



TOWN OF DIDSBURY AGENDA
Regular Council Meeting
Tuesday, April 13, 2021 at 6:00 p.m.
Held by ZOOM Meeting

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. DELEGATION/ PRESENTATIONS
 - 3.1 Council Compensation Committee Pg. 2
4. ADOPTION OF MINUTES
 - 4.1 March 23, 2021 Regular Council Meeting Pg. 6
5. PUBLIC HEARINGS Pg. 10
 - 5.1 Removal of Municipal Reserve (MR) Public Hearing #2021-01
6. BYLAWS & POLICIES
 - 6.1 Utilities Rates & Fees Bylaw 2021-03 (2nd reading) Pg. 13
 - 6.2 Tax Rate Bylaw 2021-04 (2nd reading) Pg. 18
 - 6.3 Supplementary Assessment Bylaw 2021-05 (1st reading) Pg. 24
7. BUSINESS
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 - 7.2 Council Compensation Pg. 30
 - 7.3 Tax Notice Payment Period Pg. 31
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 - 7.7 Good Samaritan Recognition Pg. 35
 - 7.8 Alberta's Disaster Recovery Program Update Pg. 36
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8. REPORTS
 - 8.1 COVID Update Pg. 54
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9. CORRESPONDENCE & INFORMATION
 - 9.1 Parkland Regional Library Board – 2022 Per Capita Funding Pg. 85
 - 9.2 March 17, 2021 Policy & Governance Committee Meeting Notes Pg. 92
 - 9.3 March 17 & April 1, 2021 Strategic Planning Committee Meeting Notes Pg. 93
10. COUNCIL MEETING HIGHLIGHTS (Roundtable) Pg. 97
11. QUESTION PERIOD
Public Gallery / Press Gallery
12. CLOSED MEETING (in accordance with Division 2 of the *FOIP Act*)
 - 12.1 Sec.23, 24 (Local body confidences; advice from officials)
 - 12.2 Sec. 24 (Advice from officials)
13. ADJOURNMENT



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13 2021
SUBJECT	Compensation Committee
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	3.1

BACKGROUND/PROPOSAL:

The Council Compensation Committee Brad Blatz, Gail Nowlan and Brian Wittal will be present to discuss their findings and recommendations relating to Council Remuneration which is attached.

Recommendations to Didsbury Town Council from the Council Compensation Committee.

Points of discussion used for this review were:

Comparative spreadsheet supplied by Administration for this review process.

Current economic situation in our community and province.

Town of Didsbury Staff salaries versus comparable communities on a % basis which currently is at 60%.

For the remuneration review we decided to use 3 different comparison groups.

- 1) Communities with populations from 4000 to 6300.
There were 5- Carstairs, Didsbury, Vermillion, Wainwright, Westlock.
- 2) Communities along the #2 Hiway corridor.
There were 5- Carstairs, Crossfield, Didsbury, Innisfail, Olds.
- 3) Communities in Mountain View County.
There were 4- Carstairs, Didsbury, Olds, Sundre.

Mayor's remuneration comparison. Didsbury is currently at \$2608/month.

- 1) The low monthly for this group is \$1600/m and the high monthly is \$2820/m.
Average monthly of the group is \$2242/m.
60% would be \$2297/m.
- 2) The low monthly for this group is \$934. The high monthly is \$2820.
Average monthly for this group is \$2208.
60% would be \$2269/m.
- 3) The low monthly for this group is \$1860. The high monthly is \$2820.
The Average monthly for this group is \$2317.
60% would be \$2367/m.

Based on these comparisons The Mayor is being paid at the 92nd percentile which is out of proportion based on the current economic realities that our community is facing and the range at which staff salaries are being set verses comparables which is currently at 60%.

We recommend that the remuneration for the Mayor going forward should be reduced \$300/m for the coming term to \$2308/m. A reduction at this level would show prudent fiscal leadership and keep Didsbury at the 60th% to comparable communities and in line with current expectations that Council has for staff salaries against comparable communities.

Councillor's remuneration comparison. Didsbury is currently at \$1434/month.

- 1) The low monthly for this group is \$1000 and the high monthly is \$1655.
Average monthly of the group is \$1335.
60% would be \$1367/m.
- 2) The low monthly for this group is \$813. The high monthly is \$1543.
Average monthly for this group is \$1315.
60% would be \$1338/m.
- 3) The low monthly for this group is \$1107. The high monthly is \$1543.
The Average monthly for this group is \$1392.
60% would be \$1407/m.

Based on this information Didsbury Councillor remuneration is currently at 86% in the first comparison group and 92% for the other 2 comparison groups.

With the current economic realities we feel that the remuneration for Councillors is more than adequate and to show fiscal leadership it could be reduced \$65/m down to \$1369/m for the upcoming term. This reduction would keep Didsbury at the 60th% to comparable communities which is where it should be based on all factors considered as mentioned above.

Deputy Mayor's remuneration comparison. Didsbury currently at \$1868/month.

For this comparison we looked at the entire spreadsheet of communities provided.

Of the 24 communities that are a part of this comparison only 7 (29%) have a separate remuneration for Deputy Mayor.

These are Carstairs, Crossfield, Devon, Didsbury, Rimbey, Rocky Mountain House, Three Hills.

Taking Didsbury out of the averaging the other 6 communities pay between \$60 to \$201/m (average of \$125/m) above their Councillor's monthly remuneration for the Deputy Mayor.

Didsbury pays \$434/m above their Councillor remuneration for the Deputy Mayor role.

Based on this information and the current economic realities we recommend a reduction in the remuneration for the Deputy Mayor role for the coming term.

We recommend two options that we believe are more practical for how this role should be compensated going forward.

The responsibilities of this role are no greater than that of a Councillor other than the requirement of having to sign off on the Mayor's expense reports and to cover for the Mayor when they are unavailable to attend meetings or functions, and for that we do not see the reasoning for such a substantial difference in remuneration for the Deputy Mayor role over and above a Councillor role.

The committee's preference is to go with option #1, but we felt we would offer 2 options for Councils consideration.

Option 1- Stay with base Councillor remuneration and then pay an additional \$50/meeting, seminar or function when the Deputy Mayor attends where they are stepping in for the Mayor as the Town's representative.

Option 2- Make the Deputy Mayor remuneration \$125/m above a Councillor's remuneration.

We believe these recommendations will bring the remunerations back in line with comparable communities where they should be and show some prudent fiscal leadership by reducing overall budget costs and will be seen as fair as they better align with what Council's expectations are for staff salaries versus comparable communities.

These recommendations would reduce council expenditures by approximately \$990/m or \$11880/yr, which is significant in these current economic times.

This concludes the Council Compensation Committees recommendations.

Respectfully submitted by the Council Compensation Committee.

Brad Blatz

Gail Nowlan

Brian Wittal



**Meeting Minutes of the Town of Didsbury
Regular Council Meeting
March 23, 2021
Held through ZOOM Meetings**

The regular meeting of Council for the Town of Didsbury was held through ZOOM Meetings on Tuesday, March 23, 2021 commencing at 6:00 p.m.

Present: Mayor R. Hunter
Deputy Mayor B. Windsor
Councillor J. Baswick
Councillor E. Poggemiller
Councillor M. Crothers
Councillor C. Engel
Councillor D. Moore

Staff: Chief Administrative Officer E. Gerner
Assistant CAO/Chief Financial Officer A. Riley
Manager of Legislative Services/Recording Officer L. Smith

CALL TO ORDER

Mayor Hunter called the meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

Add 7.5 Recognition of Didsbury Good Samaritan
Move 7.1 and 7.2 ahead of items in Section 6 - Bylaws and Policies
Res. 126-21 MOVED by Councillor Engel to approve the agenda as amended.

Carried

DELEGATION

Didsbury RCMP Sgt. C. Fournier 2020 Policing Activities

ADOPTION OF MINUTES

Res. 127-21 MOVED by Deputy Mayor Windsor to approve the March 9, 2021 Regular Council Meeting Minutes as presented.

Carried

BUSINESS

2021 Policing Priorities

Res. 128-21 MOVED by Deputy Mayor Windsor that Council set the following Policing Priorities for 2021-2022:

1. Increase in visibility in the community, including late evenings and early mornings
2. Increase in traffic enforcement, particularly speeding
3. Focus on correcting poor driving habits

Carried

Provincial Police Force Proposal

Res. 129-21 MOVED by Councillor Moore that Council approve forwarding a letter of support and satisfaction with the Royal Canadian Mounted Police as Alberta's police force of choice to the Minister of Justice and Solicitor General.

Carried

Res. 130-21 MOVED by Deputy Mayor Windsor that Council approve sending a letter from the Mayor in opposition to the creation of an Alberta provincial police service to replace the Royal Canadian Mounted Police to the Minister of Justice and Solicitor General.

Carried

BYLAWS & POLICIES

Council Professional Development Policy COUN-001-21

Res. 131-21 MOVED by Deputy Mayor Windsor to approve the Council Professional Development Policy COUN-001-21 as amended.

Carried

Utility Rates and Fees Bylaw 2021-03

Res. 132-21 MOVED by Councillor Crothers that Council grant first reading to Utility Rates and Fees Bylaw 2021-03 and that it be referred to the Policy and Governance Committee.

Carried

Tax Rate Bylaw 2021-04

Res. 133-31 MOVED by Deputy Mayor Windsor to grant first reading to Tax Rate Bylaw 2021-04 to establish the rates and penalties for the 2021 Taxation year and that it be referred to the Strategic Planning Committee.

Carried

BUSINESS

Appointment of Chair and Vice-chair to Didsbury Economic Development Advisory Committee

Res. 134-21 MOVED by Councillor Baswick to appoint Mike Crampton as Chair and Shelly Daly as Vice-chair to the Didsbury Economic Development Advisory Committee until the organizational meeting in 2021.

Carried

Virtual Town Hall

Res. 135-21 MOVED by Councillor Moore to have Mayor Hunter send letters of thanks on behalf of Council and the Town of Didsbury to the participants for contributing to the Virtual Town Hall Meetings.

Carried

Recognition Good Samaritan

Res. 136-21 MOVED by Councillor Poggemiller that Council request Administration to bring back information on the logistics of acknowledging the good Samaritan in our community.

Carried

REPORTS

COVID-19 Update

Res. 137-21 MOVED by Deputy Mayor Windsor to accept the COVID-19 update for March 23, 2021 as information.

Carried

CAO Report

Res. 138-21 MOVED by Councillor Crothers to accept the Chief Administrative Officer's Report for March 23, 2021 as information.

Carried

Council Reports

Res. 139-21 MOVED by Councillor Engel to accept the Council Reports for March 23, 2021 as information.

Carried

CORRESPONDENCE AND INFORMATION

- Performance Evaluation Committee Meeting Notes for February 18, 2021
- Strategic Planning Committee Notes for March 3, 2021
- Policy & Governance Committee Notes for March 3, 2021
- Didsbury Economic Development Advisory Committee Meeting Notes for February 22, 2021
- Minister of Jobs, Economy and Innovation – Response on impact COVID-19 and Businesses in Didsbury
- Minister of Municipal Affairs – Alberta Disaster Recovery Program

Res. 140-21 MOVED by Councillor Moore to accept the items presented as information.

Carried

COUNCIL MEETING HIGHLIGHTS

Council deemed the following items be highlighted from the March 23, 2021 Regular Council Meeting:

- Staff Sgt. Chad Fournier gave a presentation and report on the Didsbury Detachment's statistics for 2020. Council expressed their appreciation and hard work with the Didsbury RCMP and commented on the exceptional relationship that exists between the Town and the RCMP. In an on-going effort to meet the needs of the community the RCMP had a survey on the Town's website to see what priorities the public would like the Didsbury Detachment to focus on for the 2021-2022 year.
- Council is pleased to report the Aquatic Centre is open to some extent and the work done on the arena looks great. They are looking forward to the upcoming season with the parks opening up and Memorial Park and pathways being made ready to enjoy.
- Council was pleased with the provincial government announcement of the \$4.2 million investment into the Didsbury and District Health Services facility for upgrades and enhancement to Public Health, Mental Health, and Rehabilitation Services.
- Council is happy to welcome the new Municipal Intern in the Finance area who will begin in April 2021.
- Council asked Administration to bring back information on a good Samaritan who has been picking up after dogs where the owners have not in Memorial Park. This citizen has done a stellar job and is much appreciated.

QUESTION PERIOD - None

CLOSED MEETING

Res. 141-21 MOVED by Deputy Mayor Windsor to go into closed meeting in accordance with Division 2 Sections 23 and 24 of the *FOIP Act* at 7:56 p.m.

Carried

The following staff attended the closed meeting session with Council:
Ethan Gorner, Chief Administrative Officer
Amanda Riley, Assistant CAO/Chief Financial Officer
Luana Smith, Manager of Legislative Services

Ethan Gorner, Amanda Riley and Luana Smith left the meeting at 8:00 p.m. and returned at 8:22 p.m.

RECONVENE

Res. 142-21 MOVED by Councillor Crothers to come out of closed meeting at 9:57 p.m.

Carried

Res. 143-21 MOVED by Deputy Mayor Windsor to approve Mayor Hunter's participation on behalf of the Town of Didsbury in the "*Bring Wynonna Home*" campaign.

Carried

ADJOURNMENT

Res. 144-21 MOVED by Councillor Crothers to adjourn the meeting Regular Council Meeting for March 23, 2021 at 9:58 p.m.

Carried

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

Initials



TOWN OF DIDSBURY PUBLIC HEARING AGENDA
Public Hearing #2021-01 – held by ZOOM Meetings
Tuesday, April 13, 2021 at approximately 6:15 p.m.

1. CALL TO ORDER
2. BUSINESS
 - 2.1 Presentation of Removal of Municipal Reserve (MR) Pg. 11
 - 2.2 Correspondence
 - 2.3 Comments from affected parties
 - 2.4 Questions from Council
 - 2.5 Other comments or questions from the gallery (public)
 - 2.6 Any further questions from Council
 - 2.7 Any further questions or comments from the gallery (public)
3. ADJOURNMENT OF PUBLIC HEARING #2021-01
4. RESUME REGULAR COUNCIL MEETING



PUBLIC HEARING #2021-01 Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

PUBLIC HEARING MEETING DATE	April 13, 2021
SUBJECT	Removal of Municipal Reserve
ORIGINATING DEPARTMENT	Legislative Services/Planning & Development
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

At the October 14, 2020 Special Council Meeting, *Resolution 390-20 was MOVED by Councilor Moore to proceed with Option 1 for the Shantz Pedestrian Connectivity with concrete on the Southside of Highway 582 unless mitigating factors require asphalt, at the discretion of Administration.* Upon further discussions, the placement of the Shantz Connectivity pathway was relocated to the west and north parcel boundaries for alignment with 23rd Street and to act as a natural buffer between the existing commercial and residential parcels. At this time, the pathway is situated over private land and not within the Town of Didsbury Municipal Reserve (MR). Administration is preparing application for subdivision to relocate the MR to accommodate the newly constructed Pedestrian Connectivity pathway.

In accordance with Section 606 of the *Municipal Government Act*, the Notice of Public Hearing was advertised on the Town of Didsbury website and in The Albertan weekly newspaper from March 29 to April 9, 2021.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Adjacent lands owners received a copy of the Public Hearing Notice through the mail.

Before a new MR can be created, the existing MR must be removed from title. The Land Titles Form A "Removal of Municipal Reserve Designation" must be submitted to Land Titles giving consent of the transfer of land. Prior to submission, Council must approve of the disposal of the MR and under Section 674 of the *Municipal Government Act*, a public hearing must be held in accordance with section 230 and must be advertised in accordance with section 606. Once completed, administration can proceed with bringing the Subdivision application forward to the Municipal Planning Commission for the approval of the newly created MR, as shown in Schedule A.

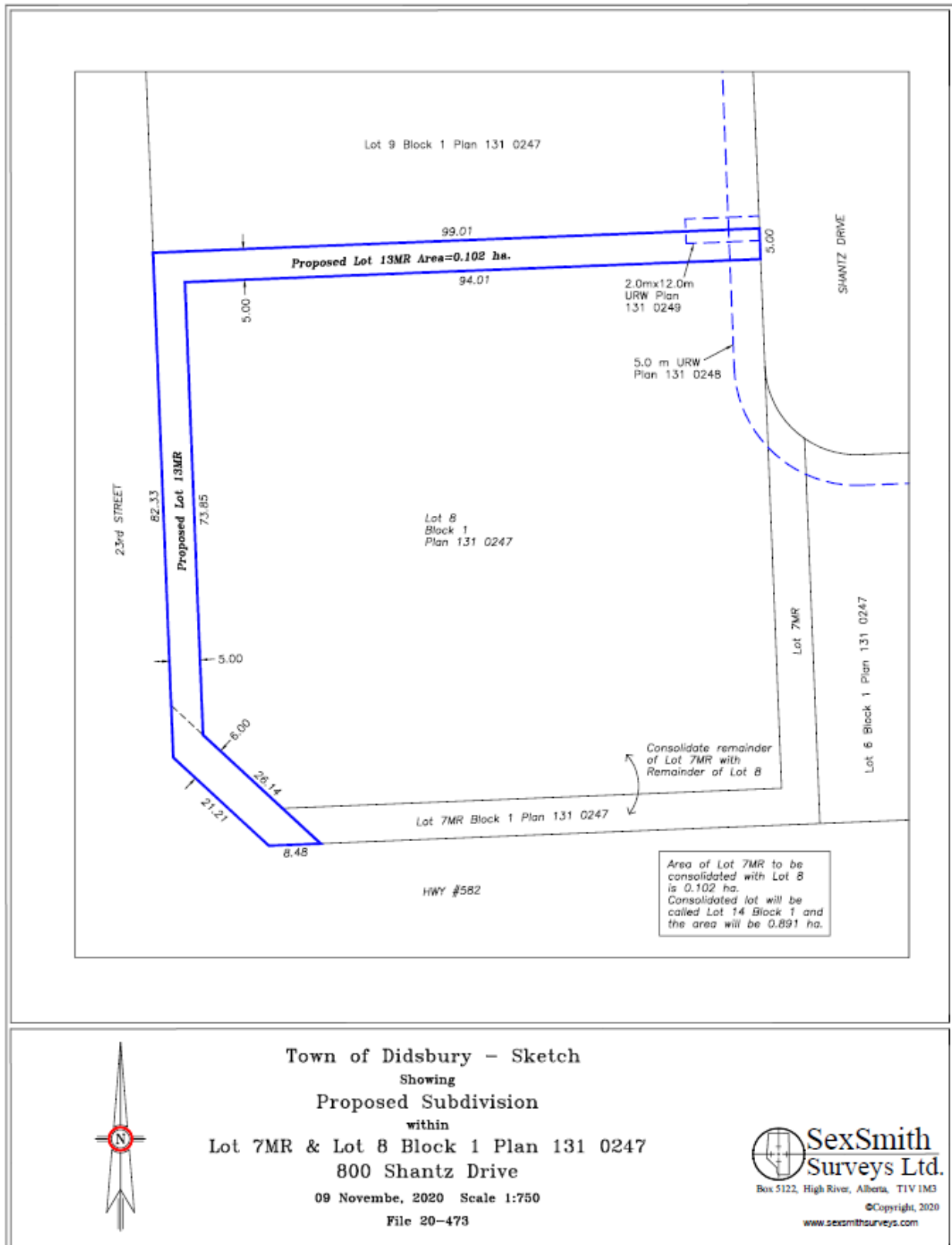
ALIGNMENT WITH STRATEGIC PLAN

An Informed and Engaged Community

ATTACHMENTS

1. Schedule A: Proposed MR

Schedule A: Proposed MR





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Utilities Rates & Fees Bylaw 2021-03
ORIGINATING DEPARTMENT	ACAO/CFO / Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

Bylaw 2021-03 is a bylaw for regulating and providing terms, conditions, rates and fees for the supply and use of water, wastewater and solid waste services.

Council granted first reading to Utilities Rates and Fees Bylaw 2021-03 on March 23, 2021 and referred it back to the Policy & Governance Committee.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy & Governance Committee has reviewed the Bylaw at two separate meetings and recommended additional amendments which are marked by strike through and red font. The committee is recommending the Bylaw be granted second reading.

RECOMMENDATION

That Council move to grant second reading to Utilities Rates & Fees Bylaw 2021-03, and that it be referred to the Policy & Governance Committee prior to third reading.

