – General Duty does not currently have access to a standardized breaching tool to gain entrance to a locked or barricaded door during an active threat or unfolding event. A standard breaching tool for every frontline patrol vehicle in the country will provide the first officer(s) arriving on scene (active threat, domestic violence, person in crisis, Feeney warrant, etc.) to have a breaching capability if urgently required. There is currently a Standing Offer for \$719 per set until June 29, 2023. Thereafter the price will increase to \$748 per set until June 29, 2024, \$778 per set until June 29, 2025, \$809 per set until June 29, 2026 and \$837 per set until June 29, 2027. Breaching Equipment is not included in the operational equipment table, as it is a unit expenditure. The units may purchase as and when they require and may order until June 29, 2026, however the Standing Offer can be extended to June 29, 2027. The training for this equipment is live on Agora; no practical training required.
- **Hard Body Armour** – Hard Body Armour (HBA) is currently assigned per operational police vehicle which does not provide immediate access to all police officers and does not optimally fit all members. There is also a need for a Gender Based Analysis Plus (GBA+) approach given the changing demographic of the RCMP. It was previously indicated in fiscal year 2022/23 that the HBA would be available in 2023/24. It is anticipated that the HBA contract will be awarded towards the end of fiscal year 2023/24 and the equipment is expected to be available for five fiscal years before re-solicitation. Costs are still estimated to be \$1,000 per set for frontline members. The new HBA has a 10-year lifecycle and will be issued to new police officers at Depot. The forecast for the HBA's has been developed and identified on the current operational equipment plans. More information will be provided soon on deadlines for personally-assigning HBA and the transition to personal issue HBA for general duty.
- **Long Gun Rifle** – With the continual advancement in technology and the roll-out of the Colt C8 Carbine, the need for the .308 bolt action rifle and shotgun has been reduced, bringing into question the need for multiple platforms for general duty. Remaining current on all three platforms requires separate annual re-qualifications and training time. The long gun rifle project is at an early stage and the technical specifications have been created to bridge the gap of the usage of multiple platforms. It was indicated in the 2022/23 fiscal year that the estimated cost of the containment kit would be \$4,400 and the roll-out would begin at the end of the 2023/24 fiscal year. The equipment has now been forecast at an estimated cost of \$2,000 per containment kit, minimum two kits per detachment. It is expected to roll-out in 2024/25 and the implementation could be spread over three fiscal years. The cost is for containment kit and included in the kit are: a tripod and mount, rifle clamping saddle, and 3X magnifier.

The patrol carbine has been updated with modern equivalent accessories to better accommodate Gender Based Analysis Plus (GBA+), this has resulted in an overall weight savings of 1.5lbs from the platform. The long term plans for a caliber change is still in information gathering stages, and more information will be provided as it becomes available.

- **Extended Range Impact Weapon 40mm (ERIW)** – Appropriate use of crisis intervention and de-escalation techniques often requires that the officers have time and distance. Frontline members currently do not have a less lethal intervention option that allows them to maintain an increased distance from the subject. Costs are spread across four fiscal years because of the time required for testing, roll-out, and Division-scheduled training. Note that, National Police Intervention Unit (NPIU) has already trained a large number of instructors within the Alberta RCMP. The National Tactical Training Section (NTTS) to be contacted to make arrangements if additional instructor training is required.

Costs are forecasted to be approximately \$4,924 per system per frontline police vehicles. The plan is to equip one-fourth of all frontline vehicles per year for four fiscal years. A standing offer for Extended Range Sponge Rounds has been awarded and is available for on the annual bulk buy. Additional O&M costs could include the modular style vehicle rack which can accommodate any two of the Carbine, ERIW, or Shotgun at a cost of \$688 each and from the bulk buy. Ammunition costs are estimated at a cost of \$25 per round which may cause increases in costs for training and annual recertification (per trainee, an estimated 20 rounds are used in initial training and an estimated eight to ten rounds are used in annual recertification). Further discussions are underway within the Alberta RCMP regarding the roll-out plans as a standing offer is now available. More information will be shared once available. At this time the current plans include an ERIW in 125 frontline vehicles beginning in 2023/24.

Body Worn Cameras – In the Government of Canada’s Fall Economic Statement (November 30, 2020) funding was provided to implement a National Body Worn Camera (BWC) program for frontline RCMP officers to improve transparency and accountability and respond to concerns about policing from racialized and Indigenous communities. Canada agreed to fund the first three years of the initiative to allow Contract Partners time to plan. At this time, the RCMP is still engaged in the procurement process for BWCs. The cost of the equipment can be estimated at \$3,000 per frontline police officer in 2023/24. This preliminary estimate includes the BWC, the cloud-based Digital Evidence Management System (DEMS) and support staff to operate the program; not just the camera. During fiscal 2022/23, 183 frontline officers began testing the cameras in Parkland, Grande Prairie and St. Paul detachments. All of the participating frontline officers will be required to complete a mandatory survey towards the end of the field test to ensure the contractor chosen is able to deliver the services to support this initiative. Further additional financial details will be shared once they are available. At this time a forecast has been identified in the operational equipment tables based on the above noted costs and the number of frontline officers. Actual costs may vary, but this figure is for planning purposes.

Pistol Modernization – The Alberta RCMP has concluded that the in-service 9mm Smith and Wesson (S&W) 5946 and 3953 general duty pistols must be replaced. The current pistols have been in service since 1995 and have exceeded their life expectancy. There have been quality control issues with parts posing health and safety concerns and there is a need for Gender Based Analysis Plus (GBA+) given the changing demographic of the RCMP. In addition, there exists a tactical disadvantage to the pistol due to the lack of a mounted-flashlight. The forecast is based on \$2,414 per police officer plus an additional \$446 per police officer for Pistol Transition Training costs. The pistol roll-out will be confirmed at a later date as the plan is being developed. Previous communication indicated the contract would be awarded in December 2022, however, the new proposed timeline indicated the roll-out could commence late fall of 2023/24. Deployment plans have yet to be confirmed for the Alberta RCMP, as such the forecast has identified the roll-out to begin in 2024/25 and continue over a four-year period.

TASER 7 Conductive Energy Weapon (CEW) – As part of the Modernization Strategy for Police and Public Safety Intervention Equipment Strategy, there is an opportunity to modernize the current CEW X26P model to a newer and upgraded version. The TASER 7 has new technology that provides a higher probability of incapacitating subjects when de-escalating dangerous situations rather than resorting to lethal force. The Alberta RCMP has ordered TASER 7's for frontline resources as of December 2022 at a cost of \$76.00/month for the first five years, which includes holster. The additional costs include \$100 third-party testing fee plus the one-time cost of docking bays, either single (\$1,053) or six-bay (\$2,454).

The number of Tasers have been identified through National, based on the number of frontline members in each detachment/unit (which will vary between detachments). The requirement for Alberta is based on the number of frontline officers and excludes specialized units at this time. Further discussions are underway to determine specialized unit needs.

Additional devices can be called-up against the standing offer at \$79.50 per month before 2024. All monthly subscription lease payments will then go up by \$10 in the sixth year of the 10-year agreement, which includes the replacement of the original CEW. These costs replace the previous costs of buying/storing CEW handles and cartridges, and also include full warranty replacement. The Alberta RCMP roll-out plan has been established and implementation is underway and scheduled to be completed by March 31, 2024.

Blue Force Tracking (BFT)– As a result of the recommendations contained in the MacNeil Report surrounding the tragic events in Moncton, New Brunswick on June 4, 2014, the RCMP commenced a COP (Common Operating Picture) project to explore options to address among other things, an incident response and management system capable of providing all users with a secure shared picture of unfolding incidents. An element of COP being tested by the RCMP is called ATAK which is an important part of this system, contributing to all four recommendations.

The Blue Force Tracking (BFT) Project Team has, since then, completed the initial roll-out of the Team Awareness Kit (TAK) software suite to members from the Critical Incident Program, Emergency Response Teams (ERT) and Police Dog Sections (PDS) across the country, as well as General Duty within the Grande Prairie and Beaver Lodge Detachments in Alberta. This suite consists of the Android Team Awareness Kit (ATAK) software used on RCMP issued smart phones and tablets for frontline responders, and the WinTAK software designed for use on RCMP desktops and tablets for the command and control component of the incidents.

Although the Blue Force Tracking suite of applications are currently available at no charge, the adoption of this kit will result in additional costs which includes the purchase and licensing of servers, purchasing of new hardware (smart phones and tablets), airtime service fees, etc. The estimated forecast is based on an estimated cost of \$65 per police officer per year commencing in 2024/25.

Status and Messaging Model (SAMM) - The RCMP is currently developing a project proposal for the replacement of the Status and Messaging Module (SAMM). SAMM was implemented in the mid-1990's and has received limited upgrades over the past years due to the old technology platform it was built on. It is now considered to be at "end of life" and will likely not make it until the Computerized Integrated Information and Dispatch System (CIIDS) Computer Aided Document (CAD) application is replaced. The Gartner and Accenture CAD market assessments identified SAMM as a major pain point for our Members and creates an increased risk to officer safety as it is susceptible to crashes which leaves Members off the Operational Communications Centre's (OCC) radar from a dispatch perspective.

The Alberta RCMP continues to keep a “lights on” approach with SAMM, but due to the increased safety concerns for the officers and the general public, the RCMP is proceeding with a lite project for its SAMM replacement as an interim solution until the CIIDS/CAD is replaced. The SAMM Replacement Project is an interim solution until the new CIIDS/CAD project is in place (approximately three to five years). A Sole Source documentation for Bell Mobile was approved July 2022 allowing the RCMP to engage with Bell.

The SAMM interim solution replacement project and contract costs will be included in the PROS recovery rate identified as part of indirect costs within the forecast.

Electronic Major Case Management (eMCM) - The RCMP is looking at maximizing the effectiveness and efficiency of RCMP business and police operations through the national implementation of a new Electronic Major Case Management (eMCM) solution. The Evidence and Reporting (E&R) system, currently being used for Major Case Management (MCM) was not designed to address the overall needs of MCM as it is cumbersome to use, requires redundant data entry, and does not facilitate the management of unstructured data collected. It has limited analytical capability and has been broadly deployed locally with limited to no capability for data sharing or administration. As a result, in March 2020, a contract was awarded to Xanalis for the implementation of their commercial off-the-shelf software solution called “PowerCase”. This enhanced solution provides the required capabilities, flexibility and scalability to manage major case investigations at various levels of complexity while complying with the Information Management (IM) policies, standards, and practices.

Various risks are being monitored in relation to equipment, configuration, and testing, working in close collaboration with the vendor, Shared Services Canada and the various stakeholders to ensure a successful deployment of this solution. The planning and design phase has been completed and testing began in late May 2022. The Project Team is expecting a high-level timeline from the vendor to finalize the project schedule and more details will be available in the near future, which will include an estimated completion date. The estimated cost per police officer for the next five fiscal years is \$395/RM in 2024/25 and \$190/police officer/year ongoing. The costs will be included in the PROS recovery rate identified as part of indirect costs within the forecast.

Forward Looking InfraRed (FLIR) - The RCMP is currently examining a number of historical and more recent critical incidents, as well as previous recommendations related to low-light operations and equipment that could augment RCMP member and public safety during these incidents. Technology has significantly improved in recent years and the RCMP is examining potential options such as hand-held thermal, infrared and night vision optics that may be suitable for general duty applications. Most likely, a hand held, rugged thermal optic will be best suited to considerably improve police officer safety during these scenarios.

The costs are variable, but there are a number of potential options in the \$2,500 to \$5,000 range per unit. The RCMP is examining these options to determine the appropriate equipment. Further communication will be provided once the deployment plan is finalized.

Implementation of ERT CRBNE/hazardous environments Proposal - The RCMP and Contract and Indigenous Policing (C&IP) unit has determined that there is a requirement for the RCMP to augment its required ability to respond tactically to hazardous environments, including, but not limited to Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) incidents. This profile requires specialized equipment for Emergency Response Teams (ERT) for public and police safety, and National Security interests. C&IP is assessing how to bridge this gap, for ERTs. The initial goal is to outfit four Non-Contract

Policing Teams over a two-year period 2023/24 and 2024/25). During this period of acquisition and implementation, discussion and consultation with Contract Partners will occur via CMC to determine priorities based on individual contract jurisdictions' requirements.

In Car Digital Video System (ICDVS) – The life cycle management of ICDVS equipment is aligned with the vehicle replacement schedule. These systems were formerly provided by Panasonic, until its expiry in January of 2023, therefore this is currently no standing offer in place. The Alberta RCMP is working towards establishing a new standing offer, as the systems can only be installed at initial vehicle fit-up. The Division is currently using the WatchGuard 4RE in the meantime due to the back-end compatibility issues with other manufacturers. The Division is eager that the next standing offer will have a cloud-based back-end to support the transition from the old system to the new system. Projected ongoing costs are included within the CROPS equipment plan.

Protective Technical Services (PTS) - The Alberta RCMP Protective Technical Services Section (PTS) is responsible to deliver Closed Circuit Video Equipment (CCVE), Card Access and Alarms (CA&A), Interview room solutions and Mechanical Security (Door locks, safes) at RCMP detachments throughout Alberta.

The main services provided by PTS include: support services for major events, supporting repairs of PTS equipment, life-cycling of equipment, new build requirements for detachments and supporting the service expansion of equipment for the Division.

The five-year forecast prioritizes the requirements related to video retention, equipment quality, and new construction emerging detachments and updates to existing detachment builds. During the 2022/23 year a contract was awarded to a third-party service provider, Paladin, to aid in the delivery of detachment site inspections, life-cycling, resolving equipment failures, and providing after hours support to detachments. The Alberta RCMP continues work with Paladin in the 2023/24 fiscal year whereby these services are forecasted within the PTS five-year plan. If applicable during the five-year forecast, costs will be identified within the financial table below.

Overall Muni Unders - Operational Equipment Plan						
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Taser 7 (includes holsters)	\$ 463,419	\$ 326,664	\$ 324,756	\$ 327,618	\$ 323,802	\$ 368,190
Body Worn Cameras	\$ -	\$ 945,000	\$ 951,000	\$ 966,000	\$ 969,000	\$ 978,000
Portable Ballistic Shields	\$ 10,000	\$ 186,667	\$ 186,667	\$ 186,667	\$ -	\$ -
Breaching Tools	\$ 1,496	\$ -	\$ -	\$ -	\$ -	\$ -
Hard Body Armour	\$ -	\$ 63,000	\$ 65,000	\$ 68,000	\$ 64,000	\$ 66,000
Hard Body Armour (Old Version)	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ -
Approved Screening Device (ASD)	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -
Long Gun Rifle	\$ -	\$ 37,333	\$ 37,333	\$ 37,333	\$ -	\$ -
Extended Range Impact Weapons 40mm	\$ 193,614	\$ 199,226	\$ 193,614	\$ 204,838	\$ -	\$ 11,224
Digital Camera	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -
Pistol Modernization	\$ -	\$ 216,657	\$ 221,485	\$ 228,727	\$ 219,071	\$ 7,242
WatchGuard System	\$ 182,816	\$ 146,291	\$ 131,807	\$ 138,915	\$ 159,457	\$ 72,149
Carbines	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Night Vision	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
Radar (Handheld)	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -
Blue Force Tracking (formerly ATAK)	\$ -	\$ 23,335	\$ 23,465	\$ 23,790	\$ 23,855	\$ 24,050
Protective Technical Services	\$ 145,300	\$ 297,300	\$ 223,600	\$ 139,300	\$ 40,800	\$ 40,800
Total Operational Equipment Costs	\$ 1,251,145	\$ 2,441,472	\$ 2,358,727	\$ 2,321,188	\$1,799,985	\$1,567,655

All costs identified in the table above are in 100% terms, and will be included within the MYFP forecast. Further review of deployment strategies may impact the planned schedule of costs. Updates will be provided once deployment plans are determined.

Technology Equipment Plan

Technology is changing at a rapid pace, with many new and innovative developments each year that support the modernization of the RCMP. Below are the highlights of the Alberta RCMP's technology strategy for equipment.

Priority 1

Technology Contracts and Software Licensing – Identified within the Technology Plan is a forecast for software and estimated costs for licensing and printer rentals. Applicable Detachment expenditures for these items are identified in the table below.

Telecommunications – Although Shared Services Canada (SSC) manages and maintains RCMP line speed services, internet, and telecommunications services, Alberta RCMP remain responsible for a number of costs to manage our infrastructure. There have been a number of enhancements to RCMP infrastructure including Wi-Fi installation and access points, server upgrades, etc. The table below references the ongoing costs for these services.

SSC currently manages services relating to voice and data communications services and android cellphones that are deployed throughout this province. Contract partners are not being billed for these services at this time, however, we have continued to identify applicable costs for your reference should this position change. The McNeil Report highlighted the safety requirements for each officer to carry a cellphone and roll-out of android devices commenced in 2021/22. The five-year forecast of androids is based on current inventory replacement schedules and anticipated growth in officer resources, as indicated by the Policing Funding Model (PFM).

Alberta First Responders Radio Communication System (AFRRCS) – Full implementation of the AFRRCS system is complete and in the operations phase of equipment life-cycling. Ongoing maintenance and replacement of aging equipment will be required. Based on the current lifespan of the radios, the forecast for radio replacement has been adjusted to phase in replacement over the next several years as an ongoing program. The goals of the Alberta RCMP radio program over the next five years are to: support interoperability and growth, enhance officer and public safety, and to improve efficiency of operations. Although the replacement of aging radio equipment is expected to commence in 2024/25, the Albert RCMP can expect radio replacements as early as 2023/24.

Identified on the table below is the five-year plan the life-cycling of the AFRRCS radio plan that includes estimated costs associated with anticipated resource growth. Following the Papal visit in 2022/23, the Alberta RCMP was provided an opportunity to purchase the AFFRACS radios deployed to support the Papal visit at a discounted rate. Given the known number of AFRRCS radio replacements forthcoming, the Division purchased the approximately 300 radios at \$1.6M for the 2023/24 year. The deployment schedule for the outyears is still being refined within the technology program, currently it is based on a ten-year model. However, an analysis of the life cycling of the radios is underway to determine the possibility of an extended life for the radios. The analysis will determine whether the life of the equipment could be extended beyond the current ten-year lifecycle which could result in cost savings as radios would be purchased less frequently.

Video Conferencing Equipment - This includes both upgrades to existing boardroom and the procurement of video conferencing equipment. These items are important to have to keep connected while teleworking and maintain the efficiency of communication.

LiveScan – LiveScan electronic finger/palm printing systems have been operating throughout Alberta RCMP for 12 to 13 years, however, a normal replacement schedule would see a device replaced every eight years to maintain operational integrity. A replacement schedule has been identified to replace existing machines over the next five-year cycle.

Priority 2

Workstation and Mobile Workstation Life-Cycling – The five-year plan for workstation life cycling is based on current inventory replacements schedules and include hardware such as computer/laptop, monitor, scanner and printers, much of which are life cycled on a four to five-year basis. The forecast for the province is based on known, upcoming workstation expenditures, detachment requests for the current fiscal year, and expected workstation costs for anticipated resource growth as indicated by the PFM (two monitors and a desktop/laptop per new officer). A contingency forecast based on historical expenditures provides an estimate of potential costs for items that have not been accounted for.

Signature Pads – The five-year plan for the Epad Link Signature Pads are to be deployed for police officer operational use and reflects the replacement of aging equipment as well as taking into consideration the anticipated annual growth in resources.

Repairs – The expenditures listed in repairs include the purchase of both non-equipment repairs and computer equipment parts. Non-equipment relates to unique replacement parts for specialized units. While actual costs are unknown, the forecast is based on historical expenditures to allow for work to be completed when and as required.

Peripherals – The five-year plan for peripherals include accessory items that are required for operation throughout the Alberta RCMP. The majority of the identified peripheral equipment identified in the plan includes card readers, and external USB storage which supports the ability for efficiency of existing operations. This forecast takes into consideration anticipated increase of resources in the out years.

Priority 3

Other – The items identified as other are technology equipment including monitors, headsets, and other peripheral items that have been identified as priority three. Although these items support operational efficiency and are imperative for operation, the priority level is assessed at level three as they include replacement items or items that will enhance the delivery of services and the efficiency of work.

Technology Services – As identified in the five-year plan, the anticipated technology services forecast is to support the outsourcing of technology consultants. These services are forecasted under historical trends and are assessed at priority level three as these are services that will enhance the delivery of services.

Digital Collaboration and Information Management (DCIM) - The RCMP does not have an enterprise solution for the management of electronic administrative and employee information. This has an impact on both operational effectiveness and ability to meet Government of Canada directives and legislated requirements. Meeting this need effectively for business lines across the RCMP requires the careful design of business applications (user-facing software) and records management tools. To do this, the ADIM (Analysis, Data and Information Management) Directorate has launched the Digital Collaboration and

Information Management (DCIM) Project. DCIM completed a review of two options: expanding the GCDocs implementation or leveraging the MS365 suite including SharePoint.

Based on results of a technological and business analysis, implementing SharePoint was within the Division was favourable. The roll-out plan a financial impact to the Alberta RCMP is yet to be developed and will shared once known.

RCMP Network Remediation - The RCMP is located at over 950 locations across Canada, many of which are not in urban centres. RCMP operations rely on a robust, available and reliable network to enable access to our critical business applications and services. Many RCMP Divisions are requiring increases to their network capacity to enable modern applications across their sites ensuring continued availability and access to RCMP's operational systems and supporting ongoing police operations and administrative services. Network remediation in partnership with Shared Services Canada (SSC) will aim to address the following:

- Procurement of new technologies for enhancing nationwide network capacity.
- Implementation of new and emerging connectivity technologies for RCMP's remote and northern sites.
- Implementation of new, modernized wide area network technology that will further enhance cloud applications and off-loaded non-critical traffic for priority of operational traffic.

The RCMP's digital network must be modernized to ensure that the continued availability and access to core police operational and administrative systems is maintained. Without the necessary additional network capacity, many of the RCMP's sites in the North and other remote locations across Canada will not be fully enabled to leverage modern policing applications. Working with SSC, the RCMP will ensure that the continued availability and access to core police operational information systems is maintained. This initiative is currently in the research and development stage.

Microsoft 365 (MS 365): MS Teams E5 Licences - As part of the RCMP's Digital Workspaces Portfolio, MS 365 MS Teams is a collaboration tool. Security is paramount as this is our main collaboration and communication platform. The E5 advanced security package from Microsoft provides the required components and capabilities required to secure the MS 365 ecosystem for the RCMP up to Protected B information usage. The development of the program is still underway and will be rolled out to the Division once solidified.

Next Generation Computer Aided Dispatch (NG CAD) - The RCMP is currently developing a project proposal for the replacement of the RCMP Computerized Integrated Information and Dispatch System (CIIDS) with a commercial off the shelf (COTS) Computer Aided Dispatch (CAD) system. The RCMP continues to maintain its existing CAD system, with more upgrades planned before the end of the contract to maintain efficient tools for police operations. All RCMP jurisdictions within Provinces and Territories are currently working with the CIIDS CAD, with the exception of British Columbia that has implemented the Versaterm application (which remain out of scope for this update). Although the estimated CAD replacement project and contract costs have not yet been determined, it is expected that a cost of \$43/RM begin in fiscal year 2023/24, at which time it will be included as part of the PROS MYP and PROS recovery rate. As soon as more information is available, it will be presented to CMC for consideration.

