



## TOWN OF DIDSBURY AGENDA

### Regular Council Meeting

Tuesday, September 23, 2025, 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>	
4.	<u>ADOPTION OF MINUTES</u>	
4.1	September 9, 2025 Council Meeting Minutes	2
5.	<u>PUBLIC HEARINGS</u>	
6.	<u>CAO REPORT</u>	7
	<ul style="list-style-type: none"><li>• Development Permits as at September 18, 2025</li><li>• East Reservoir Project Update</li><li>• Good News Bulletin</li></ul>	
7.	<u>BYLAWS &amp; POLICIES</u>	
7.1	Rescinding of Policy FIN 002 Application for Property Tax Exemption	11
7.2	Municipal Policing Committee Bylaw 2025-17	14
8.	<u>BUSINESS</u>	
8.1	Old Fire Hall Reserve Fund	21
8.2	Franchise Fees 2026	22
8.3	SD24-003 Conditionally Approved Subdivision Time Extension	24
8.4	Didsbury Aquatic Centre - Scheduling Survey Results	39
9.	<u>COUNCIL REPORTS &amp; MEETING HIGHLIGHTS</u>	40
10.	<u>CORRESPONDENCE &amp; INFORMATION</u>	41
	<ul style="list-style-type: none"><li>• Dog Park Correspondence</li><li>• Minister of Alberta Transportation and Economic Corridors</li><li>• Veteran's Week</li></ul>	
11.	<u>QUESTION PERIOD</u>	
12.	<u>CLOSED MEETING</u>	
12.1	Mountain View Regional Water Services Commission - as per section 28 of the Access to Information Act	
12.2	Economic Developers Association of Canada - as per section 29 of the Access to Information Act	
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:	September 23, 2025
SUBJECT:	September 9, 2025 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	4.1

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### BACKGROUND/PROPOSAL:

The minutes of the September 9, 2025 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 September 9, 2025 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on  
Held on September 9, 2025 in Council Chambers 1606 14 Street  
Commencing at 6:00 p.m**

Council Members Present Mayor Rhonda Hunter  
Deputy Mayor Curt Engel  
Councillor John Baswick  
Councillor Dorothy Moore  
Councillor Bill Windsor

Administration Present Acting CAO/Chief Financial Officer, Amanda Riley  
Director of Community Services, Nicole Aasen  
Economic Development Officer, Alexandra Ross  
Legislative Services Coordinator, Jocelyn Baxter  
Nelisha Bruce, Council and Community Relations Coordinator  
Lisa Bastarache, Communications Coordinator

**1. CALL TO ORDER**

Mayor Hunter called the September 9, 2025 Regular Council Meeting to order at 6:00 p.m.

**2. ADOPTION OF THE AGENDA**

**Res. 466-25**

MOVED by Deputy Mayor Engel

To adopt the September 9, 2025 Regular Council Meeting agenda as presented.

**Motion Carried**

**3. DELEGATIONS/PRESENTATIONS - No delegations or presentations.**

**4. ADOPTION OF MINUTES**

**4.1 August 26, 2025 Regular Council Meeting Minutes**

**Res. 467-25**

MOVED by Councillor Moore

To adopt the August 26, 2025 Regular Council Meeting minutes as presented.

**Motion Carried**

**5. PUBLIC HEARINGS - No public hearings**

**6. CAO REPORT**

**6.1 September 9, 2025 CAO Report**

**Res. 468-25**

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for September 9, 2025 as information.

**Motion Carried**

**7. BYLAWS & POLICIES**

**7.1 Rescinding DOSCA Policies**

**Res. 469-25**

MOVED by Councillor Moore

To rescind CS – 102 – Didsbury Out of School Care Association (DOSCA) Policy.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 470-25**

MOVED by Councillor Moore

To rescind CS – 103 – Summer Fun Policy.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried****Res. 471-25**

MOVED by Councillor Moore

To rescind CS – 101 – Didsbury Out of School Care Association (DOSCA) Reserve Policy.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried****7.2 COUN 001-25 Council Remuneration and Professional Development Policy****Res. 472-25**

MOVED by Councillor Windsor

To approve a Professional Development Budget of \$8,500 for Councillors and \$10,500 for the Professional Development Budget for Mayor.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel		X
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried****Res. 473-25**

MOVED by Councillor Moore

To rescind COUN 001-24 Council Remuneration and Professional Development Policy effective October 21, 2025.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor		X

**Motion Carried**



**Res. 474-25**

MOVED by Councillor Moore

To adopt COUN 001-25 Council Remuneration and Professional Development Policy effective October 21, 2025.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor		X

**Motion Carried**

## 8. **BUSINESS**

### 8.1 **Meeting with Minister of Municipal Affairs**

**Res. 475-25**

MOVED by Deputy Mayor Engel

To request a Meeting with the Minister of Municipal Affairs at the Alberta Municipalities Convention in November 2025.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 476-25**

MOVED by Councillor Moore

That Council propose to the Minister of Municipal Affairs an alternative meeting location option other than the Alberta Municipalities Convention should it be more accommodating to the Minister to meet at the McDougal Centre or the Legislative Assembly.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter		X
Deputy Mayor Engel		X
Councillor Baswick		X
Councillor Moore	X	
Councillor Windsor		X

**Motion Defeated**

### 8.2 **Capital Budget Amendment - Memorial Complex Eavestrough Repairs**

**Res. 477-25**

MOVED by Councillor Baswick

To amend the Memorial Complex Eavestrough Project cost to a total of \$38,500, an addition of \$8,500, to be funded from operating, using excess funds from the Complex Repairs and Maintenance budget line, and to amend the 2025 capital and 2025 operating budgets accordingly.

	<b>For</b>	<b>Opposed</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

### 8.3 RCMP Multi-Year Financial Plan

#### Res. 478-25

MOVED by Councillor Windsor

To approve the Didsbury Municipal Detachment Multi-Year Financial Plan for April 1, 2026 to March 31, 2031 in principle; any service level changes require approval from Council prior to implementation.

	For	Opposed
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

#### Motion Carried

## 9. COUNCIL REPORTS AND MEETING HIGHLIGHTS

### 9.1 September 9, 2025 Council Reports

#### Res. 479-25

MOVED by Councillor Moore

To accept the September 9, 2025 Council Reports as information.

#### Motion Carried

#### Highlights

- CAO Report
- Council Remuneration and Professional Development Policy

## 10. CORRESPONDENCE & INFORMATION – *no correspondence*

## 11. QUESTION PERIOD

## 12. CLOSED MEETING – *no closed meeting items*

## 13. RECONVENE

## 14. ADJOURNMENT

#### Res. 480-25

MOVED by Councillor Windsor

To adjourn the September 9, 2025 Regular Council Meeting at 7:12 p.m.

#### Motion Carried

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Mayor - Rhonda Hunter

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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: 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 September 23, 2025.

### 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 September 23, 2025 as information.



## CAO Report – September 23, 2025

### 1. Development Permits Issued as at September 18, 2025

Please see attached the Development Permits Issued as at September 18, 2025.

### 2. East Reservoir Project Update

The East Reservoir project has continued to progress. The slab concrete has been completed and the walls are now being formed. Over the next couple months, the rebar will be installed and the forms buttoned up. Concrete will be poured in several segments to allow for curing and to limit shrinkage. Long lead items are on order and there are no anticipated delays at this time.

### 3. Community Services – Good News Bulletin

Please see attached a Good News Bulletin.

