



TOWN OF DIDSBURY AGENDA
Regular Council Meeting
Tuesday, November 10, 2020 at 6:00 p.m.
held by ZOOM Meeting

1. CALL TO ORDER
2. REMEMBRANCE DAY RECOGNITION
3. ADOPTION OF AGENDA
4. ADOPTION OF MINUTES Pg. 2
 - 4.1 October 27, 2020 Organizational Meeting
 - 4.2 October 27, 2020 Regular Council Meeting
5. PUBLIC HEARINGS - *None*
6. BYLAWS & POLICIES
 - 6.1 Rates and Fees Bylaw (1st Reading) Pg. 10
 - 6.2 Municipal Election (2nd Reading) Pg. 35
7. BUSINESS
 - 7.1 2021 Council Insurance Pg. 39
 - 7.2 Letter of Recognition (Community Recognition) Pg. 45
 - 7.3 Utility Budget Options Pg. 51
 - 7.4 CAEP Board Nomination – Mayor Hunter Pg. 53
 - 7.5 Country Christmas – Lights & Garland Pg. 57
 - 7.6 AG Building Pg. 58
 - 7.7 Shantz Pedestrian Crossing Signals Pg. 59
8. REPORTS
 - 8.1 CAO Report Pg 60.
 - 8.2 Council Reports (Verbal) Pg. 62
9. CORRESPONDENCE & INFORMATION Pg. 63
 - 9.1 Mountain View Seniors' Housing Requisitions
AUMA Update - Alberta Police Interim Advisory Board
Minister of Municipal Affairs Tracy Allard – Inquiry of public libraries in schools
AUMA Infrastructure & Energy Committee appointment of Mayor Hunter
10. QUESTION PERIOD
11. CLOSED MEETING
 - 11.1 Sec. 19(1) confidential evaluations (personnel)
 - 11.2 Sec. 24(1) Advice from officials (land/legal)
 - 11.3 Sec. 24(1) Advice from officials (organizational discussion)
 - 11.4 Sec. 24(1) Advice from officials (organizational discussion)
 - 11.5 Sec. 23(1) Local public body confidences (draft legislation)
 - 11.6 Sec. 24(1) Advice from officials (personnel contents)
 - 11.7 Sec. 21(1) Intergovernmental relations
12. NOTICE OF MOTION
13. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Approval of Minutes
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	4.1

BACKGROUND/PROPOSAL:

The following minutes are being presented to Council for their review and approval:

- October 27, 2020 Organizational Meeting Minutes
- October 27, 2020 Regular Council Meeting Minutes

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached minutes.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

Administration is requesting two separate motions as they are two separate meetings.

That Council move to approve the October 27, 2020 Organizational Meeting Minutes as presented.

AND

That Council move to approve the October 27, 2020 Regular Council Meeting Minutes as presented.



**Meeting Minutes of the Town of Didsbury
Organizational Meeting
October 27, 2020**

The organizational meeting of Council for the municipality of the Town of Didsbury was held in Council Chambers on Tuesday, October 27, 2020 commencing at 6:00 p.m.

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

Absent: Councillor Crothers

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

CALL TO ORDER

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

ADOPTION OF AGENDA

Res. 392-20 MOVED by Councillor Moore to approve the Organizational Meeting Agenda as presented.
Carried

COUNCIL MEETING SCHEDULE

Res. 393-20 MOVED by Councillor Moore to approve the 2020/2021 Council Meeting Calendar as amended with the Council break set for July 14 to August 6, 2020; and that Council set October 26, 2021 as the date to swear in the new Council; and November 2, 2021 as the Organizational Meeting.
Carried

EXTENSION OF COUNCIL APPOINTMENTS TERM

Res. 394-20 MOVED by Councillor Moore to provide unanimous approval to extend the following Appointments beyond 2-years:

- Didsbury Library Board, Councillor Engel;
- Mountain View Waste Management Commission, Councillor Windsor;
- Mountain View Seniors' Housing, Councillor Moore;
- Municipal Planning Commission, Councillor Crothers and Councillor Baswick;
- Intermunicipal Cooperation Committee, Councillor Crothers, Councillor Moore and Mayor Hunter;
- Didsbury & District Chamber of Commerce, Councillor Poggemiller
- Didsbury and District Historical Society, Councillor Engel.

Carried Unanimously

Council Appointed Committees

Res. 395-20 MOVED by Councillor Windsor to approve the 2020/2021 Council Appointment Committees as follows:

- Emergency Management: All members of Council;
- Didsbury Economic Development Advisory Committee (DEDAC): Councillor Crothers, and Councillor Poggemiller;
- Didsbury Library Board: Councillor Engel;
- Municipal Planning Commission (MPC): Councillor Crothers, Councillor Baswick, and Councillor Moore as Alternate.

Carried

External Boards and Committees

Res. 396-20 MOVED by Councillor Windsor to approve the 2020-2021 External Boards and Committees appointments as follows:

- Community Services Board: Councillor Baswick, and Councillor Windsor as Alternate;
- Intermunicipal Cooperation Committee (ICC): Councillor Crothers, Councillor Moore and Mayor Hunter;
- Intermunicipal Planning Commission: Councillor Poggemiller, Councillor Moore and Mayor Hunter as Alternate;
- Mountain View Regional Water Services Commission: Councillor Baswick and Councillor Poggemiller as Alternate;
- Mountain View Regional Waste Management Commission: Councillor Windsor and Councillor Moore as Alternate;
- Mountain View Seniors' Housing: Councillor Moore and Mayor Hunter as Alternate;
- Municipal Area Partnership: Mayor Hunter and the Deputy Mayor;
- Parkland Regional Library Board: Councillor Windsor and Councillor Baswick as Alternate;
- Didsbury Chamber of Commerce: Councillor Poggemiller and Councillor Engel as Alternate;
- Didsbury & District Historical Society: Councillor Engel and Councillor Windsor as Alternate.

Carried

Ad Hoc Committees

Res. 397-20 MOVED by Councillor Moore to approve the 2020-2021 Ad Hoc Committee appointments as follows:

- Cemetery Committee: Councillor Engel and Councillor Baswick as Alternate;
- Development Incentives: Councillor Poggemiller; Mayor Hunter and Councillor Moore.

Carried

Additional Appointments

Res. 398-20 MOVED by Councillor Windsor that Council approve the 2020-2021 additional appointments as follows:

- Red Deer Municipal Users Group: Councillor Windsor and Councillor Poggemiller as Alternate;
- Central Alberta Economic Partnership (CAEP): Municipal Rep: Mayor Hunter and Councillor Crothers as Alternate;
- Inter-Agency Committee: Councillor Crothers and Councillor Moore as Alternate.

Carried

MUNICIPAL PLANNING COMMISSION PUBLIC MEMBER APPOINTMENTS

Res. 399-20 MOVED by Councillor Baswick to appoint the following Public Members to the Municipal Planning Commission:

- Shirley Madge
- David Loades
- Kelly Phillips
- Chelsea McLaughlin
- Cheryl Dahl

Carried

DIDSBURY ECONOMIC DEVELOPMENT ADVISORY COMMITTEE PUBLIC MEMBER APPOINTMENTS

Res. 400-20 MOVED by Councillor Windsor to reaffirm the following appointments to the Didsbury Economic Development Advisory Committee:

- Helen Hafke
- Gord Leeson
- Meaghan Neis
- Jan Lukes
- Mike Crampton
- Shelly Daly
- Lance Plewis.

Carried

DEPUTY MAYOR SCHEDULE

Res. 401-20 MOVED by Councillor Baswick to reaffirm the 2020-2021 Deputy Mayor Appointment as follows:

- Councillor Poggemiller: September 15, 2020 to February 15, 2021
- Councillor Windsor: February 16, 2021 to October 15, 2021

Carried

DIDSBURY LIBRARY BOARD

Res. 402-20 MOVED by Councillor Windsor to reaffirm the following appointments to Didsbury Library Board:

- Nicole Brander
- Brad Misener
- Julian Ross
- Councillor Duncan Milne
- David McWhinney
- Patricia Brisebois
- Melynda Crampton
- Carolyn Massel.

Carried

ADJOURNMENT

Res. 403-20 MOVED by Councillor Moore to adjourn the Organizational meeting at 6:21 p.m.

Carried

Mayor - Rhonda Hunter

Chief Administrative Officer - Ethan Gorner



Meeting Minutes of the Town of Didsbury
Regular Council Meeting
October 27, 2020

The regular meeting of Council for the municipality of the Town of Didsbury was held in Council Chambers on Tuesday, October 27, 2020 commencing at 6:25 p.m.

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

Absent Councillor M. Crothers

Staff: Chief Administrative Officer - E. Gerner
Assistant CAO/Chief Financial Officer - A. Riley
Senior Development Officer – K. Pickett
Manager of Community Services – N. Aasen
Manager of Financial Services – M. Moreau
Manager of Public Works – C. Fox
Manager of Legislative Services/Recording Officer - L. Smith

CALL TO ORDER

Mayor Hunter called the Regular Council Meeting to order at 6:25 p.m.

ADOPTION OF AGENDA

Res. 404-20 MOVED by Councillor Moore to approve the agenda as presented.

Carried

DELEGATION

Didsbury Chamber of Commerce

Res. 405-20 MOVED by Councillor Engel to accept the Didsbury & District Chamber of Commerce update from Kyle Turner as information.

Carried

ADOPTION OF MINUTES

Res. 406-20 MOVED by Councillor Moore to approve the October 13, 2020 Regular Council Meeting Minutes as presented.

Carried

Res. 407-20 MOVED by Councillor Moore to approve the October 14, 2020 Special Council Meeting Minutes as amended.

Carried

BYLAWS & POLICIES

Amending Bylaw 2020-13 (DEDAC)

Res. 408-20 MOVED by Councillor Engel to grant third and final reading to Bylaw 2020-13 a bylaw to amend Bylaw 2020-05 Didsbury Economic Development Advisory Committee as amended by Council Committee with the following amendments:

Remove Section:

4. PUBLIC PARTICIPATION

- 4.1 Community organizations and individuals that wish to appear before or communicate directly with Council on any matter related to economic development will be referred to the Economic Development Advisory Committee.

Change:

- 5.1 The Town of Didsbury Economic Development Advisory Committee (DEDAC) ~~shall consist of a minimum of eleven (11) members.~~ Membership shall comprise the following:
- Two (2) Town of Didsbury Councillors;
 - Two (2) Didsbury & District Chamber of Commerce Executive Members;
 - ~~A minimum~~ The Committee may be comprised of at least eight (8) voting members of the public at large *where possible*; that have experience in or a passion for business, innovation or economic development. Backgrounds in, but not limited to the following, are beneficial:
 - Didsbury area business owner and operator (non-Executive Member of Didsbury & District Chamber of Commerce);
 - ~~Didsbury and District Chamber of Commerce executive member;~~

Add:

- 5.6 Where possible, the Central Alberta Economic Partnership Business Representative for the Town of Didsbury will be selected from the Didsbury Economic Development Advisory Committee.
- 7.1 The appointment of the Chair and Vice Chair shall be at the discretion of Council.

Carried

BUSINESS

Summer Games Legacy Fund

- Res. 409-20 MOVED by Councillor Moore to approve to dissolution of the Summer Games Legacy Fund as per the Foundation Bylaw.

Carried

Library Per Capita Funding Report

- Res. 410-20 MOVED by Councillor Engel to use a per capita of \$46.39 for the 2021 Didsbury Library budget.

Carried

Change of Use Application DC-IND

- Res. 411-20 MOVED by Councillor Windsor to approve the development application located in DC-IND zoning for a change of use located at Unit 2, 2825- 19th Street, on condition that the developer obtains and complies with any and all Provincial requirements.

Carried

Kris Pickett, Senior Development Officer left the meeting at 7:16 p.m.

REPORTS

Chief Administrative Officer Report

Res. 412-20 MOVED by Councillor Windsor to accept the Chief Administrative Officer's report for October 27, 2020 as information.

Carried

Council Reports

Res. 413-20 MOVED by Councillor Baswick to accept the Council report as excellent information.

Carried

CORRESPONDENCE *None*

GALLERY QUESTION PERIOD *None*

CLOSED MEETING

Res. 414-20 MOVED by Councillor Baswick to go into Closed Meeting at 8:22 p.m.

Carried

Council took a 10-minute break

The following people, including Council, attended the closed meeting session:

Staff: Ethan Gorner, Chief Administrative Officer
 Amanda Riley, Assistant CAO/CFO
 Luana Smith, Manager of Legislative Services/Recording Officer
 Nicole Aasen, Manager of Community services
 Craig Fox, Manager of Public Works
 Maxine Moreau, Manager of Financial Services

Topics of Closed Meeting in accordance with the *Freedom of Information and Protection of Privacy Act*.

Sec. 24(1) Advice from officials (organizational discussion)
Sec. 24(1) Advice from officials (organizational discussion)
Sec. 24(1) Advice from officials (organizational discussion)
Sec. 24(1) Advice from officials (land/legal)
Sec. 19(1) Confidential Evaluations (personnel)

RECONVENE

Res. 415-20 MOVED by Councillor Moore to come out of closed meeting at 8:57 p.m.

Carried

EXTEND MEETING

Res. 416-20 MOVED by Councillor Moore to extend the regular council meeting to 10:00 p.m.

Carried

CLOSED MEETING

Res. 417-20 MOVED by Councillor Moore to go into closed meeting at 8:57 p.m.

Carried

Nicole Aasen, Craig Fox and Maxine Moreau left the meeting at 9:10 p.m.

RECONVENE

Res. 418-20 MOVED by Councillor Moore that Council reconvene from closed meeting to open meeting at 9:58 p.m.

Carried

EXTEND MEETING

Res. 419-20 MOVED by Councillor Moore that Council extend the meeting to 10:15 p.m.

Carried

CLOSED MEETING

Res. 420-20 MOVED by Councillor Moore that Council go into closed meeting at 9:58 p.m.

Carried

RECONVENE

Res. 421-20 MOVED by Councillor Moore that Council return to open meeting at 10:11 p.m.

Carried

ADJOURNMENT

Res. 422-20 MOVED by Councillor Engel to adjourn the meeting 10:12 p.m.

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.*

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Rates & Fees Bylaw 2020-15
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

Bylaw 2020-15 is a bylaw to set the rates and fees for services for 2021.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration brings forward the Rates and Fees bylaw on an annual basis or as needed for updating. Once passed, Bylaw 2020-15 will become effective January 1, 2021.

Due to time constraints the fee schedule is not completed; but is being brought forward for 1st reading with discussion to take place at Council Committee meeting on November 24th where Administration will have the updated fee listing.

New fees are noted in red – example: Protective Services includes new fees relating to Criminal Record Checks and Fingerprinting. Now that we are under the Municipal Policing Agreement, we can charge for certain services, such as criminal record checks and fingerprinting.

RECOMMENDATION

That Council grant first reading to Bylaw 2020-15, a bylaw to set the rates and fees for 2021, and that Council refer Bylaw 2020-15 to Council Committee for review.

TOWN OF DIDSBURY
BYLAW # 2020-15 (Rates and Fees)

BEING a Bylaw of the Town of Didsbury, in the Province of Alberta, respecting rates to be charged for various goods, services and fines provided by the Town of Didsbury.

WHEREAS, Section 7 and 8 of the *Municipal Government Act*, Chapter M-26-1, 2000 and amendments thereto authorizes the Council to repeal or amend any bylaws.

WHEREAS, Section 8 of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality, by Bylaw, to establish fees for licenses, permits and approvals,

AND WHEREAS, section 61(2) of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to charge fees, tolls and charges for the use of its property,

AND WHEREAS, section 481(1) of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees payable by any person wishing to make a complaint to the Assessment Review Board,

AND WHEREAS, section 630.1 of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees for planning functions,

AND WHEREAS, section 6 of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto gives a Municipality natural person powers, which imply the power to charge for goods and services provided,

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

1. That this Bylaw may be referred to as the **Rates and Fees Bylaw** of the Town of Didsbury.
2. That the rates specified in the Schedules attached be charged for the goods and services as specified.
3. This bylaw comes into full force and effect on January 1, 2021.
4. The following schedules are attached to this Bylaw form part of this Bylaw

SCHEDULE "A"	ADMINISTRATIVE SERVICES	Pg. 3
SCHEDULE "B"	CEMETERY RATES	Pg. 4
SCHEDULE "C"	WATER, WASTEWATER and SOLID WASTE RATES	Pg. 5
SCHEDULE "D"	PROTECTIVE SERVICES	Pg. 6
SCHEDULE "E"	COMMUNITY SERVICES/RECREATION	Pg. 7
SCHEDULE "F"	PLANNING & DEVELOPMENT SERVICES	Pg. 13
SCHEDULE "G"	PUBLIC WORKS FEES	Pg. 15
SCHEDULE "H"	FINES	Pg. 16

5. That GST will be applied to the rates pursuant to the statutory requirements of the Canada Customs and Revenue Agency (CRA).
6. That the rates specified in the Schedules attached do not include GST unless otherwise specified.

