



## TOWN OF DIDSBURY AGENDA

### Regular Council Meeting

Tuesday, January 27, 2026, 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>	
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13.	<u>RECONVENE</u>	
14.	<u>ADJOURNMENT</u>	



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE:	January 27, 2026
SUBJECT:	January 13, 2026 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	4.1

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### BACKGROUND/PROPOSAL:

The minutes of the January 13, 2026 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 January 13, 2026 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council**  
**Held on Tuesday, January 13, 2026 in Council Chambers 1606 14 Street**  
**Commencing at 6:00 p.m**

Council Members Present Mayor Chris Little  
Deputy Mayor Bob Murray  
Councillor Curt Engel  
Councillor Troy Lambert  
Councillor Irwin Mahon  
Councillor Norm Quantz  
Councillor Will Stevens

Administration Present Chief Administrative Officer, Michael Simpson  
Chief Financial Officer, Amanda Riley  
Director of Community Services, Nicole Aasen  
Director of Engineering & Infrastructure, Craig Fox  
Planner, Tracey Connatty  
Communications Coordinator, Lisa Bastarache  
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter

**1. CALL TO ORDER**

Mayor Little called the January 13, 2026 Regular Council Meeting to order at 6:00 p.m.

**2. ADOPTION OF THE AGENDA**

*Addition of 8.8 – Didsbury and District Historical Society Letter of Support*

**Res. 001-26**

MOVED by Councillor Engel

To adopt the January 13, 2025 Regular Council Meeting Agenda as amended.

**Motion Carried**

**3. DELEGATIONS/PRESENTATIONS**

*No delegations or presentations*

**4. ADOPTION OF MINUTES**

**4.1 December 15, 2025 Regular Council Meeting Minutes**

**Res. 002-26**

MOVED by Deputy Mayor Murray

To adopt the December 15, 2025 Regular Council Meeting Minutes as amended.

**Motion Carried**

**5. PUBLIC HEARINGS**

*No public hearings*

**6. CAO REPORT**

**Res. 003-26**

MOVED by Councillor Quantz

To accept the Chief Administrative Officer Report for January 13, 2026 as information.

**Motion Carried**

**7. BYLAWS & POLICIES**

**7.1 Land Use Amending Bylaw 2026-01**

**Res. 004-26**

MOVED by Councillor Engel

That Council grant first reading to Land Use Amending Bylaw 2026-01.

**Motion Carried**

**Res. 005-26**

MOVED by Councillor Engel

To set **Tuesday, February 10, 2026** as the public hearing for Land Use Amending Bylaw 2026-01.

**Motion Carried**

**7.2 ADMIN 003 - Public Participation Policy**

**Res. 006-26**

MOVED by Councillor Stevens

To accept the Public Participation Policy as information.

**Motion Carried**

**8. BUSINESS**

**8.1 Outstanding Retainer**

**Res. 007-26**

MOVED by Councillor Stevens

To approve the write-off of the outstanding architecture firm retainer, in the amount of \$1,000, in relation to the preparation of schematics for the Didsbury Municipal Library renovation.

**Motion Carried**

**8.2 DOSCA Year End Deficit**

**Res. 008-26**

MOVED by Councillor Quantz

To approve the transfer of the DOSCA 2025 year-end deficit of \$42,487.04 to the internal DOSCA loan.

**Motion Carried**

**8.3 SD24-005 Subdivision Time Extension Request**

**Res. 009-26**

MOVED by Councillor Quantz

To approve the requested time extension for Subdivision SD24-005 of one year for the conditionally approved subdivision to remain valid and allow until January 22, 2027 to complete all outstanding conditions.

**Motion Carried**

**8.4 Facility Waiver Request - Rosebud Health Foundation**

**Res. 010-26**

MOVED by Councillor Stevens

To approve the facility waiver request of \$905 for use of the Multi-Purpose Room and Kitchen by the Rosebud Health Foundation for their 2025 Spring Gala on April 25, 2026, to be funded from the Community Grant Program Reserve.

**Motion Carried**

**8.5 Didsbury and District Historical Society Town Utility Costs**

**Res. 011-26**

MOVED by Councillor Engel

To continue the current process of financially supporting the Didsbury and District Historical Society utility payments.

**Motion Carried**

**8.6 Library Board Member Appointment**

**Res. 012-26**

MOVED by Councillor Quantz

To appoint Pat Harty to the Town of Didsbury Library Board for a term commencing January 14, 2026 and ceasing on November 1, 2028.

**Motion Carried**

**8.7 Request for Support - 2027 Hockey Alberta Junior B Provincials Application**

**Res. 013-26**

MOVED by Councillor Mahon

To provide a letter of support for the Mountain View Colts' application to host the 2027 Hockey Alberta Junior B Provincials, April 7-11, 2027.

**Motion Carried**

**Res. 014-26**

MOVED by Councillor Mahon

To commit to ensuring ice availability within the Didsbury Arena until April 12, 2027.

**Motion Carried**

**8.8 [Addition] Didsbury and District Historical Society Letter of Support**

**Res. 015-26**

MOVED by Councillor Stevens

To provide a letter of support to the Didsbury and District Historical Society for their CFEP – Small application for the Boiler Project.

