



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, November 23, 2021, 6:00 p.m.

Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF AGENDA</u>	
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12.1.	Public Body Confidences - Section 23 of the FOIPP Act	
12.2.	Advice from Officials - Section 24 of the FOIPP Act	
13.	<u>RECONVENE</u>	
14.	<u>ADJOURNMENT</u>	



**Meeting Minutes of the Town of Didsbury
Regular Council Meeting
Held in Council Chambers**

November 9, 2021, 6:00 p.m.

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

Administration Present: Chief Administrative Officer, Ethan Gerner
ACAO/Chief Financial Officer, Amanda Riley
Director of Engineering & Infrastructure, Craig Fox
Director of Community Services, Nicole Aasen
Economic Development & Strategic Operations Coordinator, Alexandra Ross
Manager of Legislative Services, Luana Smith

1. CALL TO ORDER

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

A Moment of Remembrance

- Council heard from WWII Veteran Bill Jepps
- Council viewed a video tribute to Canadian Veterans
- Council observed a moment of silence

Res. 466-21

MOVED by Councillor McCoy

To honour those who have served Canada, past and present, in times of war, military conflict, and peace, and to honor those who have made the ultimate sacrifice for our country so that we may enjoy our freedoms, Council encourages those citizens who can to join as one with our community on your front step at the 11th hour on the 11th day of the 11th month to reflect in 2 minutes of silence on Remembrance Day 2021.

Motion Carried

2. ADOPTION OF AGENDA

Remove Business item: Appointment to DEDAC.

Add Business item: Business Representative to Central Alberta Economic Partnership.

Add the following items to closed meeting in accordance with Division 2 of the *FOIP Act*.

12.1 Section 23: Local public body confidences

12.2 Section 23: Local public body confidences meeting with Alberta Transportation

12.3 Section 27: Privileged information

12.4 Section 24: Advice from officials

Res. 467-21

MOVED by Councillor Engel

To approve the agenda as amended.

Motion Carried

3. DELEGATION/ PRESENTATIONS

3.1 Swearing in of Lucas Rahn as Bylaw Officer for the Town of Didsbury

Sworn in by Luana Smith, Manager of Legislative Services.

3.2 Didsbury & District Museum Year-end Report

4. ADOPTION OF MINUTES

4.1 October 26, 2021 Regular Council & Organizational Meeting Minutes

Res. 468-21

MOVED by Councillor Windsor

To approve the October 26, 2021 Regular Council and Organizational Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS - No Public Hearings

6. BYLAWS & POLICIES

6.1 Bylaw 2021-10 Animal Control Rates (1st Reading)

Res. 469-21

MOVED by Councillor Moore

To grant first reading to Bylaw 2021-10 Animal Control Rates.

Motion Carried

6.2 Bylaw 2021-11 Assessment and Taxation of Manufactured Home Communities (1st Reading)

Res. 470-21

MOVED by Councillor Windsor

To grant first reading to Bylaw 2021-11 Designated Manufactured Home Community.

Motion Carried

7. BUSINESS

7.1 Council Appointments

Res. 471-21

MOVED by Councillor Engel

To approve the 2021/2022 Council Assignment Appointment List as presented.

Motion Carried

7.2 Appointment of Deputy Mayor

Res. 472-21

MOVED by Councillor Moore

To appoint Councillor Engel as Deputy Mayor until the Organizational Meeting in 2022.

Motion Carried

Res. 473-21

MOVED by Councillor Moore

That Council Remuneration Policy COUN 004-21 be brought back for revision with regards to the recent Deputy Mayor appointment.

Motion Carried

7.3 Appointment to Intermunicipal Subdivision and Development Appeal Board (ISDAB)

Res. 474-21

MOVED by Councillor Williams

To appoint Melynda Crampton to the Intermunicipal Subdivision and Development Appeal Board.

Motion Carried

7.4 Appointment to the Municipal Planning Commission (MPC)

Res. 475-21

MOVED by Councillor Moore

To appoint Mel Crothers to the Municipal Planning Commission.

