



**Minutes of the Town of Didsbury Regular Council Meeting held on  
Held on August 26, 2025 in Council Chambers 1606 14 Street  
Commencing at 6:00 p.m**

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

**Administration Present** Acting CAO/Chief Financial Officer, Amanda Riley  
Director of Community Services, Nicole Aasen  
Director of Engineering & Infrastructure, Craig Fox  
Economic Development Officer, Alexandra Ross  
Development Officer, Lee-Ann Gaudette  
Planner, Tracey Connatty  
Council and Community Relations Coordinator, Nelisha Bruce  
Communications Coordinator, Lisa Bastarache  
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter

**1. CALL TO ORDER**

Mayor Hunter called the August 26, 2025 Regular Council Meeting to order at 6:00 p.m.

**2. ADOPTION OF THE AGENDA**

*Addition of First Quarter Report 3.3 as RCMP First Quarter Report*

**Res. 442-25**

MOVED by Deputy Mayor Engel

To adopt the August 26, 2025 Regular Council Meeting agenda as amended.

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

**Motion Carried**

**3. DELEGATIONS/PRESENTATIONS**

**3.1 Didsbury RCMP Detachment**

**Res. 443-25**

MOVED by Councillor Baswick

To accept the Didsbury RCMP Didsbury Detachment RCMP Quarterly Report and thank Staff Sergeant Browne and Corp. Shane O'Neill for presenting to Council on the 2026-2031 Multi-Year Financial Plan and First Quarter Detachment Report.

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

**Motion Carried**

**4. ADOPTION OF MINUTES**

**4.1 July 8, 2025 Regular Council Meeting Minutes**

**Res. 444-25**

MOVED by Deputy Mayor Engel

To adopt the July 8, 2025 Regular Council Meeting Minutes as presented.

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

**Motion Carried**

#### 4.2 **August 18, 2025 Special Council Meeting Minutes**

**Res. 445-25**

MOVED by Councillor Windsor

To adopt the August 18, 2025 Special Council Meeting Minutes as presented.

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

**Motion Carried**

### 5. **PUBLIC HEARINGS**

#### 5.1 **Land Use Amending Bylaw 2025-14 - Redesignate from C3 to RC**

Mayor Hunter opened the public hearing to consider Land Use Amending Bylaw 2025-14 at 6:23 p.m. The Bylaw being considered would redesignate 22 properties located in the Central Core area from C3: Commercial District - Core to RC: Residential Commercial. Administration provided a report and summary of the proposed bylaw. The Chair called for questions or comments from Council as well as from the public and those participating virtually to allow those attending the opportunity to speak in favour or against the proposed amendments. Mayor Hunter closed the public hearing to consider Land Use Amending Bylaw 2025-14 at 6:33 p.m.

#### 5.2 **Land Use Amending Bylaw 2025-15 - Redesignate from IS to R2**

Mayor Hunter opened the public hearing to consider Land Use Amending Bylaw 2025-15 at 6:34 p.m. The Bylaw being considered would redesignate the property located at 2128 21 Avenue from IS: Institutional to R2: Residential District - General. Administration provided a report and summary of the proposed bylaw. The Chair called for questions or comments from Council as well as from the public and those participating virtually to allow those attending the opportunity to speak in favour or against the proposed amendments. Mayor Hunter closed the public hearing to consider Land Use Amending Bylaw 2025-15 at 6:41 p.m.

#### 5.3 **Land Use Amending Bylaw 2025-16 - Redesignate from R2 to DC**

Mayor Hunter opened the public hearing to consider Land Use Amending Bylaw 2025-16 at 6:41 p.m. The Bylaw being considered would redesignate the lots of land located at 2101, 2105, and 2109 19 Avenue, the former location of the Didsbury Fire Hall, from R2: Residential District - General to DC: Direct Control District. Administration provided a report and summary of the proposed bylaw. The Chair called for questions or comments from Council as well as from the public and those participating virtually to allow those attending the opportunity to speak in favour or against the proposed amendments. Mayor Hunter closed the public hearing to consider Land Use Amending Bylaw 2025-16 at 6:46 p.m.