Overall Muni Unders - Technology Plan						
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Workstation Life Cycling	\$ 145,313	\$ 244,474	\$ 76,989	\$ -	\$ -	\$ -
Workstation Contingency	\$ 97,769	\$ -	\$ 166,092	\$ 243,081	\$ 243,081	\$ 243,081
Radios	\$ 17,220	\$ 172,448	\$ 770,313	\$ 96,600	\$ 303,600	\$ 65,456
Radio Expansion	\$ -	\$ 9,200	\$ 9,200	\$ 13,800	\$ 4,600	\$ 9,200
Livescan	\$ 26,001	\$ -	\$ -	\$ -	\$ -	\$ -
Workstation Expansion	-	\$ 2,486	\$ 2,486	\$ 3,729	\$ 1,243	\$ 2,486
Tech Rentals/Software	\$ 188,509	\$ 179,096	\$ 179,315	\$ 179,535	\$ 179,758	\$ 179,983
Telecommunications	\$ 17,528	\$ 16,998	\$ 12,810	\$ 12,810	\$ 12,810	\$ 12,810
Total Technology Forecast	\$ 492,339	\$ 624,702	\$ 1,217,205	\$ 549,556	\$ 745,093	\$ 513,017
Telecommunications (non-billable)	\$ 23,510	\$ 59,130	\$ 14,226	\$ 5,416	\$ 5,416	\$ -

Fleet

Ongoing fleet plans reflect replacement needs based on vehicle mileage lifecycle plans and applicable expansion to satisfy requirements for new Municipal resources. In 2023/2024, the Divisional Fleet Program will be replacing police vehicles across many municipalities as part of normal replacement schedules, deploying new vehicles to new positions, and the program will maintain a contingency due to vehicle write-offs from call-related incidents and unplanned purchases. Costs related to contingency vehicles are included in the table below.

The five-year forecast is based on estimated costs of vehicles and associated fit-up costs under ideal conditions. Increased costs due to inflation are planned for in the five-year forecast, but due to market conditions and supply constraints, expenditures can vary from the plan. In fact, we have seen in recent years the average cost of a police vehicle increases by approximately \$16,000 per vehicle. Included within the table are potential expansion costs based on anticipated resource growth identified by all Municipal partners. These planned amounts may vary depending on actual positions called up, type of positions, as well as a number of other factors considered through the Fleet Management process.

Municipalities Under 15K Population - Police Vehicles Plan						
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Vehicles	\$2,096,500	\$2,520,000	\$1,989,000	\$2,077,000	\$2,176,000	\$2,100,000
Fit-Up	\$ 394,600	\$ 472,100	\$ 363,750	\$ 383,500	\$ 413,500	\$ 450,000
Total Police Vehicle Costs	\$2,491,100	\$2,992,100	\$2,352,750	\$2,460,500	\$2,589,500	\$2,550,000

Greening Government Strategy

Conversion to Electric Operational Vehicles – The RCMP continues to make progress in supporting the Greening Government Strategy, a Government of Canada directive to achieve net-zero carbon and climate-resilient operations by 2050. This also affects the future of the National Safety and Security Fleet including RCMP policing and administrative vehicles. The impact to the RCMP is being assessed through a study to inform the feasibility of implementing this strategy across all geographical locations. This may impact fleet sustainment costs as well as the requirement for charging infrastructure. Electric infrastructure needs to start being installed at detachments across the country as the electric policing platform becomes more prevalent (both for vehicles and vessels). More information will be provided as information becomes available.

Training Requirements

Demands within mandatory training programs, including carbine training, annual operational skills and IARD, have substantially increased over the past few years due to requirements stemming from the RCMP's response to the McNeil Report. In addition, as new equipment being rolled-out as part of the modernization of intervention equipment, mandatory training must be maintained to meet operational requirements.

The new CEW is in the process of being rolled out within the Alberta RCMP and will require conversion training for all frontline officers ultimately increasing costs for training and travel. Upcoming equipment such as the Extended Range Impact Weapon (40mm), and the new pistol are forecasted to begin rolling out in 2023/24 fiscal year end. The estimated training cost per member is \$426 which will include targets, simunition barrels and ammunition. The ERIW will require one day training with an annual recertification. The estimated cost of training will be communicated through CMC updates.

During the pandemic block training was run as a day and a half course for basic recertification. As of January 2023, block training has resumed as a five-day course that is mandatory for all police officers to complete on a three-year cycle. Approximately one-third of provincial police officers will require block training on an annual basis. In the past half of the police officers were completing their training in Alberta, however due to capacity constraints and the five-day course, the majority of those resources will travel to Regina Depot to complete their training. This will increase costs for travel and potentially overtime for those travelling out of province.

Muni Under - Training Plan						
Priority	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Non-Negotiable	\$ 559,396	\$ 570,584	\$ 581,996	\$ 593,636	\$ 605,508	\$ 617,618
Operational Requirement	\$ 54,837	\$ 55,934	\$ 57,052	\$ 58,193	\$ 59,357	\$ 60,544
Business Enhancement	\$ 483,005	\$ 492,665	\$ 502,518	\$ 512,569	\$ 522,820	\$ 533,277
Other	\$ 136,533	\$ 139,264	\$ 142,049	\$ 144,890	\$ 147,788	\$ 150,743
Total	\$ 1,233,771	\$ 1,258,446	\$ 1,283,615	\$ 1,309,288	\$ 1,335,473	\$ 1,362,183

Financial Summary

The attached MYFP table represents the estimated pooled direct and indirect costs, to form the estimated cost per member, as well as location specific costs. Based on the forecasts identified within the financial tables, the estimated basic average cost per RM, excluding location specific costs, for 2023/24 has increased to \$154,324 and is projected to increase to \$163,054 in 2024/25, in seventy per cent terms. Adequate funding is critical to providing policing services to ensure the safety of your community.

Indirect costs have also been impacted by the pay raise for RMs; including the Division Administration rate. This rate is determined by the sum of several cost categories, including the cost of core administration, members on special leave (such as medical leave), and health-care costs, and allocating the total costs by the number of working FTE members in the province. With increased health-care costs and more RMs on special leave, the Division Administration rate has also increased, and is forecasted at a rate of \$39,837 per working member for the 2023/24 fiscal year.

The annual estimate of pooled costs and location specific costs for the Town of Didsbury for the 2023/24 fiscal year, based on a working member FTE utilization of 4.0 is estimated at \$670,296.

In order for your community and the Alberta RCMP to more strategically plan for policing expenditures, the total expenditures (listed above) will be divided into quarters and reflected equally on each quarterly invoice in the 2023/24 fiscal year; similar to an equalized payment plan, and will be reconciled following Quarter 4. Your community's estimated quarterly invoice payments for 2023/24 are as follows:

Estimated 2023-24 Quarterly Invoices		
Quarter 1 (April 1, 2022 - June 30, 2022)	\$	167,574
Quarter 2 (July 1, 2022 - September 30, 2022)	\$	167,574
Quarter 3 (October 1, 2022 - December 31, 2022)	\$	167,574
Quarter 4 (January 1, 2023 - March 31, 2023)	\$	167,574
Total	\$	670,296

In order to minimize the risk of significant over or under payment, the RCMP will review actual expenditures in comparison to the forecast throughout the year and make adjustments accordingly if there are significant variances. The MYFP summary is financial table that follows provides additional financial details, and is also available in excel format for your reference.

[INSERT MYFP TABLE]

Conclusion

This MYFP is presented in accordance with the provisions of the MPSA. The RCMP remains committed to the sound stewardship of public resources in balance with operational requirements in a complex and evolving landscape.

The continuing investment in the Municipal Police Service, particularly in building front-line resources, will better equip the RCMP in Didsbury to meet the challenges that accompany prosperity and growth.

Agreement in Principle

In acknowledgement of your support for the above multi-year plan and the 2023/24 FTE utilization target, forecast and quarterly invoice amount, please review and sign the Approval in Principle included at the end of this document by June 30, 2023.

S/Sgt Steve Browne
A/Detachment Commander
Didsbury Detachment

Date:

I acknowledge receipt of this Multi-Year Financial Plan (MYFP) that has been prepared as required under the MPSA, as per Article 17 of the MPSA. I understand that the content is based on information available

at the time of the preparation of the document, inclusive of Divisional and Regional Administration as per Article 11 of the MPSA. The MYFPs will be considered as part of our annual branch budget development process. This MYFP, including the proposed budget and any changes to the number of personnel, is approved “in principal” only and will be considered as part of the Municipal annual budget development process.

The identified expenditures and FTE utilization level for 2023/24 is approved as identified. If any changes are required to the number of RMs and Support Staff for the Municipal Police Service, an explanation for any difference between the most recent projected budget figure and the approved budget, including any suggestions for addressing the difference will be provided.

Rhonda Hunter
Mayor
Town of Didsbury

Date:



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: June 27, 2023 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the June 27, 2023 Regular Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the June 27, 2023 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting
Held on June 27, 2023 in Council Chambers at 1606 14 Street
Commencing at 600 p.m.**

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

Administration Present Assistant CAO/Chief Financial Officer, Amanda Riley
 Director of Community Services, Nicole Aasen
 Director of Engineering & Infrastructure, Craig Fox
 Planner, Tracey Connatty
 Manager of Legislative Services/Recording Officer, Luana Smith

Administration Absent Chief Administrative Officer, Ethan Gorner

1. CALL TO ORDER

Mayor Hunter called the June 27, 2023 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 321-23

MOVED by Councillor Moore

To adopt the June 27, 2023 Regular Council Meeting Agenda as presented.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Town of Didsbury High School Scholarship

Res. 322-23

MOVED by Councillor Williams

That Council congratulate Sadie Gray on being awarded the Town of Didsbury High School Scholarship and wish her well in her upcoming post-secondary education.

Motion Carried

4. ADOPTION OF MINUTES

4.1 June 13, 2023 Regular Council Meeting Minutes

Res. 323-23

MOVED by Councillor Williams

To adopt the June 13, 2023 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS

5.1 Bylaw 2023-12 Amending Land Use Bylaw 2019-04 and Bylaw 2023-13 amending Shantz Village ASP

Mayor Hunter called the Public Hearing for Bylaw 2023-12 and Bylaw 2023-13 amendments to the Land Use Bylaw and Shantz Area Structure Plan (ASP) at 6:09 p.m.

The public hearing is to consider the following:

1. Bylaw 2023-12 amending the Land Use Bylaw 2019-04; and
2. Bylaw 2023-13 amending the Shantz Village Area Structure Plan

These collectively are part of the proposal to change the current zoning of R2 Residential General District to be redesignated to C1 – Commercial General District for lots 400, 500 and 600 of Shantz Drive.

The Public Hearing for Bylaw 2023-12 and Bylaw 2023-13 was adjourned at 6:15 p.m.

6. REPORTS

6.1 Council Reports for June 27, 2023

Res. 324-23

MOVED by Councillor Baswick

To accept the Council Reports for June 27, 2023 as information.

Motion Carried

6.2 CAO Report for June 27, 2023

Res. 325-23

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer's Report for June 27, 2023 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 Shantz Village

7.1.1 Shantz Village Bylaw 2023-12 Amending Land Use Bylaw 400, 500 & 600 Shantz Drive

Res. 326-23

MOVED by Deputy Mayor Engel

That Council grant second reading to Shantz Village Bylaw 2023-12 Amending Land Use Bylaw 400, 500 & 600 Shantz Drive.

Motion Carried

Res. 327-23

MOVED by Deputy Mayor

That Council grant third and final reading to Shantz Village Bylaw 2023-12 Amending Land Use Bylaw 400, 500 & 600 Shantz Drive.

Motion Carried

7.1.2 Bylaw 2023-13 Amending Shantz Village Area Structure Plan

Res. 328-23

MOVED by Councillor Baswick

That Council grant second reading to Bylaw 2023-13 amending the Shantz Village Area Structure Plan Bylaw 2016-04.

Motion Carried

Res. 329-23

MOVED by Councillor Baswick

That Council grant third and final reading to Bylaw 2023-13 amending the Shantz Village Area Structure Plan Bylaw 2016-04.

Motion Carried

7.2 Bylaw 2023-14 Community Standards (1st Reading)

Res. 330-23

MOVED by Councillor Williams

That Council grant first reading to Bylaw 2023-14 Community Standards and to refer it to the Policy & Governance Committee for review and recommendation.

Motion Carried

8. BUSINESS

8.1 Partial MR Disposal

Res. 331-23

MOVED by Councillor McCoy

To give consent to remove a portion of the Municipal Reserve (MR) designation within Plan 0912831 Block 15 Lot 35MR.

Motion Carried

Res. 332-23

MOVED by Councillor McCoy

To set a Public Hearing date for July 11, 2023 Regular Council Meeting for the removal of a portion of the Municipal Reserve (MR) designation within Plan 0912831 Block 15 Lot 35MR.

Motion Carried

8.2 Development of 3 Year Operating Budget

Res. 333-23

MOVED by Councillor Moore

That Administration update and bring back the Multi Year Operating Plan (3 years) for the Utilities Departments.

Motion Carried

Res. 334-23

MOVED by Councillor Windsor

That Administration research the current Membership Agreement with Mountain View Regional Water Services Commission on the date at which the annual rates are provided to the members, and bring that information back to Council.

Motion Carried

8.3 Fire Hall Standby Generator - Award

Councillor Baswick requested a recorded vote.

Res. 335-23

MOVED by Councillor Moore

To authorize Administration to engage with Western Generator to finalize procurement details and enter into a supply and delivery agreement for the Fire Hall Standby Generator for no more than \$90,000.

Mayor Hunter	For
Deputy Mayor Engel	Opposed
Councillor Baswick	Opposed
Councillor McCoy	For
Councillor Moore	For
Councillor Windsor	For
Councillor Williams	For

Motion Carried

8.4 Chinook's Edge School Division Joint Use Planning Agreement

Res. 336-23

MOVED by Councillor McCoy

That the Joint Use and Planning and Agreement with Chinook's Edge School Division be referred to a future Committee of the Whole meeting.

Motion Carried

8.5 Appointment to CAEP

Councillor McCoy requested a recorded vote

Res. 337-23

MOVED by Mayor Hunter

To stop the debate on the appointment to CAEP and call the vote.

Mayor Hunter	For
Deputy Mayor Engel	For
Councillor Baswick	For
Councillor McCoy	Opposed
Councillor Moore	For
Councillor Windsor	For
Councillor Williams	For

Motion Carried

Res. 338-23

MOVED by Councillor Williams

To appoint Mayor Hunter as the Municipal Representative to the Central Alberta Economic Partnership and Councillor Williams as the Alternate.

Motion Carried

Res. 339-23

MOVED by Councillor Williams

To support Mayor Hunter to sit on the Central Alberta Economic Partnership Board of Directors to be reviewed at the October Organizational meeting.

Motion Carried

8.6 Council Meeting Schedule Adjustment

Res. 340-23

MOVED by Councillor Moore

To approve changing the Tuesday, September 12, 2023 Regular Council Meeting to Monday, September 11, 2023.

Motion Carried

8.7 Didsbury and District Chamber of Commerce

Res. 341-23

MOVED by Councillor Moore

To approve in principle the Didsbury & District Chamber of Commerce's proposal to assume the responsibility of the *Didsbury's Community Groups* sign located at 20 Avenue and 10 Street and enter into an agreement with a sunset clause for use and maintenance of the sign which is located on Town land.

Motion Carried

8.8 Didsbury Golf Club 3rd Annual Memorial Tournament

Res. 342-23

MOVED by Councillor McCoy

To provide Town of Didsbury swag to all of the participants to the Didsbury Golf Club for their Third Annual Memorial Tournament on Saturday, July 15, 2023.

Motion Carried

9. CORRESPONDENCE & INFORMATION

- Minister of Municipal Affairs Ric McIver
- Bowden Daze Parade – Invitation to attend

Res. 343-23

MOVED by Deputy Mayor Engel

To accept the correspondence from Minister Ric McIver – Appointed as Minister of Municipal Affairs as information.

Motion Carried

Res. 344-23

MOVED by Councillor Windsor

To respond to the invitation to attend the Bowden Daze Parade and regrettably decline.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Shantz Village Land Corp.
- Development of 3 Year Operating Plan for the Utilities Department
- Detailed CAO Report
- Sign being looked after at 20th Avenue and 10 Street
- Awarding of the Town of Didsbury High School Scholarship
- Minister Ric McIver being appointed as Minister of Municipal Affairs

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 345-23

MOVED by Councillor McCoy

To go into Closed Meeting at 8:11 p.m. for the following items:

- 12.1 Library Incident Update - as per Section 17 and 20 of the FOIP Act
- 12.2 Lease Agreement - as per Section 23 and 25 of the FOIP Act
- 12.3 Land Opportunities - as per Section 25 of the FOIP Act
- 12.4 Alberta Municipalities - ICF Recommendation - as per Section 21 and 23 of the FOIP Act
- 12.5 Fire Services Sub-Agreement - as per Section 23 and 25 of the FOIP Act

Motion Carried

13. RECONVENE

Res. 346-23

MOVED by Councillor Moore

To return to Open Meeting at 8:55 p.m.

Motion Carried

Res. 347-23

MOVED by Councillor Windsor

To approve a three-year lease agreement with Prairie Whistle Food Co., with terms as discussed, effective September 1, 2023 to August 31, 2026.

Motion Carried

Res. 348-23

MOVED by Councillor Moore

That Council members provide their recommendations to proposed changes to the Intermunicipal Collaboration Framework be submitted to Mayor Hunter by July 7, 2023.

Motion Carried

14. ADJOURNMENT

Res. 349-23

MOVED by Councillor Williams

To adjourn the June 27, 2023 Regular Council Meeting at 8:56 p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Partial Removal of MR Plan 0912831 Block 15 Lot 35MR
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Administration is seeking to remove a small, odd shaped portion of land for improved maintenance access. This will allow for better utilization of the adjacent lot. At the Regular Council meeting of June 27, 2023 Council gave consent for the consideration of removal of a portion of the Municipal Reserve (MR) designation and set the date for the Public Hearing.

When a municipality wishes to dispose of land with a MR designation, the MR designation must first be removed. According to 674(1) of the *Municipal Government Act* before the sale or disposal of municipal reserve a public hearing must be held in accordance with section 216.4 of the Act.

The proposal was circulated to adjacent landowners and relevant government agencies. No objections or concerns were received from the circulation.

Application Circulated	The proposal was circulated to adjacent landowners as well as to Referral Agencies on June 28, 2023 with a comment deadline of July 10, 2023.
Responses from Referral Agencies	Telus – No Objections

DISCUSSION

The consideration for the disposal of a small portion of the MR land will not have a negative impact on the remaining MR land within the parcel. The small area is currently an undeveloped grassed area.



ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

Administration is recommending Council approve the removal of the MR during item 8.1 of the Agenda.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached a report from Mayor Hunter for FCM (Part 2) and CAEP.

Council Professional Development Schedule for July 2023

There are no Council Professional Development Activities Schedule in July or August.

Council Second Quarter Professional Development Statistics:

	Budget	Spent	Remaining	AB Muni
Mayor Hunter	\$ 6,500.00	\$ 2,715.87	\$3,784.13	\$ 1,756.77
Deputy Mayor Engel	\$ 4,500.00		\$4,500.00	
Councillor Baswick	\$ 4,500.00	\$ 1,679.16	\$2,820.84	\$ 750.00
Councillor McCoy	\$ 4,500.00		\$4,500.00	
Councillor Moore	\$ 4,500.00		\$4,500.00	\$ 1,820.19
Councillor Williams	\$ 4,500.00	\$ 395.00	\$4,105.00	\$ 645.00
Councillor Windsor	\$ 4,500.00		\$4,500.00	\$ 1,771.46

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Council Reports for July 11, 2023 as information.

CAEP 2022-23 BOARD MEMBERS



James Carpenter Chair
Business Representative,
Town of Olds



Leonard Standing-on-the-Road
Vice Chair
Chief, Morisana First Nations



Jim Wood
Treasurer
Mayor, Red Deer County



Megan Hanson
Secretary
Mayor, Town of Sylvan Lake



Jean Barclay
Director-at-Large Mayor,
Town of Innisfail



Dean Billingsley
Director
Councillor, City of
Wetaskiwin



Peter Broere
Director
Business Representative,
Ponoka County, Olds



Bruce Buruma
Director
Councillor, City of Red Deer



Graham Ingham
Director
Associate Representative,
Red Deer Regional Airport



Barry Kleckie
Director
Mayor, Town of Trochu



Brenda Knight
Director
Councillor, Lacombe County



Fayn McGhee
Director
Councillor, Knecht County



Lesley McMahon
Director
Business Representative,
Red Deer County



Chris Vardas
Director Councillor,
Town of Sundre

MEET CAEP'S EXECUTIVE DIRECTOR



Tracy Gardner hails from a fourth-generation family ranch west of Olds and has deep roots in the Central Alberta region. She comes to CAEP with strong experience in relationship and team building management as well as a solid fiscal responsibility.

Tracy is excited to join the Central Alberta Economic Partnership team to continue the great work that makes Central Alberta so vibrant and a great place to live, work and play!

DOOR PRIZES

Generously donated by CAEP Member Communities!

CENTRAL ALBERTA ECONOMIC PARTNERSHIP:

ADDRESS: 5013 49 AVE RED DEER T4N 3X1

EXECUTIVE DIRECTOR: TRACY GARDNER EMAIL: TRACY@CAEPALBERTA.COM



2023 ANNUAL GENERAL MEETING

Facing Forward:

We are collaboratively

Facing Forward, focused on the

Regional Economic Growth Strategy and

Connecting with our membership.

JUNE 15, 2023

PROGRAM

- 8:45 am WELCOME ~ James Carpenter, CAEP Chair**
- Introduction of **Chief Leonard Standingontheroad** for **INVOCATION**
 - Enjoy Breakfast
- 9:30 am ANNUAL GENERAL MEETING ~**
James Carpenter, CAEP Chair
- Approval of Agenda
 - Approval of 2022 AGM Minutes
 - Board Update
 - Financial Report
 - CAEP Update
 - Meeting Adjournment

SHORT BREAK ~ TIME PERMITTING

- 10:30 am KEYNOTE SPEAKER ~**
Introduced by **Sylvan Lake Mayor Megan Hanson**

Zack Ziolkowski Director of Municipal Affairs, Alberta Counsel to bring insight on strategic government relations post-election, relating to the economic development landscape of Central Alberta.

Topics include:

- Provincial political update post-election, focusing on platforms around economic development and the Central AB region
- How to set up meetings with key political stakeholders including meeting preparation, conduct and follow up
- How you can leverage an organization like CAEP to assist in leading the conversation of economic development with other levels of government

- 11:30 am CLOSING REMARKS**

KEYNOTE SPEAKER BIOGRAPHY

Zack Ziolkowski, B.A.

Director of Municipal Affairs, Alberta Counsel



Zack is an esteemed government relations expert with an impressive track record in Alberta politics. With over a decade of experience in the field, including his notable role as the Director of Research and Communications for the Government Members Caucus, Zack possesses an intricate understanding of the political landscape and has established himself as a trusted authority in the field.

Complementing his extensive political background, Zack brings a robust policy acumen fostered through collaboration with the Alberta Urban Municipalities Association, where he actively contributed to shaping amendments to the *Municipal Government Act*.

As a pivotal member of Alberta Counsel, Zack serves as a guiding force for clients, illuminating the intricacies of the Alberta political landscape and crafting innovative strategies to address their advocacy challenges effectively. Whether it's developing impactful initiatives, forging influential connections, or providing insightful guidance, Zack is dedicated to helping municipalities thrive in their pursuit of positive change.

**CENTRAL ALBERTA ECONOMIC
PARTNERSHIP LTD.**

**Independent Practitioner's Review Engagement Report and
Financial Statements**

March 31, 2023

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Central Alberta Economic Partnership Ltd.

