



**TOWN OF DIDSBURY AGENDA**  
**Regular Council Meeting**

**Monday, August 18, 2025, 7:30 p.m.**

**Council Chambers 1606 14 Street**

**Pages**

1. CALL TO ORDER
2. BUSINESS
  - 2.1 CAO Recruitment 2
3. CLOSED MEETING
  - 3.1 Water Supply Line Funding Model - as per section 26 of the Access to Information Act
  - 3.2 23 Street North of Highway 582 - as per section 26 of the Access to Information Act
4. CLOSED MEETING
5. RECONVENE
6. ADJOURNMENT



## **SPECIAL COUNCIL MEETING Request for Decision (RFD)**

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

MEETING DATE: August 18, 2025  
SUBJECT: CAO Recruitment  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM:

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### **BACKGROUND/PROPOSAL:**

In Spring of 2025, Council retained a consultant to support Council in their recruitment of a new Chief Administrative Officer (CAO). Following a rigorous and thorough process, Council is prepared to appoint an individual to the position. Since February 24, 2025, Amanda Riley has been serving in the capacity of the Chief Administrative Officer.

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

An appointment of a person to the position of Chief Administrative Officer (CAO) may only be made if the majority of the whole Council vote to do so. Council is being asked to appoint an individual to the position of Chief Administrative Officer, after such time, Amanda Riley will cease to be the Acting CAO.

### **ALIGNMENT WITH STRATEGIC PLAN**

5. Governance & Organizational Excellence

### **RECOMMENDATION**

To formally appoint Mr. Michael Simpson to carry out the powers, duties, and functions of Chief Administrative Officer in accordance with section 205(1) of the MGA, effective September 15, 2025.