



AGENDA TOWN OF DIDSBURY
REGULAR COUNCIL MEETING
February 11, 2020 - 6:00 PM

ATTENDANCE:

Mayor: R. Hunter; **Deputy Mayor:** D. Moore

Councillors: J. Baswick, M. Crothers, C. Engel, E. Poggemiller, B. Windsor

Chief Administrative Officer: E. Gorner

Chief Financial Officer: A. Riley

Recording Secretary: D. Porath

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES 3
 - a. Regular Council Meeting Minutes – January 28, 2020
4. DELEGATION/ PRESENTATIONS 7
 - a. FCSS Board – Recommendations for Funding Awards 14
 - b. Chamber of Commerce – Trade Fair & Expo
5. PUBLIC HEARINGS
None
6. BYLAWS & POLICIES 19
 - a) Supplementary Assessment Bylaw 2020-03 22
 - b) Regional Assessment Review Board Bylaw 2020-04
7. CAPITAL BUDGET 29
8. BUSINESS 56
 - a) Direct Control – Change of Use – Industrial (Manufacturing & Operations)
 - b) FCSS Community Grant Funds – 2020
 - c) Didsbury Chamber of Commerce - Opportunity
 - d) ACP Regional Grant (Olds) 67
 - e) Mountain View Seniors' Housing – 5th Annual Gala & Fundraiser 73

9.	REPORTS	
	a) CAO Report	81
	b) Council Reports	82
10.	CORRESPONDENCE & INFORMATION	91
	a) Minutes - Other	
	i. Didsbury Municipal Library – December 2019	
	ii. Didsbury & District Historical Society – January 21, 2020	
	iii. Community Services Advisory Board Meeting – January 24, 2020	
	iv. MVSH Meeting – November 28, 2019	
	v. MAP Meeting – September 16, 2019	
11.	GALLERY QUESTION PERIOD	
12.	CLOSED MEETING - Due to sections 16, 17, 19, 20, 24, and 25 of the Freedom of Information and Privacy Act (FOIP)	
	a) Adjourn to Closed Meeting	
	b) Move to Open Meeting	
13.	NOTICE OF MOTION	
14.	ADJOURNMENT	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 3

SUBJECT: MINUTES – REGULAR COUNCIL MEETING

BACKGROUND: The minutes from the previous Regular Council Meeting are presented for Council's review and approval.

ADMINISTRATIVE REVIEW:

RELEVANT LEGISLATION: Bylaw 2019-03 "Procedural Bylaw"

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT: An Informed and Engaged Community

RECOMMENDATION: That Council accept the minutes of the January 28, 2020 Regular Council Meeting as presented.

ALTERNATIVE OPTIONS: That Council approve the minutes of the January 28, 2020 Regular Council Meeting as amended.

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. *Regular Council Meeting minutes.*
-

PREPARED BY: D. Porath, Executive Assistant

REVIEWED BY: E. Gorner, Chief Administrative Officer



Minutes of the Town of Didsbury Regular Council Meeting January 28, 2020

Present: Mayor: R. Hunter Deputy Mayor: D. Moore
Councillors: J. Baswick, C. Engel, E. Poggemiller, B. Windsor
Chief Administrative Officer: E. Gorner Chief Financial Officer: A Riley
Staff: N. Aasen, C. Fox
Recording Secretary: D. Porath

Absent: Councillor M. Crothers

1. **CALL TO ORDER**

Mayor Hunter called the Regular Council Meeting to order at 6:00 PM.

2. **ADOPTION OF AGENDA**

Res. No. 028-20 Moved by Councillor Windsor that the agenda be adopted with the following amendments:
ADD Economic Development Terms of Reference as Item 6.c

Carried

3. **ADOPTION OF MINUTES**

a. Regular Council Meeting Minutes – January 14, 2020

Res. No. 029-20 Moved by Councillor Baswick that the minutes of the January 14, 2020 Regular Council Meeting be approved with the following amendments:
AMEND Resolution 022-20/023-20 – all appointees to the Town of Didsbury Library Board for a 3-year term should be under Resolution 022-20 and in Resolution 023-20 Council approved the MVC candidate to a one-year term.

Carried

4. **DELEGATION/PRESENTATIONS**

Town of Didsbury Library Board highlights from 2019.

Staff Sgt. Fournier presented the RCMP quarterly report.

Manager of Community Services presented the new website to Council.

5. **PUBLIC HEARINGS**

None

6. **BYLAWS & POLICIES**

a. Town of Didsbury Library Board Bylaw 2020-02

Res. No. 030-20 Moved by Councillor Engel that Second Reading of the Town of Didsbury Library Board Bylaw 2020-02 be approved.

Carried

b. Bylaw 2020-03 Supplementary Assessments

Res. No. 031-20 Moved by Deputy Mayor Moore that First Reading of the Supplementary Assessments Bylaw 2020-03 be approved.

Carried

c. Economic Development Advisory Committee (EDAC) Terms of Reference

Res. No. 032-20 Moved by Deputy Mayor Moore that Section 1.4.1.e of the EDAC Terms of Reference be revised to include the Didsbury Chamber of Commerce President as an ex-officio member.

Carried

Res. No. 033-20 Moved by Deputy Mayor Moore that the EDAC Procedural Policy be referred to Administration for updating: In particular, the organizational chart, code of conduct and membership.

Carried

7. BUSINESS

a. Write-off of Uncollectible Grants in Place of Taxes

Res. No. 034-20 Moved by Deputy Mayor Moore that the outstanding tax receivable balance for Roll 139800 in the amount of \$2,920.73 be written off.

Carried

b. Cyber Security

Res. No. 035-20 Moved by Councillor Windsor that Administration perform a review of cyber security protocols and report back to Council.

Carried

c. Alberta CARE Action Items

Res. No. 036-20 Moved by Councillor Windsor that the Alberta CARE Action Items be referred to Administration for further review and consideration.

Carried

8. REPORTS

a. CAO Report

Res. No. 037-20 Moved by Councillor Engel that the CAO Report be accepted as information.

Carried

b. Council Reports

Res. No. 038-20 Moved by Councillor Baswick that the Council reports be accepted as information.

Carried

9. CORRESPONDENCE/EXTERNAL REPORTS

Res. No. 039-20 Moved by Councillor Engel that the correspondence and external reports be accepted as information.

Carried

10. GALLERY QUESTION PERIOD

11. CLOSED MEETING

a. Adjourn to Closed Meeting

Res. No. 040-20 Moved by Councillor Windsor that due to sections 17, 18, 19, 23, 24 and 29 of the Freedom of Information and Privacy Act (FOIP), the meeting be taken IN CAMERA to a Closed Session at 7:40 PM.

Carried

Res. No. 041-20 Moved by Councillor Windsor to come out of the closed session at 9:00 PM.

Carried

Res. No. 042-20 Moved by Councillor Windsor that the meeting be extended to 10:00 PM.

Carried

Res. No. 043-20 Moved by Councillor Windsor that due to sections 17, 18, 19, 23, 24 and 29 of the Freedom of Information and Privacy Act (FOIP), that the meeting be taken back IN CAMERA to a Closed Session at 9:00 PM.

Carried

Res. No. 044-20 Moved by Councillor Baswick to come out of the closed session at 9:12 PM

Carried

Correspondence

Res. No. 045-20 Moved by Councillor Windsor that the Mayor send a letter on behalf of Council to the Resident expressing gratitude for his contribution to our understanding of the history of the Town.

Carried

Didsbury Hospital

Res. No. 046-20 Moved by Councillor Windsor that a letter be drafted to the Minister of Health asking that the Town of Didsbury and surrounding municipalities be included in discussions and decisions regarding space optimization and utilization of the Didsbury & District Health Services facility.

Carried

Alberta Speech From The Throne

Res. No. 047-20 Moved by Councillor Windsor that in response to the invitation from the Speaker of the Legislature, that Mayor Hunter attend on behalf of council the upcoming Alberta Speech From The Throne.

Carried

Capital Budget Approvals

Res. No. 048-20 Moved by Councillor Windsor that Project 5 – 15th Avenue Stormwater Main Extension and Project 6, Westhill Place Sanitary Service Line Replacement from the proposed Capital Budget be approved.

Carried

Community Police Advisory Committee (CPAC)

Res. No. 049-20 Moved by Councillor Windsor that the town's involvement with CPAC transition from a political one to an administrative involvement.

Carried

Res. No. 050-19 Moved by Deputy Mayor Moore that a letter be sent to the RCMP advising them of the town's transitioned involvement with CPAC.

Carried

12. COUNCIL ROUNDTABLE

13. NOTICE OF MOTION

None

14. ADJOURNMENT

Res. No. 051-19 Moved by Deputy Mayor Moore that the meeting be adjourned at 9:56 PM.

Carried

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 4.a)

SUBJECT: FCSS COMMUNITY GRANT FUNDS - 2020

BACKGROUND: The Community Services Board met January 24, 2020 to review the 2020 FCSS Funding Applications and make recommendations to Council for allocation of these funds. \$64,000.00 has been budgeted for the 2020 Community Grants, and the 20 applications received totaled \$91,279.00.

Below you will find brief explanations of each group that requested 2020 FCSS funds:

Accredited Supports to the Community – Healthy Families

- **\$8,000.00, recommending the full amount be granted**
- Helps to pay for a staff member who works with families in Didsbury and surrounding area
- Healthy Families is a home visitation program for families with children 0-6 years of age
- Provide in-home support, information and referrals in the areas of child development, parenting, family support and community resources.
- Some of the families are on the verge of potential child intervention, so Healthy Families can step in and give the support needed before this happens
- Some of these families are isolated and need help with connecting to the community
- Families can self-refer, or be referred by other community agencies and programs

Chinooks Edge School Division, DHS – Mental Health Wellness Day

- **\$3,056.00, recommending the full amount be granted**
- All DHS students will have the opportunity to participate in this day
- A keynote speaker will open and breakout sessions will follow
- Sessions will include anxiety, nutrition, importance of keeping active, cultural component
- Wanting to create a support group after the wellness day is over

Chinooks Edge School Division, DHS – Take the Time

- **\$1,441.00, recommending the full amount be granted**
- Grade 9 students have the opportunity to come together to examine issues they deal with everyday life like bullying, community and self-esteem (approximately 90 students will participate)
- This program has the ability to develop an awareness of issues that our youth deal with daily

Chinooks Edge School Division - Family School Wellness Workers

- **\$10,000.00 to help staff Rossford Elementary, Westglen School and Didsbury High School with a Family School Wellness Worker (the ask was divided into 12 months and the board felt that there is truly only 10 months of service currently being offered in Didsbury)**
- Family School Wellness Program addresses the needs and supports for families and children 0-18 years of age

PREPARED BY: Jolene Sanford, Community Development Coordinator

REVIEWED BY: E. Gorner, Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

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Mission: *Creating the Place to Grow.*

- Families, youth and children can be referred by community agencies, schools and voluntary requests from parents and children directly
- They offer preventative programming, individual 1 on 1, information and referral and crises response to support a family in their time of need
- Supports children, youth and families as they encounter family-based difficulties in their everyday lives
- Eg. relationship troubles, low self-esteem, inappropriate behaviors, anger management, substance abuse, physical/mental health concerns, family conflict, lack of community connection, violent or abusive behaviors, academic struggles or changes in an individual's or family's life cycle

Chinooks Edge School Division - Youth Empowerment & Support Program

- **\$7,500.00, recommending the full amount be granted**
- Goal of the YES program is to increase coping, knowledge and skills of children and youth to enable them to make better choices and adopt behaviors to self-protect their physical and mental health at an early age as possible.
- Focus is on improving resiliency by increasing developmental assets and protective factors, increasing parental involvement, increasing positive peer interactions and reducing barriers for participation and providing greater awareness for mental health.
- 2 groups run at Ross Ford Elementary School
- 2 groups at Westglen School
- Eg. of programs are Berenstein Bears, free the horses, self-control patrol, second step and stepping up

Chinooks Edge School Division - Westglen School, Presentations

- **\$877.00, recommending the full amount be granted**
- Presentations purpose is the build self-worth, confidence, optimism, decision making and problem solving skills
- Address self-image, academic challenges, self-dignity, life challenges and student leaderships
- A separate workshop will also be presented to female students to further address self-image, self-care and girl specific concerns and challenges
 - Handouts and resources for both parents, teachers and students will be available

Didsbury Preschool Society – Preschool Program

- **\$9,870.00, recommending the full amount be granted**
- The preschool provides programming that offers a safe, educational, and fun learning environment for children during their early years, providing a successful start for their education
- Fosters the excitement about school and learning
- Teach problem solving, decision making, and conflict resolution
- Encourage creativity as inspired by varied child-centered approaches
- Encourage in children and acceptance of others through the establishment of a classroom community
- Licensed program and therefore there are subsidies available for families who qualify for them



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Didsbury Municipal Library – Young Readers Choice Awards

- **\$0, recommending no funds be granted, this program, while valuable, will still proceed without the requested funds**
- Children's choice awards
- Only children will get to vote and determine the winning titles
- Presentations will be done in the schools classrooms providing information about YRCA
- Encouraging grades 4-6 to come to the library and read the nominated titles

Didsbury Municipal Library – Teen Advisory Council

- **\$2,770.00, recommending the full amount be granted**
- Engage and empower teens, while connecting them to one another, the library, and their community.
- The TAC would advise the library about programs, services and collections, while also creating a space to explore interests and grow in confidence and leadership skills
- 12-16 teens in attendance

Holy Trinity Catholic School – Circle of Security Parenting Program

- **\$328.00, recommending the full amount be granted**
- Offer 2 x's this year
- Program based on decades of research about how parent-child relationships can be supported and strengthened
- Facilitators will work with parents and caregivers to help them to understand their child's emotional world by learning to read emotional needs, support their child's ability to successfully manage emotions, enhance the development of their child's self-esteem and honor the innate wisdom and desire for their child to be secure
- This program strengthens relationships and enriches the lives of parents and kids (birth to gr 4)

Holy Trinity Catholic School – CONNECT Program

- **\$1,025.00, recommending the full amount be granted**
- Offer 2 x's this year
- CONNECT Parenting is an attachment based program that runs for 10 weeks and supports parents and caregivers of pre-teens and teens with behavioral and emotional problems
- This is small group work with two trained group leaders
- Each session provides parents with a new perspective on parent-teen relationships and adolescent development. Parents watch role-plays and try exercises that encourage more choices for responding to their teens' difficult behavior.

Holy Trinity Catholic School – Naturally Nurtured, Animal Assisted Learning Program

- **\$200.00, recommending the full amount be granted**
- Being brought into Grade 4 classrooms 1x per week for 7 weeks as part of their Health Curriculum



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- Teaches skills about personal wellness and healthy social/emotional interactions. Self-care techniques such as relaxation breathing and positive self-esteem activities are practiced and refined during the activities and interactions with animals

Holy Trinity Catholic School – Presentation

- **\$0, recommending no funds be granted, the Board did not feel this presentation would be the best way to use FCSS funds**
- Professional magician and entertainer
- Uses magic, juggling, comedy, music and storytelling, he delivers meaningful messages that inspire, educate and motivate children and adults
- Character Education program which focuses on courage character and caring and is based on safe and caring schools
- Topics include: Dare to be decent, Dare to believe in yourself, Dare to take a stand, Dare to be different and Dare to be courageous.

HOPE – The Conversation Has to Happen

- **\$1,224.00, recommending the full amount be granted**
- 1 day conference addresses suicide, depression and other mental health issues
- Increases community knowledge and understanding of social issues affecting our community such as depression, suicide and other mental health issues
- Helps people connect with appropriate supports
- Offers an area set up with resources and people to talk to in the case of an immediate crises

Hope Pointe Community Church (Olds)

- **\$0, recommending no funds be granted, after careful review of the projected programs and the budget the Board has decided that it would be cheaper to contract the facilitator and specific programs dependent on the needs of Didsbury residents, we can offer free space and registration for the program**
- Connections is the non-faith-based portion of the community work performed by Hope Pointe. Since 2009, we have demonstrated a commitment to assisting our community and County to be a healthier, non-violent context for individuals and families. Connections is multi-faceted and includes the following workshops:
- Finding Voices, Growth Circle, Alternatives to Violence
- Boundaries, Boundaries for Youth, Daring Greatly, Rising Strong, Self-Compassion, Gifts of Imperfect Parenting

Local Women, Unite

- **\$200.00, recommending the full amount be granted**
- Help create a better community with women
- Trying to break the isolation that many women face
- This evening is an opportunity to get out, create friendships, and learn as a community
- Guest speakers, fashion show, food and opportunity to connect with other women

PREPARED BY: Jolene Sanford, Community Development Coordinator

REVIEWED BY: E. Gorner, Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

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Mountain View Emergency Shelter Society – Outreach Worker/ Programs

- **\$0, recommending no funds be granted, the Board would like to recommend that MVESS meet with the Community Development Coordinator to discuss future applications and the services required/available to Didsbury residents. Without funding, the program will still operate and service Didsbury residents**
- To end family violence by providing safe shelter to victims as well as to provide support, services and education to victims of family violence that will educate/assist the individuals in coping skills and making appropriate life choices to lead a safer, healthier and more secure life
- Provide brief solution focused counseling sessions for Victims of Family Violence
- Will provide transportation to shelters in other communities

Olds & District Hospice Society – Volunteer recruitment and Advertising

- **\$1,000.00, recommending the full amount be granted**
- This program provides support for terminally diagnosed individuals and their families by trained volunteers, bereavement support, information base, education, advocacy and communication
- This program supports the provision of quality, compassionate care in a home-like setting for those facing death as well as supporting their family before, during and after death
- 37 trained volunteers
- 2 palliative care rooms provided at Sunrise Encore Building. Alberta Health Services provides patient care in these rooms and Olds and District Hospice Society help support the family

Top Note Music School – Music Brain

- **\$0, recommending no funds be granted, after careful review of the application the Board does not see this program to be an immediate need for the Didsbury residents, as well there are some portions of this program that are a duplication of other existing music programs already happening at many of the senior centers.**
- The project is to help children and youth have a community opportunity to learn and share their musical talents with seniors centers, and special needs citizens
- Engage children and youth in the act of sharing the love of music with seniors and special needs
- Develop their interpersonal skills to enhance an awareness and constructive relationships with members of our communities

Town of Didsbury – Didsbury Out of School Care Association

- **\$13,660.00 recommending the full amount be granted**
- Offers before and after school care Monday to Friday
- Full Day programs on no school days and week long summer camps throughout the summer
- Safe, fun, educational program for children ages 5-12
- Program runs at Rossford Elementary School/MPR/Curling Rink



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

ADMINISTRATIVE REVIEW:

RELEVANT LEGISLATION: FCSS Act of Alberta

BUDGET IMPLICATIONS: The 2020 Town of Didsbury budget sees \$64,000 being allocated for FCSS Community Grant funds. The total value of the recommended funding amounts is \$61,151.00. This would leave a small surplus for additional applications that may be received throughout the year.

