



TOWN OF DIDSBURY AGENDA
Regular Council Meeting – held by ZOOM Meeting
Tuesday, August 25, 2020 at 6:00 p.m.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 July 14, 2020 Regular Council Meeting Pg. 2
 - 3.2 July 21, 2020 Council & Public Hearing Meeting Pg. 7
4. DELEGATION/ PRESENTATIONS
 - 4.1 Paton Rothenbush Award Presentation
5. PUBLIC HEARINGS - *none*
6. BYLAWS & POLICIES
 - 6.1 Procedural Bylaw 2020-12 (1st Reading) Pg. 11
7. BUSINESS
 - 7.1 Setting of Committee Meeting for September 8, 2020 Pg. 28
 - 7.2 Municipal Stimulus Projects Pg. 29
 - 7.3 Mountain View Seniors Housing 10th Annual Golf Tournament Pg. 31
 - 7.4 Council in Chambers Pg. 35
 - 7.5 City of Cold Lake Request Pg. 37
 - 7.6 Dog Park at Didsbury Vet Clinic Pg. 41
 - 7.7 DHS Grad Parade Request Pg. 42
 - 7.8 AUMA – Showcase Your Municipality Pg. 43
8. REPORTS
 - 8.1 CAO Report Pg. 44
 - 8.2 Council Reports (Verbal)
9. CORRESPONDENCE & INFORMATION
 - 9.1 Alberta Justice and Solicitor General Pg. 50
 - 9.2 Didsbury & District Historical Society Pg. 52
 - 9.3 MPC Minutes June 24, July 8 and July 22, 2020 Pg. 55
 - 9.4 Introduction to AUMA Alberta Police Advisory Board Pg. 60
10. EMAIL QUESTIONS
11. CLOSED MEETING (*The items listed are exceptions to disclosure in accordance with the Freedom of Information and Protection of Privacy Act*)
 - 11.1 Sec. 24(1) Advice from Officials
 - 11.2 Sec. 24(1) Advice from Officials
 - 11.3 Sec. 24(1) Advice from Officials
 - 11.4 Sec. 24(1) Advice from Officials
 - 11.5 Sec. 24 (1) Advice from Officials
 - 11.6 Sec. 17(1) Disclosure harmful to personal privacy
12. NOTICE OF MOTION
13. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Approval of Minutes
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	3.1

BACKGROUND/PROPOSAL:

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

- July 14, 2020 Regular Council Meeting
- July 21, 2020 Council and Public Hearing #2020-02 Meeting

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

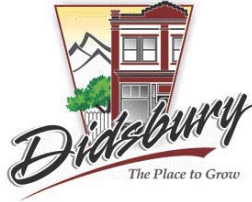
Please see attached minutes.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to approve the July 14, 2020 Regular Council Meeting and the July 21, 2020 Council and Public Hearing #2020-02 Meeting Minutes as presented.



Meeting Minutes of the Town of Didsbury
Regular Council Meeting
July 14, 2020

The regular meeting of Council for the municipality of the Town of Didsbury was held electronically through "ZOOM Meeting" Tuesday, July 14, 2020 commencing at 6:00 p.m.

Present: Mayor R. Hunter
Deputy Mayor 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 Finance - M. Moreau
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

Res. 261-20 MOVED by Councillor Moore to approve the agenda as presented.

Carried

ADOPTION OF MINUTES

Res. 262-20 MOVED by Councillor Engel to approve the June 23, 2020 Regular Council Meeting Minutes as amended.

Carried

BYLAWS & POLICIES

Bylaw 2020-11 Committees

Res. 263-20 MOVED by Councillor Moore to grant first reading to Bylaw 2020-11, a bylaw to establish Council Committees and that this bylaw be referred to committee for review.

Carried

BUSINESS

History of Didsbury Podcast

Res. 264-20 MOVED by Councillor Engel 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.

Carried

2020 Road Rehabilitation and Repair contract Award

Res. 265-20 MOVED by Councillor Poggemiller to award the 2020 Road Rehabilitation and Repair contract to Netook Contracting with a tendered total of \$191,387.46.

Carried

Initial

Council and Committee Meetings

Res. 266-20 MOVED by Councillor Crothers that all Council Meetings, Municipal Planning Commission, Committee Meetings, and Public Hearings take place using an on-line format until the end of August 2020.

Carried

Res. 267-20 MOVED by Councillor Crothers that more information on having Council meetings in Council Chambers to accommodate more than 12 members of the public, and the budget implications be brought back to the August 25, 2020 Council meeting.

Carried

Christmas Lights Update

Res. 268-20 MOVED by Councillor Windsor to accept the update on Christmas Lights as information and refer to the fall Strategic Planning session.

Carried

Letter of Support Didsbury & District Historical Society

Res. 269-20 MOVED by Councillor Moore to provide a letter of support for the Didsbury and District Historical Society application for the Alberta Culture 2020 Grant Program.

Carried

Presentation to Essentials for our Community

Res. 270-20 MOVED by Councillor Moore to approve Mayor Hunter to present a cheque on behalf of Council and the Town of Didsbury in the amount of \$850.00 from the Essential Worker Signage campaign to Essentials For Our Community.

Carried

Valarosa Pathway Project Approval

Res. 271-20 MOVED by Councillor Engel to approve \$50,000 for the Valarosa Pathway Project as presented to be funded from the Pathway & Trail Reserves.

Carried

Valarosa Park Association Recognition

Res. 272-20 MOVED by Councillor Baswick that 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.

Carried

Appointment of Secretary to the MPC

Res. 273-20 MOVED by Councillor Baswick to appoint Deborah Porath as Secretary to the Town of Didsbury Municipal Planning Commission.

Carried

Appointment to Emergency Advisory Committee

Res. 274-20 MOVED by Councillor Engel to appointment Mayor Hunter, Councillors: Baswick, Crothers, Engel, Moore, Poggemiller and Windsor to the Emergency Advisory Committee; and that as needed, each member take the required Municipal Elected Officials (MEO) course prior to January 1, 2021.

Carried

REPORTS

Chief Administrative Officer Report

Res. 275-20 MOVED by Councillor Moore to accept the CAO report for July 14, 2020 as information.

Carried

Council Reports (Verbal)

Res. 276-20 MOVED by Councillor Moore to accept the Council Reports for July 14, 2020 as information.

Carried

CORRESPONDENCE & INFORMATION

- May 27, 2020 Municipal Planning Commission
- July 11, 2020 Didsbury Economic Development Advisory Committee
- Office of the Minister of Municipal Affairs – Economic Recovery Plan – Shovel Ready Projects

Res. 277-20 MOVED by Councillor Baswick to accept the correspondence and information items as information.

Carried

EMAIL QUESTIONS - None

CLOSED MEETING

Res. 278-20 MOVED by Councillor Windsor to go into Closed Meeting at 7:20 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

Topics of Closed Meeting

Land Issue - Local public body confidences- [Section 23(1)(a)]
Legal - Disclosure harmful to intergovernmental relations [Section 21(1)]
Land Issue - Disclosure harmful to business interest of a third party [Section 16(1)]
Personnel - Advice from Officials [23(1)]
Legal - Advice from Officials [24(1)]
Personnel - Privileged Information [27(1)]

Ethan Gorner and Amanda Riley left the meeting at 8:21 p.m.

Ethan Gorner returned at 8:49 p.m.

RECONVENE

Res. 279-20 MOVED by Councillor Poggemiller to reconvene from Closed Meeting to Open Meeting
8:49 p.m.

Carried

Res. 280-20 MOVED by Councillor Moore to deny the request to defer taxes on roll numbers
2546000, 2547000, 2548000 and 2550000.

Carried

Councillors Baswick and Windsor left the meeting at 8:52 p.m.

Res. 281-20 MOVED by Councillor Engel to approve the letter to be sent on behalf of Council.

Carried

Councillors Baswick and Windsor returned at 8:53 p.m.

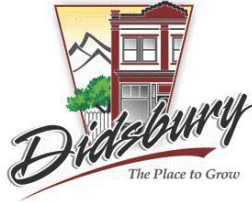
ADJOURNMENT

Res. 282-20 MOVED by Councillor Moore to adjourn the meeting at 8:54 p.m.

Carried

Mayor - Rhonda Hunter

Chief Administrative Officer - Ethan Gorner



Meeting Minutes of the Town of Didsbury
Council Meeting & Public Hearing #2020-02
July 21, 2020

The additional regular meeting of Council and Public Hearing #2020-02 for the municipality of the Town of Didsbury was held electronically through “ZOOM Meeting” Tuesday, July 21, 2020 commencing at 6:00 p.m.

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

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

Guests: Didsbury Skatepark Association Members
Geoffrey Schulmeister, ISL Engineering and Land Services
Jordan Quick, ISL Engineering and Land Services

CALL TO ORDER

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

Mayor Hunter welcomed members of the Didsbury Skatepark Association to give an update on the Skatepark and that they have raised over \$311,000 towards the skatepark.

ADOPTION OF AGENDA

CAO Ethan Gorner gave clarification of the Meeting being “Special Council or Regular Council Meeting” as outlined in the Municipal Government Act.

Councillor Moore added an item 4.5 for clarification of Section 153.1 of the *Municipal Government Act*

Administration added item 5.1 in a Closed Meeting relating to Personnel as per section 24 and 29 of the *FOIPP Act*.

Res. 283-20 MOVED by Councillor Moore to approve the agenda as amended

Carried

PUBLIC HEARING

Mayor Hunter called the Public Hearing #2020-02 to order at 6:17 p.m.

Res. 284-20 MOVED by Councillor Moore to accept the Public Hearing Agenda as presented.

Carried

Presentation of Bylaw 2020-10 by Administration

Bylaw 2020-10 is an amendment to the Land Use Bylaw 2019-04 to add “Cannabis Production” as a discretionary use in Direct Control District – Industrial Zoning.

Adjacent landowners received notices in the mail and a Notice was posted in the Albertan for the weeks of June 29, July 6, 13 and 20th, 2020 as well as on the Town of Didsbury website and social media.

Senior Development Officer Kris Pickett gave a presentation and read the definition of “Cannabis Production” as set out in the Land Use Bylaw 2019-04: *“a federally licensed facility, comprised of one or more buildings or structures used for the purpose of cultivation, processing, packaging, testing, destroying or shipping of licensed cannabis products. A Cannabis Production Facility may consist of some, or all, of the following components: greenhouses, warehouses, laboratories, processing facilities, administrative offices and shipping facilities but does not include onsite retail sales or cannabis products or any derivatives thereof. All activities associated with growing, processing or shipping functions shall be located inside the fully enclosed buildings.”*

Section 3-78 of the Land use Bylaw outlines the location and parcel requirements for the Cannabis Production use. The addition of “Cannabis Production” to the DC-IND District is in alignment with the requirements set forth in Land Use Bylaw 2019-04 Section 3-78 “Cannabis Production”.

Correspondence

Correspondence was received from Brian and Luanne Jones of 2106 19th Avenue, Didsbury; and Kevin Bentley 1426 – 18th Avenue, Didsbury. Senior Development Officer Kris Pickett read out the correspondence and responded to the questions.

Mr. Kevin Bentley sent an email regarding odour emission standards.

Comments from Affected Parties

Norm Quantz -15 Westhill Drive, Didsbury provided verbal comments.

Questions from Council

No questions from Council to Mr. Quantz.

Other Comments from the public (gallery)

Mayor Hunter asked for any other comments from the public, there were none.

Further questions from Council

Mayor Hunter asked for any other questions from Council, there were none.

Further questions from the public (gallery)

Mayor asked for a final time if anyone from the public like to comment or have a question, there were none.