TOWN OF DIDSBURY
Utility Charges Bylaw
Bylaw No. 2021-03

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

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

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

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

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

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

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

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

1. Short Title

This Bylaw shall be known as the “Utilities Bylaw”

2. Definitions

Dwelling means a complete building or self-contained portion of a building for the use of one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separate toilet facilities intended as a permanent residence not separate from direct access to the outside by another separate or self-contained set or suite or rooms.

Customer means any person, business and any other municipal corporation, the Government of Alberta or the Government of Canada ~~whose property is connected to the Water System~~ who **utilizes municipal utility services** or any lessee or Occupant of such property, or any person who requests ~~water~~ utility services or has applied for an Account or is otherwise responsible for paying such Account for ~~water~~ **utility** services.

3. Paramount Rules

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

4. General Provisions

- 4.1 Utility departments in the Town of Didsbury are self-supported, therefore are not subsidized by taxes.
- 4.2 For rate accuracy and justification, each utility services (water, wastewater and solid waste), is its own product line and are budgeted for an accounted for separately.
- 4.3 All customers receiving utility services shall pay the utility charges set out in Schedule A.
- 4.4 Water and wastewater base rates will cover debt coverage and future capital investment.
- 4.5 Water consumption rates are intended to pay for the purchase of water from the Mountain View Regional Waste Services Commission.
- 4.6 Water and wastewater distribution rates are intended to pay for operational and maintenance costs associated with the system.
- 4.7 Solid waste base rates are intended to pay for all costs associated with the solid waste utility.

5. Water and Wastewater Utility Rates and Fees:

- 5.1 A water and wastewater base rate for each metered account will be determined annually, based on the customer's connected meter size.
- 5.2 In the case of non-use of services, each customer shall continue to pay the base rates as specified in Schedule "A" of this Bylaw.
- 5.3 Rates will be calculated each year in accordance with the annual collective consumption.
- 5.4 Where the calculation of a utility rate is based on the consumption of water, the quantity used shall be determined from the current and previous water readings as recorded by the Town, or if an actual water meter reading is not available, by an estimated consumption based on the previous average consumption of the service.
- 5.5 Where a serviced property is not located in the Town of Didsbury, a security deposit equal to an estimated 3 months of service, must be collected prior to services being provided due to the inability to transfer unpaid accounts to the tax roll.
- 5.6 If any part of a utility bill remains unpaid after the due date specified on the utility bill there shall be added thereto a penalty in the amount as set out in Schedule "A" of this bylaw compounded monthly on the rates of the bill.
- 5.7 If payment is not received a) on residential property forty-five (45) days and b) on commercial property thirty (30) days after the due date specified on the utility bill, the water service may be turned off and not turned on until such time as the utility account including arrears and a reconnection fee as specified in Schedule "A" of this bylaw are paid in full. Payment must be by cash, debit or certified cheque only.
- 5.8 No reduction in rates shall be made for any interruption in water or sewer services during a billing period.
- 5.9 Where service to a customer is to be discontinued, a final billing shall be calculated on a pro-rated basis from the date of the last billing to the date of discontinuance.
- 5.10 The Town shall levy utility rates for all premises on a monthly basis.
- 5.11 Any customer to whom utility services have been shut off shall, upon having paid any utility fees owing, and upon requesting the Town to restore utility services, pay to the Town a non-refundable disconnection fee and reconnection fee as set out in Schedule "A" of this Bylaw.

6. Utility Services to Tenants

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

7. Designated Manufactured Homes

- 7.1 In accordance with section 304(1)(j)(ii) of the *Municipal Government Act*, the owner the manufactured home community is deemed the assessed persons of each designated manufactured home on a site in a manufactured home community and any other improvements located on the site and owned or occupied by the period occupying the designated manufactured home.
- 7.2 The owners of individual designated manufactured homes are deemed tenants for the purposes of this bylaw.

8. Solid Waste Rates and Rates:

- 8.1 The property owner of a premises or occupant of a premises receiving Solid Waste Collection Services from the Town shall pay to the Town a monthly rate at the rates established as follows.
- 8.2 A base rate for Residential Waste, Residential Recycling and Organic Materials collection shall be determined annually.
- 8.3 The base rate shall be rated to each dwelling unit.
- ~~8.4 Each additional Residential Waste service provided to an occupant shall be rated at a rate equivalent to the base rate for Residential Waste, Residential Recycling and Organic Materials collection.~~
- ~~8.4.1 Administration will have discretion in addressing special circumstances.~~
- 8.5 **Each additional collection container Residential Recycling or Organics Materials collection shall be rated at a rate set out in Schedule "A" of this bylaw equivalent to the cost paid to the contractor by the Town for that service and is determined annually.**
- 8.5.1 **Thirty (30) days' notice is required when additional collection containers are added or removed.**
- 8.6 The monthly rate for Solid Waste Collection Services will apply even where there is no Solid Waste set out for collection, except in the case of unimproved residential lands.
- 8.7 **An Administrative Fee for any change of service will be applied at a rate set out in Schedule "A" of this bylaw.**

9. Transitional

- 9.1 All versions of Rate and Fee Bylaw 2019-15 Schedule "C" are hereby repealed.
- 9.2 That this Bylaw shall take effect on the date of final passing.

Read a first time this 23rd day of March 2021

Read a second time this ____ day of _____ 2021

Read a third and final time this 9 ____ day of _____ 2021

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"

Residential Solid Waste Collection and Disposal

Solid waste collection and disposal (GST exempt)	
Additional Mixed Waste Service (Black Bin) (GST exempt)	
Additional Recyclables Service (Blue Bin) (GST exempt)	
Additional Organics Service (Green Bin) (GST exempt)	
Replacement bin (mixed waste, compost or recycling)	

Water

Bulk water consumed (GST exempt)	
Collection fee – Residential dwelling (GST exempt)	
Collection fee – Commercial (GST exempt)	
Collection fee – Institutional (GST exempt)	
Metered consumption (all users) (GST exempt)	
Metered distribution (all users) (GST exempt)	
Water meter testing deposit (GST exempt)	
Water disconnect/re-connect fee (GST exempt)	
Water Meter sales – all sizes	

Wastewater

Collection fee – Residential (GST exempt)	
Collection fee – Commercial (GST exempt)	
Collection fee – Institutional (GST exempt)	
Customers without water service (GST exempt)	
Metered consumption (all users)(based on total water metered consumption) (GST exempt)	
Metered distribution (all users)(based on total water metered consumption) (GST exempt)	

Other Rates

Utility Account Deposit (for customers outside Didsbury corporate limits)	
Utility Penalties on overdue balances	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Tax Rate Bylaw 2021-04
ORIGINATING DEPARTMENT	ACAO/CFO / Legislative Services
AGENDA ITEM	6.2

BACKGROUND/PROPOSAL:

Bylaw 2021-04 is a bylaw to establish the 2021 Taxation Rate and Penalty Fees for the Town of Didsbury.

Council granted first reading to 2021 Tax Rate Bylaw 2021-04 on March 23, 2021 and referred it back to the Policy & Governance Committee.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy & Governance Committee has reviewed the Bylaw and is recommending the Bylaw be granted second reading.

The assessment values and the tax rates for Alberta School Foundation Fund (ASFF), Mountain View Seniors' Housing (MVSH) and the Designated Industrial Property (DIP) are included in this draft of the bylaw. The municipal tax rate will be determined after the budget is approved.

RECOMMENDATION

That Council move to grant second reading to 2021 Tax Rate Bylaw 2021-04.

TOWN OF DIDSBURY
BYLAW NO. 2021-04
2021 TAX RATE

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

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

AND WHEREAS, the tax rate to be established on areas annexed to The Town of Didsbury (the “Town”) is set by the Orders in Council by which those areas were annexed to the Town;

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

PART 1 – TITLE, PURPOSE AND DEFINITIONS

1. Title

1.1 This bylaw may be referred to as the “2021 Tax Rate Bylaw”.

2. Purpose

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

3. Definitions

3.1 In this bylaw, unless the context otherwise requires:

Arrears means taxes that remain unpaid after December 31 of the year in which they are imposed.

Assessment Roll means assessment roll as set out in section 303 of the MGA;

Current Taxes means taxes levied within in the current calendar year.

Designated Industrial Property means designated industrial property as set out in Section 284 of the MGA;

Designated Manufactured Home means designated manufactured home as set out in Section 284 of the MGA;

Farm Land means farm land as set out in Section 297 of the MGA;

Machinery and Equipment means machinery and equipment as set out in Section 297 of the MGA;

Manufactured Home Community means manufactured home community as set out in Section 284 of the MGA;

MGA means the *Municipal Government Act*, R.S.A. 2000, c. M-26 as may be amended.

Non-Residential means non-residential property as set out in Section 297 of the MGA;

Provincial Assessor means provincial assessor as defined in Section 284 of the MGA;

Requisition means requisition as set out in Section 326 of the MGA;

Residential means residential as set out in Section 297 of the MGA;

Supplementary Assessment means supplementary assessment as set out in Section 314 of the MGA;

Supplementary Assessment Roll means supplementary assessment roll as set out in Section 315 of the MGA;
Taxes includes all property taxes, business revitalization zone taxes, local improvement taxes, penalties, and unpaid costs, charges and expenses as provided in Section 553 of the *Municipal Government Act* RSA 2000 c. M-26 or any other statute of the Province of Alberta.

PART II - ASSESSMENT CLASSES AND TAX RATES

4. Assessment Classes and Sub-Classes

- 4.1 For the purpose of the 2021 tax levy and supplementary tax levy, all assessed property within the Town of Didsbury is hereby divided into one of the following assessment classes and subclasses:
- a. Residential
 - b. Non-Residential
 - c. Farmland
 - d. Machinery and Equipment

5. Allowance for non-Collection of Taxes

- 5.1 Pursuant to Section 359(2) of the MGA, for the 2021 tax levy and supplementary tax levy there may be an allowance for the non-collection of taxes at a rate not exceeding the actual rate of taxes uncollected from the previous year's tax levy as determined at the end of the year.

6. Levy of Tax Rates

- 6.1 The Chief Administrative Officer is hereby authorized to levy the tax rates set out in Schedule "A" against the assessed value of all taxable property shown on the Assessment Roll and the Supplementary Assessment Roll and classified according to this bylaw.

7. Penalties on Unpaid Current and Supplementary Taxes and Arrears

- 7.1 All annual property taxes, local improvement and frontages taxes shall be paid in full on or before the last business day in August, and when any portion of such taxes remain unpaid, there shall be imposed, by way of penalty for the non-payment of taxes, or any portion, an amount equal to five per cent (5%) therefore on the first day of September as outlined in Schedule B.
- 7.2 In the event any annual taxes in and associated penalties remaining unpaid on the last day of September there shall be added by way of penalty, an amount equal to five per cent (5%) on the first day of October as outlined in Schedule B.
- 7.3 In the event of annual taxes and associated penalties remaining unpaid on the last day of October there shall be added by way of penalty an amount equal to five per cent (5%) on the first day of November as outlined in Schedule B.
- 7.4 In the event any annual taxes and associated penalties remaining unpaid on the thirty-first day of December of the year for which the same are levied, there shall be added by way of penalty an amount equal to eighteen percent (18%) per annum calculated monthly on the balance outstanding as outlined in Schedule B.
- 7.5 Any penalty added to current taxes or tax arrears shall be added to and form part of the unpaid taxes.

PART IV – GENERAL

8. That the minimum amount payable per tax roll as property tax for general municipal purposes shall be \$50.00.
9. Administrative Fees on Credit Card Payments are waived for 2021 Taxation.
10. All versions of the Administrative Fee on Credit Card Payments (for taxation) set out in the Rate and Fee Bylaw 2019-15 Schedule “A” are hereby repealed.
11. **Effective Date**
 - 9.1 This bylaw comes into force on the day it is passed.

Read a first time on the 23rd day of March 2021

Read a second time on this _____ day of _____ 2021

Read a third and final time on this _____ day of _____ 2021

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

**BYLAW 2021-04
SCHEDULE "A"**

2021 MUNICIPAL TAX RATES			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential	TBD	\$ 465,322,820	TBD
Residential Vacant	TBD	\$ 6,539,570	TBD
Farm Land	TBD	\$ 5,539,130	TBD
Non-Residential	TBD	\$ 69,332,360	TBD
Non-Residential Vacant	TBD	\$ 1,368,250	TBD
Machinery & Equipment	TBD	\$ 213,550	TBD
TOTAL TAX LEVY	TBD	\$ 548,315,680	

2021 EDUCATION TAX RATES (Requisitions by Alberta School Foundation and Red Deer Catholic Region)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$1,282,504	\$ 477,401,520	2.6864
Non-Residential	\$ 253,887	\$ 69,470,150	3.6546
TOTAL TAX LEVY	\$1,536,391	\$ 546,871,670	

2021 MANAGEMENT BODIES TAX RATES (Requisitions by Mountain View Seniors' Housing)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$ 186,412	\$ 477,401,520	0.3905
Non-Residential	\$ 27,209	\$ 69,683,700	0.3905
TOTAL TAX LEVY	\$213,621	\$ 547,085,220	

2021 DESIGNATED INDUSTRIAL PROPERTY REQUISITION TAX RATE (Property assessment and tax rate are set by the Provincial Assessor)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Non-Residential	\$ 621	\$ 8,107,600	0.0766
TOTAL TAX LEVY	\$ 621	\$ 8,107,600	

BYLAW 2021-04
SCHEDULE "B"
Penalties on Unpaid Taxes

Applied on the 1 st day of:	Current Taxes	Arrears
January		1.5%
February		1.5%
March		1.5%
April		1.5%
May		1.5%
June		1.5%
July		1.5%
August		1.5%
September	5.0%	1.5%
October	5.0%	1.5%
November	5.0%	1.5%
December		1.5%



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Supplementary Assessment Bylaw 2021-05
ORIGINATING DEPARTMENT	ACAO/CFO / Legislative Services
AGENDA ITEM	6.3

BACKGROUND/PROPOSAL:

Bylaw 2021-05 is a bylaw to authorize supplementary assessments.

Supplementary Assessments will be prepared by the assessor during the taxation year.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy & Governance Committee reviewed the Bylaw and are recommending Council grant first reading.

RECOMMENDATION

That Council move to grant first reading to Supplementary Assessment Bylaw 2021-05.

TOWN OF DIDSBURY
SUPPLEMENTARY ASSESSMENTS
BYLAW 2021-05

BEING A BYLAW OF THE TOWN OF DIDSBURY IN THE PROVINCE OF ALBERTA TO AUTHORIZE SUPPLEMENTARY ASSESSMENTS.

WHEREAS the *Municipal Government Act* R.S.A. 2000, Chapter M-26 came into force on January 1, 2000; and

WHEREAS Section 313(1) of the Act allows a Council to pass a bylaw authorizing supplementary assessments to be prepared for the purpose of imposing a tax under Part 10 of the Act in the same year; and

WHEREAS Section 314 of the Act authorizes the Assessor of the Town of Didsbury to prepare supplementary assessments during the taxation year for all improvements and designated manufactured homes that are:

1. completed or begin to operate in the year in which they are to be taxed;
2. occupied during all or any part of the year, in which they are to be taxed;
3. moved into the Town of Didsbury during the year in which they are to be taxed and they will not be taxed in that year by another municipality; and

WHEREAS the supplementary assessments must reflect:

1. the value of an improvement that has not been previously assessed; or
2. the increase in the value of an improvement since it was last assessed; and

WHEREAS the supplementary assessments must be prepared in the same manner as assessments are prepared under Division 1, Part 9 of the Act, but must be pro-rated to reflect only the number of months during which the improvement is:

1. complete,
2. occupied,
3. located in the Town of Didsbury,
4. in operation; and

WHEREAS Council wishes to pass a bylaw whereby supplementary assessments;

NOW THEREFORE the Council of the Town of Didsbury enacts as follows:

1. This bylaw may be cited as the "Supplementary Assessments Bylaw".
2. The Assessor of the Town of Didsbury is hereby authorized to make supplementary assessments pursuant to the provisions of the Act.
3. The Assessor of the Town of Didsbury shall provide for the preparation and maintenance of a supplementary assessment roll.
4. This bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this _____ of _____ 2021

READ A SECOND TIME this 11 _____ of _____ 2021

READ A THIRD AND FINAL TIME this _____ of _____ 2021

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.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	2021 Operating Budget
ORIGINATING DEPARTMENT	Assistant CAO/Chief Financial Officer – A. Riley
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

In accordance with the MGA s. 242, each council must adopt an operating budget for each calendar year.

The 2021 proposed operating budget was presented to Council and the public on March 27, 2021.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The total operating budget (draft 1 – proposed) is \$11,913,514. The total 2021 proposed tax revenue requirement is \$4,772,317 which is a 2.1 % increase in tax revenue from the prior year.

The 2021 operating budget (draft 1) is attached.

Administration is requesting that Council provide direction for the 2021 operating budget including, but not limited to:

- Reduce Council remuneration (pending decision on Council Compensation) (amount TBD)
- Reduce Council professional development (-7,750)
- Consideration for fireworks (+15,000)
- Consideration for curling club relief (pending decision on curling club request) (amount TBD)
- Adjust for change to sponsorship grant/community grant program (pending Council decision on Community Grants Program) (amount TBD)
- Other, as directed by Council

RECOMMENDATION

That Council move to adjust the 2021 operating budget as follows:

-
-
-
-

And that it be referred to the Strategic Planning Committee for further review.