**Motion Carried**

**9. COUNCIL REPORTS**

**Res. 016-26**

MOVED by Councillor Stevens

To accept the January 13, 2026 Council Reports as information.

**Motion Carried**

**10. CORRESPONDENCE AND INFORMATION**

**Res. 017-26**

MOVED by Councillor Engel

To accept the correspondence for January 13, 2026 as information.

**Motion Carried**

**11. QUESTION PERIOD**

**12. CLOSED MEETING**

**Res. 018-26**

MOVED by Councillor Engel

To go into closed meeting at 7:30 p.m. for the following items:

- 12.1 Water Main Tender Results - Section 30 of the ATIA
- 12.2 Land Sales - Section 28 of ATIA
- 12.3 Wastewater Access - Section 28 of ATIA
- 12.4 Organizational Updates - Section 29 of ATIA
- 12.5 Inter-Agency Associations - Section 26 of ATIA
- 12.6 Strategic Goal Setting Discussion and Public Engagement - Section 28 of ATIA
- 12.7 Draft Bylaw - Section 28 of ATIA

**Motion Carried**

**13. RECONVENE**

**Res. 019-26**

MOVED by Councillor Stevens

To return to open meeting at 10:04 p.m.

**Motion Carried**

**Res. 020-26**

MOVED by Deputy Mayor Murray

To approve the award of the 21<sup>st</sup> Avenue Connector to Urban Dirtworks Inc. for \$1,063,038.42

**Motion Carried**

**Res. 021-26**

MOVED by Deputy Mayor Murray

To approve the engineering construction proposal for \$200,000.

**Motion Carried**

**Res. 022-26**

MOVED by Councillor Engel

To accept the offer on 1100 Shantz together with 1200 Shantz Drive subject to the conditions as outlined in sale documents.

**Motion Carried**

**Res. 023-26**

MOVED by Councillor Stevens

To enter into a Municipal Treated Effluent Water Access Agreement with Aspen Leaf Energy Ltd. as presented in contract documents.

**Motion Carried**

**Res. 024-26**

MOVED by Councillor Mahon

To approve the Organizational Chart as presented effective January 14, 2026.

**Motion Carried**

**Res. 025-26**

MOVED by Councillor Quantz

To cancel the Town of Didsbury membership with the Economic Developers Association of Canada.

**Motion Carried**

**14. ADJOURNMENT**

**Res. 026-26**

MOVED by Councillor Lambert

To adjourn the January 13, 2025 Regular Council Meeting at 10:06 p.m.

**Motion Carried**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE:	January 27, 2026
SUBJECT:	CAO Report
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	6.0

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### BACKGROUND/PROPOSAL:

Please find attached the Chief Administrative Officer's (CAO) Report for January 27, 2026.

### 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 to bring back to a future Council meeting.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Chief Administrative Officer Report for January 27, 2026 as information.



## CAO Report – January 27, 2026

1. CAO Activity Report p. 9
2. Planning and Development Report as at January 21, 2026 p. 10



# Office of the Chief Administrative Officer

Activity Report - January 14 to 27, 2026



## Strategically Managed Infrastructure

### Economic Development Engagement

Meeting with Chris Overwater to discuss his expansions on industrial lands within the town.

Meeting with Sterling Toews of West of 22 Productions at his filming facility to discuss marketing and promotion of the facility, subsequent research into appropriate level of support going forward to support the business, and connections for the corporate entity that would prove advantageous for their unique purposes.



## Vibrant & Connected Character Community

Meeting with Jon Allan and Natalie McKay regarding the Mountain View Regional Film Office and the history of the project, current direction and workflows and NRED Grant application matters. A component of a Northern Regional Economic.

Meeting with potential investors under the Rural Entrepreneur Stream regarding efforts to locate suitable facility space for a kids-entertainment business in Didsbury. Contractor discussions regarding volume of businesses interested in Didsbury as investment destination. Discussions with contractor regarding reissuance of rural renewal endorsement letters for business owners with foreign workers in need after AAIP requirement changes calling for the letters to be renewed annually.



## Strong & Resilient Local Economy

### Governance Consultation Planning

Meetings with members of Council on policy and governance questions, best practice in communications with the public and communications planning. Begin outline review and draft of public participation plan for service levels input, long range visioning and citizen values and priorities discussions.



## Liveability

### Bylaw Review

Review of Municipal Policing Bylaw. Prior Council had directed that the bylaw should be revised to reflect that no council members be allowed to be appointees of the committee. Rather, the flavor of the prior Council was to see an at-large set of appointed members. This change has yet to be written in, as Administration thought to inquire to the new Council on this matter before finalizing the bylaw. Does Council wish to remove councilors as eligible appointees to the Municipal Policing Committee Bylaw as per prior direction of Council, or pass the bylaw as it is currently written?