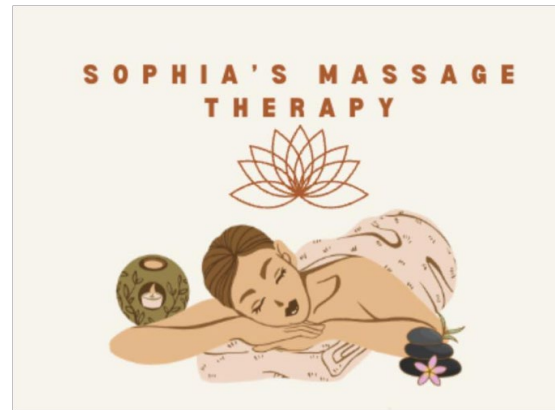
## *CAO Report: Developments as of September 18, 2025*

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 25-068	1601 – 15 Avenue	Retail (Personal Services)	Sophia's Massage Therapy c/o Rong Gao	Aug 20, 2025
DP 25-069	2128 – 21 Avenue	Dwelling, Semi-Detached	MasterBuilt Projects Ltd (a/o)	Sept 10, 2025
DP 25-070	1408 – 20 Avenue	Accessory Building - Garage	Peak 2 Crete Contracting Ltd. (a) Susan Stewart (o)	Sept 10, 2025
DP 25-071	14, 1190 – 15 Ave	Dwelling, Manufactured Home & Deck	Munro, Jeff (a) 1113816 Alberta Ltd. (o)	Sept 11, 2025

**DP 25-068:** Sophia's Massage is located in the Didsbury Business Centre (across from the High School)



**DP 25-069:** Dwelling, Semi-Detached



### *Municipal Planning Commission (Discretionary Use) Decisions:*

*Our next MPC Meeting will be on October 8, 2025 with 3 Development Permit files and 1 Subdivision file*

**Didsbury Aquatic Centre**—Members of the Didsbury Aquafit group gathered on Monday, September 15, 2025 to honour long-time Aquafit supporters, Ray and Arlene Herrick and a generous donation made in their names.

Arlene joined Aquafit (an in-pool fitness program) 31 years ago and was a faithful participant until she and her husband, Ray, moved to Calgary in 2024. Ray joined the group 10 years after Arlene, when he retired. He was a member for 20 years.

When Ray passed away last year, the Aquafitters decided to take up a collection to raise money to purchase a new wall clock for the Didsbury Aquatic Centre. They raised more than enough and, in fact, had funds left over to also add some water dumbbells for everyone to use in the pool. Ray's brother made a generous donation of \$1000 so that a complete class set could be purchased.

On Monday, Arlene was joined by family members, friends, former neighbours, and many members of the Didsbury Aquafit group to officially celebrate the new clock and dumbbells.







## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE:	September 23, 2025
SUBJECT:	Rescinding of Policy FIN 002 Application for Property Tax Exemption
ORIGINATING DEPARTMENT:	Corporate Services
ITEM:	7.1

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### **BACKGROUND/PROPOSAL:**

Policy FIN 002 Application for Property Tax Exemption is a policy intended to outline the requirements for Not-For-Profit Organizations to apply for property tax exemptions under section 362(n) of the *Municipal Government Act (MGA)* and the *Community Organization Property Tax Exemption Regulation (COPTER)*.

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

This policy has been reviewed due to recent changes to the COPTER. The requirements for exempting property under this section are regulated by the MGA and the COPTER, therefore a governance policy is not required and Administration is recommending rescinding of Policy FIN 002 Application for Property Tax Exemption.

There will be a Standard Operating Procedure developed by the Corporate Services department outlining an administrative procedure related to property tax exemptions for those Not-For-Profit Organizations that fall under the requirements of the MGA.

### **ALIGNMENT WITH STRATEGIC PLAN**

5. Governance & Organizational Excellence

### **RECOMMENDATION**

To rescind Policy FIN 002 Application for Property Tax Exemption.



**TOWN OF DIDSBURY POLICY # FIN 002**  
**POLICY NAME: Application for Property Tax Exemption**

TOWN OF DIDSBURY POLICY INDEX	
<b>Policy Number:</b>	FIN 002
<b>Policy Title:</b>	Application for Property Tax Exemption
<b>Approval Date:</b>	January 27 <sup>th</sup> 2015
<b>Date to be Reviewed:</b>	2020
<b>Responsible Department:</b>	Financial Services
<b>Related Bylaws:</b>	

**Policy Statement:**

The Town of Didsbury understands the necessity to provide guidelines for approval of applications for property tax exemption under Sections 351, 361 and 365 of the Municipal Government Act.

**1. Definitions**

- 1.1 Council means the Council of the Town of Didsbury, in the Province of Alberta.

**2. Responsibilities**

2.1 Council

- 2.1.1 Shall receive recommendations for property tax exemptions from Chief Financial Officer or their designate.
- 2.1.2 Shall approve annual property tax exemptions by resolution or Bylaw.

2.2 Chief Administrative Officer or designate

- 2.2.1 Shall receive recommendations for property tax exemptions from the Chief Financial Officer.
- 2.2.2 Shall make recommendations to Council for approval of property tax exemptions.

2.3 Chief Financial Officer or designate

- 2.3.1 Shall receive applications for property tax exemptions.
- 2.3.2 Shall consult with the Municipal Assessor regarding taxable status of property and possible eligibility.
- 2.3.3 Shall determine if applicants meet eligibility criteria for property tax exemption.
- 2.3.4 Shall make recommendations to Council for all applications for property tax exemptions.

**3. Guidelines**

- 3.1 Council may exempt property held by a non-profit organization to any extent it feels appropriate.





**TOWN OF DIDSBURY POLICY # FIN 002**  
**POLICY NAME: Application for Property Tax Exemption**

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- 3.2 The property must meet the eligibility requirements of the Municipal Government Act, Section 362 (n)(iii) which includes, “property that is used for a charitable or benevolent purpose that is for the benefit of the general public, and owned by the Crown in right of Alberta or Canada, a municipality or any other body that is exempt from taxation and held by a non-profit organization.”
- 3.3 Any non-profit organization can apply for a property tax exemption under Section 364 of the Municipal Government Act, which states that “a Council may by By-law, exempt from taxation under this division, property held by a non-profit organization.”
- 3.4 Groups which are charitable or benevolent in nature and provide a benefit to the general public can apply for a property tax exemption. Such groups may hold premises which do not meet the ownership requirements of Section 362 (n) of the Municipal Government Act.
- 3.5 Membership in the organization and use of its services shall not be limited by race, culture, ethnic origin, religious belief, sexual orientation, or any other unreasonably restrictive criteria.
- 3.6 The organization should have been active in the municipality for a period of at least one year before the date that Council considers the application for property tax exemption.
- 3.7 The exemption granted may apply to the entire property, or could apply only to the site indicated on the application.
- 3.8 The municipal assessor shall be consulted to determine if all or part of the property qualifies for an exemption.
- 3.9 Applications for property tax exemption must be received by November 30<sup>th</sup> of each calendar year. Late applications will not be considered.
- 3.10 Applicants will be notified by December 31<sup>st</sup> of each calendar year if their application has been approved or rejected, and indicate which portion of the property taxes have been exempted, if any.
- 3.11 Organizations must apply for exemption annually, in order to ensure that they continue to meet the eligibility guidelines.