STRATEGIC PLAN ALIGNMENT: Healthy Active Living, An Informed and Engaged Community

RECOMMENDATION:

That Council approves the 2020 FCSS funding recommendations as presented.

Name of Organization	Amount Requested	Amount Recommended
Accredited Supports to the Community – Healthy Families	\$8,000.00	\$8,000.00
CESD – DHS, Mental Health Wellness Day	\$3,056.00	\$3,056.00
CESD – DHS, Take the Time	\$1,441.00	\$1,441.00
CESD – Family School Wellness	\$12,000.00	\$10,000.00
CESD – Youth Empowerment and Support	\$7,500.00	\$7,500.00
CESD – Westglen School, Presentation	\$877.00	\$877.00
Didsbury Preschool, Preschool Program	\$9,870.00	\$9,870.00
Didsbury Municipal Library – Young Readers Choice Awards	\$1,080.00	\$0
Didsbury Municipal Library – Teen Advisory Council	\$2,770.00	\$2,770.00

PREPARED BY: Jolene Sanford, Community Development Coordinator

REVIEWED BY: E. Gorner, Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

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Holy Trinity Catholic School – Circle of Security	\$328.00	\$328.00
Holy Trinity Catholic School – CONNECT Program	\$1,025.00	\$1,025.00
Holy Trinity Catholic School – Naturally Nurtured – Animal Assisted Learning Program	\$200.00	\$200.00
Holy Trinity Catholic School - Presentation	\$100.00	\$0
HOPE – The Conversation Has to Happen	\$1,224.00	\$1,224.00
Hope Pointe Community Church - Programs	\$2,848.00	\$0
Local Women, Unite - Conference	\$200.00	\$200.00
Mountain View Emergency Shelter, Programs	\$10,000.00	\$0
Olds & District Hospice Society	\$1,000.00	\$1,000.00
Top Note Music School – Music Brain	\$14,100.00	\$0
Town of Didsbury, Didsbury Out of School Care Association	\$13,660.00	\$13,660.00
Totals	\$91,279.00	\$61,151.00

ALTERNATIVE OPTIONS: That Council accept this report as information only.

Attachments: (May take the form of pictures, graphs, letters, etc.)

1.

PREPARED BY: Jolene Sanford, Community Development Coordinator

REVIEWED BY: E. Gorner, Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

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DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 4.b)

SUBJECT: DIDSBURY CHAMBER OF COMMERCE - OPPORTUNITY

BACKGROUND: The Didsbury Chamber of Commerce gave a presentation earlier, extending an invitation to the Town to participate more in the Didsbury Travel & Trade Expo.

ADMINISTRATIVE REVIEW: N/A

RELEVANT LEGISLATION: Bylaw 2019-03 "Procedural Bylaw".

BUDGET IMPLICATIONS:

STRATEGIC PLAN ALIGNMENT: An Informed and Engaged Community

RECOMMENDATION: As directed by Council.

ALTERNATIVE OPTIONS:

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. Chamber Schedule A



February 6th, 2020

Dear Mayor and Council;

The Didsbury Chamber of Commerce is excited to offer the Town of Didsbury a unique collaborative opportunity; an opportunity that exemplify the strength of our current partnership.

This opportunity will highlight local businesses, promoting tourism, and will help drive an economic influx in 2020 and we want you to be part of it.

We are proposing that the Town of Didsbury co-present our three biggest events of the year, The Didsbury Travel & Trade Expo, Didsbury Small business awards banquet, and the continued support of Country Christmas.

What we are looking for is an in-kind donation of the memorial complex for the Annual the Didsbury Travel & Trade Expo and for the Didsbury Small business awards banquet. We would also like to show our appreciation for the Towns commitment to continue to support the hanging and removal of garland for Country Christmas.

What we would like to offer in return for this generous in-kind donating is \$ 10,000+ in free advertising (Radio, Print and Digital), a complimentary booth rental at the Trade show and 4 free tickets to the awards banquet. (Please see Schedule "A" for a detailed breakdown). This would also allow the Chamber to commit an additional \$10,000 chamber bucks to our chamber bucks program. The Chamber bucks program keeps money in Didsbury and helps local groups fundraise.

Together we are stronger. Your affiliation would not only strengthen these events but will showcase our relationship and continue to help us capture the hearts and minds of local Didsburyians, and the rest of Mountain View County as we continue to forge a new path for our beautiful community.

Brian Chita
President Didsbury Chamber of Commerce

Schedule A

Affiliation with the 3 below initiatives of the Didsbury Chamber of Commerce, the Town will be included in all advertising mentioned below and perks. The value in advertising is \$10,375 dollars.

Affiliation – the ask

- Trade Fair and Expo – Free Rent of Memorial Complex
- Awards Banquet – Free rent of Memorial Complex
- Country Christmas – Town continued garland hanging/removal charge

Social Media – Facebook, Twitter, Instagram

- All Platforms Combined – Reach 28,400 + Paid spots - Value \$600

Radio Spots

- Trade Fair & Expo – 428 spots– Value \$3300
- Awards Banquet – 80 spots – Value \$500
- Country Christmas – 96 spots – Value \$250

Newspaper

- Trade Fair – 2 Full Pages – Value \$2300
- Country Christmas – 1 Full Page and ½ Page - \$950
- Awards Banquet – Article in newspaper

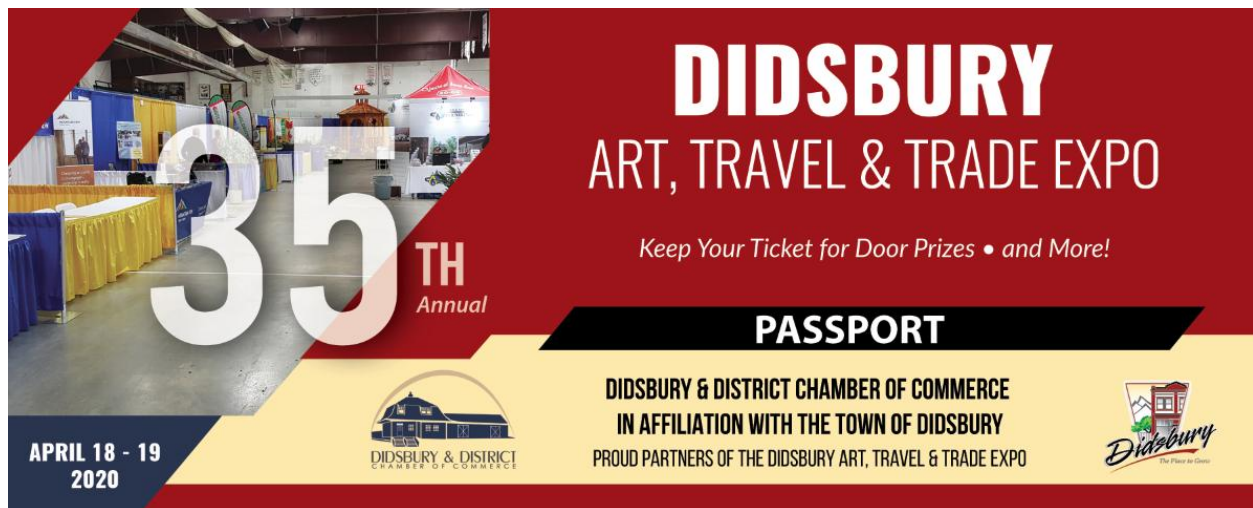
Addition Spots

- Mountain View Coffee News – 1 Ad – Trade Fair – Olds, Sundre, Innisfail, Bowden, Carstairs, Crossfield, Drumheller, Didsbury, Airdrie, North Calgary- Trade Fair – Value \$240
- Town of Carstairs Water Bill – 1 time – Trade Fair – Value \$150
- Miscellaneous print media – Posters, Ads, etc – Trade Show, Country Christmas, Awards Banquet – Value \$900
- Here's the Scoop Airdrie – 1 Ad – Trade Show – Value \$270
- Chamber Website – Trade Show, Awards Banquet, Country Christmas

Extras Added

- Trade Fair & Expo – Free Both – Value \$675
- Awards Banquet – 4 Free Tickets – Value \$240

Advertising, and verbiage for radio ads could look like below. The poster and passport are for “visual only”, and for conception.



Radio: *“The Didsbury & District Chamber of Commerce in affiliation with the Town of Didsbury are proud partners of the Art, Travel & Trade Expo, coming this April 18 and 19th, at the Didsbury Memorial Complex. Come and see the Tanis Talent Stage, Art Show, Kids zone, Taste of Didsbury, and much more. Don’t miss the free pancake breakfast on Saturday, starting 8am to 10am. That’s April 18 and 19th in Didsbury.*

**SEE OVER
100
EXHIBITS!**



**35TH
ANNUAL**

**DIDSBURY MEMORIAL COMPLEX
1702 - 21 AVENUE**

APRIL 18-19 2020

SAT: 9AM - 5PM

SUN: 12PM - 5PM

DIDSBURY ART, TRAVEL & TRADE EXPO

TANAS TALENT STAGE

SATURDAY: COUNTRY STAR SEARCH & FINALE
SUNDAY: FIDDLERS & FRIENDS JAMBOREE

ADMISSION

ADULT (18 - 64 YRS) \$5 - SENIOR (65+ YRS) \$4
STUDENT (10 - 17 YRS) \$3 - KIDS 9 YRS & UNDER ARE FREE

- **A BRUSH WITH ART SHOW AND SALE**
- **A TASTE OF DIDSBURY**
- **PLAY THE PASSPORT CONTEST !**

Kids Fun Zone • Door Prizes • Artisan Market • 100 Exhibits!

SATURDAY: PANCAKE BREAKFAST

(With Paid Admission) 8 AM - 10 AM • Free Parking



**DIDSBURY & DISTRICT CHAMBER OF COMMERCE
IN AFFILIATION WITH THE TOWN OF DIDSBURY**

PROUD PARTNERS OF THE DIDSBURY ART, TRAVEL & TRADE EXPO





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 6.a)

SUBJECT: BYLAW 2020-03 SUPPLEMENTARY ASSESSMENTS

BACKGROUND: On January 28, 2020, Council granted first reading to Bylaw 2020-03 – Supplementary Assessments.

A report was requested by Council regarding whether the bylaw could only be applied to ‘completed and occupied’ properties instead of ‘completed or occupied’ properties.

ADMINISTRATIVE REVIEW:

Supplementary assessment reflects the increase in value of a property during the current tax year. This occurs where new construction is completed or occupied during the current tax year. A supplementary assessment is also calculated when a major renovation or addition is completed on an existing home or building.

The MGA gives the Municipality a choice to require the preparation of supplementary assessments for improvements or not. The way in which it is assessed is not to be determined by Council. Rather, it is governed by the MGA which states under section 314(2) the following:

The municipal assessor must prepare supplementary assessments for other improvements if:

- (a) They are completed in the year in which they are to be taxed under Part 10,
- (b) They are occupied during all or any part of the year in which they are to be taxed under Part 10, or
- (c) They are moved into the municipality during the year in which they are to be taxed under Part 10 and they will not be taxed in that year by another municipality.

Supplementary assessment provides for equity among property owners. When new construction is completed or occupied, the owners (whether the permanent occupants or not) receive municipal services. Supplementary tax contributes towards the cost of providing these services. Supplementary assessment is only for the remaining portion of the year in which an improvement is completed. In the following year which is a full year, the assessment rules which mandate assessment in Alberta would govern the assessment of the property.

RELEVANT LEGISLATION: MGA s.313(1)

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT:

RECOMMENDATION:

That Council grant second reading to Bylaw 2020-03 “Supplementary Assessments” on this 11th day of February 2020.

ALTERNATIVE OPTIONS: N/A

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. *Bylaw 2020-03 Supplementary assessments bylaw*

PREPARED BY: A. Riley, Chief Financial Officer

REVIEWED BY: E. Gorner, Chief Administrative Officer

**TOWN OF DIDSBURY
SUPPLEMENTARY ASSESSMENTS BYLAW 2020-03**

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 may be made for 2020.

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. Bylaw 2019-01 is rescinded upon passage of this Bylaw.
5. This bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this 28th da of January 2020.

READ A SECOND TIME this 11th day of February 2020.

READ A THIRD AND FINAL TIME this day of 2020

Mayor

Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 6.b)

SUBJECT: CENTRAL ALBERTA REGIONAL ASSESSMENT REVIEW BOARD BYLAW 2020-04

BACKGROUND: Legislative changes require that the joint agreement we hold with the City of Red Deer be updated. Red Deer sent the attached bylaw that requires passage by Town of Didsbury Council, rescinding Bylaw 2018-02.

ADMINISTRATIVE REVIEW:

RELEVANT LEGISLATION: MGA Section 455

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT: Organizational Excellence

RECOMMENDATION: That Council grant first reading to Central Alberta Regional Assessment Review Board Bylaw 2020-04 this 11th day of February 2020.

ALTERNATIVE OPTIONS: That Council pass first reading of the Central Alberta Regional Assessment Review Board Bylaw 2020-04 with any amendments or further direction from Council.

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. *Central Alberta Regional Assessment Review Board Bylaw 2020-04*
-

TOWN OF DIDSBURY
CENTRAL ALBERTA REGIONAL ASSESSMENT REVIEW BOARD
BYLAW NO. 2020-04

Being a bylaw of the Town of Didsbury, Alberta to establish a Joint Assessment Review Board.

WHEREAS Section 455 of the *Municipal Government Act*, permits two or more Councils to jointly establish assessment review boards to have jurisdiction in their respective municipalities;

The City of Red Deer and the Partner Municipalities jointly wish to establish the Central Alberta Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by their respective taxpayers of a Partner Municipality;

COUNCIL OF THE TOWN OF DIDSBURY ENACTS AS FOLLOWS:

1. Short Title

- (a) The short title of this Bylaw shall be the “Central Alberta Regional Assessment Review Board Bylaw”.

2. Purpose

- (a) The purpose of this bylaw is to establish a joint assessment review board that will enable municipalities to provide a mechanism for citizens to appeal their property assessment and tax notices.

3. Definitions

- (a) Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the *Municipal Government Act (MGA)*.
- (b) In this bylaw, the following terms shall have the meanings shown:
 - (i) “Board” means the Central Alberta Regional Assessment Review Board;
 - (ii) “Composite Assessment Review Board” or “CARB” means the Composite Assessment Review Board established in accordance with the *MGA* hears complaints on assessment notices for property other than the property described in section 3(2)(d) of this bylaw and section 460.1 of the *MGA*;
 - (iii) “Designated Officer of the Central Alberta Regional Assessment Review Board (Designated Officer)” means the person appointed to carry out the duties and functions of the clerk of the assessment review boards in accordance with section 456 of the *MGA*;
 - (iv) “Local Assessment Review Board” or “LARB” means the Local Assessment Review Board established in accordance with the *MGA* who hears complaints about assessment notices for:

- a. residential property with 3 or fewer dwelling units, or
 - b. farm land, or
 - c. a tax notice other than a property tax notice, business tax notice or improvement tax notice;
- (v) “Member” means a member of the Central Alberta Regional Assessment Review Board;
- (vi) “Minister” means the Minister determined by the Province to be responsible for the *MGA*;
- (vii) “Partner Municipality” means a municipality who enters into an agreement with The City of Red Deer to jointly establish the Central Alberta Regional Assessment Review Board and who enacts a bylaw substantially in the form of this bylaw, as well as The City of Red Deer;
- (viii) “Provincial Member” means a person appointed as a provincial member to a CARB by the Minister.

4. Partner Municipalities

- (a) The Partner Municipalities, which includes The City of Red Deer, hereby jointly establish the Central Alberta Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board to have jurisdiction in their municipalities and those of the Partner Municipalities.
- (b) Each Partner Municipality is responsible for establishing filing fees and administering policies in respect of refunding filing fees in accordance with the *Municipal Government Act* and the *Matters Relating to Assessment Complaints Regulation*.

5. Regional Board Review Committee

- (a) The Regional Board Review Committee is established and will consist of 5 Administrators who volunteer from the Partner Municipalities.
- (b) The term for Regional Board Review Committee volunteers is one year.
- (c) The Regional Board Review Committee may establish their own procedures to carry out their function, but in doing so, they shall have due regard for procedural fairness.
- (d) The Regional Board Review Committee:
- (i) reviews applications from persons applying to be Members and makes recommendations to the Designated Officer concerning the appointment of Members from the applicants; and
 - (ii) may make recommendations to the Designated Officer concerning the revocation of appointment of a Member.

6. Appointment of Board Members

- (a) The Designated Officer shall appoint not more than 20 citizens-at-large to be Members of the Board.
- (b) The total number of Members appointed shall be determined by the Designated Officer.

7. Establishment of Boards

- (a) The following joint Central Alberta Regional Assessment Review Boards are established:
 - (i) a LARB that hears complaints referred to in section 460.1(1) of the *MGA*; and
 - (ii) a CARB that hears complaints referred to in section 460.1(2) of the *MGA*.

8. Jurisdiction of the Board

- (a) The Boards shall have jurisdiction to exercise the functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board under the provisions of the *MBA* in respect of assessment complaints made by taxpayers of a Partner Municipality.

