



TOWN OF DIDSBURY AGENDA

Regular Council Meeting

Tuesday, October 24, 2023, 6:00 pm

Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
3.	<u>DELEGATIONS/PRESENTATIONS</u>	
3.1	Name that Park! Contest Winner	3
4.	<u>BUSINESS ARISING FROM DELEGATIONS</u>	
4.1	Renaming of the Memorial Complex Outlying Plan	4
5.	<u>ADOPTION OF MINUTES</u>	
5.1	October 10, 2023 Regular Council Meeting Minutes	5
5.2	October 16, 2023 Special Council Meeting Minutes	9
6.	<u>PUBLIC HEARINGS</u>	
6.1	Bylaw 2023-15 Amending Land Use Bylaw 2019-01	12
7.	<u>BUSINESS ARISING FOR PUBLIC HEARING</u>	
7.1	Bylaw 2023-15 Amending Land Use Bylaw 2019-04 (2nd and 3rd Reading)	19
7.2	Removal of Municipal Reserve	22
8.	<u>REPORTS</u>	
8.1	October 24, 2023 Council Reports	23
8.2	Chief Administrative Officer Report for October 24, 2023	27
9.	<u>BYLAWS & POLICIES</u>	
9.1	Bylaw 2023-14 Community Standards (3rd Reading)	50
9.2	Bylaw 2023-17 Didsbury Municipal Library Board (2nd and 3rd Reading)	66
10.	<u>BUSINESS</u>	
10.1	Didsbury Arena Scoreboard	68
10.2	Didsbury Curling Rink - 2021-22 and 2022-23 season report	69
10.3	Council Chambers Livestream + Sound Improvement	73
10.4	Additional Week of Green Bin Pick-Up - Update	76
10.5	Budget Meeting Revised Date	77
10.6	AMWWP - East Reservoir Grant Application	78

11.	<u>ORGANIZATIONAL MEETING</u>	
11.1	Call to Order and Adoption of Agenda	79
11.2	2023-2024 Council Meeting Schedule	80
11.3	Appointing of Deputy Mayor and Alternate Deputy Mayor for 2023-2024	82
11.4	2023-2024 Council Assignments	83
11.5	Public Member Appointments	
11.5.1	2023-2024 Appointment to the Municipal Planning Commission	85
11.5.2	2023-2024 Appointment to the Didsbury Economic Development Advisory Committee	86
11.5.3	Appointment of Didsbury Municipal Library Board	87
11.5.4	2023-2024 Appointment of CAEP Business Representative	88
11.6	Adjournment of the Organizational Meeting	
12.	<u>CORRESPONDENCE & INFORMATION</u>	89
	• Mountain View Emergency Shelter	
13.	<u>COUNCIL MEETING HIGHLIGHTS</u>	
14.	<u>QUESTION PERIOD</u>	
15.	<u>CLOSED MEETING</u>	
15.1	Draft Multi-Year Capital Plan as per Section 23 and 29 of the FOIP Act	
15.2	Land Proposal - as per Section 16 of the FOIP Act	
15.3	Project Visioning - as per Section 23 of the FOIP	
16.	<u>RECONVENE</u>	
17.	<u>ADJOURNMENT</u>	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: "Name that Park!" Contest Winner
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

In May, Council made a motion to engage the public in a contest to rename the Memorial Complex Outlying Plan. In July, Council made a motion to extend the contest timeline to end submission intake on September 1. Whereafter, there was a community vote between *Jets Park* and *The Hive*, which concluded on September 21, 2023 at Showcase Didsbury.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The winning name is *Jets Park*, submitted by Dominic Loch. Mr. Loch has been invited to attend this evening's meeting to be recognized by Council for his submission of the name.

Council will be asked to formally approve the new name *Jets Park* as the name for the Didsbury Memorial Complex Outlying Plan in the *Business Arising from Delegations* section of the meeting.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To thank Dominic Loch for attending the October 24, 2023 Regular Council Meeting and for submitting the name *Jets Park*.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Renaming of the Memorial Complex Outlying Plan
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

Earlier this evening, Council received a delegation from Dominic Loch, winner of the “Name that Park!” contest, with his winning submission *Jets Park*.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council is being asked to officially rename the Didsbury Memorial Complex Outlying Plan, which includes the playground, pathway, ball diamond and skatepark located on the grounds of the Didsbury Memorial Complex, to *Jets Park*. Any and all future improvements on this land shall also fall under the name *Jets Park*, unless otherwise decided by Council.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve *Jets Park* as the new name for the Didsbury Memorial Complex Outlying Plan.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: October 10, 2023 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the October 10, 2023 Regular Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the October 10, 2023 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting
Held on October 10, 2023 in Council Chambers at 1606-14 Street
Commencing at 6:00 p.m.**

Council Members Present Deputy Mayor Curt Engel
 Councillor John Baswick
 Councillor Joyce McCoy – via Mobile Phone
 Councillor Dorothy Moore
 Councillor Ethan Williams
 Councillor Bill Windsor

Council Member(s) Absent Mayor Rhonda Hunter

Administration Present Chief Administrative Officer, Ethan Gorner
 ACAO/Chief Financial Officer, Amanda Riley
 Director of Engineering & Infrastructure, Craig Fox
 Municipal Intern, Jocelyn Baxter

1. CALL TO ORDER

Deputy Mayor Engel called the October 10, 2023 Regular Council Meeting to order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 438-23

MOVED by Councillor Moore

To adopt the October 10, 2023 Regular Council Meeting Agenda as presented.

Motion Carried

3. DELEGATIONS/PRESENTATIONS – *no delegations or presentations*

4. ADOPTION OF MINUTES

4.1 September 25, 2023 Regular Council Meeting Minutes

Res. 439-23

MOVED by Councillor Windsor

To adopt the September 25, 2023 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – *no public hearings*

6. REPORTS

6.1 Council Reports for October 10, 2023

Res. 440-23

MOVED by Councillor Williams

To accept the Council Reports for October 10, 2023 as information.

Motion Carried

Res. 441-23

MOVED by Councillor Windsor

To support the Red Deer River Municipal Users Group's engagement with the Minister of Agriculture in their advocacy for funding towards a feasibility study for in-line storage.

Motion Carried

Res. 442-23

MOVED by Councillor Moore

To support Councillor Windsor's advocacy with the Red Deer River Municipal Users Group for water feasibility study funding.

Motion Carried

6.2 Chief Administrative Officer (CAO) Report October 10, 2023

Res. 443-23

MOVED by Councillor Moore

To explore the feasibility of expanding the scope of work to include an additional week of green bin pick up in autumn of 2023 and bring back a recommendation to Council.

Motion Carried

Res. 444-23

MOVED by Councillor Windsor

To accept the Chief Administrative Officer's Report for October 10, 2023 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 Heavy Vehicle Truck Route Bylaw 2022-11 (Second Reading) / Temporary Heavy Truck Ban

Res. 445-23

MOVED by Councillor Williams

That Council grant second reading to Heavy Vehicle Truck Route Bylaw 2022-11, and refer it to the Policy and Governance Committee for review and recommendation.

Motion Carried

Res. 446-23

MOVED by Councillor Williams

That Council accept the update on temporary road bans as information.

Motion Carried

8. BUSINESS

8.1 DEDAC EDA Conference Attendance 2024

Res. 447-23

MOVED by Councillor Williams

To approve a 2024 budget expenditure of \$1,390 plus travel and accommodation, for two DEDAC members, to attend the EDA Xperience 2024 Leaders' Summit & Conference in Kananaskis, to be funded from the DEDAC budget in Economic Development.

Motion Carried

8.2 Asset Management Strategy

Res. 448-23

MOVED by Councillor Moore

That Council approve the Asset Management Strategy as presented.

Motion Carried

8.3 2024 Franchise Fees

Res. 449-23

MOVED by Councillor Moore

To maintain the Franchise Fee Rates for ATCO Gas at 25% and Fortis Alberta at 17% for 2024.

Motion Carried

8.4 Setting of 2024 Budget Meeting

Res. 450-23

MOVED by Councillor Williams

To set Saturday, December 2, 2023 at 9:00 a.m. as the 2024 Operating and Capital Budget Meeting.

Motion Carried

8.5 2023 Write-off Uncollectible Account

Res. 451-23

MOVED by Councillor Windsor

To authorize the write-off of the outstanding tax receivable balance for Roll #1398000 totaling \$6,173.62.

Motion Carried

9. CORRESPONDENCE & INFORMATION

- Thank you from various Ministers
- Thank you card from MVSH

Res. 452-23

MOVED by Councillor Moore

To accept the correspondence items presented as information.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Asset Management Strategy
- CAO Report - Water Loss
- Heavy Vehicle Truck Bylaw
- Setting of the 2024 Budget Meeting
- DEDAC EDA Conference Attendance 2024

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 453-23

MOVED by Councillor Windsor

To go into Close Meeting at 7:02 p.m. for the following item:

12.1 EDA Ministry Engagement - FOIP Section 21 and Section 23

Motion Carried

13. RECONVENE

Res. 454-23

MOVED by Councillor Windsor

To return to Open Meeting at 7:17 p.m.

Motion Carried

Res. 455-23

MOVED by Councillor Windsor

To support Mayor Hunter's EDA Ministry Engagement on October 18, 2023 in Edmonton, Alberta.

Motion Carried

14. ADJOURNMENT

Res. 456-23

MOVED by Councillor Moore

To adjourn the October 10, 2023 Regular Council Meeting at 7:20 p.m.

Motion Carried

Deputy Mayor – Curt Engel

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: October 16, 2023 Special Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the October 16, 2023 Special Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the October 16, 2023 Special Council Meeting Minutes as presented.



**Meeting Minutes of the Town of Didsbury
Special Council Meeting
Held virtually on Zoom
October 16, 2023 6:00 p.m.**

Council Members Present: Mayor Rhonda Hunter
Deputy Mayor Curt Engel
Councillor John Baswick
Councillor Joyce McCoy
Councillor Dorothy Moore
Councillor Bill Windsor
Councillor Ethan Williams

Administration Present: Chief Administrative Officer, Ethan Gorner
Municipal Intern, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter called the meeting to order at 6:03 p.m.

2. ADOPTION OF AGENDA

Add: Item 3.3 Community Investment as per Section 16 of the FOIP Act
Item 3.4 Provincial Engagement as per Section 21 of the FOIP Act

Res. 457-23

MOVED by Councillor Moore

To approve the Agenda as amended.

Motion Carried

3. CLOSED MEETING

Res. 458-23

MOVED by Councillor Williams

To go into Closed Meeting at 6:07 p.m.

Motion Carried

4. RECONVENE

Res. 459-23

MOVED by Deputy Mayor Engel

To return to Open Meeting at 6:58 p.m.

Motion Carried

Res. 460-23

MOVED by Deputy Mayor Engel

To re-affirm the original direction of the Mountain View Regional Film Office and re-assess the partnership structure after one-year of complete operations.

Motion Carried

Res. 461-23

MOVED by Councillor Moore

To support applying for the Indigenous and Municipal Policy Transition Study Grant to participate in a collaborative regional policing study with our neighbors.

Motion Carried

Res. 462-23

MOVED by Councillor Williams

To support Councillor Moore to attend the EDA Ministry Dinner with Mayor Hunter on Wednesday, October 18, 2023 in Edmonton, Alberta.

Motion Carried

Councillor McCoy left the meeting at 7:01 p.m.

5. ADJOURNMENT

Res. 463-23

MOVED by Councillor Windsor

To adjourn the October 16, 2023 Special Council Meeting at 7:02 p.m.

Motion Carried

Mayor- Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



PUBLIC HEARING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Bylaw 2023-15 Amending the Land Use Bylaw 2019-04 & Municipal Reserve Removal Plan 0310537 Block 3 Lot 51MR
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Bylaw 2023-15 is being presented to Council for the redesignation of the lands located at 2500-15 Avenue. (formerly known as the Didsbury 5-0 Club).

The property was recently purchased and will be redeveloped for residential purposes. The lot is currently zoned IS: Institutional District and will require redesignation to R2: Residential District – General.

The Bylaw received First Reading on September 12, 2023.

Key Dates, Communication and Information:

Application Circulated	The proposal was circulated to adjacent landowners and to Referral Agencies on September 13, 2023 with a comment deadline of October 12, 2023.
Responses from Referral Agencies	Didsbury Fire – no comments at this time Telus – No concerns or objections FortisAlberta – No concerns regarding the redesignation Alberta Health Services – No concerns with the redesignation

This lot currently has a Municipal Reserve (MR) designation. When a municipality wishes to dispose of land with a MR designation, the MR designation must first be removed and a public hearing must be held in accordance with section 216.4 of the *Municipal Government Act*.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There were no concerns or objections from the adjacent landowners, and no concerns from referral agencies.

The intended redevelopment of the property for residential purposes will help to provide more housing within the Town. The property is surrounded by residential development and the new use will fit in with the surrounding community.

ALIGNMENT WITH STRATEGIC PLAN

4. Liveability



PUBLIC HEARING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

ALIGNMENT WITH STATUTORY PLANS

According to **Map B Residential Lands**, this property is within an area identified as Residential Lands.
Municipal Development Plan Bylaw No. 2012-09

➤ **Part 3.0: Residential Development**

3.2.1 Residential development shall occur as generally indicated on **Map B, Residential Lands**

3.2.7 The Town will ensure the provision of a variety of housing types and styles to meet the diverse needs of the community.

3.2.8 The Town supports the development of the following housing types:

- (a) Single-detached dwellings,
- (b) Semi-detached dwellings,
- (c) Duplexes,
- (d) Fourplexes,
- (e) Townhouses,
- (f) Apartments,
- (g) Manufactured/modular homes,
- (h) Seniors housing (retirement, assisted living, and nursing and lodging homes),
- (i) Secondary suites (where deemed appropriate by this Plan and other Town policies and documents), and
- (j) Other innovative forms of housing.

RECOMMENDATION

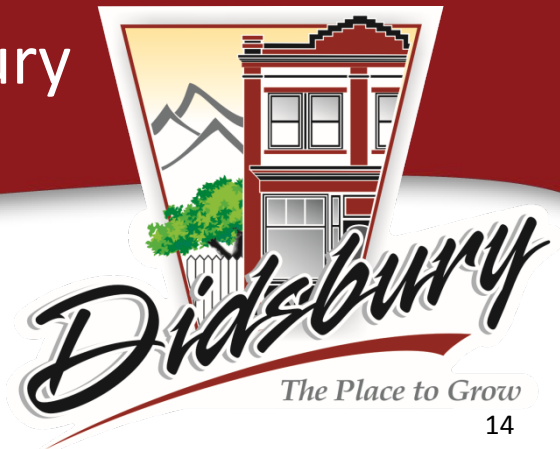
Recommendations for Bylaw 2023-15 as well as the removal of the Municipal Reserve designation will be outlined during items 7.1 and 7.2 of the Agenda.

Bylaw No. 2023-15 Redesignation from IS Institutional District to R2 Residential District General

Council

October 24, 2023

Applicant: Town of Didsbury



Google Images



Land Use Bylaw Amendment Bylaw No. 2023-15



Municipal Development Plan Compliance



Municipal Development Plan Bylaw No. 2012-09

Part 3.0: Residential Development

3.2.1 Residential development shall occur as generally indicated on **Map B, Residential Lands**.

3.2.7 The Town will ensure the provision of a variety of housing types and styles to meet the diverse needs of the community.

3.2.8 The Town supports the development of the following housing types:

- (a) Single-detached dwellings,
 - (b) Semi-detached dwellings,
 - (c) Duplexes,
 - (d) Fourplexes,
 - (e) Townhouses,
 - (f) Apartments,
 - (g) Manufactured/modular homes,
 - (h) Seniors housing (retirement, assisted living, and nursing and lodging homes),
 - (i) Secondary suites (where deemed appropriate by this Plan and other Town policies and documents),
and
 - (j) Other innovative forms of housing.
- The redevelopment of this property will provide for the opportunity for more dwellings in Town.

Land Use Bylaw No. 2019 -04



R2: Residential District – General

General Purpose: To provide for the development of a variety of street oriented single detached, semi-detached, and attached dwellings. New residential development shall connect to municipal sewer and water systems, if municipal services are within a right of way directly adjacent the property. Existing residential is authorized to continue to utilize an onsite water system.

Permitted Uses:

- a) Accessory Building up to 62.8 meters² (676 feet²)
- b) Dwelling, Duplex
- c) Dwelling, Semi-Detached
- d) Dwelling, Single Detached
- e) Public Utility

Discretionary Uses

- a) Accessory Building exceeding 62.8 meters² (676 feet²)
- b) Accessory Structure
- c) Boarding House
- d) Care Facility (Group)
- e) Home Occupation
- f) Park
- g) Secondary Suite (Internal/External)
- h) Any uses that are, in the opinion of the Development Authority, similar to the Permitted or Discretionary Uses, and which conform to the general purpose and intent of the District.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: Bylaw 2023-15 Redesignation from IS to R2 - 2500 15 Ave.
Amending the Land Use Bylaw 2019-01
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Bylaw 2023-15 was given first reading at the September 12, 2023 Regular Council Meeting. Bylaw 2023-15 is to redesignate the lot located along 15 Avenue, which is the location of the former 5-0 Club building. The lot is currently zoned IS: Institutional District and requires redesignation to R2: Residential District – General.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

A Public Hearing was held regarding Bylaw 2023-15 during item 6.1 of this Agenda. Administration is now asking Council to, if they are comfortable with the outcome of the Public Hearing, grant second and third readings to Bylaw 2023-15 Redesignation from IS to R2 - 2500 15 Ave. amending the Land Use Bylaw 2019-04.

ALIGNMENT WITH STRATEGIC PLAN

4. Liveability

RECOMMENDATION (two motions)

That Council grant second reading of Bylaw 2023-15 Redesignation from IS to R2 - 2500 15 Ave. amending the Land Use Bylaw 2019-04.