We have reviewed the accompanying financial statements of Central Alberta Economic Partnership Ltd. that comprise the statement of financial position as at March 31, 2023, and the statements of operations and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

**INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT,
continued**

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Central Alberta Economic Partnership Ltd. as at March 31, 2023, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Red Deer County, Alberta

June 13, 2023

RSM Canada LLP

Chartered Professional Accountants

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

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CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Statement of Financial Position

As at March 31, 2023

	2023	2022
ASSETS		
Current assets		
Cash (note 3)	\$ 152,243	\$ 124,722
Accounts receivable (note 4)	63,948	7,796
Prepaid expenses	-	614
Deposits	1,250	800
	<u>\$ 217,441</u>	<u>\$ 133,932</u>
LIABILITIES		
Current liabilities		
Accounts payable and accruals	\$ 80,362	\$ 24,839
Deferred contributions (note 5)	170,000	36,165
Canada Emergency Business Account loan (note 6)	40,000	40,000
	<u>290,362</u>	<u>101,004</u>
Commitments (note 10)		
UNRESTRICTED NET ASSETS		
Unrestricted net assets (accumulated deficit) (note 7)	<u>(72,921)</u>	<u>32,928</u>
	<u>\$ 217,441</u>	<u>\$ 133,932</u>

Approved by the board:

Member

Member

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.**Statement of Operations and Changes in Net Assets****Year ended March 31, 2023**

	2023	2022
Revenues		
Membership fees - Associate and Municipal	\$ 195,022	\$ 159,833
Government grants	156,165	123,728
Industry and Partner Sponsorships	33,393	500
Conference registration fees	15,273	-
Sale of CAEP services	4,932	13,988
Fall and annual meetings	4,885	3,172
Interest	593	120
	<u>410,263</u>	<u>301,341</u>
Expenditures		
Wages and benefits	137,735	185,201
Project contractors	143,737	116,207
Marketing and communications	65,509	11,136
Operational contractors	29,744	-
Office	13,961	16,224
Meetings and conventions	11,996	9,285
Rent	11,460	8,400
Workshops and training	10,305	9,509
Travel and accommodation	9,537	3,353
Professional fees	5,878	9,895
Memberships	3,575	2,859
Telephone	2,222	1,380
Insurance	2,011	1,352
Interest and bank charges	504	426
	<u>448,174</u>	<u>375,227</u>
Deficiency of revenues over expenditures from operations	<u>(37,911)</u>	<u>(73,886)</u>
Other income (expense)		
One-time severance costs	(67,938)	-
Government assistance	-	32,013
	<u>(67,938)</u>	<u>32,013</u>
Deficiency of revenues over expenditures	<u>(105,849)</u>	<u>(41,873)</u>
Balance, beginning of year	<u>32,928</u>	<u>74,801</u>
Balance, end of year	<u>\$ (72,921)</u>	<u>\$ 32,928</u>

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Statement of Cash Flows

Year ended March 31, 2023

	2023	2022
CASH PROVIDED BY (USED FOR)		
Operating activities		
Cash receipts from members	\$ 195,022	\$ 193,636
Cash receipts from government grants	240,000	147,516
Cash receipts from services, sponsors, and interest	52,924	10,786
Cash paid to suppliers and employees	(459,921)	(378,112)
Interest paid	(504)	(426)
Increase (decrease) in cash	27,521	(26,600)
Cash, beginning of year	124,722	151,322
Cash, end of year	\$ 152,243	\$ 124,722

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Notes to the Financial Statements

March 31, 2023

1. Nature of Operations

Central Alberta Economic Partnership Ltd. ("CAEP") ("the organization") was incorporated under the Business Corporations Act of Alberta as a company limited by guarantee and is engaged in providing collaboration between communities, business and government and to provide tools to assist member communities in economic development. The organization does not issue shares and pursuant to its Memorandum of Association, certain entities are entitled to be members. The organization is considered a non-profit organization and is not taxable under the Income Tax Act.

Continued operation of the organization is dependent on municipal, provincial and federal government funding in order to carry out a significant portion of its service delivery activities.

2. Significant Accounting Policies

These financial statements are prepared in accordance with Canadian public sector accounting standards (PSA) including standards for Government Not-For-Profit Organizations. The significant accounting policies are detailed as follows:

Cash and cash equivalents

Cash and cash equivalents include cash on deposit, short-term deposits with a maturity of less than three months at acquisition and temporary bank overdrafts which form an integral part of the organization's cash management.

Capital assets

Capital assets are reported as expenditures in the period they are acquired. Expensed in the current year is \$8,000 of website development expenses (2022 - \$830)

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Notes to the Financial Statements

March 31, 2023

2. Significant Accounting Policies, continued

Financial instruments

Measurement

Financial instruments are financial assets or liabilities of the organization where, in general, the organization has the right to receive cash or another financial asset from another party or the organization has the obligation to pay another party cash or other financial assets.

The organization initially measures its financial assets and liabilities at fair value.

The organization subsequently measures its financial assets and liabilities at amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accruals, and Canada Emergency Business Account loan.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine at cost whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is not greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

It is management's opinion that the organization is not exposed to significant interest, currency, market, liquidity or credit risk arising from these financial instruments.

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.
Notes to the Financial Statements
March 31, 2023

2. Significant Accounting Policies, continued

Revenue recognition

The organization follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Government grants and assistance are recorded when there is a reasonable assurance that the organization has complied with and will continue to comply with, all the necessary conditions to obtain the funding and the amount can be reasonably estimated.

Membership fees are recognized as revenue when received or receivable.

Sale of CAEP services, sponsorships, conference registration fees and other revenues are recognized as services are provided and collection is reasonably assured.

Measurement uncertainty

The preparation of financial statements in conformity with PSA standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Actual results may differ from management's best estimates as additional information becomes available in the future.

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Notes to the Financial Statements

March 31, 2023

3. Cash

Included in cash is \$152,243 (2022 - \$36,165) of funds restricted for specific purposes as disclosed in note 5.

4. Accounts Receivable

	<u>2023</u>	<u>2022</u>
CanExport Grant (note 5)	\$ 50,000	\$ 5,250
Other	12,845	-
Goods and Services Taxes receivable	<u>1,103</u>	<u>2,546</u>
	<u>\$ 63,948</u>	<u>\$ 7,796</u>

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.
Notes to the Financial Statements
March 31, 2023

5. Deferred Contributions

Deferred contributions consist of unexpended funds which are restricted by the funder to be used for specific purposes as follows:

	<u>Balance, beginning of year</u>	<u>Received</u>	<u>Recognized as revenue</u>	<u>Balance, end of year</u>
Jobs, Economy & Northern Development Grant (i)	\$ -	\$ 125,000	\$ -	\$ 125,000
CAEP Business Support Network Grant (ii)	-	40,000	-	40,000
Alberta Jobs, Economy & Innovation (iii)	-	25,000	(20,000)	5,000
CARES project funding	18,415	-	(18,415)	-
Labour & Immigration Grant	12,000	-	(12,000)	-
Workforce Strategies and Summit	5,750	-	(5,750)	-
CanExport Grant (iv)	-	50,000	(50,000)	-
Annual Grant - Alberta Economy Grant	<u>-</u>	<u>50,000</u>	<u>(50,000)</u>	<u>-</u>
	<u>\$ 36,165</u>	<u>\$ 290,000</u>	<u>\$ (156,165)</u>	<u>\$ 170,000</u>

(i) CAEP received an operational grant of \$125,000 from the Ministry of Jobs, Economy and Northern Development for its 2023-2024 Annual Operational Plan.

(ii) CAEP received a \$40,000 grant from the Ministry of Jobs, Economy and Northern Development to fund the Business Support Network project to be completed in the 2024 year-end.

(iii) Alberta Jobs, Economy & Innovation includes funds for their brand strategy and website development that is set to be complete in the 2024 fiscal year-end.

(iv) The CanExport Grant is included in the accounts receivable (note 4) at year-end.

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Notes to the Financial Statements

March 31, 2023

6. Canada Emergency Business Account Loan

The Canada Emergency Business Account ("CEBA") loan is a Federal government interest free loan to support businesses by providing financing for their expenses during the COVID-19 pandemic. Repaying the balance of the loan on or before December 31, 2023 will result in loan forgiveness of 33% (up to \$20,000). If the loaned funds are not paid back by this date, the loan can be converted into a 2 year instalment loan with a 5% interest rate and will be repaid in monthly instalments, with the first payment due January 31, 2024 and the full balance and all interest accrued due by December 31, 2025.

7. Unrestricted Net Assets

If upon the winding up or dissolution of the organization there remains, after the satisfactions of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among its members but shall be transferred to a charitable or not-for-profit entity with similar objectives.

8. Government Grants, Assistance and Other Contributions

Government grants, assistance and other contributions are subject to terms and conditions of funding agreements that normally require repayment of funds should the terms and conditions of the agreements not be achieved. It is managements' opinion that it has complied with the funding agreements and no provision for any amount repayable is necessary.

CENTRAL ALBERTA ECONOMIC PARTNERSHIP LTD.

Notes to the Financial Statements

March 31, 2023

9. Related Party Transactions

Related parties consist of all Municipalities, Indigenous Communities, Associate Members and Board members appointed from those entities. All membership revenue and sale of CAEP services were generated from the various related parties. Included in accounts receivable is \$6,906 (2022 - nil) from members.

Various operating expenditures, including premise rent, were transacted with member organizations.

All transactions with members were in the normal course of operations and measured at the exchange amount which is the amount of consideration as established and agreed to by the related parties.

10. Lease Commitment

The organization has a premise under a short-term lease that expires March 31, 2024. Under the lease, the organization is required to pay a base rent of \$180 monthly plus \$220 in monthly fees (fixed until December 31, 2023) for utilities, property tax and condominium fees.

The organization also has a premise under a long-term lease that expires March 31, 2026. Under the lease, the organization is required to pay a base rent of \$640 monthly plus \$220 in monthly fees (fixed until December 31, 2023) for utilities, property tax and condominium fees.

11. Comparative Figures

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

In the current year the direct method was used to prepare the statement of cash flow to provide more relevant information to the users of the financial statements.

Federation of Canadian Municipalities Conference

Toronto, May 25 to 28 2023

Report Part 2 of 2; July 11 2023 RCM

Overall, the conference was really good. More and more of the programs being provided are rural focused. The sessions I attended were, for the most, part valuable to an elected official role and perspective. Some information was truly eye-opening. All of the sessions taught me something new about our roles as elected officials and about the ever-increasing responsibilities of municipalities in our province and country.

Rural Plenary: Successful storytelling and advocating for rural communities

Saturday, May 27

Program Introduction:

“Being a forceful advocate for rural communities can be a balancing act, managing resources, time and growing an effective network from scratch. In a country as vast as Canada, how do we best address the needs of remote and rural communities that have many shared interests and priorities but few common forums in which to exchange ideas and insights? In this year’s edition of the Rural Plenary, you’ll hear from successful rural advocates who have driven change in their communities, hear the stories and strategies that have resonated with your peers, and learn the best ways to keep rural issues at the centre of national debate.”

Speakers:

Robin Kurpjuweit, councillor in Cypress County, Alberta; completing his term as Chair for FCM’s Rural Caucus and 4th year on FCM’s Board.

Sheila North, a member of the Bunibonibee Cree Nation is a Mother, Kookom and former CBC host and journalist, Director of Strategic Partnerships, CTV Political Commentator, Entrepreneur, and Cree Translator. In 2015 to 2018, Sheila became the first female Grand Chief of Manitoba Keewatinowi Okimakanak (MKO) and continues to provide leadership on issues impacting Indigenous people, including the issue of MMIWG and shares perspectives on intergenerational impacts of Residential Schools.

Peter Emon, The Eastern Ontario Wardens’ Caucus Chair, and is the Warden of the County of Renfrew; during his time as Warden, he has served the EOWC for five consecutive years,

Dawn Peters is the Deputy Mayor for the Town of New Glasgow, Nova Scotia. She is also a Registered Social Worker with the province and a private therapist. She is involved in climate change, Diversity, Inclusion and accessibility initiatives. She promotes community development, equitable transit and housing for all. In her free time she volunteers in her community recreation centre and speaks out on women’s issues, equity, poverty, addiction and mental health.

Jacques Demers is the Chair of the Fédération Québécoise des municipalités, Mayor of Sainte-Catherine-de-Hatley and prefect of the Memphrémagog CRM. As FQM Chair, Demers has been a vocal advocate for Quebec’s municipalities, pushing for greater autonomy and funding. He has also been a strong supporter of environmental initiatives, promoting sustainable development in his own municipality and across the province.

SUMMARY:

Too many speakers, introductions took too much time. My notes were sparse here, so no summary to offer. This was not the best Rural Plenary I have been to at FCM

Workshop: Finding home: Canada's next generation of housing**Workshop Introduction:**

“Canada’s National Housing Strategy, a 10-year plan to deliver more affordable housing to Canadians across the country, has continued to expand and evolve since it was first launched by the federal government in 2017. While the plan has generated some important progress, Canada’s housing landscape today features complex challenges including affordability, anti-racism, equity and inclusion, Reconciliation, infrastructure readiness and more. Municipalities represent the order of government closest to these issues and need to be at the heart of the discussion about what comes next. In this discussion, you will hear from housing experts and federal and municipal leaders as they share lessons learned and their perspectives on the next generation of housing in Canada: What we keep, what we leave behind, and how municipal leadership is critical to ensuring more people have a safe and affordable place to call home.”

SUMMARY:

Annually, 2.3 million homes across Canada are built; by 2030, in addition to the 2.3 million, an additional 3.5 million homes will be needed annually. This is a crisis for the vulnerable; affordability is a huge problem. The solution must meet the type housing needed; housing needs to be as diverse as a region’s population. 20 years ago isn’t what is needed today; 1 in 15 people spend 50% of their income on housing. A comment was made by a panelist that the federal National Housing Strategy is falling short in delivering guarantees of funding. Many municipalities and regions are taking it on themselves to find land, pooling assets, leveraging equity to build homes to meet growing needs. Again, reference to a cultural revolution being needed – we wait for money to be handed out by provincial and federal governments; some municipal contingencies say to the public sector that “here’s the plan” and invite a collective effort to get homes built – generate their own support to get houses built instead of waiting for money. One municipality has accessed 17 acres of Brownfield to build housing on. Housing can improve lives drastically; in one region, 19 homeless individual made 11,000 EMS calls in a year; once housed, the calls went down to 4500 in a year. Another example; 20 units of housing with homeless placed saw, after 3 months in homes, EMS calls drop 90% in those 3 months. Provide housing with appropriate supports. Housing is a much more solveable problem than healthcare.

Saturday, May 27

2:15–3:15 p.m.

Plenary: A new fiscal framework for municipalities

Program Introduction:

“The status quo isn’t working anymore. As Canada emerges from the pandemic, our municipalities are facing a perfect storm: inflation, shifting demographics, aging infrastructure, climate crisis, and housing challenges. Who pays for it all, through what means, and how do we keep municipal budgets balanced? Our expert panel will discuss the details of a new fiscal framework that can create the right conditions for municipalities of all sizes — from rural, to northern, to big cities- to thrive in the coming decades – so we can build a better life for all Canadians.”

Speakers:

Dr. Enid Slack is the Director of the Institute on Municipal Finance and Governance (IMFG) at the Munk School of Global Affairs at the University of Toronto. Enid has been working on municipal finance issues in Canada and abroad for 35 years.

Dr. Andrew Boozary is a primary care physician and the Executive Director of Population Health and Social Medicine at the University Health Network (UHN). He works to improve health outcomes for disadvantaged populations and oversees UHN's Social Medicine Program.

Lisa Raitt is the vice-chair of global investment banking at CIBC and former politician who currently serves as Co-Chair of the Coalition for a Better Future, a non-partisan organization dedicated to finding practical solutions to public policy challenges facing Canada.

Maxime Pedneaud-Jobin was mayor of Gatineau from 2013 to 2021. Under his leadership, Gatineau implemented several policies, agreements and innovative strategies that define the new role of cities: social economy policy, homelessness reference framework, climate change plan, equality policy, ambitious waste management program, revision of urban planning bylaws, round table on community life, etc.

SUMMARY:

Discussion and reference to the increasing responsibilities of municipalities and the important point that municipal sources of revenue have not increased. Are we fiscally sustainable going forward?

Issues: \$175 billion infrastructure deficit; extreme weather events; working from home and online = local retail impacts; impacts on property values and taxes; immigration and refugee settlement; housing crisis, mental health issues, homelessness.

Now is the time to reconsider structural reform and how to pay for it. We have fiscal autonomy, but we count on provincial and federal government transfers for much of our revenue, particularly for infrastructure. A growth taxes model was introduced.

When referencing homelessness, the financial costs of the homeless to the healthcare system were referenced; the monthly cost was broken down as follows:

- In hospital = \$30,000
- In prison = \$10,000
- In a shelter = \$7,000
- In supportive housing = \$3,000

Only 4% of housing in Canada is social housing. There is a moral imperative, but financially huge.

Plenary: A New Fiscal Framework for Municipalities

This is an article from the Coalition for a Better Future website. It is a great overview of the session at FCM:

Canada must reform the fiscal framework for municipalities in order to unlock their full potential to become economic drivers for the country, says Coalition for a Better Future co-chair Lisa Raitt.

Speaking on an expert panel at the Canadian Federation of Municipalities (FCM) 2023 annual conference held recently in Toronto, Raitt said it's time to rethink the traditional fiscal structure – and give municipalities more power over how they collect revenue.

“Municipalities have the ability to be the agents of growth and economic prosperity, but to do that they've got to be more than just creatures of the province,” she said.

The panel discussion, called A New Fiscal Framework for Municipalities, was moderated by FCM CEO Carole Saab. Other panellists were Enid Slack, director of the Institute on Municipal Finance and Governance, School of Cities at the University of Toronto; Dr. Andrew Boozary, a physician and founding executive director of the Gattuso Centre for Social Medicine at the University Health Network and Maxime Pedneaud-Jobin, chair of the City of Montréal's External Advisory Committee on Fiscal Policy and the former mayor of the City of Gatineau.

Asked by Saab what she sees as the most compelling case for pressing for structural reforms, Raitt said it's pushing back against the notion that municipalities are somehow considered a “lesser partner” in the elected sphere.

It doesn't make sense that municipalities are trusted to provide fire and police services and potable water, but not to determine their own sources of income, she said.

“So the life and death stuff? Sure municipalities, you got it, go with it. But money? Oh my gosh, no we can't trust municipalities... what would they do?” Raitt said. “I think you have to define the problem and make sure that you punch back twice as hard.”

Spurring Canada's long-term growth is a “heavy lift,” especially at a time when we are “hurtling to net zero,” she said. Without implementing the right solutions, the challenges facing municipalities will have a negative impact on the country's larger economic growth.

Raitt said it's imperative that Canada continues to attract talent and skills from around the world, and that means thinking hard about making sure newcomers can find a home near work, as well as access to health care and broadband internet.

Offering an overview of how municipalities are financed, Enid Slack said there are very limited sources of revenue for municipalities. While most “look” financially healthy because they have balanced budgets, low rates of tax arrears and tax increases are kept at or below the rate of inflation, she said that often hides the true cost of deteriorating services and crumbling infrastructure.

The pandemic added to those pressures.

Slack said the short-term challenges of rising interest rates and high inflation will eventually subside, but the transition to clean energy and green economies will add to the municipal financial burden. The fiscal system was set up in the mid-1800s and hasn't evolved, and she said the model of relying on property taxes is not sustainable for the future.

“People are working from home; the commercial tax base is shrinking and that's a serious problem. It's also not the tax to pay for social services. The property tax was designed to pay for things related to property, but when it comes to social services we need to look elsewhere.”

Dr. Andrew Boozary called on elected officials to adopt workable solutions that aren't just “politically expedient.”

“There are massive moral implications... in a city like Toronto, we spend millions of dollars to clear people from parks when we know the solution is supportive housing. We know that there are very real ramifications in saying we need a police-first response, not a housing-first or a mental health response to addressing issues on public transportation.”

Pedneaud-Jobin has been an advocate for transitioning from the property tax-based system, and plans to make recommendations to the City of Montreal this fall.

Raitt outlined the objectives of the Coalition for a Better Future's scorecard, which tracks Canada's progress on 21 key economic, social and environmental indicators.

"I would say key performance indicators are absolutely dependent upon the fiscal health of municipalities," she said, emphasizing the need to understand and address the differences between urban and rural communities and to support both for the country's long-term prosperity.

Check out the website and other information about the Coalition for a Better Future.

[Coalition for a Better Future \(canadacoalition.ca\)](https://canadacoalition.ca)

[Scorecard — Coalition for a Better Future \(canadacoalition.ca\)](https://canadacoalition.ca/scorecard)

Sunday, May 28

Awards presentations, table officers' election and AGM

Selection of candidates for FCM's Board of Directors

- *Alberta*
- *British Columbia*
- *Manitoba*
- *Newfoundland & Labrador*
- *Nova Scotia*
- *Ontario*
- *Prince Edward Island*
- *Quebec*
- *Saskatchewan*

Elections of the Regional Caucus chairs

- *Atlantic (S/I)*
- *British Columbia*
- *Ontario*
- *Prairies and Territories*
- *Quebec*

Closing Plenary: The next federal election and the state of the race

Plenary Introduction:

“Over the course of the conference, delegates will have heard from the leadership of Canada’s major political parties. Now, attendees are invited to a wide-ranging conversation with the CEO and founding partner of one of the country’s leading polling firms, David Coletto of Abacus Data . Ahead of the next federal election, David will provide detailed insights into the issues foremost in Canadians’ minds, examine the fluctuations of the political landscape, and chart where municipal priorities fit in the national conversation.”

SUMMARY:

Exactly what the plenary introduction promised.

FEDERAL PARTY LEADERS’ PRESENTATIONS:

During the convention, the following Federal party leaders addressed the delegates:

- Prime Minister Trudeau: Spoke of the urgent need to address the national housing crisis
- Conservative Party of Canada Deputy Leader, Melissa Lantsman, also discussed housing.
- Green Party Leader Elizabeth May, spoke about how municipalities are paving the way towards a more sustainable future.
- NDP leader, Jagmeet Singh, focused on the needs for support for mental health and substance additions problems.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please see attached information for the Chief Administrative Officer Report (CAO) for July 11, 2023.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Chief Administrative Officer's Report for July 11, 2023 as information.



CAO Report – July 11, 2023

1. **New Electric Zamboni** (Community Services)

Please see attached press release on the new Zamboni.

2. **Development Officer (Permitted Use) Decisions** (Planning & Development)

Please see attached the report from the Development Officer regarding permits issued since June 7, 2023.

3. **Planning & Development Second Quarter Report** (Planning & Development)

Please see attached the Second Quarter Report from the P&D Department.

4. **Economic Development Officer (EDO) Second Quarter Report** (Economic Development & Strategic Operations)

Please see attached the Second Quarter Report from the Economic Development Officer.

5. **20th Street Mill and Overlay Project Update** (Engineering and Infrastructure)

The enhanced scope of work for the 20th Street Mill and Overlay Project has now grown to include 19th Avenue! The work is planned to go from 20th Street to 21st Street. The enhancement was selected and built on the information gathered for the grant application to rejuvenate 19th Avenue. The inclusion of 19th Avenue in the mill and overlay project will bring a much needed restoration to the asphalt. The Town is currently assessing a revised parking layout to determine if improvements can be made to but the new asphalt surface will be friendly to bikes and greatly improve accessibility for our residents and visitors.



PRESS RELEASE

FOR IMMEDIATE RELEASE

June 28, 2023

Town of Didsbury takes possession of new electric Zamboni

Didsbury, AB—The Town of Didsbury is proud to announce that they received a \$50,000 grant from the Municipal Climate Change Action Centre, through the Electric Vehicles for Municipalities Program, to purchase a new electric Zamboni.

The Municipal Climate Change Action Centre is a partnership of Alberta Municipalities, the Rural Municipalities of Alberta, and the Government of Alberta. Funding for the Electric Vehicles for Municipalities Program was provided by the Government of Alberta.

The new Zamboni, which will replace a 14-year-old propane-powered Zamboni, arrived at the Didsbury Memorial Complex on Monday, June 12, 2023. The old propane model has served the community well, but was seeing increased annual repair and maintenance costs. Significant decreases in repair and maintenance costs will be realized with the new electric version. The low mileage and consistent temperatures offered within an arena environment makes an electric model a great option for Didsbury.

The cost of the machine, after the grant, is \$118,145, and will be paid using recreation reserves.

“This is great news for our community,” said Mayor Rhonda Hunter. “The new electric Zamboni will reduce emissions within the building, creating a safer air-quality environment for arena users as well as staff,” she noted. “Additionally, yearly savings as a result of moving from propane to electric are estimated to be more than \$3000,” she added. “This is a fiscally responsible purchase, especially given the Government of Alberta grant.”