TOWN OF DIDSBURY
2021 Operating Budget - by division
and 3 Year Operating Plan

	2020 Budget	2021 Budget	\$ Change	2022	3 Year Operating Plan 2023	2024
Revenues - by division						
General Municipal Revenue	860,000	1,192,332	332,332	893,850	902,789	911,816
Council and Election	-	-	-	-	-	-
General Government	171,574	144,000	(27,574)	133,000	120,190	121,392
Community Services						
FCSS	174,384	174,984	600	174,984	174,984	174,984
DOSCA	201,000	201,000	-	201,000	201,000	201,000
Didsbury Neighborhood Place	39,298	37,298	(2,000)	37,671	38,048	38,428
Programming	8,750	-	(8,750)	-	-	-
	423,432	413,282	(10,150)	413,655	414,032	414,412
Recreation Services						
Arena	391,082	400,298	9,216	450,000	454,500	459,045
Aquatics	396,482	369,548	(26,934)	420,000	424,200	428,442
Ice Plant	101,900	97,200	(4,700)	98,172	99,154	100,145
Curling Rink	43,920	43,920	-	45,000	45,450	45,905
Parks	10,475	18,543	8,068	20,000	20,200	20,402
MPR	17,000	10,500	(6,500)	17,000	17,170	17,342
Concession	3,575	5,000	1,425	5,050	5,101	5,152
Train Station	10,000	7,500	(2,500)	10,000	10,100	10,201
Memorial Complex	-	30,500	30,500	-	-	-
Campground	25,000	32,000	7,000	35,000	35,350	35,704
	999,434	1,015,009	15,575	1,100,222	1,111,224	1,122,336
Communications/Marketing	-	-	-	-	-	-
Culture						
Museum	-	-	-	-	-	-
Library	114,022	114,334	312	115,477	116,632	117,798
Other Community Facilities	-	-	-	-	-	-
	114,022	114,334	312	115,477	116,632	117,798
Protective Services						
RCMP	366,725	361,767	(4,958)	361,767	361,767	361,767
Fire Department	228,935	234,974	6,039	236,644	238,330	240,033
Municipal Enforcement	83,450	69,500	(13,950)	70,195	70,897	71,606
Emergency Management	-	-	-	-	-	-
	679,110	666,241	(12,869)	668,606	670,994	673,406
Planning and Development						
Planning and Development	62,000	58,000	(4,000)	62,000	62,620	63,246
Economic Development	50,000	45,000	(5,000)	45,000	45,000	45,000
Subdivision	390,595	240,595	(150,000)	240,595	240,595	240,595
	502,595	343,595	(159,000)	347,595	348,215	348,841
Public Works						
Roads and Streets	114,900	107,900	(7,000)	108,600	109,307	110,021
Cemetery	23,800	17,800	(6,000)	20,000	20,200	20,402
	138,700	125,700	(13,000)	128,600	129,507	130,423
Utilities						
Water Utility	1,375,020	1,977,955	602,935	1,997,735	2,017,712	2,037,889
Wastewater Utility	1,053,801	638,749	(415,052)	645,136	651,588	658,104
Solid Waste Utility	530,000	510,000	(20,000)	515,100	520,251	525,454
	2,958,821	3,126,704	167,883	3,157,971	3,189,551	3,221,446
Total Operating Revenue	6,847,688	7,141,197	293,509	6,958,976	7,003,134	7,061,871

TOWN OF DIDSBURY
2021 Operating Budget - by division
and 3 Year Operating Plan

	2020 Budget	2021 Budget	\$ Change	2022	2023	2024
Expenditures - by division						
Council and Election	250,184	271,110	20,926	262,711	265,338	267,992
General Government	868,226	894,850	26,624	903,799	912,836	921,965
Community Services						
FCSS	220,470	263,943	43,473	263,943	263,943	263,943
DOSCA	201,000	201,000	-	201,000	201,000	201,000
Didsbury Neighborhood Place Programming	39,298	37,298	(2,000)	37,671	38,048	38,428
	59,886	-	(59,886)	-	-	-
	520,654	502,241	(18,413)	502,614	502,991	503,371
Recreation Services						
Arena	627,363	665,551	38,188	672,207	678,929	685,718
Aquatics	747,015	688,635	(58,380)	725,000	732,250	739,573
Ice Plant	101,900	97,200	(4,700)	98,172	99,154	100,145
Curling Rink	128,160	131,019	2,859	132,329	133,652	134,989
Parks	279,576	301,635	22,059	304,651	307,698	310,775
MPR	40,840	40,725	(115)	41,132	41,544	41,959
Concession	2,000	2,500	500	2,525	2,550	2,576
Train Station	40,595	39,775	(820)	40,173	40,574	40,980
Memorial Complex	184,708	237,803	53,095	240,181	242,583	245,009
Campground	55,561	49,450	(6,111)	49,945	50,444	50,948
	2,207,718	2,254,293	46,575	2,306,315	2,329,378	2,352,672
Communications/Marketing	97,850	181,900	84,050	183,719	185,556	187,412
Culture						
Museum	31,650	31,650	-	31,967	32,286	32,609
Library	317,572	303,183	(14,389)	306,215	309,277	312,370
Other Community Facilities	9,919	10,370	451	10,474	10,578	10,684
	359,141	345,203	(13,938)	348,655	352,142	355,663
Protective Services						
RCMP	725,705	789,975	64,270	797,875	805,853	813,912
Fire Department	582,020	592,645	10,625	598,571	604,557	610,603
Municipal Enforcement	332,636	330,357	(2,279)	333,661	336,997	340,367
Emergency Management	20,265	32,695	12,430	33,022	33,352	33,686
	1,660,626	1,745,672	85,046	1,763,129	1,780,760	1,798,568
Planning and Development						
Planning and Development	227,016	222,615	(4,401)	224,841	227,090	229,360
Economic Development	116,325	154,500	38,175	156,045	157,605	159,182
Subdivision	390,595	240,595	(150,000)	240,595	240,595	240,595
	733,936	617,710	(116,226)	621,481	625,290	629,137
Public Works						
Roads and Streets	1,756,684	1,849,861	93,177	1,868,360	1,887,043	1,905,914
Cemetery	60,022	73,970	13,948	64,610	65,256	65,909
	1,816,706	1,923,831	107,125	1,932,970	1,952,299	1,971,822
Utilities						
Water Utility	1,375,020	1,977,955	602,935	1,997,735	2,017,712	2,037,889
Wastewater Utility	1,053,801	638,749	(415,052)	645,136	651,588	658,104
Solid Waste Utility	530,000	510,000	(20,000)	515,100	520,251	525,454
	2,958,821	3,126,704	167,883	3,157,971	3,189,551	3,221,446
Contingency	50,000	50,000	-	50,000	50,000	50,000
Total Operating Expenditures	11,523,862	11,913,514	389,652	12,033,363	12,146,141	12,260,047
Tax Support	(4,676,174)	(4,772,317)	(96,143)	(5,074,386)	(5,143,007)	(5,198,176)
<i>Percent Increase (decrease) from previous year's budget</i>	-3.33%	2.06%				

Revenue sources	2020 ACTUAL	2020 BUDGET	2021 BUDGET	\$ Change 2020-2021	% Change 2020-2021
Net municipal taxation	4,683,389	4,676,174	4,772,317	96,143	2.1%
Grants - operating	1,116,082	1,101,975	1,743,631	641,656	58.2%
Sales and user fees	3,955,973	4,627,263	4,355,166	(272,097)	-5.9%
Franchise fees	756,720	760,000	760,000	-	0.0%
Investment income	63,450	60,000	25,000	(35,000)	-58.3%
Penalties and fines	156,888	142,500	131,500	(11,000)	-7.7%
Licenses and permits	119,262	115,450	42,900	(72,550)	-62.8%
Misc revenue	55,974	40,500	35,000	(5,500)	-13.6%
Transfer from reserves	384,046	-	48,000	48,000	#DIV/0!
Total Revenues	11,291,784	11,523,862	11,913,514	389,652	3.4%

Expense type	2020 ACTUAL	2020 BUDGET	2021 BUDGET	\$ Change 2020-2021	% Change 2020-2021
Salaries and benefits	3,553,142	3,789,360	3,955,610	166,250	4.4%
Professional development	58,434	100,941	104,175	3,234	3.2%
Memberships	24,737	26,300	27,340	1,040	4.0%
General services	1,452,062	1,521,240	1,719,002	197,762	13.0%
Telecommunications and IT	185,194	187,935	200,075	12,140	6.5%
General supplies	1,208,489	1,225,400	1,245,116	19,716	1.6%
Repairs and maintenance	787,292	806,002	941,600	135,598	16.8%
Utilities	588,571	655,201	649,850	(5,351)	-0.8%
Insurance	146,676	147,384	159,000	11,616	7.9%
Bank charges and short-term interest	16,518	16,900	18,900	2,000	11.8%
Interest on debt	147,269	162,187	126,603	(35,584)	-21.9%
Principal on debt	564,312	558,585	594,169	35,584	6.4%
Transfer to local organizations	592,129	596,206	560,509	(35,697)	-6.0%
Transfer to individuals	1,500	1,500	1,500	-	0.0%
Transfer to capital	11,803	57,000	7,500	(49,500)	-86.8%
Transfer to reserves	1,899,293	1,621,721	1,552,565	(69,156)	-4.3%
Contingency	-	50,000	50,000	-	0.0%
Total Expenditures	11,237,421	11,523,862	11,913,514	389,652	3.4%
Total Town of Didsbury	54,363	-	-	-	



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Council Compensation
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.2

BACKGROUND/PROPOSAL:

The Council Compensation Committee made recommendations for changes to the Mayor's remuneration, Councillor remuneration and Deputy Mayor's remuneration based on comparisons with other municipalities in the region and of similar population.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council heard from the committee at the beginning of the meeting. The report and recommendations were provided with item 3.1 of this agenda.

Council Remuneration Policy COUN-004 states:

5.0 Review of Council Honorarium

- 5.1 *No later than March 1st in the same year as a general municipal election, Council shall appoint an Ad Hoc Citizens Committee on Council Compensation consisting solely of public at large members.*
- 5.2 *The Ad Hoc Citizens Committee on Council Compensation shall report back to Council within 90 days with recommendations on the remuneration amounts to be established for members of Council elected in that years' general municipal election.*

RECOMMENDATION

That Council thank the Council Compensation Committee for their time and efforts and accept the report as information; and

That Council move to approve the recommended changes as presented commencing at the start of the next term in accordance with Council Remuneration Policy COUN-004.

OR

A motion at Council's discretion.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Tax Notice Payment Period
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.3

BACKGROUND/PROPOSAL:

The COVID-19 pandemic continues to have significant impact in Didsbury and North America. Council responded to this in 2020 by approving two programs to help our taxpayers.

Section 347(1) of the *Municipal Government Act* allows for the cancellation, reduction, refund or deferral of taxes, if Council considers it equitable to do so.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In 2020 Council approved to extend the tax payment deadline from June 30th to August 31st.

Administration is recommending Council approve to offer the same program in 2021.

RECOMMENDATION (2 separate resolutions are required)

That Council move to extend the Tax Notice payment period to 90 days from the time the tax notices are issued.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Credit Card Administration Fee
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.4

BACKGROUND/PROPOSAL:

Administration typically charges an administration fee (2.75%) on taxes paid using a credit card. In response to the COVID-19 Pandemic, in 2020 Council approved to waive the credit card administration fee.

In 2020 waiving this fee resulted in an increase of payment of taxes using credit cards, compared to the same period the prior year.

When charged, the administration fee is a net-zero value as it is collected to offset the fee credit card providers charge the Town. If this fee is waived, there will be no revenue just the expense. In 2020, that expense was approximately \$10,000.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending to waive the administration fee for those paying taxes by credit card for the 2021 tax year; due to the on-going impacts of COVID-19.

RECOMMENDATION

That Council move to waive the administration fee for those paying taxes by credit card for the 2021 tax year, ending December 31, 2021.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Removal of Municipal Reserve
ORIGINATING DEPARTMENT	Planning & Development
AGENDA ITEM	7.5

BACKGROUND/PROPOSAL:

In accordance with Section 674 of the *Municipal Government Act*, Council held a Public Hearing on the removal of “Municipal Reserve” (MR) from Lot 7 MR in Shantz Industrial Park to Lot 800 13 MR during Item 5 of the Agenda.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Before a new MR can be created, the existing MR must be removed from title, which Council is required to give approval to dispose/remove MR lands.

On March 9, 2021 Council gave consent to transfer/consolidate the existing 7 MR to Lot 800 13 MR in Shantz Industrial Park.

Based on the results from the Public Hearing, Administration is recommending Council reaffirm the motion made at the March 9th meeting which is recommended below.

RECOMMENDATION

That Council move to give consent to transfer/consolidate the existing 7 MR to Lot 800 MR in Shantz Industrial Park.



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Multi-Purpose Room and Lobby Roof
ORIGINATING DEPARTMENT	Community Services
AGENDA ITEM	7.6

BACKGROUND/PROPOSAL:

During their 2021 Capital Budget considerations, Council approved a capital project for roof upgrades to the Didsbury Memorial Complex, Multi-Purpose Roof + Lobbies.

Repairs for these roofs would include: removal of existing membranes and flashings, addition of slope package to repair drainage issues, application of torch-on bitumen roof, replacement of all drains, vents, and roof jacks, and installation of new flashings.

The 2021 budget for this capital item was set at \$160,000.

A Request for Proposals (RFP) was issued on March 4, 2021, in compliance with the Town of Didsbury Procurement of Goods and Services Policy (FIN 010). As per the policy, advertising was done via the Town of Didsbury website, social media channels and in our local newspaper advertisement.

The RFP closed at 12 noon on March 26, 2021 and one submission was received:

Cooper Roofing and Exteriors - \$127,700.00 + gst

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration reviewed the submission from Cooper Roofing and Exteriors. The proposal received from Cooper Roofing meets all requirements of the RFP. The benefits of awarding this project to Cooper Roofing and Exteriors include:

This work would come with a 15-year workmanship warranty and a 12-year manufacturer material warranty.

- Cooper Roofing and Exteriors have proven themselves to be reliable, knowledgeable and offer high quality workmanship during past projects they have been awarded by the Town of Didsbury. Additionally, they have handled any previous warranty issues efficiently, ensuring that problems are resolved quickly and to an appropriate standard.
- Scheduling of the project will occur in June/ July of 2021, ensuring this project reaches completion prior to year-end.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3: Infrastructure & Asset Management

RECOMMENDATION

That Council move to award the MPR + Lobby roof project to Cooper Roofing and Exteriors at a value of \$127,700.00 + gst and direct Administration to proceed with contracting and scheduling.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Good Samaritan Recognition
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.7

BACKGROUND/PROPOSAL:

Council had asked that information be brought back to Council regarding an individual who is helping to keep Memorial Park clean.

Doug Howse and his partner Tan Shu Jie moved to Didsbury two years ago. This past winter they discovered Memorial Park and now are frequent users of the park, often two times a day.

Doug has been voluntarily helping out with the cleanup at Memorial Park. Of note, there is currently a #pickupyourdogpoop trending about the park.

Doug has led the way in setting an impressive example in picking up after those who are not cleaning up after their dog.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In accordance with recognition Policy COUN-002-21 recognitions may be considered from time to time at the discretion of the Town and issued by the Mayor.

Council may wish to consider recognizing Doug and Tan Shu for their help in cleaning up in the park and setting a shining example of community spirit, investment, and volunteerism.

RECOMMENDATION

That Council recognize Doug Howse and Tan Shu Jie for their continued efforts and volunteerism in keeping Memorial Park clean.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Alberta's Disaster Recovery Program Update
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.8

BACKGROUND/PROPOSAL:

The Alberta Government has changed the Disaster Recovery Program (DRP) in 2021. These changes are in effect for events that occur in 2021 and onward.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Attached is a letter and overview from Minister Ric McIver outlining the changes to the Disaster Recovery Program.

Cost sharing mechanisms for municipalities and private sector applicants are based on a 90:10 formula, where the province covers 90 percent of the eligible disaster costs and the applicant covers the remaining 10 percent.

The Alberta Emergency Management Agency (AEMA) is responsible to determine eligibility for assistance under the program. After a disaster, the affected municipality can apply for a Disaster Recovery Program (DRP) and if the municipal application is approved, affected residents can apply for financial assistance.

Applicants cannot apply for assistance until the local authority is approved under a DRP.

RECOMMENDATION

That Council move to accept the update on the changes to the Government of Alberta's Disaster Recovery Program as information.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR100314

Dear Chief Elected Officials:

This letter is to inform you of changes to the Government of Alberta's Disaster Recovery Program (DRP), which are in effect for DRPs that occur in 2021 and onward and are outlined in the 2021 Disaster Assistance Guidelines.

In response to the rising cost and frequency of disasters in Alberta, we have made changes to the DRP. These changes are intended to share the responsibility of disasters with all those who are impacted and to make the program more sustainable for future events. Changes will ensure that assistance is available for Albertans when they need it most.

While conditions for eligibility remain the same for qualifying applicants, the following cost-sharing arrangements and funding limits have been added to the program:

Local authority and private sector applicants (including homeowners)

We are implementing a 90:10 cost-sharing arrangement.

- DRP assistance is limited to 90 per cent of eligible disaster expenses, instead of 100 per cent.
- The remaining 10 per cent of eligible assistance will be subtracted from the amount payable to the applicant. No payment to the program will be required.

Homeowners only

We are implementing a funding limit of up to \$500,000 per homeowner application and a limit on assistance to one time per property.

- For disaster events that occur in 2021 onward, qualifying homeowner applicants will only be able to access DRP assistance once per property address. Financial assistance from the program will not be provided to future applicants who own property at the same physical location.

.../2

- The one-time funding limit is not cumulative. For example, if an applicant has received \$100,000 worth of assistance under the new policy, they would not qualify for any funding in the future.
- This change will not be applied retroactively. If a homeowner has received assistance before 2021, this does not count as meeting the one-time assistance limit.
- Homeowner addresses that receive DRP assistance will be posted online to the Government of Alberta website to provide transparency about DRP funding limits and up-to-date information for prospective homeowners, developers, and real estate professionals. The funding received stays with the property; therefore, a new homeowner would not be able to access disaster recovery funding for that same property in the future.

Being prepared improves individual and community resilience by lessening the impacts of disasters, shortening recovery time, and reducing economic disruption. Individuals and communities are encouraged to take measures to prepare for disasters and to look at ways of reducing their disaster risks. Learn how you can prepare for emergencies and disasters by visiting us at alberta.ca/emergency-preparedness.aspx.

Please refer to the enclosed information sheet for more information on changes to the Disaster Recovery Program and the Alberta Disaster Assistance Guidelines, or visit us online at www.alberta.ca/drp.

If you have any additional questions, please call 1-888-671-1111 or email drp.info@gov.ab.ca.

Sincerely,



Ric McIver
Minister

Attachment: Information Sheet

cc: Chief Administrative Officers

Disaster Recovery Program Changes

Overview

The Disaster Recovery Program (DRP) provides financial assistance to qualifying applicants to help restore uninsurable property lost or damaged by a disaster to its basic, pre-disaster functional condition.

DRPs provide financial assistance as a last resort to assist those affected by a disaster.

Program changes

For DRPs that occur in 2021, the Government of Alberta has set homeowner funding limits and implemented cost-sharing mechanisms between the government and program applicants.

Why changes were made

The cost and frequency of disasters in Alberta are increasing, and the province needs a more sustainable approach to disaster recovery. By implementing a stronger framework to deal with emergencies and disasters, these changes help ensure the DRP can continue to be available for Albertans when they need it most.

Homeowner-funding limits

The province is implementing a homeowner funding limit of up to \$500,000 per application for eligible costs and a limit of one-time assistance per property, regardless of the transfer of ownership. The one-time funding limit is not cumulative, so if an applicant has received any amount of assistance under the new policy, they would not qualify for funding in the future.

Establishing a homeowner funding limit helps government reinforce the intent of the DRP, which is to contribute to a ready and resilient Alberta and be the payer of last resort. Homeowners may choose to opt out of receiving DRP assistance if they are able to cover damages on their own. This would allow their property to qualify for future assistance if a DRP is approved in their community and they meet the program qualification criteria at that time.

Limits to properties

- Limits to assistance are applied to the property address only, not the applicant.
- A new property owner will not qualify for DRP assistance if the previous owner already accessed the one-time funding limit.

Posting addresses online

- If a homeowner applicant accessed funding through a DRP for a disaster that occurred in 2021 and onward, the property address and legal land description will be posted on the Government of Alberta website. The post will indicate that the address (legal land description) is not eligible for future DRP funding.
- This will help prospective buyers and developers become aware of funding limits that apply to specific addresses.

90:10 cost-sharing

Cost-sharing mechanisms for municipalities and private-sector applicants are based on a 90:10 formula, where the province covers 90 per cent of eligible disaster costs and the applicant covers the remaining 10 per cent.

What you can do as a community

The Alberta Emergency Management Agency encourages all Albertans and communities to:

- Purchase adequate insurance.
- Have reserve funds.
- Invest in mitigation and infrastructure maintenance.
- Restrict future property development in high-risk areas.

Living in high-risk areas

Albertans living in high-risk areas may experience a natural disaster of one kind or another. The Government of Alberta continues to provide DRP assistance to all qualifying applicants; however, homeowners living in high-risk areas are encouraged to consider relocating or mitigating risks to their properties.

Flood maps are available at <https://floods.alberta.ca/>.

Purchasing insurance

It is important for Albertans to become educated about their disaster risks and ensure they are adequately insured. There are more insurance options on the market now than ever before.

High-risk areas

Homeowners living in high-risk areas who are not able to access overland flood insurance are also subject to the cost-sharing and one-time funding limit.

Flood insurance

Financial assistance for disaster recovery continues to be available to eligible applicants to help cover costs related to uninsurable loss and damages. Albertans are advised to check with several insurance companies to compare policy coverage limits, exclusionary language (e.g. concurrent causation clauses), and premiums when purchasing any flood insurance.

Federal government disaster assistance

Since 2015, the federal government has significantly reduced federal support through the Disaster Financial Assistance Arrangements. This has increased the provincial liability for DRP costs. In addition to this, the federal government does not typically reimburse for repeat assistance in flood-prone areas.

Indigenous communities

The federal government continues to fund all eligible disaster-related costs on First Nations reserve land.

First Nations applicants living off reserve, as well as other members of Indigenous communities are eligible for the same benefits and limits as other Albertans applying to the DRP.

The 90:10 cost-sharing arrangements will also apply to Métis Settlement communities as it would for all other communities.

For more information

Online: alberta.ca/drp

Call us: 1-888-671-1111

Email: DRP.info@gov.ab.ca



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Outdoor/Patio Food and Dining Opportunities
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.9

BACKGROUND/PROPOSAL:

Following Premier Kenney's April 6 announcement regarding provincial restrictions moving back to Step 1 and the closing of indoor dining in restaurants, Mayor Hunter received phone calls and has had discussions with businesses regarding the opportunity to expand outdoor/patio dining opportunities in Didsbury.