**4. End of Policy**



## 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: 7.2

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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 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.  
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### 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 may grant first reading to Bylaw 2025-17 and make recommendations on amendments to be made prior to the bylaw when presented for second reading.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

That Council grant first 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 designate(s), 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 *Protection of Privacy 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. The Committee, nor any Member, shall have the power to pledge the credit of the Town in connection with any matters whatsoever.
- 10.5. 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

Read a second time this

Read a third and final time this

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Mayor – Rhonda Hunter

---

Chief Administrative Officer – Michael Simpson



ALBERTA  
PUBLIC SAFETY AND EMERGENCY SERVICES

---

*Office of the Minister  
Deputy Premier of Alberta  
MLA, Calgary-West*

AR 31972

September 11, 2025

Her Worship Rhonda Hunter  
Mayor  
Town of Didsbury  
PO Box 790  
Didsbury AB T0M 0W0  
[rhunter@didsbury.ca](mailto:rhunter@didsbury.ca)

Dear Mayor Hunter:

Thank you for your August 28, 2025 correspondence, requesting to withdraw from the Southern Alberta Regional Policing Committee.

The *Police Amendment Act* (Act) passed in December 2022, includes measures that will increase transparency, accountability, and civilian involvement in policing. The legislation creates formal governance bodies for communities policed by the Royal Canadian Mounted Police (RCMP) in Alberta, giving them a mandatory role in setting policing priorities and performance goals, among other responsibilities that were not previously available.

The Act states that communities with a population under 15,000, with municipal RCMP contracts, will be represented by regional governance bodies. However, those communities have the option to opt out and form their own municipal policing committees, with my approval.

I understand the Town of Didsbury wishes to opt out of the Southern Alberta Regional Policing Committee and to form its own municipal policing committee. I acknowledge and approve the town's request. The new municipal policing committee will be responsible to ensure alignment of duties and functions with subsection 4(2) of the Police Governance (Ministerial) Regulation and my ministry will work with the town to ensure these standards are met.

Please continue to keep my ministry's Contract Policing and Policing Oversight Unit informed about your progress in this matter. The team will be pleased to work with the town as you establish the town's municipal policing committee. The team welcomes any questions you may have. The team can be reached by email at [AlbertaPoliceGovernance@gov.ab.ca](mailto:AlbertaPoliceGovernance@gov.ab.ca).

.../2

The Police Governance (Ministerial) Regulation states that a municipality may appoint between three and seven members to a municipal policing committee. Once the town's municipal appointments have been finalized, I may proceed with adding provincial appointees to your municipal policing committee.

If the provincial appointment process is initiated, my ministry staff will contact your office, and/or the Didsbury Municipal Policing Committee. The number of provincial appointees will depend on the municipal bylaw that describes the composition and size of the Didsbury Municipal Policing Committee.

Thank you for everything you do to help keep Alberta's communities safe and secure and for your commitment to excellence in civilian governance. I look forward to continuing our strong working relationship.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a long horizontal stroke extending to the right.

Honourable Mike Ellis  
Deputy Premier of Alberta  
Minister of Public Safety and Emergency Services

cc: Tara Sawyer  
MLA, Olds-Didsbury-Three Hills





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE:	September 23, 2025
SUBJECT:	Old Fire Hall Reserve Fund
ORIGINATING DEPARTMENT:	Corporate Services
ITEM:	8.1

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### **BACKGROUND/PROPOSAL:**

The Old Fire Hall/Film Location Reserve is a Municipal Specific Purpose reserve intended to maintain resources for the demolition/removal of the old fire hall/film location property located at 2101 19 Avenue.

The property was listed for sale and sold effective September 10, 2025, therefore there is no future use for this reserve fund as defined by Reserve Policy FIN 007-24.

The reserve balance is \$25,500.

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

Council may choose to eliminate the fund after moving the funds to another reserve. Administration recommends that the funds be moved into the Strategic Initiatives and Contingency Reserve. Once the funds are depleted, the reserve fund is closed as stated in Reserve Policy FIN 007-24.

### **ALIGNMENT WITH STRATEGIC PLAN**

5. Governance & Organizational Excellence

### **RECOMMENDATION**

To transfer \$25,500 from the Old Fire Hall/Film Location Reserve to the Strategic Initiatives and Contingency Reserve.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: September 23, 2025  
SUBJECT: Franchise Fees 2026  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 8.2

---

### BACKGROUND/PROPOSAL:

ATCO Gas and Fortis Alberta request an annual review of the Franchise Fee Rates, which are set by the Town of Didsbury Council.

#### **ATCO Gas**

ATCO Gas pays the Town of Didsbury a franchise fee which is based on a percentage of ATCO's Delivery Tariff. This percentage is currently set at 25%. The maximum rate for ATCO Franchise Fees is 35%. The impact of a rate increase would translate to natural gas consumers as an increase to their monthly natural gas bills.

#### **Fortis Alberta**

Fortis Alberta pays the Town of Didsbury a franchise fee which is based on a percentage of Fortis' Distribution and Transmission. This percentage is currently set at 17%. The impact of a rate increase would translate to electrical consumers as an increase to their monthly electricity bills.

As a consumer of both natural gas and electric, the Town of Didsbury's expenses would also be impacted by a rate increase. Even before a franchise fee increase, utility bills will increase due to other increases set in place by the utility companies.

The rates charged in surrounding municipalities are as follows:

Comparisons as of April 1, 2025									
	Cremona	Sundre	Carstairs	Didsbury	Innisfail	Olds	Airdrie	Bowden	Crossfield
Natural Gas (ATCO)	23%	n/a	25%	25%	28%	30%	29.6%	22%	20%
Electric (Fortis)	10%	12%	10%	17%	18%	20%	20%	15%	17%

Annually, ATCO and Fortis provide franchise fee calculators to show the estimated impact of a change in the franchise fee rate. Below is a summary of pertinent information from the calculator.

ATCO Rate (max 35%)	26% (+1%)	30% (+5%)	35% (+10%)
Estimate Additional Revenue	\$22,200	\$81,000	\$154,500
Impact on Avg. Residential Customer* Bill per year	\$5.63	\$28.19	\$56.39
Impact on Avg. Residential Customer* Bill per month	\$0.47	\$2.35	\$4.70
*Avg. residential customer using 115 GJ per year (approx. 9.6 GJ per month)			



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

Fortis Rate (max 20%)	18% (+1%)	19% (+2%)	20% (+3%)
Estimate Additional Revenue	\$20,000	\$50,000	\$70,000
Impact on Avg. Residential Customer* Bill per year	\$10.00	\$18.00	\$28.00
Impact on Avg. Residential Customer* Bill per month	\$0.83	\$1.50	\$2.33
*Avg. residential customer using 7500 kWh per year (approx. 625 kWh per month)			

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

ATCO Gas and Fortis Alberta have requested a decision from Council on this matter by November 1, 2025.

This decision will have an impact on the 2026 Operating Budget and any decision will be incorporated into the budget.

Council may decide to keep franchise fees the same for 2026 or change one or both rates.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To maintain the existing ATCO Gas franchise fee percentage for the 2026 calendar year at 25% and to maintain the existing Fortis Alberta franchise fee percentage for the 2026 calendar year at 17%.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: September 23, 2025  
SUBJECT: SD 24-003 Conditionally Approved Subdivision Time Extension  
ORIGINATING DEPARTMENT: Planning & Development  
ITEM: 8.3

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### **BACKGROUND/PROPOSAL:**

A subdivision proposal must work through the following steps prior to the new lots being registered with Land Titles:

- (a) Submission of an application for subdivision, this will be circulated to adjacent landowners and relevant government agencies for review and comment.
- (b) The proposal is presented to the Municipal Planning Commission ("MPC") for consideration.
- (c) If the subdivision is granted conditional approval by MPC, a Notice of Decision is issued that outlines the conditions of approval as well as the length of time that the proposed subdivision is valid.
- (d) Endorsement: once all the conditions have been satisfied an endorsement package is completed and provided to the applicant/landowners' Alberta Land Surveyor.
- (e) The Alberta Land Surveyor will submit the required documents to Land Titles for registration. This is when the new legal land description is issued.

