



TOWN OF DIDSBURY AGENDA  
Regular Council Meeting – held by ZOOM Meeting  
Tuesday, July 14, 2020 at 6:00 p.m.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
  - 3.1 June 23, 2020 Regular Council Meeting Pg. 2
4. DELEGATION/ PRESENTATIONS
5. PUBLIC HEARINGS
6. BYLAWS & POLICIES
  - 6.1 Committees Bylaw 2020-11 (1<sup>st</sup> Reading) Pg. 8
7. BUSINESS
  - 7.1 History of Didsbury Podcast Pg. 13
  - 7.2 2020 Road Repairs Capital Project Tender Pg. 16
  - 7.3 Council and Committee Meetings Pg. 18
  - 7.4 Christmas Lights Update Pg. 20
  - 7.5 Letter of Support Didsbury & District Historical Society Pg. 39
  - 7.6 Presentation to Essentials for Our Community Pg. 41
  - 7.7 Valarosa Playground Pathway Project Pg. 42
  - 7.8 Valarosa Park Association Recognition Pg. 43
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  - 7.10 Appointment of Emergency Advisory Committee Pg. 49
8. REPORTS
  - 8.1 CAO Report Pg. 51
  - 8.2 Council Reports (Verbal)
9. CORRESPONDENCE & INFORMATION Pg. 79
  - 9.1 Municipal Planning Commission Meeting Minutes May 27, 2020
  - 9.2 Didsbury Economic Development Advisory Board Meeting Notes June 11, 2020
  - 9.3 Alberta Municipal Affairs - Economic Recovery Plan – Shovel Ready Projects
  - 9.4 AUPE: Support for Persons with Development Disabilities and their Care
10. EMAIL QUESTIONS
11. CLOSED MEETING *(In accordance with the Freedom of Information and Protection of Privacy Act)*
  - 11.1 Land Issue - Local public body confidences- [Section 23(1)(a)]
  - 11.2 Legal - Disclosure harmful to intergovernmental relations [Section 21(1)]
  - 11.3 Land Issue - Disclosure harmful to business interest of a third party [Section 16(1)]
  - 11.4 Personnel - Advice from Officials [23(1)]
  - 11.5 Legal - Advice from Officials [24(1)]
  - 11.6 Personnel - Privileged Information [27(1)]

Motion to go into closed meeting

Motion to return to open meeting
12. NOTICE OF MOTION
13. ADJOURNMENT

*Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Didsbury, including presentations made by speakers, are recorded in Minutes and posted on the Town of Didsbury website. If you have any questions about the collection of information, please contact the FOIPP Coordinator at 403-335-7731 or email [legislative@didsbury.ca](mailto:legislative@didsbury.ca).*



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Approval of Minutes
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	3.1

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### BACKGROUND/PROPOSAL:

The June 23, 2020 Regular Council Meeting minutes are being presented to Council for their review and approval.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

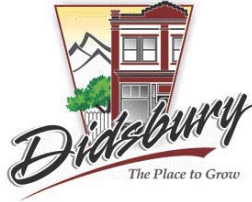
Please see attached minutes.

### ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 5. An Informed & Engaged Community

### RECOMMENDATION

That Council move to approve the June 23, 2020 Regular Council Meeting Minutes as presented.



Meeting Minutes of the Town of Didsbury  
Regular Council Meeting  
June 23, 2020

The regular meeting of Council for the municipality of the Town of Didsbury was held electronically through “ZOOM Meeting” Tuesday, June 23, 2020 commencing at 6:00 p.m.

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

**Staff:** Chief Administrative Officer - E. Gerner  
Assistant CAO/Chief Financial Officer - A. Riley  
Manager of Public Works - C. Fox  
Manager of Community Services – N. Aasen  
Manager of Finance - M. Moreau  
Manager of Human Resources – S. Halfyard  
Community Peace Officer - R. Anderson  
Manager of Legislative Services/Recording Officer - L. Smith

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

Remove: 6.2 Trapping of Cats Policy  
Add: 7.9 Additional information on Arena Floors Capital Project  
7.10 AUMA Resolution - Support for Alberta Film Industry & Economic Diversification  
Res. 230-20 MOVED by Councillor Windsor to approve the agenda as amended.

**Carried**

**ADOPTION OF MINUTES**

Res. 231-20 MOVED by Councillor Windsor to approve the June 23, 2020 Regular Council Meeting Minutes as amended.

**Carried**

**BYLAWS & POLICIES**

**Bylaw 2020-10 Amendment to Land Use Bylaw 2019-04**

Res. 232-20 MOVED by Councillor Moore to grant first reading to Bylaw 2020-10 being a bylaw to amend the Land Use Bylaw 2019-04 by adding Cannabis Production to the discretionary use under Direct Control Industrial (DC IND).

**Carried**

Res. 233-20 MOVED by Councillor Moore to set a Special Council Meeting on July 21, 2020 at 6:00 p.m.  
**Carried**

Res. 234-20      MOVED by Councillor Moore to set a Public Hearing on Tuesday, July 21, 2020 at 6:00 p.m. for Bylaw 2020-10, being a bylaw to amend the Land Use Bylaw 2019-04.

**Carried**

## **BUSINESS**

### **Establishment of playground zones**

Res. 235-20      MOVED by Councillor Engel to approve the establishment of playground zones on Westhill Drive and Valarosa Drive as presented.

**Carried**

### **Mobile Vendors**

Res. 236-20      MOVED by Councillor Windsor to set the fee for Mobile Vendors locating at the Rosebud Valley Campground on a site at the power/no power rate as established in the Rate and Fee Bylaw and that they obtain a business license.

**Carried**

Res. 237-20      MOVED by Councillor Moore to approve Option 1 for Mobile Vendors in Didsbury as a Pilot Project for 2020.

**Carried**

### **Council Priorities**

Res. 238-20      MOVED by Councillor Windsor to accept the Council priorities as:

1. Development
2. Committee Governance
3. Strategic Plan Actions and Activities
4. Council Resolutions

**Defeated**

Res. 239-20      MOVED by Councillor Crothers to accept the Council Priorities presented as information.

**Carried**

## **CLOSED MEETING**

Res. 240-20      MOVED by Councillor Windsor to go into Closed Meeting as per section 24 (1) of *FOIPP Act* at 6:50 p.m.

**Carried**

## **RECONVENE**

Res. 241-20      MOVED by Councillor Crothers to return to Open Meeting at 6:57 p.m.

**Carried**

### **Awarding of DHS Scholarship**

Res. 242-20      MOVED by Councillor Moore to award the 2020 Didsbury High School Scholarship Award to Paton Rothenbush in the amount of \$1500.00 and that the Mayor present the award on Council's behalf.

**Carried**



**Asset Management Capacity Building Cohort Support**

- Res. 243-20      MOVED by Councillor Moore to approve Administration to apply for the Asset Management Capacity Building Cohort program from RMA, AUMA and IAMA, therefore committing Town resources to participate in the cohort to advance the Town's Asset Management Capacity Building Cohort application.

**Carried**

**Christmas Lights Update**

- Res. 244-20      MOVED by Councillor Moore to accept the update on Christmas Lights as information and bring back more information when available.

**Carried**

**Recreation Master Plan Addendum**

- Res. 245-20      MOVED by Councillor Baswick to approve the 2019 Town of Didsbury Recreation Master Plan Addendum as presented.

**Carried**

**Re-opening of Community Service Facilities**

- Res. 246-20      MOVED by Councillor Engel to approve the re-opening of Town of Didsbury Community Services Facilities as presented.

**Carried**

**Arena Repair Project**

- Res. 247-20      MOVED by Councillor Crothers to approve the addition of \$250,000 to the 2020 Capital Project for arena floors and boards with funding from 50% Gas Tax Fund and 50% Town of Didsbury Recreation Facilities Reserve.

**Carried**

**AUMA Resolution – Support for Alberta Film Industry & Economic Diversification**

- Res. 248-20      MOVED by Councillor Windsor to happily approve to second the Town of Okotoks AUMA Resolution for support for the Keep on Rolling initiative for the Alberta Film Industry & Economic Diversification.

**Carried**

**REPORTS**

**Chief Administrative Officer Report**

- Res. 249-20      MOVED by Councillor Windsor to accept the CAO report for June 23, 2020 as information.

**Carried**

**Council Reports (Verbal)**

- Res. 250-20      MOVED by Councillor Baswick to accept the Council Reports for June 23, 2020 as information.

**Carried**

### **CORRESPONDENCE**

Res. 251-20      MOVED by Councillor Moore to accept as information the correspondence received from: Alberta Municipal Affairs Re: recent application under the Provincial Education Requisition Credit (PERC) program; Alberta Municipal Affairs – Re: 2020 Federal Gas Tax Fund allocation for the Town of Didsbury; and Concrete Alberta and the Cement Association of Canada.

**Carried**

### **EMAIL QUESTIONS** – None

### **CLOSED MEETING**

Res. 252-20      MOVED by Councillor Windsor to go into Closed Meeting at 7:58 p.m.

**Carried**

*Council took a 5-minute break*

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

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

#### **Topics of Closed Meeting**

Disclosure harmful to intergovernmental relations - Section 21(1) of *FOIPP*  
Advice from Officials - Section 24(1) of the *FOIPP Act*  
Advice from Officials - Section 24(1) of the *FOIPP Act*  
Advice from Officials - Section 24(1) of the *FOIPP Act*  
Confidential Evaluations - Section 19(1) of the *FOIPP Act*

### **RECONVENE**

Res. 253-20      MOVED by Councillor Crothers to reconvene from Closed Meeting to Open Meeting at 8:56 p.m.

**Carried**

Res. 254-20      MOVED by Councillor Crothers to extend the Council Meeting to 9:30 pm.

**Carried Unanimously**

### **CLOSED MEETING**

Res. 255-20      MOVED by Councillor Crothers to go into Closed Meeting at 8:57 p.m.

**Carried**

*Ethan Gorner, Amanda Riley and Luana Smith left the meeting at 8:57 p.m.*

*Ethan Gorner and Amanda Riley returned at 9:21 p.m.*

### **RECONVENE**

Res. 256-20      MOVED by Councillor Crothers to reconvene from Closed Meeting to Open Meeting at 9:22 p.m.

**Carried**

Res. 257-20      MOVED by Councillor Crothers to extend the Council meeting to 10:00 pm.

**Carried Unanimously**

**CLOSED MEETING**

Res. 258-20      MOVED by Councillor Crothers to go into Closed Meeting at 9:23 p.m.

**Carried**

*Ethan Gorner and Amanda Riley left the meeting at 9:23 p.m.*

**RECONVENE**

Res. 259-20      MOVED by Councillor Engel to reconvene from Closed Meeting to Open Meeting at 9:50 p.m.

*Ethan Gorner and Amanda Riley returned at 9:50 p.m.*

**ADJOURNMENT**

Res. 260-20      MOVED by Councillor Engel to adjourn the meeting at 9:51 p.m.

**Carried**

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Mayor - Rhonda Hunter

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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	July 14, 2020
SUBJECT	Bylaw 2020-11 Committees of Council
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

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### BACKGROUND/PROPOSAL:

Bylaw 2020-11 is a bylaw to establish the process of Committees of Council for the Town of Didsbury.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached Draft Bylaw.

### ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Organizational Excellence

### RECOMMENDATION

That Council move to grant first reading to Bylaw 2020-11, a bylaw to establish Council Committees.

TOWN OF DIDSBURY  
BYLAW 2020-11  
Committees of Council Bylaw

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BEING A BYLAW OF THE TOWN OF DIDSBURY TO ESTABLISH COUNCIL COMMITTEES OF THE TOWN OF DIDSBURY  
ENACTS AS FOLLOWS:

1. Short Title

1.1 The short title of this bylaw is the "The Committees Bylaw".

2. Definitions

2.1 In this bylaw:

**Ad Hoc Committee** means a Committee established for a specified period of time and for a specific purpose.

**Advisory Committee** means a Committee that is advisory in nature and may include community members and has specific focus.

**Agency Representative** means a Member of an agency bringing a level of knowledge or expertise to a Committee but who does not necessarily represent the mandate of the specific agency they represent.

**Committee** means a Committee, Commission, Board or other body established by Council; and in a section of this bylaw relating to a specific Committee, means that specific Committee.

**Councillor** means a member of Council but does not include the Mayor.

**Council Representative** means a member of Council appointed annually to act as Council's liaison to that committee and not as an advocate for the committee.

**Governance Committee** means a Committee of Council members only, tasked with specific governance responsibilities.

**Mayor** means the Chief Elected Official of the Town of Didsbury.

**Member** means a Member of a Committee.

**Organizational Meeting** means the organizational meeting of Council as required under the *Municipal Government Act* (MGA).

3. Governance Strategic Plan Committees

3.1 The following Governance Committees are established:

- a. Bylaw Review.
- b. Financial Support and Promotional Request Review;
- c. Budget Review
- d. Town Celebrations
- e. Strategic Plan Committees
  - i. Economic Prosperity;
  - ii. Informed & Engaged Community;
  - iii. Infrastructure & Asset Management;
  - iv. Healthy Safe Living.
- f. Any other Committee as approved by resolution of Council.

### 3.3 Composition of Committee

3.3.1 The Governance and Strategic Plan Committees are comprised of up to a maximum of three (3) members of the Town of Didsbury Council. Only members of Council may sit on Governance and Strategic Plan Committees.

3.3.2 The Mayor shall only be a member of the Committees to which he/she are appointed.

### 3.4 Terms of Appointment

3.4.1 Council members will be appointed at the discretion of Council, which will be reviewed at the annual Organizational Meeting of Council.

### 3.5 Duties and Powers

3.5.1 The Governance and Strategic Plan Committees are to review governance issues and make recommendations to Council.

3.5.2 The function of the Governance and Strategic Plan Committees are to:

- a. Consider and discuss appropriate bylaws or revisions prior to Council approval;
- b. Review and make recommendations to Council on matters related to the budgeting process, the review and development of financial policies, audit and long-range financial plans;
- c. Review and make recommendations to Council regarding the provision of core municipal services and program for the Town of Didsbury;
- d. Develop and recommend to Council a legislative and strategic agenda to encompass both strategic planning and priority setting.
- e. Explore and make recommendations on any other emergent issues that Council assigns to the Committee.

3.5.3 Meetings

- a. The Governance and Strategic Plan Committees will meet on an as-needed basis.

3.5.4 The Committee meetings are to comply with the requirements of the *Municipal Government Act*, RSA 2000 as amended and shall abide by all Town of Didsbury Bylaws and Policies related to committees.

3.5.5 Liaison

- a. The CAO or designate shall attend Committee meetings to provide administrative support and advice, which may include other departmental representation as deemed necessary.

## 4. Ad Hoc and Sub Committees

4.1 Council may establish, by resolution, Ad Hoc Committees for reviewing a specific issue or issues.

4.2 The composition of an Ad Hoc Committee is at the discretion of Council.

4.3 Ad Hoc Committees are disbanded at the completion of their mandate.

4.4 A Committee may establish a subcommittee(s) to review a specific issue or issues and make recommendations back to the Committee.

## **5. Advisory Committees**

- 5.1 Advisory Committees are advisory in nature and may include community members and has specific focus.
- 5.2 Advisory Committees are established by Bylaw.
  - 5.2.1 Appointments to Advisory Committees are by Council resolution.
- 5.3 Composition of the Committee:
  - 5.3.1 Up to two (2) members of Council may be appointed to Advisory Committees.
  - 5.3.2 The Mayor may be an ex-officio member to Advisory Committees.
  - 5.3.3 The composition of the Advisory Committee will be stated in the establishment bylaw.
- 5.4 Terms of Appointment
  - 5.4.1 Members will be appointed at the discretion of Council, which will be reviewed at the annual Organizational Meeting of Council.
  - 5.4.2 All other matters related to the Terms of Appointment will be addressed in the establishment bylaw.
- 5.3 Meetings
  - 5.4.1 All Advisory Committee Meetings are to be conducted in Town of Didsbury facilities and facilitated by Town of Didsbury staff, at their discretion and in accordance with their availability.

## **6. General Considerations**

- 6.1 Power of Authority
  - 6.1.1 Committee members serve at the pleasure and discretion of Council to undertake the work assigned by Council.
  - 6.1.2 Council at anytime retains the power to change the disposition of any Committee by resolution of Council.
- 6.2 Except as otherwise specified in this bylaw, no Committee or Member has:
  - 6.2.1 Power to pledge the credit or course of action of The Town or enter into any agreement on behalf of the Committee or the Town.
  - 6.2.2 Power to authorize any expenditure to be charged against The Town without prior approval by Council.
  - 6.2.3 Authority to act administratively, or to direct administrative staff.

## 7. Effective Date

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

## 8. Repeal

8.2 Bylaw 2019-14 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.

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Mayor - Rhonda Hunter

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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	July 14, 2020
SUBJECT	History of Didsbury Podcast
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

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### **BACKGROUND/PROPOSAL:**

The CAO received a request from Craig Baird, who is a well-known podcast host. He wants to centre his podcasts on small towns in the prairies.

Sponsored episodes would focus on the community history and its founding to today. Interesting places and things to do in the community would also be part of the podcast.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Mr. Baird is asking if the Town of Didsbury would sponsor an episode about Didsbury for \$250.00.

The episode stays up indefinitely and can be a way to showcase Didsbury in a different communication format.

Mr. Baird would conduct interviews of notable citizens, which would become part of the podcast.

Please see attached letter.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 4. Economic Prosperity

### **RECOMMENDATION**

That Council move to sponsor a Podcast Episode with Craig Baird of Canadian History Ehx. In the amount of \$250.00 to come from the Council Community Engagement Budget.

OR

That Council move to accept the Podcast Episode with Craig Baird of Canadian History Ehx as information only.

## June 2020

### Town Sponsorship Podcast Episode

My name is Craig Baird and I run the podcast Canadian History Ehx. My podcast centres on all aspects of Canadian history, from the stories of the regular settlers to the tales of important Canadians and momentous events.