7. **Effective Date**

7.1 This bylaw comes into force on the day it is passed.

8 **Repeal**

8.1 Bylaw 2019-15; and amendments thereto are hereby repealed.

Read a first time on the day of 2020.

Read a second time on this day of 2020.

Read a third and final time on this day of 2020.

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"
ADMINISTRATIVE SERVICES

Administrative Fees (GST exempt)

Description	Rate
Accounts Receivable Penalties (on outstanding balance)	1.5% per month
Returned Item Fee (payments)	\$30.00 each

Freedom of Information and Protection of Privacy Act (FOIP) Requests (*Section 93 of the Act.*)

Description	Rate
Initial fee for one-time requests	\$25.00
Continuing request fee (processed more than once at pre-determined time intervals)	\$50.00
Additional charges not listed above	As per FOIP Act
Personal Information requested by applicant - fewer than 40 pages	No charge
Personal Information requested by applicant – exceeds 40 pages	As per FOIP Act
General information inquiry	\$10.00 minimum

Taxation Fees (GST exempt)

Description	Rate
Tax Certificate	\$35.00
Administrative Fee on Credit Card Payments	2.75%

Property Assessment Appeals (GST exempt)

Description	Rate
Residential property 3 or fewer dwellings	\$50.00
Residential property 4 or more dwellings	\$200.00
Non-residential property	\$250.00

SCHEDULE "B"
CEMETERY RATES

Definitions

Resident: Lives in Didsbury or within the rural Mountain View County (as per the Town of Didsbury/Mountain View County Memorandum of Agreement).

Non-resident: Does not meet the definition of a resident.

Regular Hours: Monday to Friday 8:00am – 4:30pm except for statutory holidays.

Overtime: Occurs outside regular hours, or is on a weekend or statutory holiday.

Summer: May 1st to October 31st.

Winter: November 1st to April 30th.

Sale of Cemetery Plots

Description	Resident	Non-Resident
Standard	\$500.00 (+GST)	\$1000.00 (+GST)
Cremains	\$400.00 (+GST)	\$800.00 (+GST)
Columbarium (includes 1 st opening/closing)	\$1400.00 (+GST)	\$1800.00 (+GST)
Veteran	No Charge	No Charge

Opening and Closing

Description	Regular Hours	Overtime
Standard – Summer	\$450.00 (+GST)	\$635.00 (+GST)
Standard – Winter	\$600.00 (+GST)	\$710.00 (+GST)
Cremains – Summer	\$200.00 (+GST)	\$450.00 (+GST)
Cremains – Winter	\$350.00 (+GST)	\$475.00 (+GST)
Columbarium Niche (second urn)	\$150.00 (+GST)	\$365.00 (+GST)
Veteran	No Charge	No Charge

SCHEDULE "C"
WATER, WASTEWATER and SOLID WASTE RATES

Residential Solid Waste Collection and Disposal

Solid waste collection and disposal (GST exempt)	\$23.05/month
Additional Mixed Waste Service (Black Bin) (GST exempt)	\$23.05/month
Additional Recyclables Service (Blue Bin) (GST exempt)	\$7.70/month
Additional Organics Service (Green Bin) (GST exempt)	\$7.70/month
Replacement bin (mixed waste, compost or recycling)	\$85.00 (+GST)

Water

Bulk water consumed (GST exempt)	\$5.00 per cubic meter
Collection fee – Residential dwelling (GST exempt)	\$14.00/month
Collection fee – Commercial (GST exempt)	\$14.00/month
Collection fee – Institutional (GST exempt)	\$200.00/month
Metered consumption (all users) (GST exempt)	\$2.50 per cubic meter
Water meter testing deposit (GST exempt)	\$200.00
Water disconnect/re-connect fee (GST exempt)	\$100.00
Water Meter sales – all sizes	Cost plus 10% (+GST)

Wastewater

Collection fee – Residential (GST exempt)	\$15.00/month
Collection fee – Commercial (GST exempt)	\$15.00/month
Collection fee – Institutional (GST exempt)	\$200.00/month
Customers without water service (GST exempt)	\$23.78/month
Metered consumption (all users)(based on total water metered consumption) (GST exempt)	\$1.96 per cubic meter

Other Charges

Utility Account Deposit (for customers outside Didsbury corporate limits)	\$200.00
Utility Penalties on overdue balances	1.5% per month

SCHEDULE "D"
PROTECTIVE SERVICES

Animal Licensing fees

Description	Rate – January 1 st to 31 st	Rate – effective February 1 st
Cat license – altered (GST exempt)	\$15.00	\$30.00
Cat license – unaltered (GST exempt)	\$35.00	\$50.00
Dog license – altered (GST exempt)	\$15.00	\$30.00
Dog license – unaltered (GST exempt)	\$35.00	\$50.00
Service Dogs	No Charge	No Charge
Replacement tags	\$6.00 (+GST)	\$6.00 (+GST)

Fire Services fees

Fire Services Fees (invoiced to insurance company for fire services rendered by Didsbury Fire Department)	As per Alberta Transportation and Infrastructure Rates which may change from time to time
---	---

RCMP Charges for Specified Services (GST exempt)

Criminal Record Checks (CRC)	Fee
Employment/Record Suspension	\$40.00
Volunteer	No Charge
Fingerprinting	Fee
Fingerprints	\$50.00

SCHEDULE "E"
COMMUNITY SERVICES

ARENA

Arena Main Ice Surface April 1 to August 31 (Off Season)

<u>Youth Programming</u>	
Daytime (M-F: 8:30 a.m. to 3:00 p.m.)	\$ 25.00/ hour (+GST) (excluding Option 1)
Local Minor Groups	\$ 35.00/hour (+GST)
Evenings and Weekends (M-F after 3 pm and all day Saturday and Sunday)	\$ 48.00 /hour (+GST)
<u>Community Programming</u>	
Daytime (M-F; 8:30 – 3 pm) Evenings and Weekends	\$ 50.00 /hour (+GST)
(M-F after 3 pm and all day Saturday and Sunday)	\$ 60.00/hour (+GST)
Daily rate	\$500.00/day (+GST)
Daily combined rate (Includes Main and Leisure Ice Surfaces)	\$600.00/day (+GST)

Arena Leisure Ice Surface April 1 to August 31 (Off Season)

Hourly Rate	\$ 20.00 /hour (+GST)
Local Minor Groups Combined rate (when both surfaces booked)	\$ 15.00/hour (+GST)
Daily Rate	\$125.00/day (+GST)

Arena Main Ice Surface – September 1 to March 31 (In Season)

Note: All hourly ice fees include one flood by Zamboni

Local Youth	\$107.49/hour (+GST)
Non-Local Youth	\$167.18/ hour (+GST)
Local Adults	\$140.90/ hour (+GST)
Non-Local Adult	\$206.67/hour (+GST)
Juniors – Practice	\$107.49/hour (+GST)
Juniors – Game	\$137.33/hour (+GST)
Non-Prime Rate (M-F; 7 am-3 pm) <i>except no school days.</i>	\$75.00/hour (+GST)
Tournament Rate – incl. MPR daily use *Based on availability of MPR	\$145.00/hour (+GST)
Shinny	\$5.00/person (GST included)
Public Skate – Individual	\$4.00/person (GST included)
Public Skate – Family	\$15.00/family (GST included)

Arena – Leisure Ice Surface – September 1 to March 31 (In Season)

Local	\$53.72/ hour (+GST)
Non-Local	\$65.67/hour (+GST)
Minor groups when both ice surfaces booked	\$38.21/hour (+GST)
Non-Prime Rate (M-F; 7 am-3 pm) <i>except no school days.</i>	\$40.00/hour (+GST)

DIDSBURY MEMORIAL COMPLEX

Agri-Sportsplex (Curling Rink) May to September (Off Season)

Mezzanine – Daily Rate	\$250.00/day (+GST)
Mezzanine – Hourly Rate (Mezzanine unavailable to rent in July & August)	\$32.00/hour (+GST)
Ice Surface – Daily Rate	\$300.00/day (+GST)
Ice Surface – Hourly Rate	\$30.00/hour (+GST)
Ice Surface – Youth Programming – Hourly Rate	\$22.00/hour (+GST)
Farmer's Market (up to five hours use)	\$54.00/market (+GST)

DIDSBURY MEMORIAL COMPLEX ADVERTISING Prices are per year, billed

September to August annually. Production of advertisements at expense of advertiser.

ARENA BOARDS (Cost dependent on location and size)

3x8 Arena Board	\$325.00 (+GST)
3x8 Arena Board (between blue lines)	\$350.00 (+GST)
Wall Advertising	\$350.00 (+GST)
Hanging Advertising	\$325.00 (+GST)
In-ice Advertising	\$350.00 - \$500.00 (+GST) depending on size & location
	\$300.00 - \$400.00 (+GST) for second in-ice advertisement depending on size and location

AQUATIC CENTRE (POOL)*Daily Admission: Ages 0-16 GST exempt, remainder GST included.*

Patron(s)	Daily Admission	3 Month Membership	6 Month Membership	Annual Membership
Child (3-7 Years)	\$2.75	\$50.50	\$95.00	\$166.00
Student (8-17)	\$4.50	\$83.00	\$156.00	\$273.00
Adult	\$5.75	\$106.00	\$199.25	\$344.50
Senior (+55)	\$4.50	\$83.00	\$156.00	\$273.00
Family (parents & minor children)	\$15.00	\$275.50	\$400.00	\$720.00
Patron(s)	Ten Pass	Twenty Pass(valid 1 year)	One Month Membership	
Child (3-7 Years)	\$24.75	\$44.00	\$19.75	
Student (8-17)	\$40.50	\$72.00	\$32.50	
Adult	\$51.75	\$92.00	\$41.50	
Senior (55+)	\$40.50	\$72.00	\$32.50	
Family (parents & minor children)	\$139.50	\$248.00	\$108.00	

AQUATIC CENTRE – Swim Lessons

Red Cross: Parent and tot to Level 4	\$40.00
Red Cross Preschool/ Level 5-7	\$46.00
Red Cross - Levels 8-10 and Adult	\$56.00
JLC/ Swim Patrol	\$56.00
Bronze Medallion	\$155.00
Bronze Cross	\$130.00
Water Safety Instructor – Full course (includes skills evaluation, online element, classroom element)	\$450.00
Water Safety Instructor – Skills evaluation	\$105.00
Water Safety Instructor – Online element	\$145.00
Water Safety Instructor – Classroom element	\$200.00
Water Safety Instructor – Recertification	\$120.00
National Lifesaving	\$305.00
Standard First Aid	\$130.00

AQUATIC CENTRE - Rentals

Private	\$125.00 hour + \$40.00 extra guard (+GST)
Aqua Jets Rentals	\$65.00/hour (+GST)
School Lessons	\$33.00/child
Classroom Rental	\$20.00 hour (+GST)
Lane Rental	\$20.00/lane/hour (+GST)

Education Use Agreement A designated educational entity shall pay to the Town of Didsbury the sum of:

\$13.00 per student per year based on a student enrolment of 200 children or more as of September 30 of the current year; and \$29.00 per student per year based on a student enrolment of 199 children or less with a minimum of 40 students as of September 30 of the current year.

Schools shall be charged a minimum of \$1080.00 to participate in this option.

Student privileges during school days and hours shall include:

- a) no charge rental of the Multi-Purpose Room
- b) no charge rental of the use of the Arena, with or without ice
- c) no charge rental for use of the Aquatic Centre for recreational swimming
- d) no charge rental for use of the Didsbury Curling Rink

COMMUNITY PROGRAMS

DOSCA Full-Day Program	\$45.00
DOSCA Hourly Rate	\$7.50/hour
Staying Home Alone	\$40.00/1 st Child \$30.00/additional child(ren)
Summer Fun	\$175.00/week prior to June 15, 2020 \$165.00/Sibling \$185.00/week after June 15, 2020 \$175.00/Sibling \$45.00/day daily drop-in \$55.00/day field trip drop-in

DIDSBURY NEIGHBORHOOD PLACE Facility Rental

Community Groups – Hourly	\$12.00/hour (+GST)
Community Groups - Daily	\$60.00/day (+GST)
Non-Community Groups – Hourly	\$20.00/hour (+GST)
Non-Community Groups – Daily	\$100.00/day (+GST)

EQUIPMENT LENDING FEES (MPR & Town Admin. Office)

Tables Rental	\$2.50/table/day (+GST)
Chair Rental	\$0.50/chair/day (+GST) \$100.00 deposit (refundable)
Spotlight Rental	\$25.00/day/light (+GST) \$100.00 deposit (refundable)

FACILITY RENTAL RATES

MULTI-PURPOSE ROOM (MPR)

Youth Programming	\$25.00/hour (+GST)
Daily Rate (<i>MPR only</i>)	\$250.00/day (+GST)
Hourly Rate (<i>MPR only</i>)	\$30.00/hour (+GST)
Kitchen and Bar Daily	\$100.00/day (+GST)
Kitchen and Bar Hourly	\$15.00/hour (+GST)
Cancellation Administration Fee	\$30.00 (+GST)
Non-refundable Holding Fee	\$300.00
All users must vacate premises by 3:00 a.m.	
<i>Note: All daily bookings require a Damage/Cancellation Deposit paid in full at the time of booking. This deposit is priced the same as daily rental, with or without kitchen and bar. Cancellations made prior to two weeks before the booking will be refunded the Damage/Cancellation Deposit, less a \$30.00 Administration Fee. Cancellations made within two weeks of the booking, shall forfeit the entire Damage/Cancellation Deposit.</i>	

TRAIN STATION – Eldon Foote Hall

All rentals include the use of kitchen and bar

Daily Rate	\$175.00/day (+GST)
Hourly Rate	\$20.00/hour (+GST)
Youth Programming Rate	\$15.00/hour (+GST)
Seniors Support Services Rate	\$30.00/day (+GST)
Non-refundable Holding Fee	\$150.00/day

SET-UP/TAKE DOWN/CLEAN UP

<u>Scheduled:</u> Includes any set-up, take-down and/or clean up performed by facility personnel that was booked by user group as part of their rental agreement.	\$75.00/hour (+GST)
<u>Unscheduled:</u> Includes take-down and/or clean-up performed by facility personnel that was not booked by user group as part of their rental agreement, and is a result of the user not cleaning the facility adequately as per rental agreement.	\$150.00/hour (+GST)
<i>Note: A pre-determined rate for taken-down and/or clean-up, according to the activity, will be set for any group requesting these services following their function. This is a base rate that may see additional take-down and/or clean-up fees added if the condition of the facility is beyond normal standards after an event. These additional fees are at the discretion of the Facility Attendance and Facility Manager.</i>	

PARKS & RECREATION FEES

Local Minor Ball – Season Rate	\$125.00/team (+GST)
Local Adult Ball – Season Rate	\$200.00/team (+GST)
Non-Local Ball – Season Rate	\$225.00/team (+GST)
Local Minor Ball – Tournament (<i>weekend</i>)	\$200.00/tournament (+GST)
Local Adult Ball – Tournament (<i>weekend</i>)	\$300.00/tournament (+GST)
Non-Local Ball – Tournament (<i>weekend</i>)	\$350.00/tournament (+GST)
Local Ball – Daily Rate	\$100.00/diamond/day (+GST)
Non-Local Ball – Daily Rate	\$125.00/diamond/day (+GST)
Local Ball – Hourly	\$15.00/hour (+GST)
Non-Local Ball – Hourly	\$20.00/hour (+GST)
Memorial Park Stage Rental (<i>includes power</i>)	\$150.00/day (+GST)
Labour	\$60.00/hour + cost of equipment (+GST)