Motion Carried

7.5 CAEP Business Representative

Res. 476-21

MOVED by Councillor McCoy

To request the Didsbury Economic Development Advisory Committee recommend a member to be appointed as the Business Representative for the Town of Didsbury on the Central Alberta Economic Partnership.

Motion Carried

8. REPORTS

8.1 CAO Report

Res. 477-21

MOVED by Councillor Williams

To accept the Chief Administrative Officer's Report for November 9, 2021 as information.

Motion Carried

8.2 Council Reports (Verbal)

Res. 478-21

MOVED by Deputy Mayor Engel

To accept the Council Reports for November 9, 2021 as information.

Motion Carried

9. CORRESPONDENCE & INFORMATION

- 2022-2023 MSI Allocations
- Central Alberta Economic Partnership (CAEP)
- Didsbury and District Historical Society (Didsbury Museum)
- Prairie Whistle Food Co.
- Didsbury Minor Hockey Association
- Didsbury Fun Team Hockey

Res. 479-21

MOVED by Councillor Windsor

To accept the Correspondence provided as information.

Motion Carried

Res. 480-21

MOVED by Deputy Mayor Engel

For Community Relations to set up appointments for a tour of the Didsbury Museum in a timely fashion.

Motion Carried

Res. 481-21

MOVED by Councillor Windsor

To respond to the letters from Didsbury Minor Hockey Association, Didsbury Fun Team Hockey and Prairies Whistle Food Co. reaffirming the principles that Council established in Resolution 401-21 made at the Special Council Meeting on September 16, 2021.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS (Roundtable)

- Council appreciated and thanked Mr. Bill Jepps for giving a presentation at the beginning of the meeting in honour of Remembrance Day.
- Council found the report from the Didsbury & District Historical Society interesting and appreciated the information and presentation that President Rick Astle provided.
- Council is pleased to welcome Officer Lucas Rahn who was sworn in as a Bylaw Officer. He will hold this title until his application and appointments have been made under the Peace Officer Program with the Solicitor General.
- Council is excited and looking forward to working with the Committee Appointments they were assigned to, and appreciated the processes in choosing these committees.
- Mayor Hunter was pleased to announce that the stockpile of railway ties has been removed as promised by CPRail.

11. GALLERY QUESTION PERIOD

12. CLOSED MEETING

Res. 482-21

MOVED by Councillor Baswick

To go into closed meeting in accordance with Division 2 of the *FOIP Act* at 8:36 p.m.

Motion Carried

13. RECONVENE

Res. 483-21

MOVED by Councillor Windsor

To come out of closed meeting at 9:57 p.m.

Motion Carried

Res. 484-21

MOVED by Deputy Mayor Engel

To appoint Mayor Hunter, Councillor Moore and Councillor McCoy to represent Council at a meeting with Alberta Transportation at the event hosted by AUMA during the convention.

Motion Carried

14. ADJOURNMENT

Res. 485-21

MOVED by Councillor Williams

To adjourn the Regular Council Meeting of November 9, 2021 at 9:58 p.m.

Motion Carried

Mayor- Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE November 23, 2021
SUBJECT Bylaw 2021-10 Animal Control Rates
ORIGINATING DEPARTMENT ACAO/CFO
AGENDA ITEM 6.1

BACKGROUND/PROPOSAL:

Council granted first reading to Bylaw 2021-10 Animal Control Rates at the November 9, 2021 Regular Council Meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Below is a summary of the proposed changes:

Description	Current Amount	Proposed Amount
Dog License – intact male/female	\$ 35.00	\$ 40.00
Dog License – altered male/female	\$ 15.00	\$ 20.00
Cat License – intact male/female	\$ 35.00	\$ 40.00
Cat License – altered male/female	\$ 15.00	\$ 20.00
Late Payment Fee	\$ 5.00	\$ 15.00
Date payment deemed late	February 1 st	March 1st
Guide/Medical Dog License	N/A	\$ 0.00
Replacement tag	\$ 6.00	\$ 6.00
Impoundment fees (per day)	\$ 35.00	\$ 40.00
Veterinary service fees – to be paid directly to the clinic.	As set out by the clinic	As set out by the clinic

The proposed bylaw is attached for Council's review and consideration for second reading.