My podcast is currently one of the top history shows on Apple Podcasts and one of the top podcasts overall. Each day, I average between 1,500 and 2,000 downloads and push 50,000 – 80,000 downloads a month. Roughly 80% of my listeners come from Canada.

I am starting a new series on my podcast that will centre on the histories of small towns in the prairies. Towns in the prairies have amazing histories that go back a century or more in many cases. From the people who founded the community to the people to the notable names and events in that community's history, there is a story to tell.

I would like to do these episodes about towns, sponsored by the towns themselves. Each sponsored episode would focus on the community's history from its founding to today, as well as items about the interesting places to see and the things to do there today.

Each episode would include:

- The community's history
- Things to do in the area
- Interview with the mayor/notable citizens
- Places to stay, eat, etc.

The charge for these sponsorship episodes is \$250 and that is a one-time fee. The episode stays up forever on the podcast feed so it can be discovered months and even years after it airs, helping more people find out about the community long after the podcast episode airs.

The episode length, depending on content and interviews, would range between 15 minutes and 40 minutes.

As for my background, I have been doing this podcast since 2018 and prior to that I spent over a decade working as a journalist in British Columbia, Alberta and Saskatchewan. I work from home currently with this podcast on an acreage outside Edmonton. I also write weekly and monthly local history columns for newspapers in B.C., Alberta, Saskatchewan and Manitoba.

I am available to talk over phone or Zoom to discuss this further or if there are any questions.

SINCERELY,

CRAIG BAIRD  
CANADIAN HISTORY EHX



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	2020 Road Rehabilitation and Repair contract Award
ORIGINATING DEPARTMENT	Operations
AGENDA ITEM	7.2

### BACKGROUND/PROPOSAL:

The road rehabilitation and repair project is included in the 2020 operating budget approved May 12, 2020. In accordance with the TOD Policy FIN 010, a construction project over \$75,000 must follow a formal tender or RFP process with the approval of the contract by Council. Included in the tender are two additional repairs which were a result of a water main break and a sanitary main break.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Two of the three bids had direct local experience. One was lowest compliant with the highest evaluation.

#### **2020 Road Rehabilitation and Repair Bid Evaluation**

7.1 Pass/Fail Criteria	Netook	Rubydale	E-Construction
Bid Security	X	X	x
Surety	X	X	x
WCB Clearance	X	X	x
Insurance	X	X	x

7.2 Evaluated Criteria	Netook	Rubydale	E-Construction
Local Experience	25	25	0
Prime Contractor Status Forms	20	20	20
Bidders Info Sheets	15	15	15
Lowest Bid	40	20	20
Total Points	100	80	55

#### **2020 Road Rehabilitation & Repair Tender Comparison**

	Budget Line	Budget Amount	Netook	Rubydale	E-Construction
<b>2020 Road Rehabilitation</b>					
Subtotal			\$ 162,513.20	\$ 183,101.89	\$ 216,939.10
Contingency (10%)			\$ 16,251.32	\$ 18,310.19	\$ 21,693.91
<b>Total</b>	<b>Roads R&amp;M</b>	<b>\$ 188,402.00</b>	<b>\$ 178,764.52</b>	<b>\$ 201,412.08</b>	<b>\$ 238,633.01</b>
<b>2020 Water main Repair</b>					
Subtotal			\$ 5,844.00	\$ 8,593.44	\$ 16,346.00
Contingency (10%)			\$ 584.40	\$ 859.34	\$ 1,634.60
<b>Total</b>	<b>Water R&amp;M</b>	<b>\$ 6,768.30</b>	<b>\$ 6,428.40</b>	<b>\$ 9,452.78</b>	<b>\$ 17,980.60</b>



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

**Mission:** Creating the Place to Grow.

### 2020 Sanitary main Repair

Subtotal		\$	5,631.40	\$	7,935.59	\$	15,661.00
Contingency (10%)		\$	563.14	\$	793.56	\$	1,566.10
<b>Total</b>	<b>Sanitary R&amp;M</b>	<b>\$</b>	<b>6,450.40</b>	<b>\$</b>	<b>6,194.54</b>	<b>\$</b>	<b>17,227.10</b>

2020	Estimated Tender Value	Netook	Rubydale	E-Construction
<b>Subtotal</b>	\$ 183,291.55	\$ 173,988.60	\$ 199,630.92	\$ 248,946.10
<b>Contingency</b>	\$ 18,329.15	\$ 17,398.86	\$ 19,963.09	\$ 24,894.61
<b>Subtotal</b>	\$ 201,620.70	\$ <b>191,387.46</b>	\$ 219,594.01	\$ 273,840.71
<b>GST (5%)</b>	\$ 10,081.04	\$ 9,569.37	\$ 10,979.70	\$ 13,692.04
<b>Tendered Total</b>	\$ 211,701.74	\$ 200,956.83	\$ 230,573.71	\$ 287,532.75

### ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Infrastructure & Asset Management

### RECOMMENDATION

That Council move to award the 2020 Road Rehabilitation and Repair contract to Netook Contracting with a tendered total of **\$191,387.46**.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Council and Committee Meetings
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.3

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### **BACKGROUND/PROPOSAL:**

On June 10, Phase II Relaunch was declared by the Province, which would allow a maximum of 50 people for indoor social gatherings such as weddings, funerals, birthday parties, etc. However, there is still mandatory requirements of 2m physical distance at this kind of function and in the work place.

Businesses that are allowed to remain open or are permitted to reopen in Stages 1 or 2 are subject to strict infection prevention and control measures. They must follow all public health orders and general and sector-specific guidance to keep staff and customers safe.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration measured the Council Chambers to confirm how the layout would look to meet the physical distancing requirements. There could only be a maximum of 12 members of the public. Although it is likely we wouldn't have 12 members of the public attend, we would have no way to conduct the meeting if more than that many did show up.

Please see attached document from Municipal Affairs regarding Electronic Meetings. The province has given direction to hold mixed chamber and electronic meetings, therefore the meetings should be held via ZOOM or in chambers, not a combination of the two.

As a result of this, Administration is recommending that the Town of Didsbury continue to meet via on-line format until the Province lifts these restrictions.

There has also recently been questions on how this all relates to Committee meetings as well as the framework for how committee meetings are conducted in general. Therefore, Administration is also recommending that Council set parameters for these meetings as well.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 2. Healthy Active Living

### **RECOMMENDATION**

That it be moved that all Council Meetings, Municipal Planning Commission, Committee Meetings, and Public Hearings take place using an on-line format until the Alberta Government raises or releases the restrictions of a 2-meter physical distancing requirement due to COVID-19; and

Further at that time all such meetings be conducted in Town facilities, facilitated by Town of Didsbury staff.

## Electronic Meetings

**As a means of mitigating the spread of COVID-19 some council meetings are occurring with council and the CAO in attendance, but public participation is restricted to electronic means only. Is this practice considered an electronic meeting under the Meetings Procedures (COVID-19 Suppression) Regulation?**

**NO.** The intent of the Meetings Procedures (COVID-19 Suppression) Regulation is to provide flexibility for meetings to continue in a manner that mitigates spread of COVID-19. It is important to remember the intent of the regulation is not to allow councils to meet in-person, while barring the public from attendance and instead just enabling the public to “listen in” to the meeting procedures by live-streaming or teleconference (and make email submissions during the meeting as required under the regulation).

The regulation requires the CAO or a designated officer attend a meeting by electronic means. It is the position of Municipal Affairs that if the CAO and the Mayor, and possibly a small minority of council, attend the meeting in council chambers because that is where the equipment to enable electronic broadcast to the public is located, that would be consistent with the intent of the regulation, which enables councils to continue meeting electronically with no members of the public attending in-person during the public health emergency to prevent the spread of COVID-19.

If this practice were to be challenged, there is a risk that a court may apply a strict interpretation to the *Municipal Government Act* and Meetings Procedures (COVID-19 Suppression) Regulation. This risk potentially increases with each additional member of council that attends the meeting in-person at the same place as the CAO.



Given there is risk with this practice, municipalities are strongly encouraged to obtain advice from their legal counsel before proceeding to ensure council is fully aware of any risk exposure, especially if there are any contentious matters being addressed during a meeting that is conducted in this manner.

Municipal Affairs will be exploring whether some aspects of the regulation might be incorporated into

### Municipal Advisory Services

If you have further questions, please call:  
780-427-2225 or toll-free by first dialing  
310-0000 or email [ma.lgsmail@gov.ab.ca](mailto:ma.lgsmail@gov.ab.ca)

the *MGA* on a permanent basis.

## Mask Distribution

**Is there a plan in place to get non-medical masks to Albertans that do not have access to drive-thru locations across the province?**

**YES.** Those communities with less access to the primary distribution networks have been contacted to request the delivery of a bulk supply of masks to be repackaged and distributed to their residents in a safe manner. The mask distribution program is intended to supplement an individual's efforts to acquire non-medical masks. Albertans who wish to use non-medical masks are encouraged to purchase their own supply from local retailers in addition to using those provided by the province.

**Is it mandatory for Albertans to wear masks in public?**

**NO.** However, the province strongly encourages Albertans to use masks or face coverings in situations where maintaining a physical distance of two metres is not possible. While wearing a non-medical mask has not been proven to protect the person wearing it, it may be helpful in protecting others.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Christmas Lights Update
ORIGINATING DEPARTMENT	Legislative & Economic Development
AGENDA ITEM	7.4

---

### **BACKGROUND/PROPOSAL:**

Council had Administration bring back a proposed plan for upgrading the Christmas lights and decorations on 20<sup>th</sup> Avenue and 20<sup>th</sup> Street.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration considered the following options:

#### 1. 20<sup>th</sup> Avenue

Decorating 20<sup>th</sup> Avenue would create a festive trail from the Town's welcome sign through to downtown. The lamp posts on 20<sup>th</sup> Avenue do not have a power source. Fortis has been contacted and it is likely that they can be upgraded to add an outlet, however the cost is not currently known for this upgrade.

No power: Decorate each of the lampposts with garland decorations and purchased 32 new seasonal themed banners (approximately \$7,000). Although the decorations are not lit up, they would still add festivity to the street, or;

Power: Purchase 32 wreaths that are decorated with lights, these would tie into the downtown garland and wreath theme (approximately \$5000); this option would require the lamp posts to be upgraded.

#### 2. 20<sup>th</sup> Street

Adding to the decorations on Main Street would further enhance the Holiday Spirit of Didsbury. The lamp posts on 20<sup>th</sup> Street do have a power source.

Purchase 31 lit snowflake decorations for the cobra head light post (approximately \$25,000.00), and purchase 26 new banners as the current ones are in poor condition (approximately \$3000.00).

#### 3. Campground

The campground is located at the entrance to our community where two main roads connect. Everyone driving through Didsbury on highway 582 would see the lights at the campground.

Hang LED Christmas lights in the campground (approximately \$1500.00).

#### 4. Welcome Sign

The welcome sign is the first thing people see when coming to Didsbury. Lighting up the sign would give the feeling of the holidays before arriving to Town.

Hang new LED Christmas Lights on the trees at the Welcome Sign and/or use projected Christmas lights to enhance the look (approximately \$750).





## **REGULAR COUNCIL MEETING**

### **Request for Decision (RFD)**

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

#### **COST FUNDING IMPLICATIONS**

In 2019, \$2000 was allocated from the Economic Development Committee Budget to provide the rental of the lift to assist the Chamber of Commerce with putting up the garlands downtown.

Due to the cancellation of the Art & Trade Show, the Chamber does not have any funds to contribute this year.

#### **EXAMPLE OF A PHASED APPROACH**

The following is an example phased approach plan, which Council could consider exploring:

##### **Create a Festive Trail from the Town Entrance to Main Street (Phase 1 – year 1: \$9,250)**

Light up the welcome sign with LED white lights (traditional colour scheme).

Light up the campground (white lights). This could be celebrated with a seasonal Town event hosted by Council (example: hot chocolate and hay rides).

Add garland to lampposts creating a festive trail to downtown Didsbury. Continue to provide financial support for garland hanging on Main Street.

##### **Enhance decorations on Main Street (Phase 2 – years 2-5 \$8000 per year)**

20<sup>th</sup> Street: purchase a quarter of the snowflakes decorations and new banners and install each year until all lampposts have decorations.

##### **Light up 20<sup>th</sup> Avenue (Phase 3 – years 6-10)**

Power 20<sup>th</sup> Avenue: upgrade light standards and add light up decorations. Cost unknown.

#### **CONSIDERATIONS**

At this point Council should consider forming an Ad Hoc Committee to review the information and make decisions with regards to Christmas lights as well as other Town celebrations.

To fund any celebrations for the rest of the year, Council could pull unused funds from the Council's 2020 budget.

#### **RECOMMENDATIONS**

It is recommended Council proceed with one of the following:

1. Council accept the report as information.
2. Approve any of the above.
3. Council form an Ad Hoc Town Celebrations Committee that would look at this project and other Town celebrations.
4. Council form a committee to undertake with budget.



These lights post are the newest addition to Didsbury We have 32 of this style starting from the Hospital to the corner of 20th Avenue and 19th Street.

The challenge with these poles is that no external power was installed also the way that the light shines down is not great for lit decorations. An email has been sent to out Fortis to determine a cost of installing plugs if required.

Administration understands these challenges and recommends that Holiday Banners be placed on these poles. The banners would be 2 sided and could be made by a local Didsbury company. The banners could have heritage type themes and would be approved by council. Another option is to have the community provide input on the designs or use local art.



These light posts are located on the west side 20th street. We have 13 of this style starting from the Pizza King and ending at 18th Avenue. There also another set on 19th Avenue starting at JD's and ending at the old Town office location.

The challenge with these poles is that no external power was attached to the pole.

Administration recommends that Holiday Banners be placed on these poles. This style of pole has the ability to have 2 double sided banners attached to it and they could be made by a local Didsbury company. The banners could have heritage type themes and would be approved by council or Administration. Another option is to have the community provide input on the designs or use local art.



These light posts are located through the downtown core. We have 21 of the wood post and steel cobra head light and 10 of the Steel Post with steel cobra head lighting.

The poles allow administration the most options. The first positive is that all these types have a plug that has been installed and can be used to power lights and pole hangers. The second is the ability to install custom hangers for larger Christmas-type decorations.



# Campground



## Welcome to Didsbury Sign



These trees are located at the entrance to Didsbury. They have been lit for a few years. Administration feels that it is time to replace the lights with something newer.

Power is located at the rear of the welcome sign. The cost for replacing the lights and having them strung up would be between \$250-\$500.

Another option is to install projecting lights at the bottom of the trees.



# TRADITIONAL



Painted Santa (Double)



French Horn (Double)



Water Color Ornaments



Mountain of Gifts (Double)



Snow Family (Double)



Snowflake Drop





Happy Forest



Candy Cane Blizzard



Snowflake Stripes



Mr. Snowflake (Double)



Retro Ornaments



Star Celebration (Double)



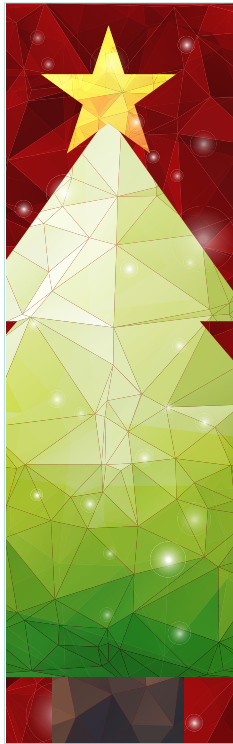
Gifts Galore (Double)







Graphic Tree (Double)



Birds in Forest (Double)



Snowy Circles



Holly Bells (Double)



Ornament Wreath (Double)



Snowflake Dots



Retro Trees



Colorful Snowflakes



Christmas Town (Double)



Tree Trio



Snowy Gifts



Holiday Squares



Winter Tree



Shiny Candy Cane



Contemporary Tree





# LIGHT POLE BANNERS

Our colorful and unique holiday pole banner designs are a great way to create visual interest and communicate your message with minimal investment! All our stock banner designs can be printed as single or double banners on 16-19 oz matte or glossy vinyl and are backed with our 5 year no-fade warranty.





# IMAGE PROJECTION SYSTEM

The Image Projection System illuminates large surfaces and brings them to life. Stainless steel gobo designs and custom glass slides will give your property a unique style. Custom steel or glass gobo designs are available.

## Includes:

50 lb base (28"), 6' support pole, rotator unit, rain shield, attachment clamp, two stainless steel snowflake gobo disks, one 575 watt bulb, 3-foot lead cord, and a storage crate



Custom Glass  
Gobo Design

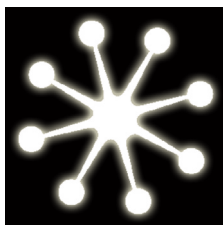


## Steel Gobos

- Indoor and outdoor use
- Made from 50% thicker steel than industry average for a longer life
- Custom designs available



Snowflake Group



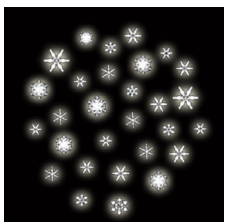
Retro Snowflake



Gift Box

## Glass Gobos

- Recommended for indoor use
- Full color designs for added depth and visual interest
- Customize your gobo for a unique look!