9. Terms of Appointment

- (a) Unless otherwise stated in their appointment letters, all Members are appointed for three year terms.
- (b) If a vacancy on the Board occurs at any time the Regional Board Review Committee may recommend the appointment of a new person to fill the vacancy for the remainder of that term.
- (c) A Member may be re-appointed to the Board at the expiration of his/her term.
- (d) A Member may resign from the Board at any time on written notice to the Designated Officer to that effect.
- (e) The Designated Officer may remove a Member for cause or misconduct, or on the recommendation of the Regional Board Review Committee.
- (f) Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

10. Regional Advisory Group

- (a) Members will elect from among themselves a Regional Advisory Group consisting of up to four (4) members, and comprised of one Advisory Group Chair and up to three (3) Vice Chairs.
- (b) The Regional Advisory Group will report to the Designated Officer on all matters affecting the Board and will:

- (i) assist the Designated Officer in developing policies governing hearings, conduct of Members, and other Board matters;
 - (ii) evaluate Member performance to identify areas where additional training may be required and prepare reports regarding performance and re-appointment of Members;
 - (iii) ensure other Members are provided mentoring; and
 - (iv) act as a liaison between the Members and the Designated Officer.
- (c) The duties of the Regional Advisory Group Chair include:
 - (i) chairing meetings of the Regional Advisory Group;
 - (ii) establishing agendas for the Regional Advisory Group meetings in consultation with the Designated Officer;
 - (iii) liaising with the Designated Officer, Councils, and Partner Municipalities on behalf of the Board;
 - (iv) appointing a Regional Advisory Group member as Acting Chair of the Regional Advisory Group;
 - (v) signing correspondence on behalf of the Regional Advisory Group.
- (d) If the Regional Advisory Group Chair ceases to be a Member or is unable or unwilling to fulfil the Chair's duties, the Designated Officer may appoint one of the Vice Chairs to serve as Acting Chair until the Chair resumes the Chair's duties or the Members elect a new Chair.

11. Designated Officer of the Central Alberta Regional Assessment Review Board

- (a) The position of Designated Officer of the Central Alberta Regional Assessment Review Board to carry out the duties and functions of the Assessment Review Board Clerk is established.
- (b) The Town of Didsbury jointly appoints The City of Red Deer Legislative Services Manager as the Assessment Review Board Clerk of the Central Alberta Regional Assessment Review Board.
- (c) The salary of the Designated Officer will be made routinely available in the City of Red Deer annual Financial Statements.
- (d) The Designated Officer is authorized to enter into agreements on behalf of the Board with other non-partner municipalities to provide Assessment Review Board Services.
- (e) The Designated Officer:
 - (i) shall assist the Board in fulfilling its mandate;
 - (ii) may delegate to an employee, the duties and functions of the Assessment Review Board Clerk provided they have successfully completed the training as prescribed by the Minister;

- (iii) shall consult with the Regional Advisory Group to set policies, procedures and directives governing hearing processes, Member conduct and other Board matters;
- (iv) shall consult with the Regional Advisory Group and Members on matters affecting the Boards;
- (v) shall issue instructions to independent legal counsel for the Boards when required
- (vi) may, at the request of a Presiding Officer of a panel of the Board sign orders, decisions and documents issued by the Board;
- (vii) may, at the request of the Chair of the Regional Advisory Group, sign documents issued by the Regional Advisory Group;
- (viii) may set fees payable for persons to obtain copies of the Board's decisions and documents.

12. Hearings

- (a) Hearings will be held at such time and place as determined by the Designated Officer.
- (b) The proceedings of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act* and section 464.1 of the MGA.

13. Commencement of Complaints

- (a) In accordance with the MGA, a taxpayer may commence an assessment complaint by:
 - (i) mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the 'Matters Relating to Assessment Complaints Regulation', Alberta Regulation 201/2017 (Regulations) and within the time limits specified in the MGA; and
 - (ii) paying the applicable fee.

14. Rules of Order

- (a) The Board will conduct hearings in accordance with:
 - (i) the provisions of the MGA and related regulations;
 - (ii) principles of natural justice and procedural fairness; and
 - (III) its policies and procedures.

15. Notice of Decisions & Record of Hearing

- (a) After the hearing of a complaint, the Designated Officer shall:
 - (i) under direction of the Presiding Officer, assist with the preparation of the decision or order of the Board and the reasons for the decision in compliance with the MGA; and

- (ii) arrange for the order or decision of the Board to be signed; and distributed in accordance with the requirements under the *MGA* and Regulations.
- (b) The Designated Officer will maintain a Record of Hearing in accordance with the *MGA* and the Regulations.

16. Delegation of Authority

- (a) In accordance with its authority under *MGA*, Council hereby delegates to the Designated Officer the authority to:
 - (i) appoint members to the Central Alberta Regional Assessment Review Board;
 - (ii) jointly prescribe the remuneration and expenses payable to each Member of the Board;
 - (iii) jointly appoint a Member as the Chair of the LARB and the CARB and prescribe the term of office and the remuneration and expenses, if any, payable to the Chair; and
 - (iv) set fees payable by persons wishing to be involved as a party or intervenor in a hearing before an assessment review board and for obtaining copies of an assessment review board's decisions and other documents.

17. Reimbursement of Costs

- (a) The City of Red Deer shall pay for the administrative costs associated with the operation of the Board as set out in the agreement with the City of Red Deer.

18. Transitional

- (a) Bylaw 2018-02 is repealed.
- (ii) That this Bylaw shall take effect on the date of final passing.

READ a **FIRST** time this 11th day of February, 2020.

READ a **SECOND** time this _____ day of _____, 2020.

READ a **THIRD** time and fully **PASSED** this _____ day of _____, 2020.

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.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 7)

SUBJECT: 2020 CAPITAL BUDGET

BACKGROUND: Council passed resolution 549-19 on November 26, 2019 directing Administration to investigate/research the noted directives and bring back and adjusted 2020 capital budget to the January 14, 2020 RCM. Noted changes are:

- Project 1 – investigate asset management software which integrates infrastructure, fleet, buildings (all inclusive) such as Citywide Management Software;
- Project 4 – eliminate paved pathway, bring back most cost effective sidewalk design plan;
- Project 7 – remove 22nd Ave sidewalks and include in Multi Year Capital Plan (“MYCP”)
- Project 8 – assess if funds from Project 4 can pay for Project 8; investigate cost of warning lights integrated into crossing signal;
- Project 12 – Investigate operating cost to contract street sweeping for the Town;
- Project 13 – Investigate alternate brand cost (average); fund one from reserves in 2020 and include one in MYCP;
- Project 15 – investigate whether this project can be funded by excess Project 4 money;
- Project 16 – eliminate traffic message board from 2020 budget;
- Project 17/18 – remove from budget; include in MYCP.

At the January 28, 2020 RCM, Council approved projects 5 and 6 of the attached document.

ADMINISTRATIVE REVIEW: N/A

- *Project 1:* - Project postponed to allow Administration to determine readiness of the Organization for Asset Management.
- *Project 4* – the paved pathway and sidewalk extension along 20th Avenue have been removed from the project; to be incorporated into the MYCP
- *Project 7* – 22nd avenue sidewalks removed altogether; to be integrated into MYCP.
- *Project 8* – the cost to include warning lights is now included in the budget. Reserves are not recommended to fund this item; however the BMTG grant would be appropriate.
- *Project 12* – After performing an analysis to buy vs. contract the service, the street sweeper was removed from the capital budget. The operating cost is expected to be approximately \$25,000 annually and will be implemented into the 2020 operating budget.
- *Project 13* – one mower is now implemented into the capital budget.
- *Project 15* – it is recommended this project be funded by operations or BMTG grant.
- *Project 16* – Project eliminated from budget.
- *Project 17 and 18* – removed from capital budget; to be implemented into MYCP.
- *Added Project 19* – added pedestrian connectivity – high school capital business case.
 - Council would now like to consider this project as part of the capital budget.

The attached budget document was revised to include all updated strategic planning that Council has done with regards to the proposed capital budget.

RELEVANT LEGISLATION: MGA s. 245: Each Council must adopt a capital budget for each calendar year.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

BUDGET IMPLICATIONS: Adoption of 2020 budget

STRATEGIC PLAN ALIGNMENT:

RECOMMENDATION: That Council approves the 2020 Capital budget as presented.

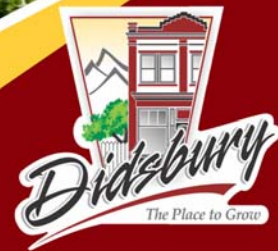
ALTERNATIVE OPTIONS: N/A

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. 2020 Proposed Capital Budget document (February 11, 2020)

20
20

CAPITAL BUDGET



						Total Funding					
#	Asset Group	Department	Asset Type	Project Costs	OPERATIONS	APPLICABLE RESERVES AVAILABLE	GRANTS AVAILABLE	DEBT LIMIT AVAILABLE	Developer contribution	Sales Proceeds	GRAND TOTAL
					Opening balance	2,410,000	3,432,000	14,500,000	205,000	-	
Land											
2	East Reservoir Land Acquisition	Utilities	Dev. Growth	200,000	-	-	200,000		-	-	200,000
Infrastructure											
3	East Reservoir Design Phase	Utilities	Dev. Growth	175,000	-	-	-	-	175,000		175,000
4	Pedestrian Connectivity - Shantz	Public Works	Dev. Growth	150,000	-	-	150,000	-	-	-	150,000
5	15th Avenue Stormwater Main Extension	Public Works	Maintenance	1,070,000	-	-	1,070,000	-	-	-	1,070,000
6	Westhill Place Sanitary Service Line Replacement	Wastewater	Maintenance	94,000	-	94,000	-	-	-	-	94,000
8	Pedestrian Connectivity - Memorial Park	Public Works	Dev. Growth	74,000	-	-	74,000		-	-	74,000
19	Pedestrian Connectivity - High School	Public Works	Dev. Growth	206,000	-	-	206,000				206,000
Buildings											
9	AG Foods Building Acquisition	Administration	Value Add	990,000	-	990,000	-	-	-	-	990,000
10	MPR/Lobby Roof Replacement	Recreation	Maintenance	150,000	-	150,000	-	-	-	-	150,000
Machinery & Equipment											
11	Floor Scrubbing Machine	Recreation	Maintenance	8,500	8,500	-	-	-	-	-	8,500
13	Mower (1) - Parks	Public Works	Maintenance	45,000	-	42,300	-	-	-	2,700	45,000
14	Skid steer annual program	Public Works	Maintenance	50,000	3,500	-	-	-	-	46,500	50,000
15	Solar Crosswalk 20 Ave/16 St	Public Works	Value Add	20,000	-	-	20,000	-	-	-	20,000
				3,232,500	12,000	1,276,300	1,720,000	-	175,000	49,200	3,232,500
					Ending balance	1,133,700	1,712,000	14,500,000	30,000		



Capital Project Business Case

Project Title:	East Reservoir Land Acquisition and project design	Budget Year:	2020
		Asset Type:	Land/Infrastructure
		Department:	Utilities
		Est. Start Date:	July 2020
		Est. Completion Date:	Dec 2020

Description: The Town's Infrastructure Study identified the necessity for an additional water distribution reservoir to be located on the southeastern part of the Town. The Town needs to purchase the land in order to begin design of the reservoir for construction in 2021/2022.

There are few, grants available for a project like this. The project would fall under a priority 3 for the Alberta Municipal Water/Wastewater Partnership grant. Very rarely do priority 3 projects receive funding. Administration will pursue the Investing in Canada Infrastructure Program grant to determine if it is an option. Competitive grants such as this are very time consuming and often aren't successful.

Assuming there is no grant received for this project, the project would be financed and the cost of which would be added to the operating budget for water. The impact of a 25 year loan for \$4.4M at 2.706% is approximately \$122,000 per year. For our current number of customers, this would be an increase to their fixed cost of about \$4.70 per month.

Deferral Impact: Fire coverage in the eastern part of town is marginal and simultaneous events would be detrimental to our distribution system and could result in collapsed distribution pipes and potentially lack of fire suppression capacity. Furthermore, industrial developments currently have to consider sprinkler systems and/or private fire water storage and distribution systems to protect their developments. This is not necessary in any other local municipality.

Justification: This project has been identified since 2006. Delaying the initiation of this critical piece of infrastructure will continue to hinder industrial development. The Town does not have adequate capacity to support the growth of annexed lands.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (MSI – Capital)	\$200,000
Reserves: (Developer Levies – Water)	\$175,000
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$375,000

Operating budget impact (\$): *(include current year plus 3 years)*

Budget Year	Exp(Rev) (\$)	Description
2020	\$nil	
2021	\$ 122,000	25 year loan, 2.706%
2022	\$ 122,000	25 year loan, 2.706%
2023	\$ 122,000	25 year loan, 2.706%

Department Manager Approval: **C. Fox, Manager of Public Works and Infrastructure**



Capital Project Business Case

Project Title:	Pedestrian Connectivity – Shantz Subdivision Phase 1	Budget Year:	2020
		Asset Type:	Infrastructure
		Department:	Public Works
		Est. Start Date:	June 2020
		Est. Completion Date:	August 2020

Description: The Shantz subdivision is being developed and the Buy Low Grocery store is scheduled to be open by summer 2020. Currently, there is no infrastructure for pedestrians to access the area. Sidewalks along the east side of 23rd Street end at 25th Avenue. This proposal supports a sidewalk addition to east side of 23rd street from north side of 25th Ave to Shantz Drive with a solar crossing signal at the intersection of 23rd Street & Hwy 582.

Deferral Impact: No defined & safe pedestrian access will force residents to forge a path on their own which will cause confusion for motorists and pedestrians during summer months. In the winter, Public Works will not be able to maintain pedestrian access to the subdivision.

Justification: Improvements to the pedestrian connectivity to the subdivision has been deferred until development began. The Town has now issued a Development Permit to the developer. It is important that the Town support the development and provide our residents a safe and easy way to access the development.

The preliminary cost estimate is based on 2019 construction contract unit rate prices and does not include design, third party testing, or street lights.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (BMTG)	\$150,000
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$150,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$ 1000	Maintenance & snow removal
2021	\$ 1000	Maintenance & snow removal
2022	\$ 1000	Maintenance & snow removal
2023	\$ 1000	Maintenance & snow removal

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure

Pictures:



RED – Concrete sidewalk

Green – Solar Crossing Signal



Capital Project Business Case

Project Title: 15th Avenue Stormwater Main Extension

Budget Year:

2020

Asset Type:

Infrastructure

Department:

Public Works

Est. Start Date:

Aug 2020

Est. Completion Date:

Sept 2020

Description: Stormwater drainage from 20th Street has been identified as problematic. In 2018 Public Works prioritized this segment of the network to alleviate the stormwater issues. In 2019 the project hit a road block with CPR. At that time, it was recommended by Public Works to modify the approach to this issue.

A stormwater main is currently on 15th Ave at 22nd Street. This project will bring a storm line east to 20th Street and involve reconstruction of 15th Ave surface works.

Deferral Impact: Delaying this project will delay solutions for 20th & 21st Streets.

Justification: The safe and expedient removal of stormwater from our road networks is vital to the longevity of our asphalt. Water is the number one culprit when identifying contributions to failure. The sooner we solve our stormwater conveyance issues the quicker we will reduce surface works operation and maintenance costs.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (MSI)	\$1,070,000
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$1,070,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: C. Fox, Manager of Public Works & Infrastructure



Capital Project Business Case

Project Title: Westhill Place Sanitary Service Line Replacement

Budget Year: 2020
Asset Type: Infrastructure
Department: Utilities
Est. Start Date: June 2020
Est. Completion Date: Aug 2020

Description: The sanitary services to 8 residences require replacement. Public Works had been flushing services lines routinely for several years in this cul-de-sac. Recently, a resident in the cul-de-sac experienced a sewage backup. The resident provided the video inspection report for the sewage line. A subsequent follow up inspection, conducted by Public Works, identified 7 additional service lines that have significant sags in them. The sags are located on Town land within the road Right-Of Way. Currently, the lines require monthly flushing.

Deferral Impact: The service lines will remain on our routine flushing program. This activity requires several resources to execute and is time intensive. Operational cost will continue to increase over time. This issue has been ongoing for several years now.

Justification: This one-time investment will alleviate ongoing maintenance requirements and eliminate the potential of causing a residential back up as a result of a sag in the Town's side of the service line.

Project Estimate and Funding Sources:

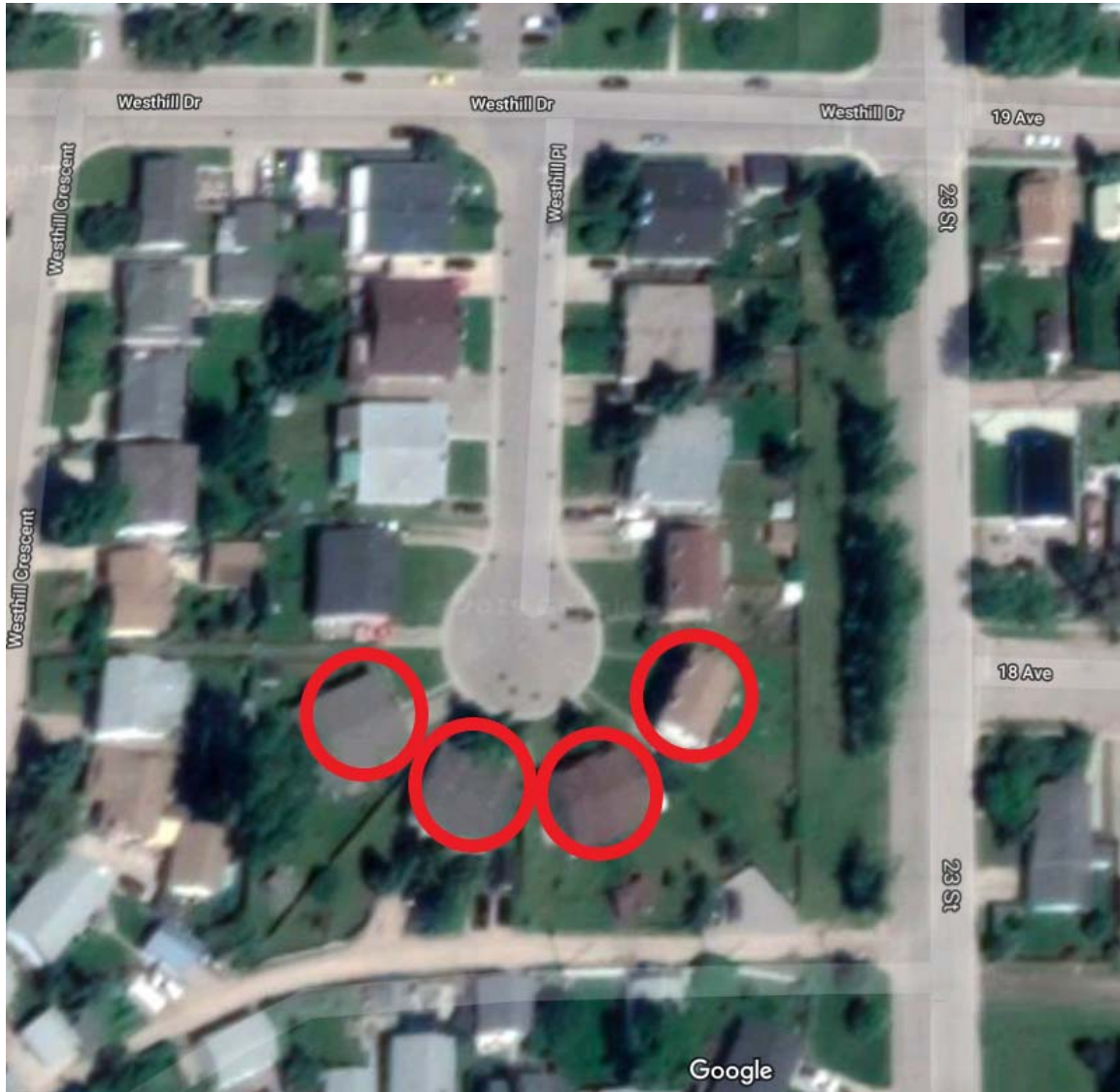
Operations:	\$
Grants:	\$
Reserves: (Wastewater reserves)	\$94,000
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$94,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure

Pictures:





Capital Project Business Case

Project Title: Pedestrian Connectivity – Memorial Park

Budget Year:

2020

Asset Type:

Infrastructure

Department:

Public Works

Est. Start Date:

July 2020

Est. Completion Date:

Nov 2020

Description: Pedestrian connectivity provides our residents with access to the various facilities and lands within Town. One area that is heavily used is the ball diamonds and Memorial Park pathways. Currently the Town has a sidewalk on the east side of 16th Street. The existing sidewalk on the south side of HWY 582 up to HWY 582 causes water to pond and presents a dangerous condition during wet and cold weather. The proposed project would address the ponding water, provide wheelchair access across HWY 582, extend the sidewalk on the north side of HWY 582 & would tie to the existing sidewalk and pathway network. The project will include solar crossing signals to increase visibility and alert traffic of the pedestrians' intent to cross.