AND

That Council grant third and final reading of Bylaw 2023-15 Redesignation from IS to R2 - 2500 15 Ave. amending the Land Use Bylaw 2019-04.

TOWN OF DIDSBURY
Bylaw No. 2023 -15, 2500 15 Ave.
Amending the Land Use Bylaw No. 2019-04

A Bylaw of the Town of Didsbury in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26-1, of the revised Statutes of Alberta and amendments thereto, to amend Land Use Bylaw 2019-04.

WHEREAS, the Council of the Town of Didsbury deems it necessary to amend Bylaw 2019-04: Land Use Bylaw;

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

(1) This Bylaw may be cited as Bylaw No. 2023-15 to amend the Land Use Bylaw 2019-04.

(2) Bylaw 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

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

1. SHORT TITLE

1.1. This Bylaw may be referred to as the “Bylaw No. 2023-15 – 2500 15 Ave.”

2. PROPOSED AMENDMENTS

2.1. That Appendix A Land Use Bylaw Map, of the Land Use Bylaw 2019-04 is hereby amended, to change the designation of 2500 15 Ave. from IS: Institutional District to R2: Residential District – General as shown on the attached Schedule A map.

3. EFFECTIVE DATE

3.1. This Bylaw shall come into upon passing of the third and final reading.

Read a First time on this day of 2023

Read a Second time on this day of

Read a Third and Final time on this day of

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner

Schedule A





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Municipal Reserve Removal Plan 0310537 Block 3 Lot 51MR
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

This property (formerly 5-0 Club) was recently offered for sale and a Sales Agreement has been completed. Within the advertisement for the sale, administration agreed to assist the new landowner with the redesignation of the property to allow for the redevelopment of the lot. The lot currently has a Municipal Reserve (MR) designation and the MR is no longer required for the property.

When a municipality wishes to dispose of land with a MR designation, the MR designation must first be removed. According to 674(1) of the *Municipal Government Act* before the sale or disposal of municipal reserve a public hearing must be held in accordance with section 216.4 of the Act.

The proposal was circulated to adjacent landowners and relevant government agencies. No objections or concerns were received from the circulation.

The original parcel was created as a result of a subdivision approval in 1970. The Red Deer Planning Commission approved Subdivision File No. 14/77 on September 29, 1970. The Plan of Subdivision that was registered indicates that Parcel R (this parcel) is deemed to be the reserve required by the Planning Act.

The original parcel was then subdivided in 2002 by Subdivision File 02-2002 which removed the northern portion of approximately 9521 square feet. The subdivision was approved by the Municipal Planning Commission on January 8, 2003. This subdivision registration created the current legal description Plan 0310537 Block 3 Lot 51MR.

Prior to the subdivision of the northern portion of the lot, the partial removal of the reserve designation was approved by Council by Resolution #435-02 on October 2, 2002.

Key Dates, Communication and Information:

Application Circulated	The proposal was circulated to adjacent landowners and to Referral Agencies on September 13, 2023 with a comment deadline of October 12, 2023.
Responses from Referral Agencies	Didsbury Fire Department – no comment at this time Telus – No concerns or objections FortisAlberta – No Concerns Alberta Health Services – No concerns with the application

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The consideration for the disposal of the MR land will not have a negative impact on the surrounding developed residential parcels surrounding the property. No objections or concerns were received from the circulation of the proposal.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the removal of the Municipal Reserve (MR) designation within Plan 0310537 Block 3 Lot 51MR.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council Members will each provide a verbal and/or written report on any business or committee activity in which they have participated.

COUNCIL PROFESSIONAL DEVELOPMENT FOR OCTOBER 2024

Mayor Rhonda Hunter October 18, 2023 EDA Ministers Dinner, Edmonton AB
Councillor Dorothy Moore October 18, 2023 EDA Ministers Dinner, Edmonton AB

COUNCIL PROFESSIONAL DEVELOPMENT STATUS

	Budget	Spent	Remaining	AB Muni
Mayor Hunter	\$ 6,500.00	\$ 2,715.87	\$ 3,784.13	\$ 2,608.38
Deputy Mayor Engel	\$ 4,500.00		\$ 4,500.00	
Councillor Baswick	\$ 4,500.00	\$ 1,679.16	\$ 2,820.84	\$ 2,131.69
Councillor McCoy	\$ 4,500.00		\$ 4,500.00	
Councillor Moore	\$ 4,500.00		\$ 4,500.00	\$ 2,786.07
Councillor Williams	\$ 4,500.00	\$ 395.00	\$ 4,105.00	\$ 1,937.14
Councillor Windsor	\$ 4,500.00	\$ 992.00	\$ 3,508.00	\$ 2,737.34

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Council Reports for October 24, 2023 as information.

2023 ABMunis Conference

September 17 to 29, 2023

Conference Report submitted by Councillor Bill Windsor

Net-Zero Infrastructure Story Hour - Education Session

Tyron Muller (Penhold), Tim Cartmell (Edmonton), Trina Jones (Legal)

Tyrone - new public work building and firehall project

- project is in the planning stage
- Penhold 4000 population, 10 square miles
- location considerations, railway tracks, north, south, exposure
- environmentally friendly for enhance funding opportunities
- AUMA Green Municipal Fund
- project to include water conservation
- project to create energy - solar
- project to recover energy - storm/waste water
- projected cost \$10M, feasibility study \$600K

Trina - arena project

- originally built in 1964
- inadequate size, deteriorating, not meeting fire code
- accessibility issues, energy hog, no insulation.
- feasibility study
- \$7.1M Federal funding, reserves, debentures
- started at \$9.8M but is now \$14M

Tim - Windermere Fire Station No. 31

- \$12M funding approved in 2015
- Design was done in 2017
- Net-zero, just the building, was added in 2019
 - Save energy and generate energy philosophy
- 35,000 square feet
- Energy generation
 - Solar - South facing - 143 KW
 - geothermal - fluid circulation - air conditioning
- Insulation - R35 walls, R50 roof, R20 floor/slab, LED lighting, triple pane windows, slide doors
- Initially under the Edmonton Sustainable Building Policy
 - Policy later changed to the Environmental Stewardship Policy
- Building was 8 years in the making - \$21.5M budget

When it Rains it Pours: Water and Disaster Planning - Education Session

- Mayor Ralph (Westlock), Susan Anicel (Edmonton), Tanya Thorne (Okotoks)

Mayor Ralph - Stormwater Management Project

- 2004/2009 Stormwater Master Plan
- 7" of rain in 24 hours - flooding - updated Master Plan in 2018
- received \$1M resilience funding
- 2021 tender was awarded for the project

- robust maintenance plan
- discharges into the Pembina River
- Project Total \$4.7M

Susan - affordable, actionable approach to stormwater management

- Edmonton's Stormwater Integrated Resource Plan - 5 goals to prevent flooding
 - slow, move, secure, predict, respond
- disregard slow and move as stormwater collected in ponds
 - focused on secure, predict, respond
- 1 in 100 flood plain = 1% the first year, increases with time
- risk grid resulted
- flooding risk - geography, storm, topography dependent, historical implication
- municipalities have no relationship with insurance brokers
 - sterilized property post flood claims

Tanya - not enough water

- need to develop water strategies
- water licensing, well production
- river water allocations (licensing) - had to be obtained from other users
 - additional licenses also had to be obtained from other users
- water restrictions - renamed to resource conservation
- tiered water consumption, the more you use the higher the cost per M3
- shortage response overwhelming, 40% reduction, community voluntarily
- advantages to being WaterSmart - lawn watering one day per week
- requiring drought resistant grass in new developments
- development permits only issued upon securing of adequate water license
- water license secure now by municipality
 - developers purchased inadequate, inappropriate licenses
 - municipality had to ensure developers were obtaining correct level of licensing
 - developer charged for licensing cost

Opening Ceremonies

- Keynote Speaker: Kendal Netmaker (inspirational)

Trade Show/Alberta Municipal Affairs Reception

Bright Lights, Small Town! Attracting film productions to your municipality - Education Session

- Mountain View Regional Film Office
- presenters:
 - Christofer Atchison
 - Mayor Rhonda Hunter
 - EDO Alexandra Ross
 - EDO Jon Allan
 - Mayor Richard Warnock
 - Reeve Angela Aalbers

Keynote Speaker - Bean Gill (inspirational)

Resolutions:

- 25 of 26 passed
- only Supporting Long-Term Sustainability of Affordable Housing failed

AGM

- Villages West - Mayor Tara Elwood (Village of Alberta Beach)
- Summer Villages - Mayor Ren Geisbrecht (Summer Village of West Cove)
- President - Mayor Tyler Gandam (City of Wetaskiwin)
- Cities up to 500,000 - Dylan Bressey (City of Grande Prairie)
- Villages South - Deputy Mayor Deborah Reid-Mickler (Village of Duchess)
- Vice-President Towns - Councillor Krista Gardener (Town of Calmar)

Leader of the Official Opposition - Rachel Notley

Premier Daniel Smith

Ministers Dialog

Closing Entertainment - The Debaters Live - Comedy



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please see attached information for the Chief Administrative Officer (CAO) Report for October 24, 2023.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

During the CAO Report, Council will have the opportunity to ask questions to the CAO and to make motions for information they would like Administration bring back to a future Council meeting.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Chief Administrative Officer Report for October 24, 2023 as information.



CAO Report – October 24, 2023

1. **Planning and Development Third Quarter Report and Permits Issued** (Planning & Development)

Please find attached the third quarter report from the Planning and Development department.

Please find attached the Permits issued by the Development Officer for Permitted Use and the Discretionary Permits issued by approval of the MPC as of October 17, 2023.

2. **Community Services Third Quarter Report and Donation to the Arena** (Community Services)

Please find attached the third quarter report from the Community Services Department.

Please find attached information on the donation of the score board at the arena.

3. **Didsbury Fire Department Third Quarter Report** (ACAO/CFO)

Please find attached the third quarter report from the Didsbury Fire Department.

4. **Third Quarter Financial Reports** (Corporate Services)

Please find attached the third quarter Financial Reports from the Corporate Services department.

5. **Columbarium Project Update** (Engineering & Infrastructure)

The new Columbarium is now installed. The foundation was constructed in mid-September by Operations and the Columbarium was delivered and placed on October 5th. The facility is now ready for sale at the current approved rates until the Cemetery Bylaw review is completed by the Policy and Governance Committee.



PLANNING & DEVELOPMENT SERVICES
2023 Quarterly Planning & Development Report (Q3)
 (Jul 1 – Sept 30)

Prepared for the Regular Council Meeting

Page | 1

PRINCIPAL DWELLING UNITS

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued—Principal Dwelling Units</i>	1	2	2		5
<i>Total Construction Values [in \$ millions]</i>	0.39	0.68	0.43		1.50
<i>Date of First Permit Issued</i>	Mar 23	Apr 12	Aug 15		Mar 23
<i>Date of Last Permit Issued</i>	Mar 23	Apr 18	Sept 15		Sept 15

ACCESSORY BUILDINGS, STRUCTURES & USES

	Q1	Q2	Q3	Q4	2023
<i>TOTAL: Permits Issued for Garages, Sheds, Decks, Additions, Demolitions & Secondary Suites & Discretionary Uses</i>	6	15	14		35
<i>TOTAL: Construction Values [in \$ millions]</i>	1.82	0.35	1.07		3.24

Garages/Sheds/Structures

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Garages, Sheds, Gazebos, Greenhouse</i>	2	8	9		19

Additions

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Additions</i>	0	2	1		3

Decks

	Q1	Q2	Q3	Q4	2023
<i>Permits: Decks, Covered Deck & Steps</i>	2	4	4		10

Demolitions

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Demolitions</i>	1	1	0		2

Secondary Suites

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Secondary Suites</i>	1	2	0		3

Miscellaneous

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Miscellaneous</i> Q1: Temp Shipping Container – House Fire Clean-up Q2: Seasonal Pop-Up Patio & Fence	1	4	0		5



PLANNING & DEVELOPMENT SERVICES
2023 Quarterly Planning & Development Report (Q3)
 (Jul 1 – Sept 30)

Prepared for the Regular Council Meeting

Page | 2

Variances Granted

	Q1	Q2	Q3	Q4	2023
<i>Variances – Parking & Setback</i>	0	0	0		0

Home Occupations

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued — Home Occupations</i>	2	0	0		2

COMMERCIAL RETAIL UNITS

	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Commercial Retail Units</i>	1	1	0		2
<i>Total Construction Values [in the \$ millions]</i>	0.7	0.73	0		1.43
<i>Date of First Permit Issued</i>	Mar 1	Apr 14	0		Mar 1
<i>Date of Last Permit Issued</i>	Mar 1	Apr 14	0		Apr 14

Change of Use	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Change of Use</i>	2	1	2		5

Signage	Q1	Q2	Q3	Q4	2023
<i>Permits Issued – Signage</i>	2	1	5		8

LAND USE APPLICATIONS & APPEALS

Subdivisions	Q1	Q2	Q3	Q4	2023
<i>Subdivisions Approved</i>	1	1	1		3

Redesignations	Q1	Q2	Q3	Q4	2023
<i>Redesignations Approved</i>	1	1	0		2

Development & Subdivision Appeals	Q1	Q2	Q3	Q4	2023
<i>Development Appeals</i>	0	0	0		0

Certificates of Compliance	Q1	Q2	Q3	Q4	2023
<i>Certificates of Compliance Issued</i>	7	23	21		51

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

CAO Report: Planning & Development Permits

The Town of Didsbury has authorized the conditional issuance of the following permits:

Development Officer (Permitted Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 23-064	1526 A – 14 Street	Rear Yard Covered Deck	Verbonac, Karen (a/o)	Oct 5, 2023
DP 23-065	2025 – 19 Avenue	Change of Use: Retail (Personal Services)	Romero, Tirza (a) Tirza Artistries Inc. (o)	Oct 10, 2023
DP 23-066	2025 – 19 Avenue	Signage: Fascia Tirza Artistries	Romero, Tirza (a) Tirza Artistries Inc. (o)	Oct 10, 2023

Comments

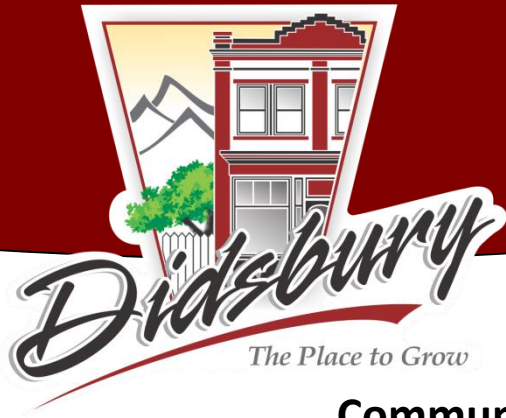
Permit DP 23-065 – Tirza Artistries: this is a new business in town which offers the following services:

Brow Lamination: brow lift

Brow Lamination & Tint: brow lift & tint

Luxury Nano Brows: semi-permanent brow service using tattoo technique

Makeup Application



Report to the CAO

Community Services Q3 Report 2023

2023 CAPITAL PROJECTS

The third quarter of 2023 was very busy with capital improvements at a number of our Town-owned facilities.

Didsbury Train Station – Budget \$65,000

The exterior restoration of the Didsbury Train Station occurred between July and September 2023, which included sanding, priming and repainting of the outside of the facility, railing and deck. This project was contracted to local Longhorn Painting, who did a tremendous job in restoring the beauty of this heritage building. The project was partially covered by funding through Alberta Culture's Heritage Preservation Partnership Program (HPPP). The total cost of this project was \$52,692 and, after receiving \$24,237 through the HPPP grant, the cost from reserves was \$28,455.

Additionally, the Train Station saw the replacement of the handicap ramp, staircases and some railings on the facility during the summer months. These improvements ensure safe access to our facility, while preserving its heritage aspects and charm.





Curling Rink HVAC Replacements – Budget \$55,000

Two HVAC units on the Didsbury Curling Rink were replaced in July of this year after we began to see failure of equipment and lack of parts available due to the age of the units. Both units were craned onto the Curling Rink this summer and then installed. The total cost of both units with installation was \$45,579.66.

Complex Lobby Flooring Replacement – Budget \$50,000

Another 2023 capital improvement saw the replacement of flooring in both the main lobby at the Didsbury Memorial Complex and the lobby of the Aquatic Centre. A spray-in polyurea concrete-coating system was utilized for both facilities, creating a non-slip, aesthetically-pleasing surface for our users. The total cost of this project was \$24,390.94.



Jets Park Landscaping Phase I

The landscaping portion of the Outlying Plan project (pathway and landscaping) continues into the fall. To date, the pathway has been installed, trees from the Didsbury Cemetery have been repurposed along the pathway, fresh gravel has been installed for deliveries and garbage collection on the north side of the property, and additional trees and shrubs have been planted on-site. Outstanding to date is signage, bike racks, site leveling and seeding (north of pathway) and minor fencing repairs which will carry into Q4 of 2023.



AQUATICS

The Didsbury Aquatic Centre continued to see significant use throughout the summer months, with summer swim lessons, Summer Fun rentals and other programs being very well-attended. September brought the return of school board swim lessons and our facility will host students from Didsbury, Carstairs and Cremona throughout the 2023/24 school year. We are also seeing increased attendance of Olds and area patrons, who are utilizing our facility during the extended closure of the Olds Aquatic Centre for repairs and improvements, which is expected to re-open mid-November.

ARENA

In August 2023, the Didsbury Arena was once again host to two hockey camps – the Mountain View Colts camp and the Edge Hockey School, a camp operated by former NHL player Jason Jaffray. The Edge Hockey camp was a full-facility rental for the Town, with use of both arena surfaces, the MPR and the pool during this week-long camp. The arena was booming throughout this three-week period and it was very exciting to welcome hundreds of players to our facility from around the province. We look forward to hosting these camps again in 2024!