Delicate Snowfall

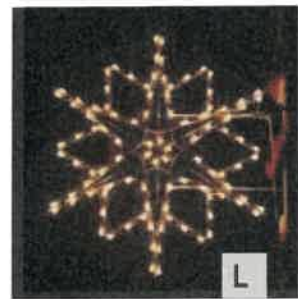
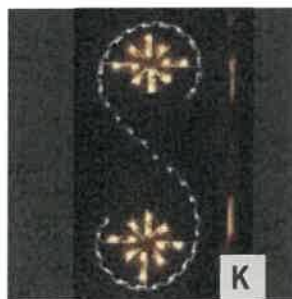
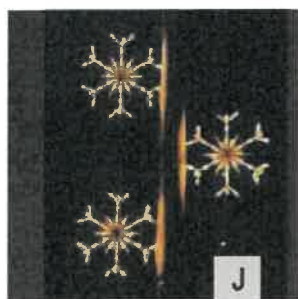
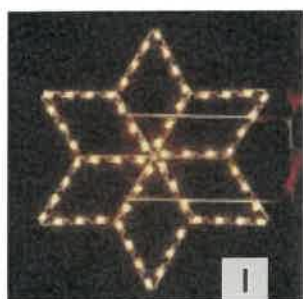
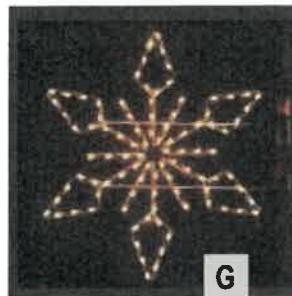
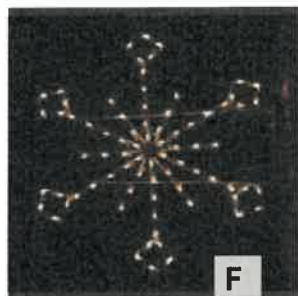
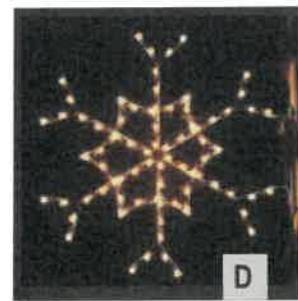
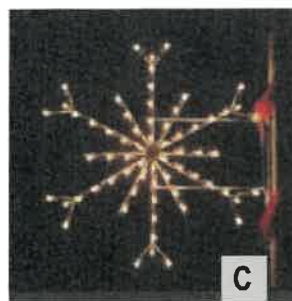
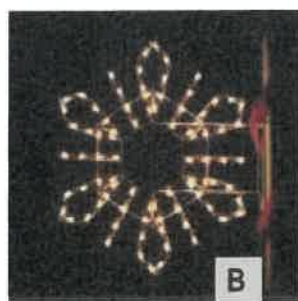
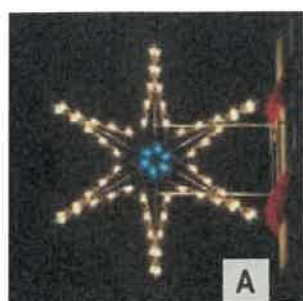


Santa in the Sky

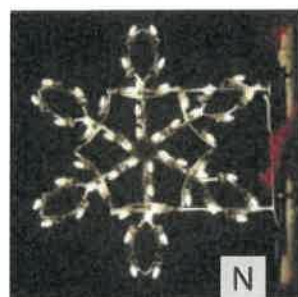
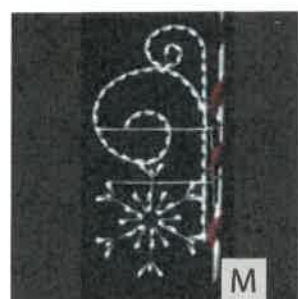


Custom Glass Gobo Design

# Snowflake Pole Mounts



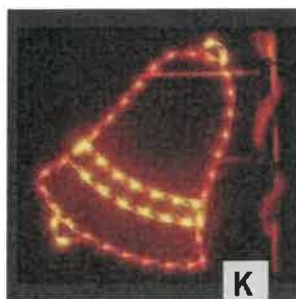
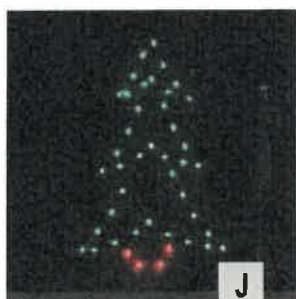
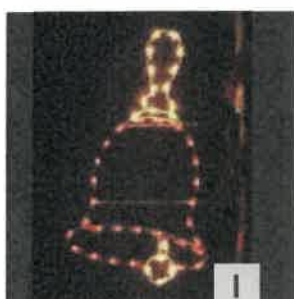
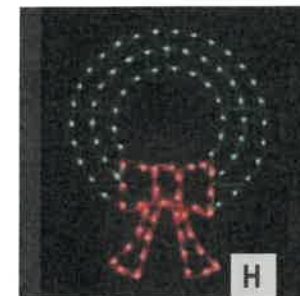
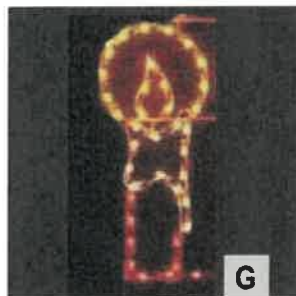
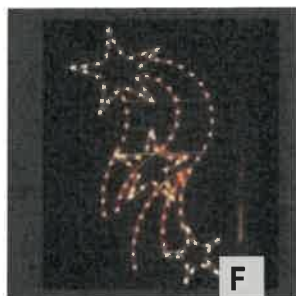
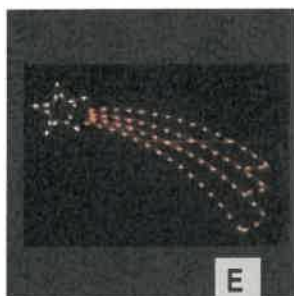
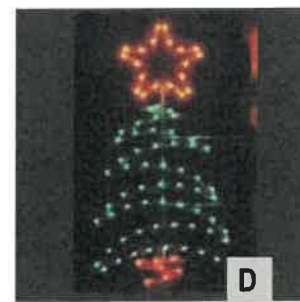
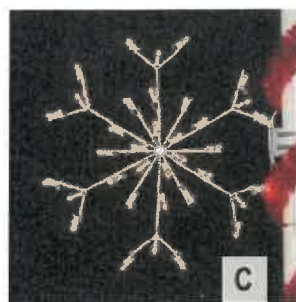
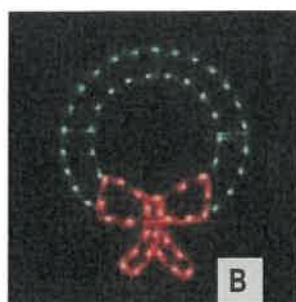
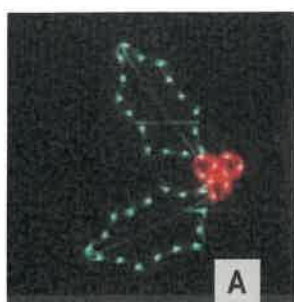
Letter	Part Number	Item Description
A	PMDS-SF	5' Designer Series Snowflake
B	PMSFF5 PMSFF6	5' Silhouette Flower Snowflake 6' Silhouette Flower Snowflake
C	PMSFS5 PMSFS6	5' Silhouette Standard Snowflake 6' Silhouette Standard Snowflake
D	PMSFSP5	5' Sparkle Snowflake
E	PMSFT5 PMSFT6	5' Silhouette Teardrop Snowflake 6' Silhouette Teardrop Snowflake
F	PM5-WINTER-SF	5' Silhouette Winter Snowflake
G	PM6-DIA-SF	6' Silhouette Diamond Snowflake
H	PM3-ES-SF	3' Silhouette Star Snowflake
I	PM5-DEM-SF	5' Silhouette Dimensional Snowflake
J	PM3/ASF/T	Three 3' Animated Falling Snowflakes
K	PM5.5-SB-SCROLL	5 1/2' Silhouette Starburst Scroll
L	PMDS-SF-DLX	5' Silhouette Deluxe Designer Series Snowflake
M	PM3SF-SCRL	3' Silhouette Snowflake with Scroll
N	PM3-TD-DLX-SF	3' Silhouette Deluxe Teardrop Snowflake





# Silhouette Pole Mounts

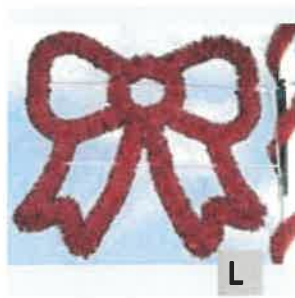
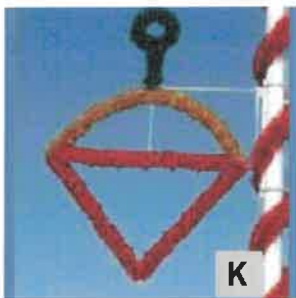
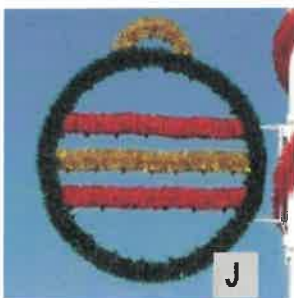
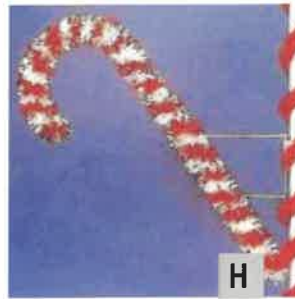
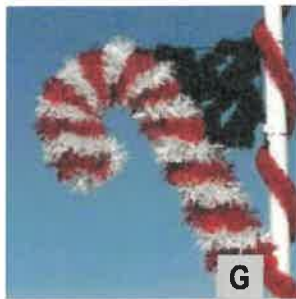
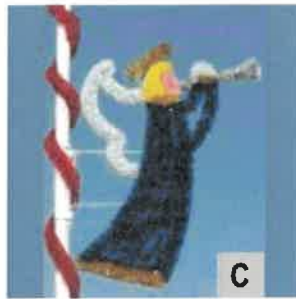
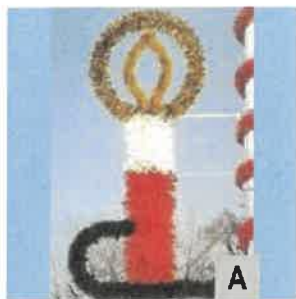
Mounting Hardware Included



Letter	Part Number	Item Description
A	PMESHL4	4' Silhouette Holly Leaves
B	PMESW4	4' Silhouette Wreath
C	PMSFS3	3' Silhouette Snowflake
D	PM6ZZ	6' Abstract Zig Zag Tree
E	PMSSS	8' Shooting Star
F	PMFS	8' Falling Stars
G	PME4C	4' Silhouette Candle
H	PM18S	5' Wreath
I	PM5-HB	5' Hand Bell
J	PMET4	4' Silhouette Tree
K	PM4B-SIL	4' Silhouette Bell
L	PM5-SS	5' Silhouette Shooting Star

# Garland Pole Mounts

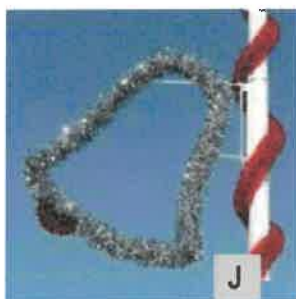
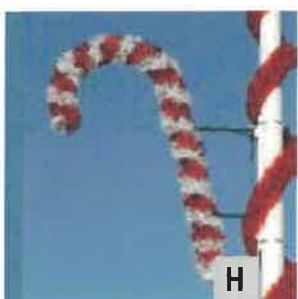
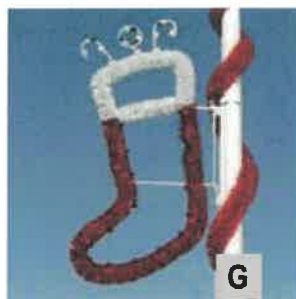
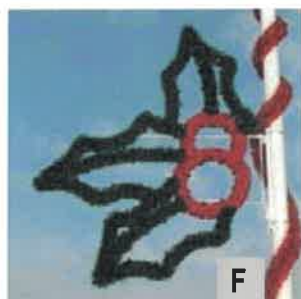
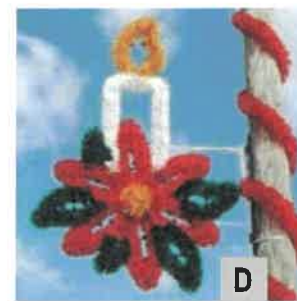
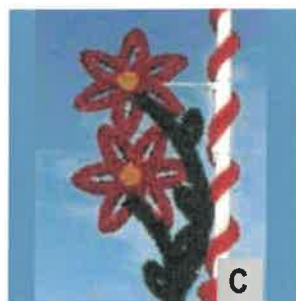
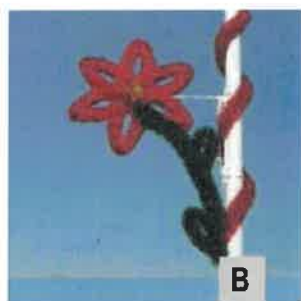
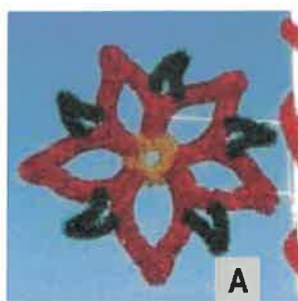
Call for Early Season Discounts



Letter	Part Number	Item Description
A	PM8C	7½' Garland Candle
B	PM6C	6' Garland Candle
C	PM7A	7' Garland Angel
D	PM6STK	6' Garland Stocking
E	PMSTK	7½' Garland Stocking
F	PMESM5	5' Garland Snowman
G	PMCCHL	6' Garland Candy Cane with Holly
H	PMCC	6' Garland Candy Cane
I	PM937	5' White Garland Snowflake
J	PMEORN4	4' Garland Ornament
K	PMETOP5-GD	5' Garland Top
L	PMEBOW4	4' Economy Bow







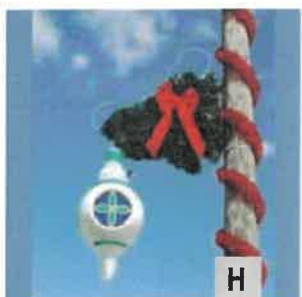
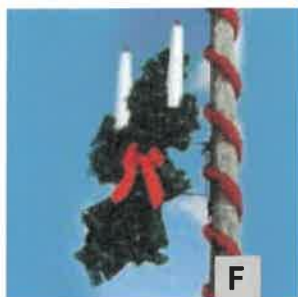
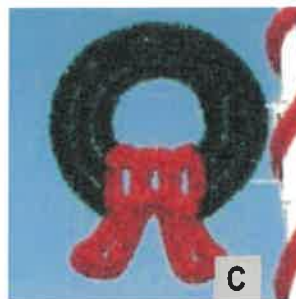
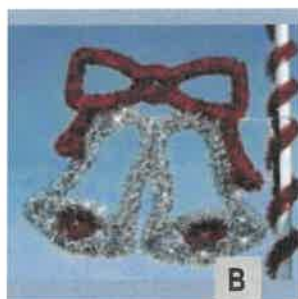
Letter	Part Number	Item Description
A	PMPOIN5	5' Garland Poinsettia
B	PMSP	5½' Garland Single Poinsettia
C	PM6DP	7½' Garland Double Poinsettia
D	PM5-CSPRY	5' Garland Candle in Poinsettia Spray
E	PMTS	7½' Garland Toy Soldier
F	PM6HOLLY	6' Garland Holly with Berries
G	PMESTK5	5' Garland Stocking
H	PMEGCC4	4' Garland Candy Cane
I	PMEGT5	5' Garland Tree
J	PMEGHB4	4' Garland Bell





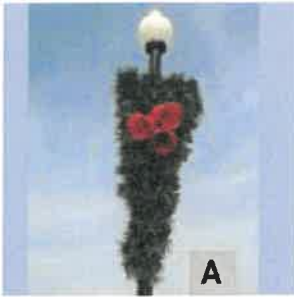
# Garland Pole Mounts

Call for Early Season Discounts

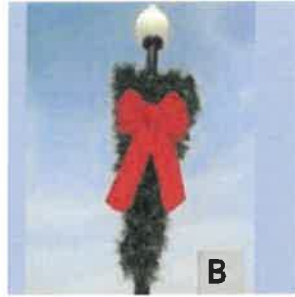


Letter	Part Number	Item Description
A	PMB2HL	6' Silver Garland Bell with Holly
B	PMGSDB	6' Silver Garland Double Bell
C	PM18G	5' Garland Wreath
D	PMT3 PMT3S	7½' Garland Tree 7½' Garland Tree with Garland Star
E	PM7Z	7' Garland Zig Zag Tree
F	72HBW/C	7' Garland Scroll with Twin Candles
G	27R330	5' Garland Scroll with 27" Red Lantern
H	44W330	5' Garland Scroll with White Scintilla
I	32WD330 32WD330-G	5' Garland Scroll with White Deluxe Lantern 5' Garland Scroll with White Deluxe Lantern and Garland
J	PM2-32RDG-SCROLL	2' Scroll with 32" Red Lantern

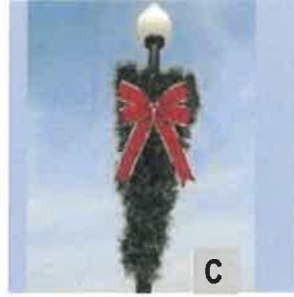
# Lamp Post Mounts



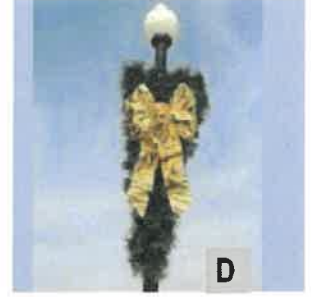
A



B



C



D



E



F



G



H



Letter	Part Number	Item Description
A	LP3BS	3' Deluxe Bell Spray
B	LP3BOW-RD	3' Deluxe Red Bow Spray
C	LP43BOW-RD/GD	3' Deluxe Red Bow with Gold Trim Spray
D	LP3BOW-GD	3' Deluxe Gold Bow Spray
E	LP3BOW-S	3' Deluxe Silver Bow Spray
F	LPBGIL-27	5' Lamp Post Double Ring Garland Wreath
G	LPW4	4' Lamp Post Garland Wreath
H	LPSG	3' Lamp Post Garland Seasons Greetings Wreath



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Letter of Support Didsbury & District Historical Society
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.5

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### **BACKGROUND/PROPOSAL:**

Didsbury and District Historical Society is requesting the Town of Didsbury provide a letter of support to support their grant application under the Alberta Culture Days program.