Administration has also received a few phone calls inquiring about the process to allow patio and outdoor dining.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Outdoor/patio dining is currently available in a few restaurants in Didsbury. With the Premier's announcement on April 6 that:

- effective April 9 at noon, in-person service is not permitted in doors, and that
- restaurants, pubs, bars, lounges, and cafes (referred to as food, beverage, and dining establishments for the purposes of this document) can open for outdoor patio dining, takeout, curbside pickup and delivery only,

Council would like administration to find ways that the Town of Didsbury can provide opportunities to open new or expand existing outdoor dining opportunities to local affected establishments and that this be done as efficiently and effectively as possible, with reduced red tape and delays, to accommodate those food and dining establishments pursuing this avenue of service for their customers.

It is acknowledged that AHS and AGLC have parameters that the Town does not govern or oversee that businesses will have to deal with separately; however, it is in the best interest of our business community to support this initiative for our local business during this third round of restrictions placed on food, beverage, and dining establishments and their ability to provide indoor dining.

RECOMMENDATION

That Council move to approve reducing red tape and delays in working with our local food, beverage, and dining establishments to accommodate the immediate need for expanded and/or new outdoor dining and patio dining opportunities.



Dear Mayor Hunter and members of Didsbury Town Council,

I am writing you with regards to my business, Vintage Coffee Bar, located at 2019 19 Avenue. With the new, stricter, return to how we are able to conduct our business we are tasked with, again, trying to adjust how we may continue to operate our business in a profitable manner. As Premier Kenny indicated on April 6, 2021 the restrictions that are being imposed upon us are likely to be in place until at least July 2021 when it is projected 50% of the population of Alberta will be vaccinated. The most intrusive restriction on our business is the restriction on Indoor Dining.

The province has indicated they are going to allow outdoor patio dining and as we move from the winter to the warmer temperatures we would like to expand our outdoor dining options. We are asking the town to permit our business to utilize the parking stalls in front of our business to expand our outdoor dining options during the summer months.

If permitted, we would ask the town to work with us to provide a safe outdoor environment for our employees and customers in the form of a suitable walkway allowance, barricades for traffic protection and any other safety requirements the Town of Didsbury may require. We would also like the town's public support as the loss of parking stalls along the street may upset other business owners, patrons and residence.

I would appreciate if this could be dealt with, and decided on, in a timely matter as this went into effect Friday April 9th at noon. This will be detrimental to the operation of my business, along with several other businesses in Didsbury.

Thank you in advance for your consideration and time into helping me navigate the new mandates, in order to keep Vintage running safely and smoothly.

Sincerely,

Brooke
Owner
Vintage Coffee Bar
403-816-2933



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Community Grant Program – Policy Principles
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.10

BACKGROUND/PROPOSAL:

On April 7, 2021, the Strategic Planning Committee proposed principles for a new policy for providing grants to Community Groups and Organizations.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Below are the principles the committee is recommending to become part of the policy:

- Funding for groups and organizations under this program is contingent on the approval of funds available through the prior years' operating budget surplus.
- The funding available will be 10% of the prior year's Year-End Operating Surplus for Tax Purposes up to a maximum of \$30,000.
- All applications under the Community Grant Program shall be assessed using the application and reviewed by the Strategic Planning Committee who will make the recommendation to Council.
- Preference will be given to organizations and groups that demonstrate community support, efficient use of resources, sound business practices and develop volunteer knowledge, skills and self-reliance.
- Usually organizations receiving funding assistance should be Incorporated as non-profit under *The Societies Act*; however, groups that are not Incorporated but have a demonstrated need, and a positive history are eligible to make application for funding assistance.
- In some cases, a facility contains multiple spaces for the same building (example: kitchen, clubroom, bar, etc.) that are used for social recreation purposes and are therefore eligible for funding.
- There will be two (2) in-takes of grant applications per year. The deadline for grant applications are May 15 or September 15 Late applications may only be reviewed after applications received by the deadline have been processed.

The committee is recommending these principles be referred to the Policy & Governance Committee for further development of the policy.

Should the policy, in principle be approved by Council, the committee also recommends an additional reserve transfer for the 2020 year in order to fund the program beginning in 2021. The 2020 Year-End Operating Surplus for Tax Purposes (as shown in the March 9, 2021 Regular Council Meeting Agenda) was \$149,768. 10% of this balance would be \$14,976.80. However, due to the special circumstances that the COVID-19 pandemic has had on organizations in the community, the committee recommends a special funding amount of \$30,000.

For your reference, the Town of Sundre Policy is attached, which some of the principles are based.

RECOMMENDATION *(2 separate motions are required)*

That Council move to approve the principles to be included in a Community Grant Program Policy and refer it to the Policy & Governance Committee.

AND

That Council move to approve the allocation from the 2020 Year-End Operating Surplus for Tax Purposes of \$30,000 to the Community Grant Reserve.

Policy Number	A-012-00 POL
Policy Title	Grants to Organizations
Related Procedure Name and Number	N/A
Resolution Number	206-13-05-19
Approval Date	May 13, 2019
Revision Date	NEW
Responsible Department	Legislative Services

1. APPLICATION

This program governs grants to community non-profit organizations and charities.

The Town of Sundre Grants Program has three main categories:

1. Grants – Community-Based Organizations
2. Community Recreation, Parks and Culture Grants
3. Community Festival and Event Grants

This program does not govern the following, which are separately administered by agreement:

1. Grants and contributions pursuant to inter-municipal or other agreements;
2. Tourism & Museums Grants
3. Family and Community Support Services (FCSS)
4. Aquatic Society
5. Historical Society
6. Chamber of Commerce
7. Sundre Community Van
8. Sundre Municipal Library
9. Sundre Rodeo and Race Association Enhanced Policing (motion)
10. Sundre Hospital Futures (motion)
11. SPOG Neighbours' Day

2. AUTHORITY

Pursuant to the *Municipal Government Act*, Statutes of Alberta, 2000, Chapter M-26, as amended or replaced from time to time, provides that a Council may by Bylaw establish standing or special Committees of Council and delegate to such Committees certain duties and powers imposed and conferred upon a Council by the said *Municipal Government Act*;

The Terms of reference for the Grant Review committee, under the Town of Sundre Boards and Committees Bylaw mandates that the committee to consider and review all applications/requests for funding and provide recommendations to Council of the Town of Sundre, based on available funds.

3. BASIC POLICY

Funding for these grants is contingent on the approval of the Operating Budget by the Town of Sundre Council.

All grant applications under the *Town of Sundre Grants Program* shall be assessed using the evaluation criteria contained in *Schedule A*. All grant applications shall normally be submitted on the form provided by the Town.

Preference will be given to organizations that demonstrate community support, efficient use of resources, sound business practices and develop volunteer knowledge, skills and self-reliance. Funding will not normally be provided to social service, health or similar agencies.

Usually organizations receiving funding assistance should be Incorporated as non-profit under *The Societies Act*, RSA 2000 Chapter S-14; however, groups that are not Incorporated but have a demonstrated need, and a positive history are eligible to make application for funding assistance.

In some cases, a facility contains multiple spaces for the same building (examples: kitchen, club room, bar, etc.) that are used for social recreation purposes and are therefore eligible for funding.

There will be two (2) in-takes of grant applications per year. The **deadline for grant applications are January 31, or June 1** or the last working day of the month of January and May. Late applications shall only be reviewed after applications received by the deadline have been processed.

The total funding available will be allocated through the annual budgeting process and will be based on available funds in each individual year.

4. PROGRAM INTENT

Each year the Town receives more grant requests than it can fund. The objective of this policy is to treat all organizations fairly and consistently. The intention of the *Town of Sundre Grants Program* is to share available resources throughout the Town. Supporting volunteer, community-based organizations is fundamental to maintaining our quality of life.

Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization. The program attempts to balance on-going needs and a rotation of new applicants.

5. PROGRAM COMPONENTS

A. Community-Based Organizations/Other

Community/Local/Business Storefront Improvements or Landscaping

B. Community Recreation, Parks and Culture Grants

Community-Based Recreation Programming

Community-Based Arts (e.g., visual, performing and literary arts)

C. Community Festival and Event Grants

Festivals and Events hosted by local community organizations

CRITERIA OF GRANTS

The criteria questions are scored by the Grant Review Committee; the question is provided are for the applicant's information only.

Criteria Questions	✓	Score
1. Does the project benefit the community as a whole?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
2. Does the project fall within the Town's Strategic Plan Priorities?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
3. Did the group receive funding in the past two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
If yes, was the project successful?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
4. Is there a demonstrated need for the project	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
5. Was the project identified in the <i>Level of Service Workshop</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
6. Will the project occur within the Town of Sundre? If no, how does the project benefit the community as a whole?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____ _____ _____
7. Does the application sustain the organization (i.e. pay for operational costs)	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
8. Is there funding available from other government organizations If yes, have you applied?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	_____ _____
TOTAL		<input type="text"/>

Scoring Legend

Score	Project Impact on Criterion
0	None
1	Low
2	Medium
3	High

The different types of grants awarded under *the* Town of Sundre Grants Program are listed below.

One-time grant:

- Normally awarded to support an *on-going community-based program* recognized as a priority within a community.
- This type of grant is not intended to support staff, salaries or wages.
- Although an organization may be awarded this type of grant several times, the award does not carry the guarantee of renewal over several years.
- Enhancement of a Capital Project.

In Kind grant:

- Request to borrow Town equipment has a monetary value.
- Request for Town staff time has a monetary value.
- Request for Town services has a monetary value.
- Fee Waivers have a monetary value.

6. GRANTS REVIEW PROCESS

- 7.1 Application form received, date-stamped and acknowledgement sent to applicant. Additional information may be requested.
- 7.2 Applications are sorted by category, sent to appropriate staff member or team members to evaluate (score and comments) and then submitted to the Grants Review Committee.
- 7.3 The Grants Review Committee develops a preliminary list of recommended grants based on each application's score, relative to merit of applications in the category, and the budget.
- 7.4 The CAO submits the final list of recommended grants to Council for final approval. Letters are sent to grant recipients, noting program reporting requirements and any restrictions. Letters are also sent to unsuccessful applicants. **There is no appeal process.** The list of awards is public information and is published annually.

8 GENERAL CONDITIONS

- 8.1 All applicants must comply with this policy and procedures.
- 8.2 Only **one application** per organization can be submitted in each funding year for same or similar program, project or service.
- 8.3 Applicants may be requested to make a verbal presentation to Grant Review Committee or Council to explain further and outline the specifics of their projects.
- 8.4 Grants are awarded by the type of project, not the type of organization.
- 8.5 The Town requires promotion of equality of access and opportunity for all persons.
- 8.6 Grants are not awarded for the salary/wages of staff positions or board honoraria.
- 8.7 Grant applicants should be able to demonstrate active fundraising efforts and/or additional funding sources to support the continuation of a program, project or service.
- 8.8 Awards may be issued in full (the usual practice) or can be paid in installments.
- 8.9 In rare circumstances, an applicant's eligibility may be suspended for a specified time period for misappropriation of funds, failure to report, or misrepresentation, or the project, program, or service did not take place.
- 8.10 At the end of a project or by the end of the Town's fiscal year, whichever comes first, grant recipients must submit a brief report and/or financial statement specific to the project to the Town.
- 8.11 Each application determined to be ineligible for funding will be documented and included in the staff report to Council. The applicant will be notified, in writing, if the application is not eligible.

Schedule A

The criteria questions are scored by the Grant Review Committee; the question are provided are for the applicant's information only.

Evaluation Criteria – Grant Application		Score	
1.	Municipal Mission		
	<u>Vital</u> – Fundamental to the Town's Strategic Plan & Level of Service Priorities	H	3
	<u>Notable</u> – Identified in the Town's Level of Service Priority	M	2
	<u>Non-Critical</u> – Some relevance to Level of Service, but not Strategic Plan Priorities	L	1
3.	Public Need		
	<u>Community at Large</u> – General need, benefit the community as a whole	H	3
	<u>Multiple Interests</u> – Some need, a limited number of areas	M	2
	<u>Vested Interests</u> – Special interest group(s) localized	L	1
4.	Public Benefit		
	<u>Public Interest</u> – All residents may derive benefit	H	3
	<u>Mixed Interest</u> – Some residents derive benefit	M	2
		L	1
5.	Human Development & Inclusion – Volunteer Participation		
	<u>High</u> – Equality of access and opportunities (demographic, geographic)	H	3
	<u>Moderate</u> – Range of demographic groups and/or development potential	M	2
	<u>Low</u> limited opportunity, access or development potential	L	1
6.	Quality of Life		
	<u>Livable Community</u> – Important to livable/sustainable community	H	3
	<u>Community Pride</u> – Instills pride, sense of community	M	2
	<u>Community Image</u> – Enhances image or public perception	L	1
7.	Alternate Providers		
	<u>Limited</u> – No other potential providers	H	3
	<u>Some</u> – Some potential alternate providers	M	2
	<u>Many</u> – Many potential or existing providers	L	1



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	
Contact Person:	
Telephone Numbers:	
Mailing Address & Civic Address	
Email Address	
Website (if applicable)	
Charitable Society Registration #	

☒ **Please ensure your application includes the following information:**

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☐ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☐ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.

1. Please check (v) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input type="checkbox"/> Community Based Organizations	<input type="checkbox"/> Community/Local
<input type="checkbox"/> Recreation, Parks & Culture Grants	<input type="checkbox"/> Community-based Recreation Programming <input type="checkbox"/> Property Development/Community Facilities <input type="checkbox"/> Leadership Development <input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (v) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input type="checkbox"/> One-Time Grant	\$
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	

4. *Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.*

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

5. Please describe the community, area and/or group(s) your organization serves:

6. What benefits will your project, program or service provide to the community/municipality?

**7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?**

8. Does your organization receive other forms of assistance from the Town?

9. List the in-kind contributions that your organization will provide to this project/program/service.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution			
Fundraising			
Donations			
In Kind (if applicable)			
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request			
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By:	_____	_____	_____
(Contact)	Signature	Print Name	Date

Board Authorization:	_____	_____	_____
	Signature	Print Name	Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
T0M 1X0
townmail@sundre.com



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	COVID Update
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

Administration received the following update on COVID-19:

Moving back into Step 1 of COVID-19 restrictions

Alberta is returning to Step 1 of the four-step framework to protect the health system and reduce the rising spread of COVID-19 province-wide.

The following mandatory public health measures are now in effect:

- Retail services and shopping malls must reduce customer capacity to 15% of fire code occupancy, not including staff. Curbside pickup, delivery and online services are still encouraged.
- Indoor fitness is limited to one-on-one training with an individual or household. No drop-in activities, unsupervised individual fitness, or group fitness is allowed.
- In-person adult performance activities are not permitted. This includes activities such as dancing, singing, acting, playing a musical instrument and any rehearsal or theatrical performance.
- Libraries must close, until further notice.

On **Friday, April 9 at noon**, indoor in-person table service is no longer permitted at restaurants, pubs, bars, lounges, cafés and food courts. Takeout, curbside pickup, and delivery services continue to be permitted. Outdoor patio dining, with restrictions, will be allowed.

All other restrictions remain in place, including:

- No indoor social gatherings.
- Entertainment facilities remain closed.
- Personal and wellness services (like physio and hair salons) are open by appointment only.
- Places of worship limited to 15% capacity for in-person attendance.
- Working from home is mandatory unless a physical presence is required to operate effectively.

RECOMMENDATION

That Council accept the COVID-19 update for April 13, 2021 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Chief Administrative Officer's Report
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

The Chief Administrative Officer provides Council with a regular report for Council's review and information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Chief Administrative Officer's report for April 13, 2021 as information.



CAO Report – April 13, 2021

1. Closed Meeting (in-camera) Clarifications (CAO)

There are certain types of items that the *Freedom of Information and Protection of Privacy (FOIPP)* Act specifically protects as items to be discussed in closed session.

The unique nature of the work of committees is often specifically tied to those exact kinds of draft issues, and hence each committee has discretion in ensuring that discussions that are protected by FOIPP are done so.

These decisions are not made arbitrarily but instead are done so in accordance with the legislation.

Some of the issues identified in section 24(1) of the Act as falling under the umbrella of confidential discussions to be had in closed session are:

- (a) *advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council,*
- (b) *consultations or deliberations involving*
 - (i) *officers or employees of a public body,*
 - (ii) *a member of the Executive Council, or*
 - (iii) *the staff of a member of the Executive Council,*
- (c) *positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of...a public body, or considerations that relate to those negotiations*
- (d) *plans relating to the management of personnel or the administration of a public body that have not yet been implemented,*
- (g) *information, including the proposed plans, policies or projects of a public body, the disclosure of which could reasonably be expected to result in disclosure of a pending policy or budgetary decision...*

2. Canada Summer Jobs Summary (Human Resources)

Each year, the Town of Didsbury, applies to the Canada Summer Jobs program for our seasonal summer staff. This program provides wage subsidies and is an initiative for youth employment and skills strategy, which aims to provide flexible and holistic services to help all young Canadians develop the skills and gain paid world experience to successfully transition into the labour market. Due to the on-going COVID-19 pandemic, the Canada Summer Jobs program pushed any unused 2020 applications into the fall/winter season. I am pleased to inform you all that the Town of Didsbury has been approved for, and will receive, an amount of \$8,400.00 in wage subsidy for our 2020/2021 season.

3. Update on Licenses/Fee Waiver (ACAO/CFO)

At the December 9, 2020 RCM, Council moved to waive business license fees, development permit fees and animal license fees for the period January 1, 2021 to March 31, 2021; the cost of which will be covered from the MOST grant program. In addition, at the January 12, 2021 RCM, Council moved to waive subdivision and re-designation fees for the same period, also funded from the MOST grant program.

Administration found success with each of these programs:

Animal licenses

During this time 1042 dogs and cats were registered (new licenses and renewals), compared to 818 dogs and cats for the same time period in 2020. This amounts to \$19,780 in licenses that will be funded by the MOST grant program.

Business licenses

There were 371 business license renewals in this period, compared to 278 for the same period in 2020. This amounts to \$44,325 in business licenses which will be funded by the MOST grant program.

Development fees

There were 3 subdivision applications, totaling \$6,400; 33 development permits, totaling \$7,220. This amounts to \$13,620 in development fees which will be funded by the MOST grant program.

4. Assessment Notices and Compliant Deadline (ACAO/CFO)

On February 12, 2021, 2563 notices were mailed to the Town of Didsbury property owners. To date, seventeen inquiries have been addressed and resolved. All inquiries were in regards to concerns that assessments were too high. The final complaint date is April 23, 2021.

5. Property Tax Recovery Sales (ACAO/CFO) 2020

According to the MGA, every municipality must submit their tax arrears listing no later than March 31st of the current year. Due to COVID in 2020, the province deferred this date to June 30, 2020. At that time there were 2 properties in tax arrears and up for public auction. As one of the COVID recommendations, Council directed Administration to suspend the public auction of these properties until 2021. Administration is happy to announce that these properties are no longer up for auction.

In 2020, seven (7) tax notifications were applied and if not paid by March 31, 2021 they would qualify for public auction. Again, Administration is happy to announce all seven (7) properties in arrears have been resolved and therefore there will be no public auctions in 2021.

2021

As of March 31, 2021 (no provincial deferral at this time) 25 properties are in Tax Recovery Notification. This means that they are 2 years in arrears and if not resolved these properties will qualify for public auction after March 31, 2022.

6. MVC Regional PRC Master Plan Update (Community Services)

Please see attached the project update on the Mountain View Regional Parks, Recreation and Culture Master Plan.

7. RCMP Community Report (CAO)

Please find attached the community report on the RCMP Didsbury Detachment.

8. Year in Review (Communications)

Please see attached Year in review document, highlighting 2020 statics and information.

9. Did You Know? – (Communications)

Please see attached the new format that will be used to correct incorrect information that is being posted on social media.

10. Council Resolution Index first quarter (Legislative Services)

Please see attached the resolution index for January to March 2021. Yellow highlight is for actionable items and blue highlighted items are specific to bylaws and policies.

11. Municipal Enforcement & Fire Department First Quarter Report (ACAO/CFO)

Please see attached the statistics for municipal enforcement and the Fire Department for the first quarter.

12. Community Services Report to CAO (Community Services)

Please find attached a report to the CAO from Community Services

13. Planning & Development first quarter report (Planning & Development)

Please find attached a report of the statistics of development and permits for the first quarter of 2021.