## Governance & Organizational Excellence

## CAO Report: Developments as of January 21, 2026

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

### Development Officer (Permitted Use) Decisions

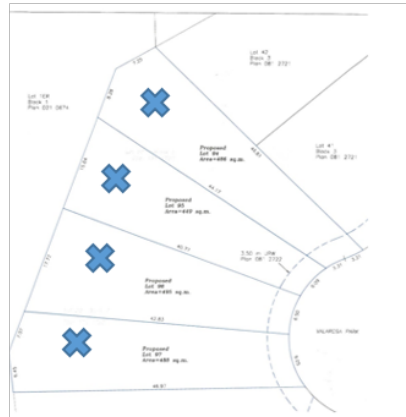
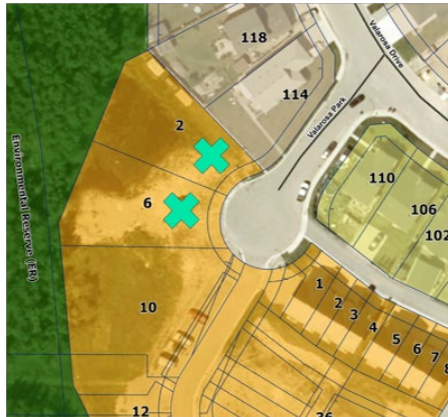
PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
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*There have been no Permitted Use Development Permits issued since the last meeting.*

### Municipal Planning Commission Subdivision Decisions:

PERMIT	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
SD 25-007	2 & 6 Valarosa Park	Subdivision into 2 lots on each title	Jonboyz Construction (a/o)	January 14, 2026
SD 25-009	1521 – 22 Avenue	Subdivision into 2 lots	Matz, Justin & Abigail (a/o)	January 14, 2026

#### SD 25-007: 2 Valarosa Park & 6 Valarosa Park



#### SD 25-009: 1521 – 22 Avenue



*Next MPC Meeting is Wednesday, January 28, 2026 for a Home Occupation & the Agenda is posted on our website.*



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: January 27, 2026  
SUBJECT: FIN 009-26 Financial Review on Fiscally-Related Recommendations to Council  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 7.1

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### BACKGROUND/PROPOSAL:

FIN 009 was approved by Council on June 11, 2019. The policy outlines the responsibility of any staff member bringing items to council to ensure the item has a review from the Finance department.

Administration has completed a review and update to the policy. Changes include updating the formatting of the policy to align with current practices. In addition the policy principles have been re-worded for clarification to those impacted by the policy. In addition there has been a clause added to allow the Chief Administrative Officer to override the requirement in the event of urgency.

There were no significant changes to the concepts outlined by the policy.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The revised policy has been attached for Council's review. In addition the original policy is attached for Council's information.

### ALIGNMENT WITH STRATEGIC PLAN

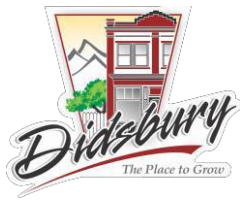
5. Governance & Organizational Excellence

### RECOMMENDATION (two motions)

To rescind FIN 009 – Finance Review on Fiscal Related Recommendations to Council Policy.

**AND**

To approve FIN 009-26 Financial Review on Fiscally-Related Recommendations to Council Policy as presented.



### Policy Statement:

Recommendations or proposals with a fiscal impact shall have a financial review by the Chief Financial Officer or delegate prior to the recommendation going forward to Council to ensure:

- Prudent financial management;
- Consistency with short and long-term financial interests of the Town; and
- Accuracy of the financial information being brought forward.

### Principles

1. Any staff member proposing a Request for Decision to Council for consideration shall first submit the proposal, supporting documentation, and recommendation to the Chief Financial Officer for review, if the proposal pertains to any of the following:
  - i. operating expenditures;
  - ii. capital expenditures;
  - iii. amendment to the operating or capital budgets;
  - iv. grant applications;
  - v. funding agreements; or
  - vi. any other recommendation or proposal with a fiscal impact to the municipality.
2. Proposals submitted without a completed financial review or without ample time for review shall be deferred to a later Council meeting to allow for proper due diligence unless otherwise authorized by the Chief Administrative Officer.

### End of Policy



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: January 27, 2026  
SUBJECT: COUN 010-26 Town of Didsbury High School Scholarship Award Policy  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 7.2

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### BACKGROUND/PROPOSAL:

Annually the Town of Didsbury awards a scholarship to a resident of the Town graduating in the current academic year and is attending an accredited post-secondary institution in the upcoming school year.

In the 2026 Operating Budget, Council approved an allocation of \$2,000 towards this award. In 2025, Council approved a budgeted increase in the awarded amount from the 1,500 set out in the policy to \$2,500; however, only \$2,000 was distributed to the successful applicant.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending that the Policy be revised to reflect the actual budgeted amount with a minor amendment to the policy. Attached is a simple amendment to the policy to reflect the change in amount from \$1,500 to \$2,000.

Alternatively, Council may consider amending the wording in the policy to distribute a minimum award of \$1,000, and change the wording to allow for more than one successful recipient in the event that the application pool is strong; or distribute the full amount to a single applicant. Notably, this program has had a relatively minimal number of applicants, between 1 and 5 per annum over the last three years.

### ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

### RECOMMENDATION (two motions)

To rescind COUN 010-24 Town of Didsbury High School Scholarship Award Policy.

AND

To adopt COUN 010-26 Town of Didsbury High School Scholarship Award Policy as presented.