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Media inquiries:

Communications@didsbury.ca

403-462-0532



CAO Report: Planning & Development Permits

Development Officer (Permitted Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 23-033	2153 – 20 Avenue	Accessory Building – Shed	Toews, Chris & Cindy (a/o)	June 7, 2023
DP 23-034	2135 – 16 Avenue	Addition to Existing Garage	Richardson, Doug (a) Graham, Brenda (o)	June 27, 2023
DP 23-037	1403 A – 18 Avenue	Accessory Building – Garage	Lundeen, David & Yvonne (o) Tekton Custom Surfaces c/o Tyler Williams (a)	June 27, 2023
DP 23-038	2101 – 22 Avenue	Accessory Building – Shed	Bayfield, Joyce & Paul (a/o)	June 27, 2023
DP 23-039	2010 – 20 Street	Signage – Projecting and Signage – Fascia	Pandey, Ankur (a/o)	July 4, 2023

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

Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT #	ADDRESS	TYPE	DECISION DATE	APPEAL PERIOD ENDS	APPLICANT/ OWNER
DP 23-035	2025 – 20 Avenue	Accessory Building – Greenhouse	June 28, 2023	July 19, 2023 At 4:30 p.m.	Wiens, Gary & Elizabeth (a/o)

This is the Greenhouse which is located on top of the shipping containers



PLANNING & DEVELOPMENT SERVICES
2023 Quarterly Planning & Development Report (Q2)
 (Apr 1 – Jun 30)

Prepared for the Regular Council Meeting

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PRINCIPAL DWELLING UNITS

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Principal Dwelling Units</i>	1	2			3
<i>Total Construction Values [in \$ millions]</i>	0.39	0.68			1.07
<i>Date of First Permit Issued</i>	Mar 23	Apr 12			Mar 23
<i>Date of Last Permit Issued</i>	Mar 23	Apr 18			Apr 18

ACCESSORY BUILDINGS, STRUCTURES & USES

	Q1	Q2	Q3	Q4	2023
<i>TOTAL: Permits Issued for Garages, Sheds, Decks, Additions, Demolitions & Secondary Suites & Discretionary Uses</i>	6	15			21
<i>TOTAL: Construction Values [in \$ millions]</i>	1.82	0.35			2.17

Garages/Sheds/Structures

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Garages, Sheds, Gazebos, Greenhouse</i>	2	8			10

Additions

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Additions</i>	0	2			2

Decks

	Q1	Q2	Q3	Q4	2023
<i>Permits: Decks, Covered Deck & Steps</i>	2	4			6

Demolitions

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Demolitions</i>	1	1			2

Secondary Suites

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Secondary Suites</i>	1	2			3

Miscellaneous

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Miscellaneous</i>	1	4			5
Q1: Temp Shipping Container – House Fire Clean-up Q2: Seasonal Pop-Up Patio & Fence					



PLANNING & DEVELOPMENT SERVICES
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 (Apr 1 – Jun 30)

Prepared for the Regular Council Meeting

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Variances Granted

	Q1	Q2	Q3	Q4	2023
<i>Variances – Parking & Setback</i>	0	0			0

Home Occupations

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued - Home Occupations</i>	2	0			2

COMMERCIAL RETAIL UNITS

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Commercial Retail Units</i>	1	1			2
<i>Total Construction Values [in the \$ millions]</i>	0.7	0.73			1.43
<i>Date of First Permit Issued</i>	Mar 1	Apr 14			Mar 1
<i>Date of Last Permit Issued</i>	Mar 1	Apr 14			Apr 14

Change of Use	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Change of Use</i>	2	1			3

Signage	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Signage</i>	2	1			3

LAND USE APPLICATIONS & APPEALS

Subdivisions	Q1	Q2	Q3	Q4	2023
<i>Subdivisions Approved</i>	1	0			1

Redesignations	Q1	Q2	Q3	Q4	2023
<i>Redesignations Approved</i>	1	1			2

Development & Subdivision Appeals	Q1	Q2	Q3	Q4	2023
<i>Development Appeals</i>	0	0			0

Certificates of Compliance	Q1	Q2	Q3	Q4	2023
<i>Certificates of Compliance Issued</i>	7	23			30

Though not fully accurate, the number of Compliance Letters issued is a reflection of real estate activity in the town as the issuing of a Compliance Letter often accompanies the selling of a property. For the most part, Compliance Letters issued by the Development Office are done so for Residential lots.

2nd Quarter Economic Development report April – June 2023

Prepared by: Alexandra Ross, Economic Development Officer and Strategic Operations Coordinator

Date: July 5, 2023

Highlights in numbers:

- Rural Entrepreneurship Stream Program and general inquiries about expansion or new set up total inquiries: approx. 15 Support Letter Issued: 1
- LinkedIn followers Town of Didsbury Economic Development: 257 (last quarter 230)
- Filming: 2 productions – 1 Major Film Production & 1 Commercial
- New Businesses: 28
- Welcome program/ribbon cutting: 3 and 1 ground breaking
- Total number of Business Licenses issued: 393 (comparison to 2nd quarter 2022: 303)
- Total Business License revenue as of July 5th 2023: **\$38,151** (June 30, 2022: \$ 35,245.00)

Business Retention

- Business connect and visitations are ongoing throughout the year.

The biggest challenge for businesses remains lack of workforce. Ongoing conversation with Province to be added as a community for the Renewal Stream Program – application in process. Exploring various avenues. Continue conversations and working with businesses that came forward to find solutions and a path forward.

Website:

- Business Directory more businesses added - ongoing;
- Review of Economic Development section and update - Summer 2023

Social Media:

- Town provided social media support for grand openings and new businesses;
- Mountain View Regional Film Office (MVRFO) continues posting about activities on social media, incl. LinkedIn page;
- Didsbury Economic Development LinkedIn posts as news worthy information becomes available. – If you are not following yet the Didsbury EcDev page please do so and also repost any EcDev news that are communicated through any social media channels, incl. MVFO. This is how we put Didsbury on the map and create awareness!

Marketing:

- Town of Didsbury received 2 awards from the Economic Developers of Alberta Association;
- Consistent Social media posts;
- Council approved usage of Town entrance sign for businesses via Chamber of Commerce.

CAEP

- The new Executive Director of CAEP is Tracy Gardener
- The new Municipal representative for CAEP is Mayor Rhonda Hunter and alternative is Deputy Mayor Curt Engel. Mayor Hunter will also sit on the CAEP Board of Directors.

Mountain View Regional Film Office (MVRFO)

- Mountain View Regional Film Office launch took place on May 4th approx. 50 attendees. The event was by invitation only and held at the Ol'Berta.
- Responded to media inquiries and interested parties. Additional Media interviews took place with various media outlets in April and May; incl. Alberta Prime Time
- Partners continue to monitor website functionality and adjust as see fit and needed.
- Major feature film production: The Order took place in May and June.

2nd Quarter Economic Development report April – June 2023

Prepared by: Alexandra Ross, Economic Development Officer and Strategic Operations Coordinator

Date: July 5, 2023

- Commercial production took place in June.
- The partners of MVFO will review processes, guidelines and fees over the course of the next few months – in process.

Events & meetings attended

- EDA Conference;
- Chamber meetings re: Country Christmas and other potential events;
- DEDAC Meetings in April and June;
- TIAC Tourism Town Hall Meeting;
- Central AB Regional EDO Roundtable Rocky Mountain House;

Projects, Action items and notable Activities

- Responded in collaboration with planning & development to interested developers;
- Conversation with Developers about Housing needs, options and concepts;
- Meeting with Commercial realtors about commercial properties for sale or lease and collaboration on potential development of inventory list is scheduled for this summer;
- Business Licence Renewal and new businesses were ongoing throughout April, May and June;
- New DEDAC Bylaw was approved.
- J. Baxter attended the Air Show at the Didsbury-Olds Airport on behalf of Economic Development.
- Support Open House for local businesses related to 20th Street re-surfacing;
- Coordinate Economic Development Network Meeting speakers & promotion;
- Economic Development Strategy and Project Plan Development, including Council workshop.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: Bylaw 2023-17 Community Standards
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The purpose of the Community Standards Bylaw is to regulate the conduct and activities of people in public places and on privately owned properties in order to promote safe, enjoyable use of properties to the benefit of all citizens of the Town.

Council granted first reading at the June 27, 2023 Regular Council Meeting and referred it to the Policy and Governance Committee for review and recommendation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The committee reviewed Bylaw 2023-14 on July 5, 2023 and made some revisions to the bylaw, including finalizing the Fines/Offences Schedule A and the creation of a Permit Application on Schedule B.

Please find attached Bylaw 2023-14 with the changes from the previous bylaw presented, noted in red, and the inclusions of the finalized Schedules A and B.

The Policy and Governance Committee is recommending Council give second reading to the Community Standards Bylaw 2023-14 and refer it back to the Committee for more discussion before going to third reading.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

That Council grant second reading to Bylaw 2023-14 Community Standards and refer it back to the Policy and Governance Committee for review and recommendation.

TOWN OF DIDSBURY
BYLAW 2023-14
COMMUNITY STANDARDS

A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO REGULATE THE CONDUCT AND ACTIVITIES OF PEOPLE IN PUBLIC PLACES AND ON PRIVATELY OWNED PROPERTY AND IMMEDIATELY ADJACENT AREAS IN ORDER TO PROMOTE THE SAFE, ENJOYABLE AND REASONABLE USE OF SUCH PROPERTY FOR THE BENEFIT OF ALL CITIZENS OF THE TOWN.

WHEREAS, pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended or repealed and replaced from time to time, a Council may pass bylaws for municipal purposes respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property;
- b) nuisances, including unsightly property;
- c) people, activities and things in, on or near a public place or a place that is open to the public;
- d) the enforcement of bylaws made under the *Municipal Government Act* or any other enactment including any or all of the following:
 - (i) the creation of offences;
 - (ii) for each offence, imposing a fine not exceeding \$10,000.00 or imprisonment for not more than one year, or both;
 - (iii) providing for imprisonment for not more than one year for non-payment of a fine or penalty;
 - (iv) providing that a person who contravenes a bylaw may pay an amount established by bylaw and if the amount is paid, the person will not be prosecuted for the contravention;
 - (v) providing for inspections to determine if bylaws are being complied with;
 - (vi) remedy contraventions of bylaws; and

WHEREAS, pursuant to section 66(2) of the *Safety Codes Act*, R.S.A. 2000, Chapter S-1, as amended or repealed and replaced from time to time, a Council may make bylaws respecting the following matters:

- a) Minimum maintenance standards for buildings and structures;
- b) Unsightly or derelict buildings or structures; and

WHEREAS, pursuant to the *Agricultural Pests Act*, R.S.A. 2000, Chapter A-8, as amended or repealed and replaced from time to time, a Council may pass certain bylaws and appoint Inspectors; Didsbury Town Council enacts:

1. TITLE

This Bylaw shall be known as the “Community Standards Bylaw”.

2. DEFINITIONS

In this Bylaw, unless context otherwise requires:

Alarm System shall mean an alarm system, burglary alarm, alert system, fire alarm, intrusion alarm, or other electronic means of providing building or property protection;

Barbeque Pit means a pit or outdoor fireplace for roasting food. (This does not include commercially available propane, natural gas, and charcoal barbeques meeting CSA standards);

Boulevard means the section of land between the property line and the edge of the street pavement. If there is no pavement or curb, the boulevard is the area between the property line and the road;

Building means anything constructed or place on, in, over or under land but does not include a highlight or road or a budget forming part of the a highway or public road;

Building Waste means any clean scrap wood produced in the process of constructing, altering or repairing a building;

Campfire means a small outdoor fire for warmth or cooking;

Charity Collection Site means an area accessible to the public, which is marked by signs identifying the name of a charity and identifying the area for the collection of donated goods, and which contains a receptacle or bin for the collection of donated goods;

Closed Fire/Flame means any fire closed on all sides by fire retardant material (e.g. furnace)

Condemned means a property or building that local (usually municipal) authorities have closed, seized, or placed restrictions on for various reasons, including public safety and public health, in accordance with local ordinance;

Defecate means to discharge waste matter from the bowels;

Emergency means a situation of a serious nature which has developed suddenly, constitutes an imminent threat, and demands immediate action to protect property from damage by the elements or to protect members of the public from a serious and imminent threat to health or safety.

False Alarm means an alarm signal necessitating response by the Fire Department or Peace Officer where an emergency situation does not exist;

Fight means any confrontation involving violent, physical contact between two or more people;

Fire means a rapid persistent chemical change that releases heat and light and is accompanied by flame, especially the exothermic oxidation of a combustible substance burning fuel or other material cooking fire, forest fire;

Fire Bans means an order from the Province or Fire Chief in accordance with Section 21 of this Bylaw which prohibits Fires in all or any part of the Town;

Fire Chief means the individual designated by the Chief Administrative Officer of the Town of Didsbury;

Fire Pit (Acceptable Fire Pit) means an outdoor receptacle not used for Recreational or Outdoor Fires that meet the specifications set out in this bylaw;

Fire Place means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue, and is constructed of rock or other masonry;

Hard Surface Pad means any parking pad constructed from concrete, asphalt or gravel;

Hazard means a risk of fire or damage to property and/or person(s), which may be caused by the burning of any Waste and includes any nuisance;

Highway means a highway as set out in the *Traffic Safety Act*, RSA 2000, c. T-6 as amended from time to time;

Holiday means New Year's Day, Alberta Family Day, Good Friday, Easter Sunday, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Remembrance Day and Christmas Day of every year;

Injurious Occupation means any activity which in the opinion of a Peace Officer, having regard for all circumstances including the time of day and nature of the activity, is likely to unreasonably cause disturbance, injury or annoyance to persons or property and includes but is not limited to:

- a) Occupying an areas in an unruly, boisterous or disruptive manner;
- b) Any other dilatory, annoying or harmful occupation of property;

Landscape means to use natural and unnatural ornamental material for the purpose of designing property for aesthetic purposes;

Littering means the act of dropping rubbish on the ground in a public place;

Monitoring Alarm System means an alarm system other than an audible alarm or an alarm system used to indicate the occurrence of a fire, robbery or hold up;

Motor Vehicle means a vehicle as set out in the *Traffic Safety Act*, RSA 2000, c. T-6 as amended from time to time;

Municipal Tag means a tag or similar document issued by the Town pursuant to the *Municipal Government Act* that alleges a bylaw offence and provides a person with the opportunity to pay any amount to the Town in lieu of prosecution for the offence;

Noise means sound which in the opinion of the Peace Officer having regard for all circumstances, including the time of day and the nature of the activity generating the sound, is likely to unreasonably annoy or disturb persons or to injure, endanger or detract from the comfort, repose, health, peace or safety of persons within the boundary of the Town;

Nuisance means:

- a) an act in the opinion of the Community Peace Officer that endangers the life, health, property, morals or comfort of the public or obstructs the public in the exercise or enjoyment of rights common to all; or
- b) a person in the opinion of the Community Peace Officer doing something on their own land, which they are lawfully entitled to do but which becomes a nuisance when the consequences of their act extend to the land of their neighbour;

Off Highway Vehicle as set out in the *Traffic Safety Act* as amended from time to time;

Open Fire/Flame means any fire that is not enclosed on all sides by fire retardant material;

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

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

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

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

Portable Fire Receptacle means an outdoor fire receptacle, which is not permanently affixed;

Property means any public or private land or building located within the Town;

Public Place means any property, whether publically or privately owned, to which members of the public have access as of right or by express or implied invitation, whether on payment of any fee or not;

Recreational Vehicle (RV) means a vehicle or trailer that is designed, constructed and equipped, either temporarily or permanently, as a temporary accommodation for travel, vacation, or recreational use, includes but not limited to: motor home, travel trailer, tent trailer, fifth wheel trailer, and any bus or truck converted for use as a Recreational Vehicle.

Sidewalk means that part of the highway adapted to the use of or ordinarily used by pedestrians and includes that part of a highway between the curb line or, where there is no curb line, the edge of the roadway, and the adjacent property line whether or not it is paved or unpaved;

Tobacco, Smoking, and Vaping as defined in the Tobacco, Smoking, and Vaping Reduction Act (TSVRA)

Town means the Town of Didsbury;

Unoccupied means without occupants, empty and vacant;

Unightly Property means any property, or part of, which is characterized by visual evidence of lack of general maintenance and upkeep as set out in Part 13 Division 4 of the *Municipal Government Act*;

Urinate means to discharge urine from the body;

Violation Ticket (Provincial) has the same meaning as set out in the *Provincial Offences Procedure Act, R.S.A. 2000, Chapter P-24, as amended from time to time*;

Waste means any waste referred to in the *Environmental Protection and Enhancement Act, RSA 2000, Chapter E-12, as amended from time to time*.

3. LITTERING

3.1 A Person shall not leave any garbage, litter or other refuse in a Public Place except in a receptacle designated and intended for such use.

4. CHARITY COLLECTION SITES

4.1 No person shall dump or deposit household garbage or other waste at a Charity Collection Site.

4.2 No person shall scavenge from or disturb any material, bag or box in or at a Charity Collection Site, whether or not that material, bag or box is contained in a receptacle or resting upon the ground.

5. URINATION AND DEFACATION

5.1 A person shall not urinate or defecate in a Public Place except in a facility designed and intended for such use.

6. PROJECTILE DEVICES

6.1 A Projectile Device included in this Bylaw are commonly referred to as:

- a) paint ball gun;
- b) pellet gun;
- c) air soft gun;
- d) bb gun;
- e) bow;
- f) crossbow;
- g) slingshot.

6.2 A person shall not discharge any Projectile Device anywhere within the Town limits.

7. INJURIOUS OCCUPATION

7.1 No person shall:

- a) occupy an area in an unruly, boisterous or disruptive manner; and
- b) commit any other annoying or harmful occupation of property.

8. FIGHTING

- 8.1 A person shall not participate in a fight or other similar physical confrontation in a public place. This prohibition does not apply to participants of any organized sporting event who are governed by the rules of conduct of that sporting event.

9. PROPERTY MAINTENANCE/UNSATISFACTORY PROPERTY

- 9.1 A person shall not cause or permit a nuisance to exist on property they own or occupy.
- 9.2 For the purpose of greater certainty, a nuisance, in respect of property means in the opinion of a Peace Officer land that shows signs of a serious disregard for general maintenance and upkeep, whether or not it is detrimental to the surrounding area, some examples of which include:
- a) Accumulation of material including, but not limited to, building materials, appliances, household goods, boxes, tires, vehicle parts, garbage or refuse, whether of any apparent value or not;
 - b) Any loose litter, garbage, construction debris or refuse whether located in a storage area, collection area or elsewhere on the property;
 - c) Damaged, dismantled or derelict vehicles or motor vehicles, whether insured or registered or not;
 - d) Smelly or messy compost heaps;
 - e) Grass or weeds higher than 15 centimeters;
 - f) Production of excessive dust, dirt or smoke;
 - g) Production of any generally offensive odours;
 - h) Any tree, shrub, other type of vegetation or any structure that:
 - (i) Interfere or could interfere with any public work or utility;
 - (ii) Obstructs any sidewalk adjacent to the property;
 - (iii) Impairs the visibility required for safe traffic flow at any intersection adjacent to the property; or
 - (iv) Has any rot or other deterioration;
 - (v) Any accessible excavation ditch, drain or standing water that could pose a danger to the public.

10. SIDEWALKS

- 10.1 A person shall reasonably remove snow and ice from any sidewalk adjacent to property they own or occupy within 24 hours after the snow or ice has been deposited.
- 10.2 No person shall deposit snow, ice and/or slush, dirt, debris including but not limited to lawn clippings (grass) and leaves into the roadway.

11. BOULEVARDS AND ALLEYS

- 11.1 A person shall maintain any Boulevard and Alley adjacent to property they own or occupy by:
- a) keeping any grass on the Boulevard cut to a length of no more than 15 centimeters;
 - b) removing any accumulation of fallen leaves, or other debris;
 - c) notifying the Town if tree maintenance is required.
- 11.2 A person may landscape the boulevard directly in front or behind their property upon the written permission of the Town.

12. FALSE ALARMS

- 12.1 No person shall cause nor allow the issuing of a false alarm in the Town of Didsbury due to or resulting from faulty, damaged, or malfunctioning alarm equipment.
- 22.1 No person shall, by the use of an alarm system or other method, make or cause to be made, any false alarm equipment in the Town of Didsbury.

13. BUILDINGS

- 13.1 A person shall not cause or permit a nuisance to exist in respect of any building on property they own or occupy.
- 13.2 For the purpose of greater certainty a nuisance, in respect of a Building, means a Building showing signs of a serious disregard for general maintenance and upkeep, whether or not it is detrimental to the surrounding area, some examples of which include:
- a) any damage to the Building;
 - b) any rot or other deterioration within the Building; and
 - c) any inappropriate infiltration of air, moisture or water into the Building due to peeling, unpainted or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or any other hole or opening in the Building.

14. UNOCCUPIED BUILDINGS

- 14.1 If a Building normally intended for human habitation is unoccupied or condemned, then any door or window opening in the Building must be covered with a solid piece of wood or other suitable material and secured in a manner sufficient to prevent unauthorized entry into the Building.

15. GRAFFITI PREVENTION AND ABATEMENT

- 15.1 No person shall place graffiti or cause it to be placed on any property;
- 15.2 Every property owner shall ensure that graffiti placed on their property is removed, painted over, or otherwise permanently blocked from public view;
- 15.3 A property owner who breaches and who has failed to comply with an Order issued under Section 545 of the *Municipal Government Act*, is guilty of an offence;
- 15.4 In prosecuting an offence under this Part, the consent of the property owner of any property to place graffiti thereon shall not be a defense under this bylaw.

16. TOBACCO, SMOKING AND VAPING

- 16.1 Smoking and vaping are prohibited in certain public and private locations in accordance with the *Tobacco, Smoking and Vaping Reduction Act* (TSVRA) and regulation as amended from time to time.

17. REFRIGERATORS AND FREEZERS (APPLIANCES)

- 17.1 A person shall not place, cause or permit to be placed a refrigerator, freezer or other similar appliance on ~~land~~-property they own or occupy unless effective measures have been taken to prevent the opening and closing of the appliance.

- 17.2 Without limiting the generality of above measures considered to be effective may include:
- a) the complete removal of the door for the appliance;
 - b) the removal of the door handle mechanism if this prevents opening and closing of the door;
 - c) the removal of the door hinges;
 - d) locking the appliance; or
 - e) otherwise wrapping or containing the appliance so that the interior is inaccessible.

18. FIRE PITS, OUTDOOR FIRE PLACES, PORTABLE FIRE RECEPTACLES AND BARBECUEPITS

- 18.1 No person shall burn or permit the burning of Waste on any land owned or occupied by such person or on any other lands in the Town.
- 18.2 Any person may burn clean, dry untreated wood or charcoal in a Fire Pit, Outdoor Fire Place, Portable Fire Receptacle and barbecue pit complying with the purpose of cooking or obtaining warmth:
- a) on property owned or occupied by such person; or
 - b) at a location approved by the Fire Department upon lands to which members of the public have access.
- 18.3 Any person who burns any material in a Fire Pit, Outdoor Fire Place, Portable Fire Receptacle or Barbecue Pit shall:
- a) remain in charge of or keep a competent person in charge of the fire;
 - b) maintain the fire to a reasonable size (e.g. under 1 meter both height and width) so the fire, embers, sparks or dense smoke do not endanger anyone or cause a nuisance on any neighboring properties;
 - c) ensure that the fire does not:
 - (i) create a risk of fire or damage to persons or property;
 - (ii) create a Nuisance, which is offensive to any other person;
 - d) have a means of extinguishing the fire on hand at all times while the fire is burning;
 - e) ensure that the fire is extinguished leaving only cold ashes before supervision of the fire ends.
- 18.4 Acceptable Fire Pit means an outdoor receptacle used for recreational or outdoor fires that meet the following specifications:
- a) a minimum of 3 metres (10 Feet) clearance measured from the nearest fire pit edge to the nearest edge of building, property line, or combustible materials;
 - b) a height not exceeding 0.6 meters when measured from the surrounding grade to the top of the pit opening;
 - c) the pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges;
 - d) equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
 - e) enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials; and
 - f) not located over any underground utilities or under any aboveground wires.
- 18.5 All built in barbeque areas must meet CSA requirements.