ALIGNMENT WITH STRATEGIC PLAN

Economic Prosperity and Healthy Safe Living

RECOMMENDATION

That Council grant second reading to Bylaw #2021-10 Animal Control Rates.

**TOWN OF DIDSBURY
BYLAW 2021-10
ANIMAL CONTROL RATES**

BEING A BYLAW OF THE TOWN OF DIDSBURY IN THE PROVINCE OF ALBERTA, RESPECTING RATES ARE TO BE CHARGED BY THE TOWN OF DIDSURY FOR ANIMAL CONTROL SERVICES.

WHEREAS, Section 8 of the *Municipal Government Act* Revised Statutes of Alberta 2000, and amendments thereto, authorize a Municipality by bylaw, to establish fees for licenses.

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

1. Title

- 1.1 That this Bylaw may be referred to as the Animal Control Rates Bylaw of the Town of Didsbury.

2. General

- 2.1 That the rates in the attached Schedules be charged for the municipal services as specified.
- 2.2 That GST be applied to the rates pursuant to the statutory requirements of the Canada Customs and Revenue Agency (CRA).
- 2.3 That the following schedules are attached to this Bylaw and form part of this Bylaw:
- 2.3.1 Schedule 'A' Animal Control Rates

3. Amendment to Bylaw Rate and Fee Bylaw

- 3.1 Bylaw 2019-15, being a bylaw to set the Rates and Fees for the Town of Didsbury, is hereby amended by removing from Schedule "D" - Animal Licensing Fees.

4. Effective Date

- 4.1 This Bylaw shall take effect January 1, 2022.

Read a first time on this 9th day of November 2021.

Read a second time on this day of

Read a third time on the this day of

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner

[Type here]

SCHEDULE 'A'
Animal Control Rates

ANNUAL LICENSES

Description	Amount
Dog License – intact male/female	\$ 40.00
Dog License – altered male/female	\$ 20.00
Cat License – intact male/female	\$ 40.00
Cat License – altered male/female	\$ 20.00
Late Payment Fee (after February 28)	\$ 15.00
Replacement tag	\$ 6.00
Impoundment fees (per day)	\$ 40.00
Veterinary service fees – to be paid directly to the clinic.	As set out by the clinic
Guide/Medical Dog License	\$ 0.00



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Council Remuneration Policy COUN 004 – 21
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.2

BACKGROUND/PROPOSAL:

Council approved Policy COUN 004-21 at the September 9, 2021 Regular Council Meeting. Recently Council appointed the position of Deputy Mayor for a 1 (one) year period, and the next Deputy Mayor rotation will not be appointed until the 2022 Organizational Meeting. Therefore, the following clauses must be adjusted:

4.5 “Claims submitted by the Deputy Mayor shall be approved by the Next Deputy Mayor in rotation.”

4.6 “Claims submitted by the Deputy Mayor shall be approved by the Second Next Deputy Mayor in rotation in absence of the Next Deputy Mayor.”

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending that all timesheets, including that of the Deputy Mayor, be submitted to the Mayor for approval and that clause 4.6 be eliminated in its entirety. This practice of approving timesheets is an appropriate level of financial control for Council pay and is used by other municipalities in Alberta.

Please find attached Policy COUN 004-21 with changes noted.

ALIGNMENT WITH STRATEGIC PLAN

An Informed and Engaged Community

RECOMMENDATION

That Council approve COUN 004 – 21 Council Remuneration Policy as presented.



Policy Statement:

The Municipal Government Act (“MGA”) allows for compensation to be made to Elected Officials for duties performed. The Town of Didsbury will provide remuneration and benefits to the elected officials, which reflects the demands of Council and Council’s value to the community. The purpose of this policy is to outline the type and frequency of remuneration for the Town of Didsbury Elected Officials.