Project Update Mountain View Regional Parks, Recreation, and Culture Master Plan

Submitted To: Town of Olds

Submitted By: Expedition Management Consulting Ltd.

Date: March 26, 2021

Work Completed since the Previous Update:

- Submitted the final surveys and promotional materials.
- Conducted a Committee Meeting to prepare for the launch of the engagement process.
- Launched the engagement process.
- Began collecting survey responses.
- Began conducting interviews with identified stakeholder groups and municipal staff.
- Scheduled all Council Input Workshops.
- Provided input on engagement promotions.

Future Meetings:

- Committee Meeting to review findings from the engagement process – May 27, 2021.

Project Phase and Timeline:



% Complete	100%	30%	0%	0%	0%
Status	Complete	On Target	On Target	On Target	On Target



April 2nd, 2021

Staff Sergeant Chad Fournier
Didsbury Detachment Commander
Didsbury, AB

Dear Mayor Hunter,

Please find attached the quarterly Community Policing Report for the Didsbury Detachment, that covers the January 1 to March 31st, 2021 reporting period. Starting this year, quarterly updates on community-identified policing priorities will be shared through this new policing report to all communities served by the Alberta RCMP.

Our first priority is the safety and security of Albertans, in addition to providing accountable, effective and transparent policing to your community. This reporting, along with community insights and guidance that you readily provide, will further help us optimize our services to address the priorities that are important to you.

The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment. Further analysis on local trends and updates on resourcing and financial forecasting is included. Community priorities and consultations that inform these quarterly updates are also documented in this report.

We recognize that having a voice in policing priorities is a top concern for communities. As part of maintaining engagement with the Albertans we serve, this new quarterly policing report is a tool for us to report our progress on community-identified priorities. This report also reinforces our commitment to communicate the work we do to enhance public safety in your community.

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

Chad Fournier
Detachment Commander
Didsbury Detachment

Didsbury Municipal Detachment
Crime Statistics (Actual)
January to February: 2018 - 2021

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

March 5, 2021

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		2	0	0	0	-100%	N/A	-0.6
Other Sexual Offences		4	0	0	0	-100%	N/A	-1.2
Assault		3	8	6	7	133%	17%	1.0
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	4	1	1	-50%	0%	-0.6
Uttering Threats		5	6	3	5	0%	67%	-0.3
TOTAL PERSONS		16	18	10	13	-19%	30%	-1.7
Break & Enter		5	3	13	6	20%	-54%	1.3
Theft of Motor Vehicle		5	6	6	3	-40%	-50%	-0.6
Theft Over \$5,000		0	1	2	0	N/A	-100%	0.1
Theft Under \$5,000		10	8	25	13	30%	-48%	2.6
Possn Stn Goods		3	1	5	4	33%	-20%	0.7
Fraud		6	8	3	9	50%	200%	0.4
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	17	11	N/A	-35%	5.0
Mischief - Other		16	14	9	1	-94%	-89%	-5.0
TOTAL PROPERTY		45	41	80	47	4%	-41%	4.5
Offensive Weapons		0	1	1	3	N/A	200%	0.9
Disturbing the peace		8	5	7	5	-38%	-29%	-0.7
Fail to Comply & Breaches		5	5	5	8	60%	60%	0.9
OTHER CRIMINAL CODE		4	2	4	2	-50%	-50%	-0.4
TOTAL OTHER CRIMINAL CODE		17	13	17	18	6%	6%	0.7
TOTAL CRIMINAL CODE		78	72	107	78	0%	-27%	3.5

Didsbury Municipal Detachment
Crime Statistics (Actual)
January to February: 2018 - 2021

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

March 5, 2021

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	2	0	N/A	-100%	0.2
Drug Enforcement - Trafficking		0	0	0	5	N/A	N/A	1.5
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	2	5	N/A	150%	1.7
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	1	1	N/A	0%	0.4
TOTAL FEDERAL		0	0	3	6	N/A	100%	2.1
Liquor Act		N/A	0	2	0	N/A	-100%	-0.1
Cannabis Act		N/A	0	0	0	N/A	N/A	0.0
Mental Health Act		N/A	9	15	16	N/A	7%	1.5
Other Provincial Stats		N/A	15	19	17	N/A	-11%	3.4
Total Provincial Stats		N/A	24	36	33	N/A	-8%	4.8
Municipal By-laws Traffic		N/A	0	2	0	N/A	-100%	0.2
Municipal By-laws		N/A	4	2	0	N/A	-100%	-0.5
Total Municipal		N/A	4	4	0	N/A	-100%	-0.3
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	0	0	-100%	N/A	-0.4
Property Damage MVC (Reportable)		N/A	7	7	2	N/A	-71%	-1.5
Property Damage MVC (Non Reportable)		N/A	0	2	1	N/A	-50%	0.5
TOTAL MVC		N/A	8	9	3	N/A	-67%	-1.4
Roadside Suspension - Alcohol (Prov)		N/A	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		N/A	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		N/A	30	20	28	N/A	40%	2.9
Other Traffic		N/A	0	0	0	N/A	N/A	-0.3
Criminal Code Traffic		3	3	1	0	-100%	-100%	-1.1
Common Police Activities								
False Alarms		N/A	10	1	2	N/A	100%	-0.6
False/Abandoned 911 Call and 911 Act		N/A	4	6	1	N/A	-83%	0.5
Suspicious Person/Vehicle/Property		N/A	5	13	11	N/A	-15%	3.8
Persons Reported Missing		N/A	2	0	3	N/A	N/A	-0.5

Didsbury Municipal Detachment
Crime Statistics (Actual)
February: 2018 - 2021

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

March 5, 2021

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	0	0	0	-100%	N/A	-0.3
Other Sexual Offences		4	0	0	0	-100%	N/A	-1.2
Assault		0	8	3	4	N/A	33%	0.7
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	0	0	0	-100%	N/A	-0.3
Uttering Threats		3	5	2	1	-67%	-50%	-0.9
TOTAL PERSONS		9	13	5	5	-44%	0%	-2.0
Break & Enter		2	2	7	4	100%	-43%	1.1
Theft of Motor Vehicle		3	4	5	3	0%	-40%	0.1
Theft Over \$5,000		0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		7	2	15	4	-43%	-73%	0.4
Possn Stn Goods		1	0	4	3	200%	-25%	1.0
Fraud		3	3	1	5	67%	400%	0.4
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	8	10	N/A	25%	3.8
Mischief - Other		6	10	7	1	-83%	-86%	-1.8
TOTAL PROPERTY		22	21	48	30	36%	-38%	5.1
Offensive Weapons		0	1	0	2	N/A	N/A	0.5
Disturbing the peace		4	4	4	1	-75%	-75%	-0.9
Fail to Comply & Breaches		3	2	2	5	67%	150%	0.6
OTHER CRIMINAL CODE		0	0	1	2	N/A	100%	0.7
TOTAL OTHER CRIMINAL CODE		7	7	7	10	43%	43%	0.9
TOTAL CRIMINAL CODE		38	41	60	45	18%	-25%	4.0

Didsbury Municipal Detachment
Crime Statistics (Actual)
February: 2018 - 2021

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

March 5, 2021

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Trafficking		0	0	0	2	N/A	N/A	0.6
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	1	2	N/A	100%	0.7
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	1	1	N/A	0%	0.4
TOTAL FEDERAL		0	0	2	3	N/A	50%	1.1
Liquor Act		N/A	0	1	0	N/A	-100%	-0.2
Cannabis Act		N/A	0	0	0	N/A	N/A	0.0
Mental Health Act		N/A	2	8	10	N/A	25%	1.8
Other Provincial Stats		N/A	6	11	3	N/A	-73%	0.2
Total Provincial Stats		N/A	8	20	13	N/A	-35%	1.8
Municipal By-laws Traffic		N/A	0	0	0	N/A	N/A	0.0
Municipal By-laws		N/A	1	0	0	N/A	N/A	-0.1
Total Municipal		N/A	1	0	0	N/A	N/A	-0.1
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	0	0	-100%	N/A	-0.4
Property Damage MVC (Reportable)		N/A	5	3	1	N/A	-67%	-1.1
Property Damage MVC (Non Reportable)		N/A	0	2	0	N/A	-100%	0.2
TOTAL MVC		N/A	6	5	1	N/A	-80%	-1.3
Roadside Suspension - Alcohol (Prov)		N/A	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		N/A	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		N/A	14	6	12	N/A	100%	-0.2
Other Traffic		N/A	0	0	0	N/A	N/A	-0.3
Criminal Code Traffic		1	1	0	0	-100%	N/A	-0.4
Common Police Activities								
False Alarms		N/A	1	0	0	N/A	N/A	-0.4
False/Abandoned 911 Call and 911 Act		N/A	4	3	1	N/A	-67%	0.2
Suspicious Person/Vehicle/Property		N/A	1	5	2	N/A	-60%	1.0
Persons Reported Missing		N/A	2	0	2	N/A	N/A	-0.8



RCMP Municipal Policing Report

Detachment	
Detachment Commander	
Quarter	
Date of Report	

Municipal Overview: Human Resources¹

Staffing Category	Established Positions	Working	Special Leave ²	Hard Vacancies ³	Projected Annual FTE Utilization	Annual Plan
Police Officers						
Detachment Support						

Comments

Municipal Overview: Financial/O&M

As a municipality with a population under 15,000, the community benefits from the pooling of several costs. With the exception of overtime and commissioner guarding, the costs noted in the table below are expenditures that will form part of the divisionally pooled costs, allocated on a per capita basis. All expenditures are listed in 100% terms.

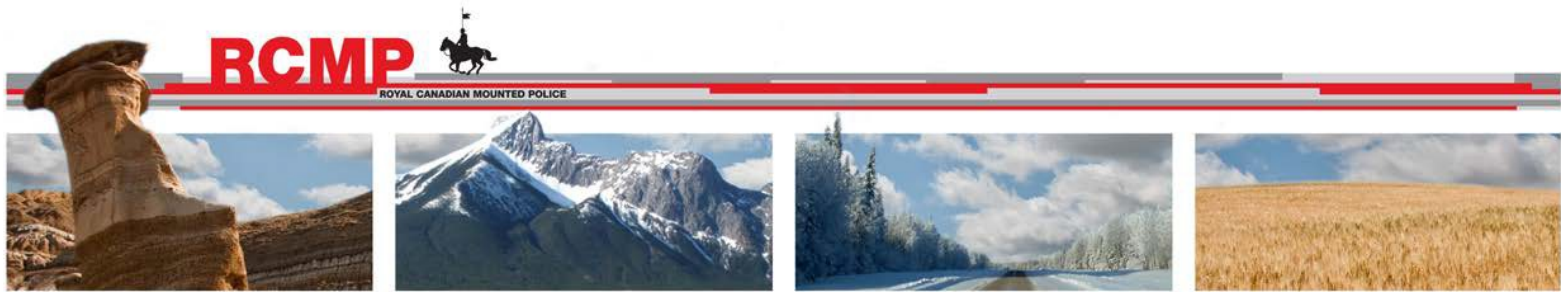
Municipal	Quarterly Expenditures to date	Quarterly Forecast to date	Annual Estimate
Pay			
Overtime			
Operating and Maintenance			
Commissioner Guarding			
Equipment			
Other			

Comments

¹ Data extracted on March 12th, 2021 and is subject to change.

² 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.

³ Hard Vacancies are full FTE positions that are vacant and need to be filled.



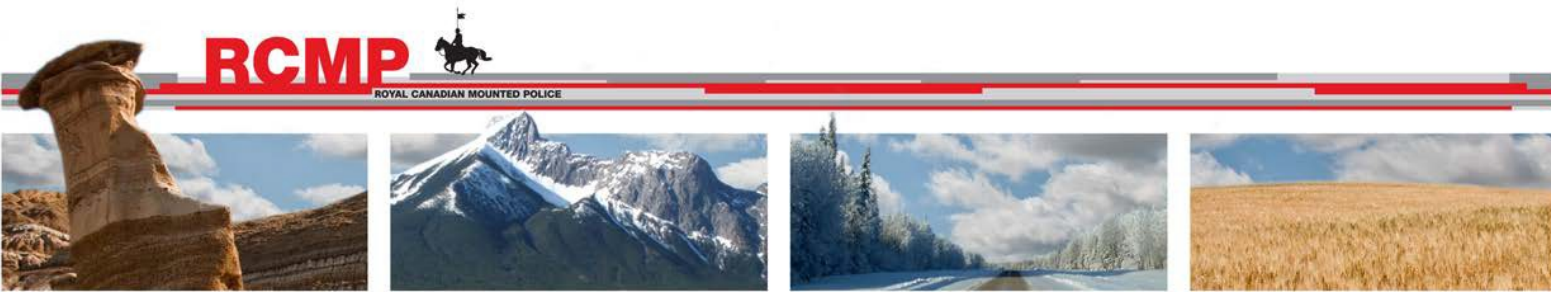
Crime Statistics⁴

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 – February			January – December		
	2020	2021	% Change Year-over- Year	2019	2020	% Change Year-over- Year
Total Criminal Code						
Persons Crime						
Property Crime						
Other Criminal Code						
Traffic Offences						
Criminal Code Traffic						
Provincial Code Traffic						
Other Traffic						
CDSA Offences						
Other Federal Acts						
Other Provincial Acts						
Municipal By-Laws						
Motor Vehicle Collisions						

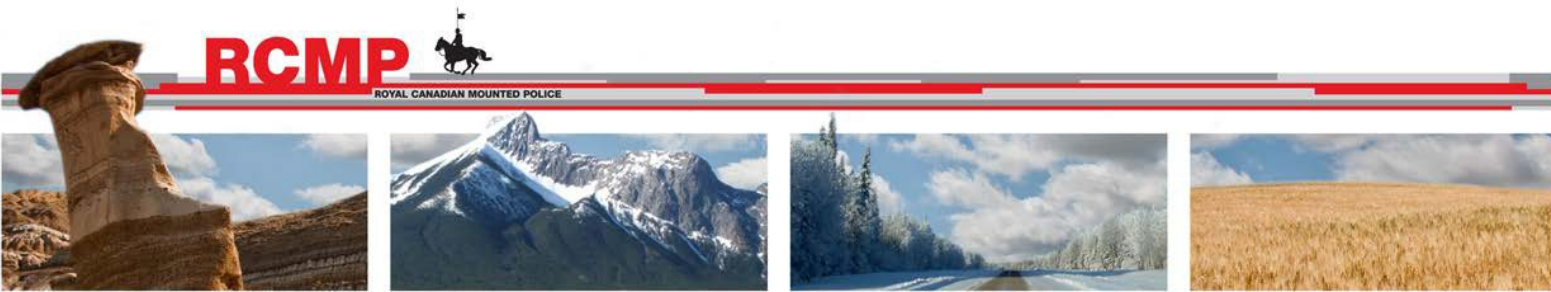
Trends/Points of Interest

⁴ Data extracted from a live database (PROS) and is subject to change over time.



Community Priorities

Priority 1	
Current Status & Results	
Priority 2	
Current Status & Results	
Priority 3	
Current Status & Results	



Community Consultations

Date	Attendee(s)	Notes



A MESSAGE FROM CHIEF ADMINISTRATIVE OFFICER, ETHAN GERNER

"...I'm not afraid of storms, for I'm learning how to sail my ship." Louisa May Alcott's famous line from *Little Women* captures well how we in the Town Administration tried to approach this recent 'stormy' pandemic year. Early on, we incorporated the 'steady-calm' philosophy with our staff, knowing the importance to our residents and our Council that our staff were steady and calm during uncertain times and demonstrated confidence as we 're-learned' how we did things. We spent the year 're-learning how to sail our ship' as we adapted to circumstances and innovated our operations to meet the changing needs of our residents.

In the end, it's all about the people and the things we do each day to enhance the well-being of our community and the people who live and work here. We live in a wonderful town full of vibrant, robust, caring people who pulled together and supported each other during this challenging past year. Operationally we tried to do likewise. Through strategic maneuvers, we maximized staff effectiveness, safeguarded the integrity of our services, and protected our financial viability. Under the direction of Council, we begin 2021 on a firm foundation, with exciting new initiatives and projects underway. Jessica Guidobono has said: "Every job is a self-portrait of the person who did it. Autograph your work with excellence." We look forward to this upcoming year as we strive for excellence in all we do.

HUMAN RESOURCES & HEALTH AND SAFETY

During the 2020 summer months, the Town of Didsbury was able to utilize our current staff rather than hire additional staff. Two Arena Operators were transferred to the Parks Department and one Arena Operator was transferred to the Public Works Department. Two aquatic staff members were also transferred to the Parks Department over the summer.



Photo was taken in 2019, prior to the COVID-19 Pandemic.

A MESSAGE FROM MAYOR RHONDA HUNTER

It is always a pleasure to deliver the Town's Annual Report to our community. This report highlights the Town's 2020 accomplishments, projects, programs and events, and it is also the summary of achievements in a year like no other, and a year of Council, Administration, and community commitment focusing on Didsbury being The Place to Grow.



The arrival of 2020 was welcomed as any New Year had been for years, and we were also welcoming a new decade. Sights were set on attaining 2020 goals, not to navigating all that a pandemic would bring into our lives; 2020 will forever be identified with the global pandemic of Covid-19. Didsbury's new CAO started his job on January 6 and we were all soon absorbed in working together while addressing this new reality.

Council transitioned into Zoom meetings on April 6. The 2020 capital and operational budgets were approved in January and May, respectively. The capital budget \$3,232,500, the majority of the funding coming from reserves and grants; the operational budget \$11,523,862, with revenue from tax (RFT) decreased by \$161,000, bringing the total decrease of RFT to almost \$200,000 in 2 years.

The highlights of department projects from these budgets are presented here, and, large or small, all items add to the presentation, to the appeal, and to the effective operation of our municipality. In reflecting on 2020, a year that challenged us all, it has been a year of growth and change, and there have been goals attained, many successes, and much accomplished. Looking ahead, there are major projects in the works.

It is a privilege for Council to serve our community. While maneuvering through a pandemic since March 2020, the Community Spirit, Investment, and Character of citizens, businesses, and organizations keeps shining on, creating and contributing to the ever-increasing sparkle of our town. Council and Administration Celebrate this 2020 Annual Report with all Didsburians as we continue to work together in Creating the Place to Grow.

In 2020, the Town of Didsbury's Occupational Health and Safety Committee conducted an internal safety audit with a final score of 95%!



FRONT END RECEPTION STATISTICS & FINANCIAL SERVICES INFORMATION



Walk-in traffic decreased in 2020 due to the Town Office closure for 10 weeks in the spring, and increased restrictions in the last quarter of the year.



E-Gov usership increased in 2020 from only 47 users in 2019! E-Gov is an online service to pay your Town bills, obtain taxation information and more!



100% of Action Requests filed in 2020 were closed by December!



Each year, the Financial Services Department undergo an audit. The 2020 year found a clean audit report for this department.

As a result of COVID-19, the following measures were offered:

- Utility Payment and TIPP Deferrals - 3 months without penalty
- Accounts Receivable late penalty charges - Waived 3 months
- NSF Charges - Waived 3 months
- Public Auctions - Suspended until 2021
- Tax Deadline - Extended 90 days
- Credit Card Admin Charges - Waived for the 2020 year

PLANNING AND ECONOMIC DEVELOPMENT



The 2020 year saw an increase in Commercial Permits issued, totalling \$2.44 million in construction values!



The 2020 year also saw the most new builds since 2016, totalling \$1.98 million in new construction values!



2020 HIGHLIGHTS IN ECONOMIC DEVELOPMENT

The Economic Development Officer position was reinstated in 2020. Along with the increased support for attraction and retention of business comes an all-encompassing helping hand for new and existing businesses. The 2020 Didsbury Community Profile was created to provide prospective businesses insight on the Town of Didsbury. The 2020 Didsbury Community Profile can be found online at [Didsbury.ca/p/Economic-Development](https://didsbury.ca/p/Economic-Development)

The Didsbury Economic Development Advisory Committee was also created in 2020 to provide support, advice and strategic planning for Didsbury's economic future. For more information on Didsbury's Economic Development, visit our website at [Didsbury.ca/p/Economic-Development](https://didsbury.ca/p/Economic-Development)

Didsbury saw 20 NEW businesses open in 2020! There were 300 business licences issued, with 260 of them being local Didsbury businesses!