- 18.6 A person may build, ignite or allow a fire in a portable fire receptacle on a wooden deck as long as that person ensures that:
- a) a non-combustible material such as brick, or stone is placed between the portable fire receptacle and the wooden deck; and
 - b) the portable fire receptacle is situated at least 3 meters from any house, garage, similar structure or other combustible material, measured from the part of the receptacle which is closest to the structure or combustible material.

19. EXTINGUISHMENT OF FIRES

- 19.1 A member of the Didsbury Fire Department or a Peace Officer may direct a person to extinguish any fire when in their opinion the fire creates a Hazard or Nuisance.
- 19.2 A person who fails to comply with the direction of a member of the Didsbury Fire Department or a Peace Officer to extinguish a fire on request is guilty of an offence under this bylaw and the member of the Didsbury Fire Department or a Peace Officer, as the case may be, may extinguish the fire.

20. FIRE HAZARDS

- 20.1 If in the opinion of the Didsbury Fire Department, the storage of combustible material or vegetation on a property poses a fire Hazard, the Town may issue a Remedial Order to modify the combustible storage or vegetation on the property to abate the Hazard, and the Remedial Order shall include the manner in which the fire Hazard may be abated.
- 20.2 Any fires that do not meet the conditions of this bylaw will require a pre-approved permit from the Fire Chief, or their designate or a Peace Officer.

21. FIRE BAN

- 21.1 At the discretion of the Fire Chief, a fire ban is issued to restrict or temporarily ban types of fire used within the Town because of the prevailing environmental conditions or any other relevant conditions, in their opinion, that give rise to an increased risk of fire. Each fire ban will include a list of prohibited fire uses, such as use of fire pits, chimeneas, barbecues and other forms of open flame devices.

22. NOISE CONTROL

- 22.1 No person shall make or cause to be made, or continue any noise which would disturb or annoy a reasonable person.
- 22.2 No person shall permit property that they own or occupy to be used so that noise emanates from the property which would disturb or annoy a reasonable person.
- 22.3 In determining what constitutes noise likely to disturb or annoy a reasonable person, consideration may be given to, in the opinion of the Peace Officer:
- a) the type, volume and duration of the sounds;
 - b) the time of day and day of the week;
 - c) the nature and use of the surrounding area; and
 - d) any other relevant factor.
- 23.2 If a Motor Vehicle is the cause of any sound that contravenes a provision of this Bylaw, the owner or operator of that Motor Vehicle is liable for the contravention.

24. INDUSTRIAL AND CONSTRUCTION NOISE

- 24.1 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which:
- a) Is a permitted use; or
 - b) Is an approved discretionary use; or
 - c) Is a non-conforming, but not illegal use as defined in the *Municipal Government Act*.
- 24.2 In the operation or carrying on of an industrial activity, the person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.
- 24.3 No person shall use, operate or allow to be used or operated any tools, machinery or equipment so as to create a noise, or disturbance which may be heard in a residential building between the hours of 10:00 p.m. to 7:00 a.m.
- 24.4 Unless permission from the Development Officer of the Town for such operation is first obtained:
- a) No person shall carry on the construction of any type of structure which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an industrial district after the hour 10:00 p.m. and before 7:00 a.m. in the morning of any day.

25. EXCEPTIONS

- 25.1 The regulation of noise shall not apply to special event activities as approved by the Town.
- 25.2 Industrial and Construction noise does not apply to work carried on by the Town, or by a contractor carrying out the instructions of the Town.
- 25.3 Industrial and Construction noise do not apply to private contractors carrying out snow removal from commercial or industrial sites.
- 25.4 In the case of snow removal from commercial or industrial sites located adjacent to residential districts, and where in the reasonable opinion of the Peace Officer, it is necessary to do so to ensure the peace and quiet of residents, the Peace Officer may require noise abatement practices including one or both of the following conditions:
- a) A requirement that snow not be removed between 12:00 a.m. to 5:00 a.m.;
 - b) A requirement that snow be removed for a site in a sequence which is least disruptive to the peace and quiet of residents.
- 25.5 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which is permitted use, or an approved discretionary use under the Town of Didsbury *Land Use Bylaw*.
- 25.6 Nothing in this bylaw prohibits a person who is an employee or authorized agent of the Town from producing certain sounds while acting within the scope of their functions, duties or powers.
- 25.7 The regulation of noise shall not apply to the cumulative effect of noise created by vehicular traffic on highways, railways or the aeronautical related activities of aircraft.

26. RECREATIONAL VEHICLES

26.1 Within a residential development, a person must not park, or allow to be parked a motor vehicle or Recreational Vehicle on a front lawn or the landscaped area in front of a house or property in a location other than:

- a) a driveway; or
- b) a parking stall;

26.2 No more than one Recreational Vehicle shall be parked ~~in the front yard~~ on a street side of a residential property excluding those properties zoned R4 in the Town of Didsbury Land Use Bylaw.

26.3 Recreational Vehicles parked on the locations prescribed above may not have slides or awnings extended to the extent that they block access to a public road, sidewalk, or neighbouring property.

26.4 No Person shall park or allow to be parked, a Recreational Vehicle in front of a house on a property for more than 72 consecutive hours.

26.5 Despite above, the Town may issue a permit, permitting the parking of a Recreational Vehicle in front of a house on a property for such time period as the Town considers appropriate.

26.6 Any Recreational Vehicle parked on a lot other than a campground may be used for living and sleeping accommodation only by bonafide tourists and/or family members for a maximum period of 30 days per year. Any time exceeding 30 days per calendar year requires a permit.

26.7 A Recreational Vehicle parked on a highway shall not be occupied.

27. OFF HIGHWAY VEHICLES (OHV)

27.1 Off-Highway Vehicles as defined by the *Traffic Safety Act*, is any motorized mode of transportation built for cross-country travel on land, water, snow, ice, marsh or swamp lands, or on other natural terrain.

27.2 Off Highway Vehicles may not be operated on a highway, a road or in a ditch unless permission has been expressly granted through the form of a permit approved and issued by the Town of Didsbury Council.

27.3 Off-Highway Vehicles that are operated with a permit granted by the Town must be equipped with:

- a) headlamp,
- b) tail lamp;
- c) muffler;
- d) seat belts;
- e) side mirrors;
- f) signal lights; and
- g) brake lights

27.4 Operators of an Off-Highway Vehicle must:

- a) have a valid class 5 operator's licence;
- b) have valid insurance and registration;
- c) be wearing a CSA approved helmet when operating.
- d) Proof of permit must be produced by request of Peace Officer.
- e) An OHV permit holder must follow the conditions set out in the permit.

27.5 Exceptions for use of an Off-Highway Vehicle are as follows:

- a) that the operation of an off highway vehicle be restricted to use in an emergency situation only;
- b) the loading and unloading of an off highway vehicle for transport;
- c) a person who is an employee or authorized agent of the Town while acting within the scope of their functions, duties or powers.

28. MOBILITY AIDS

28.1 Mobility aids are a device used to facilitate the transport, in a normal seated orientation of a person with a physical disability.

28.2 Mobility aids as defined by the *Traffic Safety Act* are considered a pedestrian. All rules that apply to pedestrians also apply to individuals operating a mobility aids.

28.3 Mobility aids shall be operated on sidewalks or pathways, not a roadway or highway.

29. MINIATURE VEHICLES

29.1 Miniature vehicles as defined by the *Traffic Safety Act* are not permitted on highways, including sidewalks and alongside the roadway.

29.2 Prohibited miniature vehicles include:

- a) personal transporter;
- b) pocket bikes;
- c) go carts;
- d) electric scooters; and
- f) golf carts.

29.3 Miniature vehicles may only be operated on private property.

30. OFFENCES AND ENFORCEMENT

30.1 A person who contravenes this bylaw is guilty of an offence.

30.2 A Person who is guilty of an offence is liable to a fine in an amount not less than that established in this Bylaw, and not exceeding \$10,000, and it imprisonment for not more than six (6) months for non- payment of a fine, and

30.3 Without restricting the generality of subsection (a) the fine amount established are as set out in Schedule 'A'.

31. MUNICIPAL TAGS AND VIOLATION TICKETS

- 31.1 Where a Peace Officer believes that a person has contravened any provision of this Bylaw, that Officer may issue a Municipal Tag. If a Municipal Tag is issued in respect of an offence, the Municipal Tag must specify:
- a) the name of the person;
 - b) the offence
 - c) the fine amount
 - d) that the fine amount shall be paid within the number of days of the issuance noted on the Municipal Tag;
 - e) any other information as may be required.
- 31.2 Where a Municipal Tag is issued in respect of an offence, the person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay the fine specified within the time period indicated on the Municipal Tag.
- 31.3 If a Municipal Tag has been issued and if the specified fine has not been paid within the prescribed time, that Officer may proceed by issuing a Violation (Provincial) Ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34;
- 31.4 Despite above, a Peace Officer may issue a Violation (Provincial) Ticket immediately to any person where there are reasonable and probable grounds to believe that person has contravened any provisions of this Bylaw.
- 31.5 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- a) Impose the specified penalty established by this bylaw for the offence and permit a person to make a voluntary payment; or
 - b) Require a person to appear in court without the alternative of making a voluntary payment.

32. CONTINUING OFFENCES

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

33. REMEDIAL ORDERS

- 33.1 Where a person has contravened any provision of this Bylaw, a remedial order may be issued by the *Officer* requiring the person to remedy the contravention pursuant to section 545 of the *Municipal Government Act* R.S.A. 2000 c. M-26.
- 33.2 A person who fails to comply with a remedial order within the time set out in the remedial order commits an offence.
- 33.3 Where the *Town* effects a remedial order, *Town* employees and agents may enter an *Owner's* property upon reasonable notice to undertake the removal and restoration work.

34. GENERAL PROVISIONS/SEVERABILITY

- 34.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 34.2 Any and all federal or provincial legislation referenced in this Bylaw may be found as a matter of public record via the Alberta Kings Printer (www.alberta.ca/alberta-kings-printer.aspx).

35. EFFECTIVE DATE

35.1 This Bylaw shall come into full force and effect upon the date of the Third and Final Reading.

36. REPEAL

36.1 Upon passing of this Bylaw, the following bylaws and any amendments thereto are hereby repealed:

Bylaw 2012-04 – Community Standards

Bylaw 2005-09 – Smoking

Bylaw 2007-17 – Burning & Fire Pit

Bylaw 2007-27 Prohibition of Projectile Devices

Bylaw 2007-28 Prohibit the Injurious Occupation of Property

Bylaw 2010-05 – False Alarm

36.2 The portions pertaining to the above are hereby repealed from Schedule “E” of Bylaw 2019-16 Rates, Fees & Fines.

Read a first time this 27th day of June 2023

Read a second time this day of 2023

Read a third and final time this day of 2023

Mayor - Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

Schedule A

Section	Section Title	1 st Offence	2 nd Offence	3 rd Offence
3	Littering	\$250.00	\$500.00	Court
4	Charity Collection Sites			
4.1	Dump or deposit household garbage at site	\$250.00	\$500.00	Court
4.2	Scavenge from or disturb material at site	\$60.00	\$120.00	Court
5	Urination or defecation in public			
5.1	Urinate or defecate in a public place	\$250.00	\$500.00	Court
6	Projectile Devices			
6.2	Discharge a Device	\$250.00	\$500.00	Court
7	Injurious Occupation of Property			
7.1 a	Occupy an area in unruly behaviour	\$250.00	\$500.00	Court
7.1 b	Annoying or harmful occupation of property	\$250.00	\$500.00	Court
8.1	Fighting	\$250.00	\$500.00	Court
9	Property Maintenance/Unsightly Premises			
9.1 a	Accumulation of Materials	\$100.00	\$200.00	\$400.00
9.1 b	Loose litter/garbage/construction material	\$100.00	\$200.00	\$400.00
9.1 c	Damaged/dismantled/derelict vehicles	\$100.00	\$200.00	\$400.00
9.1 d	Smelly or messy compost heaps	\$100.00	\$200.00	\$400.00
9.1 e	Grass or weeds higher than 15 cm	\$100.00	\$200.00	\$400.00
9.1 f	Production of excess dirt/dust/smoke	\$100.00	\$200.00	\$400.00
9.1 g	Production of offensive odours	\$50.00	\$100.00	\$200.00
9.1 h	Tree, shrub, or other type of vegetation or any structure unsightly or lack of maintenance	100.00	\$200.00	\$400.00
10	Sidewalks			
10.1	Fail to clean sidewalk or snow/ice	\$60.00	\$120.00	\$240.00
10.2	Deposit snow/ice/slush/dirt/debris on roadway	\$100.00	\$200.00	\$400.00
11	Boulevards and Alleys			
11.1 a	Fail to maintain grass on boulevard ≥ 15 cm	\$100.00	\$200.00	\$400.00
11.1 b	Fail to remove leaves/debris from boulevard	\$100.00	\$200.00	\$400.00
12	False Alarms			
12.1	Cause of allow the issuing of a false alarm	Warning	\$100.00	\$200.00
12.2	Use an alarm system/equipment	Warning	\$100.00	\$200.00
13	Buildings			
31.1	Permit serious disregard for general maintenance	\$250.00	\$500.00	\$1000.00
14	Unoccupied Buildings			
14.1	Plywood/or other suitable material on building not fitted from exterior within the frame of the opening	\$250.00	\$500.00	\$1000.00
15	Graffiti			
15.1	Placing graffiti or cause it to be placed on any property	\$250.00	\$500.00	\$1000.00
15.2	Failure to remove, or paint over graffiti	\$100.00	\$200.00	\$400.00
16	Tobacco, Smoking and Vaping			
16.1	Smoking and/or vaping in areas prohibited	\$100.00	\$200.00	\$400.00
17	Refrigerators & Freezers (Appliances)			
17.1	Place, or cause, or permit an appliance not secure on property	\$100.00	\$200.00	\$400.00

Section	Section Title	1 st Offence	2 nd Offence	3 rd Offence
18	Burning and Fire Pits			
18.1	Burning of waste/garbage in Town	\$150.00	\$300.00	\$600.00
18.2	Burn in unauthorized location	\$150.00	\$300.00	\$600.00
18.3	Allow fire to: a. Remain unattended; b. Exceed 1 meter in height and width; c. (i) Create damages or risk to persons or property; (ii) Create a nuisance to any other persons; d. Burn without means to extinguish fire on hand at all times; e. Burn when not property extinguished.	\$150.00	\$300.00	\$600.00
18.4	Fire pits, outdoor fire places, portable fire receptacles and barbeque pits that do not conform to this section of the bylaw.	\$150.00	\$300.00	\$600.00
18.5	Built in barbeque area not meeting CSA approval	\$150.00	\$300.00	\$600.00
18.6	Fire in a portable fire receptacle on wooden deck that does not ensure it is: a. A non-combustible material placed between the portable fire receptacle and the wooden deck; b. The portable fire receptacle is situated 2 meters from any house, garage, similar structure or other combustible material	\$150.00	\$300.00	\$600.00
19.1	Failure to comply with the direction of a member of the Didsbury Fire Department	\$150.00	\$300.00	\$600.00
21.1	Burn while fire ban is in effect	\$500.00	\$1000.00	\$2000.00
22	Noise			
22.1	Permit noise that disturbs the peace of another individual	\$100.00	\$200.00	\$400.00
22.2	Owner(s) use property so that noise disturbs the peace of another individual	\$100.00	\$200.00	\$400.00
23.2	Motor Vehicle contravene noise bylaw	\$100.0	\$200.00	\$400.00
24	Industrial and Construction Noise			
24.3	Carry on construction activity between 10:00 p.m. and 7:00 a.m.	\$250.00	\$500.00	\$1000.00
26	Recreational Vehicles			
26.1	Park a recreational vehicle in the front yard of a property other than on a hard surface pad	\$100.00	\$200.00	\$400.00
26.2	Park more than one Recreational Vehicle in on a street side of a residential property	\$100.00	\$200.00	\$400.00
26.3	Parked recreational vehicle slides and/awnings extended.	\$100.00	\$200.00	\$400.00
26.4	Park or allow to be parked a Recreational Vehicle in front of a house for more than 72 consecutive hours	\$100.00	\$200.00	\$400.00
26.6	Use Recreational vehicle for living/sleeping accommodation for more than 30 days per year	\$100.00	\$200.00	\$400.00
26.7	Occupy recreational vehicle while parked on a highway	\$100.00	\$200.00	\$400.00
27	Off-Highway Vehicles (OHV)			
27.2	Operating an OHV without Permit	\$250.00	\$500.00	Court
27.3	Operating an OHV contrary to Permit	\$250.00	\$500.00	Revoke Permit
28	Mobility Aids			
28.3	Using a mobility aid on a roadway or highway	\$100.00	\$200.00	\$400.00
29	Miniature Vehicles			
29.1	Operating a Miniature Vehicle on Roadway or Highway	\$250.00	\$500.00	Court

TOWN OF DIDSBURY OFF-HIGHWAY VEHICLE PERMIT APPLICATION

Application and Permit Fee: \$25.00

Applicant Information			
First Name	Last Name	Permit Application #	Receipt #
Mailing Address			
Email		Phone	
<p><i>(Section 27 of Bylaw 2023-14): Off Highway Vehicles may not be operated on a highway, a road or in a ditch unless permission has been expressly granted through the form of a permit approved and issued by the Town of Didsbury Council.</i></p> <p><i>(Section 29.1 of Bylaw 2023-14) Miniature Vehicles as defined by the Traffic Safety Act are not permitted on highways, including sidewalks and alongside the roadway.</i></p> <p><i>Off-Highway Vehicles as defined by the Traffic Safety Act, is any motorized mode of transportation built for cross-country travel on land, water, snow, ice, marsh or swamp lands, or on other natural terrain.</i></p>			
Off Highway Vehicle (OHV) Type			
List Type:			
Purpose			
Reason for accessing off-road vehicle in the Town of Didsbury:			
Off-Highway Vehicle (OHV) Requirements to be operated within the Town of Didsbury			
Operators of an Off-Road Vehicle MUST:		Proof Provided:	
<input type="checkbox"/> have a valid class 5 operator's licence		<input type="checkbox"/> YES <input type="checkbox"/> NO	
<input type="checkbox"/> have a valid insurance and registration		<input type="checkbox"/> YES <input type="checkbox"/> NO	
<input type="checkbox"/> be wearing a CSA approved helmet when operating			
The OHV for which this application is being applied MUST be equipped in working order the following :			
<input type="checkbox"/> headlamp		<input type="checkbox"/> side mirrors	
<input type="checkbox"/> tail lamp		<input type="checkbox"/> signal lights	
<input type="checkbox"/> muffler		<input type="checkbox"/> brake lights	
<input type="checkbox"/> seat belts			
Signature			
<input type="checkbox"/> I/we certify that all of the submitted information is true and correct to the best of my knowledge and belief.			
<input type="checkbox"/> I/we understand that any misrepresentation of submitted data may invalidate any approval of this application.			
<input type="checkbox"/> I/we confirm that, if approval is granted, all work or activities will be undertaken consistently as outlined in this application and in compliance with any terms and conditions as may be specified or contain in said permit and Community Standards Bylaw 2023-14, as amended from time to time.			
** PROOF OF PERMIT MUST BE PRODUCED UPON REQUEST FROM A PEACE OFFICER **			
Signature		Print Name	Date
Council Recommendation			
Presented at Council Meeting Date:			
Council Resolution #		<input type="checkbox"/> Approved by Council	<input type="checkbox"/> Denied by Council
Office use only	Application Reviewed by:		Date
	Application meets all requirements <input type="checkbox"/> YES <input type="checkbox"/> NO		

This information is being collected for the purpose of reviewing your application for a permit and determining the terms and conditions. Your personal contact information is being collected under section 33(c) of the Freedom of Information and Protection of Privacy Act. For further information, contact Town of Didsbury FOIP Coordinator at 403-335-3391 or by email at legislative@didsbury.ca.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Removal of Municipal Reserve (MR)
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

A Public Hearing was held, during item 5 of the agenda, for the removal of Plan 0912831 Block 15 Lot 35MR which is a small, oddly shaped portion of land for improved maintenance access and better utilization of the adjacent lot.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The disposal of a small portion of the MR land will not have a negative impact on the remaining MR land within the parcel. The small area is currently an undeveloped grassed area.

ALIGNMENT WITH STRATEGIC PLAN

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

RECOMMENDATION

To approve the removal of a portion of the Municipal Reserve (MR) designation within Plan 0912831 Block 15 Lot 35MR.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: RCMP Multi Year Financial Plan 2024-2029
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

During the delegation portion of the meeting, Staff Sgt. Browne presented the Fourth Quarter Report and the Multi Year Financial Plan April 1, 2024 to March 31, 2029 for the Didsbury RCMP Detachment.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Municipal Multi-Year Financial Plan document was included with item 3.1.

The plan includes information on Detachment Resources and Anticipated Resource Growth, Accommodation, Financial Summary (FTE target), and updates to the Equipment and Fleet tables.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure
5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Didsbury Municipal Detachment Multi-Year Financial Plan for April 1, 2024 to March 31, 2029 in principle; any service level changes require approval from Council prior to implementation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: Awarding Safety Codes Contract
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

The existing Contract for Safety Codes Services has expired. A Request for Proposal (RFP) was posted and the deadline for submissions was June 30, 2023 at 4:30 pm.

The RFP was posted on the Town of Didsbury website as well as the Alberta Purchasing Connection (APC) website. The operational date for a Contract is August 1, 2023.

The RFP indicates that the Contract will be for a three year period with the opportunity for a mutually agreed upon individual options for extension.

The Town of Didsbury is an accredited agency for the inspections and issuance of Safety Codes Permits under the *Safety Codes Act* including pursuant regulations, codes and standards that are in force as amended from time to time as outlined in the Quality Management Plan (QMP). The Town is responsible for the administration of the QMP and confirms that the contractor adheres to the QMP.

The services of a Safety Codes Contractor works to ensure safety in the built environment. The Safety Codes contractor will provide Safety Codes Services in the following disciplines:

- Building
- Plumbing
- Gas
- Electrical

The RFP did indicate that the Town is looking for a proposal that can provide all of the above Safety Codes Services.

DISCUSSION/OPTIONS

Administration received submissions from three companies: The Inspections Group Inc., IJD Inspections Ltd. And Superior Safety Codes Inc.

The Request for Proposal included the following Evaluation Criteria:

1. **Suitability of the Proposal - 10%**
The proposed solution meets the description set forth in the RFP.
2. **Expertise - 20%**
Recommending and communicating appropriate technical solutions as evidenced by the proposal and references.
3. **Candidate Experience – 20%**
Candidate has successfully completed similar projects and has the qualifications necessary to undertake this project.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

4. Value/Pricing Structure and Price Levels – 20%

The price is commensurate with the value offered by the proposer. It should be noted that the lowest bid will not necessarily be selected.

5. Depth and Breadth of Staff – 20%

The candidate company has appropriate staff to implement and maintain the project for the duration of the contract.

6. Proposal Presentation – 10%

The information is presented in a clear, logical manner and is well organized.

The following table provides a brief comparison of the three submissions:

Proponent	Location	Permit Fee % Retained	Town % Fees	References	Notes
The Inspection Group Inc.	2 locations currently, Edmonton & Cold Lake, a third is planned in Okotoks	70%	30%	Two	Can provide all requested services
IJD Inspections Ltd.	Red Deer	60%	40%	Several	Can provide all requested services
Superior Safety Codes Inc.	Calgary, Edmonton, Lethbridge, Lloydminster & Red Deer	70%	30%	Two	Can provide all requested services. Services to be provided from the Calgary office

Each of the respondents were evaluated/scored based on the criteria and given the following scores:

Proponent	Score	Suitability/Presentation	Depth & Breadth of Staff	Expertise
The Inspections Group Inc.	91%	Detailed proposal	Availability via toll free cell phone	Assurance they have appropriate levels of expertise to fulfill the requirements
IJD Inspections Ltd.	98%	Detailed easy to read/understand proposal	In town 1 day/week	7 Safety Codes Officers and 5 Permit Issuers
Superior Safety Codes Inc.	95%	Detailed easy to read/understand proposal	In town 1-2 days/week	28 Safety Codes Officers 9 at the Calgary office

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To award the Safety Codes Services Contract to IJD Inspections Ltd.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Reserve Bids for Tax Sale Properties
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

If a property owner is in arrears of their property taxes for 2 years, the Town registers a tax notification against the property. If the tax arrears are not paid in full by March 31 of the following year, the Town MUST offer it for sale at a public auction (MGA s. 418).