Please see attached letter from Rick Astle, President of the DDHS.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The grant is for \$10,000 and will be used to put on three events in September:

Sept. 12 Hobbies for Health

Sept. 19 Indigenous Day of Art

Sept. 26 Settlers and Railroad

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 2. Healthy Active Living

### **RECOMMENDATION**

That Council move to provide a letter of support for the Didsbury & District Historical Society's application for the Alberta Culture 2020 Grant Program.



Town of Didsbury  
Box 790  
Didsbury Alberta T0M 0W0

July 3, 2020

Mayor Hunter and Council:

The Didsbury and District Historical Society, known as the Didsbury Museum, is always looking for new ways to contribute and enhance the community.

This year we hope to host Alberta Culture Days in September. We are applying for a \$10,000 grant which will cover 3 days. It is felt that this can be accomplished by holding 3 separate events on September 12, 19 and 26.

The grant application calls for live and online events

September 12 Hobbies for Health  
September 19 Indigenous Day of Art  
September 26 Settlers and Railroad

All events for the three day event have been planned around VOVID 19 restrictions with social distancing and health protocols.

We have tried to plan for all generations and hope there will be something for everyone. There will storytelling, scarecrows, music, jam meeting, weaving, trains, and much more!

We are asking the Town of Didsbury for a letter of intent for the Alberta Culture Days. Didsbury Council has always been supportive of the museum and it does appreciate all that you do for it.



Rick Astle

President of Didsbury and District Historical Society

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Didsbury and District Historical Society (Didsbury Museum)  
2110 21 Avenue ▪ (403)335-9295 ▪ [www.didsburymuseum.ca](http://www.didsburymuseum.ca)



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Presentation to Essentials For Our Community
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.6

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### **BACKGROUND/PROPOSAL:**

At the June 23, 2020 Regular Council Meeting the CAO Report included an update on the Essentials Worker signage program:

*The Essential Worker Signage fundraising campaign that was launched in May 2020 for Essentials for Our Community has sold 33 signs to date, which will result in a donation of \$825 for the EFOC program.*

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

\$850.00 has been raised from the signage sales and a presentation to the Essential for Our Community of these funds is being planned.

It would be appropriate that Mayor Hunter on behalf of Council present the cheque to Essentials for Our Community.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 5. An Informed & Engaged Community

### **RECOMMENDATION**

That Council move to approve Mayor Hunter present a Cheque on behalf of Council and the Town of Didsbury in the amount of \$850.00 from the Essential Worker Signage fundraiser campaign to Essentials For Our Community.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Valarosa Pathway Project Approval
ORIGINATING DEPARTMENT	ACAO/CFO & PW
AGENDA ITEM	7.7

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### **BACKGROUND/PROPOSAL:**

Administration is requesting the approval of funds for a pathway in the Valarosa subdivision. This pathway is an extension of the pathway system in place and would connect to the newly developed playground in Valarosa. The 2020 budget did not include the project as it was unclear due to COVID-19 whether the playground project would be able to proceed at the time. However there are funds in reserves identified for this project.

The playground project which was completed by the Valarosa Parks Association is largely funded by the Community Facility Enhancement Program (CFEP) Provincial grant. In addition to \$15,000 allocated to the project in the Town's 2019 capital budget, the pathway project was identified as the Town's contribution to the project. The pathway must be completed to meet the matching funds condition of the grant.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The pathway identified would run from 63 Valarosa Drive, past the new playground location and tie into the pathway around the storm pond in the Valarosa subdivision. It is estimated that this project would cost \$50,000 and Administration is recommending the use of the Pathway & Trail reserve to fund the project.

The estimated yearend balance of this fund is as follows:

<b>Pathway &amp; Trail Reserve</b>	
2019 year end balance	183,498
2020 allocation	8,474
	191,972
Funding requested	(50,000)
Estimated 2020 year end balance	141,972

### **ALIGNMENT WITH STRATEGIC PLAN**

Infrastructure & Asset Management

### **RECOMMENDATION**

That Council approve \$50,000 for the Valarosa pathway project as presented to be funded from Pathway & Trail Reserves.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

**Mission:** Creating the Place to Grow.

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Valarosa Park Association Recognition
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.8

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### **BACKGROUND/PROPOSAL:**

Heather & Kyle Gagne along with Kevin and Mirjam Richardson would like Council to consider recognizing individuals of the Valarosa Park Association for their contribution to the community and Town.

Community Recognition Policy ADMIN 004 sets out the various ways individuals, groups, etc. can be recognized. Policy ADMIN 004 is attached for Council's reference.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Attached is the nomination form submitted by Heather Gagne.

Below is the email sent by Heather Gagne:

*Dear Mayor & Town Council of Didsbury,*

*On behalf of the residents of Valarosa, we would like to request special recognition to the Valarosa Parks Association for their outstanding work and efforts to fund and build a brand new playground in our community. The Valarosa Parks Association members include Ben McPhee, April McPhee, Cathy Hawkins, Violet Lewis & Jeff Lewis.*

*When Ben first moved to Valarosa in 2017, he noticed that many families had to either drive or cross the highway to get to a playground space. After engaging fellow residents in our community, the Valarosa Parks Association was formed to meet the need of a community space for everyone to enjoy together. Over the last 3 years, the association hosted multiple fundraising events and contacted several companies/individuals to solicit donations and support towards the playground fund. Countless hours were spent above and beyond normal day to day work/family life to meet this important milestone.*

*With the help of over 50+ local volunteers over the course of 5 days, Ben & the associations dream of having a playground in Valarosa turned into reality on June 29th, 2020. Didsbury prides itself in community. Ben & the Valarosa Parks Association are the amazing people who embody this sense of community to its finest.*

*I appreciate you considering our request to have Ben & the Valarosa Parks Association members recognized for their amazing contribution to our community and town!*

*Thank you.*

*Heather & Kyle Gagne*

*Kevin & Mirjam Richardson*

The Nominator is asking for a special recognition award for the five volunteers who form the Valarosa Park Association.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 2. An Informed & Engaged Community

### **RECOMMENDATION**

That it be moved that the Council represent the Town of Didsbury at the grand opening of Valarosa Playground, and that the members of the Valarosa Park Association be awarded with a special recognition award as per policy ADMIN 004, to be administered and presented by the Mayor.



## APPENDIX 1

## Community Recognition Application

Town of Didsbury

## 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: Ben McPhree + the Valarosa Parks Association

Address: \* on back side

Telephone: unknown Email: unknown

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

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: Heather + Kyle Gagne / Kevin + Miriam Richardson

Address: 134 Valarosa Drive / 138 Valarosa Drive

Phone No.: 4035403848 Email: heathergagne@gmail.com  
(Heather)

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

\* If granted, we would like to present Ben + the Valarosa Parks Association with the awards at the Grand Opening of the Valarosa playground! (August 2020)





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Appointment of Secretary to the Municipal Planning Commission
ORIGINATING DEPARTMENT	Planning & Development
AGENDA ITEM	7.9

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### **BACKGROUND/PROPOSAL:**

The Municipal Planning Commission (Bylaw 95-30) requires, by Resolution of Council, a person to serve as Secretary to the Municipal Planning Commission (MPC). Since Phil Boucher has had a change in title and job description, Deborah Porath has been acting as Secretary.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Deborah has taken on the roles and responsibilities associated to the Secretary outlined in Section 5.3 a, b, c, d, e, f of Bylaw 95-30 since Phil's departure.

Section 5.3 of Bylaw 95-30;

- a. not have a vote
- b. notify all Members of the Commission of the meetings of the Commission;
- c. prepare and maintain a file of written minutes of meetings of the Commission
- d. record decisions of the Commission and issue the decision to all affected parties;
- e. be authorized to sign on behalf of the Commission any order, decision, approval, notice, or other thing made, given or issued by the Commission;
- f. undertake other duties as Council or the Commission may require.

### **ALIGNMENT WITH STRATEGIC PLAN**

### **RECOMMENDATION**

That Council move to appoint Deborah Porath as Secretary to the Town of Didsbury Municipal Planning Commission.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Appointment to Emergency Advisory Committee
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.10

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### **BACKGROUND/PROPOSAL:**

*The Emergency Management Act* was updated in January 2020 with changes related to the role of municipal councils and the delegation of authority in the event of an emergency.

Section 11.1(1) of the Emergency Management Regulation states:

*A local authority shall appoint, subject to the regulations, an emergency advisory committee consisting of a member or members of the local authority or, in the case of an improvement district, a special area or a national park, a person or persons the local authority designates, to advise on the development of emergency plans and programs, and to exercise any powers delegated to the committee under section 11.3(1)(a).*

Please note, a new Municipal Emergency Management Bylaw will be coming forward to Council in the fall.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Council should also be aware that in accordance with the *Emergency Management Act*, Local Authority Emergency Regulation:

*8(1) The Managing Director of the Alberta Emergency Management Agency may prescribe courses that each of a local authority's elected officials must complete by posting notice of the courses on the Alberta Emergency Management Agency's website*

*(2) Any courses that are prescribed under subsection (1) must be completed*

*(a) within 90 days of the elected official taking an official oath as required by section 156 of the Municipal Government Act or section 23 of the Metis Settlements Act, as the case may be, or within one year of this Regulation coming into force, whichever is later, or*

Alberta Emergency Management Agency recommends that all members of Council be appointed to the Emergency Advisory Committee, to ensure continuity and resources in the event of an emergency.

The Municipal Elected Officials (MEO) course is designed to provide the local authority with training on emergency management principles.

Council members have until January 2021 to complete the required on-line training. Please see attached information on the training.

Administration has provided Council with the attached updated Council Appointment List to include this new recommended appointment.

### **ALIGNMENT WITH STRATEGIC PLAN**

Healthy Safe Living

### **RECOMMENDATION**

That Council move to appointment Mayor Hunter, Councillors: Baswick, Crothers, Engel, Moore, Poggemiller and Windsor to the Emergency Advisory Committee; and that each member take the required Municipal Elected Officials (MEO) course prior to January 1, 2021.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Chief Administrative Officer's Report
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

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### 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 1. Organizational Excellence

### RECOMMENDATION

That Council move to accept the Chief Administrative Officer's report for July 14, 2020 as information.



## CAO Report – July 14, 2020

1. **Council Resolution Index 2<sup>nd</sup> Quarter** (Legislative)

Attached is the Council Resolution Index up to June 23, 2020. The index also includes follow-up actions.

2. **Development Stats 2<sup>nd</sup> Quarter** (Planning & Development)

Attached is the Development and Building Permit Stats for the 2<sup>nd</sup> Quarter.

3. **June Action Request Report & Q2 Report** (Financial Services)

Attached is the June Action Request Report and the 2<sup>nd</sup> quarter Report from the Financial Services department.

4. **Municipal Enforcement Q2 Report** (ACAO/Community Peace Officers)

Please see attached 2<sup>nd</sup> quarter report from Municipal Enforcement department.

The regulations which granted CPOs the authorization to enforce health Orders expired when the public health emergency lapsed on June 15, 2020. Our CPOs are encouraged to continue educating individuals on the public health Orders. Enforcement, if required, would be done by the RCMP or Public Health Inspectors.

5. **Bylaws on Website** (Legislative Services & Communications)

Administration is working on cleaning up the Bylaws that are currently on the Town of Didsbury Website. We are working with All-Net the host of the website to develop a new look and more user friendly layout.

6. **IDP Review** (Planning Services)

We are continuing the administrative work on the draft new IDP, along with administrative representatives from Mountain View County. The finalized draft document will be reviewed by the ICC in September.

7. **Public Works Q2 Summary Report** (Operations)

Please see attached report.

8. **Report on Tender Delays** (Operations)

**15<sup>th</sup> Ave Sidewalk** – A late snow melt and the impacts of Covid19 on contractors created a backlog of data to be collected for engineering design to begin.

**15<sup>th</sup> Ave Stormwater Main Extension** – A late snow melt and the impacts of Covid19 on contractors created a backlog of data to be collected for engineering design to begin.

**Westhill Sanitary** – A late snow melt and the impacts of Covid19 on contractors created a backlog of data to be collected for engineering design to begin.

The above projects have been incorporated into one tender to improve investment efficiency. To package them all up saved significant time and money but in doing so all three needed to wait for an issued for construction design for the stormwater extension.

**Roadworks**

Investment was approved May 12. Package was ready for release June 4<sup>th</sup>. At the time ISL was nearing release of the above 15<sup>th</sup> Ave projects. I was prepared to hold the Roadworks tender for a few days to see if they could match the release date. June 9<sup>th</sup> Council directed administration to assess sole sourcing the roadworks tender. Following Administration's recommendation, the tender was released publically June 16 and closed June 26<sup>th</sup>. RFD for a Recommendation of Award prepared for July 14<sup>th</sup> RCM.

Additional demands on resources (Valarosa Park) have resulted in the decision to incorporate Valarosa Playground pathway construction along with sidewalk R&M into one of the two tenders mentioned above via Change Order Requests to the appropriate contractor. This eliminates two additional tenders that would need to be prepared. This will ensure we are maximizing your investment into material improvements and not project administration.

**9. Facility Reopening's (Community Services)**

On July 6, many Town of Didsbury Community Services facilities reopened to public use and bookings. We have had several bookings for facility use come in since then and look forward to seeing our residents and users back in our buildings in the coming weeks.

The Didsbury Aquatic Centre opens on July 13 with several new procedures in place, as per AHS. We began bookings for swims on July 6 and have been pleased with the interest in many of our swim programs. Aquatic and CSR staff members returned to work on July 8 and 9 for training in relation to COVID procedures, new CPR standards and additional sanitization expectations that have been implemented.

**10. Didsbury Arena Project (Community Services)**

The capital project of new arena floors and boards continues at the Didsbury Memorial Complex. The additional buried slabs have mostly been removed and the contractor expects to begin backfilling later this week in preparation for the new floor installation. All structural repairs to the cross-ties will be remedied in the coming weeks, ensuring that the building is sound prior to the new floors being installed.

**11. COVID Programs (Community Services)**

Several of the Community Service programs that were developed in response to COVID are winding down. The very successful Birthday Drive-by program ended on June 26, and the Essential Worker Signage fundraiser has also come to end, raising \$850 for our local Essentials For Our Community program.

**12. Major Fire Incident (ACAO/CFO)**

On Sunday July 5th, 2020 at approximately 02:14hrs the Didsbury Fire Department was dispatched to a structure fire in the Didsbury Mobile Home Park. Didsbury Fire arrived to a working vehicle fire that had spread to 2 adjacent mobile homes and several vehicles in the area. Mutual aid was provided by Olds Fire and Carstairs Fire for a total of 24 firefighters and 8 apparatus. Crews were on scene for approximately 5 hours. Alberta Health Services provided an ALS ambulance for occupant and firefighter safety while RCMP assisted with road closure and scene safety. The only occupant home at the time of the incident had safely exited the structure prior to the Fire Department's arrival. Four cats were also rescued from the structures. The cause of the fire is currently under investigation.

DFD Statistical Report (January 1 - May 31, 2020) - There have been a total of 98 calls in said period (compared to 84 calls in the same period of 2019). The average firefighter turnout per call is 9.8. See attached report.

January 14, 2020 Regular Council Meeting			
Res. #	Motion	Follow-up	Status
001-20	Moved by Councillor Baswick that Ethan Gorner be appointed as the Town of Didsbury Chief Administrative Officer, effective January 6, 2020.		
002-20	Moved by Councillor Windsor that the agenda be adopted as amended. Add: Budgets as Item 8.e under "Business"		
003-20	Moved by Councillor Windsor that the minutes of the December 10, 2019 Regular Council Meeting be approved as amended. AMEND Resolution 578-19 to include "Councillor" before "Baswick" and place "Carried" after the resolution. ADD To Resolution 609-19, the word "Executive" before Committee and "additional" between "no" and "cost".		
004-20	Moved by Deputy Mayor Moore that Council approve the Public Hearing Agenda as presented.		
005-20	Moved by Deputy Mayor Moore that Council close the Public Hearing portion of the meeting at 6:17 PM.		
006-20	Moved by Councillor Windsor that first reading of the Town of Didsbury Library Board Bylaw 2020-02 be approved.		
007-20	Moved by Councillor Engel that the Library Terms of Reference be postponed until such time that the TOD Library Board Bylaw is approved and with revisions as noted	LS to work on ToR for Library & bring back to Council	April 28 RCM
008-20	Moved by Councillor Windsor that first reading of the Wastewater Bylaw 2020-01 be approved.	LS to bring back Wastewater Bylaw 2020-01 for 2nd & 3rd Reading	May 26 RCM
009-20	Moved by Councillor Windsor that second reading of Land Use Amendment Bylaw 2019-13 be approved.		Completed
010-20	Moved by Councillor Windsor that third and final reading of Land Use Amendment Bylaw 2019-13 be approved.		Completed
011-20	Moved by Councillor Engel that the Residential Sub-class be referred back to the Sub-class Committee.	ad hoc incentive committee created	Completed
012-20	Moved by Deputy Mayor Moore that the Poplar Ridge issues be referred to Administration for a comprehensive review.	EG to provide letter to Poplar Ridge - follow up with EG?	Completed
013-20	Moved by Deputy Mayor Moore that Council rescinds Resolution # 336-18 (the Town of Didsbury Bank Signing Authorities) and that Council appoints the following Bank Signing Authorities for the Town of Didsbury: Ethan Gormer, Amnda Riley, Maxine Moreau. Rhonda Hunter, John Baswick, Mel Crothers, Curt Engel, Dorothy Moore, Erhard Poggemiller, Bill Windsor.	MM/AR to have updated with bank	Completed