COMMUNITIES IN BLOOM

On August 8, two provincial CIB judges visited Didsbury for our annual tour and were welcomed by staff, CIB committee members and Didsbee! A full-day tour of the community was conducted with stops at the Museum, Complex, Memorial Park, campground and other areas of interest. We are awaiting the results of our 2023 judging and, once received, members of the Didsbury CIB Committee will present them to Council, along with an overview of the committee and their efforts within our community.

ROSEBUD VALLEY CAMPGROUND

The summer camping season at the Rosebud Valley Campground was another success in 2023, achieving \$50,457.44 from April to September, and \$60,871.25 year to date in revenues. The campground began its transition to winter camping in mid-October.

Peace Hills Insurance – Score Clock Donation



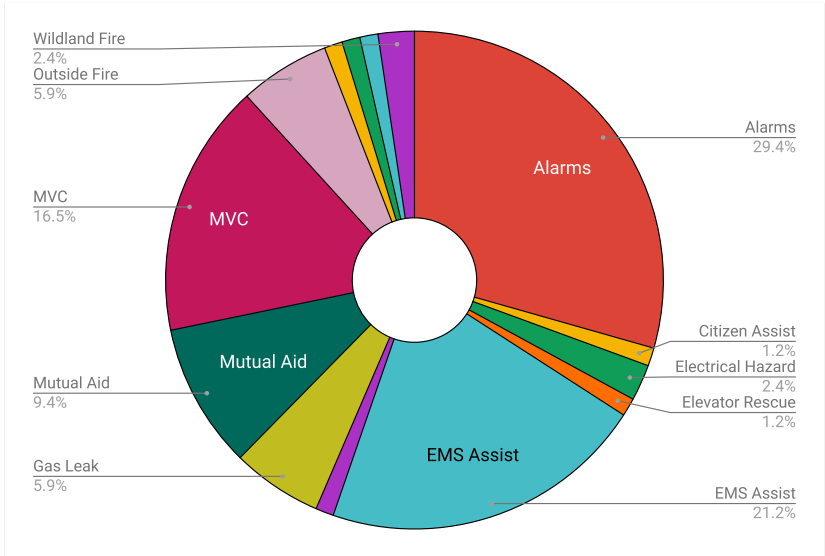
On October 16, 2023, a cheque presentation was made to the Town of Didsbury and Mayor Hunter, on behalf of Council, as a donation from Peace Hills Insurance, with local broker McDonalds Insurance, for the purchase of a new score clock for the Didsbury Arena. This donation is valued at \$15,000 and will cover the full cost of a replacement score clock. We anticipate arrival of the new unit near the end of 2023 and, once installed, it will offer enhanced options for our arena users including the ability to input team names and count shots on net.

Pictured from L-R are: Lorraine McDonald, Tracy Smith, Anthony Lim, Mayor Rhonda Hunter and Larry Erhardt

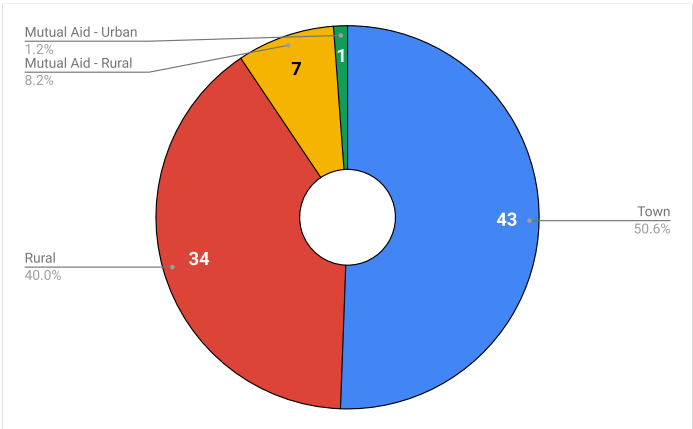
Didsbury Fire Department 2023 Response Totals

Third Quarter - July 1 to September 30

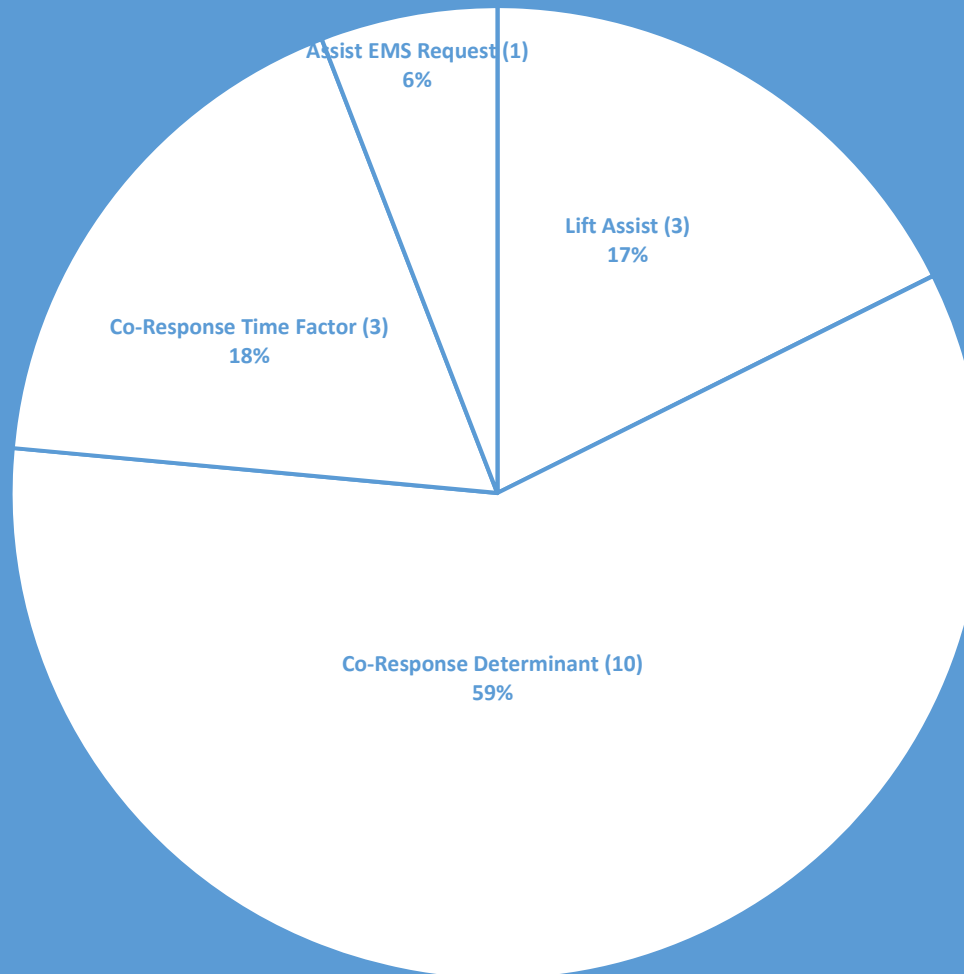
Type	Total
Aircraft Emergency	0
Alarms	25
Citizen Assist	1
Electrical Hazard	2
Elevator Rescue	1
EMS Assist	18
Extrication	1
Gas Leak	5
Hazmat	0
Lightning Strike	0
Mutual Aid	8
MVC	14
Odour Investigation	0
Outside Fire	5
Smoke Investigation	1
Structure Fire	1
Train Collision	0
Vehicle Fire	1
Wildland Fire	2
	85



Call Location	Total
Town	43
Rural	34
Mutual Aid - Rural	7
Mutual Aid - Urban	1
	85



Q3 EMS CALL BREAKOUT-2023



Definitions:

1. Lift Assist: EMS requests Fire to help load/package the patient. This could be due to size of the patient or where they might be located (i.e. between toilet and wall).
2. Co-Response Determinant: Fire is dispatched automatically, regardless of where AHS is coming from. These are the more serious, imminently life threatening calls. For example, cardiac or respiratory arrests.
3. Co-Response Time Factor: Fire is dispatched as a first response due to AHS having a >15 min response time. These calls are also based on the call determinants (type & severity) of the call, so we don't respond to all calls where the ambulance has to travel >15 minutes.
4. Assist EMS Request: Fire is dispatched at the request of the AHS crew. It could be because they are on scene and have determined they need the extra hands/help clinically, or they see something in their call details that will trigger them to get us responding; either as a first response or as a co-response.

MEDICAL RESPONSE-2023							
Incident #	Lift Assist		<u>Co-Response Determinant</u>	<u>Co-Response Time Factor</u>	<u>Assist EMS Request</u>	<u>Call Duration</u>	<u>ABT Rate (\$700-hr)</u>
23-127-R			1			0.500	350.00
23-138-R			1			1.000	700.00
23-141-T			1			0.500	350.00
23-144-R			1			0.250	175.00
23-145-T					1	0.250	175.00
23-150-T				1		1.000	700.00
23-155-T	1					0.500	350.00
23-158-T	1					0.750	525.00
23-171-T			1			1.000	700.00
23-188-R				1		0.750	525.00
23-191-R			1			1.000	700.00
23-194-T			1			0.500	350.00
23-201-T				1		0.750	525.00
23-203-R			1			0.500	350.00
23-204-R			1			0.750	525.00
23-207-R			1			0.500	350.00
23-208-T	1					0.750	525.00
							-
							-
							-
							-
							-
							-
							-
							\$ 7,875.00
	<u>Lift Assist</u>		<u>Co-Response Determinant</u>	<u>Co-Response Time Factor</u>	<u>Assist EMS Request</u>		
TOTALS	3		10	3	1		
	18%		59%	18%	6%		
<u>3RD QRT TOTAL MEDICAL CALLOUTS:</u>				<u>17</u>	20%	of Q3 Total Callouts	
<u>3RD QRT TOTAL CALLOUTS:</u>				<u>85</u>			

Town of Didsbury					
3rd Quarter Financial Report					
Revenues and Expenditures by object					
(July 1, 2023 to Sept 30, 2023)					
Budget vs. Actual Comparison					
by OBJECT					
	2023 Actual (as of Sept 30, 2023)	2023 Approved Budget (2023-03-28)	% of Budget	Notes	
Revenue					
Total Property taxes	7,062,132	7,054,785	100%	1	
LESS Requisitions	(1,411,011)	(1,933,829)	73%	1	
Net municipal taxation (Tax Revenues)	5,651,120	5,120,956	110%	1	
Utility user charges	2,557,160	3,242,114	79%		
Government operating grants	1,324,232	1,434,498	92%		
Sales and user fees	1,034,002	1,174,547	88%		
Lot sales	-	240,595	0%	2	
Franchise fees	725,137	890,000	81%		
Penalties	100,090	101,000	99%		
Fine revenue	21,359	22,500	95%		
Licence fees	62,053	56,000	111%		
Permit fees	92,966	72,000	129%		
Investment income	305,518	75,000	407%	3	
Other revenue	157,460	37,000	426%	4	
From reserve	141,755	195,000	73%	5	
Total - Revenue	12,172,852	12,661,210	96%		
Expenditures					
Salaries and benefits	3,446,638	4,653,120	74%		
Training, conferences and travel	71,174	137,855	52%		
Memberships	23,213	26,285	88%	6	
Advertising and printing	56,131	70,475	80%		
Professional services	199,891	229,800	87%		
Contracted services	589,416	782,710	75%		
Municipal Policing Contract	482,910	655,000	74%		
Telecommunications	177,719	234,315	76%		
General supplies	316,535	465,050	68%		
Cost of water	715,904	1,050,000	68%		
Repairs and maintenance	366,052	687,813	53%		
Utilities	532,313	800,185	67%		
Insurance	259,964	189,058	138%	7	
Leases	46,476	64,687	72%		
Bank charges and interest	11,845	12,900	92%		
Write off	6,174	6,000	103%		
Interest on long term debt	64,355	82,748	78%		
Long term debt repaid	438,406	563,683	78%		
Grants and other payments to organizations	518,777	581,598	89%		
To capital	10,436	10,937	95%		
To reserve	245,021	1,356,991	18%		
Total - Expenditures	8,579,350	12,661,210	68%		
Total Town of Didsbury, before amortization	3,593,502	-			
Amortization	-	-			
Total Town of Didsbury, incl amortization	3,593,502	-			
Notes					
1. The tax bylaw was passed in May and therefore 100% of property taxes were recognized in quarter two. Requisitions paid to MVSH and Alberta Education are paid on a quarterly basis. At June 30th two-quarters of the payments have been made which is consistent with 50% of the budget. The remaining requisition payments will be paid in quarters 3 and 4.					
2. No lot sales were finalized in the first three quarters.					
3. Investment income is much higher than budgeted. There have been later payments out of reserve funds than expected for certain purchases and the interest rate has increased significantly from previous years. The Majority of this income is earned in reserve accounts and therefore does not contribute to the budget to actual surplus/deficit.					
4. Other revenue includes approximately \$70,000 of insurance proceeds related to the water department for which the expenditure is recorded under damage claims (included in insurance expense). There is also additional revenue from filming that occurred in quarter 2.					
5. Transfers from reserve happen as a project is completed, or the end of the year, depending on the item. Included in the YTD are transfers from reserve related to Council community grants, strategic plan, 23 Street North resurfacing project.					
6. Membership costs occur once a year, normally in the first quarter which is why 69% of budget has been spent at June 30th.					
7. Insurance expense includes damage claims and during the quarter there was an expenditures of approximately \$70,000 related to an insurance claim for which the corresponding insurance proceeds is in other revenue.					

Town of Didsbury							
3rd Quarter Financial Report							
Revenues and Expenditures by Division							
(July 1, 2023 to Sept 30, 2023)							
Budget vs Actual Comparison							
by DIVISION							
	Quarter 1 2023 Actual	Quarter 2 2023 Actual	Quarter 3 2023 Actual	2023 Actual (as of Sept 30, 2023)	2023 Budget (Mar 28/23)	% of Budget	Notes
Revenue - by division							
Net municipal taxes							
Total Property Taxes	-	7,055,182	6,949	7,062,131	7,054,785	100%	1
LESS Requisitions	(449,190)	(512,631)	(449,190)	(1,411,011)	(1,933,829)	73%	1
Net municipal taxes	(449,190)	6,542,551	(442,241)	5,651,120	5,120,956	110%	1
General municipal revenue	375,836	335,712	408,679	1,120,227	1,130,000	99%	
Council	-	34,950	10,500	45,450	30,000	152%	2
General Government	21,822	81,440	228,189	331,450	314,571	105%	
Protective Services							
RCMP	81,328	42,209	36,213	159,750	385,764	41%	3
Fire Department	89,726	37,253	152,200	279,179	247,239	113%	
Municipal Enforcement	27,415	12,101	7,385	46,901	56,000	84%	
	198,469	91,562	195,799	485,830	689,003	71%	
Community Services							
FCSS	56,313	124,334	90,053	270,700	173,984	156%	
DOSCA	25,877	66,322	71,471	163,670	207,630	79%	
Didsbury Neighborhood Place	130	7,760	260	8,150	39,525	21%	4
	82,320	198,416	161,784	442,520	421,139	105%	
Recreation & Community Facilities							
Arena	73,005	228,223	38,406	339,634	425,075	80%	
Aquatics	49,105	261,259	130,138	440,502	432,975	102%	
Ice Plant	-	-	-	-	-	-	
Curling Rink	17,239	2,102	6,026	25,367	35,000	72%	
Parks	330	12,444	3,858	16,632	24,250	69%	
MPR	4,341	3,525	4,492	12,358	9,000	137%	
Concession	2,886	3,131	4,980	10,998	12,000	92%	
Train Station	2,012	1,828	2,185	6,025	10,000	60%	5
Memorial Complex	12,170	6,034	179	18,383	10,000	184%	
Campground	10,414	19,000	34,710	64,124	68,000	94%	
Community Hall	1,355	2,070	(220)	3,205	3,000	107%	
	172,857	539,616	224,754	937,227	1,029,300	91%	
Engineering & Infrastructure							
Roads and Streets	62,508	25,985	118,561	207,054	78,400	264%	
Cemetery	1,950	3,950	7,050	12,950	27,000	48%	6
Emergency Management	-	-	-	-	-	-	
	64,458	29,935	125,611	220,004	105,400	209%	
Utilities							
Water Utility	511,401	626,811	532,231	1,670,443	2,003,433	83%	
Wastewater Utility	176,852	193,774	238,379	609,005	728,401	84%	
Solid Waste Utility	129,767	131,100	130,039	390,906	568,280	69%	
	818,020	951,685	900,649	2,670,354	3,300,114	81%	
Planning and Development							
Planning and Development	38,581	15,212	47,004	100,797	124,500	81%	

Town of Didsbury							
3rd Quarter Financial Report							
Revenues and Expenditures by Division							
(July 1, 2023 to Sept 30, 2023)							
Budget vs Actual Comparison							
by DIVISION							
	Quarter 1 2023 Actual	Quarter 2 2023 Actual	Quarter 3 2023 Actual	2023 Actual (as of Sept 30, 2023)	2023 Budget (Mar 28/23)	% of Budget	Notes
Economic Development	34,678	11,927	3,635	50,240	38,000	132%	
Subdivision	-	-	-	-	240,595	0%	7
	73,259	27,139	50,639	151,037	403,095	37%	
Culture and Other Facilities							
Museum	-	-	-	-	-	-	
Library	-	42,632	75,000	117,632	117,632	100%	
	-	42,632	75,000	117,632	117,632	100%	
Total Operating Revenue	1,357,852	8,875,637	1,939,363	12,172,852	12,661,210	96%	