MPC considered the subdivision application for the creation of 75 new residential lots as Phase 1 for the Copperview Landing Area Structure Plan ("ASP"). The proposal was conditionally approved by MPC subject to eight conditions. The conditional approval is valid for a period of one year from the time of the approval.

### **Key Dates, Communication and Information:**

Application Submitted	March 26, 2024
MPC Approval	July 24, 2024, MPC approved the subdivision for the creation of 75 residential lots subject to 8 conditions.
Extension Request received	Written request received Sept. 10, 2025

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

Subdivision applications are presented to MPC for consideration and the decision for a subdivision is rendered by MPC. The review of a subdivision includes compliance with the *Municipal Government Act* Section 654(1)(a)(b), and (c), Matters Related to Subdivision and Development Regulation Section 9 (a-i) as well as statutory documents, Municipal Development Plan, Area Structure Plan and the Land Use Bylaw.

The applicant/landowners were provided with a written Notice of Decision dated July 25, 2024 that outlined the subdivision is **valid for a period of one year allowing until July 24, 2025** to complete all of the conditions of approval.

The *Municipal Government Act* outlines subdivision registration in Section 657 (1) noted below:

#### ***Municipal Government Act (MGA) Section 657(1)(a), and (6)***

- (1) An applicant for subdivision approval must submit to the subdivision authority the plan of subdivision or other instrument that effects the subdivision within one year from the latest of the following dates:
  - (a) The date on which the subdivision approval is given to the application;



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

- (6) The council may grant one or more extension of
- (a) the one-year period referred to in subsection (1), or
  - (b) the one-year period referred to in subsection (5),
- Whether or not the time period under those subsections has expired.

The applicant has been working on the conditions of approval; however, the plan of subdivision has not been submitted. The applicant has requested more time to complete the outstanding conditions of the subdivision.

### Matters Related to Subdivision and Development Regulation

#### Part 4 Section

#### Endorsement

- 25 When a subdivision authority endorses an instrument pursuant to section 657 of the Act, the endorsement must contain at least the following information:
- (a) the percentage of school reserve or municipal reserve or municipal and school reserve required to be provided under the Act, if any;
  - (b) the percentage of money required to be provided in place of all or part of the reserve land referred to in clause (a), if any;
  - (c) the percentage of reserve land referred to in clause (a) ordered to be deferred, if any;
  - (d) the area covered by an environmental reserve easement, if any.

The applicant has requested a one year time extension to allow them time to complete all outstanding conditions for the subdivision. The landowners have signed a Development Agreement and provided securities in relation to the construction work for the installation of municipal services within the road right of way of Range Road 15/10<sup>th</sup> Street.

Administration has been working with the applicant/landowners through the process to help them understand and complete the subdivision conditions. They submitted a time extension request to allow more time to complete the outstanding conditions of the subdivision. Below is a list of the conditions of the subdivision approval and explanations for each of the conditions:

- 1) Subdivision is carried out by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89) the Land Titles Act;
  - **This documentation is completed by an Alberta Land Surveyor and submitted to our office to finalize the endorsement.**
- 2) All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Town of Didsbury [Section 654 (1)(d) of the Municipal Government Act];
  - **This will be confirmed at the finalization of endorsement**
- 3) Endorsement Fee of \$7500 in accordance with Planning and Business License Rates and Fees Bylaw 2023-01.
  - **This is required prior to finishing the endorsement for the subdivision.**
- 4) Municipal Reserves in accordance with Section 661 of the *Municipal Government Act* are to be dedicated as shown on the conditionally approved Tentative Plan of Subdivision and shall be registered by an instrument acceptable to the Land Titles Office.
  - **This documentation is completed by an Alberta Land Surveyor and submitted to our office to finalize the endorsement.**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

- 5) The applicant shall enter into a Development Agreement with the Town of Didsbury in accordance with Section 655 of the *Municipal Government Act*. The Development Agreement shall address such matters including but not limited to the following:
- The construction of municipal improvements;
  - The provision of necessary utilities, easements and right of ways;
  - Offsite levy requirements;
  - Water and waste water requirements;
  - Storm water management requirements;
  - Security requirements;
  - Inspection provisions.
- As required, the Development Agreement may be registered via Caveat on the title of the affected land that provides the nature and intent of the agreement.
- **An Agreement was signed June 3, 2025**
- 6) The applicant shall dedicate those lands as identified on the conditionally approved Tentative Plan of Subdivision as environmental reserve in accordance with Section 664 of the *Municipal Government Act*. A qualified land surveyor shall include the lands identified as environmental reserve on the plan of subdivision.
- **This documentation is completed by an Alberta Land Surveyor and submitted to our office to finalize the endorsement.**
- 7) A Restrictive Covenant that includes the Town of Didsbury as a signatory shall be registered on the titles of proposed lots 9 - 20 adjacent to the MR lands at the top of the bank outlining development restrictions specific to those lots as outlined in the Geotechnical Report prepared by McIntosh Lalani Engineering Ltd.
- **This document needs to be provided to our office for review and signing prior to finalizing the endorsement.**
- 8) The applicant shall provide to the Town confirmation of acceptance of a Traffic Impact Analysis by Alberta Transportation and Economic Corridors.
- **The Report has been received by our office.**

As outlined in the subdivision Notice of Decision the applicant/landowners had one year to complete the conditions of subdivision approval and have the subdivision remain valid. If the conditions are not met within the allotted time frame the conditional approval would be deemed not valid and expire. If an application for subdivision is expired and a time extension is not granted, the applicant/landowners would be required to submit a new subdivision application that would be subject to application fees as well as the subdivision process of circulation and presentation to MPC for consideration.

Administration can support approval of the requested one year time extension for the conditionally approved subdivision file #SD 24-003.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence



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

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

### **RECOMMENDATION**

To approve the requested time extension for Subdivision SD 24-003 of one year for the conditionally approved subdivision to remain valid and allow until July 24, 2026 to complete all outstanding conditions.



## NOTICE OF DECISION - APPROVAL

July 25, 2024

File No.: SD 24-003

Sent via email: [REDACTED]

Latitude Engineering  
[REDACTED]

Dear Josh Edwards:

**Re:** Proposed Subdivision for Phase 1 of Copperview Landing ASP  
**Legal:** NE 19-31-1-5  
**Proposal:** Subdivide 75 lots for the development of Phase 1 of the ASP

The above noted subdivision application for **NE 19-31-1-5** to create 75 parcels was considered by the Municipal Planning Commission on July 24, 2024. The application was **APPROVED**.