014-20	Moved by Councillor Windsor that DP 19-058 for a Change of Use - Industrial (Services), be approved subject to the following conditions: 1. That approval does not exclude the need and/or requirements of the permit holder to obtain any and all other permits as may be required by this or any other legislation, bylaws or regulations. 2. That the Development Authority may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw. 3. That construction proceed as per the submitted application and plot plan. 4. If the development authorized by a permit is not commenced within 12 months from the date of its issue, or the date of decision of the Subdivision and Development Appeal Board upon appeal, or carried out with reasonable diligence, as determined by the Development Authority, the permit ceases to be effective, unless an extension to this period, being no longer than an additional 12 months, has previously been granted by the Development Authority. 5. That the applicant adheres to all provisions of the Direct Control Industrial district requirements set out in Land Use Bylaw 2019-04.		
015-20	Moved by Councillor Windsor that the 2020 Capital Budget be referred back to Administration.		Completed
016-20	Moved by Deputy Mayor Moore that Council accept the attached Council Reports as information.		
017-20	Moved by Deputy Mayor Moore that Council accept the attached correspondence as information.		
018-20	Moved by Deputy Mayor Moore that Council accept the attached correspondence as information.		
019-20	Moved by Deputy Mayor Moore that the minutes of the Mountain View Regional Water Services Commission be accepted as information.		
020-20	Moved by Councillor Crothers that due to sections 16, 17, 19, 23, and 24 of the Freedom of Information and Privacy Act (FOIP), that the meeting be taken IN Camera to a closed meeting at 7:18 pm.		
021-20	Moved by Councillor Crothers to come out of the closed session at 8:41 PM.		
022-20	Moved by Councillor Engel to appoint the following to the Town of Didsbury Library Board: Brad Meisner, Nicole Brander and Dave McWhinney for a 3-year term.		
023-20	Moved by Councillor Engel that Council appoint Duncan Milne to the Town of Didsbury Library Board for a 1-year term.		
024-20	Moved by Councillor Crothers that the utility right-of-way issue be referred back to Administration.	AR Under Review	On-going
025-20	Moved by Deputy Mayor Moore that Councillors Engel, Windsor, Moore and Mayor Hunter be appointed to the Executive Review Committee.		
026-20	Moved by Councillor Crothers that Councillor Poggemiller express to the Community Policing Advisory Committee on behalf of Council, that the proposed Terms of Reference be approved by Council prior to ratification by the Committee.	LS to develop TR for this committee & bring back to Council	Completed
027-20	Moved by Councillor Crothers that the meeting be adjourned at 8:59 PM.		
<b>January 28, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
028-20	Moved by Councillor Windsor that the agenda be adopted with the following amendments: ADD Economic Development Terms of Reference as Item 6.c		

029-20	Moved by Councillor Baswick that the minutes of the January 14, 2020 Regular Council Meeting be approved with the following amendments: AMEND Resolution 022-20/023-20 – all appointees to the Town of Didsbury Library Board for a 3-year term should be under Resolution 022-20 and in Resolution 023-20 Council approved the MVC candidate to a one-year term.		
030-20	Moved by Councillor Engel that Second Reading of the Town of Didsbury Library Board Bylaw 2020-02 be approved.	LS to bring back Library Bylaw for 3rd reading	Completed
031-20	Moved by Deputy Mayor Moore that First Reading of the Supplementary Assessments Bylaw 2020-03 be approved.		Completed
032-20	Moved by Deputy Mayor Moore that Section 1.4.1.e of the EDAC Terms of Reference be revised to include the Didsbury Chamber of Commerce President as an ex-officio member.	LS to follow up if done.	Completed
033-20	Moved by Deputy Mayor Moore that the EDAC Procedural Policy be referred to Administration for updating: In particular, the organizational chart, code of conduct and membership.	LS & EG review bylaw	Completed
034-20	Moved by Deputy Mayor Moore that the outstanding tax receivable balance for Roll 139800 in the amount of \$2,920.73 be written off.	MM/AR to have entered.	Completed
035-20	Moved by Councillor Windsor that Administration perform a review of cyber security protocols and report back to Council.	Include in CAO Update	Completed
036-20	Moved by Councillor Windsor that the Alberta CARE Action Items be referred to Administration for further review and consideration.		Pending
037-20	Moved by Councillor Engel that the CAO Report be accepted as information.		
038-20	Moved by Councillor Baswick that the Council reports be accepted as information.		
039-20	Moved by Councillor Engel that the correspondence and external reports be accepted as information.		
040-20	Moved by Councillor Windsor that due to sections 17, 18, 19, 23, 24 and 29 of the Freedom of Information and Privacy Act (FOIP), the meeting be taken IN CAMERA to a Closed Session at 7:40 PM.		
041-20	Moved by Councillor Windsor to come out of the closed session at 9:00 PM.		
042-20	Moved by Councillor Windsor that the meeting be extended to 10:00 PM.		
043-20	Moved by Councillor Windsor that due to sections 17, 18, 19, 23, 24 and 29 of the Freedom of Information and Privacy Act (FOIP), that the meeting be taken back IN CAMERA to a Closed Session at 9:00 PM.		
044-20	Moved by Councillor Baswick to come out of the closed session at 9:12 PM		
045-20	Moved by Councillor Windsor that the Mayor send a letter on behalf of Council to the Resident expressing gratitude for his contribution to our understanding of the history of the Town.	Send letter	Completed
046-20	Moved by Councillor Windsor that a letter be drafted to the Minister of Health asking that the Town of Didsbury and surrounding municipalities be included in discussions and decisions regarding space optimization and utilization of the Didsbury & District Health Services facility.	Send letter	Completed
047-20	Moved by Councillor Windsor that in response to the invitation from the Speaker of the Legislature, that Mayor Hunter attend on behalf of council the upcoming Alberta Speech From The Throne.		
048-20	Moved by Councillor Windsor that Project 5 – 15th Avenue Stormwater Main Extension and Project 6, Westhill Place Sanitary Service Line Replacement from the proposed Capital Budget be approved.		
049-20	Moved by Councillor Windsor that the town's involvement with CPAC transition from a political one to an administrative involvement.	CPAC Transition of membership	Complete
050-20	Moved by Deputy Mayor Moore that a letter be sent to the RCMP advising them of the town's transitioned involvement with CPAC.	Send letter	Completed
051-20	Moved by Deputy Mayor Moore that the meeting be adjourned at 9:56 PM.		
<b>February 11, 2020 Regular Council Meeting</b>			



Res. #	Motion	Follow-up	Status
052-20	Moved by Councillor Windsor that the agenda be adopted with the following amendment:ADD: Speaker Invitation to Budget as an In Camera item (as per Sections 21 and 29 as per the FOIP Act)		
053-20	Moved by Councillor Engel that the minutes of the January 28, 2020 Regular Council Meeting be approved as presented:		
054-20	Moved by Councillor Engel that Second Reading of the Supplementary Assessments Bylaw 2020-03 be approved and that it be referred to the Policies & Priorities Committee for further review.		Completed
055-20	Moved by Deputy Mayor Moore that First Reading of the Central Alberta Regional Assessment Review Board Bylaw 2020-04 be approved.		Completed
056-20	Moved by Councillor Windsor that the 2020 Capital Budget of \$ 3,232,500.00 be approved as presented.		
057-20	Moved by Deputy Mayor Moore that the DP 20-002 be approved for a Change of Use-Industrial (Manufacturing & Operations) located at Unit #2, 1213-20th Street subject to the following conditions: 1. That approval does not exclude the need and/ or requirements of the permit holder to obtain any and all other permits as may be required by this or any other legislation, bylaws or regulations. 2. That the Development Authority may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/ or Land Use Bylaw. 3. That construction proceed as per the submitted application and plot plan 4. That 1 onsite parking stall be allocated as per parking requirements in the land Use Bylaw 2019-04 5. If the development authorized by a permit is not commenced within 12 months from the date of its issue, or the date of decision of the Subdivision and Development Appeal Board upon appeal, nor carried out with reasonable diligence, as determined by the Development Authority, the permit ceases to be effective, unless an extension to this period, being no longer than an additional 12 months, has previously been granted by the Development Authority. 6. That the applicant adheres to all provisions of the Direct Control Industrial district requirements set out in Land Use Bylaw 2019-04.		
058-20	Moved by Deputy Mayor Moore that the 2020 FCSS recommendations with the exception of items #10-12.	Defeated	
059-20	Moved by Deputy Mayor Moore that Administration obtain information from the Holy Trinity Catholic School in Olds on how many students are from Didsbury.	Information in CAO report.	Completed
060-20	Moved by Councillor Crothers that the 2020 FCSS funding recommendations for \$61,151.00 be approved.		
061-20	Chamber of Commerce Opportunity to participate in Trade Show: Moved by Councillor Poggemiller to refer this back to the Policies and Priorities Committee for further review that includes cost implications.	Event Cancelled	Completed
062-20	Moved by Councillor Baswick as follows: Be it resolved that we authorize the Town of Didsbury to participate in an application for the Mountain View Regional Parks, Recreation and Culture Master Plan 2.0 submitted by the Town of Olds under the Intermunicipal Collaboration component Alberta Community Partnership Grant, further, that the Town of Didsbury, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.		
063-20	Moved by Councillor Windsor to approve the Mayor and the MVSH Representative attend the Gala & Fundraiser event on the town's behalf.		

064-20	Moved by Councillor Crothers to accept the CAO Report as information.		
065-20	Moved by Councillor Baswick to accept the Council Reports along with the Mayor's verbal report as information.		
066-20	Moved by Councillor Engel that the external reports be accepted as information.		
067-20	Moved by Councillor Crothers that due to sections 16, 17, 18, 21, 24, 25, 27 and 29 of the Freedom of Information and Privacy Act (FOIP), the meeting be taken IN CAMERA to a Closed Session at 7:57 PM.		
068-20	Moved by Deputy Mayor Moore to come out of the closed session at 8:58 PM.		
069-20	Moved by Deputy Mayor Moore that the meeting be extended to 9:30 PM.		
070-20	Moved by Deputy Mayor Moore that due to sections 16, 17, 18, 21, 24, 25, 27 and 29 of the Freedom of Information and Privacy Act (FOIP), that the meeting be taken back IN CAMERA to a Closed Session at 8:59 PM.		
071-20	Moved by Deputy Mayor Moore to come out of the closed session at 9:21 PM.		
072-20	Moved by Deputy Mayor Moore to accept the invitation from the Speaker of the Legislature to attend the tabling of the 2020 budget on Thursday February 27, 2020 and for Mayor Hunter, Deputy Mayor Moore, and Councillors Baswick, Crothers, and Poggemiller to attend on Council's behalf.		
073-20	Moved by Councillor Crothers that the meeting be adjourned at 9:24 PM.		
<b>February 25, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
074-20	Moved by Councillor Baswick to approve the agenda as presented.		
074-20	Moved by Councillor Engel to approve the minutes of the February 11, 2020 Regular Council Meeting as amended: AMEND: Under delegation, "partnership" should read "opportunity of affiliation".		
075-20	Moved by Councillor Windsor that the Second Reading of the Central Alberta Regional Assessment Review Board Bylaw 2020-04 be approved.		
076-20	Moved by Councillor Engel that a letter be sent to the City of Red Deer expressing that the town agrees in principle with the request for an additional Crown Prosecutor and that a request be made to consider a draft of the letter prior to signing.	Letter to go to April 28 RCM	Completed
077-20	Moved by Councillor Windsor to accept the CAO Report as information.		
078-20	Moved by Councillor Crothers to accept the Council Reports as information.		
079-20	Moved by Councillor Windsor that the external reports be accepted as information.		
080-20	Moved by Councillor Crothers to adjourn the meeting at 6:13 PM.		
<b>March 10, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
081-20	Numbering error from Feb. 25, 2020- no Res. 081-20		
082-20	Moved by Councillor Bawsick to approve the agenda with the following changes:ADD: Chamber of Commerce Trade Fair & Travel Expo as Item 7.c ADD: Supplemental Assessment Bylaw as Item 6.c ADD: Staffing to Closed Meeting Item 11.d		
083-20	by Councillor Windsor to approve the minutes of the February 25, 2020 Regular Council Meeting as presented.		
084-20	Moved by Councillor Engel that the Town of Didsbury Library Board Bylaw 2020-02 to Committee for review.	LS to bring to April 28 RCM	Completed
085-20	Moved by Councillor Moore that First Reading of the Economic Development Advisory Committee Bylaw 2020-05 be approved and the Bylaw referred to Policies and Priorities Committee.	LS to bring April 28 RCM for 2nd Reading	Completed
086-20	Moved by Councillor Moore that the Third Reading of Central Alberta Regional Assessment Review Board Bylaw 2020-04 be approved.	Approved	Completed

087-20	Moved by Councillor Windsor to grant third reading to Bylaw 2020-03 "Supplementary Assessments".	Approved	Completed
088-20	Moved by Councillor Crothers that Administration notify the Minister of Municipal Affairs that the Inter-municipal Collaboration Framework under Section 708.28 of the Municipal Government Act between the Town of Didsbury and Mountain View County is completed.	AR to send email to MVC	Completed
089-20	Moved by Councillor Crothers that Administration notify the Minister of Municipal Affairs that Bylaw 2007-23 "Town of Didsbury/Mountain View County Inter-municipal Development Plan" shall be used to comply with Section 631 (1) of the Municipal Government Act.	AR to send email to MVC	Completed
090-20	Moved by Councillor Engel to approve of a gold sponsorship of the Didsbury Museum's Spring Fling, scheduled for April 25, 2020, valued at \$500.00.	NA to manage	Completed
091-20	Moved by Councillor Windsor to direct Administration to explore avenues for collaboration with the Chamber of Commerce.		
092-20	Moved by Councillor Engel to accept the CAO Report as information.		
093-20	Moved by Councillor Baswick to accept the Council Reports as information.		
094-20	Moved by Councillor Windsor that the external reports be accepted as information.		
095-20	Moved by Councillor Baswick that due to sections 16, 17, 24, 25 and 29 of the Freedom of Information and Privacy Act (FOIP), the meeting be taken IN CAMERA to a Closed Session PM.		
096-20	Moved by Councillor Crothers to come out of the closed meeting at 8:50 PM.		
097-20	Moved by Councillor Baswick to adjourn the meeting at 8:51 PM.		
<b>March 16, 2020 Special Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
098-20	Moved by Deputy Mayor Moore that the agenda be adopted as presented.		
099-20	Moved by Deputy Mayor Moore that due to Sections 24, 25 and 29 of the Freedom of Information and Privacy Act, we move to a closed meeting.		
100-20	Moved by Councillor Poggemiller that we return to the open meeting at 7:16 PM.		
101-20	Moved by Councillor Engel that we support Administration and the steps being taken in light of the COVID-19 pandemic.		
102-20	Moved by Councillor Windsor that we support Administration in closing the Town Office to the public until further notice.		
103-20	Moved by Deputy Mayor Moore that a Special Council Meeting be called for April 6, 2020 and that all council meetings be suspended until that time.		
104-20	Moved by Councillor Crothers to adjourn the meeting at 7:15 PM.		
<b>April 6, 2020 Special Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
105-20	MOVED by Councillor Crothers that the Town of Didsbury Council approve the agenda as presented.		
106-20	MOVED by Councillor Moore that the Town of Didsbury Council accept the verbal update from the Chief Administration Officer as information.		
107-20	MOVED by Councillor Crothers that the Town of Didsbury Council accept the report from the Director of Emergency Management as information.		
108-20	MOVED by Councillor Engel that the Town of Didsbury Council accept the Business Continuity update from the Chief Financial Officer as information.		
109-20	MOVED by Councillor Baswick that the Town of Didsbury Council accept the verbal update from the Economic Development Officer as information.		

110-20	MOVED by Councillor Moore that the Town of Didsbury Council approve the following measures until further notice in response to COVID-19: <ul style="list-style-type: none"> <li>• Close all playgrounds;</li> <li>• Close Rosebud Valley Campground;</li> <li>• Close the porta-potties at Memorial Park;</li> <li>• Limit of 2 people at a time at the dog park;</li> <li>• Close sports fields to all group activities, however allow single individual or immediate family while observing the 2-metre physical distancing requirements.</li> </ul>		
111-20	MOVED by Councillor Windsor that the Town of Didsbury Council provide an option for property owners to defer utility payments for April, May and June 2020 billing periods while eliminating penalties during this time, with the deferred balance to be evenly applied over the payments for the remainder of the calendar year.	AR/MM to implement	Completed
112-20	MOVED by Councillor Engel that the Town of Didsbury Council provide an option for property owners on the Tax Installment Payment Plan (TIPP) to defer property tax payments for the months of April, May and June 2020 without penalties applied to the deferred amounts, and the deferred balance be evenly applied over the remainder of the calendar year.	AR/MM to implement	Completed
113-20	MOVED by Councillor Moore that the Town of Didsbury Council waive all Non-Sufficient Fund (NSF) charges for the 90 day period beginning April 1, 2020.	AR/MM to implement	Completed
114-20	MOVED by Councillor Baswick that the Town of Didsbury Council suspend all public auctions until 2021.	AR/MM to implement	Completed
115-20	MOVED by Councillor Engel that the Town of Didsbury Council extend the Tax Notice payment period to 90 days from the time the tax notices are issued.	AR/MM to implement	Completed
116-20	MOVED by Councillor Moore that the Town of Didsbury Council to waive the 2.5% administration fee for those paying taxes by credit card for the 2020 tax year.	AR/MM to implement	Completed
117-20	MOVED by Councillor Engel that the Town of Didsbury Council to waive the 1.5% penalty charge for Account Receivables for 90 days.	AR/MM to implement	Completed
118-20	MOVED by Councillor Moore that the Town of Didsbury Council suspend Regular Council Meetings until the regularly scheduled meeting on April 28, 2020.		
119-20	MOVED by Councillor Poggemiller that the Town of Didsbury Council go into closed meeting at 7:46 p.m.		
120-20	MOVED by Councillor Crothers that the Town of Didsbury Council reconvene from Closed Meeting to Open Meeting at 8:58 p.m.		
121-20	MOVED by Councillor Poggemiller that the Town of Didsbury Council direct Administration to look into an incentive for those who pay their 2020 Taxes for in full 30 days from the date of Tax Notices being sent.	AR/EG to discuss at Strat Planning Session	Completed
122-20	MOVED by Councillor Crothers that the Town of Didsbury Council invite the Didsbury Municipal Library Board to present their 2020 Budget at the April 28, 2020 Regular Council Meeting.	LS/EG to invite Library Board	Completed
123-20	MOVED by Councillor Crothers being that the agenda matters have been concluded the meeting adjourned at 8:58 p.m.		
<b>April 28, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
124-20	MOVED by Councillor Windsor that the Town of Didsbury Council approve the agenda as amended.		
125-20	MOVED by Councillor Moore that the Town of Didsbury Council approve the March 10, 2020 Regular Council Meeting Minutes as amended.	LS to fix minutes	