Town of Didsbury							
3rd Quarter Financial Report							
Revenues and Expenditures by Division							
(July 1, 2023 to Sept 30, 2023)							
Budget vs Actual Comparison							
by DIVISION							
	Quarter 1 2023 Actual	Quarter 2 2023 Actual	Quarter 3 2023 Actual	2023 Actual (as of Sept 30, 2023)	2023 Budget (Mar 28/23)	% of Budget	Notes
<i>Expenditures - by division</i>							
Council	65,622	87,076	89,277	241,975	295,572	82%	
General Government	192,335	368,236	456,556	1,017,127	759,059	134%	8
Communications & Community Relations	31,622	36,689	71,184	139,496	194,880	72%	
Protective Services							
RCMP	183,101	286,395	207,379	676,874	926,775	73%	
Fire Department	90,607	148,393	112,283	351,283	626,310	56%	
Municipal Enforcement	93,489	85,004	95,879	274,372	393,234	70%	
	367,197	519,791	415,541	1,302,529	1,946,319	67%	
Community Services							
FCSS	50,443	59,783	49,101	159,326	253,553	63%	
DOSCA	39,655	45,699	84,429	169,783	207,630	82%	
Didsbury Neighborhood Place	6,927	8,184	7,257	22,368	39,525	57%	
	97,025	113,665	140,787	351,477	500,708	70%	
Recreation & Community Facilities							
Arena	153,190	149,626	147,683	450,499	796,497	57%	
Aquatics	142,322	155,844	176,376	474,541	841,738	56%	
Ice Plant	23,271	15,684	34,875	73,830	115,650	64%	
Curling Rink	21,028	32,855	12,441	66,324	154,618	43%	
Parks	37,500	92,119	92,901	222,520	355,220	63%	
MPR	7,084	6,072	5,052	18,208	43,480	42%	
Concession	134	-	-	134	4,500	3%	
Train Station	10,208	12,323	26,753	49,283	57,547	86%	
Memorial Complex	43,692	44,478	53,962	142,132	229,180	62%	
Campground	11,013	21,439	19,911	52,363	76,353	69%	
Community Hall	2,978	6,345	(1,051)	8,272	23,750	35%	
Other community facilities	1,474	3,654	2,830	7,957	17,171	46%	
	453,894	540,436	571,732	1,566,062	2,715,704	58%	
Public Works							
Roads and Streets	377,337	347,862	398,187	1,123,386	1,805,358	62%	
Cemetery	10,731	14,370	18,083	43,184	76,840	56%	
	388,068	362,232	416,270	1,166,569	1,882,198	62%	
Emergency Management	6,176	11,803	7,720	25,699	35,973	71%	
Utilities							
Water Utility	376,184	453,763	302,001	1,131,948	2,003,433	57%	
Wastewater Utility	72,145	164,137	72,789	309,070	728,401	42%	
Solid Waste Utility	126,836	128,160	122,435	377,430	568,280	66%	
	575,165	746,059	497,225	1,818,448	3,300,114	55%	
Planning and Development							
Planning and Development	93,072	82,546	138,571	314,189	395,560	79%	
Economic Development	32,452	53,261	43,007	128,720	175,235	73%	
Subdivision	91,599	77,157	675	169,431	240,595	70%	
	217,123	212,963	182,253	612,339	811,390	75%	
Culture							
Museum	190	31,320	141	31,651	31,500	100%	9
Library	86,229	144,156	75,592	305,977	303,443	101%	10
	86,419	175,477	75,733	337,628	334,943	101%	
Total Expenditures	2,480,646	3,174,428	2,924,277	8,579,351	12,776,860	67%	
	(1,122,794)	5,701,210	(984,915)	3,593,501	(115,650)		

Town of Didsbury							
3rd Quarter Financial Report							
Revenues and Expenditures by Division							
(July 1, 2023 to Sept 30, 2023)							
Budget vs Actual Comparison							
by DIVISION							
	Quarter 1 2023 Actual	Quarter 2 2023 Actual	Quarter 3 2023 Actual	2023 Actual (as of Sept 30, 2023)	2023 Budget (Mar 28/23)	% of Budget	Notes
Notes							
At the end of Quarter 3, generally we expect 75% of budget to be earned or expensed. Below is an explanation of revenues that are significantly lower than 75% and expenses that are significantly higher than 75%							
1. The tax bylaw was passed in May and therefore 100% of property taxes were recognized in quarter two. Requisitions paid to MVSH and Alberta Education are paid on a quarterly basis. At September 30th 3/4 of the payments have been made which is consistent with 50% of the budget. The remaining requisition payments will be paid in Q4.							
2. Council revenues includes transfers from reserves of \$7800 to complete payment for the strategic plan consultant which was approved by resolution in 2022), \$8,000 for a donation to Bethany Care pathway and \$29,650 to fund community grant payments to date.							
3. RCMP Revenues are low as the Town has not received the remaining MPAG grant for \$180,420 which typically is received near year end.							
4. Revenues for DNP are related to grants and transfers which have not yet taken place for the year.							
5. Train station revenues consist of rentals of the facility and certain regular tenants have recently given notice, bringing lower than expected revenues for the year so far.							
6. Cemetery revenues have been low for the first half of the year; cemetery revenues are difficult to predict and the budget is based on previous five year history; actual results may vary significantly.							
7. Subdivision revenues are at \$0 as there have been no lot sales that have been finalized.							
8. The General Government department expenses are currently higher than budget as included in that account are the transfers to reserves related to the interest revenue that is earned on reserve accounts. This is offset by interest revenue in the general revenue line item.							
9. Museum payments have been made in full for the year.							
10. Library expenses appear higher as the fourth quarter operating grant payment was paid at the end of the third quarter to ensure it was received on time.							
**Expenses appear low at the end of the third quarter. One factor is that the transfer to reserves that is budgeted for has not yet occurred. This will occur in the fourth quarter. Another factor is significant costs related to natural gas and electricity utilities are not recognized as the invoices for September have not yet been received. Prior to the end of the year, all of these costs will be recorded.							

Town of Didsbury
3rd Quarter Financial Report
2023 Capital Budget Progress as of September 30, 2023

2023 CAPITAL BUDGET ¹ :		Capital Spending			Budgeted Funding						
Asset	Dept ¹	Actual to September 30, 2023	Budget	Status ²	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Land											
Land Purchase for Future Right of Way	EI	272,245	270,000	C		270,000					270,000
Land Improvements											
RCMP Detachment Parking Lot Expansion	EI	1,000	50,000	IP	-	50,000	-	-	-	-	50,000
Infrastructure											
20th Street Asphalt Mill & Overlay	EI	267,418	300,000	IP	-	-	300,000	-	-	-	300,000
Buildings											
Memorial Complex Lobby Improvements	RCS	24,391	50,000	C	-	50,000	-	-	-	-	50,000
Train Station Exterior Painting	RCS	52,778	65,000	C	-	32,500	32,500	-	-	-	65,000
Curling Rink HVAC Replacements [2]	RCS	45,580	55,000	C	-	55,000	-	-	-	-	55,000
Didsbury Neighbourhood Place Ramp & Entrance Improvements	RCS	-	26,924	IP	4,487	-	22,437	-	-	-	26,924
RCMP Interior Renovations	EI	-	20,000	IP	-	20,000	-	-	-	-	20,000
RCMP Furniture Upgrades	EI	28,576	60,000	IP	-	60,000	-	-	-	-	60,000
Vehicles											
Vehicle Replacement Plan [2]	EI	133,347	150,000	C	-	150,000	-	-	-	-	150,000
Equipment											
Skid Steer & Rough-Cut Mower Attachment	EI	118,630	130,000	C	-	130,000	-	-	-	-	130,000
Leak Detector	EI	6,450	6,450	C	6,450	-	-	-	-	-	6,450
		950,415	1,183,374		10,937	817,500	354,937	-	-	-	1,183,374

ADDITIONAL CAPITAL PROJECTS APPROVED BY COUNCIL RESOLUTION ³ :											
Asset	Dept ¹	Actual to September 30, 2023	Budget	Status ²	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
23 St North Corridor	EI	148,779	150,000	C	-	150,000	-	-	-	-	150,000
Old Fire Hall Weatherproofing	EI	5,992	15,000	IP	-	15,000	-	-	-	-	15,000

2022 CAPITAL PROJECTS CARRIED OVER ⁴ :											
Asset	Dept ¹	Actual to September 30, 2023	Budget	Status ²	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Infrastructure											
23 Street / Hwy 582 Intersection Improvement	EI	448,655	1,611,000	IP	-	-	861,000	-	750,000	-	1,611,000
21 St Storm, Water, Sanitary & Surface Works (Phase 1 & 2 - Construction)	EI	1,836,129	1,940,000	C	-	-	1,940,000	-	-	-	1,940,000
21 Ave Storm & Surface Works (Complex Road)	EI/RCS	305,707	324,000	C	-	-	324,000	-	-	-	324,000
Land Improvements											
Didsbury Memorial Complex Outlying Plan Pathway & Landscaping Phase 1	RCS	12,464	150,000	IP	-	75,000	75,000	-	-	-	150,000
Deer Coulee/Cemetery Pathway Replacement	EI	67,902	68,000	C	-	68,000	-	-	-	-	68,000
Columbarium Purchase & Installation	EI	22,422	35,000	IP	-	-	-	-	35,000	-	35,000
Buildings											
Fire Hall Emergency Backup Generator	CS	16,760	100,000	IP	-	56,300	-	-	43,700	-	100,000
Vehicles											
Didsbury Fire Department Rescue Vehicle	CS	461,809	735,000	IP	-	350,000	-	-	350,000	35,000	735,000
Equipment											
Zamboni Replacement Program	RCS	170,991	176,998	C	-	126,998	50,000	-	-	-	176,998
Municipal Enforcement Radio Replacement	CS	-	30,000	IP	-	30,000	-	-	-	-	30,000

2021 CAPITAL PROJECTS CARRIED OVER ⁵ :											
Asset	Dept ¹	Actual to September 30, 2023	Budget	Status ²	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Southridge Sewage Lift Station Emergency Backup Generator	EI	26,972	28,000	IP	-	26,000	-	-	-	2,000	28,000

2020 CAPITAL PROJECTS CARRIED OVER ⁶ :											
Asset	Dept ¹	Actual to September 30, 2023	Budget	Status ²	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
East Reservoir Design Phase	EI	40,744	175,000	IP	-	-	-	-	175,000	-	175,000
Pedestrian Connectivity - Memorial Park	EI	59,044	74,000	IP	-	-	74,000	-	-	-	74,000

¹ Dept: Engineering & Infrastructure ("EI"), Recreation & Community Services ("RCS"), Corporate Services ("CS")

² Status: Not started ("NS"), In Progress ("IP"), Completed ("C")

³ 2023 Capital Budget Approved January 10, 2023; Amendments January 24, 2023 (Res#038-23), March 14, 2023 (Res#120-23 & Res#121-23), March 28, 2023 (Res#173-23), May 23, 2023 (Res#283-23)

⁴ Additional Capital Projects Approved By Motion; March 8, 2022 (Res#116-22), June 22, 2021 (Res#322-21), July 12, 2022 (Res#379-22), September 13, 2022 (Res#429-22)

⁵ 2022 Capital Budget Approved January 11, 2022; Amendments March 22, 2022 (Res#166-22), April 26, 2022 (Res#248-22), June 14, 2022 (Res#329-22), September 13, 2022 (Res#427-22 & Res#428-2), October 25, 2022 (Res#506-22), November 8, 2022 (Res#541-22), April 25, 2023 (Res#234-23), May 9, 2023 (Res#257-23), July 11, 2023 (Res#361-23)

⁶ 2021 Capital Budget Approved January 26, 2021; Amendments February 9, 2021 (Res#054-21), April 13, 2021 (Res#164-21), June 22, 2021 (Res#317-21), September 14, 2021 (Res#382-21), September 28, 2021 (Res#415-21), October 12, 2021 (Res#438-21)

⁷ 2020 Capital Budget Approved February 11, 2020 (Res#056-20); Amendments April 28, 2020 (Res#137-20), October 13, 2020 (Res#372-20), May 9, 2023 (Res#256-23)

Town of Didsbury
3rd Quarter Financial Report
Capital Projects Status Updates as of September 30, 2023

2023 CAPITAL BUDGET		Q3 PROGRESS
Asset	Status	
Land		
Land Purchase for Future Right of Way	C	Purchase complete; no invoices outstanding
Land Improvements		
RCMP Detachment Parking Lot Expansion	IP	Project complete pending invoicing; warranty period has begun
Infrastructure		
20th Street Asphalt Mill & Overlay	IP	Project complete pending invoicing; warranty period has begun
Buildings		
Memorial Complex Lobby Improvements	C	Project complete; no invoices outstanding
Train Station Exterior Painting	C	Project complete; no invoices outstanding
Curling Rink HVAC Replacements [2]	C	Project complete; no invoices outstanding
Didsbury Neighbourhood Place Ramp & Entrance Improvements	IP	Electrical work being completed shortly; ramp construction in Spring
RCMP Interior Renovations	IP	Project in progress
RCMP Furniture Upgrades	IP	Project in progress
Vehicles		
Vehicle Replacement Plan [2]	C	Purchases complete; no invoices outstanding
Equipment		
Skid Steer & Rough-Cut Mower Attachment	C	Purchase complete; no invoices outstanding
Leak Detector	C	Purchase complete; no invoices outstanding

ADDITIONAL CAPITAL PROJECTS APPROVED BY COUNCIL RESOLUTION:		
Asset	Status	
23 St North Corridor	C	Project complete; warranty period has begun
Old Fire Hall Weatherproofing	IP	Minor repair work outstanding

2022 CAPITAL PROJECTS CARRIED OVER:		
Asset	Status	
Infrastructure		
23 Street / Hwy 582 Intersection Improvement	IP	Project complete pending invoicing; warranty period has begun
21 St Storm, Water, Sanitary & Surface Works (Phase 1 & 2 - Construction)	C	Project complete; warranty period has begun
21 Ave Storm & Surface Works (Complex Road)	C	Project complete; warranty period has begun
Land Improvements		
Didsbury Memorial Complex Outlying Plan Pathway & Landscaping Phase 1	IP	Pathway is complete; landscaping occurring shortly
Deer Coulee/Cemetery Pathway Replacement	C	Project complete; no invoices outstanding
Columbarium Purchase & Installation	IP	Project complete pending invoicing
Buildings		
Fire Hall Emergency Backup Generator	IP	Project in progress; deposit paid
Vehicles		
Didsbury Fire Department Rescue Vehicle	IP	Deposit paid March 2022; Chassis deposit paid in August; vehicle expected to arrive in 2024
Equipment		
Zamboni Replacement Program	C	Project complete; no invoices outstanding
Municipal Enforcement Radio Replacement	IP	Radios on order; full payment upon arrival

2021 CAPITAL PROJECTS CARRIED OVER:		
Asset	Status	
Southridge Sewage Lift Station Emergency Backup Generator	IP	New generator installed and operational; old generator requires removal and asset disposal

2020 CAPITAL PROJECTS CARRIED OVER:		
Asset	Status	
East Reservoir Design Phase	IP	Preliminary Site Plan in progress
Pedestrian Connectivity - Memorial Park	IP	Project complete pending invoicing; warranty period has begun

Town of Didsbury
2023 3rd Quarter Financial Report
Reserves Continuity Schedule as of September 30, 2023

	Jan 1 2023, Actual	Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)	September 30, 2023 Balance	Budgeted Transfers to Reserves (outstanding)	Capital Budget Transfers from Reserves (outstanding)	Transfers out - operating	Operating Budget Transfers from Reserves (outstanding)	Transfers from Reserves Approved by Resolution (outstanding)	Resolution #	Reserve Available	Notes
General	574,181	-	21,232	(108,689)	486,725	-	-	(40,000)	(40,000)	(29,000)	283-23; 431-23	417,725	1
Strategic Initiatives and Contingency	134,416	-	5,171	-	139,587	-	-	(75,000)	(75,000)	-	-	64,587	2
Council Community Grant Program	30,276	-	634	(29,650)	1,260	-	-	-	(350)	-	-	910	
Election	10,744	-	413	-	11,157	-	-	-	-	-	-	11,157	
In Lieu of Municipal Reserve	64,515	-	2,440	(8,000)	58,956	-	-	-	-	-	-	58,956	
Legacy Fund	17,767	-	683	-	18,450	-	-	-	-	(17,297)	385-21; 386-21	1,153	3
Professional Development	12,475	-	480	-	12,955	-	-	-	-	-	-	12,955	
General reserve	831,900	-	30,574	(146,339)	716,135	-	-	(115,000)	(115,350)	(46,297)	-	554,488	
Old fire hall demolition/removal	27,137	-	1,063	-	28,199	-	-	-	-	-	-	28,199	
Fire dept large equipment	401,785	-	15,692	(9,436)	408,042	90,000	(360,125)	-	-	-	-	137,917	4
Fire dept building maintenance	28,739	-	1,125	-	29,864	5,000	-	-	-	-	-	34,864	
Fire dept operating	25,819	-	1,011	-	26,830	-	-	-	-	-	-	26,830	
Fire dept small capital equipment	12,417	-	486	-	12,903	-	-	-	-	-	-	12,903	
RCMP capital	16,771	-	2,530	-	19,300	10,000	(22,400)	-	-	-	-	6,900	5
RCMP operating	442,590	-	15,460	-	458,050	-	-	-	-	-	-	458,050	
Municipal enforcement operating and capital	110,983	-	4,346	-	115,330	15,000	(30,000)	-	-	-	-	100,330	6
Protective services reserve	1,066,240	-	41,714	(9,436)	1,098,518	120,000	(412,525)	-	-	-	-	805,993	
Vehicle & equipment replacement	858,942	-	21,813	(521,977)	358,779	207,000	-	-	-	-	-	565,779	
Snow removal	36,846	-	1,474	-	38,320	-	-	-	-	-	-	38,320	
Water	1,176,684	-	47,061	-	1,223,746	466,320	-	-	-	-	-	1,690,066	
Water offsite levies	183,014	-	7,320	-	190,333	-	(89,130)	-	-	-	-	101,203	7
Water distribution offsite levies	59,654	-	2,222	(16,751)	45,126	-	(45,126)	-	-	-	-	-	7
Wastewater	1,055,618	-	42,219	-	1,097,837	101,060	-	-	-	-	-	1,198,897	
Wastewater (unfunded - non-interest bearing)	408,205	-	-	-	408,205	-	972	-	-	-	-	409,177	8
Wastewater offsite levies	88,632	-	3,599	-	92,231	-	-	-	-	-	-	92,231	
Solid waste	347,549	-	13,900	-	361,449	-	-	(50,000)	(50,000)	-	-	311,449	
Roads & Sidewalks	-	-	-	-	-	119,436	-	-	-	-	-	119,436	
Public works reserve	4,215,144	-	139,609	(538,728)	3,816,026	893,816	(133,284)	(50,000)	(50,000)	-	-	4,526,558	
Cemetery	20,378	-	846	-	21,224	-	-	-	-	-	-	21,224	
DOSCA	11,271	-	-	-	11,271	-	-	-	-	-	-	11,271	
Economic development & tourism	115,865	-	4,810	-	120,674	-	-	-	-	(9,008)	322-21, 383-22	111,666	9
Train station maintenance	43,200	-	1,625	(28,541)	16,284	-	-	-	-	-	-	16,284	
Pathway & trail	176,012	-	6,884	(71,808)	111,088	8,475	(69,812)	-	-	-	-	49,751	10
Vehicle & equipment replacement	85,821	-	2,179	-	88,000	50,000	-	-	-	-	-	138,000	
Recreation facilities	458,923	-	16,048	(190,961)	284,009	244,700	-	-	-	-	-	528,709	
Campground	32,688	-	253	(32,941)	-	-	-	-	-	-	-	-	
Community/Recreation Services reserve	944,157	-	32,644	(324,251)	652,550	303,175	(69,812)	-	-	(9,008)	-	876,905	
Total	7,069,917	-	245,021	(2,037,507)	6,296,184	1,316,991	(615,621)	(165,000)	(165,350)	(55,305)	-	6,776,899	