CAMPGROUND (*Rosebud Valley Campground*)**FEES (GST included)**

	2020	Proposed 2021
Power Only Sites	\$26.00/day	Under review
Water & Power Sites	\$30.00/day	Under review
Tent Site	\$15.00/day	Under review
Tent In Campsites	Regular Site Rates Apply	Under review
Weekly Site Power	\$160.00/week	Under review
Weekly Site Water & Power	\$180.00/week	Under review
Monthly Site Power	\$600.00/month	Under review
Monthly Site Water & Power	\$650.00/month	Under review

SCHEDULE "F"
PLANNING & DEVELOPMENT SERVICES

DEVELOPMENT SERVICES GENERAL FEES & CHARGES (GST exempt)

Compliance Certificate – Residential	\$100.00
Compliance Certificate – Commercial/Industrial/Multi-Family	\$150.00
Copy of Real Property Report (RPR), Compliance Report, Development or Building Permit in the Town's Land File	\$25.00 per document requested
Copy of Statutory Plans (<i>Available on the Town of Didsbury website</i>)	
MDP	\$25.00
IDP	\$25.00
ASP	\$25.00
LUB	\$50.00
General Search – Planning Information only	\$75.00 /1 st hour + \$50.00/each subsequent hour
Subdivision and Development Appeal Board (ISDAB) appeal application	\$200 per appeal
Public Hearing advertising fee	\$200.00
Land Title Searches	\$36.25
Encroachment Agreement	\$250.00 plus applicable legal fees

STATUTORY DOCUMENT AMENDMENT

Contextual Land Use Bylaw amendment	\$2000.00
Municipal Development Plan amendment	\$5000.00
Intermunicipal Development Plan amendment	\$5000.00

AREA STRUCTURE PLANS

Area Structure Plan Review minimum fee per application	\$7500.00 (up to 65 hectares)
Area Structure Plan Review additional fee per hectare	\$50.00 (over 65 hectares)
Area Structure Plan amendment fee	\$2000.00

LAND USE (MAP) RE-DESIGNATION FEE SCHEDULE

Flat fee for the first 5 lots, if outside an Area Structure Plan Area	\$4000.00
Flat fee for the first 5 lots, if inside of an Area Structure Plan Area	\$2000.00
Plus per lot fee for each additional lot up to 50 lots	\$250.00
Plus per lot fee for each additional lot thereafter	\$100.00

SUBDIVISION APPLICATION FEE SCHEDULE

Lot Subdivision up to two lots	\$2000.00
Each additional lot thereafter	\$200.00/lot
Endorsement Fees – excluding reserve and utility parcels:	
Per each Land Title created or affected	\$100.00/lot & \$100.00/balance
Per unit fee for Building Condominium Plan	\$100.00/unit
Request for Extension of Subdivision Approval	\$200.00
Subdivision and Development Agreement Charge – Legal and Engineering	1% of securities (minimum charge of \$200)

There is no lot fee for public utility lots and reserve lots (municipal, school, environmental).
Any remaining part of the existing property is considered a lot.

DEVELOPMENT PERMIT APPLICATIONS (GST exempt)

	Development Permit
Residential Accessory Building, Detached Garage, Construction/Renovation/Addition	\$1.20 per 1000 construction value. Minimum charge \$125.00
Residential Dwelling Unit Construction/Renovation/Addition	\$200.00
Non-Residential Construction/Renovation/Addition	\$1.30 per \$1000 construction value. Minimum charge \$300.00
Variance/Relaxation Request	\$275.00
Change of Use/Intensification of Use	\$250.00
Change of Tenancy/Occupancy	\$100.00
Home Occupation	\$125.00
Demolition/Removal of Building	\$100.00
Signage	\$50.00
Decks (In excess of 2ft in height or 143 square feet or 13.4 square meters)	\$75.00
Request for extension to development permit expiry decision	\$200.00

Business License Fees (Based on Zoning) (GST exempt)

	Annual	After July 1 (new applications)
Resident Commercial/Industrial	\$100.00	\$60.00
Non-Resident Commercial/Industrial	\$150.00	\$100.00
Temporary Resident Commercial/Industrial	\$25.00/month	\$25.00/month
Temporary Non-Resident Commercial/Industrial	\$50.00/month	\$50.00/month
Home Occupation – Residential Address	\$125.00	\$75.00
Peddler (one who offers merchandise for sale along the street or from door to door)	\$125.00	n/a
Contractor License – license is based on site specific project	\$350.00	n/a

SCHEDULE "G"
PUBLIC WORKS FEES

CUSTOM SERVICES FEES

Equipment not listed is not available to be rented out.

Equipment will only be rented out in the event of an emergency and there are no other avenues available, the following fees will be charged.

All Town owned equipment must be operated by an employee of the Town of Didsbury.

½ Ton	\$60.00 per hour (+GST)
8 Ton S/A	\$150.00 per hour (+GST)
Backhoe	\$150.00 per hour (+GST)
Grader	\$180.00 per hour (+GST)
Skid Steer	\$150.00 per hour (+GST)
Sewer Flusher Trailer Mount (includes 2 Operators)	\$300.00 per hour plus cost of water consumed
Wheel Loader	\$165.00 per hour (+GST)
Street Sweeper	\$300.00 per hour (+GST)
Lawn Mower	\$120.00 per hour (+GST)
Custom Labour	\$60.00 per hour (+GST)

BENCHES & TREES (Memorial)

Benches	Priced on request
Trees	Priced on request

SEWER DISPOSAL CHARGES

Disposal	\$50.00/load +GST
----------	-------------------

SCHEDULE "H"
FINES

Animal Fines – Cat Bylaw (2007-10)

PART 3	Infraction	1st Offence	2nd Offence	3rd Offence
Section 1	Fail to obtain a cat license	\$115.00	\$225.00	\$450.00
Section 2(a)	Cat runs at large	\$115.00	\$225.00	\$450.00
Section 2(b)	Fail to ensure collar and tag worn on cat	\$85.00	\$175.00	\$325.00
Section 2(c)	Fail to confine cat in heat	\$115.00	\$225.00	\$450.00
Section 2(d)	Fail to immediately remove cat's defecation	\$115.00	\$225.00	\$450.00
Section 2(e)	Cat in playground or sand area	\$115.00	\$225.00	\$450.00
Section 2(f)	Cat stalks or kills birds on Public or Private Property	\$115.00	\$225.00	\$450.00
Section 2(g)	Cat damages public or private property	\$115.00	\$225.00	\$450.00
Section 2(h)	Cat bites any person or animal	\$540.00	\$1080.00	Court
Section 2(i)	Cat attacks or injures any person or animal	\$540.00	\$1080.00	Court
Section 3(a)	Fail to provide identification	\$225.00	\$450.00	Court
Section 3(b)	Providing false or misleading information	\$225.00	\$450.00	Court
Section 4	Harboring, suffering or permitting more than <u>three</u> cats at a residence	\$115.00	\$225.00	\$450.00
	<i>Grandfather clause for the number of cats permitted: The owner of an animal that has been grandfathered shall be allowed to continue to license those animals until such time as the animal shall become deceased or is no longer the animal of the current owner. At which time the owners will not be allowed to replace such animal with another animal.</i>			
PART 4	Infraction	1st Offence	2nd Offence	3rd Offence
Section 4(a)	Interfering with a Bylaw Enforcement/Peace Officer	\$225.00	\$450.00	Court
Section 4(b)	Unlocking or unlatching a vehicle with an impounded cat	\$225.00	\$450.00	Court
Section 4(c)	Removing or attempting to remove a cat from the possession of a Bylaw Enforcement/Peace Officer	\$225.00	\$450.00	Court

Animal Fines – Dog Bylaw (2007-09)

Part 3	Infraction	1st Offence	2nd Offence	3rd Offence
Section 1	Fail to obtain a dog license	\$115.00	\$225.00	\$450.00
Section 2(a)	Dog runs at large	\$115.00	\$225.00	\$450.00
Section 2(b)	Fail to ensure collar and tag worn on dog	\$85.00	\$175.00	\$325.00
Section 2(c)	Fail to confine dog in heat	\$115.00	\$225.00	\$450.00
Section 2(d)	Fail to immediately remove dog's defecation	\$115.00	\$225.00	\$450.00
Section 2(e)	Dog on school property	\$115.00	\$225.00	\$450.00
Section 2(f)	Dog in playground or sand area	\$115.00	\$225.00	\$450.00
Section 2(g)	Dog barks or howls so as to disturb any Person	\$115.00	\$225.00	\$450.00
Section 2(h)	Dog damages public or private property	\$270.00	\$540.00	Court
Section 2(i)	Dog chases any person, animal, bicycle, or motor vehicle	\$225.00	\$450.00	Court
Section 2(j)	Dog bites any person or animal	\$540.00	\$1080.00	Court
Section 2(k)	Dog attacks or injures any person or animal	\$540.00	\$1080.00	Court
Section 3(a)	Fail to provide identification	\$225.00	\$450.00	Court
Section 3(b)	Providing false or misleading information	\$225.00	\$450.00	Court
Section 4	Harboring, suffering or permitting more than <u>two</u> dogs at a residence	\$115.00	\$225.00	\$450.00
	<i>Grandfather clause for the number of dogs permitted: The owner of an animal that has been grandfathered shall be allowed to continue to license those animals until such time as the animal shall become deceased or is no longer the animal of the current owner. At which time the owners will not be allowed to replace such animal with another animal.</i>			
PART 4	Infraction	1st Offence	2nd Offence	3rd Offence
Section 4(a)	Interfering with a Bylaw Enforcement/Peace Officer	\$225.00	\$450.00	Court
Section 4(b)	Unlocking or unlatching a vehicle with an impounded dog	\$225.00	\$450.00	Court
Section 4(c)	Removing or attempting to remove a dog from the possession of a Bylaw Enforcement/Peace Officer	\$225.00	\$450.00	Court

Tampering with Town of Didsbury Water Shut Off Valve

\$125.00 or cost of damage if damage occurs (\$500 min)

Addressing Bylaw (2006-12)	1st Offence	2nd Offence	3rd Offence
Violation – Warning letter issued first	\$60.00	\$85.00	\$1080.00

Cemetery Fine (05-13)	1st Offence	2nd Offence	3rd Offence
Write upon, deface, injure or change the position of any monument, stone, fence or other structure within the cemetery	\$5400.00		

Parking Violation (2006-16)	1st Offence	2nd Offence	3rd Offence
Vehicles parked in excess of 2 hours	\$60.00		
Removal of tag from vehicles	\$60.00		

Smoking Bylaw (2006-16)	1st Offence	Upon Summary Conviction
Violation	\$108.00	Min \$108.00 Max \$2700.00

Solid Waste & Recycling Collection Violation (2014-11)	1st Offence	2nd Offence	3rd Offence
Violation	\$100.00	\$200.00	\$200.00
Rollout cart penalty for contaminated or overflowing bin	Warning	\$50	\$50

Taxi Business Bylaw (88-1)	1st Offence	Subsequent Offence
Violation of any provision of this bylaw	\$2000.00	Min \$1000.00 Max \$3000.00

False Alarm Bylaw (2010-05)	1st Offence	2nd Offence	3rd Offence
Violation	Warning	\$100.00	\$200.00

Business License Bylaw (2012-08)

PART 3	Description	1st Offence	Subsequent
3(1)	Person carry on business without a business license	\$500.00	\$1000.00
3(3)	Person contravene conditions of a business license	\$500.00	\$1000.00
3(4)	Person not having a license for each business unit or mobile unit	\$500.00	\$1000.00
PART 8	Description	1st Offence	2nd Offence
8(2)(a)	Fail to permit/assist in inspection by CAO or Peace Officer	\$500.00	\$1000.00
8(2)(b)	Fail to furnish the inspector with identification/information for each business unit or mobile unit	\$500.00	\$500.00
8(3)	Obstruct an inspector	\$500.00	\$1000.00
8(5)	Allow false or misleading information on any record required to be kept by Bylaw 2012-08	\$500.00	\$1000.00
Part 13	Description	1st Offence	2nd Offence
13(3)(a)	License not posted	\$300.00	\$600.00
13(3)(b)	Fail to produce license to CAO or Peace Officer upon request	\$300.00	\$600.00
13(4)	Reproduce/alter/deface license	\$300.00	\$600.00

Dangerous Goods Bylaw (2006-19)	Fine
Drive vehicle carrying Dangerous Good contrary to the Bylaw	\$810.00
Stop vehicle carrying Dangerous Goods contrary to the bylaw	\$540.00
Fail to produce documents which identify origin and destination of trip and a description of the load contrary to the bylaw	\$540.00

Prohibition of Fireworks (2007-26)

Section	Description	1st Offence	2nd Offence	3rd Offence
1	Possess	\$60.00	\$115.00	\$225.00
2	Use	\$115.00	\$225.00	\$450.00

Prohibition the Discharge of any Projectile Device (2007-27)

Section	Description	1st Offence	2nd Offence	3rd Offence
2	Discharge Device	\$60.00	\$115.00	\$225.00
3	Discharge at Property	\$115.00	\$225.00	\$450.00
4	Discharge at Person or Animal	\$450.00	\$875.00	\$1750.00

Prohibition of Injurious Occupation of Property (2007-28)

Section	Description	1 st Offence	2 nd Offence	3 rd Offence
2.1	Person Engage In	\$270.00	\$540.00	\$1080.00
2.2	Owner Allows	\$270.00	\$540.00	\$1080.00

Part 2	Infraction	1 st Offence	2 nd Offence	3 rd Offence
1(a)	Burning of waste in Town	\$115.00	\$300.00	\$600.00
2	Burn in unauthorized location	\$115.00	\$300.00	\$600.00
3	Allow fire to: <ul style="list-style-type: none"> a. Remain unattended; b. Exceed 1 meter in height and width; c. (i) Create damages or risk to persons or property; (ii) Create a nuisance to any other persons; d. Burn without means to extinguish fire on hand at all times; e. Burn when not property extinguished. 	\$115.00	\$300.00	\$600.00
5	Fire pits, outdoor fire places, portable fire receptacles and barbeque pits that do not conform to section 4 of the bylaw.	\$115.00	\$300.00	\$600.00
6	Built in barbeque area not meeting CSA approval	\$115.00	\$300.00	\$600.00
7	Fire in a portable fire receptacle on wooden deck that does not ensure it is: <ul style="list-style-type: none"> a. A non-combustible material placed between the portable fire receptacle and the wooden deck; b. The portable fire receptacle is situated 2 meters from any house, garage, similar structure or other combustible material 	\$115.00	\$300.00	\$600.00
Part 3	Infraction	1 st Offence	2 nd Offence	3 rd Offence
1	Failure to comply with the direction of a member of the Didsbury Fire Department	\$115.00	\$300.00	\$600.00
Part 4	Infraction	1 st Offence	2 nd Offence	3 rd Offence
1-5	Burn while fire ban is in effect	\$500.00	\$1000.00	\$2000.00

Community Standards Bylaw (2012-04)

Part 2	Public Behaviours	1 st Offence
4	Littering	\$250.00
5	Urination or defecation in public	\$250.00
6	Throw or propel an object likely to cause injury	\$250.00
7	Fighting	\$250.00

Part 3	Unsightly Premises	1st Offence
9(2)(a)	Accumulation of Materials	\$250.00
9(2)(b)	Loose litter/garbage/construction material	\$250.00
9(2)(c)	Damaged/dismantled/derelict vehicles	\$250.00
9(2)(d)	Smelly or messy compost heaps	\$115.00
9(2)(e)	Grass or weeds higher than 15 cm	\$115.00
9(2)(f)	Production of excess dirt/dust/smoke	\$250.00
9(2)(g)	Production of offensive odours	\$115.00
9(2)(h)	Any tree, shrub, or other type of vegetation or any structure: <ul style="list-style-type: none"> i. Interfering with public utility; ii. Obstructs sidewalk; iii. Impairs visibility for traffic; iv. That has rot or other deterioration; v. Any accessible excavation/ditch/drain/standing water 	\$115.00
9(2)(i)	Construction project not completed within 2 years	\$500.00
10	Fail to clean sidewalk or snow/ice	\$115.00
10(a)	Deposit snow/ice/slush/dirt/debris on roadway	\$115.00
11(a)	Fail to maintain grass on boulevard \geq 15 cm	\$115.00
11(b)	Fail to remove leaves/debris from boulevard	\$115.00
12(1)	Permit/cause nuisance to exit on property	\$250.00
13(1)(a)	Plywood on building not fitted from exterior within the frame of the opening	\$250.00
13(1)(b)	Plywood not of a thickness sufficient enough to prevent unauthorized entry	\$250.00
13(1)(c)	Plywood not secured in a manner sufficient to prevent unauthorized entry	\$250.00
13(1)(d)	Plywood not coated with an opaque finish	\$250.00