Adjournment of Public Hearing #2020-02

Res. 285-20 Moved by Councillor Crothers adjourn the Public Hearing was adjourned at 6:46 p.m.

Carried

Resume Council Meeting

The Regular Council Meeting resumed at 6:46 p.m.

BYLAWS & POLICIES

Bylaw 2020-10-02

Res. 286-20 MOVED by Councillor Windsor to grant second reading to Land Use Amendment Bylaw 2020-10.

Carried

Res. 287-20 MOVED by Councillor Windsor to grant third and final reading to Land Use Amendment Bylaw 2020-10.

Carried

BUSINESS

15th Avenue Stormwater & Sidewalk Capital Project Tender

Res. 288-20 MOVED by Councillor Moore to award the 15th Avenue Stormwater & Sidewalk Capital Project Tender contract to Netook with a tendered total of \$923,637 (includes 10% contingency) and includes Option 2 Outfall design. Total project cost \$1,055,976 (includes engineering).

Carried

Res. 289-20 MOVED by Councillor Crothers that Council amend the Capital Budget to reflect the additional cost of the sidewalk project in the amount of \$16,406.

Carried

Didsbury Arena Rate Reduction 2020/21 Season

Res. 290-20 MOVED by Councillor Moore to approve a rate reduction of 30% for all local arena ice in-season rates until March 31, 2021.

Carried

Application for DC-IND

Res. 291-20 MOVED by Councillor Windsor to approve DP 20-049 with the following conditions:

- a. That compliance with all Federal Regulations and Licensing requirements for Cannabis Production are adhered to,
- b. The operation complies with the principles set forth in the application.

Carried

Clarification of Section 153.1 of the *Municipal Government Act* from the CAO

Res. 292-20 MOVED by Councillor Windsor to accept information provided on Section 153.1 of the MGA as information.

Carried

CLOSED MEETING

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

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

Topics of Closed Meeting

Personnel – Advice from Officials Section 24 (1) b(i) of the *FOIPP Act*.

Res. 293-20 Moved by Councillor Crothers to go into Closed Meeting at 7:09 p.m.

Carried

RECONVENE

Res. 294-20 Moved by Councillor Crothers reconvene to the Council Meeting at 7:15 p.m.

Carried

ADJOURNMENT

Res. 295-20 MOVED by Councillor Poggemiller to adjourn the meeting at 7:15 p.m.

Carried

Mayor - Rhonda Hunter

Chief Administrative Officer - Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Bylaw 2020-12 Procedural Bylaw
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

Bylaw 2020-12 is a bylaw to establish the rules and procedures for the conducting of orderly Council and Committee Meetings.

Bylaw 2020-12 is a complete re-write and format change. The purpose of the bylaw is to provide guidelines for meeting procedures without being overly restrictive. The new bylaw allows more flexibility for Council and removes the detailed legislative requirements by referring to the *Municipal Government Act* for required processes.

Administration is requesting Council to review this Bylaw on its own merit. The current Procedural Bylaw is attached which attempts to show the areas (in strikethrough) that will not be in the new bylaw or are restructured and simplified.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached Draft Bylaw 2020-12 and a marked up version of Bylaw 2019-03.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed and Engaged Community

RECOMMENDATION

That Council move to grant first reading to Bylaw 2020-12, a bylaw to establish the rules and procedures for the conducting of orderly Council and Committee Meetings and that this bylaw be referred to committee for review.

TOWN OF DIDSBURY
The Procedural Bylaw
Bylaw No. 2020-12

A BYLAW OF THE TOWN OF DIDSBURY TO ESTABLISH RULES AND PROCEDURES FOR THE CONDUCTING OF ORDERLY COUNCIL and COMMITTEE MEETINGS.

The Council of the Town of Didsbury enacts the following:

PART 1: PURPOSE

Purpose

1. The purpose of this bylaw is to establish rules to follow in governing Town of Didsbury Council and Committee Meetings.
2. The following meetings are carried out in accordance with the *Municipal Government Act* RSA C-M26:
 - a. Regular Council Meetings
 - b. Special Council Meetings
 - c. Organizational Meeting
 - d. Public Hearings
 - e. Closed (in-camera) Meetings
3. All references to Chief Administrative Officer (CAO) will be taken to mean any designate as directed by the CAO.

PART 2: APPLICATION

Paramount Rules

4. If the provisions in any other bylaw conflict with the rules in this Bylaw, this Bylaw will prevail.

PART 3: MEETING FRAMEWORK

Meeting Chair

5. The Mayor shall be the Chair of all Council Meetings unless absent, which the Deputy Mayor will act in their stead. Where both the Mayor and Deputy Mayor are absent, Council shall appointed one of the remaining members to Chair that meeting by motion.
6. For Committee meetings, the members shall elect or choose a Chair and Vice-Chair.

Meeting Dates and Times

7. The days and times of Regular Council Meetings shall be set by resolution at the Organizational Meeting each year. Other meetings as needed may be set by motion of Council.
8. The meeting schedule may be amended in any way, including the addition or cancellation of meetings, by motion of Council.
9. Committee meetings shall be set by the Committee based on member availability.

Quorum

10. The majority of all the Councillors that comprise the Council shall establish a quorum.
11. The majority of sitting Committee members shall establish a quorum.

Extending Meeting Time

12. If any member deems the meeting too long, they may raise a point of privilege and have Council consider immediately adjourning the meeting to the next day or a date and time designated by motion.

PART 4: COUNCIL MEETING BUSINESS

Order of Business

13. The order of business at a meeting is the order of the items on the agenda except:
 - a. When a previous meeting has been adjourned for lack of a quorum and no special meeting has been called to deal with the business of the adjourned meeting, the agenda items from the adjourned meeting must be dealt with before any items on the current agenda;
 - b. When Council alters the order of business for the convenience of the meeting by motion;
 - c. When the same subject matter appears in more than one place on an agenda and Council decides, by motion, to deal with all items related to the matter at the same time.
14. Council need not deal with any item on the agenda by choosing to make no motion(s).

PART 5: MEETING AGENDAS AND MINUTES

Agenda Format

15. The agenda sets forth the order of business for a given meeting and will follow in accordance with the motion of Council that adopts the agenda at the start of the meeting.

Agenda Distribution

16. The CAO or designate will email copies of the agenda and reports to Council members before each regular Council meeting. Agendas, reports and supplementary materials that are received too late to be included with the agenda or that are intended for Special Council Meetings will be made available as soon as reasonably possible.

Adoption of Agenda

17. Council must vote to adopt the agenda prior to transacting other business and may by motion:
 - a. Add new items to the agenda;
 - b. Delete any matter from the agenda;
 - c. Revise the order of business on the agenda.

Preparation of Minutes

18. The CAO will ensure that Council minutes are taken and prepared, which will include:
 - a. All decisions and other proceedings without note or comment;
 - b. The names of the Council Members present at and absent from the meeting and any portion thereof;
 - c. Any abstention pursuant to a declaration of pecuniary interest made under the *Municipal Government Act* by any Council Member and any other abstention permitted by statute; and
 - d. The signatures of the meeting chair, and the CAO or designate.

Adoption of Minutes

19. The minutes of each meeting will be circulated, prior to the meeting, as part of the agenda package for which they are to be adopted. Council will do one of the following:
 - a. Pass a motion adopting the minutes if there are no errors or omissions;
 - b. If there are minor errors or omissions, Council shall make a motion to adopt the minutes as amended;
 - c. If there are major errors or omissions, the minutes shall be referred to the following meeting.

PART 6: PERSONS WISHING TO ADDRESS COUNCIL (Delegations)

20. If a person wishes to speak to Council on any matter, that person must notify Administration in writing and must state the reason for the request to speak. The written request must include an outline of the issue to be addressed, along with any pertinent background information, and an overview of any action being requested of Council. After receiving the request and determining it to have merit to speak, the CAO will place the matter on the next or as soon as reasonably possible Agenda under "Delegations".
21. If the CAO deems an upcoming agenda business list to already be significantly full, the CAO at their discretion, may schedule a delegation for a later meeting date.
22. If, for whatever reason, the CAO deems a delegation request to not have merit, the requesting person will not be placed as a delegation on the Council agenda. Instead, the request will be placed as a "Business" item on the agenda for Council to consider whether to permit the delegation at the following meeting. The requesting person will not be permitted to address Council until Council so designates and decides upon the merit of such request.
23. A request will be deemed to not have merit if it:
 - a. Is a re-addressing of a previously heard issue, where there is no new information being brought forth;
 - b. Incoherent; or
 - c. Libelous, impertinent or improper;
24. A delegation will be allowed ten (10) minutes to speak. The time allowed to speak may be extended:
 - a. To 20 minutes by the Chair;
 - b. Beyond 20 minutes by motion of Council.
25. A person may only address Council at any other time during a meeting:
 - a. For up to 2 minutes if called upon by the Chair;
 - b. Beyond 2 minutes by motion of Council.

Council Consideration of Request

26. If a person appears at a Council meeting wishing to speak to Council without having given prior notice;
Council may:
 - a. Choose to add them to the "Delegation" portion of the Agenda by unanimous motion;
 - b. If such request is not approved by unanimous motion, the person will not be allowed to speak.

PART 7 – COMMUNICATIONS

Requirements for Written Communications

27. Any written communication intended for Council, must be submitted to the CAO seven (7) days prior to the Council meeting that the individual wants their communication considered. If it is not received by seven (7) days prior, it may be referred to the following Council meeting.
28. All such communications must:
 - a. Be legible and coherent;
 - b. Provide a printed name and place of residency, or organization that is being represented;
 - c. Not be libelous, impertinent or improper.

CAO to Process Communications

29. If these requirements are met, the CAO will attach it to the Council Agenda for Council's consideration. After Council has considered the communication, the CAO or designate will send any response Council deems appropriate and as established by motion of Council.

Petitions

30. Any matter required to be brought to Council by way of petition must be supported by a petition that complies with the *Municipal Government Act* or other applicable legislation.

PART 8 - RECORDING DEVICES

Audio and Video Recordings and Transmissions

31. Other than equipment used for the purpose of facilitating a Councillor's participation in Council meeting while not physically present, no unauthorized video or audio recordings may be made of any portion of the Council meeting. Similarly, no unauthorized internet recordings or transmissions are to be made of any portion of the Council meeting. Permission may be granted to news organization representatives to use audio devices, from their seats, for the purposes of preparing their news stories. Such allowances will be at the discretion of the Chair.

Pictures

32. No pictures may be taken of any portion of the Council proceedings or interior of the Council Chambers. Permission may be granted to news organization representatives to take a picture that may be associated with a news story. Such allowances will be at the discretion of the Chair.

PART 9 - SPECIAL CIRCUMSTANCES

Suspension of Rules

33. If a special circumstance arises that would justify, in the opinion of Council, a relaxing of any of these protocols, then any of these clauses, where not already allowed, may be waived or set aside by the unanimous motion of Council. Such a motion must be unanimous by those Council members participating in the meeting.

PART 10 – GALLERY QUESTION PERIOD

34. Gallery Question Period is for questions or comments relative to any matter of Council business.
35. Comments and Questions of Administrative operations will not be addressed during the Gallery Question Period.
36. There shall only be one Gallery Question Period allocated on Regular Council Meeting agendas.

PART 11 – GENERAL PROVISIONS

Transitional

37. All versions of Bylaw 2014-12 passed on November 25, 2014, February 9, 2016, November 2, 2017, September 11, 2018, January 8, 2019 and Bylaw 2019-03 are hereby repealed.

38. The Terms of Reference of the Priorities and Policy Committee - Res. No. 189-18 and all other amendments thereto are hereby rescinded.