1. Remuneration Guidelines

Honoraria

- 1.1 Members of Council shall be compensated with a monthly honorarium at the rates set out in Appendix A.
- 1.2 Members of Council are paid an honorarium for participating in regularly scheduled Organizational Meetings, Regular Council Meetings and non-formal duties. Non-formal duties are activities undertaken by Council due to their position but are neither formal nor related to Council’s governance function and are outlined in Appendix C as non-claimable.
- 1.3 Annually, honoraria, shall be reviewed in accordance with changes in the Alberta Consumer Price Index for the proceeding twelve-month period.

Per Diem

- 1.4 Members of Council may claim Per Diem for participation in formal duties in addition to a monthly honorarium, at the rates set out in Appendix A. Claimable duties are duties undertaken in official capacity related to Council’s governance function and are outlined in Appendix C and Appendix D. The per diem amount is determined by the length of the function.
 - 1.4.1 The call to order and adjournment times for functions shall be used to determine the length of meetings. Unless otherwise agreed to by Committee, claims shall be rounded up to the nearest half hour.
 - 1.4.2 The minimum claim for a meeting is half an hour.
 - 1.4.3 Members of Council may claim remuneration for travel time on the day prior to or after a full day meeting. No travel time may be claimed while travelling on the same day of a full day meeting.
 - 1.4.4 Members of Council that participate in formal duties and are reimbursed by that Committee, Board or Commission shall not claim for those meetings through the Town of Didsbury.
 - 1.4.5 Members of Council that are reimbursed directly by a Committee, Board or Commission shall provide their remuneration annually for inclusion on the audited financial statements.
- 1.5 Alternate representatives are encouraged to attend Committee meetings.
 - 1.5.1 Alternate representatives shall only be paid for two (2) meetings annually that they attend when the primary representative is already attending. These meetings shall be cited on the expense form.
 - 1.5.2 By motion, Council may allow the alternate representative to accompany the primary representative to more than two (2) Committee meetings annually if deemed necessary.

Internet Allowance

- 1.6 Members of Council shall be reimbursed for the use of personal internet at the rates set out in Appendix A.

2. Expenses

- 2.1 Expenses paid out-of-pocket by a Member of Council may be submitted for reimbursement with receipts.

Meals

- 2.2 While traveling on Town business, meals may be claimed at the amount shown on itemized receipts submitted. The actual expense of the meal is the amount shown on the bill, excluding alcoholic beverages, plus a reasonable gratuity of a maximum of 15%.
- 2.3 Members of Council cannot claim for meals that are included in the registration fees of the function, except in special circumstances such as the meal time conflicting with travel schedules or the attendee has another meeting at the same time as the provided meal.

Miscellaneous

- 2.4 Registration fees and miscellaneous charges such as parking, photocopying, taxi services, etc. may be claimed based on the amount shown on submitted receipts.
- 2.5 Costs will not be reimbursed when attending a political party function of any type.
- 2.6 Members of Council will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances as approved by Council.
- 2.7 Council will strive for fiscal responsibility when traveling by such means as carpool, economy travelling, standard accommodations, etc.
- 2.8 Members of Council may claim mileage at the current Canada Revenue Agency per-kilometre rate. No mileage will be reimbursed for travel within Town limits.
- 2.9 Any professional development related expenses must comply with the current Town of Didsbury Council Professional Development policy.
- 2.10 Any other expenses not outlined in this policy must comply with the current Town of Didsbury Travel and Expense Guidelines policy.

3.0 Review of Council Compensation

- 3.1 No later than March 1st in the same year as a general municipal election, Council shall appoint an Ad Hoc Citizens Committee on Council Compensation consisting solely of public-at-large members.
- 3.2 The Ad Hoc Citizens Committee on Council Compensation shall report back to Council within 90 days with recommendations on the remuneration amounts to be established for members of Council elected in that years' general municipal election.