Part 4	Noise Control	1st Offence	2nd Offence
16(1)	Permit noise that disturbs the peace of another individual	\$250.00	\$500.00
16(2)	Owner/Occupier use property so that noise disturbs the peace of another individual	\$250.00	\$500.00
18	Owner/Occupier permit construction activity on property between 10:00 p.m. and 7:00 a.m. on weekday or between 10:00 p.m. and 8:00 a.m. on a weekend	\$250.00	\$500.00
20	Person carry on construction activity between 10:00 p.m. and 7:00 a.m.	\$250.00	\$500.00
21	Person collecting garbage between 10:00 p.m. and 7:00 a.m. on weekdays or 10:00 p.m. and 8:00 a.m. on weekends	\$250.00	\$500.00
22	Motor Vehicle contravene noise bylaw	\$250.00	\$500.00
25	Park a recreational vehicle in the front yard of a property other than on a hard surface pad	\$250.00	\$500.00
26	Park more than one Recreational Vehicle in the front yard of a residential property	\$155.00	
27	Use Recreational vehicle for living/sleeping accommodation for more than 30 days per year	\$250.00	
28	Occupy recreational vehicle while parked on a highway	\$250.00	
32	Operate off highway vehicle in town other than in an emergency	\$115.00	

WATER BYLAW (2019-07) OFFENCES: SPECIFIED PENALTIES

Section	Description	Specified Penalty
4 (3)	Provide false information	\$100.00
14 (3)	Fail to install Low Flow Plumbing Fixtures	\$500.00
16(1)(a)	Allow Potable Water to run off parcel for 30meters or more	\$75.00
16(1)(b)	Allow Potable to run off parcel directly to catch basin	\$75.00
16(1)(c)	Allow spray or stream of Potable Water to run into street or sidewalk	\$75.00
18(4)	Outdoor use of water contrary to restrictions	\$200.00
19(1)	Enter fenced area of Water System without permission	\$100.00
19(2)	Climb structure of Water System	\$100.00
20(1)(a)	Damage, destroy, remove, interfere with Water System	\$500.00
20(1)(b)	Interfere with another Customer's use of Water System	\$250.00
20(1)(c)	Use of boosting device to increase water pressure	\$250.00
20(1)(d)	Prohibited installation upstream of Premises-isolating Cross Connection Control Device	\$250.00
20(1)(f)	Tamper, break or remove seal on Water Service Connection or Water Meter	\$250.00
20(1)(g)	Prohibited connection to Water System	\$1000.00
21(2)	Hindrance of Town Employee or Agent	\$500.00
27(1)(e)	Failure to notify of damaged Water Meter	\$250.00
27(1)(i)	Failure to notify of broken seal on bypass valve or Water Meter within 24 hours	\$250.00
27(3)(a)	Interfere or tamper with Water Meter or reading device	\$500.00
27(3)(b)	Prohibited opening of bypass valve or metering installation	\$500.00
28(2)(a)	Failure to provide meter reading	\$100.00
31(2)(a)	Failure to maintain shut-off valve	\$250.00
32(1)	Unauthorized operation of Water Service Valve	\$250.00
32(2)	Allow unauthorized operation of Water Service Valve	\$250.00
33(1)	Unauthorized Cross Connection	\$500.00
34(1)	Failure to install Cross Connection Control Device	\$500.00
34(3)	Failure to test Cross Connection Control Device	\$250.00
35(4)	Fail to retain test records on-site	\$125.00
35(6)	Fail to file failed Testable Cross Connection Control Device test report within two (2) days	\$250.00
35(7)	Fail to replace Testable Cross Connection Control Device within five (5) days	\$250.00
36(1)(a)	Unauthorized opening or closing of hydrant or hydrant valve	\$250.00
36(1)(b)	Unauthorized connection to fire hydrant	\$250.00
36(1)(c)	Unauthorized use of water from fire hydrant	\$250.00
36(6)	Paint or allow to be painted a fire hydrant unauthorized colour	\$100.00
37(1)	Allow obstruction of fire hydrant	\$500.00
37(2)	Allow thing to interfere with operation of fire hydrant	\$250.00
37(3)	Failure to comply with hydrant connection unit requirements	\$500.00
38(1)	Unauthorized use of alternate source of water	\$250.00
41(3)	Unauthorized connection of alternate water source to Water System	\$500.00
41(5)	Prohibited sharing of Water Supply from one premises to other eligible premises	\$500.00
42(1)	Failure to comply with Remedial Order	\$1000.00

WASTEWATER BYLAW (2013-09) OFFENSES: SPECIFIED PENALTIES

For the purposes of this schedule

“SCA” means the *Safety Codes Act*

“EPEA” means the *Environmental Protection and Enhancement Act*

SECTION	DESCRIPTION OF OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
6(1)(a)	Installing or operating a wastewater treatment facility without written approval	\$2500.00	\$5000.00
6(1)(b)	Failing to comply with all conditions or requirements for the installation or operation of a wastewater treatment facility	\$500.00	\$1500.00
7(1)(c)	Failing to ensure that the connection and owner’s plumbing system comply with the SCA	\$500.00	\$1000.00
7(1)(d)	Failing to ensure that any required permits, inspections or other approvals required by the SCA or EPEA or by other bylaws or legislation are valid and subsisting prior to connection to the wastewater system	\$500.00	\$1000.00
10(1)	Failing to have a written approval, permit or agreement available for inspection on request	\$100.00	\$200.00
10(2)(a)	Failing to comply with a requirement of the Manager of Public Works	\$500.00	\$1500.00
10(2)(b)	Failing to comply with a requirement or condition of a written approval or permit	\$500.00	\$1500.00
10(2)(c)	Failing to comply with a requirement or condition of an agreement	\$500.00	\$1500.00
18(1)	Failing to dispose of wastewater from a premises into either the wastewater system or a private wastewater system	\$500.00	\$1000.00
18(2)	Disposing of a substance into the wastewater system prior to connection of the plumbing system to the wastewater system	\$500.00	\$1000.00
19	Directing, or allowing clear water waste to be directed into the wastewater system	\$500.00	\$1500.00
20(1)(a)	Uncovering, opening, breaking, altering, removing, damaging, destroying or tampering with any part of the wastewater system, or allowing same	\$500.00	\$1500.00
20(1)(b)	Uncovering, opening, breaking, altering, removing, damaging, destroying or tampering with a monitoring access point, or allowing same	\$500.00	\$1500.00
20(1)(c)	Uncovering, opening, breaking, altering, removing, damaging, destroying or tampering with any device installed in or on the wastewater system for flow measuring, sampling testing or contamination prevention, or allowing same	\$500.00	\$1500.00
20(2)	Obstructing or preventing access to a monitoring access point or acting in a manner that obstructs or prevents access to a monitoring access point	\$250.00	\$500.00
20(3)	Entering into a chamber, structure or premises associated with the wastewater system without approval	\$500.00	\$1500.00
21(1)	Re-using wastewater without written approval from both the Manager of Public Works and the Plumbing and Gas Inspector	\$500.00	\$1500.00

Wastewater Bylaw (2013-09) Offenses: Specified Penalties continued:

SECTION	DESCRIPTION OF OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
22(1)(a)	Releasing, or allowing the release of wastewater that contains a prohibited substance into the wastewater system as described in Schedule "A" of the Bylaw	\$1000.00	\$3000.00
22(1)(b)	Releasing, or allowing the release of wastewater into the wastewater system that contains a substance that is over the approved concentration limit as described in Column 2 of Schedule "B" of the Bylaw	\$1000.00	\$3000.00
22(1)(c)	Releasing, or allowing the release, of wastewater that does not comply with all other requirements of the Bylaw into the wastewater system	\$1000.00	\$3000.00
22(2)	Failing to comply with a condition in a written approval for allowing wastewater to enter the wastewater system	\$500.00	\$1500.00
22(3)	Diluting wastewater for the purpose of complying with the requirements of the Bylaw	\$500.00	\$1000.00
23(1)(a)	Failing to obtain approval before making, altering, disconnecting or removing a connection to the wastewater system	\$500.00	\$1500.00
23(1)(b)	Failing to obtain written approval before re-using a connection	\$500.00	\$1500.00
24(2)	Failing to install, operate, monitor and properly maintain a wastewater pre-treatment system	\$500.00	\$2000.00
26(3)	Depositing, or allowing to be deposited, waste residue from a pre-treatment system into the wastewater system without approval	\$500.00	\$1500.00
26(4)(a)	Failing to obtain and retain manuals, instructions and specifications related to the installation, operating, maintenance and cleaning of the pre-treatment system installed at a premises	\$100.00	\$200.00
26(4)(b)	Failing to maintain a maintenance schedule and record of each maintenance for the pre-treatment system installed at a premises for a period of two (2) years, including records for disposal of waste residue	\$100.00	\$500.00
26(4)(c)	Failing to submit records requested by the Manager of Public Works	\$100.00	\$500.00
27(1)(a)	Failing to install an FOG interceptor as required by subsection 27(1)(a)	\$500.00	\$2000.00
27(1)(b)	Failing to monitor, operate, properly maintain and clean each FOG interceptor as required by subsection 27(1)(b)	\$500.00	\$1500.00
27(1)(c)	Failing to ensure that wastewater does not exceed the maximum allowable concentrate on limits for FOG set out in Schedule "C" of the Bylaw	\$1000.00	\$3000.00
27(2)(a)	Failing to install an interceptor as required by subsection 27(2)(a)	\$500.00	\$2000.00
27(2)(b)	Failing to monitor, operate, properly maintain and clean each interceptor as required by subsection 27(2)(b)	\$500.00	\$1500.00

Wastewater Bylaw (2013-09) Offenses: Specified Penalties continued:

SECTION	DESCRIPTION OF OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
27(2)(c)	Failing to ensure that all wastewater does not exceed the maximum allowable concentration limits for hydrocarbons, flammable liquids and TSS as set out in Schedule "B" and "C" of the Bylaw	\$1000.00	\$3000.00
27(3)(a)	Failing to install a dental amalgam separator on a fixture that may release dental amalgam waste containing mercury into the wastewater system as required by subsection 27(3)(a)	\$500.00	\$2000.00
27(3)(b)	Failing to install a dental amalgam separator on a fixture that may release dental amalgam waste containing mercury into the wastewater system that is directly accessible as required by subsection 27(3)(b)	\$500.00	\$2000.00
27(3)(c)	Failing to monitor, operate, maintain and clean a dental amalgam separator as required by subsection 27(3)(c)	\$500.00	\$1500.00
27(4)	Using emulsifiers, enzymes, bacteria, solvents, hot water or other agent to facilitate the passage of FOG or hydrocarbons through an interceptor	\$500.00	\$1000.00
28(a)	Failing to obtain a hauled wastewater permit for the release of hauled wastewater	\$500.00	\$1500.00
28(b)	Failing to pay any fees and charges related to a hauled wastewater permit as set out in Schedule "C"	\$100.00	\$200.00
28(c)	Failing to release hauled wastewater at an approved	\$1000.00	\$3000.00
30(1)(a)	Failing to comply with the conditions of a hauled wastewater permit	\$500.00	\$1500.00
30(1)(b)	Failing to maintain a hauled wastewater permit in the vehicle for which the permit was issued and surrender it to an employee of the Town as required	\$100.00	\$200.00
30(1)(c)	Failing to accompany a load of hauled wastewater with a manifest that meets the requirements of subsection 34(1)(c)	\$100.00	\$500.00
31(1)	Failing to immediately notify the proper authorities in accordance with subsection 35(1) where a substance is released into the wastewater system in contravention of the Bylaw	\$500.00	\$1000.00
31(4)	Failing to submit a written report about a release pursuant to subsection 35(3)(b)	\$500.00	\$1500.00
31(5)	Failing to take all reasonable measures to mitigate the release of a substance in contravention of the Bylaw	\$1000.00	\$3000.00
34(1)	Obstructing an Office or the Manager of Public Works or their designates in the exercise of their powers or duties	\$500.00	\$1000.00
35(2)	Failing to comply with a Remedial Order	N/A	\$1000.00



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Bylaw 2020-14 Municipal Elections
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.2

BACKGROUND/PROPOSAL:

Municipal Elections Bylaw 2020-14 is a bylaw to establish certain election procedures.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Bill 29: *The Local Authorities Election Amendment Act* (LAEA) was passed on July 21, 2020 to make further amendments to the LAEA.

Council granted first reading on September 22, 2020 and was reviewed by Council Committee on November 10th, 2020.

Administration is requesting Bylaw 2020-14 Municipal Elections be given second reading and if required referred back to Committee.

RECOMMENDATION

That Council grant second reading to Bylaw 2020-14, a bylaw to establish election procedures, and that it be referred to committee for review.

OR

That Council grant second reading to Bylaw 2020-14, a bylaw to establish election procedures, and that it be brought back to the November 24, 2020 Regular Council Meeting for third and final reading.

TOWN OF DIDSBURY
MUNICIPAL ELECTIONS
BYLAW 2020-13

BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR MUNICIPAL ELECTIONS

WHEREAS it is the desire of Council to establish certain election procedures;

AND WHEREAS to the *Local Authorities Election Act, being Chapter L-21, of the Revised Statutes of Alberta 2000*, and amendments thereto and the *Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta 2000* and amendments thereto provides authority for the Town of Didsbury to regulate such matters;

NOW THEREFORE, the Municipal Council of Didsbury, in the Province of Alberta, duly assemble, hereby enacts as follows:

1.0 Title

- 1.1 This Bylaw may be cited as the “Municipal Election Bylaw”.

2.0 Definitions

- 2.1 In this Bylaw:

Act means the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21 as amended from time to time.

Advance Vote means a vote taken in advance of Election Day;

Campaign period is one year (January 1 through December 31) of a general election year.

Council means the municipal council of the Town of Didsbury in the Province of Alberta;

Candidate means any person who is nominated for election as a councillor/mayor of the municipality.

Elector means a person eligible to vote at an election;

Election means a general election, by-election, or a vote on a bylaw of question;

Election Day means the date fixed for voting at an election;

Incapacitated Elector at Home means a voter who unable to leave their place of residence to attend to a voting station or an advance voting station to vote who may require assistance during the voting process by either a friend/relative or an election worker;

Institutional Vote means a voter who is unable to leave their institutional residence setting to attend to a voting station or an advance voting station in the usual manner.

Local Jurisdiction means a municipality of district or a division as defined in the *School Act*, as the case may be;

Nomination Day means the day set 6 weeks before Election Day to receive nominations of candidates;

Nomination Form means the form as prescribed under the *Local Authorities Election Forms Regulation 378/2003*.

Nomination Period means the beginning of the campaign period (January 1 in the year of an election) to 6 weeks prior to Election Day.

Returning Officer means a person appointed under the *Local Authorities Election Act, 2000*,

Municipal Election Bylaw 2020-13

Page 1 of 3

Chapter L-21 as amended from time to time and includes a person acting in the Returning Officer's place;

Substitute Returning Officer means a person appointed by Council at the time a returning officer is appointed;

Voter has the same meaning as "Elector" under the *Local Authorities Election Act*;

Voting Station means the place where an Elector votes.

3.0 Returning Officer

3.1 The Chief Administrative Officer will recommend to Council the appointment of the Returning Officer for the Town of Didsbury (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

3.2 The Chief Administrative Officer will recommend to Council the appointment of a "Substitute" Returning Officer.

4.0 Nominations Period, Definition of A Candidate And Campaign Period

4.1 Nomination papers will be accepted by the Town of Didsbury at the beginning of the campaign period (January 1 in the year of an election) to 6 weeks prior to election day (s. 25(2)(a) LAEA) Nominations Day/Hours:

4.2 Nomination day (which is the final day to accept nominations) is 4 weeks before election day (s. 25(1) LAEA).

4.3 The Returning Officer will receive nominations of Candidates for the Town of Didsbury Council elections at the Town of Didsbury Office between the hours of 10:00 a.m. and 12:00 noon on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

4.4 In the case of a by-election, the nomination period will commence the day following the resolution of council setting the date of the by-election. Nominations will be accepted up until 6 weeks prior to the date of the by-election (s. 25(2)(b) LAEA).