## TOWN OF DIDSBURY HIGH SCHOOL SCHOLARSHIP AWARD POLICY #COUN 010-26

DATE APPROVED:

RESOLUTION #:

### Policy Statement:

Town of Didsbury Council may award annual High School Scholarship Award to a high school student who resides within the Town and is graduating in the current academic year and is attending an accredited post-secondary institution in the upcoming academic year.

### Purpose:

To ~~recognize the~~incentivize contributions made by local youth to the Town of Didsbury.

### Principles:

1. Youth involvement in local community contributes to the success of the community;
2. Youth involvement will translate into future involvement and leadership in the community;
3. Youth need to be encouraged incentivized and recognized for contributions to the community.

### 1. Criteria

- 1.1 To be eligible for the Award, the student must be a resident of the Town of Didsbury and be in their final year of high school.
- 1.2 Candidates must maintain a good academic standing in their high school programs.
- 1.3 The Award will be presented to a graduating Grade 12 student who demonstrates a good attitude, who is involved in extra-curricular activities, shows enthusiasm and initiative, has demonstrated involvement in voluntary community activities and exhibits leadership qualities.
- 1.4 Council will set the amount of the scholarship annually during budget ~~deliberations~~deliberations.
- 1.5 The amount of monies for High School Scholarship Award(s) will be \$2,000~~1,500~~.00.

### 2. Application/Selection Process

- 2.1 All applications must be on the approved Application Form and must contain all of the requested information and received on or before the application deadline.
- 2.2 Council will select the recipient(s) at a Closed Meeting Session.
- 2.3 The Award will be presented at the Awards Ceremony held in each school and Council will present cheque at a subsequent Council Meeting.
- 2.4 The Mayor or designate may be invited to present the Award on behalf of the Town.

### 3. End of Policy



## Town of Didsbury High School Scholarship Award Application Form

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Applicant's Full Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
High School \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

### THE FOLLOWING MUST BE INCLUDED WITH YOUR APPLICATION

- a) Letter stating why you believe you should receive this award and outlining your future plans.
- b) Two (2) letters of reference from community organizations you work for, volunteer or have volunteered at or participated with.
- c) Confirmation of your academic standing and high school completion date.
- d) Confirmation of acceptance to an accredited post-secondary institution for the upcoming academic year.

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### ALL APPLICANTS WILL BE JUDGED ON:

- a) Good attitude towards school and community
- b) Involvement in extra-curricular activities
- c) Enthusiasm and initiative
- d) Volunteer work completed in the community
- e) Leadership- qualities

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### FORWARD COMPLETED APPLICATIONS TO: TOWN OF DIDSBURY

PO Box 790  
160-6 – 14 Street  
Didsbury AB T0M 0W0  
Attention: Legislative Services  
Fax: 403.335.9794  
Email: [legislative@didsbury.ca](mailto:legislative@didsbury.ca)

**APPLICATION DEADLINE JUNE 1<sup>st</sup>**

All of the personal information provided on this form to the Town of Didsbury is collected under the authority of section 4(c) of the Alberta Protection of Privacy Act (POPA) for the purpose of administering the Town of Didsbury High School Scholarship. If you have any questions about the collection, use, or disclosure of this personal information, please, contact the Town of Didsbury Access to Information and Protection of Privacy Coordinator at 403-335-3391 or [aipp@didsbury.ca](mailto:aipp@didsbury.ca).

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## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: January 27, 2026  
SUBJECT: Municipal Credit Card Borrowing Bylaw 2026-02  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 7.3

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### BACKGROUND/PROPOSAL:

Council is being presented with a short-term borrowing bylaw, the Municipal Credit Card Borrowing Bylaw 2026-02, for the purpose of authorizing borrowing by credit card. While the Town has utilized credit card borrowing historically, review of Town records indicate that a formal borrowing bylaw has not been previously instated. The bylaw is being introduced now to formalize existing practices of credit card borrowing while ensuring compliance under the *Municipal Government Act (MGA)*.

Under the *MGA* a short-term borrowing bylaw, authorizing borrowing of less than one year, is not required to be advertised.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Credit cards are a useful payment method when travelling, purchasing subscriptions or memberships and small dollar value retail purchases for which immediate payment is required. Therefore it is recommended that the bylaw be passed to allow the usage of credit cards to continue. Following passing of the bylaw, Administration will return a credit card policy for Council's review outlining the requirements for credit card use by the employees.

The bylaw is attached for Council's review. Administration is recommending Council proceed with all three readings of the bylaw.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION (four motions)

That Council grant first reading to Municipal Credit Card Borrowing Bylaw 2026-02.

AND

That Council grant second reading to Municipal Credit Card Borrowing Bylaw 2026-02.

AND

That Council grant unanimous consent to proceed to third reading of Municipal Credit Card Borrowing Bylaw 2026-02.

AND

That Council grant third and final reading to Municipal Credit Card Borrowing Bylaw 2026-02.



**TOWN OF DIDSBURY**  
Municipal Credit Card Borrowing Bylaw  
Bylaw 2026-02

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**A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS AS A CREDIT CARD HOLDER.**

**WHEREAS**, the Council of the Town of Didsbury has decided to issue a bylaw pursuant to Section 256 of the *Municipal Government Act* to authorize the borrowing of operating expenditures as required, through the use of a municipal credit card.