4.0 Submission and Approval of Council Remuneration Forms

- 4.1 Members of Council must utilize the monthly remuneration sheet attached in Appendix B.
- 4.2 The date of the meeting must match the date being claimed, any discrepancies may result in the claim being denied.
- 4.3 Claims submitted by Councillors shall be approved by the Mayor.
- 4.4 Claims submitted by the Mayor shall be approved by the Deputy Mayor.
- 4.5 Claims submitted by the Deputy Mayor shall be approved by the ~~next Deputy~~ **Mayor** in rotation.
- ~~4.6 — Claims submitted by the Deputy Mayor shall be approved by the Second Next Deputy Mayor in rotation in absence of the Next Deputy Mayor.~~
- 4.7 In the event that a remuneration claim is submitted incorrectly, the Member of Council shall be notified relative to the adjustments made from the expense claim approver.

5.0 Effective Date

- 5.1 This policy takes effect October 18, 2021.

6.0 End of Policy

Appendix A – Council Remuneration

Remuneration Type	Frequency	Mayor	Deputy Mayor	Councillor
Honorarium	per month	\$2,308	\$1,369	\$1,369
Additional Meeting Top-Up	per meeting, seminar or function, when attending in place of the Mayor	n/a	\$50	n/a
Per Diem	per hour (to a maximum of \$250 per day)	\$36.50	\$36.50	\$36.50
Internet Allowance	per month	\$21	\$21	\$21



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Governance Committee Appointments
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

There are three (3) Council Governance Committees:

- Strategic Planning Committee
- Policy & Governance Committee
- Performance Evaluation Committee

Administration, in consultation with the Mayor, is proposing to keep the governance committee appointments the same with the incorporation of the two (2) new Council Members.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following are the recommended appointments:

Strategic Planning Committee

Mayor Hunter
Councillor Moore
Councillor Windsor

Policy & Governance Committee

Councillor Moore
Councillor McCoy
Councillor Windsor

Performance Evaluation Committee

Councillor Baswick
Deputy Mayor Engel
Councillor Williams

RECOMMENDATION

Council move to appoint the Council Governance Committees as presented until the Organizational Meeting in 2022. *(With a separate motion for each committee.)*

OR

Council move to amend the Council Governance Committee appoints as follows until the Organizational Meeting in 2022:



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE November 23, 2021
SUBJECT Library Funding Framework
ORIGINATING DEPARTMENT ACAO/CAO
AGENDA ITEM 7.2

BACKGROUND/PROPOSAL

Beginning in the 2021 budget year, Council moved to a per capita funding model for the Town of Didsbury Library Board. Administration is bringing back the funding model for determination of the 2022 and future years.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

An analysis of the towns in the Mountain View County revealed that the average Per Capita Municipal Appropriation in 2021 was \$46.23.

Town	Olds	Carstairs	Didsbury	Sundre	Average
2021 Appropriations	\$395,401	\$195,082	\$244,383	\$130,001	
Population	9184	4077	5268	2729	
Per Capita Appropriation	\$43.05	\$47.85	\$46.39	\$47.64	\$46.23

Administration is proposing a funding model that considers inflation (CPI) each year for a period of three years. After three years, Administration would prepare a review of each of the four (4) libraries noted above and adjust the base payment, if required.

Administration is also proposing to continue to use the census data available at the time of budget approval for determining the total payment. This is due to the fact that at least one funding partner will continue to make payments towards library services based on the most recent census data. Should all funding partners move to the estimated population model, the funding model would be changed at that time.

The CPI rate used should be for the 12 month period ending December 31st of any given year. This information is published early in the following year, before the operating budget is approved.

The proposed calculation would follow the following schedule:

Year 1: Average Per Capita Municipal Appropriation in the year of review * 1 + CPI
Year 2: Year 1 Per Capita Municipal Appropriation * 1 + CPI
Year 3: Year 2 Per Capita Municipal Appropriation * 1 + CPI
Year 4: Review of municipal appropriations required.

If the operating needs of the library change significantly within the next three years, this framework will be reviewed by Council at such time.

ALIGNMENT WITH STRATEGIC PLAN

Economic Prosperity

RECOMMENDATION (2 separate motions)

That Council move to approve the framework for the Town of Didsbury Library Board Municipal Appropriation, which uses the 2021 average Per Capita Municipal Appropriation for libraries in towns within Mountain View County, as a base amount and adjusts for inflation annually; and that the population basis for the funding model be the census data available at time of approval of the budget in any given year.