COMMUNITY SERVICES INFORMATION



The Didsbury Arena had a \$1.45 Million capital investment in 2020 that saw the replacement of both the Main and Leisure surfaces, the addition of underpad heating and new board systems for both surfaces. This eight month project ensured the continued safe and efficient use of our arena for ice users in the Fall and Winter annually, and surface use each Spring and Summer.

The Town of Didsbury was awarded a three-year contract from the Government of Alberta for the Mountain View Family Resource Network program. This essential service for families and youth aged 0-18 years offers universal, targeted and intensive programs and services throughout Mountain View County.

The Didsbury Family and Community Support Services (FCSS) program was integral in providing creative programs and services for our residents throughout the COVID-19 pandemic. These programs ensured that residents had access to supports and connections to other agencies in times of critical need.

The Parks department, with assistance from Public Works, installed a new playground in Westheights Park this summer, and will continue with playground updates in 2021 at the Memorial Complex.



PROTECTIVE SERVICES INFORMATION



In 2020, 231 calls were responded to by the Didsbury Fire Department!

- Town of Didsbury 122
- Rural 89
- Mutual Aid 20

The types of calls included:

- Alarms 67
- Fire 65
- Medical Assist 45
- Motor Vehicle Collision 37
- Other 17

The Didsbury Fire Department recruited 5 additional members in 2020, making a strong team of 31 members at year end. Curtis Mousseau accepted the role of Fire Chief, and is joined by Deputy Chiefs Lorne Code and Kyle Leeson.

In 2020, 486 calls were responded to by Didsbury Municipal Enforcement:

- Town of Didsbury 408
- Mountain View County 91

The types of calls included:

- Traffic 182
- Didsbury Animal Control 95
- County Animal Control 91
- Community Standards 60
- Other Bylaws 58



RCMP CHANGES IN DIDSBURY

On April 1, 2020, Didsbury was required, due to our population, to enter into a contract with the RCMP for Municipal Policing. The Town is now financially responsible for 4 RCMP detachment members and 1 support position.

FOR MORE INFORMATION ON DIDSBURY'S PROTECTIVE SERVICES
Visit us online at [Didsbury.ca/p/Protective-Services](https://didsbury.ca/p/Protective-Services)

PUBLIC WORKS & INFRASTRUCTURE

The Public Works Department endured the challenges of 2020 and throughout the changes the department exceeded expectations. The Town is benefiting from the training investments and the department tackled several construction projects around the municipality to improve our utility operations. The improvements are directly tied to historical maintenance issues which have had negative impacts on our road networks, back lanes and the adjacent residents.



Some notable projects in 2020 were:

- New crossing signals were installed on 20 Ave at 16 Street to assist pedestrians crossing.
- Two playground zones were added and a new pathway was constructed to support the Valarosa Playground Association's equipment installation.
- The installation of a new metal roof on the 5-0 Club Building this fall.
- The installation of the new sidewalk along 15 Avenue from the high school to 19 Street, the first phase of a multi-year stormwater collection improvement for the commercial district, third annual sidewalk replacement program and the second annual asphalt rehabilitation program.



Did You Know?



TOWN OF

Didsbury

- In the 2021 Town of Didsbury Capital Budget, Council approved the replacement and/or upgrade of two digital signs in our community - one is currently planned for the east entrance to town where the Welcome to Didsbury sign is located. The second will be placed in a strategic location for optimal display of information by our community.

• **BENEFITS OF DIGITAL SIGNAGE:**

- *More information to residents with multiple announcements being offered at the same time.*
- *Community groups/events/organizations will have the opportunity to advertise at no cost.*
- *Emergency alerts can be displayed for increased notification and safety.*
- *Utilization of modern technology to provide residents with more information on what's happening in the community.*
- The \$70,000 capital budget for this project will cover costs associated with the purchase and installation of two digital screens, the purchase and installation of sign frames for the screens to be placed in, all connectivity/IT costs, dirt work, landscaping and the possible refurbishment and/or replacement of the current sign.
- Administration is currently seeking quotes for installation and development of the signs and/or considering the option of repurposing the current sign to accommodate the digital component. If it can't be repurposed, it will be relocated to another location in the community, to ensure its history remains in the community.
- **In the coming months, Administration will be bringing forward to Council the following items for decision.**
 - *Proposed design of the digital signage to incorporate Town of Didsbury branding and design standards.*
 - *Proposed locations for the second digital sign installation*

***Still have questions relative to this topic, or other topics?
Please email them to CAO@didsbury.ca.***

January 12, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
001-21	MOVED by Councillor Moore to approve the agenda as amended.		
002-21	MOVED by Councillor Windsor to approve the December 8, 2020 Regular Council Meeting Minutes as amended.		
003-21	MOVED by Councillor Moore to approve the December 10, 2020 Special Council Meeting Minutes as presented.		
004-21	MOVED by Councillor Moore to accept the Draft 2021 Capital Budget as information.	AR to bring back to Jan. 26 RCM	Completed
005-21	MOVED by Councillor Windsor to go into Closed Meeting at 7:19 p.m.		
006-21	MOVED by Councillor Windsor to come out of Closed Meeting at 7:49 p.m.		
007-21	MOVED by Councillor Windsor to direct Administration to explore strategic alternatives to the re-tendering of the old Fire Hall.	EG to bring back information to Council	In-progress
008-21	MOVED by Councillor Moore accept the request for Financial Support for Community Groups grant for the Olds & District Kiwanis Music Festival for sponsorship for their 2021 Festival as information.	NA to inform Kiwanis Music Festival of decision.	Completed
009-21	MOVED by Councillor Moore to continue with the resolution where the Chief Administrative Officer has full discretion with regard to the opening and closing of Town facilities until the state of public health emergency has been lifted.		
010-21	MOVED by Councillor Poggemiller that a letter be sent on behalf of Council to Premier Jason Kenney requesting all restrictions be based on regional data.	LS to work with Mayor Hunter on letter.	Completed
011-21	MOVED by Councillor Windsor to waive subdivision and re-designation fees for the period January 1, 2021 to March 31, 2021, the cost of which will be covered from the MOST grant program.	KP to implement. Finance to oversee MOST grant.	Completed
012-21	MOVED by Councillor Windsor to be reappointed Councillor Baswick from the Policy & Governance Committee to the Performance Evaluation Committee.		
013-21	MOVED by Councillor Crothers for Councillor Crothers to be reappointed from the Performance Evaluation Committee to the Policy & Governance Committee.		
014-21	MOVED by Councillor Crothers to accept the Chief Administrative Officer's report for January 12, 2021 as information.		
015-21	MOVED by Councillor Engel to accept the Council reports for January 12, 2021 as information.		
016-21	<ul style="list-style-type: none"> Red Deer Watershed Alliance – Municipal Support Request Office of the Mayor – City of Red Deer News Release MOVED by Councillor Engel to accept the items presented as information.		
017-21	MOVED by Councillor Crothers to adjourn the Regular Council Meeting at 8:57 p.m. and reconvene on Thursday, January 14, 2021 at 6:00 p.m. for the Closed portion of the meeting.		
018-21	MOVED by Councillor Moore to go into Closed Meeting at 6:04 p.m.		
019-21	MOVED by Councillor Crothers to come out of closed meeting at 8:27 p.m.		
020-21	MOVED by Councillor Windsor to support Mayor Hunter to reconvene the Mayor and Reeve regional hospital users group and invite AHS management (Verna) for a meeting to pursue opportunities for long term sustainability of Didsbury Hospital.	Mayor Hunter to set up meeting.	Completed
021-21	MOVED by Councillor Crothers to adjourn the meeting 8:28 p.m.		
January 26, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
022-21	MOVED by Councillor Moore to approve the agenda as presented.		
023-21	MOVED by Councillor Moore to approve the January 12, 2021 Regular Council Meeting Minutes as presented.		
024-21	MOVED by Councillor Windsor to grant second reading to Procedural Bylaw 2020-12 and that it be referred to committee.		Completed
025-21	MOVED by Councillor Engel to grant first reading to Development Incentive Bylaw 2021-01 and that it be referred to committee.		Completed
026-21	MOVED by Councillor Moore to accept the Multi Year Capital Plan as information.		
027-21	MOVED by Councillor Windsor to approve the following 2021 Capital Budget items: <ul style="list-style-type: none"> 20th Street Stormwater Drainage & Surface Improvements \$ 626,202 21st Street Stormwater & Surface Improvements (Design) \$ 30,000 Didsbury Memorial Complex Outlying Plan (Skate park) \$ 350,000 Didsbury Memorial Complex Outlying Plan (Jets Playground) \$ 80,000 MPR & Lobby Roof Replacement \$ 160,000 Skid Steer Annual Program \$ 54,000 totaling \$1,300,202, funded as presented; and that the remaining capital budget be referred to the Strategic Planning Committee.	AR, CF & NA work on moving forward on items approved.	Completed
028-21	MOVED by Councillor Engel to recognize Joyce McCoy for her volunteerism with a letter of recognition from Mayor Hunter on behalf of Council, as outlined in the Community Recognition policy.	LS and Mayor Hunter to work on letter.	Completed

029-21	MOVED by Councillor Moore to approve DP 21-001 for a Change of Use-Automotive Services (Minor), located at 1213- 20th Street, subject to the following conditions: 1) That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.	KP to process approvals	Completed
030-21	MOVED by Councillor Moore to approve DP 21-002 for fascia signage, located at 1213- 20th Street, subject to the following conditions: 1) That the nature of the development conforms to the submitted signage design set forth in the application. 2) That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.	KP to process approvals	Completed
031-21	MOVED by Councillor Windsor to accept the report from the Economic Development Officer regarding the Town's membership with the Central Alberta Economic Partnership as information.		
032-21	MOVED by Councillor Crothers to accept the COVID-19 update for January 26, 2021 as information.		
033-21	MOVED by Councillor Engel to direct Administration to explore how Council meetings can be done in Council Chambers in a safe manner.	LS to provide information on meetings in Chambers.	In progress
034-21	MOVED by Councillor Windsor to accept the Chief Administrative Officer's report for January 26, 2021 as information.		
035-21	MOVED by Councillor Engel to accept the Council reports for January 26, 2021 as information.		
036-21	<ul style="list-style-type: none"> December 14, 2020 Didsbury Economic Development Advisory Committee Meeting Notes December 9, 2020 Municipal Planning Commission Meeting Minutes RCMP K Division, November 5, 2020 Meeting follow up Res. 036-21 MOVED by Councillor Crothers to accept the items presented as information.		
037-21	MOVED by Councillor Engel to accept the Council Meeting Highlights, and that a press release be sent out on the Skate Park moving forward including thanking the "Sk8Park" Society.		
038-21	MOVED by Councillor Windsor to go into Closed Meeting at 8:25 p.m.		
039-21	MOVED by Councillor Engel to come out of closed meeting at 8:54 p.m.		
040-21	MOVED by Councillor Engel to extend the meeting to 10:00 p.m.		
041-21	MOVED by Councillor Engel to return to closed meeting at 8:55 p.m.		
042-21	MOVED by Councillor Moore to come out of closed meeting at 9:55 p.m.		
043-21	MOVED by Councillor Engel to approve moving forward on the recommendations of the Library Facility Ad Hoc Committee proposal; and that a joint press release be made with the Didsbury Municipal Library Board regarding the project.	CF to continue to update Council on expansion.	On-going
044-21	MOVED by Councillor Moore that Administration finalize the sale of the AG building.		
045-21	MOVED by Councillor Poggemiller to support the Mayors of South Central Alberta in their letter to the Premier.		
046-21	MOVED by Councillor Engel to adjourn the meeting 9:59 p.m.		
February 9, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
047-21	MOVED by Councillor Moore to approve the agenda as amended.		
048-21	MOVED by Councillor Windsor to approve the January 26, 2021 Regular Council Meeting Minutes as amended.		
049-21	MOVED by Councillor Engel to grant third and final reading to Procedural Bylaw 2020-12.	LS to have bylaw signed and posted on website.	Completed
050-21	MOVED by Councillor Windsor to grant second reading to Emergency Management Bylaw 2020-06 and that it be referred to committee.	LS to bring to Committee	Completed
051-21	MOVED by Councillor Poggemiller to grant second reading to Development Incentive Bylaw 2021-01 and that it be referred to committee.	LS to bring to Committee	Completed
052-21	MOVED by Councillor Engel to appoint Brad Blatz, Gail Nowlan and Brian Wittal to the Council Compensation Committee.	LS to provide committee with information and support.	In progress
053-21	MOVED by Councillor Windsor to approve the 2021 FCSS funding recommendations as presented in the amount of \$52,019.	NA to implement funding	Completed

054-21	MOVED by Councillor Windsor to approve the amended 2021 Capital Budget to include the following projects funded as presented: • Street lighting continuity (20th Street – south end) \$120,000 • Community information signage project \$ 70,000 • Southridge Sewage Lift Station Emergency Backup Generator \$ 28,000 Totalling \$218,000; and that the determination of proposed locations for the 2nd sign for the Community Information Signage project be referred to Committee.	AR to update 2021 Capital Budget.	Budget amended and re-posted on website. AR/CF to bring back proposed locations to SPC Feb. 16/21
055-21	MOVED by Councillor Windsor refer this item to the Strategic Planning Committee for their examination and bring back a recommendation to Council.	AR to put on Committee Agenda	Completed
056-21	MOVED by Councillor Moore to appoint Mayor Rhonda Hunter to the Mayors of South Central Alberta Committee until the Organizational Meeting in 2021.		
057-21	MOVED by Councillor Engel to approve Option 2 and install parallel parking inclusive of a full mill and overlay from 15th Avenue to the construction boundary just north of 17th Avenue in Didsbury.	CF to move forward on project for spring 2021	In progress
058-21	MOVED by Councillor Engel to approve a letter be sent from Mayor Hunter on behalf of Council regarding Council's views on the need for stronger Western Canadian Municipal Advocate.	LS to work with Mayor Hunter on letter.	In progress
059-21	MOVED by Councillor Moore to approve a letter from Mayor Hunter on behalf of Council for Capt. Hickling for his serving 30 years of active service as a Cadet Instructor Cadre (CIC) Officer with Cadet Organizations Administration and Training Service (COATS).	LS to work with Mayor Hunter on letter.	In progress
060-21	MOVED by Councillor Windsor to approve two (2) Town Halls be scheduled, one for volunteer organizations on February 24, 2021 at 7:00 p.m. and one for local businesses that would be jointly hosted with the Didsbury & District Chamber of Commerce dates and times TBA.	LS to set up ZOOM Meeting - NA to advertise	Completed
061-21	MOVED by Councillor Windsor that the delegation request be deferred to the Strategic Planning Committee.	AR to put on Committee Agenda	Completed
062-21	MOVED by Councillor Windsor to accept the COVID-19 update for February 9, 2021 and the COVID Update on Recreation from Community Services as information.		
063-21	MOVED by Councillor Engel to accept the CAO's update on the rally held on January 31, 2021 as information.		
064-21	MOVED by Councillor Windsor to accept the Chief Administrative Officer's report for February 9, 2021 as information.		
065-21	MOVED by Deputy Mayor Poggemiller to accept the Project Summary on the Library Facility Expansion as information.		
066-21	MOVED by Councillor Engel to accept the Council reports for February 9, 2021 as information.		
067-21	MOVED by Councillor Moore to accept the items presented as information.		
068-21	MOVED by Councillor Engel to go into Closed Meeting at 8:20 p.m.		
069-21	MOVED by Councillor Moore come out of closed meeting at 8:59 p.m.		
070-21	MOVED by Councillor Engel to rescind motion 281-20. Mayor Hunter - For Deputy Poggemiller - Opposed Councillor Crothers - For Councillor Engel - For Councillor Moore - Opposed Councillor Windsor - For - Carried		
071-21	MOVED by Councillor Crothers to adjourn the meeting 9:01 p.m.		
February 23, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
072-21	MOVED by Councillor Baswick to approve the agenda as presented.		
073-21	MOVED by Deputy Mayor Windsor to approve the February 9, 2021 Regular Council Meeting Minutes as presented.		
074-21	MOVED by Councillor Moore to grant third and final reading to Emergency Management Bylaw 2020-06.	LS to have bylaw signed and posted on website. & Provide copy to DEM & DDEM	
075-21	MOVED by Councillor Moore to grant second first reading to Amending Committees of Council Bylaw 2021-02 and that it be referred to committee.	LS to bring to Committee	Completed
076-21	MOVED by Councillor Moore to approve Proclamation Policy COUN 006 as amended.	LS to update policy and put on website, & Create new index.	
077-21	MOVED by Councillor Engel to rescind Committees Roles & Responsibilities Policy COUN 002.	LS to remove from website and policy Index	
078-21	MOVED by Deputy Mayor Windsor to go into closed meeting at 6:34 p.m.		
079-21	MOVED by Deputy Mayor Windsor to come out of closed meeting at 6:58 p.m.		
080-21	MOVED by Deputy Mayor Windsor to advise the Mountain View Freedom group that in accordance with Procedural Bylaw 2020-12 s.19.1.d, the request does not meet the criteria for a delegation and further recommend the members attend the Organization and/or Business Virtual Town Halls best suited for their interest.	LS/EG to inform group of Council's decision.	Completed

081-21	MOVED by Councillor Engel to make the following resolution: WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline; and WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent; and WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold; and WHEREAS in 2022 the United States will have in place a national 988 crisis hotline; AND WHEREAS Didsbury Council recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help; NOW THEREFORE BE IT RESOLVED THAT Didsbury Council endorses this 988 crisis line initiative; And that Administration be directed to send a letter indicating such support to the local MP, MLA, Federal Minister of Health, the CRTC and local area	LS to send letter from Mayor to organization.	In progress
082-21	MOVED by Deputy Mayor Windsor to hold the Chamber/Town Virtual Town Hall on Wednesday, March 3, 2021 at 7:00 p.m.	NA/LS to set up meeting and invites.	Completed
083-21	MOVED by Councillor Engel to accept the COVID-19 update for February 23, 2021 as information.		
084-21	MOVED by Councillor Crothers to accept the Chief Administrative Officer's report for February 23, 2021 as information.		
085-21	MOVED by Deputy Mayor Windsor to accept the Project Summary on the Arena Floor and Boards as information.		
086-21	MOVED by Deputy Mayor Windsor to accept the Project Summary on the 15th Avenue Storm, Sidewalks and Westhill Place Sanitary Line Replacement as information.		
087-21	MOVED by Councillor Crothers to accept the Council reports for February 23, 2021 as information.		
088-21	MOVED by Councillor Baswick to accept the items presented as information.		
089-21	MOVED by Councillor Baswick to go into Closed Meeting at 7:49 p.m.		
090-21	MOVED by Deputy Mayor Windsor to come out of closed meeting at 8:43 p.m.		
091-21	MOVED by Councillor Crothers to accept the resignation of Chair Lance Plewis to the Didsbury Economic Development Advisory Committee, and direct the Committee to recommend to Council the appointment of a new chair.	LS to include in next DEDAC meeting for recommendation of Chair.	Completed
092-21	MOVED by Councillor Crothers to adjourn the meeting 8:46 p.m.		
March 9, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
093-21	MOVED by Councillor Crothers to approve the agenda as amended.		
094-21	MOVED by Deputy Mayor Windsor to accept the report from the Chinook's Edge School Board Trustee and Didsbury School Principals as information.		
095-21	MOVED by Councillor Moore to approve the February 23, 2021 Regular Council Meeting Minutes as presented.		
096-21	MOVED by Councillor Moore to grant second reading to Bylaw 2021-02 Amending Committees of Council Bylaw 2020-11, as amended.		
097-21	MOVED by Councillor Moore to grant third and final reading to Bylaw 2021-02 Amending Committees of Council Bylaw 2020-11.	LS to have signed and post updated Bylaw on website.	Completed
098-21	MOVED by Councillor Moore to refer Council Professional Development Policy COUN-001-21 to the Policy & Governance Committee.	LS to bring policy to P&G Committee	Completed
099-21	MOVED by Councillor Moore to have a short recess to resolve technical difficulties at 6:50 p.m.		
100-21	MOVED by Councillor Moore to approve Recognition Policy COUN-002-21 as presented.	LS to have finalized and placed on website.	Completed
101-21	MOVED by Deputy Mayor Windsor to adopt the principles for the utility department framework as presented and refer to the Policy and Governance Committee for further discussion.	AR, EG & LS to bring draft bylaw to P&G Committee for review.	Completed
102-21	MOVED by Deputy Mayor to endorse the ranking of the Elements of the Outlying Plan as outlined above for inclusion into the Multi Year Capital Plan.	NA to update cost estimates, AR to include MYCP and return to SPC.	
103-21	MOVED by Deputy Mayor Windsor to approve that the Town enter a five (5) year operating lease, with an annual payment of up to \$45,056 for a new grader to be funded from the Public Works operational budget, with a corresponding reduction of budgeted transfer to Public Works Reserve for each year during the life of the lease	CF to work with AR on lease for grader	In progress
104-21	MOVED by Deputy Mayor Windsor to move the 2020 allocation of year-end operating surplus for tax purposes of \$76,589 allocated \$1,589 to the Snow Removal Reserve and \$75,000 to the General Reserve.	AR/MM to make changes to reserves.	Completed
105-21	MOVED by Deputy Mayor Windsor to increase the current year budget reserves transfer by \$79,957 and reduce the current year wastewater budgeted reserves transfer by \$79,957.	AR/MM to make changes to reserves.	Completed