39. That this Bylaw shall take effect on the date of final passing.

Read a first time this ____ day of _____, 2020.

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

Read a third and final time this ____ day of _____, 2020.

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

TOWN OF DIDSBURY
Procedural Bylaw
Bylaw No. 2019-03

A bylaw of the Town of Didsbury to Regulate the Procedure and Conduct of Council and Council Committee Meetings.

~~(WHEREAS) GIVEN THAT Council of the Town of Didsbury considers it expedient and desirable for effective governance to regulate the procedure and conduct of Council, Councillors and others attending Council and Council Committee meetings in the Town of Didsbury.~~

(NOW THEREFORE) the Council of the Town of Didsbury enacts as follows:

1. CITATION

- a. This bylaw may be cited as “The Procedural Bylaw”.

2. DEFINITIONS ~~(removed - new bylaw definitions are general knowledge)~~

- ~~a. “Adjournment” means to affix the time to which the assembly shall adjourn.~~
- ~~b. “Administration” means the Chief Administrative Officer of the Town of Didsbury or an employee accountable to the Chief Administrative Officer.~~
- ~~c. “Administrative Inquiry” means a written request from a member of Council to the Administration, made at a meeting for the future provision of information and/or a report.~~
- ~~d. “Agenda” means the order of items of business for a meeting and the associated reports, bylaws or other documents that accompany it.~~
- ~~e. “Amend” means to change a resolution or motion by adding, striking out, or substituting a word or phrase.~~
- ~~f. “Assembly” means all the elected members who constitute the quorum of a duly constituted meeting of the Council with the presence of the Chief Administrative Officer, or a designate to that role.~~
- ~~g. “CAO” means the Chief Administrative Officer or his/her designate, for the municipality.~~
- ~~h. “Committee” means a Council Committee, board, commission or other body established by Council under the Municipal Government Act.~~
- ~~i. “Committee of the Whole” refers collectively to those members of Council present when Council moves to sit as a Committee.~~
- ~~j. “Council” is the Mayor and Councillors duly elected in the Town and who continue to hold office.~~
- ~~k. “Delegation” means any person or agency that has permission of Council to appear before Council or a Committee of Council to provide pertinent information and views about a subject before Council or Council Committee. Approved delegation presentations will be scheduled for Policies and Priorities Committee meetings. Government agencies may be scheduled for Regular Council Meetings.~~
- ~~l. “Deputy Mayor” is the Councillor appointed by Council, pursuant to the Municipal~~

- ~~Government Act and this Bylaw to act as Mayor in the absence or incapacity of the Mayor.~~
- ~~m. "Division of a Question" means a motion that is used to separate a main motion or amendment into parts to be voted on individually.~~
 - ~~n. "Electronic Communication" means a meeting held in two or more places with the participants using electronic means of communication.~~
 - ~~o. "Ex Officio" means a person is a member by nature of the office held.~~
 - ~~p. "Freedom of Information and Protection of Privacy Act" means the freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25 as amended or legislation substituted therefor.~~
 - ~~q. "In Camera" means in the absence of the public.~~
 - ~~r. "Lay on the table" means a Motion to place a main Motion and all pending amendments aside temporarily, with the intention of bringing the item back at a later time for action, in the same meeting at a different time on the agenda. Tabling a motion is not debatable; cannot be amended; and requires a majority vote. Tabling a motion cannot be used to defeat a main Motion by disposing of it permanently.~~
 - ~~s. "Limit debate on a matter before members" means to reduce or increase the number and length of speeches permitted or limit the length of a debate on a specific question.~~
 - ~~t. "Mayor" is the member duly elected in the Town as the Chief Elected Official under the Municipal Government Act who continues to hold office.~~
 - ~~u. "Member" means a Councillor or person at large appointed by Council to a Committee of Council.~~
 - ~~v. "Meetings" means meetings of Council and Council Committees.~~
 - ~~w. "Minutes" are the record of decisions of a meeting recorded in the English language without note or comment.~~
 - ~~x. "Municipality" means the Town of Didsbury, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Municipality.~~
 - ~~y. "Municipal Government Act" means the Municipal Government Act RSA 2000, Chapter M-26 as amended or legislation substituted therefor.~~
 - ~~z. "Notice of Motion" is the means by which a member of Council brings business before Council.~~
 - ~~aa. "Organizational Meeting" means a meeting held as described in this Bylaw and set out in the Municipal Government Act.~~
 - ~~bb. "Pecuniary Interest" means a pecuniary interest within the meaning of the Municipal Government Act.~~
 - ~~cc. "Point of Order" means to ask for the Chair to follow the agenda.~~
 - ~~dd. "Postpone the matter to a certain time" means the assembly needs more time or information to make a decision.~~

- ~~ee. "Postpone indefinitely" means to reject the main motion. If this motion is passed, the main motion cannot be brought up again in its original form at that particular session.~~
- ~~ff. "Postpone to a definite time" means to defer consideration of a main motion and all attached motions until a further date, requiring a two-thirds (2/3) vote. At that time, the matter will be brought up again under unfinished business. This motion will have priority on the next agenda.~~
- ~~gg. "Point of Privilege" means to bring an urgent request or a main motion relating to the rights of either the assembly or an individual up for immediate consideration.~~
- ~~hh. "Public Hearing" is a meeting to hear matters pursuant to the Municipal Government Act or other matters which Council directs to be considered at a Public Hearing.~~
- ~~ii. "Privilege" is attached to motions that are important to safety, orderliness, comfort or well-being of a member(s) and these motions must be considered immediately.~~
- ~~jj. "Quorum" means the majority of all the Councillors that comprise the Council.~~
- ~~kk. "Recess" means a short interruption which does not close the meeting.~~
- ~~ll. "Regular Council Meeting" means a meeting of Council scheduled and published in accordance with this Bylaw.~~
- ~~mm. "Rescind" means to nullify a vote taken at a previous meeting. A motion to rescind can be made by anyone, but only if no action has been taken on the motion. It requires a two-thirds (2/3) vote for adoption.~~
- ~~nn. "Reconsider" means a motion to review a previous decision and vote on it again. It must be made by a person who voted on the prevailing (winning) side and it requires a majority vote. Reconsideration may not be moved more than once on the same motion.~~
- ~~oo. "Special Meeting" is a meeting called by the Mayor or Council in accordance with the Municipal Government Act and this Bylaw.~~
- ~~pp. "Terms of Reference" is a statement of the purpose of a Committee approved by Council and shall include, but is not limited to, composition, duties, powers, functions and terminate clauses if applicable.~~
- ~~qq. "Two-thirds vote" is a vote requiring at least two-thirds of the members who continue to hold office or appointment to vote in the affirmative. This number is 5 when 7 members are present.~~
- ~~rr. "Urgent business" is a time-sensitive matter that requires Council's immediate and urgent consideration.~~

3. Regular Council Meetings (MGA Section 193) (Part 3 – Meeting Framework of new bylaw)

- a. The Mayor shall be appointed as Chair of the meetings. In the absence of the Mayor, the Deputy Mayor shall be appointed Chair. In the absence of both Mayor and Deputy Mayor, ~~the Chief Administrative Officer shall assume the Chair, and call for nominations of Council members in attendance and conduct a vote to elect a chair.~~

- ~~b. The meetings of Council Committees shall be established by resolution of each Committee and the public must be given notice or advertised as required by the Municipal Government Act. (restructured see Part 3 of new bylaw)~~
 - ~~c. The days and times of Regular Council Meetings shall be set by resolution at the Organizational Meeting each year. (restructured see Part 3 #7-9 of new bylaw)~~
 - ~~d. The times for the beginning of Council Committee meetings shall be set by resolution of each committee.~~
- 4. Quorum (MGA - Section 167) (restructured see Part #10 & 11 of new bylaw)**
- ~~a. If a quorum is not present within fifteen (15) minutes after the time fixed for the meeting, Administration shall record the names of the members present and the meeting shall stand adjourned until the next meeting.~~
 - ~~b. Any meeting that goes past three hours, including the informal portion of the meeting must obtain unanimous consent of Council. Failure to achieve unanimous consent, the meeting shall resume at 7:00 pm the next evening unless Council, through a majority decision, consents to an alternative evening.~~
- 5. Electronic Communication (MGA - Section 199) (Covered through the MGA - Part 1 #2 of new bylaw)**
- ~~a. Meetings through Electronic Communication may be conducted in the event of any emergency if:
 - ~~i. A notice is given to the public of the meeting, including the way in which it is to be conducted.~~
 - ~~ii. The facilities enable the public to watch and/or listen to the meeting at a place specified in the notice.~~
 - ~~iii. The facilities enable all of the meeting participants to watch and/or hear each other.~~~~
 - ~~b. Council members participating in a meeting held by means of electronic communication are deemed to be present at the meeting.~~
- 6. In-Camera (Closed to the Public) (MGA Section 197 (3)) (Covered under FOIPP & MGA - see Part 1 #2 of new bylaw)**
- ~~a. Council and Council Committees may close all or part of a Meeting to the public if a matter to be discussed is within one of the exceptions to disclosure including, but not limited to:
 - ~~i. Legal~~
 - ~~ii. Land~~
 - ~~iii. Personnel~~
 - ~~iv. Other items set out in the Freedom of Information and Protection of Privacy Act.~~~~
 - ~~b. When a meeting is closed to the public, the meeting may include any person or persons invited to attend by Council.~~
 - ~~c. A subdivision authority, development authority, subdivision and development appeal board and assessment review board established under the Municipal~~

~~Government Act may deliberate and make its decisions in a meeting closed to the public.~~

- ~~d. When a meeting is closed to the public pursuant to this section, no resolution or bylaw may be passed at the meeting, except a resolution to reconvene to a meeting held in public.~~

7. Special Council Meetings (MGA – Section 194) (Covered under MGA – see Part 1 #2 of new bylaw)

- ~~a. Whenever the Mayor deems it appropriate to do so, a Special Council Meeting can be called. At least twenty-four (24) hours' notice shall be provided in writing to each Councillor and the public stating the purpose of the meeting and the date, time and location at which the Special Council Meeting shall be held.~~
- ~~b. If the Mayor received a written request for a Special Council Meeting stating its purpose, from a majority of the Councillors, a Special Council Meeting shall be held within fourteen (14) days after the date that the Mayor received the request.~~
- ~~c. No matter other than that stated in the notice calling the Special Council Meeting can be transacted at the meeting unless the whole Council is present at the meeting and the Council agrees to deal with the matter in question.~~

8. Organizational Meeting (MGA – Section 192 (1)) (Covered under MGA – see Part #2 of new bylaw)

- ~~a. An Organizational Meeting of Council shall be held annually pursuant to the Municipal Government Act.~~
- ~~b. Administration shall fix the time and place of the Organizational Meeting.~~
- ~~c. The Agenda for the Organizational Meeting shall be restricted to:
 - ~~i. The administration of the oath and introduction of new members, should the meeting immediately follow the municipal election;~~
 - ~~ii. The establishment of the regular meeting dates for Council;~~
 - ~~iii. The appointment of members to act on Committees, boards and other bodies on which Council is entitled to representation;~~
 - ~~iv. Appointment of the Deputy Mayor;~~
 - ~~v. The passing of an interim budget.~~~~

9. Cancellation of Meetings (simplified – see Part 3 #8 of new bylaw)

- ~~a. Council Meetings may be cancelled:
 - ~~i. By a majority of Council at a previous meeting; or~~
 - ~~ii. With written consent or oral consent of a majority provided twenty-four (24) hours' notice is provided to Council and the public; or~~
 - ~~iii. With the written notice or oral consent of two-thirds (2/3) of Council if twenty-four (24) hours' notice is not provided to the public.~~~~
- ~~b. Special Meetings may be cancelled:
 - ~~i. By the Mayor if twenty-four (24) hours written notice is provided to Councillors~~~~