AND

That Council request that the Town of Didsbury Library Board Municipal Appropriation framework be brought back after three years of implementation, or at which time the operating needs of the library are significantly changed.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Appointment to the Town of Didsbury Library Board
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.3

BACKGROUND/PROPOSAL:

Council appoints members of the public to various boards and committees in which the Town has the authority to do so.

The Town of Didsbury Library Board appointment occurs in accordance with both the *Libraries Act*, Part 1 Section 4(1) and the Town of Didsbury Library Board Bylaw #2020-02.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Town of Didsbury Library Board Bylaw 2020-02 Article 5 states:

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 10 members appointed by Council. This will include one (1) member from the Town of Didsbury Council and one (1) member from Mountain View County Council.

Mountain View County Council has recommended a non-Council member for appointment to the Town of Didsbury Library Board, which is inconsistent with the Town's Bylaw. Therefore, Administration is bringing this item to Council's attention for consideration.

Either Council should direct the Bylaw be updated or, a request sent back to the County to appoint a member of their Council.

ALIGNMENT WITH STRATEGIC PLAN

Organizational Excellence

RECOMMENDATION

That Council move to appoint on an interim basis Mountain View County Council's appointee to the Town of Didsbury Library Board until Town of Didsbury Library Board Bylaw 2020-02 can be amended.

OR

That Council send a response to Mountain View County Council, requesting a Council Member be appointed to the Town of Didsbury Library Board.

TOWN OF DIDSBURY
ESTABLISHMENT OF TOWN OF DIDSBURY LIBRARY BOARD
BYLAW NO. 2020-02

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 5 and not more than 10 members appointed by council. This will include 1 member from the Town of Didsbury Council and 1 member from Mountain View County Council.
6. That Bylaw #05-15 is hereby repealed.

Read a first time on the 14th day of January, 2020.

Read a second time this 28th day of January 2020.

Read a third and final time on this 28 day of April 2020.



Mayor - Rhonda Hunter



Chief Administrative Officer - Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Allocation of Revenues
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.4

BACKGROUND/PROPOSAL:

The Town has a Supplementary Assessment Bylaw allowing the Town's assessor to prepare a pro-rated assessment, which is subsequently taxed, for improved properties that have not yet been taxed in the year. In 2021, the Town issued 4 (four) residential and one non-residential supplementary assessments with an assessment value of approximately \$2.7M, resulting in municipal taxes of \$7,950.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This additional revenue is offset by the portion of Grants in Place of Taxes, which the Province no longer pays. In 2021, Council wrote off \$5,473.

Additional unplanned or unexpected revenue that is received in the year will attribute to a budgetary surplus, or offset a budgetary deficit. Once the year is complete, the yearend surplus goes forward to Council for determining an appropriate allocation of funds in accordance with policy FIN 008.

ALIGNMENT WITH STRATEGIC PLAN

Economic Prosperity

RECOMMENDATION

That Council refer the Allocation of Revenues report to the Strategic Planning Committee for further consideration.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	CAEP Business Representative Appointment
ORIGINATING DEPARTMENT	Economic Development
AGENDA ITEM	7.5

BACKGROUND/PROPOSAL:

The Didsbury Economic Development Advisory Committee (DEDAC) would like to make a recommendation for an appointment of a Business Representative to the Central Alberta Economic Partnership (CAEP) for Council's consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Due to the most recent elections, new appointments have been made to Didsbury's committees, including DEDAC. Appointments to committees include the renewal of appointments to regional organizations, including the Business Representation to the CAEP.