Currently, there are two properties that meet this criterion and will be offered for sale at a public auction in order for the Town to recoup its taxes.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council's role in the tax recovery process with a property related to land is to set the reserve bid for the property going to public auction (MGA s. 419). The reserve bid is set at a level that is as close as reasonably possible to the market value of the parcel. For the properties below, Administration is recommending a value equivalent to the current assessed value.

Property #1: Roll # 582000; 1425 18 Ave.—Recommended reserve bid \$272,310.

Property #2: Roll # 1062000; 43 Southridge Cres. —Recommended reserve bid \$123,450.

In addition to the reserve bid, Council must establish any terms and conditions that apply to the sale. Recommended terms and conditions:

- Payment by cash or certified cheque;
- 5% non-refundable deposit provided on date of the auction;
- Balance to be received by the Town within 15 business days after the auction.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To set the reserve bids for the 2023 tax sale properties as follows:

- Roll # 582000 at \$272,310;
- Roll # 1062000 at \$123,450;

and that the terms and conditions of the sale be:

- Payment shall be by cash or certified cheque;
- A 5% non-refundable deposit shall be received by the Town on the date of the auction; and
- The balance of funds is to be received by the Town within 15 business days after the auction.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: 23 Street – Enhanced Intersection Project
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

The 23 Street and Hwy 582 Intersection Improvement estimate used in the preparation of a funding agreement with Alberta Transportation (AT) totaled \$1.5M. This project was approved as an amendment to the 2022 Capital Budget at the Town's portion, 50% of the project, is to be funded from the CCBF Grant. The estimate used in the agreement carried a healthy contingency, which has now coupled with favourable unit rates to result in some approved funding remaining.

Administration is seeking Council's consideration of an expanded scope of work. With available funding, there is an opportunity to improve the safety, improve the user experience and improve the longevity of this segment of our roadway.

The proposed enhancement would construct an additional 1.0 m wide shoulder on each side, install paint lines to improve safety and would see the mill and overlay of the asphalt for the entire width of 23rd Street. This will create a new, uniform asphalt surface.

The proposed enhancement project boundary would be north, from the current intersection improvements to the southside of the CPR spur line. The proposed enhancement would significantly improve everyone's experience into the Shantz development.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The intersection scope currently ties to the existing cross-section; however, the width of 23 Street is not consistent with the ongoing urbanization of the area. The street has minimal shoulders and the asphalt is in need of restoration to protect the substructure from water infiltration and further deterioration.

Following the Intersection Improvement contract award and subsequent streetlighting construction cost finalization, a funding excess was identified. The intersection project is currently on track to be under \$900,000 including civil construction, streetlighting and engineering. The Town's portion of the intersection project is currently expected to be approximately \$450,000, leaving a surplus of approximately \$300,000 of approved funding.

In an attempt to maximize the benefit to the community, Administration engaged AT to determine if the current funding agreement could be extended to include an enhanced scope of work to complete additional work on 23 Street. Unfortunately, AT declined the request and stated that any additional work would be at the Town's cost. Administration further inquired to determine if a second intersection would be considered under the Transportation and Economic Corridors (TEC) cost share agreement. AT declined, indicating the "TEC program has no additional funding to support an additional intersection upgrade at this time."

Given that the funding agreement with AT is not available for any additional work, Administration



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

requested that ISL prepare a cost estimate for widening and resurfacing 23 Street from the intersection project boundary to the south side of the CPR spur line.

ISL used the current unit rates from the contract to determine the estimate. ISL applied a 15% contingency to the estimate. The contingency is split 7.5% engineering and 7.5% contract contingency. This deviates from the historical norms of 12% engineering and 10% contingency. Executing the work concurrently to the intersection improvement will decrease the cost to complete the work at a later date.

The project enhancement described above would cost approximately \$411,000 which is to be fully funded by the Town. If approved, this would increase the Town's total contribution to \$861,000, which is \$111,000 greater than what is currently approved.

The table below summarizes the intersection contract and enhanced project estimation with current funding approval and shortfall:

	Funding		
	Municipal Contribution	Approval	Net
Approved Intersection Project	\$ 450,000	\$ 750,000	\$ 300,000
Proposed Enhanced Project	\$ 411,000	\$ -	\$ (411,000)
Total	\$ 861,000	\$ 750,000	\$ (111,000)

Should Council wish to move forward with the enhanced scope of the project, the 2022 capital budget for the 23 / 582 Intersection Project would need to be amended. The additional funding for the project, totaling \$111,000, is recommended to come from the CCBF Grant, which is the same funding source used for the original project. The Town's CCBF has approximately \$350,000.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To amend the 2022 Capital Budget to increase the Highway 582 and 23 Street Intersection Project by \$111,000 for a total of \$1,611,000 with the additional amount to be funded from the CCBF Grant.

OR

To accept the report on the 23 Street Enhanced Intersection Project as information.

SCHEDULE OF QUANTITIES						
SCHEDULE B - 23RD STREET SHOULDERS EXTENSION TO TRAIN TRACKS incl. 50mm Overlay						
Item	P.S.	Description	Unit	Tendered Quantity	Tendered Unit Price	Total Tendered Price
1.0		<u>GENERAL</u>				
1.1	P.S.14	Traffic Accomodation	L.S.	1	\$1,500.00	\$1,500
1.2	P.S.6	Utility Coordination	L.S.	1	\$2,000.00	\$2,000
1.3	P.S.19	Site Testing	L.S.	1	\$6,500.00	\$6,500
1.4	P.S.18	Site Survey	L.S.	1	\$4,000.00	\$4,000
1.5	P.S.15	Hydrovac (Provisional)	hr.	4	\$475.00	\$1,900
Section 1 Total:						\$15,900
2.0		<u>REMOVALS</u>				
2.1	P.S.23	Remove and replace "STOP" sign post to TAC standard height	ea.	5	\$466.95	\$2,335
2.2	P.S.22	Asphalt Sawcut	l.m.	950	\$8.04	\$7,638
2.3	P.S.23	Asphalt milling (50mm Depth)	s.m.	4460	\$4.83	\$21,542
2.4	P.S.23	Deliver Millings to Town Yard	L.S.	1	\$2,500.00	\$2,500
Section 2 Total:						\$31,515
3.0		<u>EARTHWORKS</u>				
3.1	P.S.24	Clearing and Grubbing - Previsional (All trees and shrubs to be mulched and provided to Town)	L.S.	1	\$3,500.00	\$3,500
3.2	P.S.24	Topsoil Stripping and Stockpiling (Typical 150 mm depth)	s.m.	2665	\$5.00	\$13,325
3.3	P.S.24	Import, Placement and Compaction of Common Fill	c.m.	1200	\$30.00	\$36,000
Section 3 Total:						\$52,825
4.0		<u>ROADWORKS -ASPHALT</u>				
4.1	P.S.26	Subgrade Preparation	s.m.	1310	\$3.27	\$4,284
4.2	P.S.26	Supply and Install 80mm Granular Sub-Base, 200mm Depth	s.m.	1310	\$16.19	\$21,209
4.3	P.S.26	Supply and Install 25mm Granular Base, 50mm Depth	s.m.	1310	\$6.84	\$8,960
4.4	P.S.26	Supply and Install Asphalt Prime Coat	s.m.	1310	\$2.62	\$3,432
4.5	P.S.26	Supply and Install Mix L1 - PG 52-34 Placed to a Compacted Depth of 100mm	s.m.	1310	\$45.00	\$58,950
4.6	P.S.26	Supply and Install Asphalt Tack Coat	s.m.	5300	\$2.62	\$13,886
4.6	P.S.27	Supply and Install Mix L1 - PG 52-34 (50mm compacted Depth)	s.m.	5300	\$15.88	\$84,164
4.7	P.S.29	Supply and Install Line Painting - Solid White Line	l.m.	1000	\$2.33	\$2,330
4.8	P.S.29	Supply and Install Line Painting - Solid Yellow Line	l.m.	500	\$2.57	\$1,285
Section 4 Total:						\$198,500
5.0		<u>STORMWATER</u>				
5.2	P.S.30	Grading Ditches for Water Drainage	s.m.	600	\$3.22	\$1,932
Section 5 Total:						\$1,932
6.0		<u>LANDSCAPING</u>				
6.3	P.S.31	Topsoil Placement and finish Grading (150mm depth)	s.m.	3425	\$13.23	\$45,313
6.4	P.S.31	Supply and Place Seeding	s.m.	3425	\$3.13	\$10,720
Section 6 Total:						\$56,033
SUBTOTAL:						\$356,705
Contingency (15%)						\$53,506
SUBTOTAL:						\$410,210
GST (5%)						\$20,511
SCHEDULE B TOTAL						\$430,720.99



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: July 11, 2023
SUBJECT: Alberta Community Partnership Grant (ESS Plan)
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Didsbury, Olds, Sundre, Carstairs, Cremona, and Mountain View County are all members of the Mountain View Regional Emergency Management Agency (MVREMA). The objective of the organizational framework of the MVREMA is to provide a collaborative approach to emergency response, if ever a fellow member were in need of support.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The MVREMA is proposing that the region apply for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan. Alberta defines ESS as, “the support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of response and recovery from emergencies.”

The MVREMA is proposing to hire a consultant to collaborate with member municipalities, review the current Regional Emergency Response Plan, review existing urban ESS Plans, and to prepare the plan for presentation.

The estimated cost of the project is \$35,000 and the application is due on September 30, 2023.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

4. Liveability

RECOMMENDATION (three separate motions)

To approve and support Mountain View County in their application for the Alberta Community Partnership (ACP) Grant for the Regional Emergency Social Services Plan.

AND

To approve Mountain View County as the managing partner for the ACP Grant.

AND

To support the Town of Didsbury Emergency Management and Community Services staff to complete the Regional Emergency Social Services Plan.



June 22, 2023

Via email - egorner@didsbury.ca

CAO Ethan Gorner
Town of Didsbury

Currently Mountain View County is the chair of the Mountain View Regional Emergency Management Agency (MVREMA) which we are all a member of. The MVREMA is purposing that the Mountain View Region applies for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise. Emergency Social Services is defined within Alberta as - *the support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of response to and recovery from emergencies.* All members of the MVREMA understand that any large Emergency Social Services activation will require all the communities in the region to come together to help provide for displaced citizens. Attached to this letter is a report from the MVREMA detailing the project that can be presented to your council. We had originally contemplated taking this item to the next MAP meeting, but that meeting was cancelled so the County, on behalf of the MVREMA, is requesting each municipality consider participating in the ACP grant.

Required

Support from each Municipality to apply for the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan.

1. A Council resolution from each Municipality to apply for the grant is requested before September 30, 2023
2. A Council resolution from each Municipality to name Mountain View County the managing partner for this grant application by September 30, 2023
3. Administrative municipal support for emergency management and community services staff from all the member municipalities to complete the ESS grant project.

The Director of Emergency Management (DEM) for Mountain View County Ryan Morrison is available to assist your staff with any questions or presentations regarding the grant application.

Thank for your consideration of this matter.

Sincerely,

Jeff Holmes
Chief Administrative Officer
JH/lmc

The Mountain View Regional Emergency Management Agency (MVREMA) was created in 2008. Its members include the Town's of Olds, Sundre, Didsbury, Carstairs, the Village of Cremona and Mountain View County. It was created to provide a framework for a regional response for multi-jurisdictional emergency response.

The MVREMA is purposing that the Mountain View Region applies for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise.

Emergency Social Services, which is a part of emergency management; and therefore, included in emergency planning is defined within Alberta as - *the support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of response to and recovery from emergencies.*

All members of the MVREMA understand that any large Emergency Social Services activation will require all the communities in the region to come together to help provide for displaced citizens.

Required

Support from each Municipality to apply for the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan.

1. A Council resolution from each Municipality to apply for the grant.
2. A Council resolution from each Municipality to name Mountain View County the managing partner for this grant application.
3. Administrative municipal support for emergency management and community services staff from all the member municipalities to complete the ESS grant.

What is an Emergency Social Services Plan?

1. A document which provides the necessary direction, coordination and control in the provision of essential individual, family and community social services during times of crisis or emergency.
2. It should delineate the required staff; their roles and responsibilities in all facets of ESS operations. It should detail how volunteers and support organizations will be incorporated and employed within the jurisdiction's ESS structure and operations.
3. The ESS plan should identify the primary services that will be provided (e.g. food, shelter, clothing, first aid) and those secondary services that will be available (e.g. multi-cultural support, child-minding, companion animal care).
4. The document should also contain all aspects of education, training and exercise requirements for the staff, volunteers and supporting agencies to be successful in their ESS roles.
5. A regional ESS plan should be complementary to that jurisdiction's emergency management plan and any pre-existing local ESS plans.

6. The ESS Plan should provide the guidance, direction and coordination necessary to ensure that during emergency situations, the essential personal support needed by the people, families or the entire community during emergency situations will be provided in a timely, effective and efficient manner.
7. ESS levels of activation will mirror the activation levels of regional ERP:
 - Level 4:
A small, localized event of approximately 15 people or less. Support can be provided with existing services or a minimum of additional community services. In smaller emergencies, ESS personnel can deal with the people affected at the scene of the incident. A reception centre is not established at this level, but a muster point may be designated to provide continuity of service. Time duration of the emergency is less than 24 hours.
 - Level 3:
ICP is activated and ESS support is required for affected population. May include planning and preparation for an imminent and significant event affecting more than 15 people. A reception centre may be established – usually for 24-48 hours.
 - Level 2:
ICP and reception centre are activated. Majority of jurisdiction is impacted by the emergency. All facets of ESS support are required. External resources may be required to deal with the scale and scope of the event. Time duration is expected to be greater than 96 hours.
 - Level 1:
A major disaster has occurred; the entire community is impacted, involving a large-scale evacuation. Requires that an ICP and reception centre be established; more than one reception centre may be necessary. Duration of operations may be days or weeks and a State of Local Emergency may be declared.
8. The plan will include descriptions and checklists to assist the members with:
 - a. ESS Task Organization – contains a diagram of the ESS organization, including role and position specific tasks, responsibilities, requirements and deliverables. This will include a contact list, critical staff list, ESS staff phone call-out list (phone tree) or other such information that may be considered as necessary for the organization.
 - b. Activation/De-Activation Checklists – checklists for each ESS position’s activation and de-activation. This includes any information technology specifics, social media links, phone numbers or similar information required for the position to be effective.
 - c. Information Management – when ESS specific reports are required and to whom they should be provided. Additionally, if there are specific information requirements for jurisdiction’s ESS or Emergency Management leadership they should be detailed here (including where such information can be obtained and whose responsibility it is to obtain, confirm and disseminate such information);
 - d. Reception Centre Operations – the exact layout, how the centre should operate, what services are being provided and staff required for the operation of the jurisdiction’s reception centre.
 - e. Identify Support agency’s (SPCA, Red Cross, other NGO’s) and enter into mutual aid agreements with them. This normally includes all neighbouring or nearby municipalities, as well as relevant government, private sector, and non-governmental organizations.
 - f. Group Lodging Operations – the design and operation of the group lodging area including how vulnerable populations will be sheltered (e.g. seniors, nursing mothers...etc.), where emergency medical treatment can be obtained, where food staff or meals are provided.
 - g. Companion Animal Reception Centres – the location and operation of a facility to register, shelter, feed and provide care for companion animals of those individuals who are sheltered

within the Group Lodging centre or with friends or family in which they are unable to house their companion animal.

- h. Evacuation – how the local authority will plan and conduct evacuations (in whole or in part) and how ESS planners will provide the necessary information for the comprehensive planning effort required of such an activity. This may include recommendations for reception centres, group lodging and companion animal reception centers outside of the local jurisdiction.
- i. Communications – the communications strategy replete with pre-authorized key messages, draft media releases and other supporting documentation to provide timely information to residents, affected individuals or families.
- j. Logistics – the ESS logistic concept, when and how resupply will occur, how donated items will be managed, how ESS-specific purchasing will occur.
- k. Education, Training and Exercise – what formal education and/or courses are required prior to being employed within the ESS organization. What training is required for each specific area including when and where this training will occur.
- l. Recovery – this annex is not expected to answer the questions of how recovery will occur; however, it may provide information on how recovery planning will commence, the possible stakeholders and partners needed to conduct recovery or re-entry planning and a host of other factors involved within this area; and

Other Deliverables

Municipal Affairs in 2020 established new rules for Municipalities to follow when it comes to how Emergency Management will be conducted within the Local Authority Emergency Management Regulation (LAEMR). The LAEMR states that all municipalities MUST complete and provide The Alberta Emergency Management Agency (AEMA) the following for review:

- A Municipal Emergency Management Plan containing (but not limited to):
 - i. The plan for communications, public alerts, and notifications during exercises, emergencies, and disasters.
 - ii. The plan for providing emergency social services during an emergency or disaster.
- A functional exercise at least once every four years after the regulation is in force.
- Participation in a regional exercise that utilizes the local authority's emergency plan meets this requirement.

If successful, this grant will give the region a functional ESS plan and fulfill all the participating municipalities legislative regulatory requirement for a functional regional exercise.

1. Registration-Inquiry, Reception Center, and Evacuation Center for each municipality. Inspection of each facility, creation of contact lists, health inspection, and proposed layout schematics.
2. Activation protocols to enact the plan.

Project Costs and Timeline

MVREMA proposes to hire a consultant to create the plan. The consultant will:

1. Meet with each municipality to consult on the plan and to better understand the community and its resources.
2. Review the information already contained in the Regional Emergency Response Plan
3. Review the urban municipalities pre-existing ESS Plans
4. Prepare the plan from existing AEMA templates.

5. Conduct a functional exercise with all the members present.

Estimated Cost \$35,000

June 6, 2023	MVREMA final review
September 30, 2023	Resolution from each municipality supporting the project
	Resolution from each municipality naming Mountain View County as the managing partner
December 16, 2023	Municipal Affairs Application Deadline

ACP Grant Information

Intermunicipal Collaboration (IC) project eligibility is focused on projects that result in regional municipal service delivery foundations or frameworks that align with broader regional or municipal priorities and initiatives. This includes new or enhanced regional emergency management frameworks, and regional plans for emergency preparedness or disaster mitigation.

The objective of the Intermunicipal Collaboration (IC) component is to promote municipal viability by providing support to partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies.

The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on project expenditures and outcomes. All other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions. The resolutions or motions should confirm support for their involvement in the project and designate a managing partner.

The managing partner **must** certify that the resolutions or motions are in place on the grant application form and retain copies of the resolutions. Resolutions or motions do not need to be submitted with the application unless requested by Municipal Affairs.

Eligible Projects

Projects that directly support new or enhanced regional approaches to municipal service delivery are eligible under the IC component. Municipal partnerships are in the best position to consider projects that will provide regional benefit to their residents, businesses, and communities. Partnerships should consider how proposed projects align with broader regional or municipal initiatives, provincial priorities, or legislative regulatory requirements.

Provincial priorities include economic and pandemic recovery. As such, regional partners may choose to explore economic development and growth, emergency preparedness and planning, emergency response, disaster mitigation, or other related projects.

These IC projects must produce plans, agreements, studies, or frameworks that the partnership can use to determine, establish, or govern integrated or cooperative approaches to municipal service delivery. A municipal service is defined as any activity or work undertaken by, provided for, or on behalf of, a municipality for the purpose of providing good government, facilities or other items that are necessary or desirable to develop and maintain safe and viable communities.

Grant Amounts

The maximum grant available per project is \$200,000.

Successful IC funded projects will continue to receive an initial payment of 75 per cent of the grant, with the remainder released upon project completion and the submission of satisfactory reporting. Eligible costs include: development of specific plans, facilitation of stakeholder consultations, conducting a service inventory, consultant travel expenses, project management), and vendor costs (e.g. advertising, public consultation venue rental, and offsite printing). Capital expenditures, such as project expenditures associated with the construction, purchase, or betterment of capital assets or equipment are deemed ineligible.

All calls for proposals or tenders for projects funded under the ACP shall be carried out in accordance with the rules, regulations and laws governing such activities and in accordance with the best current procurement practices. They must also be advertised in accordance with the guidelines of [New West Partnership Trade Agreement](#), and the [Canadian Free Trade Agreement](#)

Selection Process

All ACP grant applications will be assessed using the following process:

PROJECT OUTCOME	
1. Project results in improved level of integrated municipal service delivery for the region.	Maximum points: 25 <i>Corresponding application questions: 1, 2a & 2b</i>

- High score: project results in significantly improved level of regional municipal service delivery.
- Low score: project has limited impact on the level of regional municipal service delivery.
- When drafting your response, consider:
 - regional service gaps that will be addressed;
 - service delivery efficiencies (cost, resources) expected to be realized, and how they will enhance the scale or scope of service delivery; and
 - details that fully describe the new or enhanced regional municipal service delivery project.

2. Project results provide other benefits to the partnership.	Maximum points: 20 <i>Corresponding application questions: 2a & 2b</i>
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- High score: unique regional strengths and opportunities are leveraged, bringing significant benefit to the partnership and other municipalities and organizations in the region.
- Low score: project has limited benefit for participating municipalities.
- When drafting your response, consider:
 - short- and long-term benefits to regional residents, businesses, and communities;
 - how the benefits will be shared among the partners; and
 - outcomes that contribute to economic and pandemic recovery or other efficiencies that will be realized within the region.

PROJECT PRIORITY	
3. Project has been established as a priority for the region.	Maximum points: 15 <i>Corresponding application question: 3a</i>
<ul style="list-style-type: none"> <u>High score:</u> project has been identified as a critical priority under a formal initiative (e.g. municipal strategic plan; watershed quality management; economic development; emergency services; red tape reduction). <u>Low score:</u> priority has not been clearly identified and project does not appear to align with broader regional or municipal plans. When drafting your response, consider: <ul style="list-style-type: none"> project alignment with a regional or provincial priority; and project alignment with legislative or regulatory requirements. 	
4. Project funding will help the partnership to resolve capacity-related barriers in order to undertake the project.	Maximum points: 10 <i>Corresponding application question: 3b</i>
<ul style="list-style-type: none"> <u>High score:</u> the need for project funding is clear. Funding support will enable the partnership to undertake a regional initiative that requires additional expertise or resources beyond the existing capacity of the municipalities. <u>Low score:</u> grant approval will have a minimal impact on the partnership's current ability to undertake the project. When drafting your response, consider: <ul style="list-style-type: none"> project complexity and immediacy of need; and regional impact if the project is unable to proceed. 	
PARTNERSHIP AND PROJECT READINESS	
5. Regional partners are actively engaged in project delivery and have the fundamentals (such as ICF protocols) in place to support project success.	Maximum points: 15 <i>Corresponding application questions: 4a & 4b</i>
<ul style="list-style-type: none"> <u>High score:</u> project is collaborative and all participating municipalities have the ability to influence project outcomes. Processes are in place to facilitate input into decision-making and resolve conflict. <u>Low score:</u> project delivery is driven by a third party and it is unclear how municipal partners will be involved. When drafting your response, consider: <ul style="list-style-type: none"> protocols in place to facilitate partnership engagement; tools to ensure partnership input on decision-making; and dispute resolution processes to resolve potential conflict. 	
6. Project is well-planned.	Maximum points: 5 <i>Corresponding application question: 4c</i>
<ul style="list-style-type: none"> <u>High score:</u> project planning appears completed. There are no significant concerns regarding the partnership's ability to execute the project successfully and achieve the expected benefits. <u>Low score:</u> insufficient information was provided to determine extent of planning for project delivery. When drafting your response, consider: <ul style="list-style-type: none"> identification of project milestones or phases; and potential risks at each phase, and strategies to mitigate potential issues that may hinder on-time project completion. 	
PARTNERSHIP BUDGET	
7. Project budget estimates are supported.	Maximum points: 10 <i>Corresponding application question: 5a & 5b</i>
<ul style="list-style-type: none"> <u>High score:</u> the basis for the budget estimates and requested grant amount was identified, and project costs appear reasonable. <u>Low score:</u> insufficient information was provided to determine the basis of estimated project costs and requested grant amount. When drafting your response, consider: <ul style="list-style-type: none"> comprehensive project cost estimates from potential vendors or research on comparable project costs; itemized project costs for each phase of the project; and project costs are linked to scope of work identified under application question 4c. 	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Tornado Relief
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Local businesses in town have been assisting in the relief efforts by providing hot meals to the volunteers who are helping those devastated by the recent tornado.