### 6. **CAO REPORT**

**Res. 446-25**

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for August 26, 2025 as information.

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

**Motion Carried**

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7. **BYLAWS & POLICIES**

**7.1 Land Use Amending Bylaw 2025-14**

**Res. 447-25**

MOVED by Councillor Windsor

That Council grant second reading to Land Use Amending Bylaw 2025-14.

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

**Motion Carried**

**Res. 448-25**

MOVED by Councillor Windsor

That Council grant third and final reading to Land Use Amending Bylaw 2025-14.

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

**Motion Carried**

**7.2 Land Use Amending Bylaw 2025-15**

**Res. 449-25**

MOVED by Deputy Mayor Engel

That Council grant second reading to Land Use Amending Bylaw 2025-15.

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

**Motion Carried**

**Res. 450-25**

MOVED by Deputy Mayor Engel

That Council grant third and final reading to Land Use Amending Bylaw 2025-15.

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

**Motion Carried**

**7.3 Land Use Amending Bylaw 2025-16**

**Res. 451-25**

MOVED by Councillor Moore

That Council grant second reading to Land Use Amending Bylaw 2025-16.

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

**Motion Carried**

**Res. 452-25**

MOVED by Councillor Moore

That Council grant third and final reading to Land Use Amending Bylaw 2025-16.

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

**Motion Carried**

Deputy Mayor Engel left the meeting at 7:53 p.m.

Deputy Mayor Engel rejoined the meeting at 7:55 p.m.

**7.4 COUN 001-25 - Council Remuneration and Professional Development Policy**

**Res. 453-25**

MOVED by Mayor Hunter

To bring back information regarding additional costing estimates related to attendance, registration, accommodation, and per diem at relevant professional development opportunities provided in the Professional Development List provided by Administration and bring back the policy with the tracked changes to the next Regular Council Meeting.

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

**Motion Carried**

**8. BUSINESS**

**8.1 DP 25-061 Gordon McIntosh - Change of Use DC-IND Direct Control District - Industrial 1205 and 1209 - 20 Street**

**Res. 454-25**

MOVED by Councillor Baswick

To approve DP 25-061 for **Change of Use: Industrial (Services), Industrial (Manufacturing and Operations) and Office** located at 1205 & 1209 – 20 Street, **subject to the following conditions 1 through 9:**

***Nature of Development***

1. This development shall be classified as **Industrial (Services), Industrial (Manufacturing and Operations) and Office** and all are Discretionary Uses in the DC-IND: Direct Control District.
2. That the nature of the development conforms to the principles set forth in the application.
3. The applicant shall notify the Town of Didsbury if there is any change in the business practice (i.e. change of business, intensification of use, storage of materials, etc.). A change in the business practice, as deemed by the Development Authority, may require a review of the original application or an additional development permit approval as deemed by the Development Authority.
4. That any future development not applied for on the original permit be approved through the permitting process prior to construction.

***Safety Code Permits***

5. That the applicant/developer ***obtains a Change of Use Building Permit*** and any other applicable Safety Codes Permits from IJD Inspections Ltd. (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act before construction begins. ***Note: The building shall not be occupied until a final inspection has been completed and a Permit Services Report has been issued.***

***Additional Requirements***

6. Hours of operation for AdOil will be 8:00am to 5:00pm.

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7. That a **Business License be purchased** and renewed annually as long as the business is in operation. A lapse in paying the Business License fee will require re-application of the Business License.
8. All municipal Bylaws including, but not limited to, the Business License Bylaw 2012-08 as amended shall be adhered to.

**General Requirements**

9. 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.

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

**Motion Carried**

**8.2 DP 25-065 Blair Patelli - Change of Use DC-IND Direct Control District - Industrial Bay 3, 2825 - 19 Street**

**Res. 455-25**

MOVED by Councillor Windsor

To approve DP 25-065 for **Change of Use: Automotive Services (Minor) & Retail (Small)** located at Bay 3, 2825 – 19 Street, **subject to the following conditions 1 through 9:**

**Nature of Development**

1. This development shall be classified as Automotive Services (Minor) & Retail (Small) and both are Discretionary Uses in the DC-IND: Direct Control District.
2. That the nature of the development conforms to the principles set forth in the application.
3. The applicant shall notify the Town of Didsbury if there is any change in the business practice (i.e. change of business, intensification of use, storage of materials, etc.). A change in the business practice, as deemed by the Development Authority, may require a review of the original application or an additional development permit approval as deemed by the Development Authority.
4. That any future development not applied for on the original permit be approved through the permitting process prior to construction.