Notes

1. General reserve approved transfers outstanding: \$55,000 transfers in to fund completion of MDP, \$14,000 to fund remainder of RCMP Detachment Parking Lot Expansion.
2. Strategic Initiatives and Contingency approved transfers outstanding: \$75,000 to offset taxes (2023 operating budget).
3. Legacy Fund approved transfers outstanding: \$15,296.89 for future development of interior community mural (385-21); \$2,000 for athletic scholarship (386-21).
4. Fire large equipment transfers outstanding: \$46,864 for Didsbury's portion of the emergency backup generator; \$313,261 of \$350,000 for Didsbury's remaining portion of Rescue (2022 capital budget).
5. RCMP capital transfers outstanding \$22,400 for RCMP Interior Renovations and RCMP Furniture Upgrades.
6. Municipal enforcement transfers outstanding: \$30,000 for budgeted replacement of radios (2022 capital budget).
7. Water offsite levies transfers outstanding: \$134,256 of \$175,000 for East Reservoir Design Phase (2020 capital budget).
8. Wastewater reserve transfer outstanding: \$8,377 for Southridge Sewage Lift Station Emergency Backup Generator (2021 capital budget).
9. Ec dev reserve transfer outstanding: \$9,008 for Old Fire Hall Weatherproofing (383-22).
10. Pathway & trail reserve transfer outstanding: \$69,812 for Memorial Complex Outlying Plan Pathway project (2022 capital budget).

Town of Didsbury
2023 3rd Quarter Financial Report
Capital Grants Continuity Schedule as of September 30, 2023

	January 1, 2023	2023 Grant Allocation Received	Interest (YTD)	2023 Actual Expenditures (YTD)	September 30, 2023 Balance	2023 Grant Allocation Receivable	Expenditures Projected - Unfinished Projects	Dec 31, 2023 Available	Notes
Municipal Sustainability Initiative Grant (MSI)	1,405,388	-	52,389	(349,321)	1,108,456	540,506	(47,538)	1,601,424	1
Canada Community Building Fund (CCBF)*	1,124,670	-	36,325	(510,554)	650,441	329,785	(704,397)	275,830	2
Total	2,530,059	-	88,713	(859,874)	1,758,897	870,291	(751,935)	1,877,254	

*Formerly known as Gas Tax Fund (GTF)

Notes

1. MSI funded projects outstanding: \$14,956 Pedestrian Connectivity (2020); \$32,582 20th Street Asphalt Mill & Overlay (2023).
2. CCBF funded projects outstanding: \$636,673 23 Street / Hwy 582 Intersection Improvement (2022); \$67,724 Outlying Plan Pathway (2022).



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Bylaw 2023-14 Community Standards
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The purpose of the Community Standards Bylaw is to regulate the conduct and activities of people in public places and on privately owned properties in order to promote safe, enjoyable use of properties to the benefit of all citizens of the Town.

Council granted first reading at the June 27, 2023 Regular Council Meeting and referred it to the Policy and Governance Committee for review and recommendations. At the July 11, 2023 Regular Council Meeting, Council granted second reading and referred it to the Policy and Governance Committee for an additional review and recommendations.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The committee reviewed Bylaw 2023-14 on September 21, 2023 and October 4, 2023.

Please find attached Bylaw 2023-14 with the changes from the previous bylaw presented, noted in red, and the inclusion of the finalized Schedule A.

The Policy and Governance Committee is recommending Council give third and final reading to the Community Standards Bylaw 2023-14.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

That Council grant third and final reading to Bylaw 2023-14 Community Standards.

TOWN OF DIDSBURY
BYLAW 2023-14
COMMUNITY STANDARDS

A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO REGULATE THE CONDUCT AND ACTIVITIES OF PEOPLE IN PUBLIC PLACES AND ON PRIVATELY OWNED PROPERTY AND IMMEDIATELY ADJACENT AREAS IN ORDER TO PROMOTE THE SAFE, ENJOYABLE AND REASONABLE USE OF SUCH PROPERTY FOR THE BENEFIT OF ALL CITIZENS OF THE TOWN.

WHEREAS, pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended or repealed and replaced from time to time, a Council may pass bylaws for municipal purposes respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property;
- b) nuisances, including unsightly property;
- c) people, activities and things in, on or near a public place or a place that is open to the public;
- d) the enforcement of bylaws made under the *Municipal Government Act* or any other enactment including any or all of the following:
 - (i) the creation of offences;
 - (ii) for each offence, imposing a fine not exceeding \$10,000.00 or imprisonment for not more than one year, or both;
 - (iii) providing for imprisonment for not more than one year for non-payment of a fine or penalty;
 - (iv) providing that a person who contravenes a bylaw may pay an amount established by bylaw and if the amount is paid, the person will not be prosecuted for the contravention;
 - (v) providing for inspections to determine if bylaws are being complied with;
 - (vi) remedy contraventions of bylaws; and

WHEREAS, pursuant to section 66(2) of the *Safety Codes Act*, R.S.A. 2000, Chapter S-1, as amended or repealed and replaced from time to time, a Council may make bylaws respecting the following matters:

- a) Minimum maintenance standards for buildings and structures;
- b) Unsightly or derelict buildings or structures; and

WHEREAS, pursuant to the *Agricultural Pests Act*, R.S.A. 2000, Chapter A-8, as amended or repealed and replaced from time to time, a Council may pass certain bylaws and appoint Inspectors; Didsbury Town Council enacts:

1. TITLE

This Bylaw shall be known as the “Community Standards Bylaw”.

2. DEFINITIONS

In this Bylaw, unless context otherwise requires:

Alarm System shall mean an alarm system, burglary alarm, alert system, fire alarm, intrusion alarm, or other electronic means of providing building or property protection;

Barbeque Pit means a pit or outdoor fireplace for roasting food. (This does not include commercially available propane, natural gas, and charcoal barbeques meeting CSA standards);

Boulevard means the section of land between the property line and the edge of the street pavement. If there is no pavement or curb, the boulevard is the area between the property line and the road;

Building means anything constructed or place on, in, over or under land but does not include a highlight or road or a budget forming part of the a highway or public road;

Building Waste means any clean scrap wood produced in the process of constructing, altering or repairing a building;

Campfire means a small outdoor fire for warmth or cooking;

Charity Collection Site means an area accessible to the public, which is marked by signs identifying the name of a charity and identifying the area for the collection of donated goods, and which contains a receptacle or bin for the collection of donated goods;

Closed Fire/Flame means any fire closed on all sides by fire retardant material (e.g. furnace)

Condemned means a property or building that local (usually municipal) authorities have closed, seized, or placed restrictions on for various reasons, including public safety and public health, in accordance with local ordinance;

Defecate means to discharge waste matter from the bowels;

Emergency means a situation of a serious nature which has developed suddenly, constitutes an imminent threat, and demands immediate action to protect property from damage by the elements or to protect members of the public from a serious and imminent threat to health or safety.

False Alarm means an alarm signal necessitating response by the Fire Department or Peace Officer where an emergency situation does not exist;

Fight means any confrontation involving violent, physical contact between two or more people;

Fire means a rapid persistent chemical change that releases heat and light and is accompanied by flame, especially the exothermic oxidation of a combustible substance burning fuel or other material cooking fire, forest fire;

Fire Bans means an order from the Province or Fire Chief in accordance with Section 21 of this Bylaw which prohibits Fires in all or any part of the Town;

Fire Chief means the individual designated by the Chief Administrative Officer of the Town of Didsbury;

Fire Pit (Acceptable Fire Pit) means an outdoor receptacle not used for Recreational or Outdoor Fires that meet the specifications set out in this bylaw;

Fire Place means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue, and is constructed of rock or other masonry;

Hard Surface Pad means any parking pad constructed from concrete, asphalt or gravel;

Hazard means a risk of fire or damage to property and/or person(s), which may be caused by the burning of any Waste and includes any nuisance;

Highway means a highway as set out in the *Traffic Safety Act*, RSA 2000, c. T-6 as amended from time to time;

Holiday means New Year's Day, Alberta Family Day, Good Friday, Easter Sunday, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Remembrance Day and Christmas Day of every year;

Injurious Occupation means any activity which in the opinion of a Peace Officer, having regard for all circumstances including the time of day and nature of the activity, is likely to unreasonably cause disturbance, injury or annoyance to persons or property and includes but is not limited to:

- a) Occupying an areas in an unruly, boisterous or disruptive manner;
- b) Any other dilatory, annoying or harmful occupation of property;

Landscape means to use natural and unnatural ornamental material for the purpose of designing property for aesthetic purposes;

Littering means the act of dropping rubbish on the ground in a public place;

Monitoring Alarm System means an alarm system other than an audible alarm or an alarm system used to indicate the occurrence of a fire, robbery or hold up;

Motor Vehicle means a vehicle as set out in the *Traffic Safety Act*, RSA 2000, c. T-6 as amended from time to time;

Municipal Tag means a tag or similar document issued by the Town pursuant to the *Municipal Government Act* that alleges a bylaw offence and provides a person with the opportunity to pay any amount to the Town in lieu of prosecution for the offence;

Noise means sound which in the opinion of the Peace Officer having regard for all circumstances, including the time of day and the nature of the activity generating the sound, is likely to unreasonably annoy or disturb persons or to injure, endanger or detract from the comfort, repose, health, peace or safety of persons within the boundary of the Town;

Nuisance means:

- a) an act in the opinion of the Community Peace Officer that endangers the life, health, property, morals or comfort of the public or obstructs the public in the exercise or enjoyment of rights common to all; or
- b) a person in the opinion of the Community Peace Officer doing something on their own land, which they are lawfully entitled to do but which becomes a nuisance when the consequences of their act extend to the land of their neighbour;

Off Highway Vehicle as set out in the *Traffic Safety Act* as amended from time to time;

Open Fire/Flame means any fire that is not enclosed on all sides by fire retardant material;

Owner(s) in respect to a parcel of land means:

- a) a person(s) who is registered under the *Land Titles Act*, as amended from time to time, as the owner of a parcel of land;
- b) a person who is recorded as the owner(s) of a property on the tax assessment roll of the Town;
- c) a person(s) who has purchased or otherwise acquired a parcel of land, whether they have purchased or otherwise acquired the land directly from the owner(s) or from another purchaser, and has not yet become the registered owner thereof;

Peace Officer means any person appointed by the Town of Didsbury as a Bylaw Officer, Community Peace Officer (CPO), member of the assigned local policing authority (RCMP) or any person designated as a Peace Officer under the Criminal Code of Canada;

Person(s) means any individual, firm partnership, association, corporate, trustee, executor, administrator or other legal representative;

Portable Fire Receptacle means an outdoor fire receptacle, which is not permanently affixed;

Property means any public or private land or building located within the Town;

Public Place means any property, whether publicly or privately owned, to which members of the public have access as of right or by express or implied invitation, whether on payment of any fee or not;

Recreational Vehicle (RV) means a vehicle or trailer that is designed, constructed and equipped, either temporarily or permanently, as a temporary accommodation for travel, vacation, or recreational use, includes but not limited to: motor home, travel trailer, tent trailer, fifth wheel trailer, and any bus or truck converted for use as a Recreational Vehicle.

Sidewalk means that part of the highway adapted to the use of or ordinarily used by pedestrians and includes that part of a highway between the curb line or, where there is no curb line, the edge of the roadway, and the adjacent property line whether or not it is paved or unpaved;

Tobacco, Smoking, and Vaping as defined in the Tobacco, Smoking, and Vaping Reduction Act (TSVRA)

Town means the Town of Didsbury;

Unoccupied means without occupants, empty and vacant;

Unightly Property means any property, or part of, which is characterized by visual evidence of lack of general maintenance and upkeep as set out in Part 13 Division 4 of the *Municipal Government Act*;

Urinate means to discharge urine from the body;

Violation Ticket (Provincial) has the same meaning as set out in the *Provincial Offences Procedure Act, R.S.A. 2000, Chapter P-24, as amended from time to time*;

Waste means any waste referred to in the *Environmental Protection and Enhancement Act, RSA 2000, Chapter E-12, as amended from time to time*.

3. LITTERING

3.1 A Person shall not leave any garbage, litter or other refuse in a Public Place except in a receptacle designated and intended for such use.

4. CHARITY COLLECTION SITES

4.1 No person shall dump or deposit household garbage or other waste at a Charity Collection Site.

4.2 No person shall scavenge from or disturb any material, bag or box in or at a Charity Collection Site, whether or not that material, bag or box is contained in a receptacle or resting upon the ground.

5. URINATION AND DEFACATION

5.1 A person shall not urinate or defecate in a Public Place except in a facility designed and intended for such use.

6. PROJECTILE DEVICES

6.1 A Projectile Device in this Bylaw includes, but is not limited to:

- a) firearms
- b) paint ball gun;
- c) pellet gun;
- d) air soft gun;
- e) bb gun;
- f) bow;
- g) crossbow;
- h) slingshot.

6.2 A person shall not discharge any Projectile Device anywhere within the Town limits. The exception being when a permit is obtained from the Town of Didsbury.

7. INJURIOUS OCCUPATION

7.1 No person shall:

- a) occupy an area in an unruly, boisterous or disruptive manner; and
- b) commit any other annoying or harmful occupation of property.

8. FIGHTING

8.1 A person shall not participate in a fight or other similar physical confrontation in a public place. This prohibition does not apply to participate of any organized sporting event who are governed by the rules of conduct that sporting event.

9. PROPERTY MAINTENANCE/UNSIGHTLY PROPERTY

9.1 A person shall not cause or permit a nuisance to exist on property they own or occupy.

9.2 For the purpose of greater certainty, a nuisance, in respect of property means in the opinion of a Peace Officer land that shows signs of a serious disregards for general maintenance and upkeep, whether or not it is detrimental to the surrounding area, some examples of which include:

- a) Accumulation of material including, but not limited to, building materials, appliances, household goods, boxes, tires, vehicle parts, garbage or refuse, whether of any apparent value or not;
- b) Any loose litter, garbage, construction debris or refuse whether located in a storage area, collection area or elsewhere on the property;
- c) Damaged, dismantled or derelict vehicles or motor vehicles, whether insured or registered or not;
- d) Smelly or messy compost heaps;
- e) Grass or weeds higher than 15 centimeters;
- f) Production of excessive dust, dirt or smoke;
- g) Production of any generally offensive odours;
- h) Any tree, shrub, other type of vegetation or any structure that:
 - (i) Interfere or could interfere with any public work or utility;
 - (ii) Obstructs any sidewalk adjacent to the property;
 - (iii) Impairs the visibility required for safe traffic flow at any intersection adjacent to the property; or
 - (iv) Has any rot other deterioration;
 - (v) Any accessible excavation ditch, drain or standing water that could pose a danger to the public.

10. SIDEWALKS

10.1 A person shall reasonably remove snow and ice from any sidewalk adjacent to property they own or occupy within 24 hours after the snow or ice has been deposited.

10.2 No person shall deposit snow, ice and/or slush, dirt, debris including but not limited lawn clippings (grass) and leaves into the roadway.

11. BOULEVARDS AND ALLEYS

11.1 A person shall maintain any Boulevard and Alley adjacent to property they own or occupy by:

- a) keeping any grass on the Boulevard cut to a length of no more than 15 centimeters;
- b) removing any accumulation of fallen leaves, or other debris;
- c) notifying the Town if tree maintenance is required.

11.2 A person may landscape the boulevard directly in front or behind their property upon the written permission of the Town.

12. FALSE ALARMS

12.1 No person shall cause nor allow the issuing of a false alarm in the Town of Didsbury due to or resulting from faulty, damaged, or malfunctioning alarm equipment.

12.2 No person shall, by the use of an alarm system or other method, make or cause to be made, any false alarm equipment in the Town of Didsbury.

