



**Minutes of the Town of Didsbury Regular Council Meeting
Held on January 23, 2024 in Council Chambers 1606 14 Street
Commencing at 6:00 p.m.**

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

Council Members Absent Councillor Ethan Williams

Administration Present Chief Administrative Officer, Ethan Gerner
ACAO/Chief Financial Officer, Amanda Riley
Director of Community Services, Nicole Aasen
Director of Engineering & Infrastructure, Craig Fox
Manager of Legislative Services/Recording Officer, Luana Smith
Planner, Tracey Connatty
Development Officer, Lee-Ann Gaudette
Manager of Human Resources, Stefanie Halfyard
Municipal Intern, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter called the January 23, 2024 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Remove 3.1 RCMP Detachment Second Quarter Report - Staff Sgt. Browne is unable to attend the meeting.

Add correspondence to 13.4 Provincial Engagement – Letter from Minister of Municipal Affairs.

Res. 031-24

MOVED by Deputy Mayor Engel

To accept the January 23, 2024 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS – *Item removed from agenda*

4. ADOPTION OF MINUTES

4.1 January 9, 2024 Regular Council Meeting Minutes

Res. 032-24

MOVED by Councillor Windsor

To adopt the January 9, 2024 Regular Council Meeting Minutes as amended.

Motion Carried

4.2 January 17, 2024 Budget Meeting Minutes

Res. 033-24

MOVED by Councillor Windsor

To adopt the January 17, 2024 Budget Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – *no public hearings*

Handwritten signatures and the number 1.

6. **REPORTS**

6.1 **Council Report for January 23, 2024**

Res. 034-24

MOVED by Deputy Mayor Engel

To accept the Council Reports for January 23, 2024 as information.

Motion Carried

6.2 **Chief Administrative Officer (CAO) Report for January 23, 2024**

Res. 035-24

MOVED by Councillor Baswick

To accept the Chief Administrative Officer Report for January 23, 2024 as information.

Motion Carried

7. **2024 BUDGET**

7.1 **Cost of Living Adjustment (COLA) Comparison**

Res. 036-24

MOVED by Deputy Mayor Engel

To accept the *cost of living adjustment* (COLA) comparison as information.

Motion Carried

7.2 **2024 Operating Budget**

Res. 037-24

MOVED by Councillor Windsor

To approve the Sanitary Lagoon Maintenance Program Stage 1 as outlined in the business case for \$250,000 to be funded from Wastewater Reserves.

Motion Carried

Res. 038-24

MOVED by Councillor Windsor

That Administration invite a representative from Alberta Environment and Protected Areas to speak to Council regarding the operations and maintenance of sanitary lagoons.

Motion Carried

Res. 039-24

MOVED by Deputy Mayor Engel

To approve the GIS Software Implementation project for \$60,000 to be funded from the Strategic Initiatives and Contingency Reserve.

Motion Carried

Councillor McCoy requested a recorded vote.

Res. 040-24

MOVED by Councillor Moore

To accept the Draft 2 Operating Budget as information.

Mayor Hunter For

Deputy Mayor Engel For


Councillor Baswick For

Councillor McCoy For

Councillor Moore For

Councillor Windsor For

Motion Carried

RAH 2 

Res. 041-24

MOVED by Councillor Windsor

That Administration bring back to the February 13, 2024 Council meeting options for dates for the external organizations to give their funding request presentations to Council.

Motion Carried

Res. 042-24

MOVED by Councillor Windsor

That Administration bring back options for funding \$100,000 for the Butte Reservoir repairs to the February 13, 2024 Regular Council Meeting.

Motion Carried

7.3 East Reservoir Financing Scenarios

Res. 043-24

MOVED by Councillor Windsor

To approve the East Reservoir construction as per Option 2 with funding of \$788,703 from the 2024 LGFF grant allocation, \$3,000,000 from Water Reserves, and \$1,894,351 from long-term debt, for a total of \$5,683,054, and to include it in the 2024 Capital Budget.