5.0 Nomination Deposit

5.1 Every Nomination Form for a candidate for the position as a member of Council for the Town of Didsbury shall be accompanied by a deposit of One Hundred Dollars (\$100.00).

5.2 The deposit shall be in cash, certified cheque or money order payable to the Town of Didsbury.

5.3 A candidate's deposit will be returned in accordance with (s. 30 LAEA).

6.0 Rejection of Nomination Paper

6.1 The Returning Officer is required to refuse a nomination paper if it has not been signed by five eligible electors and is not sworn/affirmed by the candidate.

7.0 Modified Voting Procedure:

7.1 In accordance with Ministerial Order Number 532/86 the Town of Didsbury hereby adopts the modified system of conducting an Election as prescribed by Alberta Regulation 170/2000 to designate the locations of more than one voting station within the Town of Didsbury.

7.2 The modified voting procedure shall be used for the purpose of conducting elections pursuant to the provision of the *Local Authorities Election Act*.

8.0 Advance Voting:

- 8.1 The holding of an Advance Vote on any Vote held in an Election for the Local Jurisdiction is hereby authorized.
- 8.2 In accordance with the *Local Authorities Election Act*, the Returning Officer will determine the location, days and hours when an Advance Vote will be held.

9.0 Incapacitated Elector at Home:

- 9.1 During the hours an Advance Voting Station is open or other times as arranged, two (2) Deputies will attend at the residence of an Elector, in order to take the vote of an Elector who is unable to attend a Voting Station or an Advance Voting Station to vote and may require assistance during the voting process by either a friend/relative or an election worker.

10.0 Institutional Vote:

- 10.1 During the hours an Advance Voting Station is open or other times as arranged, two (2) Deputies will attend at the institutional residence of an Elector, in order to take the votes of an Elector who are unable to attend a Voting Station or an Advance Voting Station to vote in the usual manner.

11.0 Voting Hours on Election Day:

- 11.1 The Voting Stations in the Town of Didsbury shall be open from 8:30 a.m. until 8:00 p.m. on Election Day.

12.0 Authorized Elector Identification

- 12.1 As per Section 53 of the *Local Authorities Election Act*, Voter identification will be required for local authority elections where a list of Electors is not prepared. The identification will consist of government issued identification containing the Elector's photograph, current address and name. This includes an Operator's (Driver's) License or an Alberta Identification Card.
- 12.2 If the Elector is unable to produce government issued identification, they must produce two (2) pieces of identification. Both pieces of identification must establish the Elector's name. One piece must establish the Elector's current address.

13.0 Effective Date

- 13.1 The Bylaw comes into full force and effect upon third and final reading;

14.0 Repeal

- 14.1 Bylaw 2007-01 and any amendments thereto are hereby repealed on the date that this Bylaw comes into full force and effect.

Read a first time this 22nd day of September 2020.

Read a second time this ___ day of _____, 2020.

Read a third and final time 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.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	2021 Group Accident Insurance
ORIGINATING DEPARTMENT	Human Resources
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

Annually, the Town of Didsbury Council has the option to change their group accident insurance benefits. Currently, Council has coverage under Plan F, on-duty coverage with no critical illness.

Plan	AD&D	Paralysis	Seat Belt	Disability	Total On-Duty Price	Total 24/7 Price
A	\$25,000	\$50,000	\$2,500	\$150/wk	\$56.00	\$224.00
B	\$50,000	\$100,000	\$5,000	\$200/wk	\$91.00	\$336.00
C	\$100,000	\$200,000	\$10,000	\$250/wk	\$154.00	\$525.00
D	\$150,000	\$300,000	\$15,000	\$250/wk	\$196.00	\$700.00
E	\$200,000	\$400,000	\$20,000	\$300/wk	\$266.00	\$945.00
F	\$250,000	\$500,000	\$25,000	\$350/wk	\$322.00	\$1155.00

"On-Duty" – Covers travel to, during and from all business activities of the municipality.

"24/7" – Covers the member 24 hours a day.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council currently has Plan "F" with on-duty coverage. Council also has the option of adding critical illness:

Plan	Coverage	Total Price
1	\$5,000	\$245.00
2	\$10,000	\$490.00
3	\$15,000	\$735.00

Council does not currently have critical illness coverage.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

There are three options that Council needs to decide on:

1. Which option of Group Accident Insurance;
2. What type of coverage? (On-duty/24-7); and
3. Do they wish to add Critical Illness? If so, what plan.

RECOMMENDATION

That Council moves to renew their coverage from 2020, which includes Plan F with on-duty coverage and no critical illness.

OR

That Council moves to go with Plan _____ with _____ cover for 2021 Group Accident Insurance.

That Council moves to go with Plan _____ with _____ coverage for critical illness.

OR

That Council moves to go with Plan _____ with _____ cover for 2021 Group Accident Insurance.

OR

That Council moves to choose no coverage for critical illness.



AMSC Council Coverage

This brochure provides an abbreviated description of the benefits available under the AUMA coverage provided by AMSC. For a complete description of the coverage, please refer to your municipalities specific copy of your policy.

Eligible Participants- Any individual of the municipality, including members of council, whom premium has been paid. All other members of the municipality, excluding full-time firefighters and police officers, may be covered if premium has been paid.

Scope of Coverage- On Duty Only- travel to, during and from all business activities of the municipality.
24 Hour (Off Duty) Coverage-if selected, protects the member 24 hours a day.

The AUMA provides its members with 6 plan choices. Please refer to the plan specific to your municipality.

	Plan A	Plan B	Plan C	Plan D	Plan E	Plan F
AD&D	\$25,000	\$50,000	\$100,000	\$150,000	\$200,000	\$250,000
Paralysis	\$50,000	\$100,000	\$200,000	\$300,000	\$400,000	\$500,000
Seat Belt	\$2,500	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000
Disability	\$150/wk	\$200/wk	\$250/wk	\$250/wk	\$300/wk	\$350/wk
Premium-On Duty	\$8/member/yr	\$13/member/yr	\$22/member/yr	\$28/member/yr	\$38/member/yr	\$46/member/yr
Premium-Off Duty	\$32/member/yr	\$48/member/yr	\$75/member/yr	100/member/yr	\$135/member/yr	\$165/member/yr

DEATH BENEFITS

Loss of Life- Accidental Death benefits are paid when a member dies as a result of an accident.

Spousal Loss of Life- Accidental Death benefit of \$25,000 is paid when a member's spouse dies as a result of an accident.

Seat Belt Benefit- If a member dies while wearing a properly fastened seatbelt at the time of a motor vehicle accident, which caused death, 10% of the Principal Sum will be paid to the beneficiary.

Dependent Child Education Benefit- If a member dies of an accident, the company will pay a dependent per child/ren enrolled as a full-time student in an institute of higher learning for reasonable expenses actually incurred, subject to 5% of the Insured Persons principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

Spousal Education Benefit- will pay to the Insured Person's Spouse the actual cost incurred for a professional or trades training program in which such Spouse enrolls for the purpose of obtaining an independent source of support and maintenance provided such cost is incurred within 30 days of the loss subject to the maximum of \$15,000.

Day Care Benefit- If a member dies of an accident, the company will pay for each dependent child/ren necessary expenses actually incurred to be enrolled in a legally licensed Day Care centre on the date of death. These expenses are subject to 5% of the Insured Person's principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

Funeral Expense Benefit- If a member dies, the company will pay up to \$15,000 for actual expenses incurred for preparing the deceased for burial and funeral expenses subject to a maximum of \$15,000.

Repatriation Benefit- When loss of life occurs outside 50 kilometers, expenses will be paid for shipment of the body to the city of residence. Expenses not to exceed \$15,000.

Identification Benefit- If accidental loss of life occurs where the Insured Person's body needs identified by an immediate family member, we will pay for accommodations and transportation up to \$15,000.

MEDICAL BENEFITS

Accident Reimbursement Benefit- Will pay up to \$15,000 for reasonable expenses listed in the policy.

Dental Expense Benefit- Will pay for whole and sound teeth, if within 30 days of the accident requires dental surgery and is incurred within one year from the date of the accident up to \$5,000.

LUMP SUM LIVING BENEFITS (all lump sum benefits are paid in addition to medical and disability income benefits)

Accidental Dismemberment - A lump sum benefit will be provided to the member when a loss incurs which is indicated in the accidental dismemberment table. Hearing loss is also part of this table. See policy for breakdown of percentages. *Para, Quadra and Hemi Plegias pay 2 times the principal sum.*

Permanent Total Disability If an Insured Person suffers Injury causing Permanent and Total Disability, and after 12 months of total and permanent disability cannot perform at least two Activities of Daily Living without assistance from another person, for the remainder of his or her life, the Company shall pay the amount which is 100% of the Principal Sum for the Insured Person less any amounts under the Table of Losses which have been paid or which are payable by the Company for Losses of the Insured Person. The disability must be determined to be total, permanent, and irreversible and certified to be such by a licensed Physician acceptable to the Company. The Insured Person's inability to actually obtain employment is not a criteria to qualify for the Permanent and Total Disability benefit.

Fracture and Dislocation Benefit- Payable in addition to accident weekly disability. A minimum lump sum paid for fracture or dislocations as a result of an accident. Maximum payable is \$4,200.

WEEKLY INCOME

Total Disability- The company will pay a weekly disability if an Insured Person becomes totally disabled as a result of an accident provided that: 1) such period of disability commences within 30 days of the accident causing such injury; 2) such disability shall be after a 15 day waiting period commencing on day 16; 3) the maximum period for which, such indemnity shall not exceed 52 weeks.

Home Alteration & Vehicle Modification- If an insured sustains injuries under the accidental dismemberment and is now required to be wheel chair ambulatory, this benefit will pay for the one time cost of alterations, up to \$15,000 to the members home or vehicle to make them wheel chair accessible.

Eyeglasses, Contact Lenses and Hearing Aids Benefit- As a result of an accident the Insured Person receives treatment by a physician which results in the purchase of eyeglasses, contact lenses or hearing aids within 365 days of the accident, when none of which were previously required or worn, the company will pay up to \$2,000 for reasonable expenses.

Family Transportation Benefit- In the event the Insured Person suffers loss under the table of losses, which occurs outside 100 kms from residence, the company will reimburse up to \$15,000 for the actual cost of transporting one immediate member of the family to be with the Insured Person. Member of Immediate Family means a Spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, parent (includes stepparent), brother or sister (includes stepbrother or stepsister), or child (including legally adopted or stepchild).

Rehabilitation Benefit- If an insured sustains injuries under the accidental dismemberment section of the policy, the company will pay the reasonable expenses up to \$15,000 for special training provided; 1) such training is required because of injuries sustained prevent him/her to engage in their occupation; 2) expenses be incurred within 2 yrs of accident; 3) no payment shall be made for ordinary living, traveling or clothing expenses.

Psychological Therapy- If accidental loss occurs under the Table of Losses, other than a Loss of Life, and as a result needs Psychological Therapy within 2 years of such loss, we will pay Reasonable and Customary Expenses up to \$5,000.

AUMA Volunteer Coverage

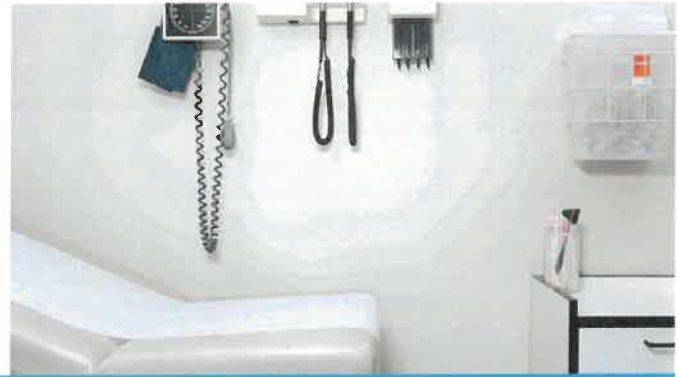
Some municipalities have basic coverage for all volunteers acting on behalf of and in conjunction with the Municipal Office and are under the age of 80. The following benefits are for those municipalities selecting this coverage.

Accidental Death and Dismemberment- Benefits of \$50,000 including paralysis.

Total Disability- Will pay \$200/wk Accident Weekly Disability (See above)

Accident Reimbursement Benefit- Will pay up to \$1,000 for reasonable expenses listed in the policy.

Also included in this coverage are benefits such as **Repatriation, Rehabilitation, Family Transportation and Home Alteration & Vehicle Modification.** Note: please see the above for amounts and benefit description.



Group Critical Illness

No one is immune to illness.

Today, many people survive a critical illness that may have been fatal 30 years ago. Many Canadians will develop a critical illness, survive and live longer and thus have to deal with the reality, including the financial effects of survival.

Critical Illness (CI) Insurance is a supplemental product which can lift the burden of the financial and emotional stress associated with a critical illness so that the victim and his/her family can continue to lead their lives in as normal a way as possible. It is a product for the living, providing living benefits, as opposed to typical life or accident insurance plans, which provide benefits when an Insured Person dies.

Advantages of Critical Illness Coverage

- The benefit is paid to the insured person
- Benefits are tax-free under current Canadian law
- The benefit can be used at the insured's discretion
- The coverage is complementary to other group benefits
- Full recovery does not impact payment of the benefit

Comprehensive Coverage

- 31 adult covered conditions
- 16 child covered conditions
- High Non-Evidence Maximums
- Multiple event coverage
- Early Diagnosis benefit
- Cancer recurrence benefit
- Best Doctors Second Opinion service
- Mandatory and optional plans are available



9 / 10

Canadians have at least
**one risk factor for heart
disease or stroke**

95%

of Canadians who make
**it to the hospital after a
heart attack survive**

© 2017 Heart and Stroke Foundation of Canada

31 Adult Covered Conditions:

Alzheimer's Disease	Loss of Independent Existence
Aortic Surgery	Loss of Limbs
Aplastic Anemia	Loss of Speech
Bacterial Meningitis	Major Organ Failure - Waiting List
Benign Brain Tumour	Major Organ Transplant
Blindness	Motor Neuron Disease
Coma	Multiple Sclerosis
Coronary Artery Bypass Surgery	Muscular Dystrophy
Deafness	Occupational HIV
Dilated Cardiomyopathy	Paralysis
Fulminant Viral Hepatitis	Parkinson's Disease
Heart Attack	Primary Pulmonary Hypertension
Heart Valve Replacement	Progressive Systemic Sclerosis
Kidney Failure	Severe Burns
Life Threatening Cancer	Stroke
Liver Failure of Advanced Stage	

16 Child Covered Conditions:

Blindness	Loss of speech
Cerebral Palsy	Major Organ Transplant
Coma	Mental Deficiency
Congenital Heart Disease (requiring surgery)	Muscular Dystrophy
Cystic Fibrosis	Paralysis
Deafness	Severe Burns
Down Syndrome	Spina Bifida Cystica
Life Threatening Cancer	Diabetes Mellitus (Type 1)



1 / 2

**Canadians will be
diagnosed
with cancer in their
lifetime.**

60%

will survive.

© Canadian Cancer Society 2017

Pick from three plans:	1) \$5,000	2) \$10,000	3) \$15,000
Premiums per person	\$35/year	\$70/year	\$105/year



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Community Recognition
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.2

BACKGROUND/PROPOSAL:

Administration received a Community Recognition Application for Kevin Bentley.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The nominator wants to recognize Mr. Bentley for the “Moose Project” which was done single handedly by Mr. Bentley and has boosted the morale and spirit of the Town.

In accordance with the Community Recognition Policy ADMIN 004, Mr. Bentley would qualify for a letter of Recognition from the Mayor on behalf of Council.

Please find attached the Community Recognition Application along with Policy ADMIN 004 for Council’s reference.

RECOMMENDATION

That Council moves to recognize Kevin Bentley for his Moose Project with a letter of recognition from Mayor Hunter on behalf of Council, as outlined in the Community Recognition Policy.