The following policies were taken into consideration by the Municipal Planning Commission when reviewing the application:

Municipal Development Plan Bylaw 2012-09	<p><b>Section 3.2 Polices and Strategies</b> <b>Residential Development</b> 3.2.18 Residential development shall occur as generally indicated on <b>Map B, Residential Lands</b>.</p> <p><b>6.0 Open Space, Parks and Schools</b></p>
Copper View Landing ASP Bylaw 2011-04	<p><b>7.0 Land Use Policy Areas and Symbols</b> <b>7.1 Residential Area</b> <b>7.1.1 Purpose:</b> The purpose describes the provision of a range of housing options. ➤ This proposal is in compliance with this purpose as there are two residential areas being proposed.</p> <p><b>7.1.2 Policies,</b> the policies provide a detailed description of the variety of housing types to be provided within the ASP Area. ➤ The proposed redesignation will allow for the future development of a variety of housing types within this area.</p> <p><b>Figure 9: Land Use Plan:</b> The proposed redesignation is in alignment with Figure 9.</p>
Land Use Bylaw Bylaw 2019-04	<p><b>Section 4: Land Use Districts</b> <b>R1: Residential District – Single Detached</b> <b>General Purpose:</b> To provide for the development of single detached dwelling units, with a minimum size requirement which are connected to municipal sewer</p>



	<p>and water systems</p> <p><b>R2: Residential District - General</b></p> <p><b>General Purpose:</b> 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.</p> <p><b>REC: Recreation/Open Space District</b></p> <p><b>General Purpose:</b> To provide for the development of open space and active and passive recreational areas at the local, neighbourhood and municipal levels.</p>
--	---

As required by the Municipal Government Act and the Subdivision and Development Regulations, the Municipal Planning Commission approved the subdivision application for the following reasons:

1. Compliance with the Municipal Government Act (MGA): Section 654 (1) (a), (b), (c).
2. Compliance with the Matters Related to Subdivision and Development Regulation: Section 9(a-i).
3. Compliance with Statutory Plans (Municipal Development Plan (MDP) Bylaw 2012-09 and Copperview Landing ASP Bylaw 2011-04).
4. Compliance with the Land Use Bylaw (LUB) 2019-04.
5. The impact on adjacent landowners is acceptable after consideration of the submissions made by surrounding landowners as a result of the circulation process and the evaluation of the Town's Statutory Plans, Land Use Bylaw.

The **approval** for your Subdivision application is subject to the following conditions:

- 1) Subdivision is carried out by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89 of the Land Titles Act];
- 2) All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Town of Didsbury [Section 654 (1)(d) of the Municipal Government Act];
- 3) Endorsement Fee of \$7500 in accordance with Planning and Business Licence Rates and Fees Bylaw 2023-01.
- 4) Municipal Reserves in accordance with Section 661 of the Municipal Government Act are to be dedicated as shown on the conditionally approved Tentative Plan of Subdivision and shall be registered by an instrument acceptable to the Land Titles Office.
- 5) The applicant shall enter into a Development Agreement with the Town of Didsbury in accordance with Section 655 of the Municipal Government Act. The Development Agreement shall address such matters including but not limited to the following:
  - a. The construction of municipal improvements;
  - b. The provision of necessary utilities, easements and right of ways;
  - c. Offsite levy requirements;
  - d. Water and waste water requirements;
  - e. Storm water management requirements;
  - f. Security requirements;
  - g. Inspection provisions.

As required, the development agreement may be registered via caveat on the title of the affected land that provides the nature and intent of the agreement.

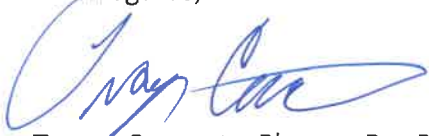
- 6) The applicant shall dedicate those lands as identified on the conditionally approved Tentative Plan of Subdivision as environmental reserve in accordance with Section 664 of the Municipal Government Act. A qualified land surveyor shall include the lands identified as environmental reserve on the plan of subdivision.
- 7) A Restrictive Covenant that includes the Town of Didsbury as a signatory shall be registered on the titles of proposed lots 9 - 20 adjacent to the MR lands at the top of the bank outlining development restrictions specific to those lots as outlined in the Geotechnical Report prepared by McIntosh Lalani Engineering Ltd.
- 8) The applicant shall provide to the Town confirmation of acceptance of a Traffic Impact Analysis by Alberta Transportation and Economic Corridors.

You have the right to appeal this decision or any of the conditions pursuant to Section 678 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26. Your appeal must be received by the Secretary of the **Intermunicipal Subdivision & Development Appeal Board** by 4:00 p.m. on **August 14, 2024**, being within twenty-one (21) days after the written decision of the Subdivision Authority. The twenty-one (21) days are determined by the required fourteen (14) days plus seven (7) days for receipt of the written decision. The decision may be appealed in certain instances by a Government Department or by a school authority in accordance with Section 678(1)(b) & (d) of the Municipal Government Act. Enclosed is the appeal form, should you decide to appeal the decision or any of the conditions.

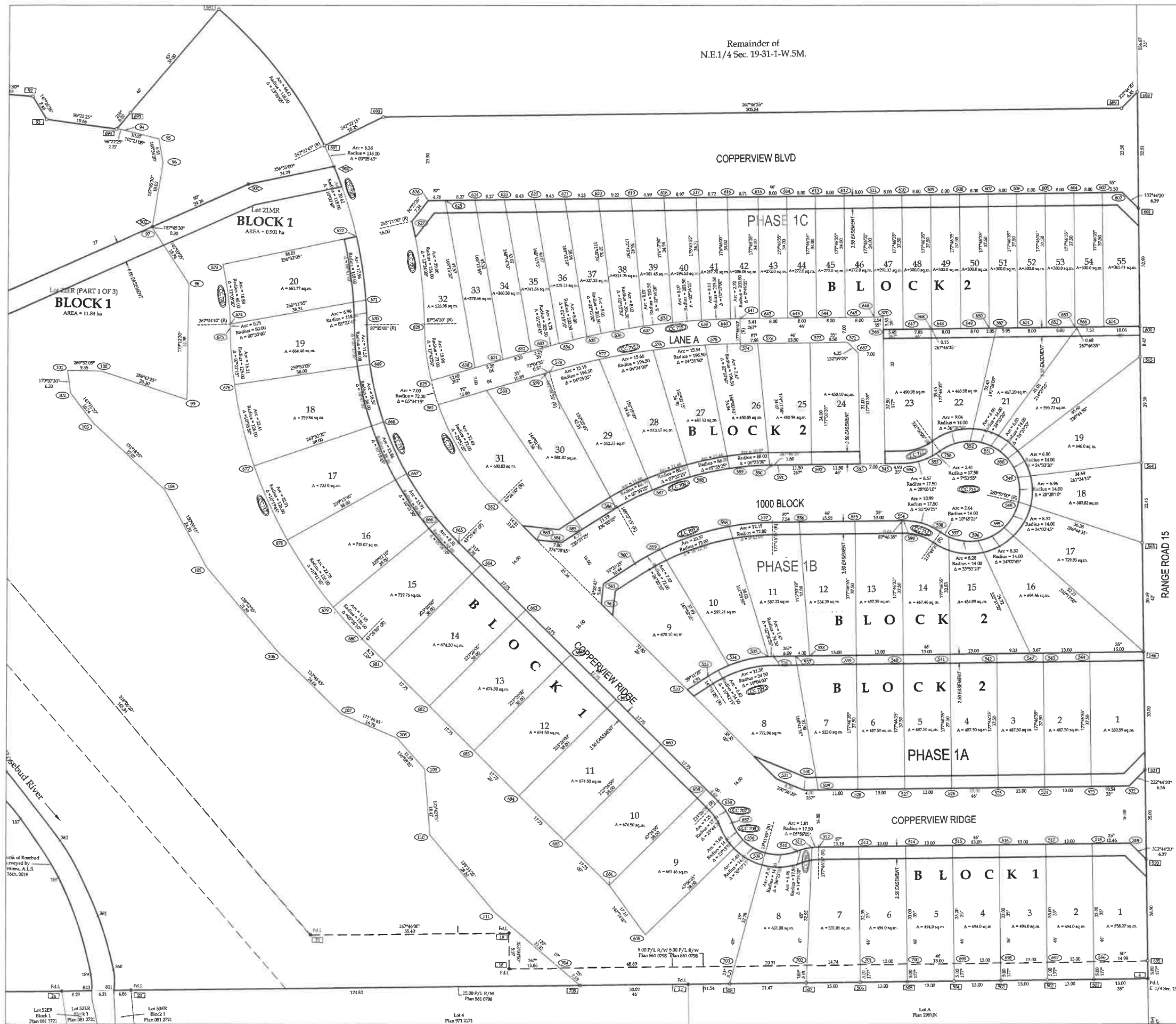
**This Notice of Decision is valid for a period of one year from the date of approval.** This allows you until **July 24, 2025** to complete your conditions of approval. If you have any questions regarding the above, please contact me at 403-335-7733 or by email at [tconnatty@didsbury.ca](mailto:tconnatty@didsbury.ca).