Deferral Impact: HWY 582 is a heavily traversed secondary highway. Currently, pedestrians require vehicular traffic to acknowledge their intent to cross. Large vehicles often ignore pedestrians and residents have to be very alert when crossing. This travel path is also heavily used during the school year as students access the Valarosa Subdivision through this corridor. The risk of a vehicular impact with a pedestrian is increasing at this intersection.

Justification: This is a small project that will increase pedestrian safety at a busy intersection.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (BMTG)	\$74,000
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$74,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure



Capital Project Business Case

Project Title: Pedestrian Connectivity – High School

Budget Year:

2020

Asset Type:

Infrastructure

Department:

Public Works

Est. Start Date:

June 2020

Est. Completion Date:

August 2020

Description: The Didsbury High School has been completed for over 10 years. The Town installed a bicycle pathway to the east of the High School recently. Currently, no sidewalk exists along 15th Avenue. This project would prepare subgrades, install 1.5m mono sidewalk and handicap ramps from the bicycle path to 20th Street.

Deferral Impact: No defined & safe pedestrian access on the south side of 15th Avenue forces students to forge their own path. At the end of a school day, students walk on both sides of 15th Avenue. This is primarily due to too much congestion on the north sidewalk. Deferring this project will not alleviate the congestion on the north sidewalk and students will continue to forge a path on the south.

Justification: A significant number of residents are impacted by the lack of sidewalk on the south side throughout the school calendar.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (BMTG)	\$206,000
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$206,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$ 1000	Maintenance & snow removal
2021	\$ 1000	Maintenance & snow removal
2022	\$ 1000	Maintenance & snow removal
2023	\$ 1000	Maintenance & snow removal

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure

Pictures:





Capital Project Business Case

Project Title: AG Foods Building Acquisition

Budget Year:

2020

Asset Type:

Building

Department:

Administration

Est. Start Date:

Summer 2020

Est. Completion Date:

Summer 2020

Description:

The purchase of the AG Foods building and property is a strategic investment which will help to drive development in the Shantz Crossing Subdivision. Buy Low Foods is currently in development permit stage, and additional development is expected. The development in Shantz Crossing will generate approximately \$55,000 more in property taxes in the first full year of being built. The property was assessed at \$1.8M and the purchase is for \$1.1M therefore the Town sees value in the property upon ownership.

Upcoming public engagement will allow residents to submit their ideas for future use of the building for Council's consideration.

Project Estimate and Funding Sources (Option 1):

Operations:	\$
Grants:	\$
Reserves: General reserves	\$990,000
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$990,000

Project Estimate and Funding Sources (Option 2):

Operations:	
Grants:	
Reserves: General reserves	\$600,000
Sale Proceeds:	
Debenture:	
Other (explain): Accumulated surplus – The Town has accumulated surplus available, however there is a matter of the cash flow available. If the Town sells part of the land held for resale, cash flow would not be an issue. Otherwise, the Town may rely on borrowing internally from its reserves to fund the purchase.	\$390,000
Total:	\$990,000

Operating budget impact (\$): *(include current year plus 3 years)*

Budget Year	Exp(Rev) (\$)	Description
2020	\$ 6,700	Insurance, utilities
2021	\$ 6,800	Insurance, utilities
2022	\$ 6,900	Insurance, utilities
2023	\$ 7,000	Insurance, utilities

Department Manager Approval: **A. Riley, CFO**



Capital Project Business Case

Project Title:	Didsbury Memorial Complex – MPR + Lobby Roof Replacement	Budget Year:	2020
		Asset Type:	Building
		Department:	Community Services
		Est. Start Date:	May 2020
		Est. Completion Date:	July 2020

Description:

Over the past several years, the Didsbury Memorial Complex has seen updates/ repairs/ replacement of the following: Didsbury Aquatic Centre roof (2014); Didsbury Curling Rink (2018) and Didsbury Arena (2019). The last remaining roof that is in need of an update is the Multi-Purpose Room and the roofs over the arena and front entrance lobbies.

The MPR roof is seeing significant drainage issues, leaks and slope problems. Additionally, the lobby roof is also experiencing leaks and drainage issues. These torch-on roofs need to be replaced, at an estimated cost of \$150,000.

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. This work would come with a 15-year warranty.

Deferral Impact:

If this project is deferred, we will continue to experience issues with these roofs. We will continue to replace ceiling tile after heavy snowfall or rain events. We will also continue to experience drainage problems off the MPR, which sees heavy ice buildup in the winter in our gutters and downspouts. Deferring these projects will continue to incur repair costs annually.

Justification:

The Memorial Complex is the busiest facility in our community. A concerted effort has been made since 2014 to update the building envelope, starting at the top with our roof systems. These are the last remaining sections of roof to be updated, which will preserve the facilities for future years, and allow for other improvements to move forward in upcoming budget cycles.

Project Estimate and Funding Sources:

Operations:	\$
Grants:	\$
Reserves: (Recreation Facilities reserve)	\$ 150,000
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$ 150,000

Operating budget impact (\$): *(include current year plus 3 years)*

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: **Nicole Aasen, Manager of Community Services**

Pictures:





Capital Project Business Case

**Project Title: Memorial Complex Floor
Scrubbing Machine**

Budget Year: 2020
Asset Type: Equipment
Department: Recreation
Est. Start Date: Q1 2020
Est. Completion Date: Q1 2020

Description:

This capital purchase would see the replacement of one of two floor scrubbing machines located within the Didsbury Memorial Complex. One machine is located upstairs in the building and the other is used for all lower floor surfaces.

The two machines currently used within the Complex were manufactured in 2011 and 2014 respectively. We are looking to replace the 2011 unit, as it is well past its 5-7 year usable life expectancy and is beginning to fail. We are seeing increased repair costs, \$1477.00 between 2018 and 2019, and expect that repairs will continue to be required in future years.

This project would see the replacement of the 2011 machine, and then the 2014 machine would be moved to the upper floor. The lower machine is used approximately 60% more than the upper floor unit.

Deferral Impact:

Deferring this project would see continued repairs required for the current machine. The funding used for these repairs would take away from other improvements or repairs that could be occurring if the oldest machine were to be replaced.

Justification:

These two machines are used to clean over 60,000 square feet throughout the Complex. They are a safer, less labour intensive, and more effective method of cleaning the floors. The lower machine is used 2-6 hours daily, depending on the season. The upper machine is used 1-3 hours daily, again depending on the season. These are critical pieces of equipment to ensure the cleanliness of this community facility.

Project Estimate and Funding Sources:

Operations: (Complex operating budget)	\$ 8,500
Grants:	\$
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$ 8,500

Operating budget impact (\$): *(include current year plus 3 years)*

Budget Year	Exp (Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: N. Aasen, Manager of Community Services

Pictures:





Capital Project Business Case

Project Title: Mower

Budget Year:

2020

Asset Type:

Equipment

Department:

Public Works - Parks

Est. Start Date:

March 2020

Est. Completion Date:

April 2020

Description: The Parks department requires replacement of two units:

- PR04 is a 2012 John Deere diesel mower which has had several, long duration, mechanical issues this season. Current unit has over 1200 hours and it has reached the end of its useful life expectancy.
- PR1435 is a 2001 John Deere diesel mower that has a perpetual overheating issue. Mechanical inspections have not been able to satisfactorily repair the unit. Currently the unit has over 2000 hours on it and it has exceeded the useful life expectancy.

One unit is requested for the 2020 budget and one unit to be included on the multi-year capital plan for 2021.

Deferral Impact: Parks will struggle to maintain the current level of service. These two units represent roughly 33% of our mechanical capacity. Each unit perform specific functions unique to its capabilities. The duration of the combined breakdowns effectively accounted for a 20% reduction to our mechanical capability this season. Parks crews struggled to keep up due, in part, to the breakdowns.

Justification: Mower required to maintain the level of expected service. Additional lands to be maintained are anticipated in 2020 with the buildout of Shantz and a noticeable increase in ball diamond use.

Project Estimate and Funding Sources:

Operations: (Parks Operating Budget)	\$
Grants:	\$
Reserves: (Parks)	\$42,300
Sale Proceeds: (Trade In Value)	\$2,700
Debenture:	\$
Other (explain):	\$
Total:	\$45,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure

Pictures:





Capital Project Business Case

Project Title: Skid Steer – Municipal Buyback Program

Budget Year:

2020

Asset Type:

Equipment

Department:

Public Works - Parks

Est. Start Date:

July 2020

Est. Completion Date:

July 2020

Description: Each year the Public Works department replaces the bobcat through the municipal buyback program offered by Calmont.

Deferral Impact: We are guaranteed a trade in value whilst participating in the buy back. Discontinuing the program leaves us vulnerable to reduced salvage value and exposes the Town to mechanical failure as the unit ages.

Justification: Participation in the program ensures trouble free operation and maintenance. Each new unit has full warranty for the duration of it use and each new unit is compatible with our attachments.

Project Estimate and Funding Sources:

Operations:	\$3,500
Grants:	\$
Reserves:	\$
Sale Proceeds:	\$46,500
Debenture:	\$
Other (explain):	\$
Total:	\$50,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$ 500	500 hr maintenance
2021		
2022		
2023		

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure

Pictures:





Capital Project Business Case

Project Title: Solar Crosswalk Crossing 20th Ave & 16th Street

Budget Year: 2020
Asset Type: Infrastructure
Department: Public Works
Est. Start Date: June 2020
Est. Completion Date: July 2020

Description: The Town has installed three solar crosswalk crossing signals along 23rd Street near the elementary schools. Children from the High School frequently traverse 16th street and cross 20th Avenue during the course of the school day to use the ball diamond at the Rec Center. Children are often crossing the four lane road before and after school. The new asphalt has allowed for a slight increase in speeds along this section.

Deferral Impact: Potential for a motor vehicle and pedestrian accident.

Justification: The small capital investment will increase pedestrian crossing visibility and improve driver awareness at this intersection.

Project Estimate and Funding Sources:

Operations:	\$
Grants: (BMTG)	\$20,000
Reserves:	\$
Sale Proceeds:	\$
Debenture:	\$
Other (explain):	\$
Total:	\$20,000

Operating budget impact (\$): (include current year plus 3 years)

Budget Year	Exp(Rev) (\$)	Description
2020	\$	
2021	\$	
2022	\$	
2023	\$	

Department Manager Approval: C. Fox, Manager of Public Works and Infrastructure





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 8.a)

SUBJECT: DIRECT CONTROL-CHANGE OF USE-INDUSTRIAL (MANUFACTURING & OPERATIONS)

BACKGROUND: Administration has received an application for a Change of Use in a Direct Control District. The use that is being applied for is Industrial (Manufacturing & Operations) as defined in the Land Use Bylaw 2019-04. The address of the property is Unit 2, 1213-20th Street and the legal land description is Plan: 2484JK, Block: J, Lot 5.

ADMINISTRATIVE REVIEW: Administration has received an application for a Change Of Use in a Direct Control District located at Unit 2, 1213-20th Street. The use that is being applied for is Industrial (Manufacturing & Operations) as defined in the Land Use Bylaw 2019-04.

INDUSTRIAL (MANUFACTURING AND OPERATIONS) – mean a Development whose principal use is:

- a) Processing or distilling of raw or finished materials;
- b) Manufacturing or assembling goods or equipment;
- c) Cleaning, servicing, repairing or testing of materials, goods, and equipment normally associated with industrial or commercial businesses;
- d) Crushing, dismantling, processing or sorting recyclable or reusable waste products provided that these activities do not involve the use of chemicals or the application of heat;

The applicant has stated in the submitted letter that the business will fabricating a variety of parts out of raw steel, the majority of the fabrication will happen on a CNC Lathe and CNC Mill. These tools are located within the shop and do not emit any objectionable noise, smoke, or dust outside of the enclosed shop.

The size of this operation is quite small therefore; the amount of customers and employees that will be onsite is limited. The site plan clearly shows that the applicant will have onsite parking for any employees and potential customers. The land use Bylaw 2019-04 stipulates that 1 parking stall be provided on site. No parking will happen on street. Deliveries of the raw steel are going to be done onsite; the site that this business is located on has more than enough space to accompany these types of deliveries.

The reason that this application is being presented to council has to do with the Direct Control District that this property is currently zoned. The only group that can approve permit applications in this district is Council.

Administration feels that the operations of this business falls under the use that is being applied for and will not adversely affect the adjacent residential properties, therefore we recommend approval.

RELEVANT LEGISLATION: Land Use Bylaw 2019-04

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT:

PREPARED BY: P.Boucher, Development Officer

REVIEWED BY: E. Gorner, Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

RECOMMENDATION: That council approves the DP 20-002 for a Change of Use-Industrial (Manufacturing & Operations) located at Unit #2, 1213-20th Street subject to the following conditions:

1. That approval does not exclude the need and/ or requirements of the permit holder to obtain any and all other permits as may be required by this or any other legislation, bylaws or regulations.
2. That the Development Authority 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.
3. That construction proceed as per the submitted application and plot plan
4. That 1 onsite parking stall be allocated as per parking requirements in the land Use Bylaw 2019-04
5. If the development authorized by a permit is not commenced within 12 months from the date of its issue, or the date of decision of the Subdivision and Development Appeal Board upon appeal, nor carried out with reasonable diligence, as determined by the Development Authority, the permit ceases to be effective, unless an extension to this period, being no longer than an additional 12 months, has previously been granted by the Development Authority.
6. That the applicant adheres to all provisions of the Direct Control Industrial district requirements set out in Land Use Bylaw 2019-04.

ALTERNATIVE OPTIONS: N/A

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. Application-Redacted
2. QGIS-Location Map
3. Letter of Intent
4. Plot Plan
5. Copy of Title



Development Permit - Application

Planning and Development Services, PO Box 790, Didsbury, AB T0M 0W0

Phone 403.335.3391 Fax 403.335.9794

This form is to be completed in full by the registered owner(s) of the land or by an authorized person acting on behalf of the registered owner(s).

1. Name of Registered Landowner(s): <u>132012847 LTD</u> <u>Miller Excavating</u>	Address: <u>RR1 Site 16 Box 26</u> <u>Didsbury AB T0M0W0</u> PO Box: Phone: <u>403-507-1534</u> Email:								
2. Name of Applicant/Authorized person acting on behalf of the registered landowner(s): <u>ANANKE MACHINE INC.</u> <u>LINDA CATANA</u>	Address: <u>2025-21 AVE</u> <u>DIDSBURY AB T0M0W0</u> PO Box: <u>638</u> Phone: <u>403.470.1536</u> Email: <u>ANANKEMACHINE@GMAIL.COM</u>								
3. Location #2, 1213-20 STREET DIDSBURY, AB T0M0W0 Address of Property: <u>1213-20 street</u> Legal Description: Lot <u>5</u> Block <u>J</u> Plan <u>24845K</u>									
4. Type of Development <table><tr><td><input type="checkbox"/> Residential <input type="checkbox"/> Dwelling, Single Detached <input type="checkbox"/> Dwelling, Semi-Detached (side by side) <input type="checkbox"/> Dwelling, Duplex (up or down) <input type="checkbox"/> Dwelling, Multi-Unit</td><td><input type="checkbox"/> Dwelling, Manufactured <input type="checkbox"/> Garage/Shed <input type="checkbox"/> Deck <input type="checkbox"/> Other: _____</td></tr><tr><td><input type="checkbox"/> Commercial <input type="checkbox"/> Residential/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional</td><td></td></tr><tr><td><input checked="" type="checkbox"/> Direct Control - <u>industrial (Manufacturing & Operations)</u></td><td></td></tr><tr><td><input checked="" type="checkbox"/> Change of Use</td><td></td></tr></table>		<input type="checkbox"/> Residential <input type="checkbox"/> Dwelling, Single Detached <input type="checkbox"/> Dwelling, Semi-Detached (side by side) <input type="checkbox"/> Dwelling, Duplex (up or down) <input type="checkbox"/> Dwelling, Multi-Unit	<input type="checkbox"/> Dwelling, Manufactured <input type="checkbox"/> Garage/Shed <input type="checkbox"/> Deck <input type="checkbox"/> Other: _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional		<input checked="" type="checkbox"/> Direct Control - <u>industrial (Manufacturing & Operations)</u>		<input checked="" type="checkbox"/> Change of Use	
<input type="checkbox"/> Residential <input type="checkbox"/> Dwelling, Single Detached <input type="checkbox"/> Dwelling, Semi-Detached (side by side) <input type="checkbox"/> Dwelling, Duplex (up or down) <input type="checkbox"/> Dwelling, Multi-Unit	<input type="checkbox"/> Dwelling, Manufactured <input type="checkbox"/> Garage/Shed <input type="checkbox"/> Deck <input type="checkbox"/> Other: _____								
<input type="checkbox"/> Commercial <input type="checkbox"/> Residential/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional									
<input checked="" type="checkbox"/> Direct Control - <u>industrial (Manufacturing & Operations)</u>									
<input checked="" type="checkbox"/> Change of Use									

DEVELOPMENT PERMIT APPLICATION

Permit #: 20-002

PLANNING AND DEVELOPMENT SERVICES

Page 1 of 4

Development Permit – Application

6. Type of Work

New (size in m² / ft² 1200)
Renovation (size in m² / ft²)
Addition (size in m² / ft²)

Setbacks

Front m/ft
Rear m/ft
Right m/ft
Left m/ft

7. Construction Details

Land Use District (Zoning) DC
Estimated Commencement
Height of Building (m/ft)
Proposed development has commenced?
Yes ☒ No ☐

Number of off street parking stalls: 2 stalls
Estimated Completion:
Cost of Construction: \$ 7000
Is the property a Municipal Historic Resource?
Yes ☐ No ☒

8. Description of Work

Please describe in **detail** what is being constructed or the intended use that is being applied for.