Motion Carried

Res. 044-24

MOVED by Councillor McCoy

To approve the 21 Avenue Connector Project Construction Phase for \$1,500,000 to be funded through MSI and LGFF grants and to include it in the 2024 Capital Budget.

Motion Carried

Res. 045-24

MOVED by Councillor Baswick

To approve the RV Sani-Dump Construction Phase for \$100,000 to be funded through Wastewater Reserves and to include it in the 2024 Capital Budget.

Motion Carried

Res. 046-24

MOVED by Councillor Moore

To return the East Reservoir construction project to Council for an alternative funding scenario, should the Alberta Municipal Water/Wastewater Partnership Grant be successful.

Motion Carried

8. BYLAWS & POLICIES

8.1 CS 001-24 - Financial Assistance for Athletic Excellence

Res. 047-24

MOVED by Deputy Mayor Engel

To approve Policy CS 001-24 – Financial Assistance for Athletic Excellence as presented, and rescind Policy COUN 009-22 – Financial Assistance for Recognition of Athletic Achievement.

Motion Carried

8.2 COUN 004-24 - Council Remuneration Policy

Res. 048-24

MOVED by Deputy Mayor Engel

To approve Policy COUN 004-24 Council Remuneration as presented, and to rescind Policy COUN 004-22.

Motion Carried

- 8.3 Council Proclamation Policy**
Res. 049-24
MOVED by Deputy Mayor Engel
To approve Proclamation Policy COUN 006-24 as presented, and to rescind Policy COUN 006-21.
Motion Carried
- 8.4 Bylaw 2024-01 Portion of SW 18-32-1-5 to Amend Land Use Bylaw 2019-01**
Res. 050-24
MOVED by Councillor Moore
That Council grant first reading of Bylaw 2024-01 Portion of SW-18-31-2-5 amending the Land Use Bylaw 2019-01.
Motion Carried
- Res. 051-24**
MOVED by Councillor Moore
To set February 27, 2024 as the Public Hearing for Bylaw 2024-01.
Motion Carried
- 8.5 Bylaw 2024-02 Amending Fox Hollow Area Structure Plan Bylaw 2008-05**
Res. 052-24
MOVED by Councillor Moore
That Council grant first reading to Bylaw 2024-02 Amending Fox Hollow Area Structure Plan.
Motion Carried
- Res. 053-24**
MOVED by Councillor Moore
To set February 27, 2024 as the Public Hearing for Bylaw 2024-02.
Motion Carried

9. BUSINESS

- 9.1 RCMP Reserves**
Res. 054-24
MOVED by Councillor Moore
To approve funding the overage of \$3,127 on the RCMP Detachment Parking Lot Expansion Project from the RCMP Contract Policing Reserve.
Motion Carried
- Res. 055-24**
MOVED by Councillor Moore
To approve maintaining the current balance of \$94,843.67, which includes \$44,843.67 for the outstanding retroactive pay invoice due March 31, 2025 in the RCMP Contract Policing Reserve.
Motion Carried
- Res. 056-24**
MOVED by Councillor Moore
To approve reallocating the remaining RCMP Reserve funds, approximately \$367,600, to the Water Infrastructure Reserve fund for the purpose of helping to fund the East Reservoir Project.
Motion Carried
- Res. 057-24**
MOVED by Councillor Moore
To bring back Res. 445-19 to Council to review the allocation of RCMP funds.
Motion Carried

9.2 Enhancement to Res. 558-23 Staff Travel

Res. 058-24

MOVED by Councillor Baswick

To rescind Res. 558-23: *MOVED by Councillor Windsor that any travel expenses for travel over 300 km one-way be presented to Council for approval by motion of Council effective immediately.*

Motion Carried

Res. 059-24

MOVED by Deputy Mayor Engel

To send the Travel and Expense Guidelines Policy FIN 003-22 to the Policy and Governance Committee for review and recommendation, as a priority.