**AND WHEREAS**, the amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

**NOW THEREFORE**, the Council of the Town of Didsbury, duly assembled, enacts as follows:

1. This bylaw may be cited as the “Municipal Credit Card Borrowing Bylaw.”
2. The Town may borrow from Collabria Financial Services Inc. using a credit card to complete operating expenditures for convenience purposes and where required by suppliers.
3. The Town may borrow, at a maximum, an amount of \$100,000.00 (ONE HUNDRED THOUSAND DOLLARS AND 00/100 CENTS) from Collabria Financial Services Inc.
4. The Chief Administrative Officer approves issuance of credit cards, in accordance with policies.
5. All sums borrowed under this bylaw shall be borrowed on the general credit and security of the Town.
6. All sums borrowed under this bylaw, including principal and interest, shall be due and payable within 60 days of incurring the expense and funded by general revenue acquired through taxation.
7. The maximum rate of interest for any borrowing under this bylaw shall not exceed 21% (twenty-one percent).
8. Any and all sums borrowed with the credit card to complete operating expenditures as required, will be at the Chief Administrative Officer’s discretion, and in accordance with approved policies.
9. This bylaw comes into force and effect upon third and final reading and upon being duly signed.

Read a first time this \_\_\_\_ day of January, 2026.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2026.

Granted unanimous consent to proceed to third reading this \_\_\_\_ day of \_\_\_\_, 2026

Read a third time this \_\_\_\_ day of \_\_\_\_, 2026.

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Mayor – Christopher Little

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Chief Administrative Officer – Michael Simpson



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: September 23, 2025  
SUBJECT: Bylaw 2025-17 Municipal Policing Committee  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 7.4

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### **BACKGROUND/PROPOSAL:**

At the August 26, 2025 Regular Council Meeting, Council requested permission from the Minister of Safety and Emergency Services to establish a Municipal Policing Committee rather than a Regional Policing Committee to meet new requirements set out in the *Police Act*. On September 11, 2025, the Town received a letter from the Minister authorizing the request, of which is attached.

The *Police Act* R.S.A 2000 c. P-17, *Police Governance Regulation* 156/2024, and *Police Governance (Ministerial) Regulation* 174/2024 set out the duties, functions, requirements and procedural matters that pertain to municipal policing committees.

The Act and regulations thereto require that the Committee:

- Oversee the administration of the municipal police service agreement (MPSA);
- Represent the interests and concerns of the public and of the council to the officer in charge of the Didsbury RCMP detachment;
- Develop a yearly plan of priorities and strategies for municipal policing in consultation with the officer in charge;
- Develop a community safety plan in conjunction with the local police detachment and Mayor, including a plan for collaboration between the community and community agencies, and provide the community safety plan annually;
- Assist in the selection of the officer in charge; and
- Reporting annually, or on request to the Minister on the implementation of and updates to the programs and services to achieve the priorities of the police service.

The Act and Ministerial Regulation sets out:

- The minimum (3) and maximum (7) number of committee members;
- The minimum (2 years) and maximum (3 years) term of a committee member;
- The requirement that all members pass an enhanced security check and take an Oath of Office;
- That council members and members at large must be appointed by council and that those appointed in the capacity of council member terminate as a committee member upon ceasing to be a member of council;
- That the chair and vice-chair are appointed by the Committee and that the Mayor cannot serve in either of these capacities.

In addition to these, the Minister has the ability to appoint a members to the Committee, depending on the number of members of the committee.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Since these are all requirements of the Act and Regulations, they need not be reiterated in the bylaw that formally establishes the Committee. The bylaw can, however, adjust the number of committee members, including how many are appointed in the capacity of councillor or at-large, and adjust the term of appointment within the set parameters.

Furthermore, the *Municipal Government Act* has set provisions that govern committees of council such as requirements that meetings be held in public unless closed in accordance with the *Access to Information Act* and providing notice of meetings to the public.

The bylaw being presented to Council addresses procedural matters required by bylaw or not addressed in provisions of the relevant Acts and Regulations.

Council granted first reading to Bylaw 2025-17 on September 23, 2025. Between first and second reading, Administration is recommending one change to clauses 10.4 and 10.5 to include the word "Neither" at the beginning of each clause to reinforce the sentence. In addition, a citation was corrected.

If Council opts to pass the bylaw this meeting the next steps are as follows:

- a) Administration will advertise for the positions of the members at large, review the applications, and make a recommendation to Council on appointment.
- b) Currently, the Detachment is in transition between staff sergeants. Upon completion of that process, the Committee will have the opportunity to meet.
- c) The Committee will meet a minimum of once per year at the discretion of Administration in consultation with the Committee members.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION (two motions)

That Council grant second reading to Municipal Policing Committee Bylaw 2025-17.

**AND**

That Council grant third and final reading to Municipal Policing Committee Bylaw 2025-17.