PLEASE SEE ATTACHED LETTER

AUTHORIZATION

(Please ensure that all names and signatures of those listed on the Certificate of Title are included below)

I/We, Jeff Miller
being the registered owner(s) of:
do hereby authorize AWANKE MACHINE INC. / LINDA CATANA
to act as Applicant(s) on my/our behalf regarding the Development Permit application of the above mentioned lands.

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for the development approval.

Signature of Owner(s): 

Date: Jun 27/19

Signature of Owner(s):

Date:

DEVELOPMENT PERMIT APPLICATION

Permit #: 20-002

PLANNING AND DEVELOPMENT SERVICES

Page 2 of 4

Development Permit – Application

RIGHT OF ENTRY

I/We being the registered owner(s) or person(s) in possession of herein land and building(s) thereon, hereby consent to an authorized person designated by the Town of Didsbury entering upon the said property for the purpose of inspection during the processing of this application.

Signature of Applicant: _____

Date: JAN 9, 2020

SIGNATURES

I have been informed of the Town's bylaws, policies and regulations regarding this application. I understand that this permit application may be refused if the proposed development does not conform to all of the requirement of the Land Use Bylaw. I hereby declare that the development identified in this application will be conducted in accordance with the plans submitted.

Applicant Name: LINDA CATANA

Signature: _____

Date: JANUARY 9, 2020

This personal information is being collected under the authority of the Municipal Government Act and will be used in the processing of this application. It is protected by the privacy provisions of the Freedom of Information and Privacy Act. The name of the permit holder and the nature of the permit are available to the public upon request. If you have any questions about collecting or use of this personal information, please contact the Town of Didsbury FOIP Coordinator at 403-335-3391.

IMPOTANT NOTICE: This application does not permit the commencement of construction on the site until a decision is made regarding the proposed development by the Development Authority. A Building Permit may also be required for any development on the site.

Development Permit – Application

CHECK THE BOX FOR ITEMS THAT HAVE BEEN SUBMITTED FOR A COMPLETE APPLICATION

I. The following information is required to be submitted for a complete application.

☒ **Application Fee**

The application fee shall be included in accordance with the fee schedule in effect at the time of application.

☒ **Application Form**

The name(s), address(es), and telephone number(s) of the registered owner(s) and the authorized person acting on behalf of the registered owner(s). If a person is acting on behalf of the registered owner(s), the owner(s) shall sign the authorization in Section 11. If the said land is under an agreement for sale as indicated by caveat on the back on the Certificate of Title, please submit a copy of the signed agreement. The individual noted on the caveat must sign the application.

☒ **Authorization**

Authorization from the owner of the parcel for making the application.

☒ **Bylaw Amendments**

A copy (hardcopy and digital copy) of any proposed bylaw amendments in the form of a Town of Didsbury Bylaw where the redesignation proposes a Direct Control Bylaw or amendments to the existing Land Use Bylaw.

☒ **Current Certificate of Title**

A copy of the certificate of title of the lands not more than 30 days prior to application submission can be obtained from any license and registry office.

☒ **Site Plan or Real Property Report showing the following:**

- ☐ The legal description and the municipal address of the site
- ☐ The scale and a North arrow
- ☐ Dimensions of the parcel, including total parcel area
- ☐ All existing and proposed buildings with dimensions or foundations/walls and any projections and/or cantilevers
- ☐ The perpendicular distance measured from adjacent front, rear and side property lines to each corner of the foundation/walls and eaves of the proposed and any existing buildings
- ☐ Location of access and egress points to the sites
- ☐ Location of off-street vehicular parking and loading areas
- ☒ Location of any registered utility rights-of-way (including plan number)

☐ **One (1) copy (11"x17") of building plans showing the following:**

- ☒ Floor plan(s) of the building, including living space including all Alberta Building Code related information
- ☐ Building elevation plans which indicate front, rear and side elevators, wall height (finished grade to eaves), roofing material and roof pitch
- ☐ Building cross-section drawings

This Drawing Is For The Use Of The Client And Project Indicated

Drawing Name: map_TownOfDidsbury.qgs
Path: W:\Terra Nova\Projects\2015\201\Project\QGIS\



Town of Didsbury

Drawn: PB

Ananke Machine Inc.

#2, 1213 – 20 Street

Didsbury Alberta

TOM OWO

November 13th 2019

ATTN: Phil Bousher

LETTER OF INTENT

I, Linda Catana am applying for a permit to operate under the trade mark Ananke Machine Inc. to be located under the above address. I wish to operate a machine shop/ job shop in subleased are from Miller Excavation. My operation consists of making parts out of raw steel using CNC lathes and NC mill.

The shop area that I would be using has 1000SQ of shop space, a washroom and office area.


Being a machine shop I do not have a flow customers visiting, so I do not require customer parking. The traffic in the area would not increase. And we would park in the in the enclosed area as Miller Excavating and no parking on the street.

In today's economic environment I employ one part time employee for 2 days a week, and the rest I work alone. The hours of operations vary, as I do not have set hours.

The part time employee works from 9:30 to 5:30 twice a week. I work as needed hours as I cannot control the orders I receive.

The raw material and work in progress are all stored inside, as soon as a job is completed it get delivered.

Sincerely,



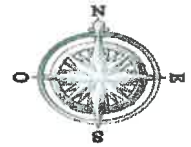
Linda Catana



Miller Excavating and Contracting
1213-20th St Didsbury, Alberta
403-507-1534

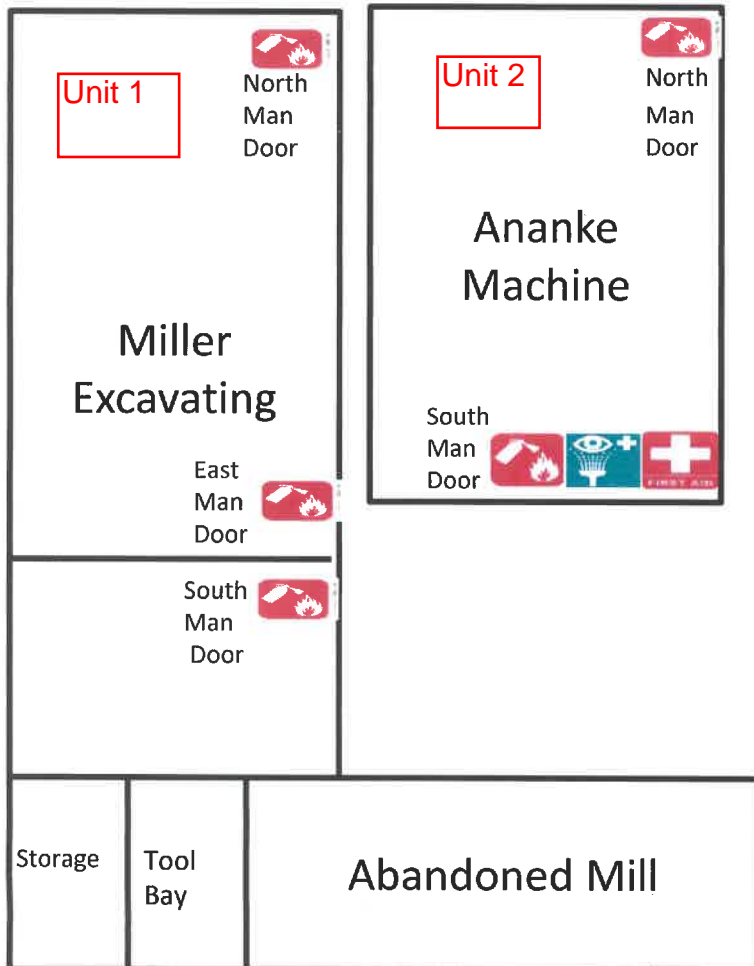
Ananke
Machine
Parking

Miller
Excavating
Parking



Emergency Phone Numbers

Alberta One Call	1 800 242-3447
Ambulance	911
Fire	911
Emergency Hazardous Waste Spills	1 800 222 6514
Environmental Hotline to report an Environmental Emergency	Non emergency 780-644-1932 911
RCMP	1 403 310-9473
Fortis Alberta	1-800-511-3447
Atco Gas	811 (24 hours)
Health Link Alberta	1 866 415-8690
Occupational Health & Safety	1 800 332-1414
Poison Control Center	1800-889-8852
Department of Fisheries and Oceans	Jeff Miller
Emergency Response Team	403-507-1534
	Jeff Miller
First Aid Attendants	403-507-1534
	Bill Miller
	403-701-3064
	Jeff Miller
Supervisors	403-507-1534
	403-335-9393
Hospital Didsbury Alta	403-556-3381
Hospital Olds Alberta	403-335-8343
Town of Didsbury Public Works	403-335-3391
Town of Didsbury Office	



Equipment
Parking

Aggregate
Piles





LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0013 613 286 2484JK;J;5 151 067 288

LEGAL DESCRIPTION
PLAN 2484JK
BLOCK J
LOT 5
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;31;18;SW

MUNICIPALITY: TOWN OF DIDSBURY

REFERENCE NUMBER: 151 042 637

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
151 067 288	09/03/2015	TRANSFER OF LAND	\$270,000	CASH & MORTGAGE

OWNERS

1320128 ALBERTA LTD.
OF BOX 26, SITE 16, RR 1
DIDSBURY
ALBERTA T0M 0W0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
101 338 568	18/11/2010	ENCROACHMENT AGREEMENT OVER AND FOR BENEFIT OF: SEE INSTRUMENT
101 344 879	25/11/2010	CAVEAT RE : EASEMENT
151 042 638	11/02/2015	RESTRICTIVE COVENANT
151 067 289	09/03/2015	MORTGAGE MORTGAGEE - ALBERTA TREASURY BRANCHES.

(CONTINUED)

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
--------	--------------	-------------

		BOX 430 DIDSBURY ALBERTA TOMOWO ORIGINAL PRINCIPAL AMOUNT: \$202,500
--	--	---

151 102 319	22/04/2015	MORTGAGE MORTGAGEE - ROBERT MILLER MORTGAGEE - BRENDA MILLER BOTH OF: BOX 1888 DIDSBURY ALBERTA TOMOWO ORIGINAL PRINCIPAL AMOUNT: \$67,500
-------------	------------	---

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 17 DAY OF
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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 8d

**SUBJECT: 2020 Regional Parks, Recreation and Culture Master Plan (Mountain View Region)
– ACP Funding Grant Application**

BACKGROUND: The Town of Olds has spearheaded a grant application for funding to undertake the creation of a regional Parks, Recreation and Culture Master Plan. The 6 communities in the Mountain View region will be supporting this application and will be served by this plan. The last master plan of this nature that was completed was back in 2009, most of the components identified therein have been completed.

ADMINISTRATIVE REVIEW: This plan will have a large benefit to town residents in the enhancing the recreation services available in the region. No funds are required to participate in this project as it is anticipated to be fully funded by the ACP collaborative grant funding available.

RELEVANT LEGISLATION:

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT: Organizational Excellence

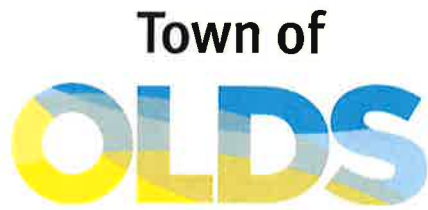
RECOMMENDATION:

“Be it resolved that we authorize the Town of Didsbury to participate in an application for the **Mountain View Regional Parks, Recreation and Culture Master Plan 2.0** submitted by the **Town of Olds** under the **Intermunicipal Collaboration** component **Alberta Community Partnership Grant**, further, that the Town of Didsbury, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.”

ALTERNATIVE OPTIONS:

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. *Copy of a Letter submitted to Municipal Affairs as a cover to their grant application*
2. *Background Information from the Town of Olds prepared for their Council*
3. *Copy of the Form we are required to sign and submit to Municipal Affairs*



January 15, 2020

Via Email: acp.grants@gov.ab.ca

Municipal Affairs
Government of Alberta

RE: 2020 Alberta Community Partnership – [Intermunicipal Collaboration] – Application

Please include this council resolution and letter of introduction with the application for funding for the Mountain View Regional Parks, Recreation and Culture Master Plan 2.0 between the six municipalities within and including Mountain View County. As Minister Madu states, "all Albertans benefit when our communities collaborate to share services, create efficiencies, and reduce overall costs for their residents". We look forward to revising and updating the Master Plan to ensure we are cost sharing the services that benefit residents in more than one municipality and reducing duplication of services and infrastructure.

In summary, our project has three main components:

1. Develop a plan to determine the need for new parks, recreation and cultural facilities within Mountain View County;
2. To reaffirm or adjust the funding formulas for capital and operating needs;
3. Determine, where necessary, the prioritization of new facilities in the next decade or so as our population increases, and greater expectations are for the regional municipalities to plan cooperatively.

These components will be based on the principle of Mutual Benefit. We understand the priority the Government of Alberta places on intermunicipal cooperation, as a means of ensuring that all Albertans benefit from the efficient delivery of local services.

We have included our council resolutions, dated January 13, 2020. Council resolutions from Mountain View County, Sundre, Didsbury, Carstairs and Cremona will be provided to you by March 2, 2020.

Thank you for considering our application. If you have any questions, please feel free to contact the undersigned at 403-556-6981 or mmerritt@olds.ca.

Sincerely,

A blue ink signature of Michael Merritt, written in a cursive style.

Michael Merritt
Chief Administrative Officer

MM/ts
Enc

TOWN OF OLDS – COUNCIL RESOLUTION
January 13, 2020

2020 Mountain View Regional Parks, Recreation and Culture Master Plan

Moved by Councillor Bennett, “that council authorize the Town of Olds to be the managing partner in an application for the ‘2020 Parks, Recreation and Culture Master Plan’ to be submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant.”
Motion Carried 20-16

Moved by Councillor Blatz, “that the Town of Olds, the Managing Partner, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.”
Motion Carried 20-17



Request for Decision

2020 Mountain View Regional Parks, Recreation and Culture Master Plan

January 13, 2020

RECOMMENDATION

That council authorize the Town of Olds to be the managing partner in an application for the '2020 Parks, Recreation and Culture Master Plan' to be submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant, further;

That the Town of Olds, the Managing Partner, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

STRATEGIC ALIGNMENT

Goal #3 - The Town of Olds provides safe, affordable and cost-effective service delivery to our community and region.

"3.5 Update the Open Space and Trails Master Plan and update the Olds component of the Mountain View Regional Parks, Recreation and Culture Master Plan."

BACKGROUND

In 2007, the municipal jurisdictions in the Mountain View region embarked on a collaborative initiative to determine a better way to address municipal issues. The Municipal Area Partnership (MAP) was established to lead planning and development based on cooperation and mutual benefit for the region's residents and businesses while maintaining a collective identity and the unique identities of its individual municipal partners. With that objective, a Regional Partnership Initiative Grant was obtained to address parks, recreation and culture development in 2009. The communities that make up the region have a strong recreation facility infrastructure with a vast inventory of parks, recreation and culture facilities. In addition, they maintain a strong commitment to community development, working in partnership with community associations and other stakeholders to provide a broad range of programs and services for all residents. It is recommended to revisit inter municipal agreements every five to ten years to make sure they are still aligning with the needs of the invested communities.

The 2020 Mountain View Regional Parks, Recreation and Culture Master Plan will serve as a guide, helping municipal and community leaders alike make informed decisions about the future of parks, recreation and cultural facilities, programs and service development within the region. The Master Plan focus will be on public parks, recreation and cultural facilities operated by individual municipalities, along with those that are operated in partnership with community organizations.

The overall objective of the planning process is to develop a comprehensive, long-term (five to ten year) sustainable strategy for parks, recreation and cultural facilities in the Mountain View region. This Master Plan:

- Will provide a vision and long-term plan for the region that is founded on sound financial analysis and recommendations for future sustainability.
- Will establish a solid understanding of stakeholder, partner and citizen needs through a comprehensive community engagement process.

- Act as a guide for all public parks, recreation and cultural facilities operated by specific jurisdictions, as well as those operated in partnership.
- Provide a community prioritization process that both community and municipal leaders can use to determine future facility development priorities.
- Position the Mountain View region to take advantage of future grant and financial opportunities that can be accessed for facility development.
- Provide an implementation plan that reflects the parks, recreation and culture facility plan, as identified by community, stakeholder and user group priorities.

This project is to be entirely grant funded the maximum grant amount available per project is \$200,000. The Town of Olds will be the managing partner for this application. The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, received and manages the grant funds on behalf of the partnership, and reports to the ministry on the project expenditures and outcomes).

RISK/CONSEQUENCES

- Council may ask administration to provide additional information and defer a decision until information is provided.
- Costs used are estimated at this time. If grant is approved, administration would go out to RFP to find a consultant for this project. If cost estimates are greater than grant amount approved administration would come back to Council for further direction.