13. BUILDINGS

13.1 A person shall not cause or permit a nuisance to exist in respect of any building on property they own or occupy.

13.2 For the purpose of greater certainty, a nuisance, in respect of a Building, means a Building showing signs of a serious disregard for general maintenance and upkeep, whether or not it is detrimental to the surrounding area, some examples of which include:

- a) any damage to the Building;
- b) any rot or other deterioration within the Building; and
- c) any inappropriate infiltration of air, moisture or water into the Building due to peeling, unpainted or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or any other hole or opening in the Building.

14. UNOCCUPIED BUILDINGS

14.1 If a Building normally intended for human habitation is unoccupied or condemned, then any door or window opening in the Building must be covered with a solid piece of wood or other suitable material and secured in a manner sufficient to prevent unauthorized entry into the Building.

15. GRAFFITI PREVENTION AND ABATEMENT

15.1 No person shall place graffiti or cause it to be placed on any property;

15.2 Every property owner shall ensure that graffiti placed on their property is removed, painted over, or otherwise permanently blocked from public view;

15.3 A property owner who breaches and who has failed to comply with an Order issued under Section 545 of the *Municipal Government Act*, is guilty of an offence;

15.4 In prosecuting an offence under this Part, the consent of the property owner of any property to place graffiti thereon shall not be a defense under this bylaw.

16. TOBACCO, SMOKING AND VAPING

- 16.1 Smoking and vaping are prohibited in certain public and private locations in accordance with the *Tobacco, Smoking and Vaping Reduction Act* (TSVRA) and regulation as amended from time to time.

17. REFRIGERATORS AND FREEZERS (APPLIANCES)

- 17.1 A person shall not place, cause or permit to be placed a refrigerator, freezer or other similar appliance on property they own or occupy unless effective measures have been taken to prevent the opening and closing of the appliance.
- 17.2 Without limiting the generality of above measures considered to be effective may include:
- a) the complete removal of the door for the appliance;
 - b) the removal of the door handle mechanism if this prevents opening and closing of the door;
 - c) the removal of the door hinges;
 - d) locking the appliance; or
 - e) otherwise wrapping or containing the appliance so that the interior is inaccessible.

18. FIRE PITS, OUTDOOR FIRE PLACES, PORTABLE FIRE RECEPTACLES AND BARBEQUEPITS

- 18.1 No person shall burn or permit the burning of Waste on any land owned or occupied by such person or on any other lands in the Town.
- 18.2 Any person may burn clean, dry untreated wood or charcoal in a Fire Pit, Outdoor Fire Place, Portable Fire Receptacle and barbecue pit complying with the purpose of cooking or obtaining warmth:
- a) on property owned or occupied by such person; or
 - b) at a location approved by the Fire Department upon lands to which members of the public have access.
- 18.3 Any person who burns any material in a Fire Pit, Outdoor Fire Place, Portable Fire Receptacle or Barbecue Pit shall:
- a) remain in charge of or keep a competent person in charge of the fire;
 - b) maintain the fire to a reasonable size (e.g. under 1 metre both height and width) so the fire, embers, sparks or dense smoke do not endanger anyone or cause a nuisance on any neighboring properties;
 - c) ensure that the fire does not:
 - (i) create a risk of fire or damage to persons or property;
 - (ii) create a Nuisance, which is offensive to any other person;
 - d) have a means of extinguishing the fire on hand at all times while the fire is burning;
 - e) ensure that the fire is extinguished leaving only cold ashes before supervision of the fire ends.
- 18.4 Acceptable Fire Pit means an outdoor receptacle used for recreational or outdoor fires that meet the following specifications:
- a) a minimum of 3 metres (10 Feet) clearance measured from the nearest fire pit edge to the nearest edge of building, property line, or combustible materials;
 - b) a height not exceeding 0.6 metres when measured from the surrounding grade to the top of the pit opening;
 - c) the pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges;

- d) equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
- e) enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials; and
- f) not located over any underground utilities or under any aboveground wires.

18.5 All built in barbeque areas must meet CSA requirements.

18.6 A person may build, ignite or allow a fire in a portable fire receptacle on a wooden deck as long as that person ensures that:

- a) a non-combustible material such as brick, or stone is placed between the portable fire receptacle and the wooden deck; and
- b) the portable fire receptacle is situated at least 3 metres from any house, garage, similar structure or other combustible material, measured from the part of the receptacle which is closest to the structure or combustible material.

19. EXTINGUISHMENT OF FIRES

- 19.1 A member of the Didsbury Fire Department or a Peace Officer may direct a person to extinguish any fire when in their opinion the fire creates a Hazard or Nuisance.
- 19.2 A person who fails to comply with the direction of a member of the Didsbury Fire Department or a Peace Officer to extinguish a fire on request is guilty of an offence under this bylaw and the member of the Didsbury Fire Department or a Peace Officer, as the case may be, may extinguish the fire.

20. FIRE HAZARDS

- 20.1 If in the opinion of the Didsbury Fire Department, the storage of combustible material or vegetation on a property poses a fire Hazard, the Town may issue a Remedial Order to modify the combustible storage or vegetation on the property to abate the Hazard, and the Remedial Order shall include the manner in which the fire Hazard may be abated.
- 20.2 Any fires that do not meet the conditions of this bylaw will require a pre-approved permit from the Fire Chief, or their designate or a Peace Officer.

21. FIRE BAN

- 21.1 At the discretion of the Fire Chief, a fire ban is issued to restrict or temporarily ban types of fire used within the Town because of the prevailing environmental conditions or any other relevant conditions, in their opinion, that give rise to an increased risk of fire. Each fire ban will include a list of prohibited fire uses, such as use of fire pits, chimeneas, barbecues and other forms of open flame devices.

22. NOISE CONTROL

- 22.1 No person shall make or cause to be made, or continue any noise which would disturb or annoy a reasonable person.
- 22.2 No person shall permit property that they own or occupy to be used so that noise emanates from the property which would disturb or annoy a reasonable person.

- 22.3 In determining what constitutes noise likely to disturb or annoy a reasonable person, consideration may be given to, in the opinion of the Peace Officer:
- a) the type, volume and duration of the sounds;
 - b) the time of day and day of the week;
 - c) the nature and use of the surrounding area; and
 - d) any other relevant factor.
- 23.2 If a Motor Vehicle is the cause of any sound that contravenes a provision of this Bylaw, the owner or operator of that Motor Vehicle is liable for the contravention.

24. INDUSTRIAL AND CONSTRUCTION NOISE

- 24.1 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which:
- a) Is a permitted use; or
 - b) Is an approved discretionary use; or
 - c) Is a non-conforming, but not illegal use as defined in the *Municipal Government Act*.
- 24.2 In the operation or carrying on of an industrial activity, the person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.
- 24.3 No person shall use, operate or allow to be used or operated any tools, machinery or equipment so as to create a noise, or disturbance which may be heard in a residential building between the hours of 10:00 p.m. to 7:00 a.m.
- 24.4 Unless permission from the Development Officer of the Town for such operation is first obtained:
- a) No person shall carry on the construction of any type of structure which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an industrial district after the hour 10:00 p.m. and before 7:00 a.m. in the morning of any day.

25. EXCEPTIONS

- 25.1 The regulation of noise shall not apply to special event activities as approved by the Town.
- 25.2 Industrial and Construction noise does not apply to work carried on by the Town, or by a contractor carrying out the instructions of the Town.
- 25.3 Industrial and Construction noise do not apply to private contractors carrying out snow removal from commercial or industrial sites.
- 25.4 In the case of snow removal from commercial or industrial sites located adjacent to residential districts, and where in the reasonable opinion of the Peace Officer, it is necessary to do so to ensure the peace and quiet of residents, the Peace Officer may require noise abatement practices including one or both of the following conditions:
- a) A requirement that snow not be removed between 12:00 a.m. to 5:00 a.m.;
 - b) A requirement that snow be removed for a site in a sequence which is least disruptive to the peace and quiet of residents.

- 25.5 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which is permitted use, or an approved discretionary use under the Town of Didsbury *Land Use Bylaw*.
- 25.6 Nothing in this bylaw prohibits a person who is an employee or authorized agent of the Town from producing certain sounds while acting within the scope of their functions, duties or powers.
- 25.7 The regulation of noise shall not apply to the cumulative effect of noise created by vehicular traffic on highways, railways or the aeronautical related activities of aircraft.

26. RECREATIONAL VEHICLES

- 26.1 Within a residential development, a person must not park, or allow to be parked a motor vehicle or Recreational Vehicle on a front lawn or the landscaped area in front of a house or property in a location other than:
- a) a driveway; or
 - b) a parking stall;
- 26.2 No more than one Recreational Vehicle shall be parked on a street side of a residential property excluding those properties zoned R4 in the Town of Didsbury Land Use Bylaw.
- 26.3 Recreational Vehicles parked on the locations prescribed above may not have slides or awnings extended to the extent that they block access to a public road, sidewalk, or neighbouring property.
- 26.4 No Person shall park or allow to be parked, a Recreational Vehicle in front of a house on a property for more than 72 consecutive hours.
- 26.5 Despite above, the Town may issue a permit, permitting the parking of a Recreational Vehicle in front of a house on a property for such time period as the Town considers appropriate.
- 26.6 Any Recreational Vehicle parked on a lot other than a campground may be used for living and sleeping accommodation only by bonafide tourists and/or family members for a maximum period of 30 days per year. Any time exceeding 30 days per calendar year requires a permit.
- 26.7 A Recreational Vehicle parked on a highway shall not be occupied.

27. OFF HIGHWAY VEHICLES (OHV)

- 27.1 Off-Highway Vehicles as defined by the *Traffic Safety Act*, is any motorized mode of transportation built for cross-country travel on land, water, snow, ice, marsh or swamp lands, or on other natural terrain.
- 27.2 Off Highway Vehicles may not be operated on a highway, a road or in a ditch unless permission has been expressly granted through the form of a permit approved and issued by the Town of Didsbury Council.
- 27.3 Off-Highway Vehicles that are operated with a permit granted by the Town must be equipped with:
- a) headlamp,
 - b) tail lamp;
 - c) muffler;
 - d) seat belts;
 - e) side mirrors;
 - f) signal lights; and
 - g) brake lights

27.4 Operators of an Off-Highway Vehicle must:

- a) have a valid class 5 operator's licence;
- b) have valid insurance and registration;
- c) be wearing a CSA approved helmet when operating.
- d) Proof of permit must be produced by request of Peace Officer.
- e) An OHV permit holder must follow the conditions set out in the permit.

27.5 Exceptions for use of an Off-Highway Vehicle are as follows:

- a) that the operation of an off highway vehicle be restricted to use in an emergency situation only;
- b) the loading and unloading of an off highway vehicle for transport;
- c) a person who is an employee or authorized agent of the Town while acting within the scope of their functions, duties or powers.

28. MOBILITY AIDS

- 28.1 Mobility aids are a device used to facilitate the transport, in a normal seated orientation of a person with a physical disability.
- 28.2 Mobility aids as defined by the *Traffic Safety Act* are considered a pedestrian. All rules that apply to pedestrians also apply to individuals operating a mobility aids.
- 28.3 Mobility aids shall be operated on sidewalks or pathways, not a roadway or highway.

29. MINIATURE VEHICLES

- 29.1 Miniature vehicles as defined by the *Traffic Safety Act* are not permitted on highways, including sidewalks and alongside the roadway.
- 29.2 Prohibited miniature vehicles include, but are not limited to:
 - a) personal transporter;
 - b) pocket bikes;
 - c) go carts; and
 - d) electronic scooters; and
 - e) golf carts.
- 29.3 Miniature vehicles may only be operated on private property.

29.4 Electric Scooters (e-Scooters) can be used on Town of Didsbury sidewalks and pathways. Children under 16 must be wearing a helmet.

30. OFFENCES AND ENFORCEMENT

- 30.1 A person who contravenes this bylaw is guilty of an offence.
- 30.2 A Person who is guilty of an offence is liable to a fine in an amount not less than that established in this Bylaw, and not exceeding \$10,000, and it imprisonment for not more than six (6) months for non- payment of a fine, and
- 30.3 Without restricting the generality of subsection (a) the fine amount established are as set out in Schedule 'A'.

31. MUNICIPAL TAGS AND VIOLATION TICKETS

- 31.1 Where a Peace Officer believes that a person has contravened any provision of this Bylaw, that Officer may issue a Municipal Tag. If a Municipal Tag is issued in respect of an offence, the Municipal Tag must specify:
- a) the name of the person;
 - b) the offence
 - c) the fine amount
 - d) that the fine amount shall be paid within the number of days of the issuance noted on the Municipal Tag;
 - e) any other information as may be required.
- 31.2 Where a Municipal Tag is issued in respect of an offence, the person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay the fine specified within the time period indicated on the Municipal Tag.
- 31.3 If a Municipal Tag has been issued and if the specified fine has not been paid within the prescribed time, that Officer may proceed by issuing a Violation (Provincial) Ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34;
- 31.4 Despite above, a Peace Officer may issue a Violation (Provincial) Ticket immediately to any person where there are reasonable and probable grounds to believe that person has contravened any provisions of this Bylaw.
- 31.5 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- a) Impose the specified penalty established by this bylaw for the offence and permit a person to make a voluntary payment; or
 - b) Require a person to appear in court without the alternative of making a voluntary payment.

32. CONTINUING OFFENCES

- 32.1 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

33. REMEDIAL ORDERS

- 33.1 Where a person has contravened any provision of this Bylaw, a remedial order may be issued by the *Officer* requiring the person to remedy the contravention pursuant to section 545 of the *Municipal Government Act* R.S.A. 2000 c. M-26.
- 33.2 A person who fails to comply with a remedial order within the time set out in the remedial order commits an offence.
- 33.3 Where the *Town* effects a remedial order, *Town* employees and agents may enter an *Owner's* property upon reasonable notice to undertake the removal and restoration work.

34. GENERAL PROVISIONS/SEVERABILITY

- 34.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 34.2 Any and all federal or provincial legislation referenced in this Bylaw may be found as a matter of public record via the Alberta Kings Printer (www.alberta.ca/alberta-kings-printer.aspx).

35. EFFECTIVE DATE

35.1 This Bylaw shall come into full force and effect upon the date of the Third and Final Reading.

36. REPEAL

36.1 Upon passing of this Bylaw, the following bylaws and any amendments thereto are hereby repealed:

Bylaw 2012-04 – Community Standards

Bylaw 2005-09 – Smoking

Bylaw 2007-17 – Burning & Fire Pit

Bylaw 2007-27 Prohibition of Projectile Devices

Bylaw 2007-28 Prohibit the Injurious Occupation of Property

Bylaw 2010-05 – False Alarm

36.2 The portions pertaining to the above are hereby repealed from Schedule “E” of Bylaw 2019-16 Rates, Fees & Fines.

Read a first time this 27th day of June 2023

Read a second time this 11th day of July 2023

Read a third and final time this day of 2023

Mayor - Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

Schedule A

Section	Section Title	1 st Offence	2 nd Offence	3 rd Offence
3	Littering	\$250.00	\$500.00	Court
4	Charity Collection Sites			
4.1	Dump or deposit household garbage at site	\$250.00	\$500.00	Court
4.2	Scavenge from or disturb material at site	\$60.00	\$120.00	Court
5	Urination or defecation in public			
5.1	Urinate or defecate in a public place	\$250.00	\$500.00	Court
6	Projectile Devices			
6.2	Discharge a Device	\$250.00	\$500.00	Court
7	Injurious Occupation of Property			
7.1 a	Occupy an area in unruly behaviour	\$250.00	\$500.00	Court
7.1 b	Annoying or harmful occupation of property	\$250.00	\$500.00	Court
8.1	Fighting	\$250.00	\$500.00	Court
9	Property Maintenance/Unsightly Premises			
9.1 a	Accumulation of Materials	\$100.00	\$200.00	\$400.00
9.1 b	Loose litter/garbage/construction material	\$100.00	\$200.00	\$400.00
9.1 c	Damaged/dismantled/derelict vehicles	\$100.00	\$200.00	\$400.00
9.1 d	Smelly or messy compost heaps	\$100.00	\$200.00	\$400.00
9.1 e	Grass or weeds higher than 15 cm	\$100.00	\$200.00	\$400.00
9.1 f	Production of excess dirt/dust/smoke	\$100.00	\$200.00	\$400.00
9.1 g	Production of offensive odours	\$50.00	\$100.00	\$200.00
9.1 h	Tree, shrub, or other type of vegetation or any structure unsightly or lack of maintenance	100.00	\$200.00	\$400.00
10	Sidewalks			
10.1	Fail to clean sidewalk or snow/ice	\$60.00	\$120.00	\$240.00
10.2	Deposit snow/ice/slush/dirt/debris on roadway	\$100.00	\$200.00	\$400.00
11	Boulevards and Alleys			
11.1 a	Fail to maintain grass on boulevard \geq 15 cm	\$100.00	\$200.00	\$400.00
11.1 b	Fail to remove leaves/debris from boulevard	\$100.00	\$200.00	\$400.00
12	False Alarms			
12.1	Cause of allow the issuing of a false alarm	Warning	\$100.00	\$200.00
12.2	Use an alarm system/equipment	Warning	\$100.00	\$200.00
13	Buildings			
31.1	Permit serious disregard for general maintenance	\$250.00	\$500.00	\$1000.00
14	Unoccupied Buildings			
14.1	Plywood/or other suitable material on building not fitted from exterior within the frame of the opening	\$250.00	\$500.00	\$1000.00
15	Graffiti			
15.1	Placing graffiti or cause it to be placed on any property	\$250.00	\$500.00	\$1000.00
15.2	Failure to remove, or paint over graffiti	\$100.00	\$200.00	\$400.00
16	Tobacco, Smoking and Vaping			
16.1	Smoking and/or vaping in areas prohibited	\$100.00	\$200.00	\$400.00
17	Refrigerators & Freezers (Appliances)			
17.1	Place, or cause, or permit an appliance not secure on property	\$100.00	\$200.00	\$400.00