~~and the public; or~~

- ~~ii. If less than twenty four (24) hours' notice is provided, the Mayor may cancel with the written or oral consent of two thirds (2/3) of the Councillors.~~

10. Conduct of Meetings (removed - covered under Code of Conduct bylaw in accordance with MGA).

- ~~a. Each member or delegate, as the case may be, shall address the Chair but shall not speak until recognized by the Chair.~~
- ~~b. The presiding officer, with the approval by resolution of the members, may authorize a person in the public gallery to address members only on the topic being discussed at that time and within the time limits specified by the presiding officer.~~
- ~~c. A resolution may be withdrawn at any time before voting subject to no objection from any member.~~
- ~~d. Cell phones and other electronic communication devices may be used so long as they are set to mute and do not disturb the proceedings or members of the Gallery. Sending emails during Council Meetings is discouraged.~~

11. Voting (MGA - Section 182-186) (removed part of MGA - see Part 5 #18 of new bylaw)

- ~~a. Every Councillor present, including the Mayor, shall vote on every matter unless:
 - ~~i. The Councillor is required to abstain from voting under this or any other bylaw or enactment; or~~
 - ~~ii. The Councillor is permitted to abstain from voting under this or any other bylaw or enactment and chooses to do so.~~~~
- ~~b. A resolution does not require a seconder.~~
- ~~c. All votes in opposition shall not be recorded unless a Councillor requests a recorded vote prior to the vote.~~
- ~~d. Whenever the presiding officer is of the opinion that a motion is contrary to the rules and privileges of Council, he/she shall inform the member thereof immediately, before putting to question, and shall cite his/her reasons applicable to the case without argument or comment.~~
- ~~e. In all cases not provided for in the proceedings of Council, a two-thirds majority of Council shall determine to uphold the ruling of the presiding officer or not as the case may be.~~
- ~~f. A motion to reconsider, being one made at a previous meeting and decided upon, shall not again be entertained for a period of six (6) months, unless approved by two-thirds (2/3) of all Council present. The motion to reconsider must be presented by a member of Council who was on the winning side of the previous motion.~~
- ~~g. The following resolutions are not debatable by members:
 - ~~i. Adjournment~~
 - ~~ii. To take a recess~~
 - ~~iii. Question of Privilege~~
 - ~~iv. Point of Order~~
 - ~~v. To limit debate on a matter~~~~

- ~~vi. On division of a question~~
- ~~vii. To postpone the matter to a certain time~~
- ~~viii. To table the matter~~
- ~~ix. Quorum~~

12. Appeal (removed would be in accordance of Code of Conduct Bylaw(

- ~~a. The decision of the presiding officer may be appealed to Council by the member of Council raising the point of order by stating "I appeal the decision of the Chair."~~
- ~~b. Upon the decision of the Chair being appealed, the presiding officer shall give the terms of the decision and the point of appeal, and put the question to Council stating, "The question is now: Shall the decision of the Chair stand as the judgment of this meeting?"~~
- ~~c. The decision shall be decided by majority vote of Council members present without debate.~~

13. Notice of Motion (removed – fewer constraints on council)

- ~~a. A member may make a motion introducing any new matter only if:
 - ~~i. Notice is given at a previous regular Council meeting.~~
 - ~~ii. Council waives the requirement for this notice.~~~~
- ~~b. A notice of motion must give sufficient detail so that the subject of the motion and any proposed action can be determined, and it must state the date of the meeting at which the motion will be made. A notice must be given without discussion of the matter, but any written copies distributed may include explanatory paragraphs.~~
- ~~c. If a motion is not made at the meeting indicated in the notice, it will appear on the agenda for, and may be made at any of the next two Regular Council Meetings. After the third regular meeting, it will be removed from the agenda and may only be made by a new Notice of Motion.~~

14. Urgent Business (restructured – see Part 5 #17 of new bylaw)

- ~~a. Notwithstanding article 13 a Member may move to discuss a matter of urgent public importance without prior Notice of Motion during the Additions and Deletions of the Agenda period.~~
- ~~b. A motion to bring a matter before Council as urgent business is subject to the following conditions:
 - ~~i. The matter proposed for discussion must relate to a genuine emergency, calling for immediate and urgent consideration;~~
 - ~~ii. The matter shall not involve discussion on an item that has been discussed previously in the same meeting;~~
 - ~~iii. The matter shall not be one which should be dealt with by giving written notice of motion.~~~~

15. Administrative Inquiries (removed – fewer constraints on council)

- ~~a. A Member wishing to make an "Administrative Inquiry" at a Regular Council Meeting shall put the Administrative Inquiry in writing and prior to the Regular~~

~~Council Meeting submit it to Administration.~~

- ~~b. Unless an inquiry specifies that the member wishes the answer to appear on a subsequent Council Agenda, Administration may give the answer directly to the members.~~
- ~~c. When an inquiry involves a written answer to be given at a future meeting and it appears to Administration that the Town would incur a cost of over \$500.00 by reason of:
 - ~~i. Time of Town employees who must be taken from performance of their regular duties or overtime that must be worked;~~
 - ~~ii. The need to hire additional employees; or~~
 - ~~iii. The necessity of obtaining and paying for the information from other than Town employees;~~~~

~~And no appropriation has been made for such expenditure in the budget; Administration shall report the anticipated cost to Council before undertaking such inquiry.~~

- ~~d. When Administration has reported the cost of an inquiry, Council shall:
 - ~~i. Direct that Administration proceed with the investigation necessary to answer the inquiry and make provision for the payment of the cost; or~~
 - ~~ii. By a majority vote direct that Administration abandon the inquiry.~~~~
- ~~e. Council shall be updated on outstanding Administrative inquiries within the proposed timeline agreed upon by Council.~~

16. Council Reports (restructured – see Part #15 & 16 of new bylaw)

- ~~a. Each Council member will be provided a maximum of two (2) minutes for the purpose of providing a verbal update on Committees and/or Boards.~~
- ~~b. Any action required as a result of a Council Report shall be brought forward as a separate business item or Notice of Motion.~~
- ~~c. Council reports may be provided in writing to be included in the Agenda package prior to the meeting.~~

17. Delegations (restructured see Part 6 of new bylaw)

- ~~a. A person or a representative of any delegation or group of persons who wish to bring any matter to the attention of Council, or who wish to have any matter considered by Council shall complete a delegation request form that is available electronically on the Town of Didsbury website or in person at the Town of Didsbury main office. The completed form must be signed by the correct name of the writer and delivered to Administration.~~
- ~~b. Each delegation is provided the opportunity to speak for fifteen (15) minutes regardless of how many people will speak.~~
- ~~c. Only three (3) delegations will be accepted for each meeting.~~
- ~~d. Delegations that have not submitted a form in accordance with Article 17 a. may be granted a brief opportunity if the situation is emergent, to outline the matter they~~

~~wish to present to Council, and following that outline, the presiding officer and members shall determine if the delegation is to be granted time to present the matter outlined.~~

18. Gallery Question Period (restructured see Part 10 #36-38 of new bylaw)

- ~~a. A person who wishes to provide comment or question to Council shall be required to do so during the Gallery Question Period portion of a Regular Council Meeting:
 - ~~i. Gallery Question Period is for questions or comments relative to any town-related item discussed at that Regular Council Meeting.~~~~
- ~~b. There shall only be one Gallery Question Period allocated on Regular Council Meeting agendas.~~
- ~~c. A maximum of fifteen (15) minutes shall be allocated for Gallery Question Period. No presenter shall be permitted to utilize more than two (2) minutes for their respective question or comment. Gallery members may be permitted a second 2-minute allocation only if no other gallery members indicate a desire to speak when the Chair asks the question; gallery members may be provided a maximum of two (2) opportunities to present in Gallery Question Period, if time permits.~~
- ~~d. A presenter who utilizes Gallery Question Period shall state their name and direct all questions and comments to the Chair.~~
- ~~e. Questions and comments must be of a professional nature and shall at no point make personal attack against any Council Member or member of Administration. At the discretion of the Chair questions or comments that have been previously posed in front of Council may be restricted.~~
- ~~f. In the event that more than two presenters would like to speak on the same topic, they are encouraged to utilize the Delegation period as outlined in Section 17.~~
- ~~g. Members of Council and Administration shall not provide response to questions or comments during the Gallery Question Period. The Chair may choose to respond to comments or questions on behalf of the Town of Didsbury. If Council determines that the question or comment necessitates a response or further investigation, a notice of motion in accordance with Section 13 shall be issued.~~

19. Public Hearings (removed see Part 1 #2 of new bylaw)

- ~~a. Public Hearings shall be conducted in accordance to the procedures as outlined in this Bylaw.~~
- ~~b. Each member of Council must attend a Public Hearing called by Council unless the member:
 - ~~i. Is excused by the other members from attending the hearing;~~
 - ~~ii. Is unable to attend owing to illness;~~
 - ~~iii. Is required due to a pecuniary interest as outlined in the Municipal Government Act to withdraw from the hearing.~~~~
- ~~c. The Chair of the Public Hearing has the right to limit the time taken by a person to five (5) minutes after which Council may wish to ask questions of the person. All questions must be channeled through the Chair of the hearing.~~

- ~~d. The Chair of the Public Hearing may decline to hear further presentations, questions or objections where he/she is satisfied that the matter has been addressed at the public hearing.~~
- ~~e. The Chair of the Public Hearing may decide which presenters will be heard, if he/she is satisfied that presentations are the same or similar.~~
- ~~f. The Chair of the Public Hearing may require any person, other than a member of Council, who is in the opinion of the Chair, conducting themselves in a disorderly or improper conduct, to leave the Public Hearing and if that person fails to do so, may cause that person to be removed.~~
- ~~g. If a Public Hearing is adjourned, Council shall provide a public notice of the date, time and location of the continuation of the hearing, unless information is announced at the adjournment of the hearing.~~

20. Agenda and Order of Business (restructured & simplified see Part 5 #16-18 of new bylaw)

- ~~a. Prior to each meeting, Administration shall prepare a statement of the order of business to be known as the Agenda of all matters to be brought before Council. To enable Administration to do so, all documents and notice of delegations intended to be submitted to Council shall be received by Administration not later than Noon on the Monday 8 days in advance of the Regular Council Meeting.~~
- ~~b. The Chief Administrative Officer and Mayor shall review the items to be included in the agenda by the close of the business day on the Wednesday preceding the Regular Council Meeting.~~
- ~~c. Any items that are not received from Councillors prior to the agenda deadline may either:
 - ~~i. Be issued in the form of an addendum prior to the meeting and advertised to the public. It may then be added to the agenda during the Addition/Deletion of Agenda Items segment of the Meeting.~~
 - ~~ii. Be added during the Addition/Deletion of Agenda Items segment of the Agenda if the item is of an emergent nature~~
 - ~~iii. Become a notice of motion for a future Regular Council Meeting~~~~
- ~~d. Administration shall place at the disposal of each member a copy of the agenda and all supporting materials no later than 3:30 pm two (2) working days before the meeting.~~
- ~~e. Where the deadlines noted above are not met, the agenda item and supporting materials may be added during the Addition/Deletion of Agenda Items segment of the Agenda if the item is of an emergent nature.~~
- ~~f. Council meetings shall be presented in the following order where applicable:
 - ~~i. Call to Order and Presentations~~
 - ~~ii. Delegations~~
 - ~~iii. Additions/Deletions to the Agenda and Adoption of Agenda~~
 - ~~iv. Public Hearing(s)~~
 - ~~v. Adoption of Minutes~~
 - ~~vi. Financial Statements/Reports~~~~

- ~~vii. Bylaws and Policies~~
- ~~viii. Old Business / Business arising from minutes~~
- ~~ix. New Business~~
- ~~x. Reports~~
- ~~xi. Correspondence~~
- ~~xii. Notice of Motion~~
- ~~xiii. Gallery Question Period~~
- ~~xiv. In Camera~~
- ~~xv. Adjournment~~
- ~~g. The order of business established in article 20.f shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.~~
- ~~h. All direction to Administration shall be by Council motion.~~
- ~~i. Committees of Council shall be established and governed by policy or bylaw approved by Council. Where appropriate authority is delegated to a Committee, such Committee and its mandate shall be established by Bylaw.~~

Upon adoption of this Bylaw, Bylaw 2014-12 is hereby rescinded.