TOWN OF DIDSBURY  
Municipal Policing Committee  
Bylaw 2025-17

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**BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A MUNICIPAL POLICING COMMITTEE**

**WHEREAS**, the *Police Act* R.S.A 2000 c. P-17 and regulations thereto as amended, requires that a municipality which has entered in an agreement with the Government of Canada for the employment of Royal Canadian Mounted Police (RCMP) shall, by bylaw, establish a regional or municipal policing committee.

**WHEREAS**, on September 11, 2025 the Town of Didsbury was granted approval from the Minister of Public Safety and Emergency Services to establish a municipal policing committee instead of a regional policing committee.

**WHEREAS**, the *Municipal Government Act*, R.S.A 2000 c. M-26 provides that the municipality may, by bylaw and subject to any Ministerial Orders, establish the functions of committees and the procedures to be followed by it.

**NOW, THEREFORE**, the municipal 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 cited as the “Municipal Policing Committee Bylaw”.

**2. DEFINITIONS**

- 2.1. **Act** means the *Police Act*, R.S.A 2000 c. P-17 and regulations thereto as amended.
- 2.2. **Committee** means the Municipal Policing Committee established by the Town of Didsbury.
- 2.3. **Member** means a voting or non-voting member of the Municipal Policing Committee of the Town of Didsbury.
- 2.4. **Non-Voting Member** shall mean the Chief Administrative Officer, or designates, and the Officer in Charge, or designate who attend Committee meetings in an advisory or support capacity.
- 2.5. **Officer in Charge** means the officer in charge of the Didsbury RCMP Detachment.
- 2.6. **Voting Member** means a member of the public at-large or council representative appointed to the Committee who are eligible Members appointed by the Town of Didsbury Council to the Municipal Policing Committee.

**3. AUTHORITY**

- 3.1. The Municipal Policing Committee is hereby established to execute the powers, duties, functions and responsibilities delegated to it by the Act or by Council.

**4. TERM AND MEMBERSHIP**

- 4.1. The Committee shall be comprised of no greater than five and not fewer than three Voting Members appointed by the Town of Didsbury Council consisting of:
- a) One member of Council;
  - b) Up to four members of the public at-large.
- 4.2. The term of each Voting Member of the Committee shall be two years.
- 4.3. All Voting Members of the Committee must:
- a) meet the requirements to serve on the Committee in accordance with the Act within 60 days of appointment;
  - b) reside in Didsbury for six consecutive months prior to appointment and maintain such residence, having the same meaning as the *Local Authorities Election Act*;
  - c) be at least eighteen (18) years of age on the date of appointment.
- 4.4. The Chief Administrative Officer, or designates, and the Officer in Charge, or designate, shall be considered Non-Voting Members of the Committee, attending in an advisory or support capacity.

## 5. DUTIES AND FUNCTIONS

- 5.1. The duties and responsibilities of the Committee shall be those set out in the Act for a Municipal Policing Committee.

## 6. QUORUM

- 6.1. Quorum shall be the majority of the voting membership.
- 6.2. If quorum is not met, the Committee shall not meet, vote, or make recommendations on any matter and the meeting shall be adjourned.

## 7. RESIGNATIONS AND REMOVALS

- 7.1. Any voting member of the Committee may resign from the Committee at any time upon sending written notice to the Council and Chief Administrative Officer.
- 7.2. Council may terminate a member's appointment to the Committee at any time for cause if the member:
  - a) Ceases to reside within the Town of Didsbury;
  - b) Fails to attend three (3) consecutive meetings of the Committee, unless otherwise approved by Committee;
  - c) Fails to successfully pass an enhanced security check;
  - d) Fails to uphold the Oath of Office or discloses any information that is inconsistent with the *Access to Information Act* R.S.A 2024 c. A-1.4 or *Protection of Privacy Act* R.S.A 2024 c. P-28.5, or jeopardizes a police operation, or police/public safety, or the confidentiality associated with the nature of policing including personnel, conduct, contract with the RCMP and security of police operations; or
  - e) are otherwise not eligible to serve on the Committee.

## 8. MEETINGS

- 8.1. Meeting are expected to be held in-person but may be held electronically as provided for in the Council Procedural Bylaw.
- 8.2. The Committee shall meet a minimum of once per year.
- 8.3. An agenda shall be prepared by a representative of the Town of Didsbury and circulated to all members of the Committee.
- 8.4. The Committee shall be presented with the minutes of the previous Committee meeting for approval and signed by the presiding Chair of that meeting and Chief Administrative Officer, or designate.
- 8.5. The Chief Administrative Officer or designate shall set the meeting dates, times, and locations in consultation with the Committee members.
- 8.6. All or part of a Committee Meeting may be closed to the public in accordance with the *Municipal Government Act* and *Access to Information Act*.

## 9. VOTING

- 9.1. Matters before the Committee shall be voted on by consensus.
- 9.2. No Member shall participate in any discussion nor vote upon any matter that may involve a pecuniary or conflict of interest as defined in the *Municipal Government Act*.

## 10. GENERAL

- 10.1. Any procedures, duties, or responsibilities not set out in this bylaw shall be governed by the Act or the *Municipal Government Act* R.S.A 2000 c. M-26 as it pertains to procedural matters relating to committees.
- 10.2. The committee chair and vice-chair shall be selected in accordance with the Act.