If you have any questions, please do not hesitate to contact me via phone 403-335-7733 or by email.

Kind regards,

A handwritten signature in blue ink, appearing to read "Tracey Connatty".

Tracey Connatty, Planner Bsc RPP MCIP  
Planning and Development Services  
/tc Enclosure



LEGEND:

NOTES:

CONDITIONALLY  
APPROVED  
TOWN OF DIDSBURY  
PLANNING & DEVELOPMENT  
SERVICES

*Copy Sent July 24, 2024*

Issued	Description	Dwn.	Chkd.	Appd.	YY.MM.DD
8					
7					
6					
5	ISSUED FOR SUBMISSION APPROVAL	AA	JS	KCW	24.07.25
4	ISSUED FOR ADDENDUM 02	KCW	FS	FS	24.02.27
3	ISSUED FOR ADDENDUM 01	KCW	FS	KCW	24.02.16
2	ISSUED FOR TENDER	KCW	JE	KCW	24.01.31
1	ISSUED FOR AEP APPROVAL	KCW	JE	KCW	24.01.17

Seal



Latitude  
Engineering

LATITUDE ENGINEERING LTD.  
APEGA PERMIT NUMBER P13523

8015 - 49TH AVENUE  
RED DEER, AB T4P 2V5  
PHONE: 403.347.0559

RM Signature: \_\_\_\_\_  
RM APEGA ID #: 92798  
Date: FEBRUARY 27, 2024

Project:  
COPPERVIEW LANDING  
PHASE 1

Drawn: AA  
Checked: JS  
Designed: KCW  
Date: 24.02.16

Client:  
WESTWINDS LAND DEV.  
& MANAGEMENT GROUP

Title:

TENTATIVE LEGAL PLAN

Project No.:  
23.11

Scale:  
1:500  
(NOT TO SCALE UNLESS PLOTTED ON ARCH. D. PAPER)

Drawing No.:  
02

Sheet:  
3 of 49

Revision:  
0

Rev / Feb. 27, 24 / Latitude Engineering Ltd / Project 2023023.11 / Westwinds-Copperview-LVW-17.01 - Copperview-Landing-Phase1-Subsidiary-02.dwg



**TOWN OF DIDSBURY**  
**TRANSMITTAL OF A SUBDIVISION DECISION:**

File No.: SD 24-003

Date: July 25, 2024

We wish to advise that on July 24, 2024 the Municipal Planning Commission of the Town of Didsbury conditionally approved an application for subdivision in the Town of Didsbury for legal land description NE 19-31-1-5 to create 75 lots subject to the following conditions:

- 1) Subdivision is carried out by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89 of the Land Titles Act];
- 2) All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Town of Didsbury [Section 654 (1)(d) of the Municipal Government Act];
- 3) Endorsement Fee of \$7500 in accordance with Planning and Business Licence Rates and Fees Bylaw 2023-01.
- 4) Municipal Reserves in accordance with Section 661 of the Municipal Government Act are to be dedicated as shown on the conditionally approved Tentative Plan of Subdivision and shall be registered by an instrument acceptable to the Land Titles Office.
- 5) The applicant shall enter into a Development Agreement with the Town of Didsbury in accordance with Section 655 of the Municipal Government Act. The Development Agreement shall address such matters including but not limited to the following:
  - a. The construction of municipal improvements;
  - b. The provision of necessary utilities, easements and right of ways;
  - c. Offsite levy requirements;
  - d. Water and waste water requirements;
  - e. Storm water management requirements;
  - f. Security requirements;
  - g. Inspection provisions.

As required, the development agreement may be registered via caveat on the title of the affected land that provides the nature and intent of the agreement.

- 6) The applicant shall dedicate those lands as identified on the conditionally approved Tentative Plan of Subdivision as environmental reserve in accordance with Section 664 of the Municipal Government Act. A qualified land surveyor shall include the lands identified as environmental reserve on the plan of subdivision.
- 7) A Restrictive Covenant that includes the Town of Didsbury as a signatory shall be registered on the titles of proposed lots 9 - 20 adjacent to the MR lands at the top of the bank outlining development restrictions specific to those lots as outlined in the Geotechnical Report prepared by McIntosh Lalani Engineering Ltd.
- 8) The applicant shall provide to the Town confirmation of acceptance of a Traffic Impact Analysis by Alberta Transportation and Economic Corridors.

Please note that it is the responsibility of the landowner or applicant to ensure that all conditions of approval are satisfied within one year.

We also wish to advise that the decision of our Council may be appealed by the applicant and in certain instances by a government department, Section 678(1)(b), or by a school authority Section

678(1)(b) of the Municipal Government Amendment Act, Revised Statutes of Alberta 2000, Chapter M-26. If you are authorized and wish to appeal, it should be directed to one of the following agencies:



Town of Didsbury  
Subdivision and Development Appeal Board  
Box 790  
Didsbury, AB T0M 0W0  
Phone (403) 335-3391  
Fax (403) 335-9794

OR



Land and Property Rights Tribunal  
2<sup>nd</sup> Floor, Summerside Business Centre  
1229 91 Street SW  
Edmonton, AB T6X 1E9  
Phone (780) 427-2444  
Fax (780) 427-0986

For your convenience, we are attaching a form should you wish to appeal our decision. Please note that you must file your appeal with the above agency within 19 days of the date of this letter.

Please contact the Department of Planning and Development Services of the Town of Didsbury if you have any questions.

The Subdivision Authority reserves the right to make corrections to any technical or clerical errors or omissions to this decision.

Yours truly,



Tracey Connatty BSc RPP MCIP  
Planner

## SUBDIVISION APPEAL PROVISIONS

### HOW TO APPEAL

An appeal must be made in writing to the Town of Didsbury, Subdivision and Development Appeal Board.

### ADDRESS OF APPEAL AUTHORITY

Town of Didsbury  
Subdivision and Development Appeal Board  
Box 790  
Didsbury, AB  
TOM 0W0

Land and Property Rights Tribunal  
2<sup>nd</sup> Floor, Summerside Business Centre  
OR 1229 91 Street SW  
Edmonton, AB  
T6X 1E9

### WHAT MAY BE APPEALED

Regarding a subdivision decision of the Municipal Planning Commission of the Town of Didsbury, it is possible to appeal:

- a) the decision of the Municipal Planning Commission; or
- b) a condition placed on the decision of approval.