Community Recognition Application

To honour residents for outstanding achievement or contribution which contributes to enriching the quality of life in Didsbury, making it "The Place to Grow".

NOMINATION FORM

Use a separate form for each Nomination.

If you are nominating a group or team, please attach a list of all names, addresses, postal codes and phone numbers.

Nominee: Kevin Bentley
 Address: Didsbury 1 AB.
 Telephone: 403-277-2276 Email: BentleyK@telusplanet.net
 In the event the nominee is deceased, please provide the name, address and phone number of a relative or contact of the deceased: _____

Level of Recognition: ☐ Citizens Recognition Certificate ☐ Special Recognition Award ☒ Letters of Recognition

Background - Attach relevant background information on a separate sheet of paper or on the back of this form. Nominations should include as much detail and information as possible to support the application. A brief history of the individual/team, years of service to the community, nominee's contribution, special achievements and awards or other recognition this nominee has received.

Information should answer the following questions:

- For what is the nominee being recognized?
- How did the nominee impact the community?
- Why is this contribution worthy of community recognition?

Attached additional letters of support, newspaper clippings, etc. that support the nomination.

Additional pages may be used to complete your submission. Supporting documentation may be attached, however, please DO NOT forward originals. Nominations become the property of the Town of Didsbury.

Nominator: Cathy Hawkins & I'm pretty sure every Didsbury resident.
 Address: P.O. Box 1855 Didsbury AB T0M 0W0
 Phone No.: 403-586-0621 Email: LC.Hawkins@shaw.ca

Please forward completed nomination form to (mail or drop off):
 Executive Assistant, Legislative Services, Town of Didsbury
 1606 14th Street, PO Box 790,
 Didsbury AB T0M 0W0

P.O. Box 1855

Didsbury, AB

T0M0W0

October 13, 2020

Re: Community Recognition Award

Attn: Executive Assistant, Legislative Services, Town of Didsbury

Hi there,

I would like to nominate Kevin Bentley for a Special Recognition Award for all his hard work on his Moose project.

Single handily, Kevin cut out and walked all around town in the early hours of the morning, to paste moose on every front door in our little town, and he managed to do it without disturbing a single dog!

Kevin's actions have boosted the morale and spirit of our little town right at a time when it was needed most during this pandemic. When most people were getting frustrated, he spread smiles and joy!

The moose that hang on the fence, on the NE corner of 20 Ave and 22 St., draw tourists from all over, as well as countless smiles!

I am sure I speak for every resident of Didsbury in agreeing that Kevin Bentley has made a difference in our little town and our world!

Thank you for your time and assistance with this matter.

Take care and stay safe!



Cathy Hawkins

403-586-0621



TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	ADMIN 004
Policy Title:	Community Recognition Policy
Approval Date:	May 25, 2019
Date to be Reviewed:	2024
Responsible Department:	Council, All Departments, Residents
Related Bylaws:	

Policy Statement:

The Town of Didsbury's Community Recognition Policy brings public awareness to special occasions and events which enhance the health, welfare, safety and cultural diversity of the community.

Purpose

The Town of Didsbury will recognize individuals, groups, and businesses for their exemplary commitment to demonstrating excellence which contributes to enriching the quality of life in Didsbury, making it "The Place to Grow".

1. Definitions

"Business" means a for-profit organization.

"Council" means a member of the Town of Didsbury Council.

2. Responsibilities

- a) Administration shall:
 1. Promote the Community Recognition Policy and invite nomination applications and requests for letters for the arts and culture, citizenship, professional achievement, and sport excellence on an ongoing basis; and
 2. Receive and assess the applications or requests and forward duly completed applications to Council.
- b) Council shall have final approval of the program award recipients.
- c) The Mayor shall:
 1. Advise the recipients and their nominators of the decision and invite them to receive their award in a public forum; and
 2. The Mayor or his/her designate shall send a letter of thanks and acknowledgement to all nominators and nominees.



5. The award given under this section may be “Didsbury” branded articles (clothing, bags, water bottles, etc.) or gift cards. The type of award is at the discretion of the Didsbury Town Council.

c) Letters of Recognition

1. Recipient must be a resident of Didsbury. Exceptions may be made for those who currently reside in a rural area, but were members of a team or group receiving the award that was made of urban and rural residents or a member of an amalgamated system of municipalities and/or associations.
2. The Letter of Recognition can be for league and/or regional championships, provincial, national and/or international participation.
3. The Letter of Recognition may be granted for, but not limited to, achievement in the following:
 - a. Athletic endeavour
 - b. Business awards
 - c. Fine arts
 - d. Agriculture
 - e. Education
 - f. Volunteerism on any level

5. Nominations

1. Applications for the award, certificate or letter will be forwarded to the Administrative Assistant, Legislative Services on the prescribed form. (Appendix 1).
2. The Administrative Assistant, Legislative Services will determine whether an application meets the criteria for recognition
3. A letter of congratulations and an invitation signed by the Mayor will be sent to the recipient to attend a Town Council Meeting for presentation of the award where applicable.
4. Town Council will present the award at an upcoming meeting decided on by Town Council, with the exception of Recognition Certificates which will be mailed to the person making the request.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Utility Budget options
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.3

BACKGROUND/PROPOSAL:

Administration has prepared revenue and expense projections for the Water and Wastewater departments to the end of the year in order to estimate what the yearend surplus or deficit will be for each department. The information below shows a range of expectations depending on level of spending that we experience during the time to year end. The range of expectations was developed based on current information available, however it is possible that actual results come in lower or higher than these projections.

During the first 9 months of 2020, we saw higher than expected consumption from our customers (approximately 10% more), which impacts a few areas.

1. Increase to variable water revenue.
2. Increase to cost to purchase water from the water commission.
3. Increase to variable wastewater revenue.

The fixed water charge that was implemented was too low to cover the budgeted expenses, resulting in an expected net deficit for the water department. The expected net deficit for the water department ranges from \$50,528 to \$132,605, depending on the level of spending that we see in the remaining months to year end. One factor impacting spending will be whether or not the infrastructures experiences any line breaks between now and year end.

While we expect a net deficit in the water department, we are expecting a net surplus for the wastewater department, due to higher water consumption (since wastewater variable charges are based on amount of water consumed), and higher lagoon dumping fees collected from third parties. The expected net surplus for the wastewater department ranges from \$135,189 to \$68,772, again depending on the level of spending that we see in the remaining months to year end.

If we were to combine these two departments (water and wastewater), we expect a range of a net overall surplus(deficit) of \$84,661 (surplus) to \$(63,833) (deficit).

The utility departments are self-supported, therefore any yearend surplus generated is to be reserved into the corresponding infrastructure reserve fund and a yearend deficit would be funded from the reserve fund.

Administration recommends keeping the deficit contained to the self-supported utility departments, rather than funding a loss in the self-supported departments from a surplus in the tax-supported departments. This is best practice for operating a municipal utility system.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

1. Fund the projected water deficit from the projected surplus generated from the wastewater department. If there is an overall deficit as projected in the high projection above, reduce the current year reserve transfer to account for that the water department breaks even.
2. Reserve the projected wastewater surplus generated to the wastewater infrastructure reserve fund; fund the projected water deficit from the water infrastructure reserve fund.
3. Leave the water department in a deficit position for the current year, and make up the deficit in the following year from increased user fees.

RECOMMENDATION

That Council choose option ____.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	CAEP Board Nomination – Mayor Hunter
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.4

BACKGROUND/PROPOSAL:

The Central Alberta Economic Partnership (CAEP) has two vacancies for a Director of Towns/Villages.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

At the CAEP Fall General Meeting, there will be an election for six director positions, two of which are for Towns/Villages category. Nominations are to be submitted by November 10, 2020, in advance of the November 18 elections during the Fall General Meeting of CAEP. Directors are elected for and serve a three-year term.

Directors are expected to attend all Board of Director meetings, which are hosted across the CAEP region. The Town of Didsbury Municipal Representative already attends the two general meetings and an additional two member meetings in a calendar year. The Board of Directors has four scheduled meetings in a year, which directors are expected to attend.

To run for a Municipal Board position, CAEP requires that the council member obtain approval of that Council prior to submitting the nomination form.

Mayor Hunter wishes to express intent and submit her Nomination Form to CAEP in order to run for a Board of Directors position at the November 18 CAEP FGM and is requesting Council approval for her to submit her nomination form. Should Mayor Hunter be elected to the Board, this would mean the addition of approximately \$1250 expense to her December 2020 (\$250) to September 2021 (\$1000) professional development plan meeting expenses.

Mayor Hunter is interested in this nomination and Board position to represent and voice the economic development views of Didsbury's region, a municipality on the fringe area of CAEP, to participate in providing strategic direction and fiduciary governance to CAEP, and to collaboratively accelerate economic development to benefit Didsbury's region.

Please see attached nomination package.

RECOMMENDATION:

That Council approve that Mayor Hunter submit a Director Nomination Agreement for a Towns/Villages Director position on the Central Alberta Economic Partnership Board.

CAEP Director Nomination Package

Fall General Meeting – November 18, 2020

About

The Central Alberta Economic Partnership's Board of Directors is made up of 15 volunteer representatives from member municipalities, associates, and businesses across the CAEP region. Board Members are responsible for providing strategic direction and fiduciary governance to CAEP.

CAEP's Board of Directors is comprised of members representing economic development views from across the central Alberta region to collaboratively accelerate economic development to benefit the region.

Six Director positions are to be voted upon by membership at CAEP's 2020 Fall General meeting on Wednesday, November 18. Nomination packages are due by November 10th, 2020 and available through Megan@caepalberta.com. The Director Nomination Agreement at the end of this document must be completed and signed by the authorized representative of the Member Municipality, Indian Band, or Association.

Election voting for CAEP Board of Director positions:

1. Towns/Villages category: **2 (two) positions for three-year terms**
2. Counties or Municipal Districts category: **1 (one) position for a three-year term**
3. Business category: **2 (two) positions are open for a three-year term**
4. Associate category: **1 (one) position for a three-year term**

Time Commitment & Director Expectations

Directors serve for a three-year term, and are requested to attend all Board of Director meetings, which are held across the CAEP region, including:

- Four (4) meetings of the Board per calendar year
- Two (2) regularly scheduled General Meetings per calendar year

Additionally, Directors can sit as representatives of CAEP on steering committees for various CAEP-related initiatives, as requested.

Upcoming 2020 Board Meetings:

December 2, 2020

- 8:00 am to 9:30 am – CAEP New Director Orientation
- 10:00 am to 11:00 am – CAEP Organizational Meeting
- 11:00 pm to 3:00 pm – CAEP Board of Directors Meeting

Location to be determined

CAEP 2021 Meetings & Events

All dates & locations to be determined at the December 2, 2020 Organizational Meeting.

Proposed 2021 Board Meetings:

February- Strategic Planning – 4-year Plan
March – Board of Directors – Strategic Plan and Budget approval
May – Board of Directors Meeting
September – Board of Directors Meeting
December – Organizational and Board of Directors Meeting

Proposed 2021 General Meetings:

Annual General Meeting: June
Fall General Meeting: November

The CAEP Executive Committee (Chair, Vice-Chair, Secretary, Treasurer and one Director) is elected annually at an organizational meeting following the Fall General Meeting and Director Elections. Executive Committee meets and makes decisions on an ad-hoc basis, electronically and/or in person., to make decisions on behalf of the Board.

Expectations & Responsibilities

- Good governance of the Association, as dictated by the Alberta Societies Act.
- Ensure CAEP's activities align with its goals and objectives and monitor the performance of these activities against the Annual Operations Plan and monthly financial reports.
- Assume financial and legal responsibility for CAEP, ensuring proper risk assessment and mitigation practices are followed.
- Strengthen CAEP's relationship with communities, businesses, industry, and government through engagement and promotion of regional economic development priorities and initiatives.

Director Nomination Agreement

By signing and returning this form, you have expressed your intent to run as a Director of the Central Alberta Economic Partnership Ltd. and have acknowledged that:

You are the appointed Municipal, Associate, or Business Representative of a CAEP member in good standing.

You have obtained any approvals required from your organization's leadership.

You have reviewed the Articles of Association and Policies & Procedures of the Central Alberta Economic Partnership Ltd. and are prepared to carry out the duties of a Director as outlined.

You acknowledge the time requirement as outlined in the Expectations of the CAEP Board of Directors and will make every attempt to prepare for and attend meetings as required, to carry out the business of the organization and duties of a Director.

You agree to serve as a Director for the term to which you are elected commencing November 18, 2020.

Candidate Name/Title: RHONDA HUNTER, MAYOR

Organization: TOWN OF DIDSBURY

Address: Box 973

City/Town: Didsbury Postal Code: T0M 0W0

Telephone: 403 586 0988 Fax: _____

E-mail: rhunter@didsbury.ca

Nominated for: (circle one) Municipal Representative Business Representative Associate Representative

Signature: Rhonda A. Hunter

I / We hereby nominate the above representative to serve as a Director for CAEP:

Name (please print) _____ Title _____

Authorized Signature of CAEP Member _____ Name of Municipality/Organization _____



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Country Christmas – Lights & Garland
ORIGINATING DEPARTMENT	Legislative Services/Economic Development
AGENDA ITEM	7.5

BACKGROUND/PROPOSAL:

Chamber President, Kyle Turner informed Council at the October 27, 2020 Regular Council Meeting that due to extenuating circumstances, the Didsbury & District Chamber of Commerce are unable to take on their costs of and organize the hanging of the lights and garland in the downtown as they have in previous years for Country Christmas. It is the intent of the Chamber to transfer ownership of the lights and garland to the Town.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There is \$5000 in the Economic Development Budget a portion of which Council agreed to allocate for the costs of hiring a contractor to hang the Christmas garland downtown

Council agreed during the 2020 budget discussions as well as at the May 2020 Council workshop that we would contribute to the cost of hanging the lights and garland, in partnership with the Didsbury and District Chamber of Commerce, for the Christmas season. As the Chamber has indicated they will not be involved in the lights and garland initiative in 2020, a solution must also be sought as to the fluffing of the garland prior to its hanging for this year. It is expected that fluffing might not be needed in future years based on the intent of the Chamber to transfer ownership of the garland to the Town and the Town's ability to hang the garland rather than store it in plastic tubs. A solution for fluffing of the garland in 2020 must also be finalized and organized.

A joint press release between Council and the Didsbury & District Chamber of Commerce will be released announcing plans for the 2020 garland hanging.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Economic Prosperity

RECOMMENDATION

That Council move to allocate up to \$2500 from the Economic Development budget to pay for the contracted costs of hanging lights and garland in downtown Didsbury.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	AG Building
ORIGINATING DEPARTMENT	Legislative Services/OCAO
AGENDA ITEM	7.6

BACKGROUND/PROPOSAL:

With the announcement of AG Foods moving into the new Buy Low facility located in Shantz Village, the Town will be assuming ownership of the property.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The estimated costs to carry the building are:

- Security \$100/month
- Insurance \$3000/annual
- Electricity \$300/month
- Natural Gas \$350/month
- Water/WW \$100/month

The repair and maintenance costs are unknown and would occur as required.

The Town has paid \$110,000 for the building and an additional \$990,000 remains owing, which will be paid when we complete the purchase of the building expected to be finalized at the end of February.

Therefore, Administration is recommending the Town proceed with the selling of the AG building. When Administration receives a suitable offer, it will be brought to Council for consideration.

RECOMMENDATION

That Council move to approve the commencement of the process to sell the AG Building.



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Crossing Signals at 23 rd Street & Hwy 582
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.7

BACKGROUND/PROPOSAL:

The installation of crossing signals at the corner of 23rd Street and Highway 582 remains an outstanding issue for Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Previously Alberta Transportation has expressed the following concern *“the purpose of pedestrian-activated signals is to create breaks in traffic on highways with higher traffic volumes so that pedestrians can cross. Allowing pedestrian-activated signals on lower-volume highways such as Highway 582 would undermine the principles used to determine when such prominent pedestrian-crossing types are justified. Pedestrian crossing types that are used where they are not warranted can also put pedestrians at risk, as they could provide a false sense of safety that leads pedestrians to cross when it is unsafe to do so.”* However, there are also concerns with the current level of signalization at this crossing.

Council may wish to install a solar crosswalk with flashing lights similar to what is at 16th Street and 20th Avenue, or alternatively just install standard pedestrian crossing signage with the crosswalk.