- 10.3. Members of the Committee shall not be held liable for any action, inaction, or claim arising out of the exercise of the powers granted to the Committee pursuant to the Act.
- 10.4. Neither the Committee, nor any Member, shall have the power to pledge the credit of the Town in connection with any matters whatsoever.
- 10.5. Neither the Committee, nor any member thereof, shall have any power to authorize the expenditure to be charged to or against the Town.

## **11. SEVERABILITY**

- 11.1. If any provision or part of this Bylaw is declared invalid by a court of competent jurisdiction, all other provisions of this bylaw remain valid and enforceable.

## **12. TRANSITIONAL**

- 12.1. This bylaw comes into full force and effect upon third reading of the bylaw.

Read a first time this 23<sup>rd</sup> day of September, 2025.

Read a second time this

Read a third and final time this

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Mayor – Chris Little

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Chief Administrative Officer – Michael Simpson



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: January 27, 2026  
SUBJECT: ABmunis' 2026 Spring Municipal Leaders Caucus (MLC)  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 8.1

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### **BACKGROUND/PROPOSAL:**

The ABmunis' 2026 Spring Municipal Leaders Caucus Thursday, March 26 to Friday, March 27, 2026 at the Edmonton Convention Centre. Over the course of two days, council members will engage with colleagues on important topics and priorities. This event also provides the opportunity to hear from the Premier, Minister of Municipal Affairs, and Leader of the Opposition.

The EOEP Course - Council's Role in Strategic Planning is also being offered on March 25, 2026 prior to MLC

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

During MLC, municipal councils have a potential opportunity to meet with the Honourable Dan Williams, Minister of Municipal Affairs. The deadline to request a meeting is January 30, 2026. Council would be expected to provide three topics of interest for discussion if they have a desire to meet with the Minister.

Estimated Individual Cost to Attend	
Travel and Accommodation	\$825.00
Per Diem	\$730.00
MLC Registration	\$290.00
Total Professional Development Cost*	\$1,845.00

\*If a council member would like to take the EOEP Course, there are additional accommodation costs (\$175), per diem costs (\$265), and registration costs (\$450).

As written, the current Professional Development Policy does not require a motion of council to attend the conference. Council members just need to inform Administration of their intention to attend, and which additional training sessions that they would like to pursue.

In Council's budget, there is \$5,600.00 for Training and Development. Furthermore, there is a separate \$2,100 for Conference registration for the ABMunis Convention in September, enough for three members of Council to attend. Therefore, should Council decide to send one member of Council to this event, there is a remaining \$5,310.00 for other training opportunities.



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

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

### **ALIGNMENT WITH STRATEGIC PLAN**

5. Governance & Organizational Excellence

### **RECOMMENDATION**

To request a meeting with the Minister of Municipal Affairs at the Alberta Municipalities 2026 Municipal Leader's Caucus.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: January 27, 2026  
SUBJECT: Stop Sign Request – 16 Street at 18 Avenue  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 8.2

### BACKGROUND/PROPOSAL:

The Town received a delegation request from a concerned resident pertaining to northbound and southbound traffic on 16 Street, particularly through its intersection with 18 Avenue. Due to personal circumstance, the individual is unable to present to Council their request as a delegation but has requested that their concerns be brought forward in the format of a letter, which is attached.

Their request is that Council install two stop signs at the noted intersection, making it a four-way stop, to help with traffic calming measures. The area of their concern is on the map to the right the speed limit for the majority of this portion of roadway is 50 km/h

Section 10(a) of the Town of Didsbury Traffic Bylaw states that Council is to prescribe where traffic control devices are to be located, including traffic control devices restricting the speed of vehicles.

To adequately address the resident's concerns, the Town has undertaken some review and investigation into the safety concerns brought forward, as follows:

- a) Upon review of enforcement records over the past five years (2021 to present) no speeding tickets or warnings were issued for these five blocks of 16 Street.
- b) Monitoring of 16 Street did not identify excessive speeding, with the most recent monitoring the lunch hour of January 8, 2026 – a notably high traffic volume time. A total of 52 vehicles were observed with an average speed of 36 km/h with a top speed of 53 km/h. All monitoring has been conducted on school days to ensure a wider range of drivers were captured during monitoring.
- c) Town of Didsbury staff vehicle traffic is expected on 16 Street to undertake regular duties and are exempted from the heavy vehicle constraints of the bylaw but are required by Town policies to go the posted or unposted speed limit.
- d) School buses are considered a heavy vehicle for the purposes of the Traffic Bylaw and are therefore only eligible to divert onto 16 Street if they are picking up or dropping off a student.
- e) The *Traffic Safety Act* regulates the unposted speed limit in Town at 50 km/h unless otherwise posted.
- f) The Town of Didsbury Community Peace Officers are specially trained to accurately measure vehicle speed with LiDAR/RADAR devices but are also trained in visual monitoring to assess the approximate speed of oncoming vehicles. To the average passerby without training, it is extremely difficult to judge the speed of a vehicle and determine if the operator is compliant with the speed limit.





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

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

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

Council may determine to approve the placement of stop signs at the intersection.

Alternatively, Council may accept this request from the resident as information.