106-21	MOVED by Deputy Mayor Windsor to approve Option 1 – Acorn Style – Streetlight Design for the Street Light Continuity (20 th Street – south end) Capital Project.	CF to oversee project and implement program.	In progress
107-21	MOVED by Councillor Engel to send the summary of the pandemic responses, successes and challenges of our local organizations and businesses to the Premier, Chief Medical Health Officer and our MLA to highlight the situations these groups have been dealing with since March 2020 restrictions and mandates began	LS to work with Mayor Hunter on letter.	Completed
108-21	MOVED by Councillor Engel to accept the request for Financial Support for Community Groups grant for the Didsbury & District Historical Society for the sponsorship of 10 family passes and 10 individual passes as information and refer to the operational budget workshop.	EG & NA to bring to Operational Budget work for discussion on March 27.	Completed
109-21	MOVED by Councillor Baswick to approve DP 21-007 for fascia signage, located at 2825 - 19th Street Unit #5, subject to the following conditions: 1) That the nature of the development conforms to the submitted signage design set forth in the application. 2) That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw		
110-21	MOVED by Councillor Engel to direct Administration to notify Environmental 360 in writing that its Proposal has been approved in principle and invite the Proponent to proceed with discussions to settle, draft and enter into a service Contract for the delivery of Residential and Commercial Solid Waste Management Services to the Town of Didsbury	AR/CF to sign agreement and inform other candidates.	Completed
111-21	MOVED by Councillor Crothers accept the discussion on Town Signage as information.		
112-21	MOVED by Councillor Engel to accept the COVID-19 update for March 9, 2021 as information.		
113-21	MOVED by Councillor Crothers that Council move to accept the Chief Administrative Officer's report for March 9, 2021 as information.		
114-21	MOVED by Councillor Crothers for Council to go into closed meeting in accordance with Division 2 Sections 23 and 24 of the FOIP Act at 8: 31 p.m .		
115-21	MOVED by Councillor Poggemiller to return to open meeting at 9:02 p.m.		
116-21	MOVED by Councillor Engel that Council approve \$8500 for further consulting work to be undertaken on the library expansion project to be funded from the 2021 operating budget.	CF to initiate consultation.	Completed
117-21	MOVED by Councillor Crothers to accept the Council reports for March 9, 2021 as information.		
118-21	MOVED by Councillor Moore to accept the items presented as information.		
119-21	MOVED by Deputy Mayor Windsor to bring back to Council information on the current study being done on replacement of RCMP with Provincial Police.	EG & LS to bring information to RCM.	
120-21	MOVED by Deputy Mayor Windsor to go into closed meeting in accordance with Division 2 Sections 23 and 24 of the FOIP Act at 9:31 p.m. with the following staff attending the closed meeting session with Council: Ethan Gorner, Chief Administrative Officer Amanda Riley, ACAO/Chief Financial Officer Luana Smith, Manager of Legislative Services		
121-21	MOVED by Councillor Crothers to come out of closed meeting at 9:56 p.m.		
122-21	MOVED by Councillor Moore to give consent to transfer/consolidate the existing 7 MR to Lot 800 13 MR in Shantz Industrial Park.		
123-21	MOVED by Councillor Moore to set a Public Hearing date for the April 13, 2021 Regular Council Meeting for the disposal of Municipal Reserve (MR).	KP/LS to advertise for Public Hearing Apri. 13th.	Completed
124-21	MOVED by Councillor Crothers to appoint Craig Martin to the Municipal Planning Commission member at large until the Organizational Meeting in 2021.	LS to send letter and inform MPC	Completed
125-21	MOVED by Councillor Crothers to adjourn the meeting 9:59 p.m.		
March 23, 2021 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
126-21	MOVED by Councillor Engel to approve the agenda as amended.		
127-21	MOVED by Deputy Mayor Windsor to approve the March 9, 2021 Regular Council Meeting Minutes as presented.		
128-21	MOVED by Deputy Mayor Windsor that Council set the following Policing Priorities for 2021-2022: 1. Increase in visibility in the community, including late evenings and early mornings 2. Increase in traffic enforcement, particularly speeding 3. Focus on correcting poor driving habits	EG to send letter to Sgt. Fournier	In progress
129-21	MOVED by Councillor Moore that Council to approve forwarding a letter of support and satisfaction with the Royal Canadian Mounted Police as Alberta's police force of choice.	RH and LS to work on letter	In progress

130-21	MOVED by Deputy Mayor Windsor that Council approve sending a letter from the Mayor in opposition to the creation of an Alberta provincial police service to replace the Royal Canadian Mounted Police.	RH and LS to work on letter	In progress
131-21	MOVED by Deputy Mayor Windsor that Council approve the Council Professional Development Policy COUN-001-21 as amended.	LS to have placed on website	Completed
132-21	MOVED by Councillor Crothers that Council grant first reading to Utility Rates and Fees Bylaw 2021-03 and that it be referred to the Policy and Governance Committee.	EG and LS to bring back to Committee	Completed
133-21	MOVED by Deputy Mayor Windsor to grant first reading to Tax Rate Bylaw 2021-04 to establish the rates and penalties for the 2021 Taxation year and that it be referred to the Strategic Planning Committee.	EG and LS to bring back to Committee	Pending information from Province
134-21	MOVED by Councillor Baswick to appoint Mike Crampton as Chair and Shelly Daly as Vice-chair to the Didsbury Economic Development Advisory Committee until the organizational meeting in 2021.	LS to send letters to inform of appointment	Completed
135-21	MOVED by Councillor Moore to have Mayor Hunter send letters of thanks on behalf of Council and the Town of Didsbury to the participants for contributing to the Virtual Town Hall Meetings.	RH and LS to work on letter	Completed
136-21	MOVED by Councillor Poggemiller that Council request Administration to bring back information on the logistics of acknowledging the good Samaritan in our community.	LS to include in next RCM (April 13)	Completed
137-21	MOVED by Deputy Mayor Windsor to accept the COVID-19 update for March 23, 2021 as information.		
138-21	MOVED by Councillor Crothers to accept the Chief Administrative Officer's Report for March 23, 2021 as information.		
139-21	MOVED by Councillor Engel to accept the Council Reports for March 23, 2021 as information.		
140-21	MOVED by Councillor Moore to accept the items presented as information. <ul style="list-style-type: none"> • Performance Evaluation Committee Meeting Notes for February 18, 2201 • Strategic Planning Committee Notes for March 3, 2021 • Policy & Governance Committee Notes for March 3, 2021 • Didsbury Economic Development Advisory Committee Meeting Notes for February 22, 2021 • Minister of Jobs, Economy and Innovation – Response on impact COVID-19 and Businesses in Didsbury • Minister of Municipal Affairs – Alberta Disaster Recovery Program 		
141-21	MOVED by Deputy Mayor Windsor to go into closed meeting in accordance with Division 2 Sections 23 and 24 of the FOIP Act at 7:56 p.m.		
142-21	MOVED by Councillor Crothers to come out of closed meeting at 9:57 p.m.		
143-21	MOVED by Deputy Mayor Windsor to approve Mayor Hunter to participate on behalf of the Town of Didsbury in the "Bring Wynonna Home" campaign.		
144-21	MOVED by Councillor Crothers to adjourn the meeting Regular Council Meeting for March 23, 2021 at 9:58 p.m.		

Didsbury Municipal Enforcement
1st Quarter Report
For the period January 1, 2021 – March 31, 2021

Staffing

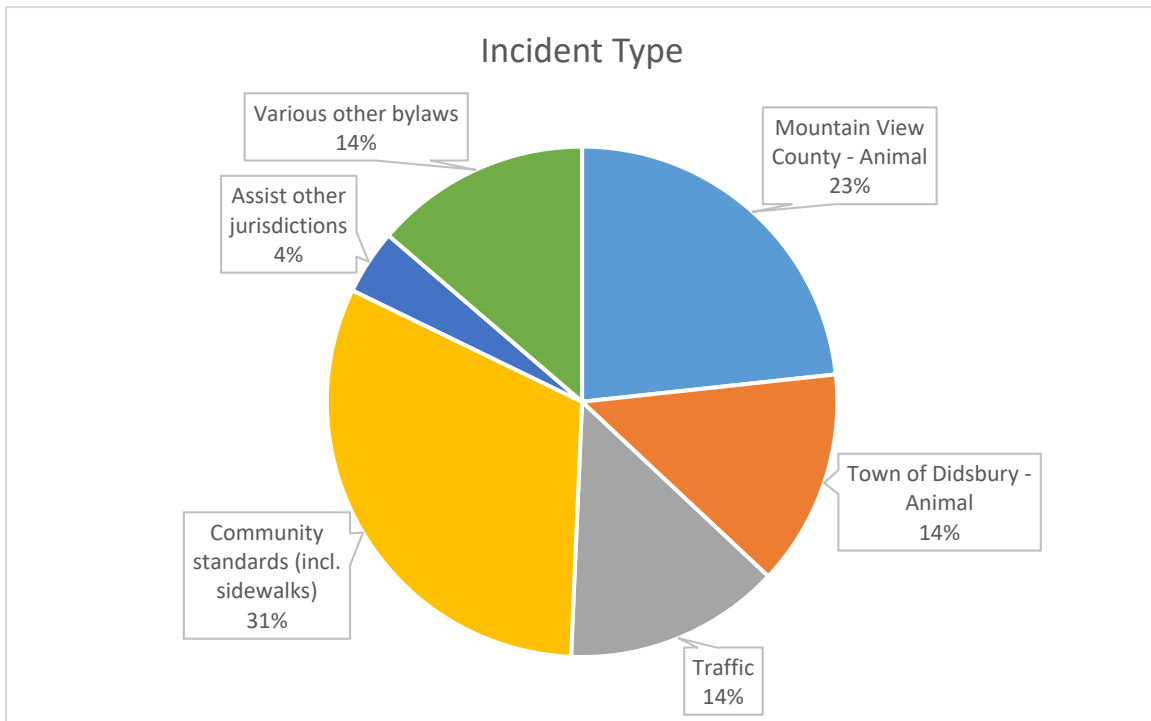
The Town has a CPO 2 officer who handles all bylaw questions and complaints, animal control for the Town, dog control for Mountain View County, and proactive education and enforcement of Town bylaws. Carstairs provides some coverage outside of normal business hours to assist the Town.

Areas of Focus

During this period the department focused on educating the public on our bylaw's requirements for keeping their sidewalks clear of snow and ice. There was also a large focus on animal license renewal and cleanup of the module within our software system.

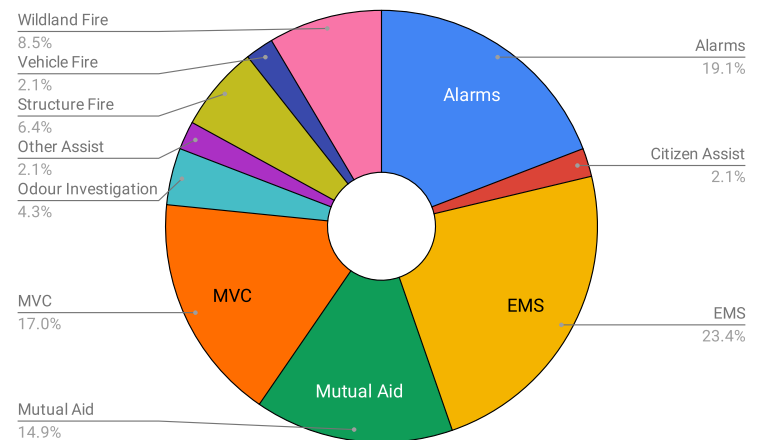
Files/Complaint report

The department generated 73 files including 24 officer generated and 46 complaint reports. There were 3 violation tickets issued.

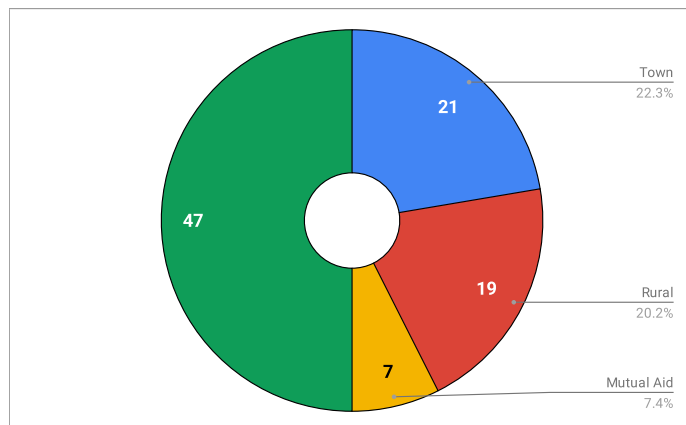


Didsbury Fire Department - Response
First Quarter - January 1 to March 31, 2021

Type	Total
Alarms	9
Citizen Assist	1
EMS	11
Mutual Aid	7
MVC	8
Odour Investigation	2
Other Assist	1
Structure Fire	3
Vehicle Fire	1
Wildland Fire	4
	47



Call Location	Total
Town	21
Rural	19
Mutual Aid	7
	47



The department took possession of the new Pumper Truck (approved as part of 2019 Capital Budget) at the end of January, 2021. This truck was a joint purchase between the Town and Mountain View County. All of the members who are able to operate it are now trained. The old pumper truck was since sold to Rocky Mountain Phoenix.



Report to the CAO – Community Services

April 13, 2021 RCM

Mountain View Regional Parks, Recreation and Culture Master Plan

The Town of Didsbury is a partner in the ongoing Mountain View Regional Parks, Recreation and Culture Master Plan, a project that began in late 2020 and is expected to reach completion in November 2021.

Currently Expedition Consulting, the firm contracted to guide this regional process, has issued a survey for all community members, youth and stakeholders to complete. Additionally, two engagement sessions are planned for April 13, 2021 – one from 2-3 pm and one from 6-7 pm. Information on both the survey and the engagement sessions can be found at: <https://www.didsbury.ca/p/mvr-recreation-survey>

Expedition Consulting will also be engaging with the Didsbury Town Council on April 27, 2021 from 4:30-5:30 pm, through a virtual meeting to discuss Council priorities relative to recreation, parks and culture in our community. A link for this meeting has been sent to all Council members.

2021 Community Services Capital Project Update

Council approved three capital projects for the Community Services department in 2021: the replacement of the MPR + lobby roof systems at the Didsbury Memorial Complex; the installation of a new skatepark; and the replacement of the Jets playground.

Council is presented with the Request for Proposal (RFP) decision this evening for the roof project. We had one RFP submission from Cooper Roofing, valued at \$127,700 which is under the \$160,000 budget by \$32,300. With Council's award of the contract, and barring any unanticipated costs, the project is expected to be delivered under budget this summer.

Preparation for both the skatepark and Jets Playground will begin on April 19, 2021. Both facilities will be closed to the public on that date so that the removal of existing equipment and infrastructure can begin. Plans over the next month will include the removal and relocation (where possible) of fencing, the removal and relocation (where possible) of trees, demolition and disposal of playground equipment, demolition and disposal of skatepark equipment, and the removal of asphalt in the old skatepark. Ground work on the new skatepark will also occur over the next month and New Line Skatepark, the construction firm building the new skatepark, is expected on-site in mid-May to begin this project. Anticipated completion of the skatepark is mid-August and the playground is early September, weather permitting. Advertising and signage regarding these closures was issued the week of April 5, 2021.

Additionally, we have reached out to the elementary and middle schools to discuss opportunities for our Didsbury youth to assist in the selection of playground equipment for the Jets playground. We expect to have this engagement complete near the end of April to ensure enough lead time to place the equipment orders so that we can be ready for the August installation.

COVID-19 Restrictions and Facility Update

On April 6, 2021, the Government of Alberta announced the regression to Step 1 of A Path Forward, the government's four-step process for easing restrictions associated with COVID-19 in Alberta. This is due to an increase in COVID-19, and variant, cases within Alberta.

Fortunately, all programs currently operating out of the Didsbury Memorial Complex can continue as they all were designed to meet Step 1 requirements. Programs currently being offering include:

- Aquatics: stroke development (1-on-1 coaching with certified staff); private swim lessons; household-only rentals; youth training sessions (9 youth and 1 certified trainer); and school use.
- Arena: spring season use with 9 youth and 1 certified trainer per surface and school use
- Sportsfields: spring season use with 9 youth and 1 certified trainer per field and school use

Arena Season Revenue

The Didsbury Arena reopened for rentals on February 8, 2021 under AHS restrictions and closed on March 25, 2021 for the end of the season. During the short, six-week operational season we were able to achieve revenues of \$11,300. This came through use from our local hockey and figure skating clubs, as well as non-local rentals from Airdrie, Olds, Crossfield and other central Alberta communities.



PLANNING & DEVELOPMENT SERVICES
2021 Quarterly Development Report (Q1)

Prepared for the Regular Council Meeting

Page | 1

RESIDENTIAL DEVELOPMENTS

	Q1	Q2	Q3	2021
Permits Issued – All development relating to Residential Use	17			17
Total Construction Values [in the \$ millions]	1.76			1.75
Date of First Permit Issued	Feb. 2			Feb. 2
Date of Last Permit Issued	Mar. 31			Mar. 31

Note: Residential Development consists of Dwellings, Accessory Buildings, Additions, Decks, Suites, Demolitions & Misc.

COMMERCIAL DEVELOPMENTS

	Q1	Q2	Q3	2021
Permits Issued – All development related Commercial Use	12			12
Total Construction Values [in the \$ millions]	2.45			2.45
Date of First Permit Issued	Jan. 18			Jan. 18
Date of Last Permit Issued	Mar. 26			Mar. 26

Note: Commercial Development consists of Commercial Retail Units, Changes of Use, Signage and Misc.

LAND USE APPLICATIONS & APPEALS

	Q1	Q2	Q3	2021
Subdivisions- Approved	3	-	-	3
Redesignations- Approved	-	-	-	-
Development & Subdivision Appeals	-	-	-	-

Certificates of Compliance

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.

	Q1	Q2	Q3	2021
Certificates of Compliance Issued	13	-	-	13



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Council Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

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

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Council Reports for April 13, 2021 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Correspondence & Information
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Parkland Regional Library 2022 Per Capita Funding
- March 17, 2021 Policy & Governance Committee Meeting Notes
- March 17 and April 1, 2021 Strategic Planning Committee Meeting Notes

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engagement Community

RECOMMENDATION

That Council move to accept the items presented as information.

March 31, 2021

Good day,

Parkland Regional Library system has learned recently that the Government of Alberta (GOA) has discontinued updating the Municipal Affairs population lists. According to the GOA's official website, *"The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future."* This change will impact the requisition amounts paid by member municipalities.

According to clause 8.3 of Parkland's Master Agreement, when invoicing members for the requisition, *"The population of a municipality that is Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs."* Since Municipal Affairs is now using the population figures supplied by Treasury Board and Finance, that means Parkland will be invoicing municipalities using these same figures. This also means that some municipalities may experience a notable change in their invoiced amounts. This is because according to the GOA's website, the *"population figures between the municipal population lists and the provincial population estimates and projections will differ due to different methodologies used to account for population."* To review these statements made by the GOA or examine the *Municipal (Census Subdivision) Population Estimates* Parkland will be using in the future, please refer to the following hyperlink: <https://www.alberta.ca/municipal-population-lists.aspx>

Due to the disparity in populations between the old official population list and the new numbers supplied by the Treasury Board, Parkland's Executive Committee has decided to refrain from invoicing municipalities based on the Treasury Board figures until 2022. However, Parkland will be obliged to use the new population figures in 2022, in part to be fair to those municipalities which have seen population decline.