Motion Carried

9.3 October 13, 2020 RFD Human Resource Authority

Councillor Moore requested a recorded vote.

Res. 060-24

MOVED by Deputy Mayor Engel

To accept the October 13, 2020 RFD regarding Human Resource Authority as information and refer it to the Policy and Governance Committee.

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

Motion Defeated

Councillor Baswick left the meeting at 8:52 p.m.

9.4 HR 004 - Personnel Policy (2019 Version with Mark-up)

Res. 061-24

MOVED by Deputy Mayor Engel

That Administration update Council on any changes or updates to HR 004 – Personnel Policy as they are created.

Motion Carried

9.5 HR 007 - Hiring Policy

Res. 062-24

MOVED by Councillor McCoy

To refer HR 007 – Hiring Policy to the Policy and Governance Committee for review.

Motion Carried

9.6 Current Organizational Chart

Res. 063-24

MOVED by Councillor Windsor

To accept the organizational chart as information.

Motion Carried

9.7 Current Salary Grid Information and Comparative Survey

Councillor Moore requested a recorded vote.

Res. 064-24

MOVED by Deputy Mayor Engel

To refer the current salary grid to the Financial Planning Committee for review.

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

Motion Carried

9.8 Didsbury Chamber Business Conference Sponsorship

Res. 065-24

MOVED by Councillor Moore

To provide \$500 from the Economic Development Promotions/Public Relations budget to sponsor the Didsbury Chamber of Commerce Women in Agri-business Conference and \$10 to secure a vendor table for the Town of Didsbury Economic Development department.

Motion Carried

9.9 Olds College Dinner of Distinction Sponsorship

Res. 066-24

MOVED by Councillor Windsor

To accept the sponsorship package from Olds College for the *Dinner of Distinction* as information.

Motion Carried

9.10 Mid-Sized Mayor's Caucus Update

Res. 067-24

MOVED by Councillor Windsor

To approve membership in the Alberta Mid-sized Towns Mayors' Caucus as per the Terms of Reference and agree to pay the \$250 membership, to be funded from the Council Membership budget.

Motion Carried

Res. 068-24

MOVED by Councillor Windsor

To approve Mayor Hunter to submit her name to be considered for election to an Executive Caucus Committee or Executive Board Member position.

Motion Carried

10. CORRESPONDENCE & INFORMATION

- RCMP Commanding Officer C.M. (Curtis) Zablocki, M.O.M. – Retirement notice
- Alberta Municipal Affairs Minister Ric McIver – Assessment Model Review
- Alberta Environment and Protected Areas Minister Rebecca Schulz - Drought Concerns
- Alberta Municipal Affairs Minister Ric McIver – LGFF

Res. 069-24

MOVED by Councillor Moore

To accept the correspondence presented as information.

Motion Carried

Res. 070-23

MOVED by Councillor Windsor

To refer the letter from Alberta Environment and Protected Areas Minister Rebecca Schulz - Drought Concerns as an item to the February 13, 2023 Regular Council Meeting.

Motion Carried

Res. 071-23

MOVED by Deputy Mayor Engel

To have Mayor Hunter write a letter on behalf of Council to RCMP Commanding Officer C.M. (Curtis) Zablocki, M.O.M on his retirement.

Motion Carried

11. COUNCIL MEETING HIGHLIGHTS

12. QUESTION PERIOD

13. CLOSED MEETING

Res. 072-24

MOVED by Councillor McCoy

To go into Closed Meeting at 9:36 p.m. for the following items:

13.1 Infrastructure Priorities as per Section 23 and 24 of the FOIP Act

13.2 21 Avenue Land Offer - as per Section 16 and 25 of the FOIP Act

13.3 Mountain View Regional Water Services Commission Agreement - as per Section 24 of the FOIP Act

13.4 Provincial Engagement - as per Section 21 of the FOIP Act

13.5 Trailer Utilities - as per Section 17 of the FOIP Act

13.6 Organizational Update - as per Section 24 of the FOIP Act

Motion Carried

14. RECONVENE

Res. 073-24

MOVED by Councillor Moore

To return to Open Meeting at 9:54 p.m.