Many of these businesses have donated their food, time, and energy multiple times throughout the past week.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is requesting Council consider using the remaining \$850 from the Community Grant Program in support of these businesses providing tornado relief efforts.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve the use of the remaining \$850 from the Community Grant Program in support of local businesses that have participated in the tornado relief efforts, with an accompanying letter of thanks from Mayor Hunter on behalf of Council.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Didsbury Economic Strategic Plan 2022-2025
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

BACKGROUND/PROPOSAL:

Following the establishment of Council's Strategic Priorities, Economic Development developed an overarching Strategic document based on these priorities. Council was presented with a draft document at a visioning workshop on June 22, 2023.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council had the opportunity to review and discuss the draft Economic Development Strategy at the workshop facilitated by the EDO on June 22, 2023. The Economic Development Strategy document is built on Council's Priority for Economic Development: "Strong and Resilient Local Economy" and caters to the goal of "Strategically plan, prepare and manage responsible and sustainable growth for our residents and businesses."

The goal of this Economic Development Strategy is to ensure:

"Strong business retention, support, and attraction strategies and programs are in place to help facilitate a solid, sustainable and responsive local economy that supports large and small businesses and creates a shop local environment and employment opportunities."

The purpose of the Economic Development Strategy is to establish a guiding document that includes a long-term vision and provides general direction for the development of an Economic Development Strategic Project Plan, an annual work plan, and a marketing plan that will determine activities throughout Council's term and beyond.

The Economic Development Strategy will be enhanced with infographics and images before publication.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To approve the Economic Development Strategy in principle as presented.



Town of Didsbury

DRAFT Economic Development Strategy 2022 - 2025

Strong and Resilient Local Economy

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Background – History

In 2008, an Economic Development Marketing Plan was developed for the purpose of guiding the economic development marketing and promotion activities to become more proactive in stimulating business investment. However, a comprehensive Economic Development Strategy and Plan has never been developed for the Town of Didsbury. The goal or the vision was described as: “Didsbury has a vibrant, thriving, and growing commercial and industrial sector.” The long-term measure was to achieve a 70:30 tax differential by 2020.

In 2018, an Investment Ready Action Plan was formulated and, in 2019, Council reviewed its Strategic Plan and identified four Strategic priorities:

- 1. Economic Prosperity**
- 2. An Informed and Engaged Community**
- 3. Infrastructure and Asset Management**
- 4. Healthy Safe Living**

Underlying the four strategic priorities is Organizational Excellence, which is driven by the implementation of the strategic priorities and its CAO, the administrative leadership team, and community partners. Council’s Strategic Plan and the Town’s logo includes the VISION statement: “The Place to Grow” and outlines that “OUR MISSION is OUR VISION: “Creating The Place to Grow.”

In 2020, a new Didsbury Economic Development Advisory Committee (DEDAC) was established.

In July of 2021, the Town of Didsbury hired an Economic Development Officer & Strategic Operations Coordinator (EDO). In the fall of 2021, a survey of residents and businesses was conducted to determine what the community felt was missing, what they would like to see unfold, their ideas of what could be improved, as well as general feel of the business environment in the Town of Didsbury. The survey questions and the community’s responses guided two workshops facilitated by the EDO in 2022. The purpose of the workshops, one with DEDAC and the other with Council, used the results of the survey to determine a vision for economic development in Didsbury. Ideas and projects were brainstormed that could cater to the vision for Didsbury, capitalizing on its strengths and building on existing industries. A follow up session with Council was held to refine the findings and Council provided feedback on the assessment of the workshops. The results of the workshops are summarized and are attached to the Economic Development Strategy under Appendix C.

In 2023, the Didsbury Economic Development Committee Bylaw was updated and Council established its Strategic Priorities for their remaining term 2023- 2025, which are included in this document. In addition to Council’s strategic priorities regarding economic development, the survey and workshop results guided the creation of this document. The Economic Development Strategy and Economic Development Project Plan will form the foundation for other plans to be created, such as an annual work plan and marketing plan.

Introduction

The guiding key component for this Economic Development Strategy and Plan is Council's strategic priority:

A Strong and Resilient Local Economy

Goal: Strategically plan, prepare, and manage responsible and sustainable growth for our residents and businesses.

Outcome: Strong business retention, support, and attraction strategies and programs are in place to help facilitate a solid, sustainable and responsive local economy that supports large and small businesses and creates a shop local environment and employment opportunities.

An Economic Development Strategy is an important document as it provides a road map and direction to determine a focused project plan with objectives, timelines, accountability, leads and success measures to achieve the Vision and Mission Council set out in its strategic priorities. Key performance indicators (KPI) will measure the success and outcome of the actions and strategies taken. KPIs help to ensure transparency and accountability and will provide Council with a tool to demonstrate that the strategic priorities have been fulfilled and goals have been achieved.

The goals and objectives of this new Economic Development Strategy are tied to the vision and mission of the Town of Didsbury – The Place to Grow, as well as the strategic priorities of council. This plan is specific in its economic development objectives and is adjusted according to the current economic environment and in context of surrounding regions and provinces. Focus points as well as specific target markets have been identified, and are outlined and will be defined through the Economic Development Strategic Project Plan. In turn, the Project Plan will be the foundation for the annual work plan as well as a focused marketing plan.

The four components of successful economic development in Didsbury are: Business Retention and Expansion; Programs; Business and Investment Attraction; and Tourism. These four focus points are interlinked and will feed into each other to make each component a success.

Approach

Council's Strategic Plan is the key document for all projects and actions in the economic development strategy and its project plan. Objectives and goals will tie back to the various priorities and values outlined in Council's Strategic Priorities. Every strategic priority addressed by Council touches in one way or another on economic development and strategically connects the dots to achieve the goals as set out in Council's document.

The economic development strategic document uses key principles, pillars, tools and best practices in economic development; at the same time, it utilizes innovative and out-of-the-box approaches and projects to achieve goals and objectives.

Each of the economic development pillars and tools are outlined and projects are assigned to the various tools accordingly. The Economic Development Project Plan is a living document and needs to be reviewed on an annual basis to ensure actions are in accordance with the current economic environment, and to ensure the ability to adapt to the ever-changing economic environment by proactively reacting to opportunities as they arise and always keeping the bigger vision of in mind.

From the Economic Development Project Plan we will extract initiatives and projects and build an annual work plan. The Project plan will outline: Objectives, Goals, Tie to Council Priority, Actions, Lead – departments and or organizations, Timeframe, Key Performance Indicators. The action/annual work plan will provide detailed action items addressing the objectives in the Project Plan.

A separate document will be developed to formulate the marketing initiatives and an 18 month targeted and focused marketing plan that will consider the work plan and concentrate on meeting the stated objectives.

Council Strategic Plan 2023-2025

Town Council 2021-2025 Term

Town of Didsbury Council (2021-2025)

Back row, left to right:

Councillor Ethan Williams,
Councillor Dorothy Moore,
Councillor Joyce McCoy,
Councillor Bill Windsor

Front Row left to right:

Deputy Mayor Curt Engel,
Mayor Rhonda Hunter,
Councillor John Baswick



VISION

A vibrant and inclusive character community with small-town connection. We support innovation and we celebrate the beautiful and the unique in our community while thoughtfully embracing growth and change.

THE PLACE TO GROW

MISSION

Creating the Place to Grow

VALUES

Demonstrated leadership
Integrity at the core
Collaborative culture
Diversity and Inclusion
Innovation

Strategic Priorities

The Town of Didsbury's future will continue to involve change—change in population, economy, and the services provided by the municipality. Our Strategic Plan provides direction to make informed decisions. It sets priorities, focuses resource allocation, and addresses strategic issues facing the community, now and into the future. The Strategic Plan also serves as the foundation on which plans and budgets are developed and approved.

There are five areas identified as strategic priorities:

- Strategically Managed Infrastructure
- Vibrant and Connected Character Community
- Strong and Resilient Local Economy
- Governance and Organizational Excellence
- Liveability

Strategically Managed Infrastructure

Goal: Maximize our existing infrastructure and plan for long-term efficiency, cost and resiliency when considering new infrastructure.

Key Actions:

- Develop and adopt an Asset Management Plan
- Create and adopt a service level document
- Continue evaluating and planning for major capital projects within the multi-year Capital Plan
- Continue maintaining/replacing existing infrastructure as well as investing in appropriate new infrastructure to facilitate future growth
- Continue studying and future planning for possible investment in selected amenities, such as:
 - » Integrated pathway system
 - » Expanded library
 - » Spray park

Outcome: The Town of Didsbury manages its assets (roads, sidewalks, parks, green spaces, utilities, fleet, and facilities) to maximize their value to the community and limit the lifecycle costs for maintenance and replacement. The Town uses a proactive, data-based, long-term asset management approach to meet defined service levels for the community and optimize the assets required to provide services. Priorities, policies, tools, and funding are in place to provide direction for the asset management program.

A Vibrant and Connected Character Community

Goal: Identify and support diverse community needs to create a welcoming, supportive and connected community where residents and visitors appreciate the character of the town and the character of the community.

Outcome: Town of Didsbury residents live in a vibrant, inclusive and connected community where they can participate fully in all the Town offers. There are numerous diverse and accessible recreation, culture and arts opportunities, and there is a true welcoming sense of small-town living that fosters pride in the character of the community.

Key Actions:

- Explore new initiatives and possibilities for creative and unique developments for the Town
- Continue to focus on the aesthetic boulevard tree maintenance/ replacement
- Continue to promote and maintain the physical beauty of Didsbury, including its historic downtown brick and sandstone buildings, character homes, scenery, and green spaces/parks;
- promote Didsbury as being photograph and film ready
- Focus on the creative and cultural health of the community and explore possible arts and culture initiatives, such as developing a Culture, Heritage and Arts Master Plan
- Complete the Pedestrian Connectivity Master Plan to determine needs, direction, and budget for an integrated sidewalk/pathway system to connect all corners of Didsbury; continue to build reserve funds for the strategic implementation of the plan
- Continue to provide recreation and cultural opportunities to meet the needs of a growing community; grow and promote community events in collaboration with community partners

A Strong and Resilient Local Economy

Goal: Strategically plan, prepare, and manage responsible and sustainable growth for our residents and businesses.

Outcome: Strong business retention, support, and attraction strategies and programs are in place to help facilitate a solid, sustainable and responsive local economy that supports large and small businesses and creates a shop local environment and employment opportunities.

Key Actions:

- Create guiding documents for economic development
- Develop a business retention and expansion program with a clear focus on industry and addressing the needs of key sectors, including business cost analysis/competitive positioning
- Support growth and resiliency in the local business community
- Develop key sector profiles for attracting residents, businesses, and investors
- Continue to encourage the growth of Didsbury's employment base, offering meaningful opportunities to all
- Continue to develop and strengthen connections with the local film industry and promote Didsbury as a prime location for film projects; support and promote the Mountain View Regional Film Office as a premier film office in Alberta
- Explore options for outstanding matters such as vacant Town properties

Liveability

Goal: To ensure the Town of Didsbury is a community of choice and a place where residents have the opportunity to thrive, at any stage of life.

Outcome: The Town of Didsbury is a vibrant and welcoming community with a wide range of housing options that contribute directly to community health, sustainable growth and economic security.



Key Actions:

- Conduct a Housing Needs Assessment
- Review and refresh the current Land Use Bylaw to ensure strategies are in place for varied housing options integrated throughout the community to serve the needs of residents of all ages and stages of life
- Conduct a planning policy review to evaluate current policies and update where required
- Ensure that Town of Didsbury municipal initiatives and services are designed to increase diversity and attainability in housing opportunities

Governance and Organizational Excellence

Goal: To ensure that the Town of Didsbury is transparent and accountable in all its dealings with the public and other stakeholders, and that it communicates with those stakeholders on an on-going basis. Council and staff continually improve the effectiveness and efficiency of governance and business processes.

Outcome: The Town of Didsbury has open and accessible communication between residents and Council members. Residents understand how government processes work, and feel able and welcome to participate in them. The Town of Didsbury Leadership (Council and Administration) engages in proactive and innovative decision making that represents the will of Didsbury's residents and the needs of the community.

Key Actions:

- Develop and implement a corporate communications plan that will ensure all communications are proactive, two-way, open, transparent, respectful, consistent, and inclusive
- Continue the commitment to transparent decision-making and administrative processes
- Actively promote and encourage civic literacy through the development of a community engagement plan that guides how the Town informs, consults and advises residents and businesses on municipal decision-making

Didsbury Economic Development Advisory Committee (DEDAC)

Summary

The Didsbury Economic Development Advisory Committee (DEDAC) was established by the Town of Didsbury Council in 2020 to provide Council with advice related to economic development matters and to enhance Didsbury's economic viability. DEDAC makes recommendations on existing and future strategies or ideas, helping to achieve the Town's objective of economic growth and investment. A revised and updated DEDAC Bylaw was approved in May of 2023.

The Bylaw is a directive document regarding the composition, function and meeting procedures of the Committee. DEDAC members are informed about Economic Development initiatives and projects by the Economic Development Officer for the purpose of feedback and recommendations. The Committee may assist with activities and help enhance economic development in Didsbury by creating awareness of business opportunities and promoting economic development initiatives, projects and increased tourism visitation to Didsbury. The meetings are held in a think tank format to exchange information, communicate feedback from the business community – for improvements and considerations, and to discuss ideas.

The Economic Development Officer will share current and future projects for feedback and solution-oriented discussions. Members of DEDAC assist with the flow of information and feedback related to Economic Development to and from Didsbury's business community via the Economic Development Officer. The subjects and ideas discussed are of confidential nature until it is made public through recommendation to Council and Council's approval.

The DEDAC Committee discussions include topics related to:

- Business retention and expansion
- Business and investment attraction
- Business support tools and programs
- Community enhancements - economic development related
- Tourism
- Process improvements
- Business tools

DEDAC Composition

As per Bylaw 2022-13, all members of the committee are appointed by Council. Members appointed are either Didsbury residents or are invested in Didsbury:

- Council Members (1)
- Chamber of Commerce Executive members (up to 2)
- Members at Large in or vested in business within Didsbury (up to 10 members: 22+ years)
- Youth Members (up to 2 between 15 and 21 years of age)
- Economic Development Officer/ Administrative support: non-voting members

The 10 public at large members have experience in or a passion for business, innovation, economic development. A background in, but not limited to, the following industries are beneficial:

- Owning or operating a Didsbury area business (non-executive Chamber member)
- Entrepreneurship
- Investing/Financing
- Commercial Real Estate
- Land Development
- Tourism Operation
- Retail
- Industry/Manufacturing Operations
- Hospitality Industry
- Arts & Culture sector
- Health & Wellness sector

About Didsbury

Located in the foothills of the Rocky Mountains in Mountain View County, 40 minutes north of Calgary with Red Deer just 45 minutes further north, Didsbury finds itself conveniently nestled on Highway 2A, just west of Queen Elizabeth II Highway, a major thoroughfare in the Edmonton-Calgary corridor. Didsbury is considered rural, but its proximity to larger markets makes it an enviable location for businesses to grow and prosper and for families, young and old, to establish roots.

- Located right on the Calgary-Edmonton highway corridor, half way between the cities of Red Deer and
- Calgary which provides key access to a diverse trading region
- Six minutes to the major transportation connector Highway 2
- Forty minutes to the Calgary International Airport
- Forty five minutes to either downtown Calgary or Red Deer
- Less than 10 minutes to the Olds-Didsbury Airport
- Less than an hour to the great Canadian Badlands to the east or the beautiful Rocky Mountains to the west.

Didsbury boasts a full-service hospital, four schools, a museum, a library, a campground, recreational facilities such as a swimming pool, hockey/skating and curling rinks, a skateboard park, a golf course, many baseball Diamonds, and a vibrant arts and culture scene. Together with the playgrounds, parks & pathway network, Didsbury offers a very active lifestyle.

Downtown offers a unique walk through history as the Town continues to preserve the historical buildings and focus on maintaining its heritage through effective design for new buildings. You will find a craft brewery amongst quaint boutique shops, restaurants and coffee shops. And the list goes on. And...we can't forget about the many local events such as the Trade Expo, Vintage Car Show, Annual Rodeo, Country Christmas and Days of Yore events that draw over 2000 visitors annually.

Didsbury is a vibrant town focused on advancing diversity and inclusion efforts as well as enhancing the local quality of life. In addition, the Town has taken a leadership role in accelerating development in the downtown core as well as adding amenities to enhance the quality of life of residents and visitors alike.

Didsbury features:

- PureFibre Internet; increased bandwidth for best service
- Library
- Museum
- Hospital - Didsbury District Health Services Hospital
- Three local schools offering education from grades K-12
- Christian and Catholic school in close proximity
- Post-Secondary in close proximity
- 9 hole golf course
- Aquatic Centre, incl. 5 lane swimming pool
- Two arena Surfaces
- 4 sheet Curling Rink
- Community Hall
- Campground
- 6 softball/baseball diamonds
- Skateboard Park
- 13 parks & playgrounds
- Several walking trails and bike paths (over 2.5KM pathways and growing)
- Safety for your family
- Parking (lots of parking)
- A campground
- RCMP and EMS
- Olds-Didsbury Airport
- Pre-school and ample childcare services

Economic Development Strategy 2022-2025

The role of the Economic Development Department is to foster a business climate that is:

- Conducive to business success through leadership,
- Knowledge and expertise,
- Building and maintaining relationships,
- Connecting to opportunities,
- Referrals,
- Education and research,
- Developing programs and tools,
- Marketing the Town of Didsbury outside its boundaries,

Providing assistance and support to businesses located or wanting to locate to Didsbury. The main goal of economic development is improving the economic well-being of a community through efforts that entail partnership creation, job creation, workforce retention, tax base enhancements, quality of life and creating an environment so economic development can take place. Reliable and adaptable, long-term economic development ensures that future generations have the community resources to support an enhanced quality of life.

“Economic Development is not a one person job—it takes an entire community to make it a success.” Economic Development cannot be described in terms of objectives, as there is no single definition that incorporates all of the different components of economic development. It is practiced differently from one community to another (International Economic Development Council – IEDC quote).

In a community the size of Didsbury, community and economic development go hand in hand, as it is about increasing the quality of life and making the community a better place to live and work. For example, by building local wealth, diversifying the economy, creating and retaining jobs, enhancing a local tax base and creating partnerships through economic development initiatives will result in improvements of the economic well-being and quality of a community. This can be achieved through targeted economic activities and programming.

Factors contributing to economic development advancements are infrastructure such as fibre-optics, transportation, recreation facilities, comprehensive housing options, cultural offerings and inclusion of the creative industries, in addition to educational opportunities.

Every member of this community contributes to the economic success as long as the attitude is geared towards what is best for the community as a whole. Economic success does not hinge on one person, group, organization or government. It is a collaborative effort of everyone.

“Economic Development is like an iceberg – success is built upon a very deep base of market intelligence, strategic marketing, community connection, trust and hard work.” (reformulated and leaning on the theory of success using the iceberg model by Frank Cianciulli)

“Economic Development is a marathon and not a sprint” (IEDC), meaning success does not happen overnight—it is a long-term commitment. Economic development plants the seeds that take time until they come to fruition. We are living in an ever-changing environment and to be successful in economic development, communities have to be adaptable and resilient, which involves changes, and requires innovation, flexibility and an open mind.

It is important to understand that economic development professionals are creating the environment so economic development and job creation can take place. The environment includes amenities, infrastructure, programs, and aspects of development and planning. The four main ingredients of economic development are: business retention and expansion, business and investment attraction, tourism, and programming.

Ultimately, utilizing economic development strategies in a community will help build for future generations and pave the path to a successful, strong and resilient community that is proud of its quality of life, adaptability, inclusion and respect. While history is honoured, progress cannot be ignored.

Purpose

The purpose of the Economic Development Strategy is to establish a guiding document. The Economic Development Project Plan outlines clear goals and objectives, action items, timelines, leadership-accountability and it identifies key success indicators. While the strategy has a long-term vision and provides general direction, the plan, on the other hand, has to be reviewed on an annual basis. The project plan serves as a directive document to establish annual work plans that are realistic with some bigger achievable action items that will fit within a council term. Guiding principal will always be Council’s Strategic Priorities.

Goals

In Council’s Strategic Plan, they have identified a goal of: “Strategically plan, prepare, and manage responsible and sustainable growth for our residents and businesses.” This bigger vision goal is broken down into economic development terms and objectives:

- Increase economic capacity;
- Create and promote and celebrate economic diversity and inclusivity;
- Attract businesses, investment and residents that embraces the community and its values;
- Ensure long term economic stability and flexibility to be able to adapt in an ever-changing economic Environment;
- Enhance the tax base to achieve a more balanced, yet realistic, tax differential;
- Balanced and responsible growth;
- Increased quality of life;
- Increased Job opportunities and security;
- Workforce and talent attraction and retention;
- Support Planning and Development Department to ensure a business friendly environment and catering to liveability, community character, etc.;
- Explore educational and training opportunities for business community;
- Focus on Didsbury’s target markets for business & investment attraction;
- Enhance and foster relationships, partnerships and collaboration with local and regional organizations as well as Central Alberta and beyond as opportunities present themselves.

- Support Planning and Development Department to ensure a business friendly environment and catering to liveability, community character, etc.
- Explore educational and training opportunities for business community
- Focus on Didsbury's target markets for business & investment attraction
- Enhance and foster relationship, partnerships and collaboration with local and regional organizations as well as Central Alberta and beyond as see fit
- Capitalize on our niche value proposition, i.e., filming, heritage/historical downtown etc.
- Market and promote the Town of Didsbury to achieve the goals set out in this strategy
- Celebrate accomplishments and achievements
- Development of Programs and Incentives: build tools and programs that will cater to the achievements of the key action items as set out by council.
- Develop and strengthen connections with the local film industry. Promote the Mountain View Regional Film Office as the premier film office
- Develop and support Tourism Products to increase visitation to Didsbury
- Apply for Grants
- Capitalize and enhance Didsbury's amenities and assets for business, investment & residents and visitor attraction
- Support programming of assets and develop additional events and festivals.

Economic Environment

The Town of Didsbury, and the whole world for this matter, has seen a tremendous shift in these past few years and the end result of a post pandemic world left everyone to rethink the way to do business and economic development. While the world thought to pick up where they left and doing "business as usual", it is everything but usual.

Inflation, the cost of doing business, affordable housing and the lack of available workforce, and climate change are major challenges across the country (as well as globally) that need to be considered and addressed. In addition the availability of childcare and the increased lack of medical staff and physicians need to be noted in Alberta. These challenges call for a new approach and the development of a comprehensive economic development strategy and project plan. The strategy will not only address the challenges, but will define a focus and targeted initiatives to overcome challenges that Didsbury is able to navigate within its available resources. Didsbury is a town steeped in history, paving the way for the future. Didsbury is a town that has everything to offer from its historic brick-laden downtown, making it a goldmine for the film & movie industry, to the expansion of the hospital adding more services that will complement its already highly renowned health and wellness sector.

With an open for business attitude, Didsbury invites businesses and residents to consider locating here to start their commercial or industrial dream venture.