### WHO MAY FILE AN APPEAL

- a) the applicant for the approval;
- b) a Government department if the application is required by the subdivision and development regulations to be referred to that department;
- c) a school authority with respect to:
  - (i) the allocation of municipal reserve and school reserve or money in lieu of the reserve,
  - (ii) the location of the school reserve allocated to it, or,
  - (iii) the amount of school reserve or money in lieu of reserve.

### TIME LIMIT FOR APPEAL

An appeal may be commenced by filing a Notice of Appeal within 14 days of receipt of the written decision of the subdivision authority or deemed refusal by the subdivision.

- a) with the Land and Property Rights Tribunal if the land that is the subject of the application is within the Green Area, as classified by the Minister responsible for the *Public Lands Act*, or is within the distance of a highway, a body of water or a sewage treatment or waste management facility set out in the subdivision and development regulations, or
- b) in all other cases, with the Town of Didsbury Subdivision and Development Appeal Board

### **A LETTER OF APPEAL MUST CONTAIN**

- a) the legal description and municipal location, where applicable, of the lands proposed to be subdivided;
- b) the name and address of the applicant for the subdivision approval;
- c) the name and address of the appellant; and
- d) the reasons for the appeal.

### **CAUTIONARY NOTES:**

As appeal can be filed by a number of agencies, the Town of Didsbury reserves the right to sign final documents during the appeal period.

**TOWN OF DIDSBURY  
NOTICE OF SUBDIVISION APPEAL**

File Number of the Subdivision Application: \_\_\_\_\_

Appellant:                      Name \_\_\_\_\_ Telephone \_\_\_\_\_  
   Address \_\_\_\_\_

Owner of Land:                      Name \_\_\_\_\_ Telephone \_\_\_\_\_  
   Address \_\_\_\_\_

Land Description:                      Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

   Municipal Address: \_\_\_\_\_

THIS APPEAL IS COMMENCED BY, ON BEHALF OF:

- a) ☐ the applicant for subdivision
- b) ☐ government agency
- c) ☐ the school authority, with respect to reserves

Reasons for the Appeal:

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PO Box 790, 1606 – 14 Street  
Didsbury AB T0M 0W0  
403-335-3391

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Signature of Appellant/Agent

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Date

September 10, 2025

**Town of Didsbury**  
Box 790, 2037 – 19 Avenue  
Didsbury, Alberta  
T0M 0W0

Attention: Tracey Connatty, Planner

**Subject: Copperview Landing Phase 1**  
**File No SD 24-003**  
**Request for extension of subdivision approval**

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Dear Tracey,

We request a one year extension to the conditional subdivision approval to finalize surveyor details.

Should you have further questions, please contact me.

Best regards,

Gerald Laurin

Digitally signed by Gerald Laurin  
DN: G=CA,  
E=glaurin@latitudeengineering.ca,  
O=Latitude Engineering, CN=Gerald  
Laurin  
Location: Red Deer  
Date: 2025.09.10 13:50:21-06'00'

**Gerald Laurin, P.Eng.**  
Project Manager



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: September 23, 2025  
SUBJECT: Didsbury Aquatic Centre – Scheduling Survey Results  
ORIGINATING DEPARTMENT: Community Services  
ITEM: 8.3

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### **BACKGROUND/PROPOSAL:**

At the May 13, 2025 RCM, Council passed the following motion regarding Saturday rentals and public swim times: Res. 280-25 – “Moved by Councillor Windsor to collect two points of data: a survey of users to determine prime time and a record of users entering the aquatic centre to put into effect as soon as possible and conclude on August 31, 2025 and bring back a report to Council.”

This motion was a result of a discussion regarding the Didsbury Aquatic Centre scheduled rental time of 1-2 pm and the scheduled public swim time of 2-4 pm and whether patrons would prefer an earlier public swim time on Saturdays.

On May 19, 2025, a verbal survey was launched at the admission booth to the aquatic centre that asked the following two questions to our Saturday public swim and rental patrons:

1. Does this public swim time work for your schedule, or would a different time be better?
2. Does this rental time work for your schedule, or would a different time have been better?

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

The survey closed on August 31, 2025, and the results are below. Please note that during exceptionally busy 2-4 pm public swims, there were occasions where the survey was missed during the admission process. Also, when groups would attend a public swim time and a rental time, only the person paying admission was asked the survey question, so all people attending in a group were not asked the questions.

#### **Saturday Public Swim – 2- 4 pm Results:**

Survey Total – 164 patrons

- Responses in favour of swim time – 151 people (92%)
- Responses preferring a different time – 13 people (8%) – Suggestions: Wednesdays, 3 pm start time, later during summer months

#### **Saturday Rental Time – 1-2 pm Results:**

Survey Total – 94 patrons

- Responses in favour of rental time – 78 people (83%)
- Responses preferring a different time – 16 people (17%) – Suggestions: more summer options

Based on the survey results, it is Administration’s recommendation that the schedule remain unchanged.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **1. Strategically Managed Infrastructure**

### **RECOMMENDATION**

To accept the survey results for the Didsbury Aquatic Centre as information.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE:	September 23, 2025
SUBJECT:	Council Reports
ORIGINATING DEPARTMENT:	Legislative Services
ITEM:	9.0

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### BACKGROUND/PROPOSAL:

Council members will each provide a verbal report on any business or committee activity in which they have participated.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the September 23, 2025 Council Reports as information.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE:	September 23, 2025
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.

- Dog Park Correspondence
- Minister of Alberta Transportation and Economic Corridors
- Veteran's Week

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence for September 23, 2025 as information.



Jocelyn Baxter &lt;jbaxter@didsbury.ca&gt;

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**Fwd: Dog park thoughts**1 message

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----- Forwarded message -----

From: [REDACTED]  
Date: Sat, 6 Sept 2025 at 09:28  
Subject: Dog park thoughts  
To: [inquiries@didsbury.ca](mailto:inquiries@didsbury.ca) <[inquiries@didsbury.ca](mailto:inquiries@didsbury.ca)>

Good morning town council,

I hope this email finds you well. I am writing to express a community need that has been on the minds of many residents — the need for a proper dog park in our town. As dog owners, we understand the importance of having a safe and designated area where our furry friends can play, exercise, and socialize.

Currently, our options are very limited to an old outdoor bocce court that is more dirt/mud than grass these days. Hence it is challenging to find suitable spaces for our dogs to run freely without causing inconvenience to others. A dedicated dog park would not only benefit the dogs but also foster a sense of community among pet owners and provide a wonderful gathering spot for social interactions. We believe that a well-maintained dog park would enhance the quality of life for both dogs and their owners. It would encourage responsible pet ownership and contribute to the overall well-being of our community.

We kindly request that you consider this proposal and explore the possibility of creating a dog park in our town and look forward to hearing your thoughts and discussing how we can make this a reality.

Sincerely,

[REDACTED]

Didsbury residents

[REDACTED]



ALBERTA

TRANSPORTATION and ECONOMIC CORRIDORS

*Office of the Minister  
MLA, Innisfail-Sylvan Lake*

September 8, 2025

AR 103759

Her Worship Rhonda Hunter  
Mayor  
Town of Didsbury  
Box 790  
Didsbury, AB T0M 0W0  
[rhunter@didsbury.ca](mailto:rhunter@didsbury.ca)

Dear Mayor Hunter:

Thank you for your letter requesting an increase in funding for the previously approved Alberta Municipal Water Wastewater Partnership (AMWWP) grant for the New Reservoir project in the Town of Didsbury. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

I acknowledge the challenges municipalities are facing with the current economic climate and their ability to complete projects within the approved budgets. I recommend that Didsbury submit a request for the additional funding as part of the application intake closing November 30, 2025. I will reconsider your request and evaluate it alongside other provincial priorities, for project approvals in Budget 2026.