Motion Carried

Res. 074-24

MOVED by Councillor Windsor

To approve Mayor Hunter send a letter to the Mountain View Regional Water Services Commission regarding the supply agreement.

Motion Carried

Res. 075-24

MOVED by Deputy Mayor Engel

To have the Chief Administrative Officer respond to the Mobile Home (Trailer) Utilities request as discussed.

Motion Carried

Res. 076-24

MOVED by Councillor Moore

To reconvene the January 23, 2023 Regular Council Meeting to discuss Closed Items 13.1, 13.2, 13.4, and 13.6 at 5:00 p.m. on January 30, 2024.

Motion Carried

Handwritten signatures in blue ink, including the number 7.

15. **ADJOURNMENT**

Res. 077-24

MOVED by Councillor Windsor

To adjourn the January 23, 2024 Regular Council Meeting at 9:57 p.m. until 5:00 p.m. on January 30, 2024.

Motion Carried

RA 8 



**Minutes of the Town of Didsbury Regular Council Meeting
Held on January 23, 2024 and Reconvened on January 30, 2024
Council Chambers 1606 14 Street
Commencing at 6:00 p.m.**

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

Administration Present Chief Administrative Officer, Ethan Gorner
Director of Engineering & Infrastructure, Craig Fox
Municipal Intern, Jocelyn Baxter

16. CALL TO ORDER

Mayor Hunter reconvened the January 23, 2024 Regular Council Meeting on January 30, 2024 at 5:00 p.m.

17. CLOSED MEETING

Res. 078-24

MOVED by Councillor Windsor

To go into Closed Meeting at 5:00 p.m. for the following items:

- 13.1 Infrastructure Priorities as per Section 23 and 24 of the FOIP Act
- 13.2 21st Avenue Land Offer - as per Section 16 and 25 of the FOIP Act
- 13.4 Provincial Engagement - as per Section 21 of the FOIP Act
- 13.6 Organizational Update - as per Section 24 of the FOIP Act

Motion Carried

18. RECONVENE

Res. 079-24

MOVED by Deputy Mayor Engel

To return to Open Meeting at 6:16 p.m.

Motion Carried

Res. 080-24

MOVED by Deputy Mayor Engel

That Administration to bring back a list of all reports related to wastewater and infrastructure submitted to all levels of government.

Motion Carried

Res. 081-24

MOVED by Councillor Williams

To publish the "Infrastructure Priorities - 2005 to Present" Power Point Presentation to the Town of Didsbury website.

Motion Carried

Res. 082-24

MOVED by Councillor Windsor

That Administration obtain an appraisal on 2128, 21 Avenue Didsbury, Alberta and bring it back to Council.

Motion Carried

9

Res. 083-24

MOVED by Councillor Williams

That Mayor Hunter write a letter on behalf of Council to thank the Minister of Municipal Affairs as discussed.

Motion Carried

Res. 084-24

MOVED by Councillor Moore

To accept the organizational update as information.

Motion Carried

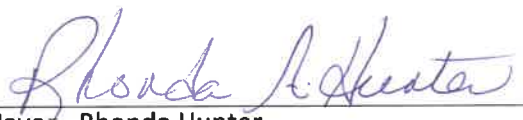
19. ADJOURNMENT

Res. 085-24

MOVED by Councillor Baswick

To adjourn the reconvened January 23, 2024 Regular Council Meeting on January 30, 2024 at 6:20 p.m.

Motion Carried



Mayor - Rhonda Hunter



Chief Administrative Officer- Ethan Gorner