RECOMMENDATION

That Council move to install a solar crosswalk with flashing lights at the intersection of 23rd Street and Highway 582.

OR

That Council move to approve the installation of a standard pedestrian crossing signage at the intersection of 23rd Street and Highway 582.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Chief Administrative Officer's Report
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Chief Administrative Officer's report for November 10, 2020 as information.

CAO Report – November 10, 2020

1. ECONOMIC DEVELOPMENT UPDATE (Economic Development)

There were 20 new business to date for 2020, 7 of which were issued in October. 2 were home business and five were brick and motor. The following are the new brick and motor business in October:

1. recording studio
2. liquor store
3. tech business
4. physical therapy office
5. tattoo shop

We are working with the Downtown Businesses to explore ways to enhance the customer experience in the downtown core.

The DEDAC committee has re-commenced their formal meetings starting November 9th. The Committee will be undertaking a review of the following documents: Economic Development Marketing Plan, Integrated Community Sustainability Plan and the Community Profile.

2. SHANTZ PEDESTRIAN CROSSING 23RD & 582 (Public Works)

Work started on the Shantz Pedestrian Connectivity pathway late October with asphalt being laid in early November. The pathway should be completed in conjunction with the opening of the Buy Low grand opening on November 18th.



3. COMMUNITY PEACE OFFICER (ACAO)

There have been recent staffing changes in municipal enforcement, while we review our organizational capacity, the Town has made arrangements for additional Peace Officer coverage from another municipality.



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Council Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Council Reports for November 10, 2020 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 10, 2020
SUBJECT	Correspondence & Information
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Mountain View Seniors' Housing Requisitions
- AUMA Update on Alberta Police Interim Advisory Board
- Minister of Municipal Affairs Tracy Allard – Inquiry of public libraries located in schools
- AUMA Infrastructure and Energy Committee – Appointment of Mayor Rhonda Hunter

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engagement Community

RECOMMENDATION

That Council move to accept as correspondence and information items as information.



Mountain View Seniors' Housing

#301, 6501 - 51st Street
Olds, Alberta T4H 1Y6
Phone: 403-556-2957
Fax: 587-796-0773
www.mvsh.ca

November 5, 2020

Ethan Gorner, CAO
Town of Didsbury
P.O. Box 790
Didsbury, AB
T0M 0W0

Re: 2021 Mountain View Seniors' Housing Municipal Requisitions

We are writing to advise you that the 2021 Municipal Requisitions for Mountain View Seniors' Housing (MVSH) were approved at our October 22, 2020 Board meeting.

Attached please find a final breakdown of the MVSH requisitions by Municipality for 2021. The shared apportionment has been updated to reflect the final 2021 Equalized Assessment.

As in previous years, the invoice is dated January 1, 2021. The Board has approved a quarterly payment schedule as follows:

Due January 1	\$53,405.25
Due April 1	\$53,405.25
Due July 1	\$53,405.25
Due October 1	\$53,405.25

If you have any questions or concerns, please contact me at (403) 556-2957 extension 712, or by email at james.lambert@mvsh.ca.

Best regards,

James Lambert, CPA, CGA
Controller

Enclosures:

- 2021 Invoice
- 2021 Shared Apportionment calculation



Mountain View Seniors' Housing

INVOICE

Enhancing the lives of seniors by providing quality care and self-sustainable housing through innovative leadership

#301, 6501 - 51st Street
Olds, AB T4H 1Y6
Telephone 403-556-2957 Fax 587-796-0773

DATE:
INVOICE #

January 1, 2021
MVSH-REQ-2021-03

Bill To:

Town of Didsbury
PO Box 790
Didsbury, Alberta
T0M 0W0

DESCRIPTION	AMOUNT
2021 Requisition - based on shared apportionment of \$2,899,407	\$ 213,621.00
2021 Quarterly Payment Schedule:	
Due January 1, 2021	53,405.25
Due April 1, 2021	53,405.25
Due July 1, 2021	53,405.25
Due October 1, 2021	53,405.25
	<u>\$213,621.00</u>
Failure to pay within 90 days of quarterly due dates will result in a 1.5% per month penalty charge on overdue amounts.	
TOTAL	\$ 213,621.00

Please make all cheques payable to Mountain View Seniors' Housing.

If you have any questions concerning this invoice, contact Sam Smalldon @ (403) 556-2957 Ext. 704 or sam.smalldon@mvsh.ca

Mountain View Seniors' Housing

2021 Requisition

Municipality	2021 Equalized Assessment	Percentage	2021 Estimated Shared Apportionment	2020 Shared Apportionment
County	4,575,695,288	59.18%	1,715,827	1,742,588
Olds	1,518,232,487	19.64%	569,318	578,197
Didsbury	569,676,607	7.37%	213,621	216,953
Carstairs	635,761,410	8.22%	238,402	242,121
Sundre	387,641,622	5.01%	145,361	147,628
Cremona	45,009,369	0.58%	16,878	17,141
Totals	7,732,016,783	100.00%	2,899,407	2,944,627

Alberta Housing Act:

Section 7

Each Municipality shall pay to the Management Board the amount of the requisition determined in accordance with Section 7 of the Alberta Housing Act within 90 days* of the delivery of this assessment.

* Please note - Invoices for the 2021 requisition will show requisition payments due quarterly. Failure to pay within 90 days of quarterly due dates will result in a 1.5% per month penalty charge on overdue amounts.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Grande Prairie*

AR103114

OCT 26 2020

Her Worship Rhonda Hunter
Mayor
Town of Didsbury
1606 - 14 Street
Didsbury AB T0M 0W0
rhunter@didsbury.ca

Dear Mayor Hunter,

I am writing to respond to the question you raised at the Alberta Urban Municipalities Association Ministerial Forum on September 25, 2020. After following up, I understand that you were asking about public libraries located in schools. Since the Didsbury Public Library is currently a stand-alone building, I am assuming this inquiry is forward-looking.

Collocated public libraries in schools have varying success rates in serving the different needs of their users. Strong agreements need to be in place between the school and the public library board to ensure that the library needs of both the student learners and the public readers can be met in a shared location. There are many things to consider and I would encourage you to reach out to my staff at the Public Library Services Branch. They can facilitate a comprehensive discussion with council and the public library board. Diana Davidson, Director of the Public Library Services Branch, can be reached 780-427-4871 or diana.davidson@gov.ab.ca.

In the meantime, you may find the following document useful as it contains information to consider when setting up a school-housed public library: <https://www.alberta.ca/best-practices-for-public-libraries.aspx>.

Thank you for all that the Didsbury Public Library does in the community. I look forward to continuing the conversation.

Sincerely,

Tracy L. Allard
Minister

cc: Paul Wynnyk, Deputy Minister, Municipal Affairs
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division, Municipal Affairs
Diana Davidson, Director, Public Library Services Branch

October 20, 2020

Dear Mayors, Reeves, and CAOs:

The Alberta Police Interim Advisory Board (APIAB) wants to ensure that municipalities have an understanding of the work the Board is doing, including the information we are collecting and our upcoming priorities. In an effort to achieve this we will be distributing a quarterly update to municipalities outlining our work. This update covers the interim Board's work over the summer of 2020 up to today, and looks ahead at upcoming priorities.

Interim Board's Mandate

The APIAB was established by the Minister of Justice and Solicitor General (JSG). Our work is two-fold: to share the municipal perspective on policing priorities with the RCMP and Government of Alberta, while developing the governance structure for the permanent Board. As determined by JSG, the interim Board is comprised of representatives from RMA, AUMA and the Alberta Association of Police Governance, with specific representation identified by each association. The interim Board's mandate concludes at the end of 2021. Based upon the Minister of JSG accepting the recommendations for the Governance structure of the permanent Board, the recruitment & selection process for the permanent Board will begin.

Interim Board's Focus

To this point, the interim Board has held seven meetings. We generally meet twice each month; once virtually, and once in-person. JSG staff and the RCMP have been active participants in these meetings.

The interim Board has been making progress on both aspects of its mandate. We have received presentations from the RCMP, Government of Alberta and Edmonton Police Commission. The RCMP has focused on topics such as the detachment resourcing process, how RCMP workload is measured, and how crime statistics are used for resourcing decisions. The Government of Alberta has provided an overview of their existing strategic planning process for provincial policing and the role that the Board will play in that moving forward, as well as the new provincial police funding model. The

Edmonton Police Commission shared their experiences in board governance and operations, including strategies for effective recruitment and public engagement.

The interim Board has also engaged in discussions with both the Government of Alberta and RCMP about how the Board will ensure that municipal perspectives on policing are better included in the provincial police planning process. Our objective is to ensure that the local knowledge that municipalities have on crime and public safety, and their increased financial commitments for policing provide them with an effective voice at the table. These conversations are ongoing, but both the Province and RCMP have indicated a willingness to regularly engage the Board.

Board members have also taken initial steps to consider how they can serve as a municipal voice on other policing-related issues such as the *Police Act* review and the current research being conducted into the viability of a provincial police service.

Focus for this next quarter will be on:

1. Compiling data from our current municipal survey to determine themes/priorities by district for the RCMP/JSG Joint Business Plan.
2. Providing recommendations for the RCMP's 2021 resourcing strategy and multi-year financial plan.
3. Creating the governance structure framework for the permanent Board, including the following:
 - a. Terms of reference,
 - b. Recruitment and selection process
 - c. Competency matrix

Interim Board's Engagement with Municipalities

The main role of the interim Board (and upcoming permanent Board) will be to provide municipalities with a collective voice in shaping provincial policing priorities. To fulfill this role effectively we rely on direct input from municipalities.

Over the past month, we have conducted a municipal survey to collect a variety of information related to policing priorities, detachment communication practices, and the roll-out of new policing resources under the police costing mode. We greatly appreciate the time that many of you took to complete the survey, as your input in these areas is critical to ensuring we adequately represent your interests at the provincial level. As we work through the process of analyzing the survey results, they will be integral to our work in informing RCMP and GOA policing priorities moving forward.

As part of this quarterly update we have attached a draft Municipal Police Service reporting template created by the RCMP that we are seeking input. One of the areas that has been identified through our work with the RCMP and JSG is the disparity of information municipalities receive from their local detachments. The objective of this report is to streamline reporting to municipalities across the province so information sharing is more standardized. As MPSA communities many of you receive similar reports to this already and we are seeking your guidance on additional information that you receive now that is of valuable and any gaps that exist in the information you are receiving.

“K” Division is prioritizing the consistent use of the template in all detachments in 2021 and is interested in the perspective of municipalities on possible changes or improvements that could be made to enhance its usefulness. With this in mind, we would encourage your municipality (at either the council or administrative level) to review the template and provide the APIAB with comments or suggestions. Consider focusing input on areas such as:

- Template format
- Statistics included
- Missing information
- How the information could be used
- How frequently the information should be provided
- Any other feedback your municipality considers important

Upon receiving input, the APIAB will review, compile, and work with “K” Division to enhance the template.

Please submit input to Board@ABPoliceAdvisoryBoard.com no later than **Friday November 6**. Please feel free to direct any questions about the templates or any other aspects of the APIAB’s work to myself or any other board member.

Finally, through our initial work with the RCMP, we have received helpful information on how detachment resourcing needs are determined. Call volume is a key determinant in resource planning so ensuring residents report crimes is imperative. The RCMP has released an online reporting tool that can help facilitate reporting in certain circumstances without requiring RCMP to attend the scene or residents to go to the detachment. The link to this tool is here if you wish to share this as an information item in your municipality’s communications: <https://ocre-sielc.rcmp-grc.gc.ca/alberta/en>.

For the new Provincial Police service resourcing the general formula for determining resourcing takes a number of factors into account: call volumes, types of crime, geography of crime, training, leaves, location of detachments, and overtime are all key

elements. Unique local considerations are also factored in. RCMP run this methodology annually and it gives them the ability to be proactive. They also go through a process after this to determine the amount of time remaining in the detachment to dedicate to proactive policing. They have also identified a value in front-line policing capabilities by increasing the regular member to civilian member ratio to 3:1 instead of the current 4:1 which is why there is a significant increase in the civilian member allocation for this budget year. As an MPSA it will be imperative that you are watching your resourcing and ensuring that vacancies that exist on the MPSA side of the contract are still being addressed in a timely manner and that the focus on the PPSA contract is not resulting in the loss of resources municipally.

For the 2020/21 budget year, the new funding gathered through the police funding model is to result in 76 new regular RCMP members and 55 civilian members for the Provincial Police Service Agreement. As COVID-19 closed Depot for three months earlier in 2020, the RCMP is anticipating challenges in fulfilling this commitment. Depot is currently operating and has nine troops currently going through training. The RCMP will be providing the interim Board with a monthly update on resourcing. Attached is the most current update as of October 2021. As outlined above, the police resourcing methodology is how resourcing was determined for this budget year. This will be a key area that APIAB will be working with RCMP on for 2021/22.

In conclusion, myself and my fellow Board members are excited about the potential of this Board to increase the municipal voice in policing across the province. We appreciate your patience as we develop our own processes for the interim Board, as well as a permanent governance model. Please contact me or my Board colleagues with any questions or concerns, and I look forward to providing you with the next quarterly update in a few months.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tanya Thorn', with a long horizontal flourish extending to the right.

Tanya Thorn
Board Chair, Alberta Police Interim Advisory Board
403-860-7342
Board@ABPoliceAdvisoryBoard.com

RCMP Municipal Policing Report

MUNICIPALITY X

Provided for the ----: (month or quarter as per reporting schedule noted below) \

DATE:

1 MUNICIPAL POLICE SERVICE COMPOSITION

	2020/21 Fiscal Year	Variance From Last Fiscal Year
Current Establishment as Per Annex "A"	Regular Members	0
Current Annual Budget for the Year	\$	0
Detachment Commander :		

2 REPORTING SCHEDULE

The reporting schedule as determined in consultation between the RCMP and the municipality, as of October 2020 is set for (monthly or quarterly) reporting.

It is agreed that in addition to the template the following additional reporting for (this could be based on initiatives such as programs like START and DART, or briefing on a current issue like the Fentanyl role out, or could be year over year statistics and crime trending).

3 MANAGEMENT OF THE POLICE SERVICE:

3.1 Objectives, Priorities and Goals for 2020/21:

As per the meeting on date.....Municipality XX places a high value on controlling property crime.....Drugs on our streets and in our schools is a major issue for the municipalities...

3.2 RCMP's Planned Initiatives to Meet Objectives, Priorities and Goals:

3.2.1 OBJECTIVE:

Sample Text: Control Property Crime

Initiative #1:

Sample Text: The RCMP will target prolific offenders in the community committing property crime offences.....

Current Status and Results:

What is the impact on the community, what has been achieved, school visits, drug awareness presentations, prolific offender checks done, etc.

Initiative #2:

Current Status and Results:

3.2.2 OBJECTIVE:

Sample text: The RCMP will work with the community and the schools on target drug enforcement and education

Initiative #1:

Sample text: Community Mobilization

Current Status and Results:

Initiative #2:

Sample text: START and DART

Current Status and Results:

3.2.3 OBJECTIVE:

Initiative #1:

Current Status and Results:

Initiative #2:

Current Status and Results:

4 CURRENT ACTIVITY STATISTICS – (as selected by municipality, may be tied to policing priorities)

Category:	Number This Quarter in 2020/21	Number This Quarter in 2019/20	Year to Date 2020/21	Year to Date 2019/20
Calls for Service				
Urban				
Rural				
Total				
Common Offence Notices				
Impaired Driving Charges				
Other				
<i>Other statistic as requested</i>				
Other				

In order to provide comparable information, the reporting period for the current year is contrasted to the same reporting period for the previous year. This will provide a more accurate comparison by taking into account any special events that happen in the community on an annual basis, and account for seasonal changes in traffic/ tourism, and RCMP strategic initiatives etc.

4.1 TRENDS/ POINTS OF INTEREST

Narrative..... traffic initiatives, requirement for resources outside detachment area, major crime issues

4.2 MEETINGS HELD WITHIN THE MUNICIPALITY

Meetings attended with organizations within the community, ie, City/Town/RM, Chamber of Commerce, School District, local service clubs etc.....this would speak to goal of community based policing. This is different from officers attending schools or participating in community charity events. It is more about meetings attended by the RCMP leadership to provide RCMP insight to a specific issue.