126-20	MOVED by Councillor Moore that the Town of Didsbury Council approve the March 16, 2020 Special Council Meeting Minutes as amended.	LS to fix minutes	
127-20	MOVED by Councillor Moore that the Town of Didsbury Council approve the April 6, 2020 Special Council Meeting Minutes as presented.		
128-20	MOVED by Councillor Moore that Council move to thank the Didsbury Library for their presentation on the 2020 Didsbury Library Budget and accept it as information.	AR & EG to bring to Strategic Meeting	Completed
129-20	MOVED by Councillor Windsor that Council move to grant first reading to Bylaw 2020-07 a bylaw to establish a process for sending Assessment Notices, Tax Notices, Assessment Review Board Notices and other notices, documents and information by electronic means on the 28th day of April 2020.	LS to bring to May 12 meeting for 2nd reading	Completed
130-20	MOVED by Councillor Moore that Council move to grant second reading to Bylaw 2020-05 a bylaw to establish an Economic Development Advisory Committee on the 28th day of April 2020; and to bring back to Policies and Priorities Meeting on May 12, 2020.	LS & EG to bring back to P&P on May 12 for discussion with changes.	Completed
131-20	MOVED by Councillor Engel that Council move to grant third and final reading to Bylaw 2020-02 a bylaw to establish a Town of Didsbury Library Board on the 28th day of April 2020.	LS to have signed, sealed and put on website. Send copy to Library	Completed
132-20	MOVED by Councillor Windsor that Council move to grant first reading to Bylaw 2020-08 a bylaw to establish the rates and penalties for the 2020 Taxation Year on the 28th day of April 2020	LS to bring back for 2nd Reading. AR & EG to provide tax rates.	Completed
133-20	MOVED by Councillor Baswick that Council move to refer back to the Intermunicipal Cooperation Committee the Terms of Reference to discuss clause VIII i.	Returned to Council May 12 - approve.	Completed
134-20	MOVED by Councillor Windsor that Council move to approve the 2019 allocation of year end operating surplus for tax purposes of \$71,127 allocated as follows: Snow Removal \$25,688; Cemetery \$4,943; Ec Dev & Tourism \$5,900; Pathway & Trails \$1,890; Skatepark \$27,706; Campground \$5,000.	AR & MM to make those changes.	Completed
135-20	MOVED by Councillor Baswick that Council move to approve Mayor Rhonda Hunter to be a signatory on the joint letter to Minister Doug Schweitzer, Minister of Justice and Solicitor General, Deputy House Leader for the request of additional New Crown Prosecutors at the Red Deer Regional Courthouse.	LS to send letter of approval.	Completed
136-20	MOVED by Councillor Engel that Council move to approve the following "Shovel-Ready Projects" to be forwarded to the Minister of Municipal Affairs: Replacement of Arena Floor, Brine Lines + Boards - estimated investment: \$1.2 Million; Potable Water Reservoir - estimated Investment: \$4.4 Million; Heritage Core Revitalization - estimated Investment: \$5.5 Million; Memorial Complex - 15th Avenue Stormwater Main - estimated Investment: \$1.1 Million	EG to send letter to Municipal Affairs	Completed
137-20	MOVED by Councillor Crothers that Council move to approve to amend the 2020 Capital Budget to include the Memorial Complex Arena Floor and Boards project estimated at \$1.2M and defer the Memorial Complex Roof project to 2021 Capital Plan.	AR to update Capital Plan, NA to begin tender process.	Completed
138-20	MOVED by Councillor Baswick that Council move to approve the Community Sign Project supporting frontline workers during the COVID-19 pandemic, with funds raised going to Essentials for the Community outreach programs.	NA to work with FCSS on signage and program.	Completed

139-20	MOVED by Councillor Baswick that Council move to approve the letter from Mayor Hunter to be sent to the Government of Nova Scotia expressing our condolences of the tragedy that took place on April 19, 2020 taking the lives of at least 22 citizens.	LS, EG & Mayor to send letter.	Completed
140-20	MOVED by Councillor Engel that Council move to accept the CAO report for April 28, 2020 as information.		
141-20	MOVED by Councillor Windsor that Council move to accept the Council Reports for April 28, 2020 as information.		
142-20	MOVED by Councillor Engel that Council move to accept as information the correspondence received from: Minister of Health, Tyler Shandro – Response on Didsbury Hospital facility vacant wing; Order in Council Meeting Procedure; Minister of Municipal Affairs, Kaycee Madu, changes to Ministerial Order 014/20 and 036/20.		
143-20	MOVED by Councillor Baswick that Council move to go into Closed Meeting at 8:19 p.m.		
144-20	MOVED by Councillor Crothers that Council move to reconvene from Closed Meeting to Open Meeting at 8:50 p.m.		
145-20	MOVED by Councillor Crothers being that the agenda matters have been concluded the meeting adjourned at 8:59 p.m.		
<b>May 12, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
146-20	MOVED by Councillor Crothers that Council approve the agenda as presented.		
147-20	MOVED by Councillor Engel that Council approve the April 28, 2020 Regular Council Meeting Minutes as presented.		
148-20	MOVED by Councillor Crothers that Council accept the RCMP for their presentation and accept it as information.		
149-20	MOVED by Councillor Engel that Council grant second reading to Bylaw 2020-07 a bylaw to establish a process for sending Assessment Notices, Tax Notices, Assessment Review Board Notices and other notices, documents and information by electronic means.	LS take to May 26 RCM for adoption	Completed
150-20	MOVED by Councillor Windsor that Council grant third and final reading to Bylaw 2020-05, a bylaw to establish a Didsbury Economic Development Advisory Committee as amended with recommendations from the Policy and Priorities Committee on the 12 <sup>th</sup> day of May 2020.	LS to have signed, sealed and put on website.	Completed
151-20	MOVED by Councillor Baswick that Council grant second reading to Bylaw 2020-08 a bylaw to establish the rates and penalties for the 2020 Taxation Year.	LS to take to May 26 RCM for adoption	Completed
152-20	MOVED by Councillor Moore that Council grant first reading to Bylaw 2020-09 a bylaw to amend the current Rate and Fee Bylaw 2019-15 by removing all tax penalty fees listed in Schedule "A" Administrative Fees.	LS take to May 26 RCM for 2nd & 3rd Reading	Completed
153-20	MOVED by Councillor Crothers that Council approve the Intermunicipal Cooperation Committee Terms of Reference as presented.	LS to send letter to MVC	Completed
154-20	MOVED by Councillor Engel that Council appoint the following individuals to the Didsbury Economic Development Advisory Committee for a term of 2 years ending at the Organizational Meeting in 2022. Helen Hafke, Gord Leeson, Meaghan Neis, Jan Lukes, Mike Crampton, Shelly Daly and Lance Plewis.	LS to send letter to those appointed.	Completed
155-20	MOVED by Councillor Moore that Council appoint the following Council members to the Didsbury Economic Development Advisory Committee for a term ending at the Organizational Meeting in 2021: 1. Councillor Crothers 2. Councillor Poggemiller		



156-20	MOVED by Councillor Windsor that Council approve the total operating budget in the amount of \$11,523,862. The total 2020 proposed tax revenue requirement is \$4,676,174, which is a 3.3% decrease from the prior year.	AR to post approved budget on website, and have implemented.	Completed
157-20	MOVED by Councillor Crothers that Council accept the letter from Mayor Hunter on Keep Alberta Rolling as information, and that the letter be forwarded to southern municipalities to encourage endorsement of the letter and forward their own letter to their MIA at the appropriate time.	LS/EG to send letter to southern municipalities	Completed
158-20	MOVED by Councillor Baswick that Council set the following Policing Priorities for 2020-2021: 1. Increased focus on late evening and early morning patrols. 2. Increase in traffic enforcement, particularly speeding. 3. Focus on correcting poor driving habits.	LS/EG to send letter to RCMP & EG to sign RCMP Document.	Completed
159-20	MOVED by Councillor Engel that Council accept the recommendation that the Subclass Committee be repurposed to explore development incentives and that the committee be renamed the Ad Hoc Development Incentive Committee with the members being Mayor Hunter, Councillor Moore and Councillor Poggemiller.		
160-20	MOVED by Councillor Windsor that an early Tax Payment Incentive Program is not required and accept the update report as information only.		
161-20	MOVED by Councillor Engel that Council accept the CAO report for May 12, 2020 as information.	Bring back info on Skatepark once hear back from CFEP. Include MPC Minutes in the External Reports document.	Pending
162-20	MOVED by Councillor Windsor that Council accept the Council Reports for May 12, 2020 as information.		
163-20	MOVED by Councillor Crothers that Council accept as information the correspondence received from: Rajan Sawhney Minister of Community & Children's Services – Temporary Relaxation of FCSS Funding requirements; and Intermunicipal Collaboration Recreation and Culture Funding Re-Allocation.		
164-20	MOVED by Councillor Crothers that Council send a letter of appreciation to Reeve Beattie of Mountain View County for their continued support.	LS to send letter to MVC from the Mayor	Completed
165-20	MOVED by Councillor Crothers that Council go into Closed Meeting at 7: 18 p.m.		
166-20	MOVED by Councillor Crothers that Council reconvene from Closed Meeting to Open Meeting at 8:32 p.m.		
167-20	MOVED by Councillor Moore that Council direct Administration to move forward with developing a plan for the Library renovation.	EG/CF look into the renovation of current library and bring back a plan to Council.	Completed
168-20	MOVED by Councillor Crothers that the meeting be adjourned at 8:34 p.m.		
<b>May 26, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
169-20	MOVED by Councillor Windsor that Council approve the agenda as presented.		
170-20	MOVED by Councillor Engel that Council approve the May 12, 2020 Regular Council Meeting Minutes as amended.		

171-20	MOVED by Councillor Engel that Council thank the Representatives from BDO LLP for their presentation on the 2019 Audited Financial Statements.		
172-20	MOVED by Councillor Moore that Council grant third and final reading to Bylaw 2020-07, a bylaw to establish a process for sending Assessment Notices, Tax Notices, Assessment Review Board Notices and other notices, documents and information by electronic means.	LS Have signed & put on website	Completed
173-20	MOVED by Councillor Baswick that Council grant third and final reading to Bylaw 2020-08, a bylaw to establish the rates and penalties for the 2020 Taxation Year.	LS Have signed & put on website	Completed
174-20	MOVED by Councillor Windsor that Council grant second reading to Bylaw 2020-09, a bylaw to amend the current Rate and Fee Bylaw 2019-15 by removing all tax penalty fees listed in Schedule "A" Administrative Fees.		
175-20	MOVED by Councillor Windsor that Council grant third and final reading to Bylaw 2020-09, a bylaw to amend the current Rate and Fee Bylaw 2019-15 by removing all tax penalty fees listed in Schedule "A" Administrative Fees.	LS Have signed & put on website	Completed
176-20	MOVED by Councillor Moore to approve the Canadian Police Information Centre (CPIC) Policy PS-017 as amended.	AR to send to Sol Gen	Completed
177-20	MOVED by Councillor Engel to approve Records Management for Community Peace Officer Policy PS-019 as amended	AR to send to Sol Gen	Completed
178-20	MOVED by Councillor Baswick to approve Community Peace Officer Notebook Policy PS-020 as amended.	AR to send to Sol Gen	Completed
179-20	MOVED by Councillor Windsor to approve Reporting Requirements for Community Peace Officer Policy PS-021 as presented.	AR to send to Sol Gen	Completed
180-20	MOVED by Councillor Baswick to approve the 2019 Audited Financial Statements as presented.	MM/AR to post on website	Completed
181-20	MOVED by Councillor Moore to approve the opening of Town of Didsbury Playgrounds, Skatepark, Basketball Court on May 22, 2020 and the Rosebud Valley Campground, Town Office, Community Services Facility Parking Lots and Porta Potties on Town land on June 1, 2020 with the Alberta Government Relaunch Stage 1 requirements.	NA/MM/CF to prepare opening & signage	Completed
182-20	MOVED by Councillor Moore to approve the cancellation of Canada Day Celebrations and the Summer Fun program due to COVID-19.	NA to advertise	Completed
183-20	MOVED by Councillor Engel to approve a \$500 Financial Support for Community Groups grant for the Didsbury Graduating Class of 2020 for the Grad 2020 Signage campaign.	NA/MM to process	Completed
184-20	MOVED by Councillor Engel to approve a \$500 Financial Support for Community Groups grant for the Didsbury Junior Golf Program Wind-up event, for the purchase of prizes.	NA/MM to process	Completed
185-20	MOVED by Councillor Crothers to accept the CAO report for May 26, 2020 as information.		
186-20	MOVED by Councillor Windsor to accept the Council Reports for May 26, 2020 as information.		
187-20	MOVED by Councillor Engel that Council go into Closed Meeting at 7:51 p.m.		
188-20	MOVED by Councillor Moore that Council reconvene from Closed Meeting to Open Meeting at 8:54 p.m.		
189-20	MOVED by Councillor Poggemiller extend the Meeting until 9:20		
190-20	MOVED by Councillor Moore to go into Closed Meeting at 8:55.		
191-20	MOVED by Councillor Windsor that Council reconvene from Closed Meeting to Open Meeting at 9:19 p.m.		
192-20	MOVED by Councillor Windsor extend the Meeting until 9:35 p.m.		
193-20	MOVED by Councillor Windsor to go into Closed Meeting at 9:19.		
194-20	MOVED by Councillor Crothers that Council reconvene from Closed Meeting to Open Meeting at 9:33 p.m.		
195-20	MOVED by Councillor Baswick to add Christmas Lights on the June 9, 2020 RCM Agenda	LS to put on agenda	Completed

196-20	MOVED by Councillor Crothers to explore sole sourcing of worst case road projects.	CF to look into	Completed
197-20	MOVED by Councillor Crothers to adjourn the meeting at 9:35 p.m.		
<b>June 1, 2020 Special Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
198-20	MOVED by Councillor Engel to approve the agenda as presented.		
199-20	MOVED by Councillor Windsor to go into Closed Meeting at 6:01 p.m.		
200-20	MOVED by Councillor Engel to reconvene from Closed Meeting to Open Meeting at 8:59 p.m.		
201-20	MOVED by Councillor Crothers to adjourn the meeting at 9:00 p.m.		
<b>June 9, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
202-20	MOVED by Councillor Moore to approve the agenda as amended.		
203-20	MOVED by Councillor Engel to approve the May 26, 2020 Regular Council Meeting Minutes as amended.		
204-20	MOVED by Councillor Windsor to approve the June 1, 2020 Special Council Meeting Minutes as amended.		
205-20	MOVED by Councillor Windsor to postpone to the June 23, Regular Council Meeting addressing the revisions from the previous policy and the correct references to related bylaws.	LS/AR to bring Trapping of Cats Policy to the June 23 RCM	Completed
206-20	MOVED by Councillor Engel to approve a \$250 Financial Support for Community Groups grant for the Didsbury Golf Club for sponsorship of the flower garden at Hole #1.	NA to send letter to Golf Clu, MM to send cheque.	Completed
207-20	MOVED by Councillor Baswick to approve the letter from Mayor Hunter to Honourable Nathan Cooper requesting the Alberta Government increase the funding to the Film and Television Tax Credit Program with the a copy to the following: Member of Parliament, Earl Dreeshen, Red Deer-Mountain View, Honourable Leela Aheer, Minister of Culture, Multiculturalism and Status of Women, Honourable Travis Toews, President of Treasury Board and Minister of Finance, Honourable Tanya Fir, Minister of Economic Development, Trade and Tourism, Honourable Jason Copping, Minister of Labour and Immigration, Honourable Kaycee Madu, Minister of Municipal Affairs, Honourable Nate Glubish, Minister of Service Alberta and Ethan Gorner, Chief Administrative Officer	LS to send letters	Completed
208-20	MOVED by Councillor Baswick to direct Administration to come up with a basic plan and associated budget implications for Christmas Light Display for 2020 for the June 23, 2020 Regular Council Meeting.	LS/PB to bring back plan to June 23 RCM	In progress
209-20	MOVED by Councillor Crothers to direct Administration to recommend a site fee for the food truck to be located at the Rosebud Valley Campground for the June 23, 2020 Regular Council Meeting.	LS/PB to bring back plan to June 23 RCM	In progress
210-20	MOVED by Councillor Windsor to refer the Food Truck Vendor policy framework to Administration for consideration and recommendation.	LS/PB to bring back plan to June 23 RCM	Completed
211-20	MOVED by Councillor Windsor to accept the report on sole sourcing as information and direct Administration with the normal tendering process.		
212-20	MOVED by Councillor Engel to approve the opening of the Town of Didsbury parks and sports fields to group use and recreation grounds effective June 12, 2020 following the Alberta Government Relaunch requirements.	NA to communicate	Completed
213-20	MOVED by Councillor Windsor to eliminate the alternate appointment to the Didsbury Library Board from the Council Committee Assignments.	LS to update list and send out to Council & on website	Completed