Economic Development Factors

- Demographic
- Labour Force
- Education
- Industry & Business Data
- Housing
- Global Trends
- Transportation

Critical Success Factors

- Open Communication & Teamwork
- Responsive & Proactive
- Planning & Coordination
- Innovative Mind-set (open to out of the box approach – risk taking)
- Partnerships & Collaboration
- Relationships (initiate, outreach, maintain)
- Information & Data Provision
- Marketing & Promotion
- Open Minded & Flexible
- Supportive & Service Oriented

Key Performance Measures for Investment, Programs & Projects

In general, economic development programs are easier to measure through the establishment of performance targets and services. Direct effects and impact on the community including, but not limited to, local employment, general quality of life, business starts, business closures and business expansions need to be considered and understood when undertaking economic development programs and services.

These programs and services are demand based and therefore less tangible and more difficult to measure due its many variables.

Key performance measures that illustrate the relationship between an economic development program or services and the jobs, assessment or economic impact are required to effectively measure the return on investment and results.

A best practice review undertaken by the Economic Development Association of Canada (EDAC) provides the following guidelines for the development of metrics to be used by economic development practitioners:

- Measures should reflect activities, but also outputs and most importantly outcomes;
- Some aspect of quality and customer satisfaction should be part of the outcome measures;
- Measures should be identified for major activities as opposed to all activities;
- Targets should be specified separately from measures;
- Some measures may make sense to track on a monthly basis, whereas others will only be meaningful on a quarterly, semi-annual or even annual basis. This then will drive the platform for data maintenance;

- All measures must be explicitly defined;
- All measures must have a specified data source;
- All measures should be revisited following a period of data collection (for at least 6 months) to determine their usefulness and value;
- Measures that require client input/feedback will involve the development of data collection instruments. E.g. Exit interview surveys and customer satisfaction surveys.

Some project results and successes that are undertaken by the economic development department are realized longer term, in some cases 5-10 years, as the community evolves. Economic Development in this case is planting the seeds to achieve the bigger vision.

Town of Didsbury Economic Development Services

In general, the Town of Didsbury Economic Development provide free confidential assistance to all businesses. The Economic Development Department provides advice on business start-up, growth, and relocation, as well as information on locations & properties, business licensing and more. This service supports local business retention and expansion, and assists new businesses to establish themselves in the area. Services Include:

Business Investment & Attraction

- Promote Didsbury as the clear choice for business regionally, provincially, nationally
- Provide assistance and information to Entrepreneurs
- Provide relocation and site selection services
- Provide Orientation services for incoming companies to facilitate business linkages
- Connect with local networks (business referrals)
- Develop and execute on Sector-specific marketing to attraction investment into targeted sectors

Business Retention & Expansion

- Provide Network opportunities
- Partnership creation opportunities
- Facilitation of real estate and development solutions
- Provide customized solutions for businesses from expansion to relocation and Exit strategies
- Facilitate introductions and business connections
- Collaborate to provide workforce development service and resources
- Collaborate to provide business learning opportunities such as workshops and seminars
- Entrepreneur support and coaching
- Assistance with business transitions to ensure effective succession planning or exit (retirement planning)

Research, Information & Programs

- Connect and collaborate with Post-Secondary institutions
- Provide regional economic and industry information
- Industry sector profiles and statistics
- Provide market research through our web tools
- Referral services

Communications

- Economic development updates through bi-annual E-newsletter and e-mail distribution
- Frequent communication methods with businesses
- Regular media updates on economic development via social media and website
- Robust economic development, film production (through Mountain View media platforms), tourism
- information distribution and corresponding website updates

Marketing & Product Development

- Effectively position Didsbury as a place with a high quality of life for residents current and new – inclusive and diverse; a place for opportunity and investment, a destination for visitors
- Develop publications such as opportunity and resource pamphlet, visitors guide, adverts in targeted publications, tourism product and asset development
- Provide access to Didsbury's business directory
- Leverage and provide assistance for product and service development opportunities

Didsbury Strengths, Opportunities, Challenges, and Threats (SWOT)

Strengths

- Strategic location along the Calgary- Edmonton economic corridor. Located midway between Calgary and Red Deer respectively;
- Proximity to international, regional and local airports;
- Cost competitive business location;
- Small, attractive, quiet, safe town with excellent and 'quality of life' infrastructure;
- A vibrant, traditional downtown with historic buildings and quaint streetscapes;
- Many amenities that are not expected in a small town, i.e.: 3x K – 12 schools; hospital with 24 hour emergency service; RCMP; recreational amenities, sports fields, pool, arena, skateboard park; walking trails and bike paths; fibre optics infrastructure;
- Capacity for residential development and expansion;
- Capacity for industrial and commercial development;
- Sought after community for film productions;
- Outdoor music venue; opportunities for entertainment, culture and the arts;
- Post-Secondary in close proximity, plus college programs offered in Town;
- A thriving Chamber of Commerce;
- Affordability of land and cost of living in comparison to other and bigger urban areas;
- Supportive business environment;
- Collaborative approach and mindset;
- Engaged community and small community living; volunteer opportunities; active non-profits;
- Vacancies, storefronts and available land; free parking (angle parking);
- Progressive council with innovative mindset;
- Solid, active and industry diverse Economic Development Committee;
- Talented arts and entertainment community;
- Interest groups and Service Organizations collaboration;

Challenges or Threats and Weaknesses

- Proximity to strong growth centres including Olds and Carstairs that draw a significant amount of Central Alberta and 'near-Calgary' investment interest and activity;
- Limited supply of serviced industrial land & turnkey land availability;
- Lack of housing, including rentals;
- Lack of Workforce;
- Storefront vacancies;
- Missing hotel;
- Inflation;
- Supply chain challenges;
- Interest rates;
- Cost of development (2023);
- Didsbury Inn audience;
- Connecting and expanded trail system;
- Accessibility: strollers, wheelchairs, etc.
- Wayfinding;
- Lack of winter activities;
- Empty land strips along CP lands;
- Businesses losing customers to Olds due to more grocery options, services and amenities such as movie theatre;
- Lack of targeted marketing in bigger urban centres to attract to smaller Didsbury living;
- 6 km away from major Highway.

Opportunities

- Potential for commercial /industrial expansion along Highway 582 and in industrial areas; Land availability and affordability - room to grow;
- Retail and service opportunities;
- Significant tourism and recreation opportunities;
- Mountain View Film Office and increased film production interest;
- Collaborative environment to increase economic capacity;
- Creative industry potential – Culture & Arts; music stage; more events that draw people (in particular downtown)
- Downtown beautification, including art in the alleys, outdoor community gathering place; farmers market; benches; community garden;
- Town assets and programming of assets;
- Welcome Wagon for new residents;
- Town Guide for visitors and resource pamphlet for businesses;
- Incentive for developers and home builders;
- Increase amenities, activities and services for millennials;
- Promote and enhance healthcare and medical clinics.

Greater Context of Challenges

These are not only Didsbury challenges, but challenges that are experienced on a provincial, national and global level:

- Lack of Workforce
- Physician and medical staff retention and attraction
- Childcare
- Food security
- Affordable Housing (incl. rental)

Targeted Industry Sector for Attraction and Expansion (in no particular order)

- Arts & Culture - creative industry: technology; film; music; arts; non-profit
- Health & Wellness – physician, specialists, medical staff; wellness entrepreneurs; research, technology, and innovation;
- Industrial – Manufacturing, warehousing, logistics; Construction; waste management, water, wastewater, recycling, energy efficiency, land remediation, green building products or green businesses, manufacturing, consulting, engineering, research and development;
- Value added – Agriculture, Transportation (rail, etc.);
- Tourism – recreation, film, artists; entertainment, events & festivals; artists and entertainers, culture related, boutique and unique related retailers, specialty restaurants, full-service hotels, convention space, spas, bed and breakfasts;
- Commercial – retail medium size; retail small – mom and pop shops – family businesses;
- Entrepreneurs (fit to any of the above major target sectors) – homebased, storefront, offices.

Economic Development Priorities

- Future focused – Innovative
- Diverse – Strong – Inclusive
- Access- Affordability – Quality of Life
- Engaged – Collaborative – Partnerships
- Balance – Growth – Planned
- Self-Sustainable
- Supportive

Business Retention & Expansion

The fact that it is easier to grow and enhance your business community through current local businesses versus attracting brand-new businesses emphasizes the importance of business retention; meaning supporting your local businesses with a solid retention plan and programming. Programming could include events, incentives such as façade improvement, beautification and expansion programs, as well as educational and training programs. A majority of new investment (around 80%) is generated locally. Therefore, the economic development strategy emphasizes business retention, expansion of local sector strengths, and community-building initiatives that serve to make our investment environment more attractive. New jobs arise, in part, out of a community that is highly desirable to live in. Therefore, there must be an emphasis on Placemaking.

Placemaking is a multi-faceted approach to planning, design and management of public spaces to capitalize on the community's assets with the intention of creating public spaces that promote people's health and well-being. Streamlining various areas and ensuring that the quality of life stays intact is important. For example, separating industrial activities and including building buffers to adjacent residential areas is imperative to the quality of life. Maintaining and enhancing a vibrant, animated downtown and heritage district is important, as it is the beating heart of the community.

Making it easy and affordable for businesses to do business is vital and will not only retain, but also attract, new businesses.

The Town of Didsbury recently simplified its fees for business licences and is constantly improving the process of business licensing and the access to resources and support.

Marketing is also a very important tool for our businesses. While businesses are responsible for their own individual marketing initiatives, the Town assists with promoting Didsbury as a whole with its many offerings and amenities outside of the town boundaries.

Business & Investment Attraction

The wide transition to a knowledge-based economy has balanced pure economic decisions (labour force, transportation access, business costs, land and buildings, existing industry structure) with quality of life locational decisions. For this reason, economic development must be considered in a broader community development context, where the decisions a community makes about services and amenities affect the investment environment.

Infrastructure such as fibre optics, transportation, recreational facilities, comprehensive housing options, cultural offerings including the visual and performing arts, and educational opportunities all contribute to economic development advancements. The Town's ability to be investment-ready and fulfill the recommendations of the Economic Development Committee relies heavily on infrastructure. The foundation for growth and diversification requires Didsbury to have the will and the resources to maintain itself economically, environmentally and socially, providing the necessities required to support the community's stakeholders. To improve its economic position, it is important to attract new business investment which, in turn, will create jobs and will expand the local tax base. Economic Development will strategically target specific industries, companies and markets that have been identified as a good fit with great growth potential for Didsbury.

Business Attraction initiatives can be very costly and, therefore, should be focused on Didsbury's target market and effective tools will be carefully determined. Collaborating with the region as well as (Central Alberta Economic Partnership (CAEP) will assist with our efforts. The Mountain View Film Office will play a key role in the Didsbury's Business & Investment Attraction initiatives. In addition, capitalizing on provincial and federal programs and initiatives will be explored.

Tourism

Tourism is an important tool in economic development to attract businesses and investment. Additionally, it caters to the important aspect of business retention.

It is important to recognize that the tourism realm is a very competitive, yet complementing to other areas' assets industry. Therefore, it is crucial to set ourselves apart from others and add unique offerings that may not be that common in other communities.

Through workshops, Council and DEDAC members identified unique projects and assets that could be utilized to attract more visitors to Didsbury. It has been recognized that the filming industry plays a major role in Didsbury and is already attracting visitors and put Didsbury on the map internationally. The importance of capitalizing on this opportunity is the foundation for many suggested projects that could be enhanced further.

Current assets will tie to the Creative Industry, in particular the film industry and will be add to the tourism product development, to become part of the Travel Alberta established tourism zone.

Programs

In addition to ongoing visitation and being in touch with businesses is part of economic gardening, which will provide ways to enhance and retain current business, and also add to possible expansion opportunities within the business community. Early recognition of necessary succession strategies will help with business retention. Didsbury Economic Development will continue to effectively respond to inquiries, opportunities and issues that impact the community and track progress. Superior customer service at all levels of municipal government is critical to all clients, and stakeholders to ensure Didsbury is a preferred place to conduct business. Support programs, networking events and educational events will assist with those strategies.

Collaborating with organizations such as the Didsbury and District Chamber of Commerce, Business Development Bank of Canada (BDO), Community Futures as well as post-secondary institutions to enhance networking and educational, as well training opportunities, will be part of this strategy. In addition to building partnerships within the region and beyond will enhance awareness of Didsbury.

Programs will cater to new and existing businesses. Consulting with businesses and establishing a rapport through DEDAC to establish effective and productive initiatives, such as events that will assist with business retention and expansion, will be sought.

Economic Development Project Plan

The Project Work Plan is a document that is part of the Economic Development Strategy. Actions that are outlined in Council's priorities are the key components of the project plan and reflect the overarching goals. The Project Plan will be structured as follows:

- Project: Description of the project - Headline
- Goals: What we are trying to achieve
- Council Priorities: How it ties to the Council Strategic Plan
- Objectives: How we achieve the goals
- Action Items: High level action steps (tactical steps will be outlined in an annual work plan)
- Lead: Who is leading the project – EDO and other internal departments, Council
- Contributing Groups and Collaborators – DEDAC, Community Organizations or Industry
- Key Success Indicators (KPI) – What defines the success of the project?
- Timeline – project start and estimated completion
- Completion – date the project was finalized

Annual Action/Work Plan, Tactical Steps

This document will be reviewed at the end of the year and adjusted according to the work load and opportunities that may have arose within the year. It will track actions that were completed or may still be outstanding.

Marketing Plan

The Marketing plan addresses, first and foremost, business retention and business and investment attraction through tools such as tourism and programs.

Attracting visitors is the first step to attract business as well as investment, as everyone who is and will consider relocation, is a visitor first. The Town of Didsbury attracts people with its amenities, culture, events, and other unique features. While there is an annual focus, there will be smaller campaigns to promote events.

Conclusion

The Town of Didsbury Economic Development Strategy and Project Plan is not only established to cover a Council term 2021 – 2025, but also to communicate the long term vision of growth for the community and is a foundation that can be built upon, serving as a springboard to achieve Council's goals and objectives. A solid long-term economic development strategy and project plan ensures a robust local economy for future generations. The strategy and plan emphasize the importance of having the resources in place to support an enhanced quality of life, a place with employment opportunities, affordable housing within a business friendly, diverse, innovative and inclusive community.

The Economic Development Strategy and Project Plan is the road map that provides guidance towards achieving Council's priorities outlined in their strategic plan that provides a vision for the delivery of economic development services, identifies the core business areas of Didsbury's Economic Development and provides the specific actions and performance metrics to be considered for evaluation.

The core of this plan is the vision and mission of Council's strategic priorities:

- Strategically Managed Infrastructure
- Vibrant and Connected Character Community
- Strong and Resilient Local Economy
- Governance and Organizational Excellence
- Liveability

Fostering a vibrant business community is essential to balance the current reliance on the residential tax base to meet the quality of life needs. The achievement of tax differential, a 20% commercial/80% residential would be ideal. Most communities are not able to achieve more than 13% and is more realistic, depending on the size of the community. It requires dexterity to encourage future economic development that enhances and adds to the overall quality of life and quality of place. Community building is both an art and a science, requiring flexibility, resourcefulness and balance. New businesses and industries attracted to Didsbury will be attracted by the high standard of living and community values; the availability of a workforce; competitive, business friendly policies; access to training and education; a mature culture and leisure sector; and a vibrant town with all amenities for visitors and residents alike. The implementation of this economic development strategy and project plan requires an integrated partnership between various municipal departments, the private sector and regional collaboration as well as partnership and relationship building.

Collaboration is a key factor to achieve the actions of this plan and numerous stakeholders such as Town Council, DEDAC, the business community and industry, various Town departments, Mountain View Film Office, CAEP, the Didsbury & District Chamber of Commerce, Post-Secondary Institutions, Keep Alberta Rolling, Alberta Film Commission, Travel Alberta, and other organizations are essential partners to build and deliver on the action items and long term economic prosperity and growth of the Town of Didsbury.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Council Meeting Schedule Adjustment
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Economic Development Officer, Alexandra Ross, informed Council of an important meeting and tour with investors who are visiting the Central Alberta Region.

Last Regular Council Meeting, June 27, 2023, Council moved to change the date the first Council meeting of September to Monday, September 11, 2023 to host this delegation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council received a communication from CAEP with information that the Delegation Summit Tour has been moved from September to the second week of October.

As the tour will no longer interfere with the originally scheduled Council meeting, the meeting can be restored to the originally scheduled date, Tuesday, September 12, 2023.

ALIGNMENT WITH STRATEGIC PLAN

- 3. Strong & Resilient Local Economy
- 5. Governance & Organizational Excellence

RECOMMENDATION

To approve restoring the first Regular Council Meeting in September to Tuesday, September 12, 2023.

Revised July 6th, 2023

Delegation Summit Information



CAEP is collaborating with investment organizations to continue the great work to attract, build, expand and showcase the many reasons Central Alberta is a “destination of choice.” Mark your calendars for **NEW October 10th – 13th, 2023** to join Innisfail, Bowden, Olds, Sundre, Didsbury and Trochu as we welcome a quality group of investors from India that are actively seeking and evaluating investment opportunities in the identified Central Alberta zone.

These communities were selected because of their proximity to QEI and business advantage in the Red Deer to Airdrie corridor. The group of over 30 delegates that collectively represents small business owners, investors and entrepreneurs from retail, food processing, hospitality, recreation, construction and farming are looking to become a part of the business community of Central Alberta and settle in our communities permanently. Globally, there is an appetite for investing in our healthy and competitive economic environment and the delegates are serious about integrating into the respective Central Alberta Communities and greater region. The summit will help showcase the 'Central Alberta Business Advantage' and attract newcomers to our region.

This business delegation from India who are small business owners, entrepreneurs and investors are committed, enthusiastic and educated economic drivers who have proven investment track records and are serious about integrating into the respective Central Alberta communities and greater region.

Event Schedule Summary

- **Tuesday, October 10th**
 - AM ~ CAEP Welcome & Opening; Invest Alberta, Rural Entrepreneurship & Renewal
 - PM ~ Community Tour, Innisfail & Bowden
- **Wednesday, October 11th**
 - AM ~ Business Link, MNP
 - PM ~ Community Tour, Didsbury & Trochu
- **Thursday, October 12th**
 - AM ~ Central AB Real Estate, Olds College, Mountain View Regional Film Office
 - PM ~ Community Tour, Sundre & Olds
- **Friday, October 13th**
 - AM ~ Newcomer Settlement Services, Community Futures
 - PM ~ Community Tour, Olds College Agriculture & Technology
 - Final Comments and Farewell

Vision: Beyond ordinary, Central Alberta is a business friendly, diverse, and welcoming region that provides optimal opportunity for all.

Mission: Convenes business, communities, and people to foster local success and advance Central Alberta's regional competitive advantage.

Values: CAEP puts communities first, is open and inclusive, acts with integrity, and provides leadership.

- Schedule is subject to change based on additional keynote speakers
- EventBrite link will be circulated to complete Summit registrations
- Host venue is Pomeroy Inn & Suites Olds College ~ 4601 46 Ave, Olds
 - Booking link will be provided on EventBrite link

Event Municipal Investment

This event is funded by the delegate participation fee and generous contributions from event keynote speakers and their respective organizations. The only investment from municipalities, outside of event sponsorship, includes:

- Your time to participate in the Summit for all or a portion of the programming days
 - \$40/person/day CAEP Member Fee to participate (meal cost recovery for daily morning sessions)
- Event Sponsorship ~ Customized sponsorship packages are available to CAEP Members and prospective event partners
 - Please contact tracy@caepalberta.com for more sponsorship information
- "Community Tour" ~ The participating municipalities have the option to provide SWAG and/or hospitality that fits within the tour schedule and will the responsibility to coordinate and assume logistical and transportation costs for the community tour (i.e., shuttle service)

On behalf of CAEP, we **THANK YOU** for your participation and support of this exciting investment initiative. We remain committed to lifting and elevating economic activity in the Central Alberta region.

For CAEP information, please email tracy@caepalberta.com

For Delegate Participation information, please email info@coreconnect.ca



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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Mountain View Seniors' Housing Foundation Golf Classic
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The 13th Annual Golf Classic of the Mountain View Seniors' Housing Foundation is being held on September 14, 2023 at the Olds Golf Course.

All proceeds from the event go towards enhancing the lives of the residents by funding activities and purchasing specialized furniture and equipment that is needed to create safe and homelike environments.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In 2022, Council generously supported this event with a Gold Sponsorship and the organizers would love to welcome the Town of Didsbury to participate at this level again, should Council so choose.

With the continued support and commitment from the Region, Mountain View Seniors' Housing have raised well over \$200,000 to help support our seniors.

Please find attached the information and online registration form which outlines the levels of sponsorship.

It is recommended that Council approve to donate a Silver Sponsorship in the amount of \$1500 and to select two Council members to participate.

The Silver Sponsorship includes:

- Two golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner
- Logo prominence and major sponsor recognition at the event

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve a donation to the Mountain View Seniors' Housing 13th Annual Golf Classic as a Silver Sponsor in the amount of \$1500, to be funded from the Council budget.



**Mountain View Seniors' Housing Foundation
13th Annual Golf Classic
Thursday, September 14, 2023
Olds Golf Course in Olds**

Registration 9:00 A.M. Shotgun Start 10:00 A.M.

**Contact Us: Mountain View Seniors' Housing Foundation • #301, 6501 51Street Olds, AB T4H 1Y6
• 403-556-2957 • Foundation @mvsh.ca**

Step 1: Select Registration Options

Registration Options

Contact Information ➡ Verification ➡ Payment ➡

☐ Golfer Registration

Please select quantity and enter golfer information below.

of golfers

Email☐ **Tournament Sponsor****Amount**

- Includes:
- Eight golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo Prominence and major sponsor recognition at the event.
- Mention in all Public Service Announcements.
- Reserved seating at dinner.
- First Right of Refusal for next year's Tournament.
- Display Tent (Supplied by Sponsor).

☐ **Platinum Sponsor****Amount**

- Includes:
- Eight golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo Prominence and major sponsor recognition at the event.

Cart Sponsor - SOLD OUT!!

Amount

\$3000.00

- Includes:
- Four golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo Prominence and major sponsor recognition at the event.
- Logo on all cart signs.

☐ **Gold Sponsor****Amount**

\$2500.00

- Includes:
- Four golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo Prominence and major sponsor recognition at the event.

Hole-in-One Sponsor - SOLD OUT!!**Amount**

\$2000.00

- Includes:
- Four golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated par 3 hole.
- \$10,000 insurance coverage.

☐ Silver Sponsor**Amount**

- Includes:
- Two golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo Prominence and major sponsor recognition at the event.

☐ Hole Sponsor**Amount**

- Includes:
- One golf registration: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated hole.
- Opportunity to host activity/give away promotional goods at your hole.

☐ Would you like to make an additional donation?**Amount**

☐ \$1,000

☐ \$500

☐ \$250

☐ \$100

☐ Other

Next

Donor Perfect Privacy Policy

We keep your personal information private and secure.

When you make a payment through our site, you provide your name, contact information, payment information, and additional information related to your transaction. We use this information to process your payment and to ensure your payment is correctly credited to your account.



dp online forms

(<https://www.donorperfect.com/fundraising-software/integrated-online-forms/>)

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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: July 11, 2023
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- MVC Adult Learning - Community Grant

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence items presented as information.

From: **Bob Murray MVCALS ED** <ed@mvcadullearning.com>
Date: Fri, Jun 30, 2023 at 11:21 AM
Subject: Community Grant
To: Nicole Aasen <naasen@didsbury.ca>
Cc: Maia Foster <mfoster@prl.ab.ca>, Lesley Moody <lmoody@prl.ab.ca>

Hello,

MVC Adult Learning would like to thank the Town of Didsbury for the notification of the successful Community Grant being awarded to our society to support digital learning via technology upgrades.

Unfortunately MVC Adult Learning is closing its doors on June 30th. With that being said we will politely decline the grant and hope that the council sees this as an opportunity to support another worthy cause in the community.

We again would like to thank you all for the town's on going support of our programs over the years.

Please feel free to forward this communication to whoever you need to.

Bob Murray
Executive Director
MVC Adult Learning Society