This Bylaw shall take effect on the date of the third and final reading.

Read a First time on the 22nd day of January, 2019.

Read a Second time on the 22nd day of January, 2019.

Read a Third and Final time by on the 12th day of February 2019.

Mayor

Chief Administrative Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Setting up Committee Meetings
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

At the July 14, 2020 Regular Council Meeting, Council gave first reading to Bylaw 2020-11 a bylaw to establish Council Committees of the Town of Didsbury. The motion stated that the Bylaw would go to Committee for Review prior to going back to Council for subsequent readings.

Item 6.1 of this Agenda brought forward a draft of Procedural Bylaw 2020-12 for first reading with recommendation the Bylaw go to Committee prior to coming back for subsequent readings.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is requesting Council to set a meeting date and time for a Committee meeting to review Bylaw 2020-11 and Bylaw 2020-12.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to set September 8, 2020 at 4:30 p.m. for a Committee Meeting to review Bylaws 2020-11 and 2020-12.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	MSP Background and Options
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.2

BACKGROUND/PROPOSAL:

On July 28, 2020 the Alberta Government announced the Municipal Stimulus Program. The letter previously sent by the Town with shovel ready infrastructure projects was used to help the Government understand the capacity of municipalities to take on additional infrastructure projects and the types of projects that could be started this year.

The objectives of this program are:

- To sustain and create local jobs.
- To enhance provincial competitiveness and productivity.
- To position communities to participate in future economic growth.
- To reduce municipal red tape to promote job creating private sector investment.

These objectives must be taken into consideration when determining which projects to put forward.

Funding is allocated to the Town using the same formula as the Gas Tax Fund and it follows a similar structure to the MSI program. The funding allocated to Didsbury is \$626,202.

The stipulations are:

1. Applications must be submitted before October 1, 2020.
2. Projects must begin construction in 2020 or 2021.
3. All funds must be expended before December 31, 2021, or repaid to the Province. Projects may continue past this date using other sources of funding.
4. Projects must not result in municipal tax increases.
5. Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
6. Municipalities must commit to further supporting growth in their local economies by reducing municipal red tape (must submit a 2020 and 2021 Red Tape Reduction report).
7. Projects must not create new operational funding requirements for the province.
8. Projects previously approved for MSI or GTF funding are not eligible.
9. The project would not have gone ahead this year or next year in the absence of support through the stimulus program.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Based on these requirements, Administration has put together a list of projects for Council's consideration:

1. 23rd Street/Highway 582 intersection improvement (Approximately \$1.2M) – this project would upgrade the intersection at highway 582 and 23rd Street and optimize the intersection for growth opportunities in the Northwest region of Didsbury.
2. Outlying Plan – this project would see construction of specific items from the remaining phases of the outlying plan, resulting in a modified design that would still result in new and improved outdoor recreation facilities for the community to enjoy. The funding available could be allocated in full or in part to achieve a phase of the project in accordance with the strategic direction of Council. This is a value add recreation project which would attract families to the community, strengthening the employment force locally which is beneficial for business growth.
3. Road Rehabilitation Program – this project would see a robust asphalt repair and rehabilitation program throughout Didsbury. The funding available could be allocated in full or in part. If the full amount of funding was applied to this project approximately 3 times the length of 2020's program would be completed. This rehabilitation will enhance our transportation network, which will attract businesses and residents, helping to stimulate growth.
4. East reservoir (approx. \$4M) – this project would see the construction of an additional water distribution reservoir in Didsbury. The grant funds would be allocated towards the project, reducing the borrowing requirement of the project. The project would enhance water flow to the east side of Didsbury, providing additional fire coverage and allow for future industrial growth in Didsbury.

ALIGNMENT WITH STRATEGIC PLAN

Infrastructure and Asset Management

RECOMMENDATION

As directed by Council.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Mountain View Seniors' Housing Annual Golf Tournament
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.3

BACKGROUND/PROPOSAL:

The 10th Annual Golf Classic of the Mountain View Seniors' Housing Foundation is being held on September 17, 2020 at the Olds Golf Club.

Funds raised will go towards enhancing the lives of the residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe and homelike environment.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In 2019, Council approved the sponsorship of \$500 as a "Hole Sponsor" and Mayor Hunter participated representing the Town.

This year, Administration is recommending that Council be a "Hole Sponsor" and send a "Mayor's Team" of four (4) to represent that Town. This would be an opportunity to demonstrate the Town of Didsbury's support with our regional partners and organizations.

Please see attached Save the Date and Registration Form.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to approve the sponsorship of the Mountain View Seniors' Housing Annual Golf Tournament as a "Hole Sponsor" in the amount of \$500, and to send a "Mayor's Team" to represent the Town with funds from Council's Community Engagement budget.

Save the Date

Olds Golf Club - Olds, Alberta

September 17, 2020

Mountain View Seniors' Housing Foundation

Tenth Annual Golf Classic

www.mvsh.ca

Interested parties should contact: Chayla.Zelasek@mvsh.ca



**Mountain View
Seniors' Housing
Foundation**

REGISTRATION

Return completed registrations to:

Mountain View Seniors' Housing Foundation

Phone: 403-556-2957

E-mail: Chayla.Zelasek@mvsh.ca

Online Registration available at www.mvsh.ca or
please fill out the form below.

Name _____

Address _____

City _____ Prov _____ PC _____

Telephone _____

Email _____

☐ Individual golfer(s) - \$150 each

For Sponsorship Only

☐ Platinum ☐ Gold ☐ Silver

☐ Hole-in-one ☐ Hole

Company Name _____

(as you would like it to appear on the advertising, ie. signs)

Golfer 1 _____

Golfer 2 _____

Golfer 3 _____

Golfer 4 _____

Total Payment Enclosed: \$ _____

Payment type: ☐ Cheque ☐ Invoice me
(cheques payable to Mountain View Seniors' Housing Foundation)



Tenth Annual Golf Classic

Location: Olds, Alberta

Date: Thursday, September 17, 2020

Time: Registration at 9:00 a.m.
Shotgun Start at 10:00 a.m.



Each Registration includes:

- 18 holes of golf
- Power golf cart
- Barbeque lunch
- End of tournament dinner
- Hole competitions
- A great day of golf!



**Mountain View Seniors'
Housing Foundation**

Tenth Annual Golf Classic

In Support of:





Tenth Annual Golf Classic



All Proceeds Raised Are In Support Of

Mountain View Seniors' Housing

Mountain View Seniors' Housing is a non-profit organization operating under Ministerial Order from the province of Alberta and regulated by the Alberta Housing Act. MVSH is also a registered charity.

MVSH operates seniors' lodges, seniors' self-contained apartments and subsidized family housing.

Our organization is governed by a seven member Board of Directors with representatives from the Towns of Carstairs, Didsbury, Olds, Sundre, Village of Cremona and Mountain View County.

Our Vision – We enhance lives by providing quality care and self-sustainable living through innovative leadership.

Our Mission – We provide quality, safe, self sustainable living and support services while promoting a healthy and independent lifestyle.

Mountain View Seniors' Housing Foundation

Mountain View Seniors' Housing Foundation is a registered charity through which funds are raised to assist the work of Mountain View Seniors' Housing, and to help support four lodges and social housing within Mountain View County. Since its establishment in 2002, Mountain View Seniors' Housing Foundation has played an important role in supporting quality, community-based, home-like care to seniors in the communities of Olds, Sundre, Carstairs, Didsbury, Cremona and surrounding areas.

Where Does Your Support Go?

Funds raised at this year's Golf Classic will go towards enhancing the lives of our residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe & homelike environments.

Platinum Sponsor - \$5,000 Cash

Includes:

- Eight golf registrations: 18 holes of golf, power carts, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Gold Sponsor - \$2,000 Cash

Includes:

- Four golf registrations: 18 holes of golf, power carts, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Silver Sponsor - \$1,000 Cash

Includes:

- Two golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Hole-in-One Sponsor - \$750 Cash

Includes:

- One golf registration: 18 holes of golf, power cart, barbeque lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated par 3 hole.
- \$10,000 insurance coverage.

Hole Sponsor - \$500 Cash

Includes:

- One golf registration: 18 holes of golf, power cart, barbeque lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated hole.



Thank You For Your Support!

Over the past eight years Mountain View Seniors' Housing Foundation has raised over \$170,941 through our annual Golf Classic.

Please join us for a great day of golf in support of this great organization.

In Support of:





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Council in Chambers
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.4

BACKGROUND/PROPOSAL:

In response to the COVID-19 Pandemic, Council has been meeting via ZOOM Meeting since April 6, 2020. The Alberta Government has stated unless otherwise identified in public health orders there can be a maximum of 50 people for indoor gatherings with the social distancing requirements and wearing of a facemask if unable to do so.

Council has asked Administration to come up with a plan to accommodate members of the public and budget implications for Council return to meeting in Council Chambers.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

To accommodate Council's request the Council Chambers will need to be re-configured.

The placement of plexi-glass partitions between members of Council and staff is a safety measure as the 2m physical distance is not possible. In lieu of the social distancing requirements, the members of the public would be required to wear a mask. Due to the placement of the plexi-glass partitions, Council and staff will not be required to wear a mask.

Please see attached "NOT TO SCALE" concept drawing of what the new configuration of Council Chamber would look like. The plexi-glass partitions are in dashed lines.

This layout should provide better site lines for the Mayor, which also fulfills a previous priority of Council.

It should be noted, that the timeline for re-configuration of the Council Chambers would be after the September 8 Council meeting due to the availability of IT to remove and reinstall the data cables and wiring. We anticipate the return of Council meetings in Council Chambers for September 22, but it may be October.