5 RESOURCE OVERVIEW (include information that is applicable to specific municipality)

	This Quarter	Last Quarter	Variance
Municipal			
Pay			
Purchases (operating)	\$	\$	\$
Overtime			
Corps of Commissionaires			
Vehicles			
Other			

*current could include mat leave, long term leave etc., which should be noted in explanation below.

* pending should be members leaving or coming to the detachment

5.1 EXPLANATION OF CHANGES NOTED ABOVE:

Variance explanations, 1 cadet coming in march.....one retirement pending April..... Municipalities would also find it helpful to know how much overtime is being worked in relation to staffing.

6 BUDGET OVERVIEW & Explanation of Notable Changes – for MPSA contracts

Resource Category:	Established	Current	Variance	Pending (+/-)
Municipal				
Regular Members				
Public Servants				
Municipal Employees				
Provincial				
Regular Members				
Public Servants				
Municipal Employees				

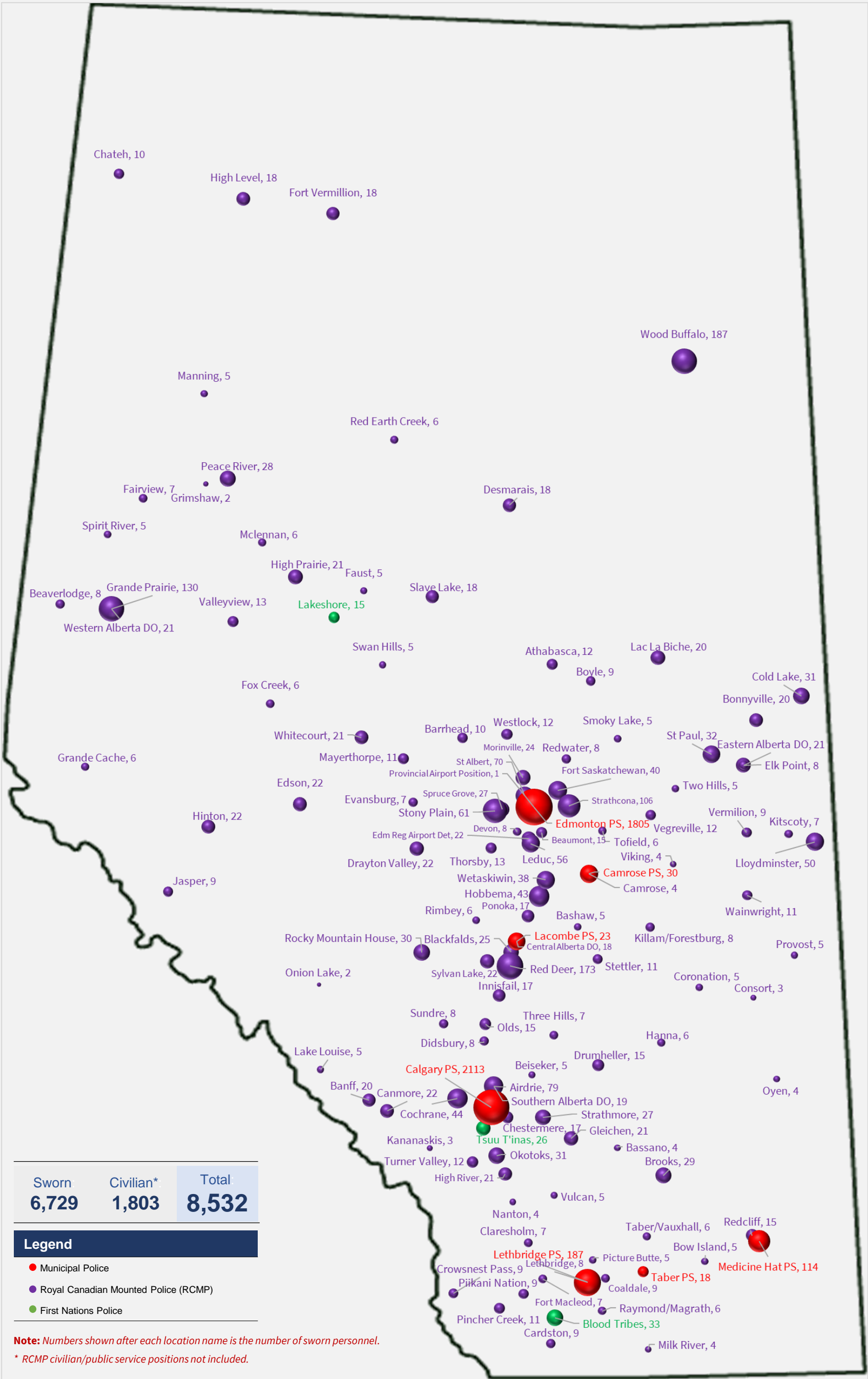
6.1 EXPLANATION OF CHANGES NOTED IN THE ABOVE TABLE:

Pay increase resulting from inclusion of pay settlement for public servants..... overtime increase due to incident X.....

6.2 FUTURE PLANNING NOTES:

Advance notification of future costing implications that are planned for upcoming years, such as vehicle purchases, building improvements, and capital investments.

Alberta Police Personnel Data, 2020



Sources:

- 1. Alberta Association of Chiefs of Police: AACP, Provincial Police Agency - Employee Report, June 2020
- 2. RCMP "K" Division, Resource Summary, June 2020

PPSA Police Funding Model – 2020/21 Positions

Updated: October 8, 2020

As per the 2020/21 PPSA Call-Up of new positions, including 76 regular member and 57 public service employee positions, the Alberta RCMP has allotted the following new regular member resources:

- 46 positions in rural Alberta Detachments
 - 28 Filled
 - 18 Pending
- 10 positions in the Call Back Unit (Filled)
- 2 positions to KMOSS (Filled)
- 3 positions to Child Advocacy Centers (Filled)
- 3 positions to Emergency Response Teams (Filled)
- 4 positions to Offender Management (Pending)
- 3 positions to General Investigative Services (SAD) (Pending)
- 2 positions to Police Dog Services (Pending)
- 3 positions to the Diversity Unit (Pending)

This accounts for all of the 76 regular member positions. A total of 46 positions have been filled to date, 30 positions are pending within the staffing process. See Annex A for further details.

The following public service employee positions have been allocated:

- 31 Detachment Services Support positions (3 Filled, 28 Pending)
- 1 Court Case Management position (Filled)
- 2 Criminal Operations Strategic Management Services positions (Filled)
- 4 Community Engagement and Outreach Specialists (Pending)
- 4 Scenes of Crime Officers (Pending)
- 6 Operational Call Center Operators (3 Filled, 3 Pending)
- 2 Operational Call Center Administrative Support positions (2 Filled)
- 4 Rural Crime Reduction Analysts (Pending)
- 1 Rural Crime Administrative Support positions (Pending)
- 1 Forensic Identification Services Clerk – St. Paul position (Filled)
- 1 Intellex position (Pending)

This accounts for all of the 57 public service employee positions. A total of 12 positions have been filled to date, and the remaining positions are pending within the staffing process. See Annex B for further details.

Annex A – Regular Member Position Detail

Police Funding Model - Year 1 - Regular Members - as of October 8, 2020				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Southern Alberta District	AIRDRIE	General Duty	Filled	2020-07-10
		General Duty	Pending	
	CANMORE	General Duty	Filled	2020-08-11
	COCHRANE	General Duty	Pending	
		General Duty	Pending	
		General Duty	Pending	
	DIDSBURY	General Duty	Filled	2020-09-15
	HIGH RIVER	General Duty	Pending	
	OKOTOKS	General Duty	Filled	2020-07-06
	STRATHMORE	General Duty	Filled	2020-09-14
	SAD GIS	General Investigative Services	Pending	
		General Investigative Services	Pending	
		General Investigative Services	Pending	
Central Alberta District	BLACKFALDS	General Duty	Filled	2020-07-22
	CAMROSE	General Duty	Filled	2020-04-01
	INNISFAIL	General Duty	Pending	
	LEDUC	General Duty	Filled	2020-04-01
	MORINVILLE	General Duty	Filled	2020-09-03
	PARKLAND	General Duty	Filled	2020-07-27
	RIMBEY	General Duty	Pending	
	ROCKY MOUNTAIN HOUSE	General Duty	Filled	2020-07-22
		General Duty	Filled	2020-07-22
	STETTLER	General Duty	Pending	
	STRATHCONA	General Duty	Filled	2020-07-27
	SYLVAN LAKE	General Duty	Pending	
	THORSBY	General Duty	Pending	
		General Duty	Pending	
	WETASKIWIN	General Duty	Filled	2020-07-18
Eastern Alberta District	ATHABASCA	General Duty	Filled	2020-09-21
		General Duty	Pending	
	BONNYVILLE	General Duty	Filled	2020-07-28
	COLD LAKE	General Duty	Filled	2020-07-01
	ELK POINT	General Duty	Filled	2020-07-21
		General Duty	Filled	2020-09-14
	KITSCOTY	General Duty	Filled	2020-08-10
	LAC LA BICHE	General Duty	Pending	
	ST PAUL	General Duty	Pending	
	VEGREVILLE	General Duty	Filled	2020-07-22
	WESTLOCK	General Duty	Pending	

Police Funding Model - Year 1 - Regular Members - as of October 8, 2020				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Western Alberta District	BEAVERLODGE	General Duty	Filled	2020-07-06
	EDSON	General Duty	Filled	2020-07-02
	EVANSBURG	General Duty	Filled	2020-07-06
	GRANDE PRAIRIE	General Duty	Pending	
		General Duty	Filled	2020-09-12
		General Duty	Pending	
	HIGH LEVEL	General Duty	Pending	
	MAYERTHORPE	General Duty	Filled	2020-07-02
	VALLEYVIEW	General Duty	Filled	2020-07-02
	WHITECOURT	General Duty	Filled	2020-07-02
CROPS Contract Policing	Contract Policing Support Services	Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-07-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Management KMOSS	Filled	2020-04-07
			Filled	2020-04-01
		Critical Incident Program - ERT	Filled	2020-04-01
		Critical Incident Program - ERT	Filled	2020-04-01
		Critical Incident Program - ERT	Filled	2020-04-01
		Diversity Engagement	Pending	
		Diversity Engagement	Pending	
		Hate Crimes	Pending	
		Offender Management	Pending	
		Offender Management	Pending	
		Offender Management	Pending	
		Offender Management	Pending	
		Police Dog Services	Pending	
		Police Dog Services	Pending	
Serious Crimes Branch	Operations South	Child Advocacy Center - Red Deer	Filled	2020-04-01
		Child Advocacy Center - Sheldon Kennedy Centre	Filled	2020-09-01
	Operations North	Centre	Filled	2020-04-01

Annex B – Civilian Position Detail

Police Funding Model - Year 1 - Civilian Support - as of October 8, 2020				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Southern Alberta District	BEISEKER	Detachment support	Pending	
	BOW ISLAND	Detachment support	Pending	
	COCHRANE	Detachment support	Filled	2020-09-10
	DIDSBURY	Detachment support	Pending	
	LAKE LOUISE	Detachment support	Pending	
	OLDS	Detachment support	Pending	
	PICTURE BUTTE	Detachment support	Pending	
	TURNER VALLEY	Detachment support	Pending	
Central Alberta District	BASHAW	Detachment support	Pending	
	BRETON	Detachment support	Pending	
	INNISFAIL	Detachment support	Pending	
	RIMBEY	Detachment support	Pending	
	STRATHCONA	Detachment support	Pending	
	SYLVAN LAKE	Detachment support	Pending	
	THORSBY	Detachment support	Pending	
Eastern Alberta District	CORONATION	Detachment support	Pending	
	DESMARAIS	Detachment support	Pending	
	KITSCOTY	Detachment support	Filled	2020-09-23
	PROVOST	Detachment support	Pending	
	TWO HILLS	Detachment support	Pending	
	WOOD BUFFALO	Detachment support	Pending	
		Detachment support	Pending	
Western Alberta District	BEAVERLODGE	Detachment support	Pending	
	FOX CREEK	Detachment support	Pending	
	GRANDE PRAIRIE	Detachment support	Pending	
		Detachment support	Pending	
	HINTON	Detachment support	Filled	2020-10-02
	MANNING	Detachment support	Pending	
	PEACE RIVER	Detachment support	Pending	
	RED EARTH CREEK	Detachment support	Pending	
	VALLEYVIEW	Detachment support	Pending	

Police Funding Model - Year 1 - Civilian Support - as of October 8, 2020				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
CROPS Contract Policing	Contract Policing Support Services	OCC - Administrative Support	Filled	2020-04-01
			Filled	2020-10-14
		OCC - Telecommunications Operators	Filled	2020-11-05
			Filled	2020-11-06
			Filled	2020-11-05
			Pending	
			Pending	
			Pending	
		Scenes of Crime Officers	Pending	
			Pending	
			Pending	
			Pending	
	Community and Indigenous Policing	Court Case Management	Filled	2019-05-01
		Community Engagement and Outreach Specialists	Pending	
			Pending	
			Pending	
			Pending	
CROPS Contract	Criminal Operations	CROPS Strategic Management Services	Filled	2020-04-01
			Filled	2019-03-18
		Crime Reduction Analysts	Pending	
			Pending	
			Pending	
			Pending	
		Crime Reduction - Administrative Support	Pending	
		Forensic Identification Services Clerk - St. Paul	Filled	2020-04-01
		Intellex	Pending	



November 02, 2020

Her Worship Mayor Rhonda Hunter
P.O. Box 790,
Didsbury, AB T0M 0W0

Dear Mayor Hunter,

Re: Participation on AUMA's Infrastructure and Energy Committee 2020-2021

On behalf of the AUMA Board, we are pleased to extend an invitation for your participation on the Infrastructure and Energy Committee for the upcoming year 2020 to 2021.

SCOPE

The scope of matters that will be addressed by the Committee includes municipal infrastructure and its financing, municipal infrastructure related grants and transfers, tangible capital assets, asset management, transportation and public works, roads and bridges, rights of way including utilities, energy polices and market access, and disaster planning and emergency management.

MEETINGS

The Committee will be chaired by Councillor Andrew Knack, City of Edmonton, and supported by Clint Nuefeld, Policy Analyst. The Committee will be meeting five times in the upcoming appointment term, with the first meeting scheduled for November 20, 2020 at the AUMA office in Edmonton (3rd floor, 8616 51 Avenue). You are able to attend in person, but meeting room space is limited, due to social distancing requirements. As such, the option is to join the meeting via Teams Meeting online. Dates for all other meetings in 2021 have been set at February 05, April 01, June 11 and September 03. Please allow a full day for these meetings as they typically start at 9:00 a.m. and end at 3:00 p.m. Committee members are asked to make every effort to attend these meetings as regular attendance is required in order to remain in good standing.

REIMBURSEMENT

As an Elected Official, you will be provided honorarium and reimbursed for your travel costs in accordance with the enclosed Honoraria and Expenses Policy FM003. If we do not have your banking information on file or if there is a change to your banking information, please fill out the attached EFT form and return it to Gwen Elliott at gelliott@auma.ca. AUMA makes all payments electronically, so we will need to have this form completed in order to process any payments to you. At the first Committee meeting you will be provided with information on how to access, complete, and submit expense claim forms.

MEETING MATERIALS

Meeting materials are issued electronically on our board portal system, Convene, approximately one week prior to each scheduled meeting in order that you have adequate time to prepare. These materials include an agenda as well as requests for decision, briefing notes, and other articles and documents. You will receive an email notifying you that the materials are ready for your review. You can download on to your laptop or electronic device and bring them to the meeting. Prior to your first Committee meeting you will be provided with information on how to download and access Convene.

RSVP

Please confirm your attendance at the Committee's first meeting and orientation session in November by accepting the calendar invites which will follow from Clint Nuefeld at cnuefeld@auma.ca. Also, please let Clint know of any dietary restrictions as we provide a light breakfast and lunch at each meeting. Further details will be sent when the electronic meeting package is available for you to access.

We look forward to working with you in the coming year.

Yours truly,



Dan Rude
CEO, AUMA

Cc: Councillor Andrew Knack, Committee Chair
Ethan Gerner, CAO, Town of Didsbury
Clint Nuefeld, Committee Secretariat