214-20	MOVED by Councillor Windsor to accept the report on Freedom of Information and Protection of Privacy Act closed meeting requirements as information.		
215-20	MOVED by Councillor Windsor to bring the Council Priorities list to the June 23, 2020 Regular Council Meeting	EG/AR to bring to June 23 RCM	Completed
216-20	MOVED by Councillor Engel to accept the CAO report for June 9, 2020 as information.		
217-20	MOVED by Councillor Moore to accept the Council Reports for June 9, 2020 as information.		
218-20	MOVED by Councillor Moore to accept as information the correspondence received from: Alberta Municipal Affairs on the 2020 MSI Capital and Operating Allocation and from the Office of the Chief Medical Officer of Health, Dr. Deena Hinshaw on Municipal Council and Committee Meetings		
219-20	MOVED by Councillor Windsor to go into Closed Meeting at 8:17 p.m.		
220-20	MOVED by Councillor Windsor to reconvene from Closed Meeting to Open Meeting at 8:57 p.m.		
221-20	MOVED by Councillor Windsor to extend the meeting until 10:30 p.m.		
222-20	MOVED by Councillor Windsor to go back into close meeting at 8:58 p.m.		
223-20	MOVED by Councillor Crothers to reconvene from Closed Meeting to Open Meeting at 10:01 p.m.		
224-20	MOVED by Councillor Moore to approve the contracting of consulting services for the CAO 6-month evaluation	Mayor & Council	
225-20	MOVED by Councillor Windsor that utility options be brought back in September.	AR bring back to a Sept. RCM	Pending
226-20	MOVED by Councillor Windsor that a draft exit letter for Central Alberta Economic Partnership be brought back to Council in September.	LS to bring back to a Sept. RCM	Pending
227-20	MOVED by Councillor Windsor that Administration review the planning framework for cannabis operations in the Town of Didsbury to the June 23, 2020 Regular Council Meeting.	EG/KP/LS to bring to June 23 RCM for 1st Reading	In progress
228-20	MOVED by Councillor Engel to release a joint public statement for the new library project upon approval of the Mayor and Board Chair.	NA to release week of June 15th	Completed
229-20	MOVED by Councillor Engel to adjourn the meeting at 10:14 p.m.		
<b>June 23, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>
230-20	MOVED by Councillor Windsor to approve the agenda as amended.		
231-20	MOVED by Councillor Windsor to approve the June 23, 2020 Regular Council Meeting Minutes as amended.		
232-20	MOVED by Councillor Moore to grant first reading to Bylaw 2020-10 being a bylaw to amend the Land Use Bylaw 2019-04 by adding Cannabis Production to the discretionary use under Direct Control Industrial (DC IND).	LS set up agenda & public hearing	
233-20	MOVED by Councillor Moore to set a Special Council Meeting on July 21, 2020 at 6:00 p.m.	LS to do agenda	
234-20	MOVED by Councillor Moore to set a Public Hearing on Tuesday, July 21, 2020 at 6:00 p.m. for Bylaw 2020-10, being a bylaw to amend the Land Use Bylaw 2019-04.	LS/KP to do agenda	
235-20	MOVED by Councillor Engel to approve the establishment of playground zones on Westhill Drive and Valarosa Drive as presented.	AR/RA to post signage	In progress
236-20	MOVED by Councillor Windsor to set the fee for Mobile Vendors locating at the Rosebud Valley Campground site at the power/no power fee as established in the Rate and Fee Bylaw and that they obtain a business license.	LS/PB to inform Vendor of El Churro	In progress

237-20	MOVED by Councillor Moore to approve Option 1 for Mobile Vendors in Didsbury as a Pilot Project for 2020.	LS/PB to work on framework & report back to council in fall.	On-going to fall 2020
238-20	MOVED by Councillor Windsor to accept the Council priorities as: 1. Development 2. Committee Governance 3. Strategic Plan Actions and Activities 4. Council Resolutions (defeated)		
239-20	MOVED by Councillor Crothers to accept the Council Priorities presented as information.		
240-20	MOVED by Councillor Windsor to go into closed meeting as per section 24 (1) of FOIPP Act at 6:50 p.m.		
241-20	MOVED by Councillor Crothers to return to open meeting at 6:57 p.m.		
242-20	MOVED by Councillor Moore to award the 2020 Didsbury High School Scholarship Award to Paton Rothenbush in the amount of \$1500.00 and that the Mayor present the award on Council's behalf.	LS to work with Mayor on Letter. MM to have cheque.	Letter sent CHQ to be presented in Aug.
243-20	MOVED by Councillor Moore to approve Administration to apply for the Asset Management Capacity Building Cohort program from RMA, AUMA and IAMA, therefore committing Town resources to participate in the cohort to advance the Town's Asset Management Capacity Building Cohort application.	AR to submit application	
244-20	MOVED by Councillor Moore to accept the update on Christmas Lights as information and bring back more information when available.	LS/PB to bring back report to July 14	In progress
245-20	MOVED by Councillor Baswick to approve the 2019 Town of Didsbury Recreation Master Plan Addendum as presented.	NA to have on website	Completed
246-20	MOVED by Councillor Engel to approve the re-opening of Town of Didsbury Community Services Facilities as presented.	NA to communicate information	Completed
247-20	MOVED by Councillor Crothers to approve the addition of \$250,000 to the 2020 Capital Project for arena floors and boards with funding from 50% Gas Tax Fund and 50% Town of Didsbury Recreation Facilities Reserve.	NA & AR to oversee	Completed
248-20	MOVED by Councillor Windsor to happily approve to second the Town of Okotoks AUMA Resolution for support for the Keep on Rolling initiative for Alberta Film Industry & Economic Diversification.	EG/LS & Mayor to send letter	Completed
249-20	MOVED by Councillor Windsor to accept the CAO report for June 23, 2020 as information.	EG to provide a summary update on public works first 6 months timelines.	Completed
250-20	MOVED by Councillor Baswick to accept the Council Reports for June 23, 2020 as information.		
251-20	MOVED by Councillor Moore to accept as information the correspondence received from: Alberta Municipal Affairs Re: recent application under the Provincial Education Requisition Credit (PERC) program; Alberta Municipal Affairs – Re: 2020 Federal Gas Tax Fund allocation for the Town of Didsbury; and Concrete Alberta and the Cement Association of Canada.		
252-20	MOVED by Councillor Windsor to go into Closed Meeting at 7:58 p.m.	EG to continue to update Council on Valarosa.	

253-20	MOVED by Councillor Crothers to reconvene from Closed Meeting to Open Meeting at 8:56 p.m.		
254-20	MOVED by Councillor Crothers to extend the Council meeting be extended to 9:30 pm.		
255-20	MOVED by Councillor Crothers to go into closed meeting at 8:57 p.m.		
256-20	MOVED by Councillor Crothers to reconvene from Closed Meeting to Open Meeting at 9:22 p.m.		
257-20	MOVED by Councillor Crothers to extend the Council meeting be extended to 10:00 pm.		
258-20	MOVED by Councillor Crothers to go into closed meeting at 9:23 p.m.		
259-20	MOVED by Councillor Engel to reconvene from Closed Meeting to Open Meeting at 9:50 p.m.		
260-20	MOVED by Councillor Engel to adjourn the meeting at 9:51 p.m.		
<b>July 14, 2020 Regular Council Meeting</b>			
<b>Res. #</b>	<b>Motion</b>	<b>Follow-up</b>	<b>Status</b>





**PLANNING & DEVELOPMENT SERVICES**  
**2020 Quarterly Development Report (Q2)**

Prepared for the Regular Council Meeting

Page | 1

## **RESIDENTIAL DEVELOPMENTS**

	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>2020</b>
<b>Permits Issued – All development relating to Residential Use</b>	11	5	-	16
<b>Total Construction Values [in the \$ millions]</b>	(957,000)	(461,000)	-	1.42
<b>Date of First Permit Issued</b>	Mar. 11	May. 19	-	Mar. 11
<b>Date of Last Permit Issued</b>	Mar. 20	Jun. 24	-	Jun. 24

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

## **COMMERCIAL DEVELOPMENTS**

	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>2020</b>
<b>Permits Issued – All development related Commercial Use</b>	5	6	-	11
<b>Total Construction Values [in the \$ millions]</b>	(159,000)	(22,810)	-	(181,810)
<b>Date of First Permit Issued</b>	Jan. 17	May. 19	-	Jan. 17
<b>Date of Last Permit Issued</b>	Mar. 12	Jun. 24	-	Jun. 24

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

## **LAND USE APPLICATIONS & APPEALS**

	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>2020</b>
<b>Subdivisions- Approved</b>	1	-	-	1
<b>Redesignations- Approved</b>	-	-	-	-
<b>Development &amp; Subdivision Appeals</b>	-	-	-	-

### **Certificates of Compliance**

Though not fully accurate, the number of Compliance Letters issued is a reflection of real estate activity in the town as the issuing of a Compliance Letter often accompanies the selling of a property. For the most part, Compliance Letters issued by the Development Office are done so for Residential lots.

	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>2020</b>
<b>Certificates of Compliance Issued</b>	13	6	-	19

# Action Requests June, 2020

<u>Department</u>	<u>Previous Outstanding</u>	<u>Current Monthly Requests</u>	<u>Completed</u>	<u>Total Outstanding</u>	<u>Action Request # Outstanding</u>
Public Works		15	15	0	
Municipal Enforcement		24	24	0	
Waste Management		2	2	0	
Parks/Rec		7	7	0	
Finance		2	2	0	
Administration		1	1	0	
Plan/Dev				0	
Leg/Ec Dev				0	
Totals	0	51	51	0	

2020 ACTION REQUESTS LISTING

MONTH	SIDE WALKS	STREETS	WATER SEWER	PW - PROPERTY	ANIMALS	VEHICLES	ME - PROPERTY	SOLID WASTE	PARKS / REC	UTILITIES	ADMIN	PLAN/DEV	OTHER	TOTAL
June	I	### IIII	I	IIII	###	III	### ### ### I	II	###-II	II	I			
	1	9	1	4	5	3	16	2	7	2	1			51

1 SIDEWALK Sidewalk needs repairing,

9 STREETS Debris left in cul-de-sac by street sweeper, Alley behind 19th Avenue has big ruts, Large hole at 18 Avenue,  
Flow of traffic during road repair in Valarosa, Large hole in Julia Place, Anderson Place is heaving, Meadowview Court alley needs fixing,  
13 Avenue needs grader, Cemetery road needs gravel

1 WATER/SEWER Water issues

4 PW - PROPERTY Man hole cover not working, Lowered water valve cap, Cement needs removing, Outdoor toilet needs to be moved

5 ANIMALS Dog at large, Cat wandering neighbourhood, 2 dogs running at large, Cat got out, Dogs constantly barking

3 VEHICLES Unregistered vehicle, Vehicle parked in alleyway, Bikes on sidewalk

16 ME - Property Unightly property, Band practice, Neighbour is a fire hazard, Unightly property, Neighbour issue, Neighbour burning something that is smokey,  
Unightly property, Health & safety on property, Trees hanging over fence, Unightly property, Non-stop noise next door,  
Neighbour digging a hole, Unightly property, Unightly property, Noise from neighbour, Placing item on private property

2 SOLID WASTE Green bin not picked up, Inquiry about blue bins

7 PARKS/REC Erics Park needs fixing, Green space behind 15 Ave and RR 15 has dandelions, Southridge Creek grass needs cutting,  
Leaves in Westheights Park need cleaning up, Area around Town Office needs cutting,  
Green space did not all get cut around Kildeer Close, Wondering about cutting down the female Poplar trees

2 UTILITIES 2 inquiries about high consumption

1 ADMIN Recycling Inquiry

July 8, 2020

## 2nd Quarter Reporting

### Finance Department

Highlights of the work performed in the second quarter of 2020

#### April

- Some staff working from home
- Staff required to do additional coverage, tasks and cleaning due to COVID
- Processed 1<sup>st</sup> quarter Fire Department remuneration
- Filed 1<sup>st</sup> quarter GST claim
- Scanned Cemetery records for digital filing
- Communicated and assisted property owners with the Utility / Tax COVID deferral programs

#### May

- Working from home staff returned to office May 25<sup>th</sup>
- Staff required to do additional coverage, tasks and cleaning due to COVID
- Results of clean audit reported by external auditors
- Prepared Main Office to re-open with COVID-19 safe processes
- Set up and assist Campground Host with finance paperwork

#### June

- **Main Office opens to public June 1 (Closed for lunch break 1-2 pm daily)**
- Staff required to do additional coverage, tasks and cleaning due to COVID
- Mailed Tax Notices June 1, 2020 with 90 day due date August 31, 2020
- Payroll PIER, Benefits and GL ½ year review completed

<b>April – May - June</b>	<b><u>2020</u></b>	<b><u>2019</u></b>		<b><u>June 2020</u></b>	<b><u>December 2019</u></b>
Customer Service walk in traffic	299	1,312	Active UT Accounts	2,255	2254
Cemetery Burials	0	9	Utility Auto- Pay	504	497
Tax Certificates Prepared	93	89	UT Bills Emailed	775	745
Assessment Notices Questioned	0	15	Active Property Tax Rolls	2341	2341
Tax Notices Processed	2838	2846	Tax – Payments by TIPP	1181	1167
Tax Notices Emailed	102	79	E. Gov Users	139	47

**COVID-19 Related Programs**

Tax TIPP Deferrals (90 days)	5	Utility Auto Pay Deferrals (90 days)	13
Tax Non Residential ASFF Deferrals	3	Returned UT Payment Fee Waived	4
Returned Tax Payment Fee Waived	8		

<b>Receivables</b>	<b>2020</b>	<b>2019</b>
Utility Receivable - June 30	\$ 293,732	\$ 281,277
Taxation Receivable at (normal due date) - June 30	\$ 3,544,818	\$ 2,498,514

<b>Lost Revenues due to COVID-19</b>	<b>April – May - June</b>
Utility arrears penalties	\$ 2,458
General accounts receivable penalties	\$ 2,199
Tax Credit Card Admin Fee	\$ 3,575 (2019 – \$ 1,794)
Returned Payments Fee	\$ 360

Respectfully submitted

Maxine Moreau  
Manager of Financial Services

## **Didsbury Municipal Enforcement**

### **2020 2nd Quarter Report – April 1, 2020 – June 30, 2020**

181 files processed including:

- Provincial tickets – 19
- Municipal tickets – 3
- 63 Action requests
- 94 warnings issued

Along with Didsbury and surrounding area RCMP Members, Various members of Council, and DNP staff, our CPO's participated in 22 Birthday drive-by's, Nurses Week appreciation, and Extended Care staff and seniors appreciation.

Our CPO's issued 28 Positive Tickets to both youth and adults for a variety of positive behaviors such as wearing bike helmets, children dismounting their bicycles and crossing streets safely at crosswalks, parents acting as positive role models and leading their children by example when out on bike rides, and an adult observed picking up previously littered garbage, and depositing into a trash can.

In collaboration with Mountain View Family Resource Network, CPO Anderson filmed four Bicycle Safety videos, which were then posted by the MVFRN on their Facebook page. The videos combined were viewed by Facebook users over 1900 times.

CPO Trotter participated in the Didsbury High School Grad banner celebration.





## **Town of Didsbury**

1606 – 14 Street, Box 790, Didsbury Alberta T0M 0W0

Phone: 403.335.3391 Fax: 403.335.9794 [www.didsbury.ca](http://www.didsbury.ca)

Subject: Second Quarter Report  
From: Manager of Public Works  
To: CAO

July 7, 2020

## **Operations**

Covid19 interrupted normal operations early in Q2. The department responded with immediate operational modifications to ensure the health and safety of the team. Dozens of hours were spent researching protocols, equipment, procedures and methods of work. Closing the operations facility to the public, implementing vehicle occupancy restrictions, sanitization protocols and elimination of residential home entry impacted all operational functions.

Although internally the operation was learning to adapt, our external presence did not change. Operations maintained roads, utilities, cleanliness, and responded to Action Requests without hesitation. The department equipped our staff with protective supplies, modified our standard operating processes to address biological hazards (a hazard we are well equipped to handle normally) and we changed the focus of our field level hazard to address the challenges presented by Covid19.

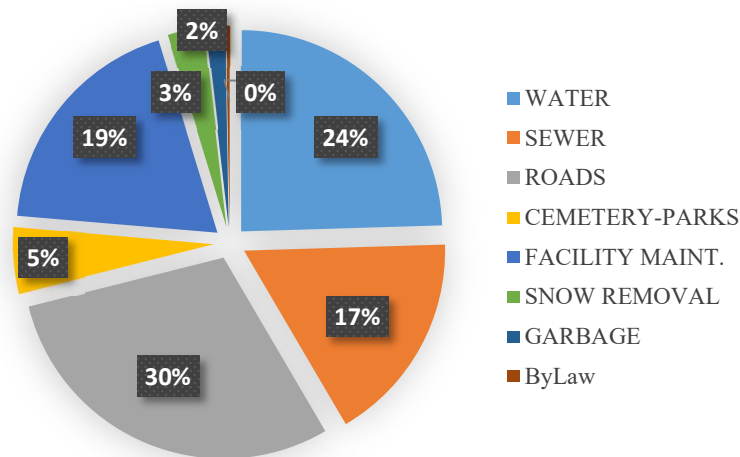
The department responded to 51 Action Requests during Q2. At this time, there is a total of 96 for the year.

- 37 Action request were Road related
- 8 Utility (water)
- 3 Utility (wastewater)
- 3 General (not necessarily Town issues but support was needed)

## Utilization

The department was only five members deep for most of Q2. Gratefully, our team grew by one member in late May. A member of our Arena maintenance staff is currently working with Operations. The additional capacity to the Operations team, is a welcome relief. Currently, operators are on call every 5 weeks. This is a grueling schedule. Operations has been required to work this schedule since the summer of 2019. The current schedule is not maintainable given operator holidays and/or the possibility of someone becoming ill. Department's depth needs to be increased. Approximately 3034 hours were invested.

### Q2 Hourly Allocation



## Water

The Town was very fortunate this past winter vs the winter of 2018/2019. We experienced only one water main break in Q1. During this period, Operations replaced 4 curbstops & repaired three (3) main line valves in our distribution system.

## Wastewater

The Town did not experience any wastewater main line issues this winter. Operations spent the spring removing ice jams, clearing catch basins and attending to a couple of main backups.