COST/FUNDING SOURCES

IT to remove and reinstall data cables and electrical wiring:	\$ 1,260.00
Plexi-glass for division of Council Members and some staff:	\$ 890.00
TOTAL	\$ 2,150.00

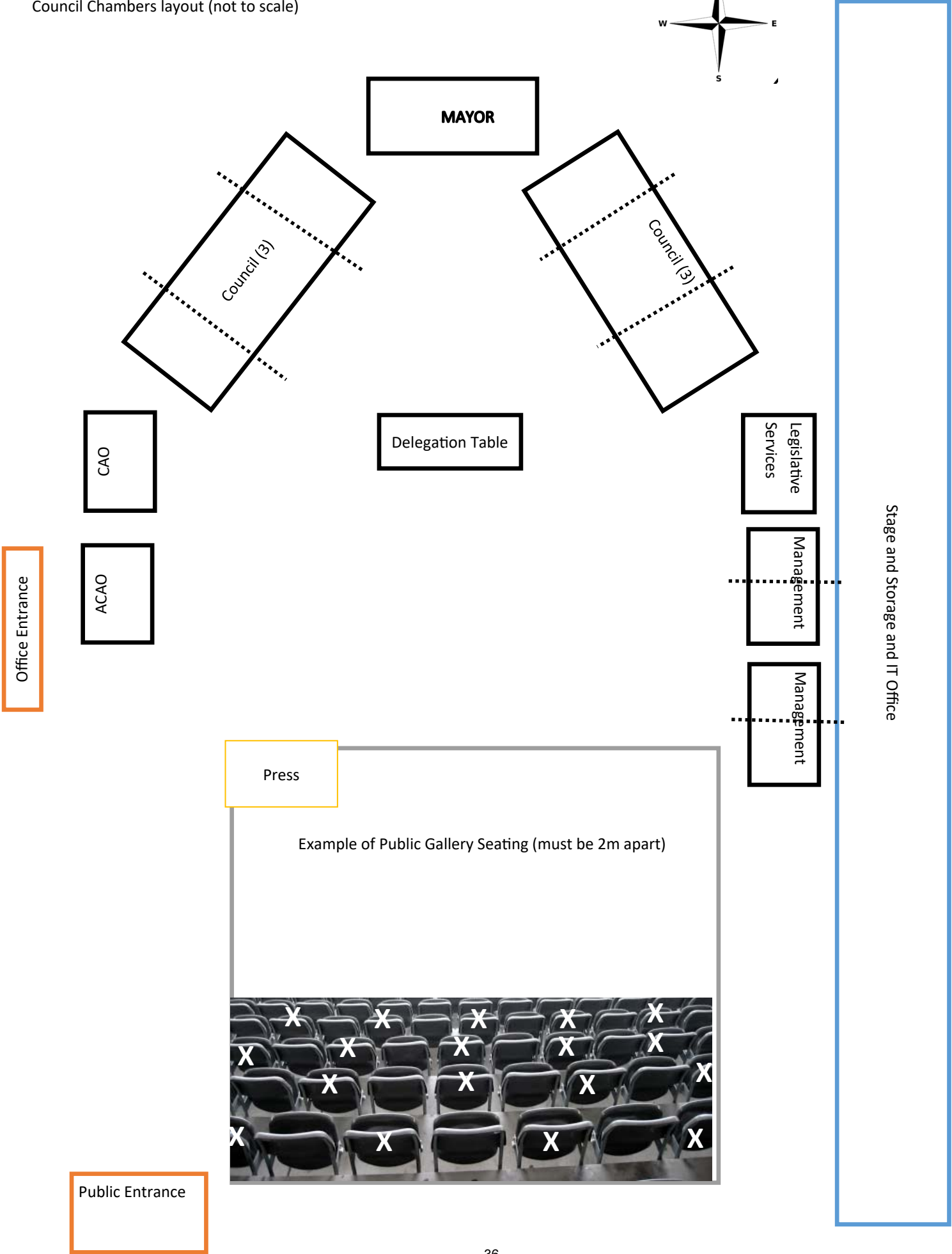
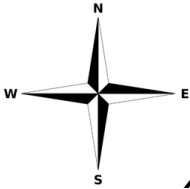
Funds to come from Council Materials budget.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 4. Healthy Safe Living

RECOMMENDATION

That Council move to approve to move forward with the re-configuration of the Council Chambers with funds coming from the Council Materials budget, and that meetings continue to be held via electronic means until this project is completed.





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	City of Cold Lake Request
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.5

BACKGROUND/PROPOSAL:

The City of Cold Lake passed a motion relative to the criminal code amendments approved under “Order of Council” on May 1, 2020. The City of Cold Lake feels the federal government’s gun ban will be expensive exercise that only serves to take law abiding citizens property, while doing nothing to reduce crime.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The City is calling on all municipalities in Alberta, Saskatchewan and Manitoba to voice their concerns along with their respective provincial government on the amendment of the criminal code amendment.

Please see attached letter.

ALIGNMENT WITH STRATEGIC PLAN

N/A

RECOMMENDATION

That Council move to send a letter from Mayor Hunter on behalf of Council supporting the City of Cold Lake in their resolution regarding the criminal code amendment.

OR

That Council move to accept the letter from the City of Cold Lake requesting support of their resolution on the criminal code amendment as information.



COPY

City of *Cold Lake*

OFFICE OF THE MAYOR

July 7, 2020

Via Email ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca

Minister of Public Safety & Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment

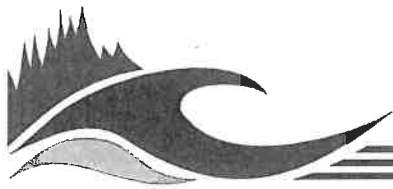
At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."

The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.

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OFFICE OF THE MAYOR

-2-

WHEREAS on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

AND WHEREAS the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

AND WHEREAS the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

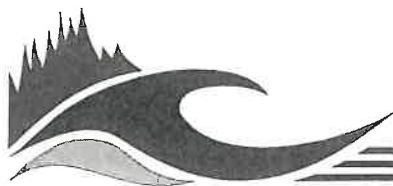
NOW THERE BE RESOLVED that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;

Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.

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City of *Cold Lake*

OFFICE OF THE MAYOR

-3-

The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

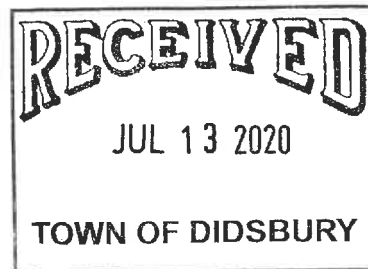
Respectfully,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
Right Honourable Justin Trudeau Prime Minister of Canada
The Honourable David Lametti, Attorney General
The Honourable Andrew Scheer, Leader of the Official Opposition
David Yurdiga, MP Fort McMurray - Cold Lake
The Honourable Jason Kenny, Premier of Alberta
The Honourable Doug Schweitzer, Solicitor General
Federation of Canadian Municipalities (FCM)
Alberta Urban Municipalities Association (AUMA)
Rural Municipalities Association of Alberta (RMA)
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Dog Park at Didsbury Vet Clinic
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.6

BACKGROUND/PROPOSAL:

In November of 2013, the Didsbury Vet Clinic who owns a small parcel of land on the east end of their property that borders the walking trails at Memorial Park offered their lands as an off leash park for the residents of Didsbury.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The owners of the clinic asked for financial and time investment from the Town to bring this project to life to invest in the facility by:

- An expansion of the Town's liability insurances to cover liabilities in the off leash area (est. \$1500 per year)
- Fencing costs (materials only) \$3500
- Extra gravel (\$4800)
- Garbage cans, benches and an extra yard light (est. \$1500)

\$11,300 was included in the 2014 budget to provide these requests.

The Town and Didsbury Vet clinic retained this partnership for almost 7 years. Now the old lawn bowling lands have been designated as the off leash dog park, therefore the one at the Vet Clinic is no longer needed.

Administration is recommending Council send a letter of appreciation and thanks to Didsbury Vet Clinic for the wonderful community partnership and use of their lands for an off leash dog park.

ALIGNMENT WITH STRATEGIC PLAN

N/A

RECOMMENDATION

That Council move to approve to send a letter from Mayor Hunter on behalf of Council thanking the Didsbury Vet Clinic for the wonderful community partnership and use of their lands for an off leash dog park.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	DHS Grad Parade Request
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.7

BACKGROUND/PROPOSAL:

Didsbury High School would like to have an official parade for the 2020 Graduates on August 29, 2020. As this would involve some road closures and municipal enforcement, this request must be approved by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The parade would begin at approximately 3:30 p.m. on August 29th leaving from the Zion Parking Lot.

The route being proposed is as follows:

- Travel west on 20th Ave to 23rd Street;
- Then south on 23rd street to 15th Avenue;
- Then east on 15th Avenue finishing up at the school where graduates would drop of their gowns.



ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 4. Healthy Safe Living

RECOMMENDATION

That Council move to approve the road closures for the 2020 Didsbury High School Graduates Parade on Saturday, August 29, 2020 from 3:30 to 5:00 p.m.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	AUMA Showcase Your Municipality at 2020 Convention
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.8

BACKGROUND/PROPOSAL:

There are two fantastic opportunities for AUMA's members to showcase their municipality's people and businesses on Thursday, September 24 during the AUMA Convention.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

1. **Tribute to our province's front-line workers** - With the high level of stress and uncertainty that COVID-19 has added to our lives, AUMA is creating a video to recognize and applaud the efforts of dedicated people serving in our communities. They are asking municipalities to send them high-resolution pictures featuring front-line workers in action in Didsbury, such as:
 - health and social care: doctors, nurses, midwives, social workers
 - emergency response: firefighters, paramedics, EMTs, law enforcement officers
 - education and childcare: teachers, educational assistants, childcare workers
 - food, utilities, communications, and financial services: grocery, banking, oil, gas, electricity, waste disposal, sanitation, postal, and delivery workers.
2. **Alberta local virtual networking event** - Between 6 and 7 p.m. on September 24, AUMA are holding an event specially designed to showcase passionate promoters of local, made-in-Alberta food and beverage. The Mayor, and the supplier (if able), will have five minutes to show and tell Convention delegates about a local product in Town. It is hoped that the supplier will donate the product, or a product gift certificate, to be added to a prize basket from each region. Prizes will be drawn at the end of the event. Showcase slots are limited and will be scheduled on a first come, first served basis.

The AUMA submission deadline for both opportunities is Monday, September 7 at 5 p.m.

The Town would participate by:

1. Calling for photos of front-line workers in our community to be submitted to the Town and we would make a draw for the photo for the video project at the AUMA Convention; and
2. Calling for interested businesses to submit a proposal to the Town of their made-in Alberta product and we would make a draw to submit and present at the AUMA Convention on September 24th.

Deadlines for submission to the Town would be by end of the day on September 4th.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Economic Prosperity

RECOMMENDATION

That Council move to approve the Town's participation in the two Showcase Your Municipality Event at the AUMA Convention in September.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Chief Administrative Officer's Report
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please see attached.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Chief Administrative Officer's report for August 25, 2020 as information.