FINANCIAL CONSIDERATIONS

☐ Approved by budget

☐ New = Budget Adjustment

Cost	Funding Source (budget/in kind/grant) with G/L Code
200,000	Alberta Community Partnership Grant for \$200,000
Total Cost \$200,000	

ATTACHMENTS

Author: Terri Sperle, Grants Coordinator	Date: January 8, 2020
Director Signature:	Date:
CAO Signature:	Date:

Alberta Community Partnership – IC Council Resolution

- 1) Be it resolved that we authorize the _____
(Name of Municipality)

to participate in an application for the **Mountain View Regional Parks, Recreation and Culture Master Plan 2.0** submitted by the **Town of Olds** under the **Intermunicipal Collaboration** component **Alberta Community Partnership Grant**, further

- 2) That the _____, a participant,
(Name of Municipality)

agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

Chief Elected Official or
Duly Authorized Signing Officer

Date



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020.

AGENDA ITEM NO.: 8.c)

SUBJECT: MOUNTAIN VIEW SENIOR'S HOUSING – 5TH ANNUAL GALA & FUNDRAISER

BACKGROUND: The Mountain View Senior's Housing is holding their annual Gala and Fundraiser and have invited us to participate by either being a "gold" sponsor of the event or by attending (or both). See below for sponsorship details. Tickets to attend are \$100 each.

ADMINISTRATIVE REVIEW: This type of event could fit within the framework of the Financial Support for Community Group Policy [CS 211], which would allow for a "Bronze" Sponsorship level of \$500. A copy of the policy is also included below.

RELEVANT LEGISLATION: CS 211 - Financial Support for Community Group Policy

BUDGET IMPLICATIONS: \$100 / ticket; \$500 for a Bronze Sponsorship (which comes with 2 tickets)

STRATEGIC PLAN ALIGNMENT: An Informed and Engaged Community

RECOMMENDATION: As directed by Council.

ALTERNATIVE OPTIONS:

Attachments: (May take the form of pictures, graphs, letters, etc.)

1. *Invitation Letter to Mayor & Council*
 2. *Pamphlet*
 3. *Copy of Financial Support for Community Group Policy – CS 211*
-

Mayor's, Reeve and Municipal Councils

Mountain View Seniors' Housing Foundation Board of Directors are very excited to be hosting our 5th Annual Powered by the People Gala and Fundraiser on April 2, 2020. This year our event will be at the Heritage Centre in Cremona, Alberta starting at 5:30 PM.

We invite you to attend as well as become a Gold sponsor. We promise you a great night with a cocktail reception, dinner, silent and live auctions and entertainment by Lauren deGraaf. A brochure is attached.

We thank you for your continued partnership and support of Seniors' and Community Housing in Mountain View County and surrounding Municipalities.

If you have any questions please don't hesitate to contact me directly.

Sam

Sam Smalldon, MBA, CPA, CMA
Chief Administrative Officer
Mountain View Seniors' Housing
#301, 6501-51st Street
Olds, Alberta, T4H1Y6

403-556-2957 office
403-586-2702 cell
sam.smalldon@mvsh.ca

Making a difference in our community

Mountain View Seniors' Housing Foundation supports four lodges and eleven senior self-contained buildings in Mountain View County and is a registered charity established in 2002. The Foundation is intended to be a vehicle through which funds can be raised to assist the work of Mountain View Seniors' Housing (MVSH). We raise funds on behalf of MVSH to purchase furniture and equipment and help fund activities bettering the lives of our seniors.

The Foundation is governed by a volunteer Board of Directors, with operations managed by a part-time Executive Director.

Vision

Mountain View Seniors' Housing Foundation supports a culture of caring and sustainability by ethically fundraising to improve the quality of life for our residents, through individual donors, corporate and community partnerships.

Mission

Mountain View Seniors' Housing Foundation is a trusted charity that aims to raise awareness and funds by collaborating with community partners with a goal to transform our buildings into homes and to provide quality care and outcomes for our residents.



You're Invited



For Tickets

Chayla Zelasek at: 403.556.2957
or chayla.zelasek@mvsh.ca

Tickets can also be purchased online
at www.mvsh.ca



5th Annual Powered by the People Gala

April 2nd 2020 at 5:30pm

Heritage Centre, Cremona, AB

Cocktails, Dinner & Entertainment

In Support of:





Mountain View Seniors' Housing Foundation is excited to host our

5th Annual Powered by the People Gala Fundraising Event

Join us April 2nd 2020

Location: Heritage Centre, Cremona, AB
Cocktails 5:30pm
Dinner 6:30pm
Entertainment 8:00pm

Entertainment by: *Lauren deGraaf*

Cash bar. Semi-formal attire. Tickets \$100 per person.

Sponsorship

The Mountain View Seniors' Housing Foundation has two key annual fundraising events.

- Our Powered by the People Gala in the spring which brings together our community, sponsors and vendors for a night of entertainment and networking.
- Our Annual Golf Classic held in September

The Foundation operates a Sponsorship Program that provides an opportunity for organizations to contribute at a variety of donation levels for each Annual Event.

Sponsorship dollars assist with presenting the two annual fundraising events.

Where Does Your Support Go

When you donate to Mountain View Seniors' Housing Foundation we are able to enhance the lives of our residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe and homelike environments. As a trusted local charity, Mountain View Seniors' Housing Foundation strives to support keeping our seniors in our communities.

For Tickets and Sponsorship

Tickets can be purchased online at **www.mvsh.ca** or by contacting:

Chayla Zelasek:
P: 403-556-2957
E: chayla.zelasek@mvsh.ca

Silent Auction Sponsorship

Name acknowledgement on silent auction table and in the evening program.

All silent auction items need to be delivered to Mountain View Seniors' Housing Foundation by March 25, 2019.

Mountain View Seniors' Housing Foundation
#301, 6501 - 51st Street
Olds, Alberta T4H 1Y6



Gala Sponsorship Opportunities

Platinum Sponsor - \$3,000

- 10 tickets to the Gala event (\$1000 value)
- Superior signage at the Gala
- Major Sponsor recognition during the event
- ½ page recognition in our evening program
- Recognition on our Facebook page

Gold Sponsor - \$1,500

- 4 tickets to the Gala event (\$400 value)
- Logo prominence at the Gala
- Sponsor recognition during the event
- ¼ page recognition in our evening program
- Recognition on our Facebook page

Silver Sponsor - \$1,000

- 2 tickets to our Gala Event (\$200 value)
- Logo prominence at the Gala event
- Logo acknowledgment in our evening program
- Recognition on our Facebook page

Bronze Sponsor - \$500

- 2 tickets to our Gala Event (\$200 value)
- Logo acknowledgment in our evening program
- Recognition on our Facebook page

Making a difference in our community

In Support of:





TOWN OF DIDSBURY POLICY # CS 211
POLICY NAME: Financial Support for Community Groups

TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	CS 211
Policy Title:	Financial Support for Community Groups
Approval Date:	December 10, 2019
Date to be Reviewed:	2024
Responsible Department:	Community Services
Related Bylaws:	N/A

Policy Statement:

Didsbury Town Council may consider modest financial support for Didsbury community groups offering a service or benefit to Didsbury residents. This support is provided in recognition of the value these organizations bring to the well-being, support and growth of Didsbury.

1. Definitions:

- 1.1 Community Groups means any community charity or not-for-profit agency group operating with the Didsbury municipal boundaries.
- 1.2 Council means the Council of the Town of Didsbury.
- 1.3 Financial Support means monetary donations in the form of sponsorship opportunities and/or the purchase of tickets for Community Group fundraising events.
- 1.4 Manager of Community Services means the individual designated responsibility for the overall operation of the Community Services department within the Town of Didsbury.

2. Responsibilities:

2.1 Council:

- 2.1.1 Shall receive for ratification recommendations for Financial Support for Community Groups from the Manager of Community Services.
- 2.1.2 Shall determine the budget amount to be distributed annually as part of the Financial Support for Community Groups program.



TOWN OF DIDSBURY POLICY # CS 211
POLICY NAME: Financial Support for Community Groups

2.2 Manager of Community Services:

2.2.1 Shall receive Financial Support for Community Groups applications from community charities or not-for-profit agencies.

2.2.2 Shall review Financial Support for Community Groups applications to ensure accuracy and eligibility.

2.2.3 Shall maintain an updated list of all donations, financial or otherwise, to community groups for annual review during budget preparation.

3. Application Guidelines:

3.1 Applications for Financial Support for Community Groups shall only be accepted by community charities or not-for-profit groups operating within the Didsbury Municipal boundaries.

3.2 Funding shall be provided through monetary donations in the form of sponsorship opportunities and/or the purchase of tickets for Community Group fundraising events only. Funding shall not be provided for Community Group operations and/or capital costs, and debt repayment.

3.3 The applying Community Group shall have demonstrated support from other sources of funds. ie. Ticket sales, membership fees, donations and/or other grants.

3.4 Financial Support for Community Groups decisions are made on a first-come, first-served basis. Submissions are encouraged starting January 1 of each calendar year.

3.5 At any time, grant applications may not be accepted due to lack of available funding.

3.6 The maximum amount of Financial Support received by a Community Group shall not exceed \$500.00 annually.

3.7 Groups who do not receive subsidies and/or grants from the municipality shall receive priority.

3.8 Community groups shall provide a receipt of their donation by the end of the calendar year in which the donation was received. If a receipt is not provided, the group will not be eligible to receive Financial Support the next year.



TOWN OF DIDSBURY POLICY # CS 211
POLICY NAME: Financial Support for Community Groups

- 3.9 Any Community Groups receiving Financial Support shall acknowledge the Town of Didsbury as a sponsor at their event and/or through their publications and advertising.
- 3.10 All applications for Financial Support for Community Groups must be on the approved application form (Appendix A) and have all necessary information contained within the approved form.
- 3.11 Appendix A may be updated without notice.

4. End of Policy



TOWN OF DIDSBURY POLICY # CS 211
POLICY NAME: Financial Support for Community Groups

APPENDIX A
Financial Support for Community Groups – Application Form

Organization: _____

Representative: _____

Contact Number: _____

Email: _____

Date of Event: _____

Time of Event: _____

Description of Event:

Description of How Funds Will Be Used:

Funding Amount Requested: \$ _____

Other Sources of Funding Include: _____

Signature of Representative

Date

FOR OFFICE USE ONLY:

Approval: Yes ☐ No ☐

Funding Amount Approved: \$ _____

Receipt Submitted: Yes ☐ No ☐

Date Received: _____

Manager of Community Services: _____



CAO Report – February 11, 2020

1. 2020 PROPERTY ASSESSMENT NOTICES [Financial & Administrative Services]

Tax Assessment Notices were mailed February 6, 2020. Assessment complaint period will run to April 13, 2020.

2. PET LICENCE RENEWELS [Financial & Administrative Services]

On January 3, 2020 the annual cat and dog license renewal letters were mailed informing pet owners of the \$5 discount per license if renewed by January 31. To date 749 licenses out of 1,041 have been renewed, which is a 72% response to these letters.

3. EXTERNAL SAFETY AUDIT [Human Resources]

Every three years, an external audit is conducted for the Town of Didsbury to pass a quality assurance review of their safety program. I am pleased to announce that this external safety audit is now complete and our final score came to 920/965, giving us a 95% passing mark. By passing our external audit we have received our Partnerships in Injury Reduction Certificate of Recognition for the next three years. This recognizes that the Town of Didsbury has a meaningful and well-implemented health and safety management system and in turn will lead to a reduction in workplace losses, injuries, and illness. The Town of Didsbury has a strong health and safety culture, the 95% external audit score is a reflection of that. I would like to congratulate the Safety Representatives, as well as all employees at the Town of Didsbury for their hard work and dedication for 2019.

4. ARENA UPDATE [Recreation Services]

This arena season has been a very successful first year for our third-party concession contractors, The Prairie Whistle Food Co. The level of customer service and standard of food being served has been exceptional and our customers are thrilled with the improvements. We are pleased to announce that they have taken advantage of the opportunity within their contract to renew for an additional year, so we will be welcoming them back again for our 2020-21 season. Additionally, The Prairie Whistle Food Co. will be opening up for our spring season, offering concession service to our lacrosse clubs for games and tournaments. This is an increase in service levels for our spring users, and we are excited to have them return again for an additional season.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 9.b)

SUBJECT: COUNCIL REPORTS

BACKGROUND: The attached reports are from meetings attended by a Council member.

ADMINISTRATIVE REVIEW: N/A

RELEVANT LEGISLATION: Bylaw 2019-03 "Procedural Bylaw".

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT: An Informed and Engaged Community.

RECOMMENDATION: To accept the attached Council reports as information.

ALTERNATIVE OPTIONS: N/A

ADDITIONAL INFORMATION: (May take the form of pictures, graphs, letters, etc.)

- i. Mountain View Seniors' Housing – Mayor Hunter – January 23, 2020
- ii. Didsbury & District Historical Society – Councillor Windsor – January 21, 2020
- iii. Community Services Advisory Board – Councillor Baswick - January 24, 2020
- iv. MAP – Mayor Hunter – January 30, 2020

PREPARED BY: D. Porath, Executive Assistant

REVIEWED BY: E. Gorner, Chief Administrative Officer

83



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of January 23, 2020

- The MVSH Board met at the MVSH Administrative Offices in Olds Alberta for their regular scheduled Board meeting.

Key Messages

- The Board held its first meeting under its new format and 2020 Schedule of Meetings. The major change is Committee Meetings are now folded into the Board Meetings, which assists with including all business of the board, improving board effectiveness, eliminating duplication, reducing time and reducing board costs. The Board now meets more frequently on a bi-monthly basis, Thursdays from 5:30 PM to 9:00 PM.
- The Board was updated on recent AHS Health Care funding concerns at all sites. All risk matters remain under review to ensure adequate care delivery hours and funding for residents at these sites. The Board was updated on meetings and progress with Alberta Health Services (AHS) related to the AHS Master Services Contract termination notice.
- The Board sent a letter after the November 2019 Meeting to the Minister of Seniors and Housing to express concerns highlighted in the last Key Messages. The Department of Alberta Seniors and Housing has contacted MVSH to respond to some of these concerns and we are awaiting a formal response from the Minister.
- The Board requested Management to invite our MP Earl Dreeshen for a meeting related to the Federal Carbon Tax and to request MVSH be considered exempted from the tax as a Not-For-Profit and as a Housing Management Body.
- The Board discussed the increasing costs of operations, the downloading of costs from the Province to Municipalities and the efforts by MVSH in streamlining, becoming efficient and productive in the allocation and use of budget resources in 2019 and continuing in 2020.
- The Board reviewed the operational efficiencies already made for the 2020 Budget and requested Management focus on stability in operations for the remainder of 2020. The Board requested Management continue to look for efficiencies where this will not affect resident care or services.
- The Board requested Management to provide a satisfaction survey to Residents and Families in 2020 and to provide feedback along with Management's response to the



feedback with action plans. The Board further requested Management to consider planning for a satisfaction survey for Staff, possibly alternating surveys every two years.

- The Board received an update on the annual Audit Plan for finalizing 2019. The Auditors will be visiting MVSH starting Monday January 27, 2020 for their final audit fieldwork in preparing their Audit Report and 2019 Audited Financial Statements and Notes for the March 26, 2020 Board Meeting.
- The Board reviewed and approved the MVSH 2020 Capital Budget.
- The Board has review and approved another pricing option for Life Lease Tenants who wish to make additional life lease deposits, in return for a reduced basic monthly rent. Specifically, this option will enable tenants to receive a reduction on their basic monthly rental fee for increments of \$50,000 up to \$200,000 of additional deposits. The objective for this option is to attract new residents to fill life lease vacancies because they see this as a benefit to their situation.
- The Board continues in good faith negotiations with the AUPE Union on behalf of MVSH Staff at the Olds Mount View Lodge site.
- The Board was update on approximately \$1 Million in Net Sale Proceeds from Conditional or Final Sale of Community Housing Assets. These net proceeds are from 5 of 11 properties listed for sale. These funds are restricted and placed in a reserve subject to approval for use by the Minister and the Board.
- The Board will hold its annual Spring Retreat on Thursday March 19, 2020 @ 5:30 PM-9:00 PM. All Directors and Alternate Directors will be invited to give final review to the draft Strategic Business Plan for 2020-24. Location to be confirmed.
- The Board requested Management to write a letter to invite stakeholder Municipalities to support for the MVSH Foundation's 5th Annual Gala on April 2, 2020. This event is to be held at the Heritage Centre just east of Cremona. Please save the date and support our Foundation raising funds for the furniture and equipment needs for our MVSH Seniors.

Next MVSH Regular Board Meeting

- The next regular Board meeting will be Thursday March 26, 2020 @ 5:30-9:00 PM at the MVSH Administration Offices, in Olds, AB.



Questions

If you require any information or there are any questions related to this communication please contact a Board Director, Alternate Director or Sam Smalldon, CAO for MVSH at 403-556-2957 or by email at sam.smalldon@mvsh.ca.



Town of Didsbury Councillor Committee & Board Report

Submitted by: Bill Windsor		
Meeting: Didsbury Historical Society		
Date: January 21, 2020	Time: 7 to 9:15 PM	Location: Didsbury Museum
Type of meeting	Regular Board Meeting	
Attendees	Dean Mousseau, Rick Astle, Bill Windsor, Leona Dorin, Helen Hafke, Chelsea McLaughlin, Dawn Stewart, Kathleen Windsor	
Meeting Highlights		
<ul style="list-style-type: none">Financial Statements were reviewed. Indications are that the Society is running at an annual deficit.Funding and funding History will be reviewed at the next meeting.Summer Hours<ul style="list-style-type: none">manager works Tuesday – Saturday from 10 – 4volunteers host on Sundays from 1 – 4May 17 – September 6Will make a "Leap of Kindness" application asking for plans/labour for design for a "Victorian" style yard and garden from a landscaping company.Mountain View Arts Festival budget has provided \$600 to the Museum for festival activities.The Board is reviewing the Emergency Preparedness/Safety for Museums Manual.Museum Manager will be off February 28 through to March 9 for medical reasons."Poppy-a-thon" was well attended and has asked if it could meet on the second Saturday of each month.The medical and railway rooms are being re-freshened.		
Council Action Required?		
None.		

Didsbury Community Service Board

January 24th, 2020

By Councillor John Baswick

This well coordinated meeting chaired by a well prepared Jolene Sanford demonstrated the necessary needs of our community.

A well thought out plan, has led to the successful distribution of available funds for those most in need of the services of this board.