**Safety Code Permits**

5. That the applicant/developer **obtains a Change of Use Building Permit, if required**, and any other applicable Safety Codes Permits from IJD Inspections Ltd. (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act before construction begins. **Note: The building shall not be occupied until a final inspection has been completed and a Permit Services Report has been issued, if applicable.**

**Additional Requirements**

6. Hours of operation would be Monday to Friday 10:00am to 4:00pm with some weekends.
7. That a **Business License be purchased** and renewed annually as long as the business is in operation. A lapse in paying the Business License fee will require re-application of the Business License;
8. All municipal Bylaws including, but not limited to, the Business License Bylaw 2012-08 as amended shall be adhered to.

**General Requirements**

9. 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.

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

**Motion Carried**

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**8.3 Xplore Inc. - Scott Telecom Services Letter of Concurrence**

**Res. 456-25**

MOVED by Councillor Baswick

To issue a Letter of Concurrence for the proposed Xplore Telecommunications Inc. 45 metre self-support telecommunications tower installation located at Plan 9311360, Lot 2 (W ½-8-31-1-W5M), Didsbury, Alberta.

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

**Motion Carried**

**8.4 Regional Policing Committee**

**Res. 457-25**

MOVED by Councillor Windsor

To approve opting out of the regional policing committee and to send a letter to the Minister of Safety and Emergency Services for permission to establish a municipal policing committee.

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

**Motion Carried**

**8.5 Write Off of Uncollectible Tax Account 2025**

**Res. 458-25**

MOVED by Councillor Moore

To authorize the write off taxes receivable for roll #1398000 totalling \$3,297.05.

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

**Motion Carried**

**8.6 Joyce McCoy Request for Additional Remuneration**

**Res. 459-25**

MOVED by Councillor Windsor

That Council accept the request from 8.6 – Joyce McCoy Request for Additional Remuneration as information.

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

**Motion Defeated**

**Res. 460-25**

MOVED by Councillor Moore

That Joyce McCoy be reimbursed for \$1,254.58 of her submitted request to reflect the Federation of Canadian Municipalities (FCM) Conference.

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

**Motion Carried**

## 8.7 Central Alberta Resilience Taskforce (CAERT) Participation

### Res. 461-25

MOVED by Councillor Baswick

To approve the Town of Didsbury's participation in the Central Alberta Resilience Taskforce (CAERT).

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

**Motion Carried**

## 9. COUNCIL REPORTS AND MEETING HIGHLIGHTS

### Res. 462-25

MOVED by Deputy Mayor Engel

To accept the August 26, 2025 Council Reports as information.

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

**Motion Carried**

#### Highlights

- RCMP MYFP
- Public Hearings for Bylaw 2025-14, 2025-15, and 2025-16.
- Bylaw 2025-14, 2025-15, and 2025-16
- The CAO Report – First and Second Quarterly Financial Reports
- Regional Policing Committee

## 10. CORRESPONDENCE AND INFORMATION

### Res. 463-25

MOVED by Councillor Moore

To accept the correspondence for August 26, 2025 as information.

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

**Motion Carried**

### Res. 464-25

MOVED by Councillor Moore

That Mayor Hunter write letters of response to Commanding officer Trevor Daroux and Mark Piciacchia on behalf of Council.

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

**Motion Carried**

## 11. QUESTION PERIOD

## 12. CLOSED MEETING

## 13. RECONVENE

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**14. ADJOURNMENT**

**Res. 465-25**

**MOVED by Councillor Baswick**

**To adjourn the August 26, 2025 Regular Council Meeting at 9:31 p.m.**

**Motion Carried**



Mayor - Rhonda Hunter



Acting Chief Administrative Officer- Amanda Riley