Helen Hafke has been a member in good standing of DEDAC since its inception. This year, Helen became the President of the Chamber of Commerce. Due to the close involvement of the Chamber with our business community and the involvement with DEDAC on economic issues of Didsbury and the region, Helen would make an excellent candidate for CAEP.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority: Economic Development Prosperity

RECOMMENDATION

That Council appoint DEDAC member Helen Hafke, President of the Didsbury & District Chamber of Commerce, as Didsbury's Business Representative to the Central Alberta Economic Partnership.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Endorsement of Nomination to CAEP Board of Directors
ORIGINATING DEPARTMENT	Economic Development
AGENDA ITEM	7.6

BACKGROUND/PROPOSAL:

Didsbury Economic Development has been advised that Helen Hafke has expressed the intention to run for the Board of Directors of the Central Alberta Economic Partnership (CAEP). As the recently reappointed Business Representative, Helen would like to represent Didsbury's economic interest on the CAEP Board of Directors.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Helen Hafke has been the CAEP Business Representative for Didsbury since 2020 and has since been heavily involved in CAEP's events. As a DEDAC member and as the Chamber President, she has a very good understanding of the economic interest, challenges and issues. Having a voice on the Board of Directors for Central Alberta would hugely benefit the Town of Didsbury, its business community and the Town's economic development objectives. Due to the close involvement of the Chamber with our business community and the involvement with DEDAC on economic issues of Didsbury and the region, Helen would make an excellent candidate and voice to represent our area on the CAEP Board of Directors.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority: Economic Development Prosperity

RECOMMENDATION

That Council endorses Helen Hafke's nomination to the Board of Directors for the Central Alberta Economic Partnership.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Invitation from Olds Age Friendly Community Committee
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.7

BACKGROUND/PROPOSAL:

Council received an invitation to attend and participate in a focus group and assist the Age Friendly Committee of the Olds Institute for Community and Regional Development to develop recommendations for affordable and sustainable transportation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

It is recommended that Council appoint one of their members to represent them as part of this exercise.

The event is taking place at the Olds Legion on Tuesday, November 30, 2021 from 9:15 a.m. to 3:30 p.m. Lunch will be provided.

COVID–19 protocols will be in place including mandatory use of masks or face coverings, government identification and required proof of vaccination.

The Age Friendly Committee was endorsed by Town Council on October 13, 2015 and has:

- Developed a Survey following the guidelines as set out by Alberta Government
- Conducted the Survey, which had 210 participants.
- Conducted a questionnaire on Transportation at the community information night, receiving 103 responses.

The facilitated process will look at the following:

- Identify the gaps for affordable and accessible transportation.
- Examine what resources are available.
- Hear and learn how other communities are meeting the gaps.
- Discuss and determine recommendations to close the gaps.

RECOMMENDATION

That Council move to appoint _____ to participate in a focus group and assist the Age Friendly Committee of the Olds Institute for Community and Regional Development to develop recommendations for affordable and sustainable transportation.



AGE FRIENDLY INITIATIVE “Let’s talk transportation”

This is your invitation to attend and participate in a focus group and assist the Age Friendly Committee of the Olds Institute for Community and Regional Development to develop recommendations for affordable and sustainable transportation.

Where: Olds Legion 5241 46 St. Olds

When: Tuesday November 30th 2021

Time 9:15 registration and coffee to 3:30 lunch will be provided

Covid-19 protocols will be in place including mandatory use of masks or face coverings government identification and proof of vaccination will be required.

The Age Friendly Committee was endorsed by Town Council on October 13th 2015 and has:

- Developed a Survey following the guidelines as set out by Alberta Government
- Conducted the Survey which had 210 participants.
- Conducted a questionnaire on Transportation at the community information night that had 103 responses.

On November 30th. in a facilitated process, we will:

1. Identify the gaps for affordable and accessible transportation.
2. Examine what resources are available.
3. Hear and learn how other communities are meeting the gaps.
4. Discuss and determine recommendations to close the gaps.

Please RSVP on or before Monday November 22nd. by contacting:

Erica Sweetman

Phone (403)586-6125

erica@playgroundguy.com

In the event of new Covid restrictions being implemented we will convert to a 2.5 hour recorded ZOOM meeting. Details will follow if necessary.

“**Never doubt** that a small group of thoughtful committed citizens can change the world; indeed, it's the only thing that **ever** has.” - Margaret Mead



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	November 23, 2021
SUBJECT	Canadian Pacific Rail – Letter of Gratitude
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.8

BACKGROUND/PROPOSAL:

At the November 9, 2021 Regular Council Meeting, Mayor Hunter shared the information that the piles of railway ties had been removed. CP indicated that they would be removed in the fall.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

It is important to acknowledge the efforts of Canadian Pacific Railway and their response to the Town's request to remove these piles of ties from within Didsbury's municipal boundaries, as well as the very reasonable timelines in which they were removed.