Town of Didsbury - 2nd Quarter Financial Report (January 1, 2020 to June 30, 2020)

	2020 Actual (as of Jun 30, 2020)	2020 Approved Budget (2020-05-12)	% of Budget
Revenues - by object code			
Net municipal taxation	5,555,480	4,676,174	119%
Grants - operating	741,191	1,101,975	67%
Sales and user fees	2,021,420	4,627,263	44%
Franchise fees	426,545	760,000	56%
Investment income	36,587	60,000	61%
Penalties and fines	93,633	142,500	66%
Licenses and permits	77,053	115,450	67%
Misc revenue	44,793	40,500	111%
Transfer from reserves	11,607	-	-
Total Revenues	9,008,309	11,523,862	78%
Expenditures - by object code			
Salaries and benefits	1,753,872	3,789,360	46%
Professional development	23,510	100,840	23%
Memberships	19,787	25,900	76%
General services	410,914	1,493,690	28%
Telecommunications and IT	76,288	187,485	41%
General supplies	503,848	1,253,900	40%
Repairs and maintenance	232,940	806,002	29%
Utilities	267,820	655,202	41%
Insurance	146,676	147,384	100%
Bank charges and short-term interest	6,265	16,900	37%
Interest on debt	104,872	162,187	65%
Principal on debt	346,925	558,585	62%
Transfer to local organizations	357,340	596,206	60%
Transfer to individuals	1,500	1,500	100%
Transfer to capital	11,803	57,000	21%
Transfer to reserves - other	29,605	520,616	6%
Transfers to reserves - amortization	-	1,101,105	0%
Contingency	-	50,000	0%
Total Expenditures	4,293,965	11,523,862	37%
Total Town of Didsbury	4,714,344	-	

Town of Didsbury - 2nd Quarter Financial Statement (April 1, 2020 to June 30, 2020)

	Quarter 1 2020 Actual	Quarter 2 2020 Actual	Quarter 3 2020 Actual	Quarter 4 2020 Actual	Cumulative YTD Actual	2020 Budget (May 12/20)	% of Budget
Revenues - by department							
Net municipal taxes	(506,772)	6,062,251	-	-	5,555,480	4,676,174	119%
General municipal revenue	291,858	200,633	-	-	492,491	860,000	57%
Council	-	-	-	-	-	-	-
General Government	54,434	66,889	-	-	121,323	171,574	71%
Community Services							
FCSS	58,170	48,736	-	-	106,906	174,384	61%
DOSCA	38,176	6,307	-	-	44,484	201,000	22%
Didsbury Neighborhood Place	1,266	1,679	-	-	2,945	39,298	7%
Programming	520	484	-	-	1,004	8,750	11%
	98,132	57,207	-	-	155,339	423,432	37%
Recreation Services							
Arena	74,180	202,724	-	-	276,904	391,082	71%
Aquatics	27,980	277,243	-	-	305,223	396,482	77%
Ice Plant	-	-	-	-	-	101,900	-
Curling Rink	19,211	1,296	-	-	20,508	43,920	47%
Parks	-	9,314	-	-	9,314	10,475	89%
MPR	3,804	(943)	-	-	2,862	17,000	17%
Concession	1,650	550	-	-	2,200	3,575	62%
Train Station	5,035	(91)	-	-	4,944	10,000	49%
Memorial Complex	342	14,632	-	-	14,974	-	-
Other Community Facilities	-	-	-	-	-	-	-
	132,203	504,726	-	-	636,929	974,434	65%
Communications/Marketing	-	-	-	-	-	-	-
Culture							
Museum	-	-	-	-	-	-	-
Library	-	114,022	-	-	114,022	114,022	100%
	-	114,022	-	-	114,022	114,022	100%
Protective Services							
RCMP	39,260	52,383	-	-	91,644	366,725	25%
Fire Department	92,495	17,093	-	-	109,588	228,935	48%
Emergency Management	-	-	-	-	-	-	-
Municipal Enforcement	32,167	14,506	-	-	46,672	83,450	56%
	163,922	83,982	-	-	247,904	679,110	37%
Planning and Development							
Planning and Development	6,640	23,990	-	-	30,630	62,000	49%
Economic Development	32,725	2,100	-	-	34,825	50,000	70%
Subdivision	-	-	-	-	-	390,595	0%
	39,365	26,090	-	-	65,455	502,595	13%
Public Works							
Roads and Streets	89,155	17,848	-	-	107,003	114,900	93%
Cemetery	2,300	1,780	-	-	4,080	24,800	16%
Campground	-	3,407	-	-	3,407	25,000	14%
	91,455	23,035	-	-	114,490	164,700	70%
Utilities							
Water Utility	336,393	317,725	-	-	654,118	1,375,020	48%
Wastewater Utility	274,748	296,772	-	-	571,520	1,053,801	54%
Solid Waste Utility	139,610	139,627	-	-	279,237	530,000	53%
	750,751	754,124	-	-	1,504,875	2,958,821	51%
Total Operating Revenue	1,115,349	7,892,959	-	-	9,008,308	11,524,862	78%

Town of Didsbury - 2nd Quarter Financial Statement (April 1, 2020 to June 30, 2020)

	Quarter 1 2020 Actual	Quarter 2 2020 Actual	Quarter 3 2020 Actual	Quarter 4 2020 Actual	Cumulative YTD Actual	2020 Budget (May 12/20)	% of Budget
Expenditures - by department					-		
Council	58,168	45,518	-	-	103,686	250,184	41%
General Government	210,151	197,137	-	-	407,287	868,225	47%
Community Services							
FCSS	50,423	53,890	-	-	104,313	220,470	47%
DOSCA	34,658	10,207	-	-	44,865	201,000	22%
Didsbury Neighborhood Place	6,676	8,518	-	-	15,194	39,298	39%
Programming	20,116	6,306	-	-	26,422	60,336	44%
	111,873	78,920	-	-	190,793	521,105	37%
Recreation Services							
Arena	148,862	113,967	-	-	262,829	627,363	42%
Aquatics	153,680	138,504	-	-	292,184	772,615	38%
Ice Plant	32,132	(1,189)	-	-	30,944	101,900	30%
Curling Rink	36,637	7,248	-	-	43,885	128,160	34%
Parks	44,174	67,639	-	-	111,814	279,776	40%
MPR	11,073	1,297	-	-	12,370	40,840	30%
Concession	944	1,676	-	-	2,620	2,000	131%
Train Station	11,671	7,996	-	-	19,667	40,595	48%
Memorial Complex	58,071	40,298	-	-	98,369	184,708	53%
Other Community Facilities	5,284	-	-	-	5,284	9,919	53%
	502,528	377,436	-	-	879,964	2,187,876	40%
Communications/Marketing	6,091	38,258	-	-	44,349	97,850	45%
Culture							
Museum	1,530	(631)	-	-	899	31,650	3%
Library	90,080	165,155	-	-	255,235	317,572	80%
	91,610	164,524	-	-	256,135	349,222	73%
Protective Services							
RCMP	40,435	130,220	-	-	170,654	725,705	24%
Fire Department	73,020	113,227	-	-	186,247	582,020	32%
Emergency Management	3,829	6,968	-	-	10,797	20,265	53%
Municipal Enforcement	61,085	79,739	-	-	140,824	332,636	42%
	178,369	330,153	-	-	508,522	1,660,626	31%
Planning and Development							
Planning and Development	67,808	39,751	-	-	107,558	227,016	47%
Economic Development	6,625	56,376	-	-	63,001	116,325	54%
Subdivision	91,792	74,755	-	-	166,547	390,595	43%
	166,225	170,882	-	-	337,107	733,936	46%
Public Works							
Roads and Streets	341,423	238,080	-	-	579,503	1,756,684	33%
Cemetery	21,475	9,840	-	-	31,315	60,022	52%
Campground	7,941	13,501	-	-	21,442	55,561	39%
	370,839	261,421	-	-	632,260	1,872,267	34%
Utilities							
Water Utility	196,937	300,282	-	-	497,219	1,375,020	36%
Wastewater Utility	69,243	136,255	-	-	205,497	1,053,801	20%
Solid Waste Utility	96,973	134,171	-	-	231,144	530,000	44%
	363,153	570,708	-	-	933,861	2,958,821	32%
Contingency	-	-	-	-	-	50,000	0%
Total Expenditures	2,059,007	2,234,957	-	-	4,293,964	11,550,112	37%
	(943,658)	5,658,002	-	-	4,714,344	-	

2020 Capital Schedule (current year projects)
Approved February 11, 2020

2020 Capital Schedule (current year projects) Approved February 11, 2020		Capital Spending			Budgeted Funding						
Asset Group	Department	Actual to June 30, 2020	Budget	Status*	Operations	Reserves	Grants	Debt	Developer Contribution	Sales Proceeds	TOTAL
Land											
East Reservoir Land Acquisition	Utilities	-	200,000	IP	-	-	200,000	-	-	-	200,000
Infrastructure											
East Reservoir Design Phase	Utilities	2,720	175,000	IP	-	-	-	-	175,000	-	175,000
Pedestrian Connectivity- Shantz	Public Works	1,497	150,000	IP	-	-	150,000	-	-	-	150,000
15th Ave. Storm Water Main Extension	Public Works	54,484	1,070,000	IP	-	-	1,070,000	-	-	-	1,070,000
Westhill Place Sanitary Service Line Repl.	Utilities	8,455	94,000	IP	-	94,000	-	-	-	-	94,000
Pedestrian Connectivity- Memorial Park	Public Works	-	74,000	NS	-	-	74,000	-	-	-	74,000
Pedestrian Connectivity- High School****	Public Works	8,579	222,406	IP	-	-	206,000	-	-	-	206,000
Buildings											
AG Foods Building Acquisition	Administration	-	990,000	NS	-	990,000	-	-	-	-	990,000
Arena Floor & Boards Replacement**	Recreation/Parks	145,765	1,450,000	IP	-	600,000	600,000	-	-	-	1,200,000
Machinery & Equipment											
Floor Scrubbing Machine	Recreation/Parks	8,303	8,500	C	8,500	-	-	-	-	-	8,500
Mower (1)	Recreation/Parks	36,687	45,000	C	-	42,300	-	-	-	2,700	45,000
Solar Crosswalk 20 Ave/16 St	Public Works	-	20,000	NS	-	-	20,000	-	-	-	20,000
Skid Steer annual program	Public Works	49,853	50,000	C	3,500	-	-	-	-	46,500	50,000
Grand Total					12,000	1,726,300	2,320,000	-	175,000	49,200	4,282,500

2019 Capital Schedule (projects carried over)***

Asset Group	Department	Actual to June 30, 2020	Budget	Status*	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Electronic hardware/software											
Website/stock photo update	Communications	27,891	30,000	C	-	30,000	-	-	-	-	30,000
Vehicles											
321 Pumper Truck	Protective Services	416,266	775,000	IP	-	387,500	-	-	387,500	-	775,000
Machinery & Equipment											
Camera/Silent partner partition/Radar	Protective Services	-	15,000	NS	-	15,000	-	-	-	-	15,000
Playground project - WestHeights	Recreation/Parks	37,431	40,000	C	-	40,000	-	-	-	-	40,000
Playground project - Valarosa	Public Works	15,000	15,000	IP	-	15,000	-	-	-	-	15,000

*Status: Not started ("NS"), In Progress ("IP"), Completed ("C")

** 2020 Capital Budget Amended April 28, 2020; Arena project Amended June 23, 2020.

*** 2019 Capital Budget Approved February 12, 2019; Amended November 12, 2019

**** Pedestrian Connectivity - High School project budget increased by \$16,406; amended July 21, 2020



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	August 25, 2020
SUBJECT	Correspondence & Information
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Alberta Justice and Solicitor General
- Didsbury & District Historical Society
- Approved MPC Minutes for June 24, July 8, and July 22, 2020.
- AUMA Introduction of Alberta Police Advisory Board

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 2. An Informed & Engagement Community

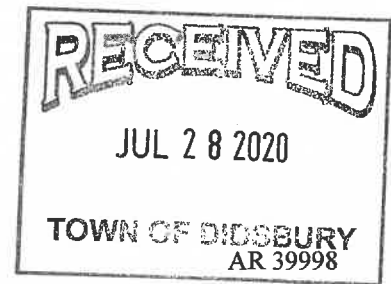
RECOMMENDATION

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



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
Deputy Government House Leader
MLA, Calgary - Elbow*



JUL 21 2020

Her Worship Rhonda Hunter
Mayor
Town of Didsbury
PO Box 790, 1606 - 14 Street
Didsbury AB T0M 0W0

Dear Mayor Hunter:

Thank you for the letter of May 22, 2020, written on behalf of yourself and other central Alberta mayors and reeves regarding the Alberta Crown Prosecution Service (ACPS). I appreciate the opportunity to respond.

The Red Deer Crown Prosecution Office is currently functioning at full staffing levels with 12 Crown prosecutors. In determining appropriate staffing levels, data is collected on the number of stays and withdrawals, the workload of prosecutors in different offices, and the length of delays. Tracking this performance measurement data allows the ACPS to improve case management processes and identify priority areas to allocate resources and position allocation. However, as Albertans face increased economic uncertainty, the ACPS is mindful that additional resource requests must be balanced against a review of current practices with an eye to improving efficiency while ensuring public safety is not undermined.