I found that the members are truly dedicated to our community and each were very thoughtful and methodical in their approach to the distribution of the limited funds available.

I observed the hard work and research that went into each applicant for funding and the surrounding discussions.

We are fortunate to have this calibre of citizenry working diligently in the best interest of Didsbury.

It's a pleasure to work alongside them all.

-0-



Town of Didsbury Council Committee/Board Report

Submitted by: Rhonda Hunter		
Meeting: Municipal Area Partnership (MAP)		
Date: January 30 2020	Time: 1 – 4 p.m.	Location: MVC Council Chambers
Type of meeting		
Attendees	Carstairs, Cremona, Didsbury, Sundre, Olds, MVC Mayors, Reeve, CAOs	
Meeting Highlights		
<p>Presentations by:</p> <p>1, Dr Michelle Warren and Dr Jonathan Somerville – Sundre physicians. Changes to the healthcare billing and delivery model in the province and what it means to rural physicians.</p> <p>2. Sundre Search and Rescue:</p> <p>Overview of roles, responsibilities, activities</p> <p>Response system: everyone should be prepared to look after themselves for 72 hours</p> <p>Provincial Search and Rescue grants \$150,000 annually</p> <p>Volunteer recruitment: Depends on group; Sundre has been fairly consistent around 30</p> <p>Group gets mileage and cost should radios need replacement</p> <p>Regular meeting:</p> <p>MAP Meeting – Olds/MVC</p> <p>Great forum to share information; collaboration</p> <p>Breathe more life into MAP – address ongoing issues together</p> <p>Opportunities to keep lines of communication open through this group and these meetings</p> <p>Try to meet more regularly with topics and issues of interest</p> <p>Bill 7 was discussed with no municipalities currently applying the taxation breaks</p> <p>New Business:</p> <p>Policing Funding Model:</p> <p>Not clear on 2020 and 2021 payment model</p> <p>Some rural municipalities removed from detachment funding</p> <p>No more boots on the ground in 2020 – no change in service levels</p> <p>RMA discussing with province</p> <p>Municipal Energy Manager Program:</p> <p>Olds has budgeted for a budget energy manager position for 2020 and potential for 2021; calling for interest from MAP municipalities to get involved. This will come to Town of Didsbury RCM</p> <p>Regional Recreation Culture Master Plan:</p> <p>Olds is applying for ACP grant – 2009 last regional master plan</p> <p>Community engagement: partner with all municipalities</p> <p>A valuable resource for future opportunities</p> <p>All MAP municipalities were appreciative of this initiative and looking forward to the outcomes.</p> <p>Roundtable</p> <p>Sundre passed a 1.68% increase to budget</p> <p>Candre – update on cannabis production facility and the spin-off of businesses</p> <p>Wastewater system ongoing</p> <p>Great interest in Sundre from developers in the past year</p> <p>Work together with Aquaplex board to keep facility running –talks will continue</p> <p>Cremona</p> <p>Water works enhancements</p> <p>MVC:</p> <p>Passed capital budget as per 10-year plan</p>		



Town of Didsbury Council Committee/Board Report

Agreed to COLA of 1.5%
CAO – efficiencies cutting costs, positions not filled or have been combined
RMA in March
Revenue – assessment model for oil and gas, no compensating credit – 35% reduction in shallow gas assessment; drilling activity potential in county
Lobbying – MGB discussion to have government understand land use and land use decisions; what their legislation should be;
Review of MDP which was passed in 2012 – new MDP 50-70 residents across county at meetings
This MDP revision – relating to past issues in new best approach

Olds:
Byelection – 14% turnout
Fire master plan – accepted; another full time deputy fire chief – fire chief is collaborating with other fire depts.
Fire inspector – caught up; no inspections in over a decade; code has changed and wanting local business to catch up
ICC finalized
Pinty's end of April beginning of May; selling whole event packages; 70% sold out; getting draw to Olds and then perhaps selling individual tickets
Taxation target of 70/30 residential/nonresidential; currently 74/26, and 78/22 in 2018
Now 74/26

Carstairs:
39 hoursing starts 2019
\$12 million assessment increase – anticipate same levels going forward
Hosting winter festival February 8
School will also have full size gym to go back to K-4
Other: Water Commission - \$80 million waterline project on time and on budget

Didsbury:
Welcomed CAO, Ethan Gorner on January 6 2020
Skatepark submitted CFEP grant; approximately \$60,000 away from (revised) \$350,000 goal to build this summer
Two capital budget items approved at January 28 RCM: 15th Avenue Stormwater Main Extension and Westhill Place Sanitary Sewer Line Replacement
Keep Alberta Rolling meeting with municipal neighbors, supporting and endorsing the film industry in Alberta
Maple Leaf Exchange Program March 20 to 25
Buy Low Foods – steel is up
CPAC – Didsbury is transitioning to an administrative approach for CPAC participation/membership

Next Meeting: April 2020

Council Action Required?



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DATE: FEBRUARY 11, 2020

AGENDA ITEM NO.: 10)

SUBJECT: CORRESPONDENCE & INFORMATION

BACKGROUND: The following information items have been received for Council's attention:

ADMINISTRATIVE REVIEW: N/A

RELEVANT LEGISLATION:

BUDGET IMPLICATIONS: N/A

STRATEGIC PLAN ALIGNMENT: N/A

RECOMMENDATION: That Council accept these items presented as information.

ALTERNATIVE OPTIONS: N/A

Attachments: (May take the form of pictures, graphs, letters, etc.)

- a) Correspondence
 - i.
- b) Minutes - Other
 - i. Didsbury Municipal Library – December 2019
 - ii. Didsbury & District Historical Society – January 21, 2020
 - iii. Community Services Advisory Board – January 24, 2020
 - iv. MAP – September 16, 2019
- c) Financial Statements
 - i.

Be prepared. Be present in the moment. Be Respectful of all.

Didsbury Municipal Library – Meeting Minutes – December 17, 2019

Present: Patricia Brisebois, Brad Misener, Curt Engel, Julian Ross, Nicole Brander, Carolyn Massel, Melynda Crampton, Duncan Milne
Staff: Monique Fiedler, Donna Christensen

Call to Order at 7:15 pm by Carolyn.

1. Brad MOVED to approve the agenda as amended. APPROVED.
2. Duncan MOVED to approve the Minutes for November 19, 2019. APPROVED
3. Nicole MOVED to approve the consent agenda. APPROVED.
 - a. Manager's Report
 - b. Financial Reports (Balance Sheet, YTD Income Statement)
4. Items for Information
 - a. Circulation Statistics 2019
 - b. Correspondence: Consideration for Appointment
 - c. Policies Gov. Schedule A- Finance 5 –Signed
 - d. Policy Per. 15 – Signed
 - e. Policies Personnel 1-34
5. Old Business
 - a. Trustee Term Renewal – A letter has been sent to town council
 - b. Public Library Services Branch Presentation – March 17, 2020 – Ken Allan as confirmed. Curt will invite town council and ask the Mayor for the use of The Neighborhood Place and Carolyn will invite Carstairs town council and library board.
 - c. Friends of the Library- Invitation to Attend January 15, 2020 – The Friends are very happy to have a board presence
6. New Business
 - a. Presentation of 2020 Budget to Council – Presentation is scheduled for Jan. 28 at 6pm. The finance committee will prepare, and Carolyn will send an email to confirm the date.
 - b. Nicole MOVED to close the library for a staff meeting on Friday, February 7 from 9:00 a.m.- 12:00 p.m. APPROVED.
 - c. Proposed Library Board Meeting Date Change – Duncan MOVED to change the date to Thursday, February 13, 2020 at 7:15pm. APPROVED.
 - d. Staff Vacation – Carry Over Request – Melynda MOVED to approve the vacation carry over request. APPROVED.
 - e. Library Manager Performance Evaluation – Carolyn will create a google form for staff and board to provide feedback for the evaluation.

Our Vision:

The Didsbury Municipal Library is a community hub that makes the world of information, imagination, and ideas freely accessible to all.



Didsbury Municipal
Library

PO Box 10 Didsbury, Alberta T0M 0W0

Phone: (403)335-3142 Fax: (403)335-3141

<http://dml.prl.ab.ca> didsburylibrary@libs.prl.ab.ca

- f. Policy Manual – Recommended Revisions – discussion occurred on recommendations
 - g. Staff Recognition – Christmas - Duncan MOVED to supply up to \$100 on pizza and drinks for the staff party. APPROVED.
7. In Camera: Personnel – Carolyn MOVED to go IN CAMERA at 8:20pm. Carolyn MOVED to go out of CAMERA at 8:54pm.
- Julian MOVED to forward David McWhinney's application to join the board to town council. APPROVED.
 - Duncan MOVED to approve Monique's request to do a staffing adjustment resolution. APPROVED.
8. Adjourned by Carolyn at 9:01pm. Next meeting January 21, 2020

Chair:

Date:

Our Vision:

The Didsbury Municipal Library is a community hub that makes the world of information, imagination, and ideas freely accessible to all.

Didsbury and District Historical Society

Minutes of the Tuesday January 21, 2020 Board Meeting

Present: Dean Mousseau, Rick Astle, Bill Windsor, Leona Dorin, Helen Hafke, Chelsea McLaughlin, Dawn Stewart, Kathleen Windsor

Absent With Regrets: Frankie Kelly, Patricia Brisebois, Kari Berg

Meeting Called to Order: 7:00 pm

Welcome to Guests:

Consideration of the Agenda: Kathleen moved that the revised agenda of 3 new business items be accepted CARRIED

Minutes: Moved by Helen that the December 18, 2019 minutes be approved

E-motion: N/A

TREASURER REPORT:

Leona noted that the financial return from the Christmas Pudding Tea was not sufficient to rate a success based on time and work involved. Rick questioned the negative balance of \$78.91 from the veteran's banner. Leona will look into it.

Motion to accept the report as information made by Chelsea.

CARRIED

OLD BUSINESS:

NEW BUSINESS:

1. Action Plans: Recommended that **Funding and History** be reviewed at next meeting
2. Position Description: – Recommended that each board member review their position for accuracy and any changes that may be made.
3. Summer Hours: These were discussed at the end of the new business. There was an in-depth discussion regarding summer hours. Two board members have stated that they will be unable to host on Sunday. There was also concern that the hours could not be filled by volunteers. The suggestion is that the manager works Tuesday – Saturday from 10 – 4 for the summer season and the museum be hosted by

volunteers on Sundays from 1 – 4. The hours will be re-visited in September. Moved by Leona that the museum change hours for the summer for the trial period of May 17 – September 6 to Tuesday – Saturday from 10 – 4 worked by the manager and Sundays from 1 – 4 hosted by volunteers. Seconded by Dawn **CARRIED**

Moved by Kathleen that manager send a member e-mail with the new proposed hours and asking for member input and participation. Seconded by Leona **CARRIED**

4. Leap of Kindness: This is a program set up by the Chamber of Commerce for non-profit and business to assist each other in projects. It was the decision of the Board that the museum take part and manager was directed to complete application asking for plans/labour for design for a “Victorian” style yard and garden from a landscaping company.
5. Mountain View Art Festival: Kathleen and Rick attended the meeting that was held on January 13 at the museum. Budgets had been discussed and the museum requested \$650.00. There were a number of ideas for the theme of the Festival as it is the 10th anniversary but none have been decided upon at this time. The Museum will probably keep with the tried and true and then also follow the theme.
6. Health and Safety: An Emergency Preparedness/Safety for Museums Manual has been purchased which Helen is working through.

INFORMATION ITEMS:

Manager Report: as attached with the agenda of meeting with the added information that Dean will require February 28 through to March 9 off for medical purposes. Will need to be on modified activities for 4 – 6 weeks later.

Town Report – Bill Windsor

Bill mentioned that the new CEO, Ethan Garner is fitting in and has brought a wealth of information to the town with his background in planning, bylaws and policies.

The town is still working on an interim budget for capital and operating

The provincial government will be cutting funding for infrastructure by around 10%. It was suggested that the museum present a delegation to council in March regarding activities and plans for the coming year, such as what was presented in November.

Looking toward 2021, Mayors and CEOs are meeting with the film industry in regards to provincial restrictions on municipal ability to attract projects to their town.

The Economic Development Committee is being decided on by Feb. 3. The applicants are going through the interview process now. Council is being very particular about who will be placed on this committee. AG Foods will be opening in October 2020. A strip mall is being developed as well

Archivist Report: no new information

Committee Reports:

General Discussion

The "Poppy-a-thon" was well intended and chair Joyce McCoy has asked if it could meet on the second Saturday of each month with the next one being on February 8. Helen and Chelsea will host those Saturdays

The medical and railway room are being re-freshened. Have found that the backs of the display units are not painted. Kathleen suggested calling Rob Steer. He may have paint that would match.

Host days

February 1

February 8 Helen and Chelsea

February 15

February 22

February 29

Next meeting will be held on Wednesday February 19, 2020 at 7:00 pm.

If a meeting is required before this time the Board members will be notified

Motion to adjourn: Leona moved that the meeting adjourn at 9:15 pm.

CARRIED

**Minutes of the Town of Didsbury Community Services Board Meeting, held on
January 24, 2020 at Didsbury Neighborhood Place**



PRESENT: **Councilor:** John Baswick **Members:** Melissa Boucher, Traceyann Mailer
Community Development Coordinator: Jolene Sanford

1) Call to Order: 10:12 am

AGENDA:

2 a) The agenda was presented by J. Sanford for the Committee's approval.

MOTION: Moved by Member T. Mailer that the Community Services Board accept the agenda as presented

CARRIED

MINUTES:

3) FCSS Requests for 2020 funds:

3 a) Accredited Supports to the Community – Healthy Families

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$8,000.00 in 2020 FCSS Community Grant funds be granted to Accredited Supports to the Community – Healthy Families.

CARRIED

3 b) Chinooks Edge School Division – DHS, Mental Health Day

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$3,056 in 2020 FCSS Community Grant funds be granted to Chinooks Edge School Division – DHS Mental Health Day.

CARRIED

3 c) Chinooks Edge School Division – DHS, Take the Time

MOTION: Moved by Member T. Mailer that the Community Services Board recommend to council that \$1,441.00 in 2020 FCSS Community Grant funds be granted to Chinooks Edge School Division – DHS, Take the Time.

CARRIED

3 d) Chinooks Edge School Division – Family School Wellness

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$10,000 in 2020 FCSS Community Grant funds be granted to Chinooks Edge School Division – Family School Wellness.

RECOMMENDATION: The Family School Wellness Workers are based out of the schools in our community and work with the children and their families during the school year. The board felt that the program planning for the summer was not sufficient and would not best serve our children and families during that time. Funding for 10 months versus the 12 months is recommended.

CARRIED

3 e) Chinooks Edge School Division – Youth Empowerment and Support

MOTION: Moved by Member T. Mailer that the Community Services Board recommend to council that \$7,500.00, in 2020 FCSS Community Grant funds be granted to Chinooks Edge School Division – Youth Empowerment and Support.

CARRIED

3 f) Chinooks Edge School Division – Westglen Presentation

MOTION: Moved by Councilor J. Baswick that the Community Services Board recommend to council that \$877.00 in 2020 FCSS Community Grant funds be granted to Chinooks Edge School Division – Westglen Presentation.

CARRIED

3 g) Didsbury Preschool Society

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$9,870 in 2020 FCSS Community Grant funds be granted to the Didsbury Preschool Society – Preschool Program.

CARRIED

3 h) Didsbury Municipal Library – Young Readers Choice Awards

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$0.00 in 2020 FCSS Community Grant funds be granted to the Didsbury Municipal Library – Young Readers Choice Awards. The Board had more ask than funds to give out so there were cuts to some programs based on what the Board felt was a higher need in our Community.

CARRIED

3 i) Didsbury Municipal Library – Teen Advisory Council

MOTION: Moved by Councilor J. Baswick that the Community Services Board recommend to council that \$2,770.00 in 2020 FCSS Community Grant funds be granted to Didsbury Municipal Library – Teen Advisory Council.

CARRIED

3 j) Holy Trinity Catholic School – Circle of Support

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$328.00 in 2020 FCSS Community Grant funds be granted to Holy Trinity Catholic School – Circle of Support.

CARRIED

3 k) Holy Trinity Catholic School – CONNECT Program

MOTION: Moved by Member T. Mailer that the Community Services Board recommend to council that \$1,025.00 in 2020 FCSS Community Grant funds be granted to the Holy Trinity Catholic School – CONNECT Program.

CARRIED

3 l) Holy Trinity Catholic School – Naturally Nurtured

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$200.00 in 2020 FCSS Community Grant funds be granted to the Holy Trinity Catholic School – Naturally Nurtured.

CARRIED

3 m) Holy Trinity Catholic School - Presentation

MOTION: Moved by Councilor J. Baswick that the Community Services Board recommend to council that \$0.00 in 2020 FCSS Community Grant funds be granted to Holy Trinity Catholic School – Presentation. The Board had more ask than funds to give out so there were cuts to some programs based on what the Board felt was a higher need in our Community.

CARRIED

3 n) HOPE - Conference

MOTION: Moved by Councilor J. Baswick that the Community Services Board recommend to council that \$1,224.00 in 2020 FCSS Community Grant funds be granted to the HOPE - Conference

CARRIED

3 o) Hope Pointe Community Church - Program

MOTION: Moved by Member T. Mailer that the Community Services Board recommend to council that \$0.00 in 2020 FCSS Community Grant funds be granted to Hope Pointe Community Church – Program. FCSS would look to contract the facilitator directly for future programs with Hope Pointe Community Church.

CARRIED

3 p) Local Women Unite - Event

MOTION: Moved by Member T. Mailer that the Community Services Board recommend to council that \$200.00 in 2020 FCSS Community Grant funds be granted to Local Women Unite – Event.

CARRIED

3 q) Mountain View Emergency Shelter

MOTION: Moved by Councilor J. Baswick that the Community Services Board recommend to council that \$0.00 in 2020 FCSS Community Grant funds be granted to the Mountainview Emergency Shelter – Programs. FCSS will set up a meeting to discuss the service and programs that can be offered to Didsbury residents. Currently Didsbury residents will still receive supports regardless of funding.