Section	Section Title	1 st Offence	2 nd Offence	3 rd Offence
18	Burning and Fire Pits			
18.1	Burning of waste/garbage in Town	\$150.00	\$300.00	\$600.00
18.2	Burn in unauthorized location	\$150.00	\$300.00	\$600.00
18.3	Allow fire to: a. Remain unattended; b. Exceed 1 metre in height and width; c. (i) Create damages or risk to persons or property; (ii) Create a nuisance to any other persons; d. Burn without means to extinguish fire on hand at all times; e. Burn when not property extinguished.	\$150.00	\$300.00	\$600.00
18.4	Fire pits, outdoor fire places, portable fire receptacles and barbeque pits that do not conform to this section of the bylaw.	\$150.00	\$300.00	\$600.00
18.5	Built in barbeque area not meeting CSA approval	\$150.00	\$300.00	\$600.00
18.6	Fire in a portable fire receptacle on wooden deck that does not ensure it is: a. A non-combustible material placed between the portable fire receptacle and the wooden deck; b. The portable fire receptacle is situated 2 metres from any house, garage, similar structure or other combustible material	\$150.00	\$300.00	\$600.00
19.1	Failure to comply with the direction of a member of the Didsbury Fire Department	\$150.00	\$300.00	\$600.00
21.1	Burn while fire ban is in effect	\$500.00	\$1000.00	\$2000.00
22	Noise			
22.1	Permit noise that disturbs the peace of another individual	\$100.00	\$200.00	\$400.00
22.2	Owner(s) use property so that noise disturbs the peace of another individual	\$100.00	\$200.00	\$400.00
23.2	Motor Vehicle contravene noise bylaw	\$100.0	\$200.00	\$400.00
24	Industrial and Construction Noise			
24.3	Carry on construction activity between 10:00 p.m. and 7:00 a.m.	\$250.00	\$500.00	\$1000.00
26	Recreational Vehicles			
26.1	Park a recreational vehicle in the front yard of a property other than on a hard surface pad	\$100.00	\$200.00	\$400.00
26.2	Park more than one Recreational Vehicle in on a street side of a residential property	\$100.00	\$200.00	\$400.00
26.3	Parked recreational vehicle slides and/awnings extended.	\$100.00	\$200.00	\$400.00
26.4	Park or allow to be parked a Recreational Vehicle in front of a house for more than 72 consecutive hours	\$100.00	\$200.00	\$400.00
26.6	Use Recreational vehicle for living/sleeping accommodation for more than 30 days per year	\$100.00	\$200.00	\$400.00
26.7	Occupy recreational vehicle while parked on a highway	\$100.00	\$200.00	\$400.00
27	Off-Highway Vehicles (OHV)			
27.2	Operating an OHV without Permit	\$250.00	\$500.00	Court
27.3	Operating an OHV contrary to Permit	\$250.00	\$500.00	Revoke Permit
28	Mobility Aids			
28.3	Using a mobility aid on a roadway or highway	\$100.00	\$200.00	\$400.00
29	Miniature Vehicles			
29.1	Operating a Miniature Vehicle on Roadway or Highway	\$250.00	\$500.00	Court



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 25, 2023
SUBJECT: Bylaw 2023-17 Didsbury Municipal Library Board
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Bylaw 2023-17 Didsbury Municipal Library Board is being presented to amend the previous bylaw regarding the appointment of public and Council members.

Council granted first reading to Bylaw 2023-17 at the September 25, 2023 Regular Council Meeting and referred it to the Policy and Governance Committee for review and recommendation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy and Governance Committee are recommending the following change to section 5.1 which is noted in red.

5. *In accordance with Part 1 Section 4(1) of the Libraries Act, the board shall consist of not fewer than five (5) and not more than ten (10) members appointed by Council. This will include one (1) member from the Town of Didsbury Council and one (1) member appointed by Mountain View County Council.*

5.1 One member of the board to be considered upon the recommendation of Mountain View County Council.

By amending the bylaw to read as noted above in red, it gives Council the flexibility to appoint either a member of Council or the public as they see fit.

The Policy and Governance Committee are recommending Bylaw 2023-17 receive second and third readings.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (two motions)

To grant second reading to Bylaw 2023-17 Didsbury Municipal Library Board.

AND

To grant third and final reading to Bylaw 2023-17 Didsbury Municipal Library Board.

TOWN OF DIDSBURY
ESTABLISHMENT OF TOWN OF DIDSBURY LIBRARY BOARD
BYLAW NO. 2023-17

A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF A TOWN OF DIDSBURY LIBRARY BOARD.

WHEREAS the Council of the Town of Didsbury deems it expedient to propose the establishment of a municipal library board.

NOW THEREFORE with the authority and under the provisions of Part 1 of the "*Libraries Act*," being Chapter L-11, the Council of the Town of Didsbury duly assembled, enacts as follows:

1. There shall be established a Library Board for the Town of Didsbury.
2. The Town of Didsbury Library Board shall manage, regulate and control the Town of Didsbury library in accordance with section 7 of the *Libraries Act*.
3. The policies of the Town of Didsbury Library Board shall be governed by Parts 1 and 5 of the "*Libraries Act*" and Amendments and Regulations pertaining thereto.
4. This Bylaw shall take effect on the date of the final passing thereof.
5. In accordance with Part 1 Section 4(1) of the *Libraries Act*, the board shall consist of not fewer than five (5) and not more than ten (10) members appointed by Council.
 - 5.1 One member of the board to be considered upon the recommendation of Mountain View County Council.
6. That Bylaw #2021-12 is hereby repealed.

Read a first time on the 25th day of September 2023

Read a second time on the day of 2023

Read a third and final time on the day of 2023

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.*

MEETING DATE: October 24, 2023
SUBJECT: Didsbury Arena Scoreclock
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

In August, the Town was notified by local insurance broker, McDonalds Insurance, about the Hometown Turnaround Campaign, organized by Peace Hills Insurance. The campaign's focus is to support rural areas by providing funding for projects of local value within the community where their business operates.

Administration was invited to submit an application for a project that aligned with the campaign's objectives. The project put forward was the replacement of the scoreclock at the Didsbury Arena. The existing scoreclock had been malfunctioning—causing disruptions during games and events due to the clock freezing. This project had been postponed on the multi-year capital plan on a couple of occasions to accommodate more immediate and pressing projects.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Shortly after the application submission, the Town was notified of its successful application, which secured full funding for the replacement of the scoreclock thanks to a generous donation by Peace Hills Insurance. Along with Mayor Hunter, on behalf of Council, representatives from McDonalds Insurance and Peace Hills Insurance were present on Monday, October 16, 2023 for a cheque presentation.

The replacement of the scoreclock is a capital addition to the Town and therefore requires approval from Council. Administration is recommending that the 2023 Capital budget be amended to include the scoreclock replacement project with a budget of \$15,000 to be fully funded from a third party donation from Peace Hills Insurance.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve the Didsbury Arena Scoreclock Replacement project for \$15,000 funded in full by donation from Peace Hills Insurance and that the 2023 Capital Budget be amended accordingly.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Didsbury Curling Rink – 2021-22 and 2022-23 season report
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

In September 2021, Council approved that a new rate model be utilized for the Didsbury Curling Rink, on a trial basis. This new model saw the following changes:

- An hourly use agreement process be utilized, similar to that used within all other recreation facilities. Users would contract ice for their season, or could rent a sheet of curling ice on an hourly basis. The Didsbury Curling Club (DCC) is the main user of this facility and utilizes our “block booking” or season contract method of bookings. This means that use is contracted for the entire season and billed accordingly.
- Previous to this change, the DCC utilized a lease agreement for the full facility for five months each year, at a rate of \$4500/month (\$22,500/year) + a percentage of utilities (estimated at \$11,500/year).
- When Council approved this trial rate structure be approved, it was for two reasons – to allow the Town of Didsbury to maintain control over use of the facility year-round, as we were facing ever-changing COVID-related restrictions and closures at the time; and to provide a similar model to what is being used elsewhere within our facilities.

Administration has reviewed the past two seasons (2021/22 and 2022/23) under this model, and a report to Council is attached.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The report details revenues generated within these two seasons through in-season curling use, as well as other factors that have impacted the trial. Highlights include:

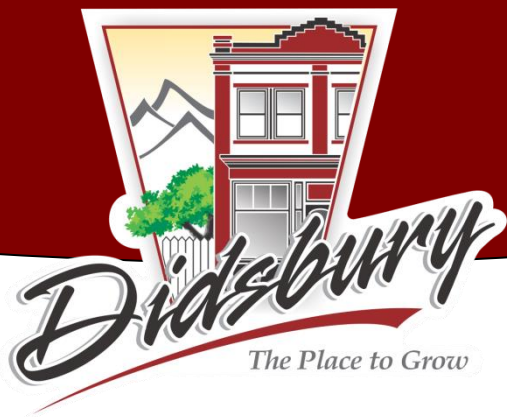
- Revenues anticipated at the start of the trial have not been achieved due to: ongoing COVID restrictions in the 2021/22 season, and a slower membership uptick in the 2022/23 season
- The use agreement model is equitable throughout the Recreation Department and provides for a clear relationship between user groups and the Town of Didsbury. It also ensures authority over Town-owned facilities year-round
- Changes within our budget department allocations would reflect higher revenues within the Curling Rink budget, while ensuring that both the revenues and expenses associated with operations of this facility are within the same budget

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To maintain the use agreement model of bookings for the Didsbury Curling Rink on an ongoing basis.



Didsbury Curling Rink Report – 2021/22 and 2022/23 seasons

Please find below revenues, membership numbers and other information collected as part of the Didsbury Curling Rink rate model trial:

2021/22 Season:

Month	Revenues
December 2021	\$3340
January 2022	\$4505
February 2022	\$4660
March 2022	\$3280
TOTAL	\$15,785

- The Didsbury Curling Club (DCC) had 107 members in the 2021/22 season
- The revenue numbers of this season were affected by COVID closures and/or restrictions that remained in effect until February 16, 2022
- The DCC did not begin their season until December 2021, when they normally begin using the facility in mid-October
- The Government of Alberta's Restrictions Exemption Program (REP) was in effect until February 16, 2022, which greatly impacted membership for the DCC
- Two bonspiels (Family Day and Mixed) were hosted in the 2021/22 season
- The Didsbury Farm and Ranch bonspiel was not held during this season

2022/22 Season:

Month	Revenues
November 2022	\$4095
December 2022	\$3480
January 2023	\$3700
Farm + Ranch – Jan 2023	\$3770
February 2023	\$4785
March 2023	\$4182
TOTAL	\$24,012

- The Didsbury Curling Club (DCC) had 139 members in the 2022/23 season, a 30% increase from the previous season
- This was the first full season of curling since the 2019/20 season
- The Farm and Ranch bonspiel returned in January 2023, with a value of \$3770 for the facility
- Other bonspiels were hosted throughout the season, including the popular Family Day and Mixed bonspiels
- Free Fun Fridays were brought back by the DCC to encourage new curlers and membership

Annual revenues:

Because our winter seasons split between two budget years, please find below the revenues budgeted for in-season curling rentals and actuals per budget year impacted by the trial:

Budget Year	Budgeted Revenues	Actual Revenues	% of actual vs budget
2021	\$24,333	\$14,988	62%
2022	\$22,500	\$16,220	72%
2023 (to date)	\$24,000	\$18,106 (YTD)	75% (YTD)

Administrative Review:

- Administration is finding, across several areas of the Recreation department, that the impacts of the COVID closures and restrictions continue to be felt. Registration for some programs and activities has been slower to bounce back, and though new participants are trying out new activities, it is not at the same rate as pre-COVID. The 30% increase in membership for the DCC from the 2021/22 to 2022/23 season is encouraging.
- The reason this new rate model was originally implemented was to allow the Town of Didsbury to maintain control over this facility year-round, while offering DCC the same rate system offered throughout all other Town-owned facilities. This allows for this space to be utilized for other meetings, events and programs during the DCC season, and also gives the Town full control to make decisions for operation of this facility as required. This model offers a much clearer relationship than the previous lease model.
- The previous lease model with DCC did include a percentage of the facilities utilities during their season be reimbursed to the Town of Didsbury, at a value of approximately \$11,500/year. The initial schedule that was utilized in the use agreement proposal was built off 2019/20 usage and anticipated revenues of \$34,000, which accounted for the lease payments (\$22,500/year) and the estimated utility payback (\$11,500). Unfortunately, we have yet to realize those numbers to date due to lower use than anticipated. This lower use was also planned for in our Town of Didsbury budgets for 2021, 2022 and 2023, which saw reduced revenue projections as a result of slower uptick of use of all facilities during and post-COVID closures and restrictions.
- When the previous lease model was in place, and prior to our third-party concession lease, it included use of the kitchen and bar areas as part of the monthly lease cost of \$4500. Currently, the concession and bar lease with Prairie Whistle Food Co, valued at \$13,000 + utilities annually, sits in its own budget section. However, the costs associated with the operation of the kitchen and bar areas (utilities, R&M, insurance, etc) sit within the Curling Rink budget section. In the upcoming 2024 draft budget, Council will see these two budgets combined to ensure that funds generated by the concession and bar lease are being recognized within the same budget as the expenses they incur. This change will increase revenues within the Curling Rink budget by \$13,000/year for the lease and an estimated \$3500/year for utilities.
- A rate increase for the Curling Rink is recommended to be implemented for Fall 2024 in consideration of increased costs associated with operating this facility, affording DCC time to prepare for this increase within their membership fee structure.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: Council Chambers Livestream + Sound Improvements
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

Livestreaming is an important tool for Town of Didsbury Council and Administration to share information and decisions made at Regular Council Meetings (RCM), to ensure that the community is able to view meetings (live or as recordings) without having to attend in-person. As such, Council requested potential upgrades to our livestream set-up, which were presented at the August 23, 2022 RCM.

At the August 23, 2022 RCM, Council directed that the Performance Evaluation Committee (PEC) review livestreaming upgrades for Council Chambers (Res 404-22). The PEC met on October 13, 2022 and requested that Administration conduct an audit on the current livestreaming setup, as well as secure a quote on additional possibilities for livestreaming and sound quality within Council Chambers. Administration met with an audio-visual company to prepare a proposal for Council Chambers, which was then presented to the PEC, along with other livestream options, at both their April 5, 2023 and September 20, 2023 meetings for consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The report that was provided to the PEC at those meetings is attached for Council's review. Updates provided at the September 20, 2023 meeting are in red. This report includes the following options:

OPTION	PRICE
Premium Livestream Package	\$89,600 setup + \$2900/year
Council Refresh Package	\$79,539 setup + \$2900/year
Microphone ONLY Upgrade	\$42,830 + gst
eScribe Webcasting Light	\$2,500 setup + \$8230/year
eScribe Webcasting Plus	\$2,500 setup + \$12,649/year
Change from livestream to recording	No cost

Please Note - The final option, changing from livestreaming to recording, was suggested due to inconsistent internet service for the livestream, which was resulting in poor connection and dropping livestreams. This issue has since been resolved and Committee was updated at their September 20, 2023 meeting.

At their September 20, 2023 PEC meeting, the Committee, through consensus, "recommends that the livestreaming of Council Meetings continue with no changes to the current process."

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the report on Council Chambers Livestream and Sound Improvements as information.

LIVESTREAMING OPTIONS

*The below information was presented to the PEC members on April 5, 2023, who then requested that additional quotes be sought for this project. After consultation with the CAO, it was recommended that no additional quotes be sought unless at the request of Council as part of the 2024 budget process. Administration has updated the user statistics for viewing of our livestreams below, which are shown in **RED**.*

Administration met with an Audio and Visual company out of Calgary that specializes in livestream setups for local government in September 2022 to look at three different options for Council Chambers. These quotes were received in February 2023 and the information is provided below:

Option 1 – Premium Livestreaming Package, which includes:

- Televic Conferencing System
- Two tracking cameras
- Upgraded microphone system, provides mic for all Council and Administration
- Upgraded speaker package
- One-year Confero Plan subscription (\$2500/year after)
- One-year Confero Meet subscription (\$400/year after)
- Installation, training and support
- One year warranty

TOTAL COST - \$89,600 + gst

Minimum 6-8 month delivery upon order, plus installation

Option 2 – Council Refresh, which includes:

- Televic Conferencing System
- Two static cameras
- Upgraded microphone system, provides mic for all Council and Administration
- Repurpose screens, projector and speakers
- One-year Confero Plan subscription (\$2500/year after)
- One-year Confero Meet subscription (\$400/year after)
- Installation, training and support
- One year warranty

TOTAL COST - \$79,539 + GST

Minimum 6-8 month delivery upon order, plus installation

Option 3 – Microphone Upgrade ONLY, which includes:

- 16 40cm gooseneck microphones + equipment to run
- 2 speakers for gallery
- Installation, training and support
- One year warranty
- PLEASE NOTE – this does not address livestreaming improvements, only sound

TOTAL COST - \$42,830 + gst

Minimum 4-6 months delivery upon order, plus installation

NOTE: Based on the value of the quotes received, any upgrades to livestreaming equipment would need to follow our Procurement Policy, which would require a Request for Proposals be publicly advertised. Committee and Administration should expect a variety of options and prices would be the result of this process.

ADDITIONAL OPTIONS TO CONSIDER:

At the August 23, 2022 RCM, additional options were presented for livestreaming upgrades, which included:

eScribe Webcasting:

This program works with our existing eScribe meeting management software. There are different levels of service available, but the two most appropriate are Webcasting Light and Webcasting Plus.