To that end, this fall the ACPS and the Public Prosecution Service of Canada (PPSC) will implement pre-charge assessment at the Red Deer RCMP Detachment. An additional Crown prosecutor has been allocated to the Red Deer Crown Office to support this work. A pre-charge assessment system was piloted successfully with three other RCMP detachments in Alberta between October 2019 and March 2020. The system requires that a Crown prosecutor review and approve charges before they are laid by police. Early review of the case by a Crown prosecutor means that deficiencies in the investigation are found early and can be remediated, leading to stronger cases that are less likely to be stayed or withdrawn in court. Pre-charge assessment also prevents charges that do not meet the prosecutorial standard from being laid.

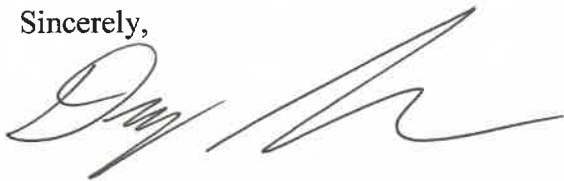
.../2

This ensures that court, prosecutorial, and police resources are not wasted on files that cannot be pursued to trial. This reduces workload for prosecutors and all other court participants and reduces the need to triage viable files because of a lack of court capacity.

Additionally, this year our government is increasing the number of articling students in Justice and Solicitor General from eight to 16, to help recruit lawyers to work as Crown prosecutors; this will again be increasing in 2021, to 20 articling students. This increase will also ensure rural Albertans are better served by the justice system by prioritizing placing the new students in rural Alberta and smaller judicial districts. The Red Deer Crown Prosecution Office will be receiving an articling student in 2021.

Thank you for writing and sharing your thoughts on crime and the justice system in your communities. The ACPSS continues to work tirelessly to ensure that Albertans feel safe, secure, and protected.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Schweitzer', with a stylized, flowing script.

Doug Schweitzer, Q.C
Minister of Alberta Justice and Solicitor General

cc: Honourable Nathan Cooper, MLA Olds-Didsbury-Three Hills

Mayor and Council
Box 790
Didsbury Alberta T0M 0W0
www.didsbury.ca

Re: Letter of Support for Alberta Culture Days Grant

Thank you again for the letter of support for the Alberta Culture Days grant program. The museum board is very pleased to inform you that it was awarded a grant for a 2 day host site event to celebrate Alberta Culture Days.

On September 12 the theme is Hobbies for Health and the annual scarecrow parade will be "Thanking the Front Line workers". The Poppy -a thOn members will be here

The museum will be celebrating the Indigenous Day of the Arts on Saturday September 19 from 11 – 5. There will be bannock to sample, artist Dennis Weber and musician Jake Peters will both be attending. The Metis Youth Dancers will be performing. There will be crafts and storytelling taking place throughout the day.

September 26 will be the Great Railway Adventure. There will be the maiden run of the G Train on the front yard. There will be stories told, weaving demonstrations, antique tractors to check out, music to tap your feet to and much more.

There will also be on-line classes and events available.

Thank you again for your support through the years and we hope to see you at one or all of the events.

Dean Mousseau



Museum Manager

Minutes of the Town of Didsbury
Municipal Planning Commission Meeting

June 24, 2020



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

Absent: C. McLaughlin

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 Crothers that the June 24, 2020 Municipal Planning Commission Meeting agenda be accepted as presented.

Carried

MINUTES

a) **Municipal Planning Commission Regular Meeting-May 27, 2020**

MOTION: Moved by Member Loades to approve the minutes of the May 27, 2020 regular meeting as presented.

Carried

Member S. Madge left meeting at 4:33 PM.

NEW BUSINESS

a) **Development Permits Issued**

MOTION: Moved by Councillor Baswick that the Development Permits Report be accepted as information.

Carried

Member S. Madge returned to meeting at 4:35 PM

b) **SD 20-040**

MOTION: Moved by Vice Chair Madge that DP 20-040 for a 7,000 ft² Accessory Building, located at 3650 37th Street, be approved subject to the following conditions:

1. That the nature of the development conforms to the approved site plan, building plans, and the principles set forth in the application.

2. That the applicant/developer contact Alberta One Call to locate any utility lines prior to construction.
3. That the applicant/developer ensure that drainage and storm water collection is directed to a road without crossing adjacent land.
4. That the applicant/developer obtains a Building Permit and any other applicable safety codes permits (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act.
5. That Refuse and garbage during construction shall be kept in appropriate containers and/or properly screened and placed in an approved enclosure until removed for disposal. The applicant/developer is responsible for all construction waste and garbage, site cleanliness and is financially responsible for the clean-up of the same.
6. 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.
7. That if the development authorized by this development permit is not completed as per the requirements of the Land Use Bylaw such permit approval ceases and the permit is deemed void, expired and without effect, unless an extension to this period has been previously granted.
8. That the applicant obtain a Roadside Development Permit prior to construction.


Carried

ADJOURNMENT

MOTION: Moved by Councillor Crothers that June 24, 2020 meeting be adjourned at 4:56 PM.

Carried


Chair N. Quantz


Secretary D. Porath

**Minutes of the Town of Didsbury
Municipal Planning Commission Meeting**

July 8, 2020



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

Absent: **Member at Large:** C. McLaughlin

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 with the following amendments:

1. Correct item number from DP 20-045 to HO 20-001 (instead of a development permit, this will be a home occupancy)
2. Correct item numbering for Item 6: 6.a is Development Permits Issued, 6.b is HO 20-001.
3. Addition of 6.c: DP 20-043 to the agenda
4. Add Phil Boucher Economic Dev Officer to meeting

MOTION: Moved by Councillor Crothers that the July 8, 2020 Municipal Planning Commission Meeting agenda be accepted as amended.

Carried

MINUTES

3.b) Municipal Planning Commission Regular Meeting-May 27, 2020

MOTION: Moved by Councillor Baswick to approve the minutes of the June 24, 2020 regular Municipal Planning Commission meeting as presented.

Carried

NEW BUSINESS

6.a) Development Permits Issued

MOTION: Moved by Member Phillips that the Development Permits Report be accepted as information.

Carried

6.b) HO 20-001

MOTION: Moved by Vice Chair Madge that the Municipal Planning Commission approves HO 20-001 for a Home Occupation-Gecko Sales subject to the following conditions:

1. That the applicant notifies the Town of Didsbury if there is any change in the business practice (i.e. change of business, intensification of use, storage of

materials, etc.). A change in the business practice, as deemed by the Development Authority, may require a review of the original application , a requirement for a new application, or possible revocation of the existing permit;

2. 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;
3. There shall be no more than two (2) persons employed in a home occupation activity of which one (1) person shall be a resident of the principal dwelling on the lot in which the home occupation is being carried out.
4. That all customer parking be off-street as per the submitted parking plan;
5. That Business License Bylaw 2012-08 as amended be adhered to;
6. That this permit is only valid for 23 Park Place. If the owner/applicant moves to another location within Didsbury and/or continues to do business within the Town of Didsbury, a new application will be required;

Carried

6.c DP 20-0043

MOTION: Moved by Councillor Crothers that the Municipal Planning Commission approve DP 20-043 fascia signage, located at 2021- 19th Avenue, subject to the following conditions:

1. That the nature of the development conforms to the approved signage design set forth in the application.
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 July 8, 2020 Municipal Planning Commission meeting be adjourned at 4:49 PM.

Carried



Chair N. Quantz



Secretary D. Porath

**Minutes of the Town of Didsbury
Municipal Planning Commission Meeting
July 22, 2020**



Present: **Chair:** N. Quantz
 Vice-Chair: S. Madge
 Councillors: M. Crothers
 Members at Large: D. Loades, K. Phillips, C. McLaughlin
 Development Officer: K. Pickett
 Economic Development Officer: Phil Boucher

Absent: **Councillor:** J. Baswick
 Secretary: D. Porath

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 with the following amendments:

Circulation letter date amended to July 14, 2020

MOTION: Moved by Councillor Crothers that the July 8, 2020 Municipal Planning Commission Meeting agenda be accepted as amended.

Carried

MINUTES

3.a) Municipal Planning Commission Regular Meeting-July 8, 2020

Date in header of page two updated to July 8, 2020.

MOTION: Moved by Member Madge to approve the minutes of the July 8, 2020 regular Municipal Planning Commission meeting as amended.

Carried

NEW BUSINESS

6.a) Development Permits Issued

MOTION: Moved by Councillor Crothers that the Development Permits Report be accepted as information.

Carried

6.b) HO 20-002

MOTION: Moved by Member McLaughlin that the Municipal Planning Commission approve HO 20-002 for a Home Occupation - Hair Salon subject to the following conditions:

1. That the applicant notifies the Town of Didsbury if there is any change in the business practice (i.e. change of business, intensification of use, storage of materials, etc.). A change in the business practice as deemed by the Development Authority, may require a review of the original application, a requirement for a new application, or possible revocation of the existing permit;

2. That approval does not exclude the need and/or requirements of the permit holder to obtain any and all other permits as many be required by this or any other legislation, bylaws or regulations;
3. There shall be no more than two (2) persons employed in a home occupation activity of which one (1) person shall be a resident of the principal dwelling on the lot in which the home occupation is being carried out.
4. That all customer parking be off-street as per the submitted parking plan;
5. That Business License Bylaw 2012-08 as amended be adhered to;
6. That this permit is only valid for 2141 20th Avenue. If the owner/applicant moves to another location within Didsbury and/or continues to do business within the Town of Didsbury, a new application will be required.

Carried

6.c DP 20-048

MOTION: Moved by Councillor Crothers that the Municipal Planning Commission approves DP 20-048 one (1) fascia signage and one (1) window decal , located at 1816 20th Street, subject to the following conditions:

1. That the nature of the development conforms to the approved signage design set forth in the application.
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

6.d DP 20-045

MOTION: Moved by Member Madge that the Municipal Planning Commission approves DP 20-045 for addition to the Accessory Building with a rear yard variance of 0.48 meters (1.58 feet); a side yard variance of 0.23 meters (0.78 feet) and a corner visibility triangle setback variance of three (3) meters subject to the following conditions:

1. That the nature of the development conforms to the approved site plan, building plans, and the principles set forth in the application.
2. That the applicant/developer contact Alberta One Call to locate any utility lines prior to construction.
3. That the applicant/developer ensure that drainage and storm water collection is directed to a road without crossing adjacent land.
4. That the applicant/developer obtains a Building Permit and any other applicable safety codes permits (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act. Note: The dwelling shall not be occupied until a final inspection has been completed and a Permit Services Report has been issued.

5. That Refuse and garbage during construction shall be kept in appropriate containers and/or properly screened and placed in an approved enclosure until removed for disposal. The applicant/developer is responsible for all construction waste and garbage, site cleanliness and is financially responsible for the clean-up of the same.
6. 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.
7. That if the development authorized by this development permit is not completed as per the requirements of the Land Use Bylaw such permit approval ceases and the permit is deemed void, expired and without effect, unless an extension to this period has been previously granted.
8. That the storage sheds attached to the existing Accessory Building be removed and placed within the parcel boundary, adhering to the 1 meter setback requirements.

Carried

ADJOURNMENT

MOTION: Moved by Member McLaughlin that July 22, 2020 Municipal Planning Commission meeting be adjourned at 4:58 PM.

Carried

Chair N. Quantz



Recording Secretary/Dev. Officer K. Pickett



July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

If you have any questions or suggestions at this time please feel free to contact us at Board@ABPoliceAdvisoryBoard.com or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
 Barry Morishita, President, Alberta Urban Municipalities Association
 Terry Coleman, Chair, Alberta Association of Police Governance