CARRIED

3 r) Olds & District Hospice Society – Volunteer Training

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$1,000.00 in 2020 FCSS Community Grant funds be granted to Olds & District Hospice Society – Volunteer Training

CARRIED

3 s) Top Note Music School – Music Program

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$0.00 in 2020 FCSS Community Grant funds be granted to Top Note Music School – Music Program. As some aspects of this program do not meet the FCSS Mandate and there are other programs within the community offering similar programming the Board felt that there were other programs that are a higher need in our Community.

CARRIED

3 t) Town of Didsbury – Before and After School Care

MOTION: Moved by Member M. Boucher that the Community Services Board recommend to council that \$13,660.00 in 2020 FCSS Community Grant funds be granted to Town of Didsbury – Before and After School Care.

CARRIED

BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

- 4 a)** There is \$2,849.00 in remaining funds. The Board will set these funds aside for organizations to apply for later in the year.

ADJOURNMENT:

- 5) **MOTION:** Moved by Member M. Boucher that the Community Services Board meeting of January 24, 2020 be adjourned at 12:00 pm and that the next meeting be scheduled for later this year.

CARRIED



Mountain View Seniors' Housing
Regular Board Meeting
Thursday November 28, 2019 – 6:30pm to 9:00pm
MVSH Administration Offices, Olds AB

Members: Director Bruce Beattie, Director Lance Colby, Director Duncan Milne, Director Dorothy Moore, Director Heather Ryan, Director Sonia Temple, Director Richard Warnock,

Guests: Honourable Nathan Cooper (Waiting for a response to our request)

Administration: Sam Smalldon, Chayla Zelasek

APPROVED MINUTES

Agenda 1 – CALL TO ORDER

Meeting was called to order at 6:26pm by Board Chair, Bruce Beattie.

Agenda 2 - APPROVAL OF AGENDA

**19-086 Moved by Director Sonia Temple to approve the agenda as amended.
CARRIED**

Agenda 3 – Guests

- a) Both Honourable Nathan Cooper and Honourable Jason Nixon are unavailable for this meeting. Both have agreed to attend a future meeting when time and schedule permits.

Agenda 4 – APPROVAL OF MINUTES

- a) Regular Meeting October 3, 2019

**19-087 Moved by Director Heather Ryan to approve the Minutes as amended.
CARRIED**

Agenda 5 - BUSINESS ARISING FROM MINUTES

- a) AHS Health Care Funding Concerns – Sam presented the information. The HCA Directory registration deadline is coming up in December. We are sitting at roughly 90% compliance and working to meet full compliance. If not registered, HCA's would not be allowed to work.
- b) Foothills Lodge/Community Housing Asset Disposals – There was an additional conditional sale at the end of last week but fell through. There has been activity and we are awaiting an update.
- c) Board Retreats – Strategic and Business Planning – Sam presented. Strategic Planning document is still in draft form from our June retreats.



- d) Use of Restricted Net Proceeds from Sale of Properties (Nominal Sale Agreement) – Sam presented. We have drafted up a memo now to outline the purposes we would like permission to use the funds for. Memo is included in the draft letter later in the agenda.
- e) Resolutions to AUMA/RMA from MVSH – Bruce presented. RMA Spring Convention will occur before the next AUMA convention. County District Meeting is on February 6, 2020. Resolutions need to be submitted by January 7, 2020.
- f) Life Lease Vacancies – Marketing and Sales Update – Sam presented the information. We have been receiving inquiries for the current vacancies (10). Continuing marketing and tours as requested.
- g) AUMA Update Response – Heather presented the information. The Chief of Staff indicated that the letter has been forwarded to the Scheduler, who has responded requesting information regarding agenda items and who would be attending. They will get back to us with dates once they confirm.

19-088 Moved by Director Lance Colby to accept the updates for business arising from the minutes as information. CARRIED

Agenda 6 - REPORTS

- a) Facilities Management Committee – last met November 20, 2019 – Heather presented the information. Some items have already been covered in the agenda. Further to the Life Lease Parking Shelter, we are obtaining formal quotes and drawings for Olds. Sundre has also come forward indicating they are open to a similar arrangement to Olds. Awaiting reallocation approvals for Capital Projects. Discussed submitting a letter showcasing the chance for “Red Tape Reductions”. Two flood claims which cost us \$5000 (deductibles). Looking into monitoring options for early alerts.
- b) Finance Committee- last met November 14, 2019 – Richard presented the information. Received the Audit Presentation. There was discussion on Life Lease, cashflow and capital budgets, capital debt and financing policy, etc. Most items covered in the agenda.
- c) Business Continuance Committee -- last met November 27, 2019 – Sonia presented the information. There is a new free training center for staff to use through ASCHA. Wellness Challenge Holiday Hamper is in full effect. Benefits plan went through its annual renewal with minimal cost increases. There is a new policy to address staff on long term disability. There was discussion regarding Retirement of staff after 15 years of service and the Board chosen gift. Will review in depth at next meeting. Board and Director evaluations are coming up and we need to determine the format we wish to use. Also discussed having annual organizational meetings and tying in the Board evaluations. Resident Satisfaction will be conducted soon.
- d) Foundation Report – Next meeting is January 15, 2020 – Sam presented. Had successful Fall with the Golf Classic. Gearing up for the 2020 Gala which will be hosted at the Heritage Centre in Cremona. Next year’s Golf Classic will be hosted in Olds.



- e) ASCHA Reports (ASCHA Conference, ASCHA Finance Working Group) – Sam presented. The working group is winding down. Noted there was also a Call for Members at Large for the ASCHA Board.

19-089 Moved by Director Richard Warnock to accept the reports and updates as information. CARRIED

Agenda 7 - NEW BUSINESS AND REPORTS

- a) 2019 Audit Plan – Richard presented the information. The plan is included in the agenda package.

19-090 Moved by Director Richard Warnock to approve the 2019 Audit Plan as presented. CARRIED

- b) Bank Signing Authorities – Richard presented the information. With the resignation of the CFO we need to update our signing authorities.

19-091 Moved by Director Richard Warnock to approve changing the Management Signing Authorities to CAO Sam Smalldon, Controller Rasbir Sekhon and Director of Employee Engagement Leslie Clarke. CARRIED

- c) Life Lease Price Review – Richard presented the information. The finance committee reviewed an additional deposit option.

19-092 Moved by Director Dorothy Moore to approve additional increments of Life Lease Deposits over and above the current Schedule C prices, in increments of \$25,000 for up to a \$200,000 maximum and a maximum of up to \$5,000 per year benefit to the Life Lease Tenant(s). CARRIED

- d) Q3 2019 Financial Reports – Richard presented the information. Reviewed the included reports as a group.

19-093 Moved by Director Sonia Temple to accept the Q3 2019 Financial Reports as information. CARRIED

- e) 2019 Forecast and Budget Management – Richard Presented the information. Reviewed the documents as a group.

19-094 Moved by Director Duncan Milne to accept the attached 2019 Forecast and Budget Management Update as information. CARRIED



- f) 2019 Cashflow and Borrowing from Mountain View County – Richard presented the information. Reviewed the County borrowing information as a group. Dorothy presented information regarding the ACFA Dissolution. We will continue to follow up.

19-095 Moved by Director Richard Warnock to approve this loan agreement with MVC for the \$3.0 Million under the above terms and conditions. CARRIED

- g) 2019-2029 Debt Schedule – Richard presented the information.
h) DRAFT 2020 Budget and 2020-2024 Business Plan – Richard presented the information. Management directed to conduct analysis of base accommodation fee increase, to be presented at the January 2020 meeting. Management also directed to draft a letter to Sundre Council regarding Property Taxes.

19-096 Moved by Director Richard Warnock to approve the 2020 Operating Budget for \$16,777,281, an Accommodation Fee increase up to 5% for Lodge Residents and a 2020 Municipal Requisition request of \$2,944,627. CARRIED

- i) 2019 Capital Budget Update – Richard presented the information.

19-097 Moved by Director Dorothy Moore to approve the Updated 2019 Capital Budget as presented. CARRIED

- j) DRAFT 2020 Capital Budget – Sam presented the information.

19-098 Moved by Director Heather Ryan to accept the Draft 2020 Capital Budget as information. CARRIED

Agenda 8 - CHAIRMAN'S REPORT - Bruce presented a verbal report. Met with a group in Sundre, who are wanting to obtain a "wind shelter". If the community can raise the funds, we would allow this based on specific criteria. The maintenance and housekeeping of the shelter would be the responsibility of the users.

19-099 Moved by Director Lance Colby to accept the Chairman's report as information. CARRIED

Agenda 9 - CAO's REPORT (written report on Share Point) – Sam provided a verbal highlight of included report. AHS Contract Termination is still progressing positively.

19-100 Moved by Director Richard Warnock to accept the Chief Administrative Officer's report as information. CARRIED

Agenda 10 - POLICY REVIEW



- a) BP014 Capital Debt and Financing – Sam presented the information.

19-101 Moved by Director Dorothy Moore to approve the policy BP014 Capital Debt Financing, as presented. CARRIED

- b) MVSH Bylaws and Committee Terms of Reference – Sam presented the information. A review concluded no changes were required. Committee Titles will be updated to reflect the strategic plan, if/when the committee are reestablished.

Agenda 11 – CORRESPONDENCE

- a) Draft Board Letters – Sam presented the information. Reviewed the drafted letter as a group. Directed to add ACFA to the letter and slight wording changes. Will circulate final draft for approval.
- b) MVSH Board - Municipal Letters of Appointment

Agenda 12 – PENDING

- a) Board Director Orientation/Committee Manuals – Under Development – Sam presented the information. Will prepare the material.

Agenda 13 - IN-CAMERA

- a) AHS/MVSH Meetings
- b) HR Matters

19-102 Moved by Director Duncan Milne to move into In-Camera Session at 8:53pm for Discussions regarding AHS/MVSH Meetings and HR Matters. CARRIED

19-103 Moved by Director Lance Colby to move out of In-Camera Session at 9:10pm. CARRIED

Agenda 14 - KEY MESSAGES

Agenda 15 – NEXT MEETING & 2020 BOARD MEETING SCHEDULE

- a) 2020 Board Calendar – Sam presented the information. Reviewed as a group.
- b) Next meeting date: Thursday, January 23, 2020
@ 5:30 PM-9:00 PM at MVSH Administration Offices, Olds AB.

Agenda 16 – ADJOURNMENT

Meeting was Adjourned at 9:17pm by Board Chair Bruce Beattie.


Board Chair, Bruce Beattie



Minutes of the Municipal Area Partnership (MAP) Committee Meeting
Tuesday, September 16, 2019 at 1:00 PM

Mountain View County Council Chambers, 1408 Twp. Rd 320, Didsbury, AB

PRESENT:

Elected Officials:

Rhonda Hunter, Mayor, Town of Didsbury (Chair)
Bruce Beattie, Reeve, Mountain View County
Greg Harris, Councillor, Mountain View County
Tim Hagen, Mayor, Village of Cremona
Michael Muzychka, Mayor, Town of Olds
Terry Leslie, Mayor, Town of Sundre
Duncan Milne, Councillor, Mountain View County

Appointed Officials:

Jeff Holmes, Chief Administrative Officer, Mountain View County
Carl McDonnell, Chief Administrative Officer, Town of Carstairs
Aaron Gertzen, Chief Administrative Officer, Village of Cremona
Linda Nelson, Chief Administrative Officer, Town of Sundre
Michael Merritt, Chief Administrative Officer, Town of Olds
Deborah Porath, Executive Assistant, Town of Didsbury

Absent:

Tony Martens, Interim Chief Administrative Officer, Town of Didsbury

1.0 CALL TO ORDER

Mayor Rhonda Hunter, Town of Didsbury, called the meeting to order at 1:04 PM

2.0 ADOPTION OF AGENDA

Mayor Muzychka asked that Bill 7 be added to agenda for discussion.

Mayor Hunter asked that the Municipal Area Partnership Committee adopt the agenda for the September 16, 2019 Municipal Area Partnership Meeting.

CONSENSUS

3.0 ADOPTION OF PREVIOUS MINUTES

Mayor Hunter asked that the Municipal Area Partnership Committee adopt the minutes of the April 24, 2018 MAP meeting as presented.

CONSENSUS

Mayor Hunter asked that the Municipal Area Partnership Committee adopt the minutes of the March 1, 2019 MAP meeting as presented.

CONSENSUS

4.0 PRESENTATIONS

4.1 An Update on recycling was presented by Michael Wuetherick, CAO, Mountain View Regional Waste Management Commission

The Mountain View Regional Waste Management Commission provides the region with a variety of solid waste management services but today Mr. Wuetherick was asked to provide information on recycling. Commission is responsible for the operation of collection stations in each community.

China and other Asian countries have been the largest players in accepting recyclables. This market is drying up because China is no longer accepting recyclables due to contamination. With this the global market drying up, countries around the globe are struggling with an over-abundance of recyclables. Processors have become not only more restrictive, but have drastically cut back on product accepted to match dwindling buyers for processed materials.

What is the life expectancy of MVC landfills? Though hard to determine, it may be 15 - 18 years now given the amount of deliveries to the landfill.

Mayor Hunter suggested that the urban municipalities re-sign the AUMA's Extended Producer Responsibility letter of support that was previously sent to the NDP government, and now commit to send to the current UCP government. There was agreement that urban Councils do this. The letter will also be provided to MVC for their review/information.

Alberta is the only province that does not have an Extended Producer Responsibility (EPR) program/legislation, and municipalities should continue to lobby for this. EPR revenue is directed towards municipalities to offset costs associated with recycling and disposal of consumer waste streams. It was agreed that the message is captured to distribute to our communities. These messages are:

Volatility

Municipalities should let residents know that recyclables are a commodity and that commodity pricing fluctuates with the market. We should take a long view of markets.

Future

Encourage residents that the market will change and catch up to meet the demand of recycling needs of our province. Continuing with this program means we will be ready when the market is.

Consistency

The blue box program should be continued in those communities that have it. Communities have worked hard to get their residents onboard and make the recycling program successful. It will be more expensive to re-educate them than to continue with the program.

It was suggested that the same initiatives are captured and put together in one message so all residents in MVC will receive consistent information.

Mr. Wuetherick stressed that tangible benefits of recycling should not be thrown out. Recyclables are a commodity and commodity pricing moves up and down with market.

5.0 UNFINISHED BUSINESS

None

6.0 NEW BUSINESS

6.1 Mountain View Regional Emergency Management Agency (MVREMA)

Ryan Morrison, Director of Regional Services. MAP provided funding to update the regional plan. They will be updated each year going forward. All updates have been completed as of April 1, 2019.

6.2 Regional Disaster Services Update

Jennifer Lutz is the Chair of MVREMA which meets quarterly.

New Local Authority Emergency Management Regulation will come into force January 2020. Key changes updates to committee requirements. Local authorities must submit ERP to province.

Jennifer also shared what the MVREMA does within its terms of reference.

Challenges facing the MVREMA are capacity (need for dedicated staff). Emergency social services lacks capacity as well. Information sharing – does not have an IT platform to share information. Municipalities are growing and some have established local or site specific ERPs – increased potential that plans will differ.

The consequences of failing an audit means that grant monies funding would be harder to obtain.

6.3 Inter-municipal Agreements Review

MVC corporate services have offered to review agreements for \$450.00. CRA has assessed that GST is applicable for ICC funding agreements, and AUMA and RMA have resolutions being presented to challenge this CRA ruling. Reeve Beattie advised that RMA has approved a resolution at the district level and the resolution on this subject matter will move onto the provincial level. AUMA will hear the resolution at the 2019 Convention, September 25 – 27. Jeff Holmes proposed that MAP funds could be allocated for these audits. It was agreed that the MAP committee would wait to hear the results from the AUMA and RMA resolutions before proceeding further with a MAP initiative.

6.4 Bill 7

Mayor Muzychka reported that the Town of Olds had meeting with Minister Madu and the Province has the Community Revitalization Levy. Olds is not alone in wanting to have their downtowns revitalized. Minister Madu advised that municipalities should use Bill 7. Requested this be put on a future meeting to work out a regional strategy for all communities in MVC.

7.0 ROUND TABLE

1. Town of Sundre

AB Transportation provided funding for improvements
Sundre medical cannabis has full federal approval
Critical upgrades of \$1M to local lagoons

New office building in Sundre is under construction
Gazebo completed and an asset to the community
Parking lot project – new lot in downtown
Hospital talks regarding more funding

2. Village of Cremona

AB Transportation allotted funding for improvements near a subdivision
New CAO Aaron Gertzen
Show and shine was a success – made \$1800 for the food bank
Sixth annual toy run – 600 bikes

3. Town of Didsbury

Town is searching for a new CAO, Tony Martens is interim
Have been advertising for EDO
Economic Development Steering Committee is a partnership of Chamber of Commerce and Council
Announcement by Jim Pattison Group that Didsbury is getting a new Buy Low Foods in Shantz Crossing
21 road patching projects this year
MDP is being undertaken with Urban Systems
Skateboard park has raised \$90,000 towards its goal
Speaker Cooper and Minister Madu visit - was a great meeting
AUMA President Morishita also visited town on Aug 28th
New mural in back alley of post office
New movie filming again in Didsbury with Benecio Del Toro and Robin Wright
Wesley Wilks, local swimmer honoured for his 6 gold medals at 2019 Western Canada Summer Games

4. Mountain View County

Ag Services Board had tour this year which was a success.
New recycling project in MVC –agricultural plastics recycling and twine recycling
MDP is under review
Building envelop of county offices needed a remediation
Commodity prices are in a slump
Adopted economic development strategy
Airports are working towards new contracts (Sundre this year and Olds/Didsbury next)
Concerns regarding the policing contract

5. Town of Olds

Secretariat for economic development – taken internal officer and chamber to move it forward
Lobbied AB Transportation to get the northbound acceleration lane at 27 and 2
Discussions with AB Transportation that fire funding was paid to the emergency but not the return trips and what goes along with that (gassing up equipment)
New sports field is nearly completed.

9.0 FINANCIAL/BUDGET REPORT

Jeff Holmes presented a Financial Report, the balance as at August 31, 2019 is \$29, 461.00.

The Financial Report as at August 31, 2019 was received as information.

CONSENSUS.

10.0 NEXT MEETING

No date set for next meeting.

ACTIONABLE ITEMS – Bill 7 be put on a future meeting agenda to work out a regional strategy for all communities in MVC.

11.0 ADJOURNMENT

Mayor Hunter adjourned the Municipal Area Partnership Committee meeting at 2:55 p.m.

Chair, Municipal Area Partnership Committee

Secretary, Municipal Area Partnership Committee