Webcasting Light:

- Shows meeting attendees, as well as meeting agenda items on split screen view
- IP camera included - static
- Works with both in-person and Zoom meeting participants
- Virtual back-up option
- Uses existing sound system
- Closed captioning available
- Can be operated by Legislative Services staff
- **\$2500 set-up fee, plus \$8230/year annual subscription fee**

Webcasting Plus:

- Most items of Webcasting Light included
- Splash Screens available
- Camera not included – requires higher static model (\$1000 estimated cost)
- Can be operated by Legislative Services staff
- **\$2500 set-up fee, plus \$12,649/year annual subscription fee**
- A final option for Committee's consideration would be changing the broadcasting of our Council Meetings from livestreaming to recordings instead.
- Currently we livestream the meetings, with viewership averaging between 5-20 (3-12 currently) people during the actual meetings.
- While livestreaming, we are also recording the meeting, which is then posted to our YouTube channel so that residents can watch at their leisure. The posting of the videos for access after the meetings began on January 24 and, since that time, we have tracked the following number of views of these meetings:
 - January 24, 2023 – 119 views
 - February 14, 2023 – 229 views
 - February 28, 2023 – 105 views
 - March 14, 2023 – 83 views
 - March 28, 2023 – 87 views
 - April 11, 2023 – 82 views
 - April 25, 2023 – 67 views
 - May 9, 2023 – 79 views
 - May 23, 2023 – 54 views
 - June 13, 2023 – 80 views
 - June 27, 2023 – 61 views
 - July 11, 2023 – 49 views
 - September 12, 2023 – 130 views
- These numbers are an indication that people are choosing to view the RCMs outside of our regular meeting times.
- Based on this information, an option to consider would be recording the videos only and then uploading the video to YouTube the following morning. No livestreaming would occur during the actual meeting itself. These videos would remain on YouTube perpetually.
- This option would eliminate the need for costly upgrades to equipment, does not rely on a secure internet connection during the meeting, and would continue to offer residents the service of viewing our RCMs without attending in person.
- This option would also offer a better quality viewing experience, as currently we are battling each meeting with internet issues that often disrupt the livestream, making it frustrating for viewers at home.
- Those residents that wish to watch the meetings live would have the option to attend in person.
- **UPDATE – We have been able to improve the quality of our livestream viewing since this item was originally discussed. Internet stability was previously an issue, and has since been resolved. Sound continues to be an issue, especially if users are not speaking directly into their microphones.**



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Additional Week of Green Bin Pick-Up - Update
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

At the October 10, 2023 Regular Council Meeting, Council made the following motion:
To explore the feasibility of expanding the scope of work to include an additional week of green bin pick up in autumn of 2023 and bring back a recommendation to Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The dates which would be added to the existing pick-up schedule are November 21, 22, and 23, 2023. The cost of this additional week of service is determined based on the tonnage of compost collected, which varies week to week.

The average tipping fee associated with a compost pick-up is approximately \$3,000 per week. This would be the approximate cost of adding an additional week to the schedule. There would also be some additional advertising that would need to occur.

The external compost service provider has been consulted and is available for this added week of service.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve one additional week of compost bin pick-up for the service dates of November 21, 22 and 23, with an estimated cost of \$3,000 to be funded from the Solid Waste Reserve.

OR

A motion at Council's discretion



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: Budget Meeting Revised Date
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the October 10, 2023 Regular Council Meeting, Council set the 2024 Operating and Capital Budget Meeting for Saturday, December 2, 2023 at 9:30 a.m. Due to several holiday events and other scheduling conflicts with that day, Administration is recommending the budget date be changed.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following date is being recommended for the 2024 Operating and Capital Budget Meeting: Thursday, November 30, 2023 beginning at 4:00 p.m.

ALIGNMENT WITH STRATEGIC PLAN

- 3. Strong & Resilient Local Economy
- 5. Governance & Organizational Excellence

RECOMMENDATION

To set Thursday, November 30, 2023 beginning at 4:00 p.m. for the 2024 Operating and Capital Budget Meeting.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: AMWWP – East Reservoir Grant Application
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

The Alberta Municipal Water/Wastewater Partnership (AMWWP), which launched in 1991, provides cost-shared funding to eligible municipalities to help build municipal facilities for water supply and treatment, and wastewater treatment and disposal. (<https://www.alberta.ca/alberta-municipal-water-wastewater-partnership.aspx>)

The Town applied for funding through the partnership for the lagoon expansion and upgrades in 2009, and funding for the East Reservoir in 2022. The East Reservoir application was rejected on the basis that the fund does not apply to a second reservoir. The primary reason for this criterion is to ensure development driven growth funds new storage capacity requirements via offsite levies or other measures.

Recent inspections of the Butte facilities suggest the assets are nearing the end of useful life and the Town will be fully reliant on the East Reservoir while a solution is determined. In light of the new information, the department contacted AMWWP to discuss the possibility of resubmitting. After reviewing the inspection reports and understanding the situation, the Province has asked the Town to resubmit the application.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Based on the Town's population we are eligible for 44.72% of the project costs from the partnership. (Based on 2021 census data: 5,070). Current estimated project cost is \$6,000,000.

Population	Grant = $[(0.25 \times \text{Population}) + 1,000] \times 100 / \text{Population}$
3,001 to 10,000	Population = 5,070
	$[(0.25 \times 5,070) + 1,000] \times 100 / 5,070 = 44.72$
	Grant = 44.72% of projects costs

This equates to a potential funding opportunity of \$2,683,200. The funding application requires a letter of support from Council as part of the submission.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To approve proceeding with the AMWWP funding application and agrees to provide a Letter of Support to be included with the application package.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Call to Order and Adoption of Organizational Meeting Agenda
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Section 192(1) of the *Municipal Government Act* states “Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October”.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Organizational Meeting is the opportunity for Council to review their meeting schedule; vacation and break schedule; appoint Council and public members to various boards and committees; approve a Deputy Mayor or Acting Deputy Mayor Schedule; and any other thing the Council deems necessary.

Mayor Hunter will call the Organizational Meeting to Order, and will adjourn the Organizational Meeting once it is completed.

Unless Council wishes to add additional items to the Organizational Meeting Agenda, Council is being asked to Adopt the Agenda as presented.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

To adopt the October 24, 2023 Organizational Meeting Agenda as presented.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: 2023-2024 Council Meeting Schedule
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Regular Council Meetings have been held the second and fourth Tuesdays of each month, beginning at 6:00 p.m.

Council is being presented with a 2023-2024 calendar which includes Council meetings, MPC meetings, statutory holidays, Council summer and Christmas breaks, and the annual Alberta Municipalities Convention.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2023-2024 Council Christmas Break removes the December 26, 2023 Regular Council Meeting, providing a break between December 13, 2023 and January 2, 2024.

The 2024 Council Summer Break will begin on June 26, 2024 and end on August 24, 2024. The next Regular Council Meeting will be on August 27, 2024.

The Alberta Municipalities Convention is September 24 to 27, 2024 in Calgary. Therefore, the Regular Council Meeting will be held on Monday, September 23, 2024 instead of September 24, 2024.

Please find attached the 2023-2024 Council Meeting Calendar.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the 2023-2024 Council Meeting Calendar as presented.

2023

October						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2024 COUNCIL MEETING SCHEDULE

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Statutory Holiday

Council Meeting

Council Break

AB MUNIS Convention

MPC



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Appointing Deputy Mayor and Alternate Deputy Mayor
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

In accordance with Section 152(1) of the *Municipal Government Act*, Council must appoint a Councillor as deputy chief elected official (Deputy Mayor). This role is intended to not only fill in for the Mayor, when necessary, at special events or presiding over Council Meetings, but also to support the Mayor throughout their term.

Councillor Curt Engel was appointed as Deputy Mayor at the Organizational Meeting in 2021 and in 2022 until the Organizational Meeting in 2023.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Deputy Mayor Curt Engel has agreed to continue on as Deputy Mayor until the Organizational Meeting in 2024.

Council is being asked to appoint the Deputy Mayor and the Alternate Deputy Mayor(s).

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (two motions)

To appoint Councillor Curt Engel as Deputy Mayor until the Organizational Meeting in 2024.

AND

To appoint the Alternate Deputy Mayor as follows:

Councillor Dorothy Moore—October 25, 2023 to February 24, 2024

Councillor Ethan Williams—February 25, 2024 to June 22, 2024

Councillor Bill Windsor—June 23, 2024 to October 22, 2024



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: 2023-2024 Council Assignments
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council members provided a list of preferences for Council Assignments for the upcoming term.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached a list of the committees, boards, and commissions to which members of Council are appointed.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the 2023-2024 Council Assignments as presented.

OR

To approve the 2023-2024 Council Assignments with the following amendments:



2023-2024 COUNCIL ASSIGNMENT LIST

COUNCIL APPOINTED COMMITTEES:

Didsbury Economic Development Advisory Committee (Bylaw #2022-13)

- Deputy Mayor Curt Engel
- Councillor Ethan Williams (Alternate)

Emergency Advisory Committee (Bylaw #2020-06)

- All members of Council

Municipal Planning Commission (Bylaw #95-30)

- Councillor Ethan Williams
- Deputy Mayor Curt Engel
- Councillor Dorothy Moore (Alternate)

EXTERNAL BOARDS & COMMITTEES:

Inter-municipal Cooperation Committee

- Mayor Rhonda Hunter
- Councillor Dorothy Moore
- Deputy Mayor Curt Engel
- Councillor Ethan Williams (Alternate)

Mountain View Regional Water Services Commission

- Councillor Bill Windsor
- Councillor John Baswick (Alternate)

Mountain View Regional Waste Management Commission

- Councillor John Baswick
- Councillor Bill Windsor (Alternate)

Mountain View Seniors' Housing Board

- Councillor Dorothy Moore
- Mayor Rhonda Hunter (Council Designate)

Parkland Regional Library System Board

- Councillor Bill Windsor
- Councillor Ethan Williams (Alternate)

Didsbury & District Chamber of Commerce

- Councillor John Baswick (Membership Rep.)

Red Deer River Municipal Users Group

- Councillor Bill Windsor (Urban Co-Chair)

Central Alberta Economic Partnership

- Mayor Rhonda Hunter (Municipal Rep.)
 - Board of Directors
 - Branding & Marketing Committee
- Councillor Williams (Alternate)
- (Business Rep.)

DEPUTY MAYOR APPOINTMENT

- Deputy Mayor Curt Engel

ALTERNATE DEPUTY MAYOR APPOINTMENT

- Councillor Dorothy Moore: Oct.25/23 to Feb. 24-24.
- Councillor Ethan Williams: Feb. 25/24 to June 22/24
- Councillor Bill Windsor: June 23/24 to Oct. 22/24

COMMITTEES FOR MAYORAL APPOINTMENT:

Municipal Area Partnership (MAP)

- Mayor Rhonda Hunter
- Deputy Mayor Curt Engel (Alternate)

Mayors of South Central Alberta

- Mayor Rhonda Hunter

Central Alberta Mayors & Reeves Caucus

- Mayor Rhonda Hunter

COUNCIL GOVERNANCE COMMITTEES:

Committee of the Whole

- Mayor Rhonda Hunter
- Deputy Mayor Curt Engel
- Councillor John Baswick
- Councillor Joyce McCoy
- Councillor Dorothy Moore
- Councillor Ethan Williams
- Councillor Bill Windsor

Visioning Committee

- Mayor Rhonda Hunter
- Deputy Mayor Curt Engel
- Councillor John Baswick
- Councillor Dorothy Moore
- Councillor Ethan Williams
- Councillor Bill Windsor

Strategic Planning Committee (Bylaw #2020-11)

- Councillor Dorothy Moore
- Councillor Bill Windsor
- Councillor _____
- Councillor Ethan Williams (Alternate)

Performance Evaluation Committee (Bylaw #2020-11)

- Councillor Ethan Williams
- Councillor Dorothy Moore
- Councillor _____
- Mayor Rhonda Hunter (Alternate)

Policy & Governance Committee (Bylaw #2020-11)

- Councillor Ethan Williams
- Councillor Bill Windsor
- Deputy Mayor Curt Engel
- Councillor John Baswick (Alternate)



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: 2023-2024 Appointments to the Municipal Planning Commission
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Municipal Planning Commission (MPC) Bylaw 95-30 states:

- Section 4.1 *"The Commission shall consist of seven members appointed by resolution of Council."*
- Section 4.3 *"Each Member of the Commission shall be appointed for a two-year term"*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The MPC currently consists of the following members:

Member	Date Appointed	Term Ends
Shirley Madge (Chair)	October 26, 2021	2023
Kelly Phillips	October 25, 2022	2024
Karen Henry	April 12, 2022	2024
Cheryl Dahl	October 25, 2022	2024
Craig Martin	October 26, 2021	2023

The appointment of members Shirley Madge and Craig Martin expire at the Organizational Meeting in 2023. They have both expressed their wish to remain on the MPC for an additional two (2) years.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To appoint Shirley Madge and Craig Martin to the Municipal Planning Commission until the Organizational Meeting in 2024, and reaffirm the rest of the members as presently constituted.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: 2023-2024 Appointment to the Didsbury Economic Advisory Committee
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

In accordance with Bylaw 2022-13, the Didsbury Economic Development Advisory Committee (DEDAC) shall be comprised of the following:

- One (1) Town of Didsbury Councillor
- Up to two (2) Didsbury & District Chamber of Commerce Board-Members
- A DEDAC member from the Chamber, who leaves the Chamber Board during their time on DEDAC, may automatically transition to a regular member at large, if space is available
- Up to ten (10) regular members of the public at large above the age of 21 years who have experience in or a passion for business, innovation and economic development. A background in, but not limited to the following, are beneficial:
 - Owning or operating a Didsbury area business (non-board member of the Chamber)
 - Entrepreneurship
 - Investing/financing
 - Commercial real estate
 - Land development
 - Tourism operation
 - Retail
 - Industrial/manufacturing operations
 - The hospitality industry
 - The arts & culture sector
 - The health & wellness sector
- Up to two (2) youth members between the ages of 15 and 21 years
- Any youth member who turns 22 years old may automatically transition to regular member at large, if space is available

Each appointment to DEDAC shall be valid until the following Organizational Meeting of Council, at which time all appointments will be reviewed and reappointed at the discretion of Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The current public members who have been appointed to DEDAC are as follows:

Phil Boucher, Helen Hafke, Meaghan Neis, Sean McKinsley, Karen Griffin, Brooke Mierke, and Brody Fazakas.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To reaffirm the appointments to the Didsbury Economic Development Advisory Committee as presently constituted.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: October 24, 2023
SUBJECT: Appointment of Didsbury Municipal Library Board Members
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Town of Didsbury Library Board appointments occur in accordance with the *Libraries Act*, Part 1 Section 4(1) and the Town of Didsbury Library Board Bylaw 2023-17.

Town of Didsbury Bylaw 2023-17 states:

5. *In accordance with Part 1 Section 4(1) of the Libraries Act, the board shall consist of not fewer than five (5) and not more than ten (10) members appointed by Council.*

5.1 *One member of the board to be considered upon the recommendation of Mountain View County Council.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The current members appointed to the Didsbury Library Board are as follows:

Member	Date Appointed	End of Term
Patricia Brisebois	October 25, 2022	2025
Melynda Crampton	October 25, 2022	2025
Alana Gibson (MVC Rep.)	December 14, 2021	2023 (not renewing)
Nicole Brander	October 27, 2020	2023 (not renewing)
David McWhinney	October 27, 202	2023
Carolyn Massel	October 26, 2021	2024 (resigned)
Julian Ross	October 26, 2021	2024 (resigned)

Two members have resigned and two members are not renewing their term on the Library Board.

The Didsbury Municipal Library Board met on October 17, 2023 and are recommending the following members be appointed for a three-year term to the Didsbury Municipal Library Board: Jaimee Reese, David McWhinney, Carol Wilcox, Emily Swan and Diane Arbuckle. Patricia Brisebois and Melynda Crampton's terms do not end until 2025.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To appoint the following Didsbury Municipal Library Board Trustees to a new three-year term: Jaimee Reese, David McWhinney, Carol Wilcox, Emily Swam and Diane Arbuckle, and to reaffirm Patricia Brisebois and Melynda Crampton as presently constituted.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: 2023-2024 Appointment of CAEP Business Representative
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Helen Hafke has been appointed as the Business Representative for the Central Alberta Economic Partnership (CAEP) since 2021.

Mayor Rhonda Hunter has been appointed as the Municipal Representative.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Meaghan Neis has agreed to take on the Business Representative position on CAEP for the Town of Didsbury.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To appoint Meaghan Neis as the Town of Didsbury Business Representative for the Central Alberta Economic Partnership until the Organizational Meeting in 2024.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 24, 2023
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Mountain View Emergency Shelter Society

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence items presented as information.



Mountain View Emergency Shelter Society

October 10, 2023

Mayor and Council
Town of Didsbury
Box 790
Didsbury, AB T0M 0W0

Dear Mayor Hunter and Council:

Alberta has one of the highest rates of domestic violence in the country, and the severity of violence is on the rise, yet family violence is preventable. November is Family Violence Presentation Month in Alberta. Mountain View Emergency Shelter Society would like to increase awareness of the warning signs of family violence and the resources and supports available in our community to those affected by family violence.

We are requesting the Mayor and Council of the Town of Didsbury to declare November as Family Violence Prevention Month.

Attached is a proclamation for your approval.

Thank you for your consideration and cooperation in proclaiming November Family Violence Prevention Month. We would be happy to have a representative of MVESS present at the Council meeting, if this is your wish, please contact me at 403-507-9738.

Sincerely,

Carol Johnston
Secretary
Mountain View Emergency Shelter Society



Family Violence Prevention Month

Whereas there are many people in Alberta who experience family violence; and whereas the effects of family violence may be carried on from generation to generation; and whereas all Albertans have a role to play in preventing family violence.

Therefore,
The Town of Didsbury
hereby proclaims

**the month of November 2023 to be
Family Violence Prevention Month in**

Didsbury, Alberta

I call upon citizens to help those at risk learn where to turn.
I call upon you to make a difference by helping those affected by family violence know what supports and resources are available to them.
It takes all of us working together to promote healthy relationships and create safer communities in our province.

In witness whereof, I have here unto set my hand this

_____ Day of _____, 2023

Rhonda Hunter, Mayor