RECOMMENDATION

Council move that Mayor Hunter send a letter of thanks and appreciation to Canadian Pacific Railway for their efforts in coordinating the timely removal of the piles of railway ties from within Didsbury's municipal boundaries.



CAO Report – November 23, 2021

1. Acronyms (ACAO/CFO)

OH&S = Occupational Health & Safety

PIER = Pensionable and Insurable Earnings Review

WCB = Worker's Compensation Board of Alberta

CAGFO = Canadian Association of Government Finance Officers

2. Electrifying Lights Poles Update (OCAO)

Last Term, Council dedicated funds to electrifying the light poles that are on 20th Avenue. The project was initiated with Fortis on August 8, 2021. Administration has been working with the design team to finalize the plan before construction can begin. The timeline from Fortis has the project completed by February 22, 2022.

3. Municipal Sustainability Initiative (MSI) Allocations (ACAO/CFO)

Below are the 2017-2023 allocation for MSI for the Town of Didsbury:

Town of Didsbury							
Municipal Sustainability Initiative (MSI) Allocations							
2017-2023							
	2017	2018	2019	2020	2021	2022	2023
						(Estimate)	(Estimate)
MSI Capital	821,193	472,281	475,818	783,029	1,016,797	540,506	540,506
BMTG	297,420	316,080	316,080	316,080	316,080	-	-
Additional Top-Up	-	748,470	-	-	-	-	-
MSI Capital	1,118,613	1,536,831	791,898	1,099,109	1,332,877	540,506	540,506
% Increase (decrease)		37%	-48%	39%	21%	-59%	0%
MSI Operating	136,927	169,360	159,336	168,329	172,904	172,904	172,904
% Increase (decrease)		24%	-6%	6%	3%	0%	0%
TOTAL	1,255,540	1,706,191	951,234	1,267,438	1,505,781	713,410	713,410
% Increase (decrease)		36%	-44%	33%	19%	-53%	0%

4. October Action Requests (Financial Services)

Please find attached the October 2021 Action Requests Summary and Details.

Action Requests
October, 2021

<u>Department</u>	<u>Previous Outstanding</u>	<u>Current Monthly Requests</u>	<u>Completed</u>	<u>Total Outstanding</u>
Administration		8	8	0
Arena		0	0	0
Community Services		0	0	0
Municipal Enforcement		13	13	0
Parks		0	0	0
Pool		0	0	0
Public Works		14	14	0
Totals	0	35	35	0

**Action Requests Detail Report
October 2021**

**# of
Requests**

Administration

5 Finance

Missing utility invoices, Set up water/sewer, Applying for garbage/waste pickup, Payment not reflected on bill, Clarification of TOD bill

1 Planning

Info to build decks

1 Legislative

How to vote

1 Other

Construction & Event vehicles causing frustration

Municipal Enforcement

4 Animals

Cat trap, Trapped cat, Dog barking, 2 aggressive dogs in alley

4 Vehicles

Occupied vehicle parked on wrong side of road, SUV and camper parked on road idling, Car parked blocking garbage bins, Many vehicles parked in driveway & back alley

3 Property

Living in trailer, Building graffitied, Dumping garbage on personal property

Streets

1 Events vehicles blocking mailbox

Noise

1 Noise complaint with neighbor

Public Works

8 Streets

Potholes at 19 Ave and 22st, Pavement fix, Pavement fix, Playground sign, North side of tracks grading, Grade back alley, Paving on 23 Street issues, Alley between 18 & 19 Ave flooded

1 Sidewalks

Wheelchair ramp at 19th Ave & 16 Street

1 Water / Sewer

Water connection

2 Solid Waste

Remove large boxes, Calling Town staff

1 Property

Service at Fire hall

1 Cemetery

Filling in a plot

35 Total for October