Accompanying this email are a number of attachments. They include a condensed spreadsheet of the *"Municipal (Census Subdivision) Population Estimates : 2016 - 2020 "* showing only those municipalities that are Parkland members; a small spreadsheet showing Parkland's billing information for 2021 based on the old figures from Municipal Affairs; and a third spreadsheet showing the Treasury Board statistics, the Municipal Affairs numbers, and the difference between the two.

If you have any questions or concerns about this matter please contact Parkland at operations@prl.ab.ca

Sincerely,



Ron Sheppard, Director
Parkland Regional Library System

RS/kh

**Parkland Regional Library System
BILLING INFORMATION FOR 2021**

BILLING INFORMATION FOR 2021		2021		
		Alberta Municipal Affairs	Alberta Treasury Board Estimated Pop.	Difference
1	ALIX	734	779	45
2	ALLIANCE	154	155	1
3	AMISK	204	202	(2)
4	BASHAW	830	838	8
5	BAWLF	422	413	(9)
6	BENTLEY	1,078	1,112	34
7	BIG VALLEY	349	368	19
8	BIRCHCLIFF SV	117	123	6
9	BITTERN LAKE	220	223	3
10	BLACKFALDS	10,125	11,974	1,849
11	BOWDEN	1,240	1,214	(26)
12	CAMROSE	18,742	19,333	591
13	CAMROSE COUNTY	8,660	8,821	161
14	CAROLINE	512	513	1
15	CARSTAIRS	4,077	4,735	658
16	CASTOR	929	915	(14)
17	CLEARWATER M D	11,947	11,975	28
18	CLIVE	715	779	64
19	CORONATION	940	1,007	67
20	CREMONA	444	489	45
21	CZAR	202	201	(1)
22	DAYSLAND	824	833	9
23	DELBURNE	892	833	(59)
24	DIDSBURY	5,268	5,337	69
25	DONALDA	219	215	(4)
26	ECKVILLE	1,163	1,197	34
27	EDBERG	151	154	3
28	ELNORA	298	392	94
29	FLAGSTAFF COUNTY	3,738	3,736	(2)
30	FORESTBURG	875	870	(5)
31	GULL LAKE	176	187	11
32	HALF MOON BAY SV	42	42	0
33	HARDISTY	554	547	(7)
34	HAY LAKES	495	557	62
35	HEISLER	160	158	(2)
36	HUGHENDEN	243	242	(1)
37	INNISFAIL	7,847	7,957	110
38	JARVIS BAY SV	213	225	12
39	KILLAM	989	981	(8)
40	LACOMBE	13,985	14,109	124
41	LACOMBE County	10,343	10,190	(153)
42	LOUGHEED	256	254	(2)
43	MOUNTAIN VIEW COUNTY	13,074	13,345	271
44	NORGLNWOLD SV	273	303	30
45	OLDS	9,184	9,753	569
46	PAINTERTH COUNTY	2,102	2,006	(96)
47	PARKLAND BEACH SV	153	160	7
48	PENHOLD	3,563	4,037	474
49	PONOKA	7,229	7,525	296
50	PONOKA County	9,806	10,132	326
51	PROVOST	1,998	1,984	(14)
52	PROVOST MD	2,205	2,184	(21)
53	RED DEER COUNTY	19,541	18,863	(678)
54	RIMBEY	2,567	2,720	153
55	ROCHON SANDS SV	86	84	(2)
56	ROSALIND	188	191	3
57	ROCKY	6,635	6,699	64
58	SEDGEWICK	811	780	(31)
59	SUNBREAKER COVE SV	81	86	5
60	STETTLER	5,952	5,851	(101)
61	STETTLER COUNTY	5,566	5,545	(21)
62	SUNDRE	2,729	2,998	269
63	SYLVAN LAKE	14,816	16,351	1,535
64	WHITE SANDS	120	117	(3)
Totals		220,051	226,899	6,848

**Parkland Regional Library System
BILLING INFORMATION FOR 2021**

Current Population Counts from Alberta Municipal Affairs

1	ALIX	734
2	ALLIANCE	154
3	AMISK	204
4	BASHAW	830
5	BAWLF	422
6	BENTLEY	1,078
7	BIG VALLEY	349
8	BIRCHCLIFF SV	117
9	BITTERN LAKE	220
10	BLACKFALDS	10,125
11	BOWDEN	1,240
12	CAMROSE	18,742
13	CAMROSE COUNTY	8,660
14	CAROLINE	512
15	CARSTAIRS	4,077
16	CASTOR	929
17	CLEARWATER M D	11,947
18	CLIVE	715
19	CORONATION	940
20	CREMONA	444
21	CZAR	202
22	DAYSLAND	824
23	DELBURNE	892
24	DIDSBURY	5,268
25	DONALDA	219
26	ECKVILLE	1,163
27	EDBERG	151
28	ELNORA	298
29	FLAGSTAFF COUNTY	3,738
30	FORESTBURG	875
31	GULL LAKE	176
32	HALF MOON BAY SV	42
33	HARDISTY	554
34	HAY LAKES	495
35	HEISLER	160
36	HUGHENDEN	243
37	INNISFAIL	7,847
38	JARVIS BAY SV	213
39	KILLAM	989
40	LACOMBE	13,985
41	LACOMBE County	10,343
42	LOUGHEED	256
43	MOUNTAIN VIEW COUNTY	13,074
44	NORGLENWOLD SV	273
45	OLDS	9,184
46	PAINTEARTH COUNTY	2,102
47	PARKLAND BEACH SV	153
48	PENHOLD	3,563
49	PONOKA	7,229
50	PONOKA County	9,806
51	PROVOST	1,998
52	PROVOST MD	2,205
53	RED DEER COUNTY	19,541
54	RIMBEY	2,567
55	ROCHON SANDS SV	86
56	ROSALIND	188
57	ROCKY	6,635
58	SEDGEWICK	811
59	SUNBREAKER COVE SV	81
60	STETTLER	5,952
61	STETTLER COUNTY	5,566
62	SUNDRE	2,729
63	SYLVAN	14,816
64	WHITE SANDS	120
<hr/> Totals		220,051

Alberta Treasury Board & Finance Census Subdivision (Municipal) Population Estimates - 2016 to 2020

Census Division		Census Subdivision	Area Name	Type	2016	2017	2018	2019	2020
1	4808	4808034	Alix	VL	751	758	766	773	779
2	4807	4807032	Alliance ¹⁵	VL	155	158	157	156	155
3	4807	4807008	Amisk	VL	209	207	206	204	202
4	4810	4810002	Bashaw	T	844	842	842	840	838
5	4810	4810009	Bawlf	VL	436	438	407	414	413
6	4808	4808026	Bentley	T	1,108	1,103	1,101	1,042	1,112
7	4807	4807021	Big Valley	VL	350	340	360	371	368
8	4808	4808023	Birchcliff	SV	119	120	121	122	123
9	4810	4810012	Bittern Lake	VL	226	225	225	224	223
10	4808	4808029	Blackfalds	T	9,928	10,586	11,145	11,493	11,974
11	4808	4808006	Bowden	T	1,273	1,219	1,227	1,210	1,214
12	4810	4810011	Camrose	CY	19,223	19,225	19,238	19,306	19,333
13	4810	4810001	Camrose County ⁴⁵	MD	8,660	8,604	8,574	8,618	8,821
14	4809	4809010	Caroline	VL	523	521	519	514	513
15	4806	4806029	Carstairs	T	4,208	4,282	4,564	4,690	4,735
16	4807	4807014	Castor	T	944	935	930	922	915
17	4809	4809002	Clearwater County	MD	12,217	12,176	12,126	12,004	11,975
18	4808	4808032	Clive	VL	735	746	799	748	779
19	4807	4807012	Coronation	T	950	985	973	968	1,007
20	4806	4806031	Cremona	VL	456	462	469	479	489
21	4807	4807004	Czar	VL	207	205	204	202	201
22	4807	4807039	Daysland	T	835	844	835	838	833
23	4808	4808004	Delburne	VL	914	893	869	826	833
24	4806	4806032	Didsbury	T	5,390	5,344	5,361	5,301	5,337
25	4807	4807029	Donalda	VL	222	220	219	217	215
26	4808	4808024	Eckville	T	1,154	1,164	1,176	1,187	1,197
27	4810	4810006	Edberg	VL	154	154	154	154	154
28	4808	4808002	Elnora	VL	301	320	334	356	392
29	4807	4807031	Flagstaff County ¹⁴⁵	MD	3,810	3,852	3,810	3,779	3,736
30	4807	4807036	Forestburg ⁴⁵	VL	892	883	878	871	870

31	4808	4808028	Gull Lake	SV	179	181	183	185	187
32	4808	4808025	Half Moon Bay	SV	42	42	42	42	42
33	4807	4807048	Hardisty	T	564	559	556	551	547
34	4810	4810014	Hay Lakes	VL	509	517	532	557	557
35	4807	4807038	Heisler	VL	163	161	160	159	158
36	4807	4807006	Hughenden	VL	249	247	246	244	242
37	4808	4808008	Innisfail	T	8,013	7,938	7,799	7,920	7,957
38	4808	4808005	Jarvis Bay	SV	217	219	221	223	225
39	4807	4807042	Killam	T	1,011	1,001	996	988	981
40	4808	4808031	Lacombe	CY	13,365	13,540	13,800	13,910	14,109
41	4808	4808022	Lacombe County	MD	10,485	10,327	10,405	10,515	10,190
42	4807	4807046	Lougheed	VL	260	259	258	256	254
43	4806	4806028	Mountain View County	MD	13,380	13,404	13,139	13,353	13,345
44	4808	4808013	Norglenwold	SV	281	305	310	305	303
45	4806	4806034	Olds	T	9,422	9,410	9,480	9,624	9,753
46	4807	4807011	Paintearth County No. 18	MD	2,158	2,093	2,092	2,031	2,006
47	4808	4808042	Parkland Beach	SV	155	156	158	159	160
48	4808	4808009	Penhold	T	3,404	3,768	3,877	3,961	4,037
50	4808	4808038	Ponoka County	MD	10,052	10,247	10,230	10,096	10,132
51	4807	4807002	Provost	T	2,046	2,026	2,015	1,999	1,984
52	4807	4807001	Provost No. 52	MD	2,250	2,242	2,136	2,149	2,184
53	4808	4808001	Red Deer County	MD	20,019	19,107	19,124	19,169	18,863
54	4808	4808044	Rimbey	T	2,622	2,646	2,673	2,698	2,720
55	4807	4807028	Rochon Sands	SV	87	86	86	85	84
56	4810	4810003	Rosalind	VL	191	191	191	191	191
57	4809	4809015	Rocky Mountain House	T	6,792	6,736	6,691	6,718	6,699
58	4807	4807044	Sedgewick	T	831	789	803	808	780
59	4808	4808027	Sunbreaker Cove	SV	82	83	84	85	86
59	4808	4808039	Ponoka	T	7,403	7,372	7,467	7,437	7,525
60	4807	4807026	Stettler	T	6,102	6,019	5,911	5,950	5,851
61	4807	4807019	Stettler County No. 6 ²⁵	MD	5,430	5,404	5,613	5,594	5,545
62	4806	4806036	Sundre	T	2,797	2,833	2,878	2,938	2,998
63	4808	4808012	Sylvan Lake	T	15,289	15,698	16,086	16,315	16,351
64	4807	4807027	White Sands	SV	121	120	119	118	117

Census Division	Census Subdivision	Area Name	Type	2016	2017	2018	2019	2020
Total				223,165	223,537	224,950	226,162	226,899
	4810	4810004	Ferintosh ^{4 5}	207	207	207	207	--
Total				223,372	223,744	225,157	226,369	226,899

Sources:

Population Estimates: Statistics Canada, Center for Demography

Boundary Adjustments: Treasury Board and Finance, Office of Statistics and Information

Notes:

Population estimates in this table were produced by Statistics Canada using the municipal CSD (census subdivision) geographic boundaries as of January 1, 2016 (2016 Standard Geographic Classification). TBF has adjusted the population estimates for those CSDs where a geographic boundary change occurred post 2016. All CSD boundaries are as of January 1 of the year stated.

Postcensal estimates are based on the latest census counts adjusted for census net undercoverage (including adjustment for incompletely enumerated Indian reserves) and on the estimated population growth that occurred since that census, as calculated using fiscal data.

There were two types of boundary adjustments: *dissolutions/amalgamations*, where one municipality ceases to exist as a municipality and is amalgamated into the surrounding CSD, and *annexations* or *boundary corrections*, where part of a CSD is allocated elsewhere.

¹ Boundary adjustment as of January 1, 2017

² Boundary adjustment as of January 1, 2018

³ Boundary adjustment as of January 1, 2019

⁴ Boundary adjustment as of January 1, 2020

⁵ Due to boundary change in year stated, annual growth against previous year in this region should be used with caution

Caution: Population estimates for CSDs sometimes consist of small numbers. Estimates with such a high degree of detail may show a level of uncertainty that is more important. Thus, estimates for smaller numbers should be interpreted with caution.

All estimates subject to revision.

Prepared by: Alberta Treasury Board and Finance, January 2021

For more information contact Jennifer Hansen at jennifer.hansen@gov.ab.ca

Last Updated: January 26, 2021



Policy and Governance Committee Meeting Notes
March 17, 2021 at 3:00 p.m.
Held through ZOOM Meeting

Present:

Councillor Moore (Chair)
Councillor Crothers (Vice-chair)
Deputy Mayor Windsor

Staff:

Ethan Gorner, Chief Administrative Officer
Amanda Riley Assistant CAO/Chief Financial Officer
Luana Smith, Manager of Legislative Services

1. CALL TO ORDER

Councillor Moore called the meeting to order at 3:06 p.m.

2. AGENDA APPROVAL

The committee accepted the agenda as presented.

3. REVIEW OF MEETING NOTES

The committee approved the meeting notes of March 3, 2021 as amended.

CLOSED MEETING as per section 23 and 24 of the FOIP Act

Moved by Deputy Mayor Windsor that the Policy and Governance Committee go into closed meeting at 3:07 p.m.

Carried

4. BYLAW REVIEW

4.1 Council Professional Development Policy COUN-001-21

Administration provided updates to the Professional Development Policy.

The committee agreed the Professional Development Policy with amendments be presented to Council for approval.

4.2 Utility Rates Bylaw 2021-03

The committee reviewed the Utility Rates Bylaw 2021-03.

The committee agreed the Utilities Rates & Fee Bylaw go to Council for first reading with a blank Schedule "A" Fee schedule and brought back to the next committee for further discussion.

RECONVENE MEETING

Moved by Councillor Crothers that the Policy and Governance Committee go return to open meeting at 4:00 p.m.

Carried

5. UPCOMING ON DOCKET ITEMS

- Code of Conduct Bylaw
- Wastewater Bylaw 2020-01 and Water Bylaw 2019-07
- Utility Policy 001 and Utility Policy 002

6. NEXT MEETING

6.1 March 31, 2021 at 10:00 a.m.

7. AJOURNMENT

The Policy & Governance Committee adjourned the meeting at 4:17 p.m.



**Strategic Planning Committee
Meeting Notes
March 17, 2021 at 1:00 p.m.
Held through ZOOM Meeting**

Present:

Deputy Mayor Windsor (Chair)
Councillor Moore (Vice-chair)
Mayor Hunter

Staff:

Amanda Riley, ACAO/Chief Financial Officer
Ethan Gorner, Chief Administrative Officer
Luana Smith, Manager of Legislative Services

1. CALL TO ORDER

Deputy Mayor Windsor called the Strategic Planning Committee meeting to order at 1:05 p.m.

2. APPROVAL OF AGENDA

5.4 Campground management was added

The committee accepted the agenda as amended.

3. REVIEW OF MEETING NOTES

The committee approved the meeting notes from the February 24, 2021 meetings are presented.

CLOSED MEETING – in accordance with Section 23 and 24 of the *FOIP Act*

By consent the committee went into closed meeting at 1:06 p.m.

4. OUTSTANDING BUSINESS

5. STANDING ITEMS

5.1 REVIEW OF PLANNING DOCUMENTS AND PLANS

5.1.1 Delegation

A delegation regarding property in the Town of Didsbury was presented to the Committee.

5.1.2 Director Control Zoning

The committee discussed the regulations and applications relating to Direct Control Zoning.

5.2 FINANCIAL PLANNING – nothing to report

5.3 MEETING FRAMEWORK and STRUCTURE

5.3.1 Committee Vote Recording

The committee discussed the decisions of the committee and reporting back to Council.

5.4 REVIEW OF DEVELOPMENT OF FACILITIES AND INFRASTRUCTURE

Campground Structure

5.5 DEVELOPMENT AND REVIEW OF AN ASSET PLAN - Nothing to report at this time.



5.6 PRIORITIZE PERFORMANCE BASED BUDGETING - Nothing to report at this time

6. OUTSTANDING ITEMS

- CAO to bring back information and recommendations on framework and meeting structure for the Strategic Planning Committee standing agenda template
- Community Information Signs Project – Proposed Locations
- Curling Club request
- Facility Operation Review
- MOST Grant Allocation
- Contingency fund framework

RECONVENE MEETING

By consent the committee returned to open meeting at 2:54 p.m.

7. NEXT MEETING

March 31, 2021 at 1:00 p.m.

8. AJOURNMENT

The Strategic Planning Committee adjourned the meeting at 2:56 p.m.



**Strategic Planning Committee
Meeting Notes
April 1, 2021 at 9:00 a.m.
Held through ZOOM Meeting**

Present:

Deputy Mayor Windsor (Chair)
Councillor Moore (Vice-chair)
Mayor Hunter

Staff:

Amanda Riley, ACAO/Chief Financial Officer
Ethan Gorner, Chief Administrative Officer
Luana Smith, Manager of Legislative Services

1. CALL TO ORDER

Deputy Mayor Windsor called the Strategic Planning Committee meeting to order at 8:59 a.m.

2. APPROVAL OF AGENDA

The committee accepted the agenda as presented.

3. REVIEW OF MEETING NOTES

The committee approved the meeting notes from the March 17, 2021 as presented.

4. OUTSTANDING BUSINESS

5. STANDING ITEMS

CLOSED MEETING – in accordance with Section 23 and 24 of the *FOIP Act*

By consensus the committee went into closed meeting at 9:01 a.m.

5.1 Financial Planning

5.1.1 Delegation

A delegation was present to make a proposal regarding Town owned property.

5.1.2 Community Grant Program

Samples of policies from two municipalities were provided on grants to organizations.

By consensus the committee asked Administration to bring concept/principles to the next committee meeting.

5.2 Review of Development of Facilities and Infrastructure

5.2.1 Inviting organizations with agreements or arrangements with the Town

The committee discussed inviting organizations/groups that are supported by the Town to attend the Committee meeting as a delegation.

By consensus the committee agreed to invite organizations/groups to a committee meeting as a delegation. All members of Council will be invited to attend the delegation portion of the meeting.

5.3 Review of Planning Documents and Plans – Nothing to report

5.4 Development and Review of an Asset Plan – Nothing to report

5.5 Prioritize Performance Based Budgeting – Nothing to report



RECONVENE

By consensus the committee returned to open meeting at 10:47 a.m.

6. OUTSTANDING ITEMS

- Taxation Rates for 2021 (waiting for assessment from the Province to finalize)
- CAO to bring back information and recommendations on framework and meeting structure for the Strategic Planning Committee standing agenda template
- Community Information Signage Project – Proposed Locations
- Curling Club Request – with additional information
- Facility Operation Review
- MOST Grant allocation

7. NEXT MEETING

April 7, 2021 at 1:00 p.m.

8. AJOURNMENT

The Strategic Planning Committee adjourned the meeting 10:48 a.m.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	April 13, 2021
SUBJECT	Council Highlights Roundtable
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.1

BACKGROUND/PROPOSAL:

Council members will identify items that were significant to them from the meeting to be included in the Council Highlights.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

These highlights will be used by Administration to be included in the Council Highlights document that is placed on the Town of Didsbury website for public review and released to the public.