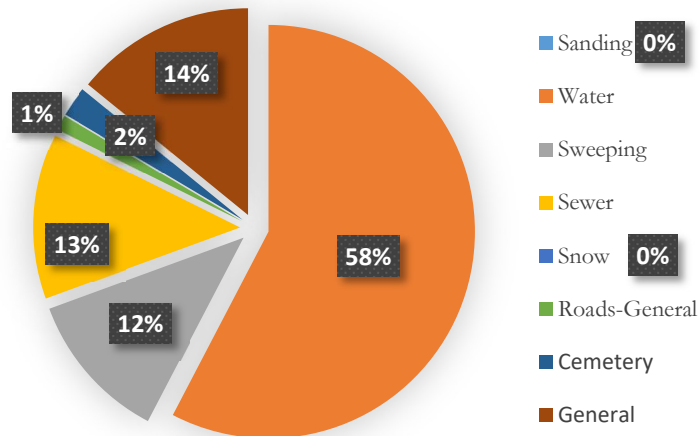
## Roads

It was a rough year for our surfaces. Spalling, pot holes, boils, and cracking were very evident this year. The department responded with preparation of the 2020 Road Rehabilitation and Repair tender. The tender was released June 10, 2020 and closed June 26, 2020. At the same time, Operations has been applying cold mix and keeping the network passable. As hot mix becomes available the department will repair larger issues and improve areas of continual deterioration. We have a lengthy list of rehabilitations which are necessary.

## Overtime

The department has incurred 42.5 overtime hours in Q2 (1.4% of total investment). The departments are broken down below:

### Q2 Overtime Allocation



## Capital Projects

Southeast Reservoir: Land negotiation ongoing.

2020 Road Rehabilitation and Repair – RFD at Special Council Meeting July 14, 2020 for consideration

15<sup>th</sup> Stormwater Main, Sidewalk & Westhill Sanitary Replacement: The Tender was released June 19, 2020 for Tender. Closes July 14, 2020. RFD will be at Special Council Meeting July 21, 2020 for consideration.

Pedestrian crossing on 16<sup>th</sup> Street & Hwy 582: Discussions with AT have concluded. The existing signalization is satisfactory to AT and no improvement is warranted nor is it recommended:

*“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.”*

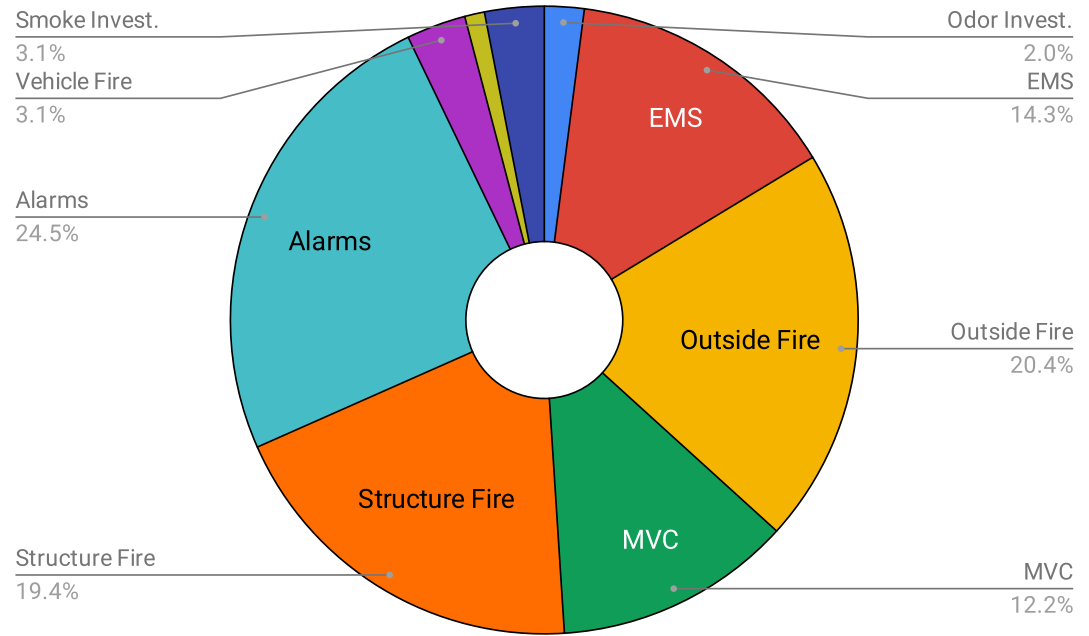
AT did state if the Town wishes to install regardless, they would not dispute the roadside development permit application.

Pedestrian crossing on 16<sup>th</sup> Street & 20<sup>th</sup> Avenue: ordered and will be installed prior to school starting.

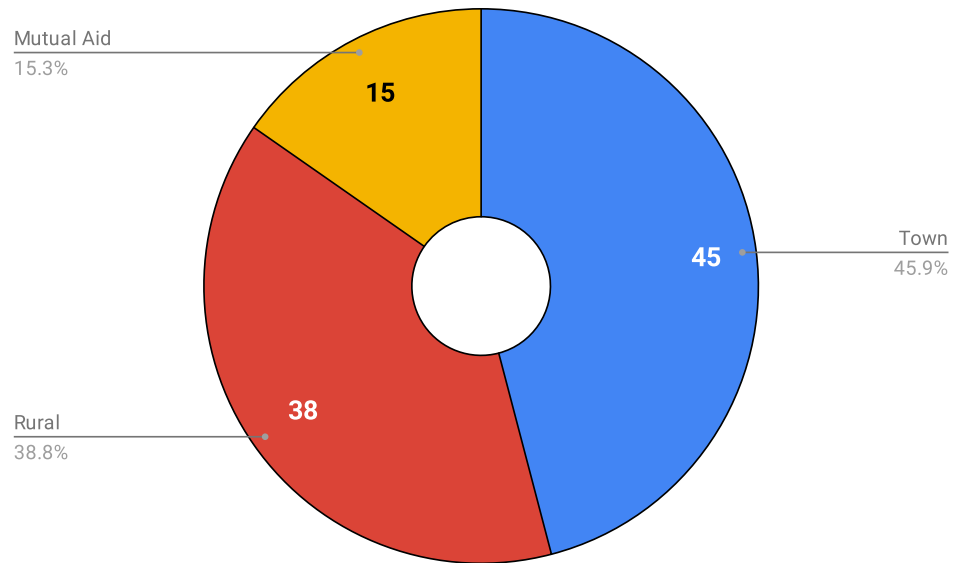
23<sup>rd</sup> Street & Hwy 582 Crossing: Discussions with the Province are ongoing.

Didsbury Fire Department - Response  
January 1 to May 31, 2020

Type	Total
Odor Invest.	2
EMS	14
Outside Fire	20
MVC	12
Structure Fire	19
Alarms	24
Vehicle Fire	3
Citizen Assist	1
Smoke Invest.	3
	98



Call Location	Total
Town	45
Rural	38
Mutual Aid	15





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	July 14, 2020
SUBJECT	Correspondence & Information
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9

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### **BACKGROUND/PROPOSAL:**

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

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Please find attached minutes:

- May 27, 2020 Municipal Planning Commission
- July 11, 2020 Didsbury Economic Development Advisory Committee

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 5. An Informed & Engagement Community

### **RECOMMENDATION**

That Council move to accept as information the May 27, 2020 Municipal Planning Commission, the July 11, 2020 Didsbury Economic Development Advisory Committee meeting minutes, the letter from Honourable Kaycee Madu, Minister of Municipal Affairs on Economic Recovery Plan – Shovel Ready Projects and the letter from AUPE Executive Secretary-Treasurer on the issue of Persons with Development Disabilities.

Minutes of the Town of Didsbury  
Municipal Planning Commission Meeting  
May 27, 2020



**Present:**        **Chair:** N. Quantz  
                  **Vice-Chair:** S. Madge  
                  **Councillors:** J. Baswick, M. Crothers  
                  **Members at Large:** C. McLaughlin, D. Loades, K. Phillips  
                  **Development Officer:** K. Pickett  
                  **Secretary:** D. Porath

**Absent:**        None

The meeting was held via Zoom Meeting with the general public able to be involved via audio conferencing.

**CALL TO ORDER**

Call to order by Chair Quantz at 4:30 PM.

**AGENDA**

The agenda was presented for the Commission's approval

**MOTION:**        Moved by Councillor Baswick that the May 27, 2020 Municipal Planning Commission Meeting agenda be accepted as presented.

**Carried**

**MINUTES**

**3.b)    Municipal Planning Commission Regular Meeting-May 6, 2020**

**MOTION:**        Moved by Vice Chair Madge that the Municipal Planning Commission Meeting accept the minutes of the May 6, 2020 regular meeting as presented.

**Carried**

**NEW BUSINESS**

**6.a)    Development Permits Issued**

**MOTION:**        Moved by Member Loades that the Municipal Planning Commission accept the Development Permits Report as information.

**Carried**

**6.b)    SD 20-01**

**MOTION:**        Moved by Councillor Crothers that the Municipal Planning Commission approve DP 20-033 for three (3) fascia signs, located at 2103- 20<sup>th</sup> Street, subject to the following conditions:

1. That approval does not exclude the need and/or requirements of the permit holder to obtain any and all other permits as may be required by this or any other legislation, bylaws or regulations.



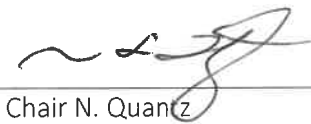
2. That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/ or Land Use Bylaw.
3. That if the development authorized by this development permit is not completed as per the requirements of the Land Use Bylaw and Central Core Heritage Plan such permit approval ceases and the permit is deemed void, expired and without effect, unless an extension to this period has been previously granted.

**Carried**

**ADJOURNMENT**

**MOTION:** Moved by Councillor Crothers that the Municipal Planning Commission adjourn the May 27, 2020 meeting at 4:40 PM.

**Carried**



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Chair N. Quantz



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Secretary D. Porath



Town of Didsbury Economic Development Advisory Committee  
Meeting Minutes  
June 11, 2020 at 6:00 p.m. via ZOOM Meetings

Present: Mike Crampton  
Shelly Daly  
Helen Hafke  
Gord Leeson  
Jan Lukes  
Meaghan Neis  
Lance Plewis  
Mel Crothers, Council Representative  
Erhard Poggemiller, Council Representative  
Rhonda Hunter, Mayor  
Laurie Klassen, President Didsbury & District Chamber of Commerce

Town Staff: Phil Boucher, Town of Didsbury Economic Development Officer  
Ethan Gorner, Chief Administrative Officer  
Luana Smith, Manager of Legislative Services/Recording Officer

1. Welcome and Introductions

CAO Ethan Gorner opened the meeting at 6:00 p.m. welcoming the newly appointed members and asked them to introduce themselves and why they wanted to be a DEDAC member.

2. Committee Orientation

- a. Bylaw 2020-05 Establishment of a Didsbury Economic Development Advisory Committee.  
A brief outline of Bylaw 2020-05 and the role of the committee and the administrative duties.
- b. Meeting Schedule and setting of next meeting.  
Meetings will be in the evening preferably on a Monday at 7:00 p.m. Meeting should take place once a month in the Town of Didsbury Council Chambers.  
  
The first meeting will be on Monday, June 29, 2020 at 7:00 p.m. At this meeting, the schedule for future meetings will be discussed.
- c. Appointment of Chair and Vice Chair  
Ethan Gorner explained the Chair's duties and how they speak on behalf of the committee.  
  
Ethan Gorner called for nominations for Chair of the DEDAC.  
  
Lance Plewis nominated Mike Crampton to the position of chair  
  
Mike Crampton nominated Lance Plewis to the position of chair  
  
Mike Crampton declined the nomination for Chair  
  
Lance Plewis accepted the nomination for the position of chair.  
  
Ethan Gorner called for further nominations, there was none.  
  
Gord Leeson moved that nominations cease.  
  
Lance Plewis was unanimously elected as Chair of the DEDAC.  
  
The meeting was turned over to Chairperson Plewis for the remainder of the meeting.

Chairperson Lance Plewis called for nominations for Vice Chair of the DEDAC.

Jan Lukes and Mike Crampton were nominated for Vice chair.

Chairperson Lance Plewis called for other nominations for Vice Chair for a second time.

Helen Hafke nominated Shelly Daly as Vice Chair.

A by a showing of 4 hands Mike Crampton received the most votes for Vice Chair.

Shelly Daly moved to appointed Mike Crampton as Vice Chair to the DEDAC which was carried.

3. Round Table Discussion

Chairperson Plewis offered the committee members to visit him at this office any time to get to know each other and have a casual discussion on their vision for Didsbury and economic development in the community.

Mike Crampton asked if the members would like to use a shared file management system.

Phil Boucher offered for members to come and see him.

4. Follow-up Items

- Luana and Phil to provide a contact information for the members.
- Discuss shared file management system for the June 29, 2020 meeting.

5. Next Meeting – June 29, 2020 at 7:00 p.m.

6. Adjournment

Member Gord Leeson moved that the meeting be adjourned at 6:58 p.m.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*  
*MLA, Edmonton - South West*

July 2, 2020

To all Chief Elected Officials:

On June 29, the Premier announced the province's multi-billion dollar economic recovery plan. Recognizing the critical role that Alberta's communities play in our economy, the plan identifies up to \$500 million in support for our local governments as they recover from the pandemic and invest in infrastructure that supports economic productivity. This funding will help you complete shovel-worthy projects, create jobs in your communities related to the projects, and drive future economic growth. Along with this provincial investment, we are asking municipalities to commit to red tape reduction efforts to incentivize new, job-creating private sector investment.

The shovel-worthy projects you have been submitting were critical in helping us assess municipal needs, as well as your readiness to complete these projects. You will receive more information on how this funding will be allocated, and how your municipality can access it, in the near future. Since program details are coming soon, I encourage you to start planning and preparing to initiate your projects, especially if they can proceed this year. I can tell you that this program will be simple and easy to administer to ensure the province does its part in minimizing red tape.

We are also hopeful that we will receive clarity soon on any available federal funding to assist municipalities in responding to the pandemic. We are working with the federal government to ensure that this funding can be used to meet municipal needs and priorities.

I look forward to sharing more information with you shortly, and continuing to work with you to support Alberta's recovery.

Sincerely,

Kaycee Madu, QC  
Minister

cc: Chief Administrative Officers  
Paul Wynnyk, Deputy Minister of Municipal Affairs



Solidarity Place: 10451 -170 Street, NW  
Edmonton, Alberta, Canada T5P 4S7  
Telephone: (780) 930-3300, 1-800-232-7284  
Fax: (780) 930-3392, 1-888-388-2873 www.aupe.org

July 7, 2020

To the Mayor and Council of Didsbury,

I am writing to you today to ask for your support on an important issue for central Albertans with persons with developmental disabilities (PDD) and their care.

I write as the Secretary-Treasurer of the Alberta Union of Provincial Employees. AUPE represents hundreds of workers in the public sector who support PDD clients, primarily in Edmonton, Calgary, and Red Deer. We also represent other workers across the province, including over 200 who reside in Didsbury, while over 225 work in the town.

On June 10 over 100 guardians of PDD residents in Edmonton and Calgary, including the facilities of Scenic Bow, Hardisty, Rosecrest, Woodvale and more, were notified by the Government of Alberta that they were undergoing consultations to “explore alternative service delivery” (aka privatization) over the next 90 days. This was done without any consultation and without their consent.

You may remember in 2013 the Government of Alberta went a similar route with Red Deer’s Michener Centre, and how residents and municipal officials across central Alberta, and even in Edmonton and Calgary, spoke up to keep the Michener Centre Open. This time they have not discussed closing Michener, for now.

While it is true that over decades a majority of PDD services in Alberta have already been privatized, we have to point out a few facts about the remaining public service homes.

First, the public facilities are facilities of choice. The residents and guardians have always had the option to move to the private sector.

Second, the public facilities provide care for people with complex needs. In 2013 we heard from Lee Kvern about her sister Jody being placed into a private group home in Didsbury. That provider was not able to safely provide care for Jody, and Lee had her moved back to the public Michener Centre in Red Deer. Lee told us this was not because of individual workers, but because of a lack of training, support, and constant staff turnover because of low wages. The private sector is under-resourced and lacks the decades long expertise and relationships our members have developed with the people they support.

Third, the public facilities for many are home. Residents of Scenic Bow in Calgary have been there for decades and have built important bonds with their caregivers. Those

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G. Smith	J. Heistad	K. Barry	B. Borodey	M. Dempsey	B. Gostola	S. Slade	K. Weiers
President	Executive Secretary-Treasurer	Vice-President	Vice-President	Vice-President	Vice-President	Vice-President	Vice-President



caregivers will not be guaranteed a job with a private provider or continued work with the same clients.

The public sector in Alberta has better managed the pandemic than the private sector. There are concerns that residents could be sent to private long-term care, who have seen the worst outbreaks in Alberta outside of meat packing plants.

To date, our provincial Government has not consulted with residents, their guardians or staff. They have not committed to respecting the wishes of guardians and residents if they say no to this move to the private sector.

The provincial government currently says, “no decision has been made,” but we doubt that’s the case. At the same time as guardians were given notice, so were our union members. Their contract requires the government to give 90-day notice before moving ahead with privatization. If all the government wanted to do was review the program and explore options with other providers, they did not have to provide that notice.

I am also writing to you as a former town councilor of Innisfail. I understand the pressures you operate under in dealing with multiple levels of government. At the same time, I believe we get elected to serve our communities and to do the right thing when called to.

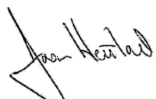
In 2013, municipalities and school boards throughout Central Alberta spoke out about keeping an important public service at Red Deer’s Michener Centre. It took months of pressure for success there. We saved Michener Centre, but unfortunately not everyone there. Some residents were moved into private long-term care and died soon after.

We cannot let this happen to our fellow Albertans. I am urging you to write a letter to the Premier Jason Kenney, the Minister of Community and Social Services Rajan Sawhney, and the Minister of Children’s Services Rebecca Schulz and ask them to respect the wishes of residents and guardians of our remaining public homes for persons with developmental disabilities. If they don’t want these centres to close, we shouldn’t even be thinking about it.

I am happy to present at an upcoming Council meeting to discuss this further and answer any questions and am available to talk privately as well if needed.

I really appreciate you all taking the time to consider this issue, and I hope you decide to support the continuation of these services.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Heistad", written over a horizontal line.

Jason Heistad  
Executive Secretary-Treasurer  
Alberta Union of Provincial Employees