At this point in time, given the current condition of the roadway, Administration would not recommend placing a four-way stop at the intersection of 16 Street and 18 Avenue. To better address the resident's concerns, Administration can consult with Chinook's Edge School Division to provide a better understanding of the Traffic Bylaw to ensure compliance. Furthermore, the Town is currently undergoing a review of the current Traffic Bylaw and a review of the unposted speed limit in Town to better address safety concerns.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **4. Liveability**

### **RECOMMENDATION**

To accept the request for the placement of two stop signs at the intersection of 16 Street and 18 Avenue as information and continue to regularly monitor 16 Street for moving vehicle compliance.

January 2, 2026

To the Town of Didsbury Council,

I would like council to approve the request to install stop signs on 16th Street (North and South) at 18th Avenue. There are already stop signs on 18th Ave (East and West). We have repeatedly made requests to by-law regarding our concerns around speeding vehicles on 16th Street. During the 4 years that we have lived at this address we have notice increase in speeding AND the increased volume of traffic on 16th Street.. Not only residential vehicles, but also Town of Didsbury work vehicles (trucks, sanders, plowes) AND school buses. Between 20th Avenue and and the 582 there is a four way stop at 22nd Avenue, which is only a 4 block drive. Traffic from 20th Avenue to 15th Avenue is 5 blocks. Vehicles are constantly speeding in both directions.. I see from the Albertan report that there were 60 speeding tickets, 19 of which were in school/playgrounds. 174 warnings; 73 for exceeding speed limits. We realize that there is not enough by-law officers to monitor this situation; and would ask council to recommend the installation of the 2 stop signs on 16th Street & 18th Ave to help with traffic calming. I am unable to attend the council meeting in person due to surgery as I can not drive nor sit for a period of time.

Thank you for your consideration.

Peggy Lyons

Purpose of Presentation: INFORMATION ONLY, Request for stop signs

Desired Resolution: Stop signs (north and southbound) on 16th Street at 18th Ave.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE:	January 27, 2026
SUBJECT:	Council Reports
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	9.0

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### BACKGROUND/PROPOSAL:

Council members will each provide a verbal or written report on any business, committee activity, or professional development opportunities that they have undertaken.

Attached is a written report from Councillor Quantz.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the January 27, 2026 Council Reports as information.

## Norm Quantz, Councillor Report for January 27th, 2006

RE: MVRWSC (Mountain View Regional Water Services Commission)

I attended the monthly meeting at the Plant west of Innisfail. Good news is that the Snow Water equivalent levels at the Skoki Lodge Recording Station in the upper Red Deer River has recorded twice as much snow water than last year as of early January, even more than the largest month recorded in 2025 (May). More of this is needed over several years to replace the water shortage experienced in the Red Deer River.

A number of the Capital Projects from the 2025 budget will be completed in the 2026 construction season. Delays are primarily due to the length of time for hardware delivery.

RE: MPC (Municipal Planning Commission)

I am the Alternate member from Council and attended the first meeting of 2026. MPC agendas are posted on the website when meetings are scheduled. They are held the 2nd and 4th Wednesdays at 4:30. The gallery is open. The meetings are held in Council Chambers.

RE: RDRMUG (Red Deer River Municipal Users Group)

I attended (for the first time) the 2026 Annual General Meeting. This was also the first business meeting of the year. Meetings are held every 2nd month. Municipalities that are able to join this User's Group must source their water from the Red Deer River. This group speaks for about 300,000 Albertans. We advocate on behalf of members for provincial planning of water used from the river.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE:	January 27, 2026
SUBJECT:	Correspondence & Information
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	10.0

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### BACKGROUND/PROPOSAL:

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

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following correspondence items can be found attached.

- Minister of Municipal Affairs – Dan Williams

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence for January 27, 2026 as information.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Peace River*

January 8, 2026

His Worship Christopher Martin Little  
Mayor  
Town of Didsbury  
PO Box 790  
Didsbury AB T0M 0W0

Dear Mayor Little:

Thank you for meeting with me during the Alberta Municipalities Fall 2025 Convention and taking time to discuss infrastructure funding and Intermunicipal Collaboration Frameworks.

I valued our discussion and learning more about your municipality's perspectives. The work municipal leaders do at the local level is vital to the success of communities and our province. I am committed to ensuring your concerns are heard and strongly believe in maintaining our relationship of mutual respect and cooperation to help municipalities thrive.

I appreciate the concerns you raised regarding aging infrastructure in your community and keeping property taxes affordable for residents. It is critically important that municipalities focus on their mandate of delivering core services. I have directed staff to connect with your chief administrative officer to provide a contact at the Ministry of Transportation and Economic Corridors regarding Strategic Transportation Infrastructure Program funding.

I also appreciated hearing your concerns regarding the impact of removing third-party services like libraries from Intermunicipal Collaboration Frameworks. I will be discussing this matter with ministry staff in further detail, and will consider whether further changes are merited.

Representing the needs of your community is an important job, and I look forward to working with you to ensure your community stays strong, safe, and sustainable.

Sincerely,

Dan Williams, ECA  
Minister of Municipal Affairs

cc: Michael Simpson, Chief Administrative Officer  
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division  
Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants Division