The Government of Alberta remains committed to investing in water and wastewater infrastructure to help municipalities enhance critical local infrastructure, create jobs, and stimulate the economy through provincial grant funding programs.

If you have further questions regarding the New Reservoir project, please contact Mr. Stuart Richardson, Acting Regional Director. Mr. Richardson can be contacted toll-free in Alberta by first dialing 310-0000, then 403-340-4867, or at [stuart.richardson@gov.ab.ca](mailto:stuart.richardson@gov.ab.ca).

.../2

Thank you for taking the time to write and I look forward to the continued collaboration with your municipality.

Sincerely,

A handwritten signature in blue ink, appearing to read "Devin Dreeshen". The signature is fluid and cursive, with the first name "Devin" and last name "Dreeshen" clearly distinguishable.

Honourable Devin Dreeshen, ECA  
Minister of Transportation and Economic Corridors

cc: Tara Sawyer, MLA for Olds-Didsbury-Three Hills  
Stuart Richardson, Acting Regional Director, Transportation and Economic Corridors



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*(Le français suit)*

## Veterans' Week is just around the corner, are you ready?

**September 16, 2025**

Calling all Community Leaders!

With Veterans' Week (November 5-11) just a few short weeks away, we want to remind you that coming together as a community helps us gain a deeper understanding and appreciation of the contributions made by members of the Canadian Armed Forces (CAF) past and present.

If you are looking to make this Remembrance Day and Veterans' Week more engaging and interactive this November and help create lasting memories for your audiences, consider inviting a member of the Canadian Armed Forces (CAF) to your activities.

The National Veterans' Week Speakers Program (NVWSP) connects you with active members, providing an enriching understanding of Canada's military contributions here at home and across the world. This is your chance to help honour and commemorate the service and sacrifice of Canada's veterans and active service members.

Would you like a member of the CAF to share a story during your library's reading hour? Perhaps you would be interested in having a CAF member talk about their personal experience during a municipal council meeting? We can make that happen.

In addition to in-person and virtual presentations, the NVWSP also offers virtual

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early as we receive several thousand requests and can only accommodate so many.

The presentations provide an opportunity to hear first-hand and personal stories of our CAF members, while the pre-recorded videos demonstrate the importance of remembering and honouring our CAF members in a concise and accessible format. These pre-recorded videos can enhance existing Veterans' Week activities and can also be shown ahead of a presentation. You can choose from a variety of videos targeted towards different audiences and age levels.

If you would like to register for any of these options, visit the 2025 National Veterans' Week Speakers Program webpage (<http://Canada.ca/caf-veterans-week-speakers>).

The deadline to submit a request for presentations and Q&A sessions is **October 20**, while the deadline to submit a request for the pre-recorded videos is **November 5**. The videos will be made available by mid-October to everyone who submits a request.

If you have any questions about this year's program, please contact our national coordinator, Mélodie Gratton at 1-833-223-8322 or via email at: [DNDRemembrance.SouvenirMDN@forces.gc.ca](mailto:DNDRemembrance.SouvenirMDN@forces.gc.ca).

To supplement your educational activities this fall, Veterans Affairs Canada offers free, bilingual resources available in digital and print formats to help students of all ages learn more about Canada's Veterans. From animated videos featuring the Remembrance Club animal characters to materials about Indigenous military service, *In Flanders Fields* and the Canadian Rangers – they've got you covered! Visit [veterans.gc.ca/educators](http://veterans.gc.ca/educators) to get your resources and explore remembrance activities, videos, Veteran interviews and much more.

We hope you will join us in this meaningful initiative to celebrate and educate Canadians about the contributions and sacrifices of our veterans and service members.

Sincerely,

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Manager, Stakeholder Engagement Team

Assistant Deputy Minister (Public Affairs), Department of National Defence



## La Semaine des vétérans approche à grands pas. Êtes-vous prêt?

### Le 16 septembre 2025

Appels à tous les dirigeants communautaires!

Alors qu'il ne reste que quelques semaines avant la Semaine des vétérans, nous souhaitons vous rappeler que les liens que nous forgeons au sein de la communauté nous aident à mieux comprendre et à apprécier davantage les contributions des vétérans et des membres actifs des Forces armées canadiennes (FAC).

Si vous cherchez une façon de rendre la Semaine des vétérans et le jour du Souvenir plus attrayants et éducatifs en novembre prochain et de créer des souvenirs durables pour votre auditoire, songez à inviter un membre des FAC à participer à vos activités.

Le Programme national des conférenciers de la Semaine des vétérans (PNCSV) vous offre l'occasion de rencontrer des militaires actifs, vous permettant ainsi de mieux comprendre les contributions militaires du Canada au pays et ailleurs dans le monde. C'est l'occasion de contribuer à honorer et à commémorer le service et le sacrifice des vétérans et des militaires actifs du Canada.

Peut-être aimeriez-vous qu'un membre des FAC participe à l'heure de lecture

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municipal? Nous pouvons vous aider.

En plus des présentations en personne et virtuelles, le PNCSV propose également des séances virtuelles de questions et réponses (pour petits groupes) et des vidéos préenregistrées. Ces services sont gratuits, mais nous pouvons répondre uniquement à un nombre limité de demandes. Comme nous recevons des milliers de demandes, il est important de présenter votre demande le plus tôt possible.

Les présentations sont l'occasion d'entendre des histoires personnelles directement des membres des FAC, tandis que les vidéos préenregistrées montrent l'importance de se souvenir et d'honorer les membres des FAC dans un format concis et accessible. Ces vidéos destinées à des publics et groupes d'âge variés peuvent enrichir les activités de la Semaine des vétérans ou être visionnées en préparation à une présentation.

Si vous souhaitez faire une demande pour profiter de ces options, veuillez visiter la page Web du PNCSV de 2025 (<http://Canada.ca/fac-conferenciers-semaine-veterans>).

La date limite pour soumettre une demande pour une présentation ou une séance virtuelle de questions et réponses est le **20 octobre**, et la date limite pour soumettre une demande d'accès aux vidéos préenregistrées est le **5 novembre**. Les liens pour les vidéos seront accessibles dès la mi-octobre et seront transmis à toutes les personnes qui auront soumis une demande.

Si vous avez des questions au sujet du programme de cette année, veuillez vous adresser à notre coordonnatrice nationale, Mélodie Gratton, au 1-833-223-8322, ou par courriel à [DNDRemembrance.SouvenirMDN@forces.gc.ca](mailto:DNDRemembrance.SouvenirMDN@forces.gc.ca).

Pour compléter vos activités éducatives cet automne, Anciens Combattants Canada offre des ressources d'apprentissage gratuites et bilingues, disponibles sous format électronique et imprimé, pour aider les élèves de tous âges à en apprendre plus sur les vétérans du Canada. Des vidéos animées mettant en vedette les personnages animaux du Club du Souvenir aux ressources sur le service militaire autochtone, sur Au champ d'honneur et sur les Rangers canadiens, nous avons ce qu'il vous faut! Visitez [www.veterans.gc.ca/educateurs](http://www.veterans.gc.ca/educateurs) pour obtenir vos ressources et découvrir des

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Nous espérons que vous vous joindrez à nous dans le cadre de cette initiative significative pour célébrer les contributions et les sacrifices de nos vétérans et de nos militaires actifs et pour sensibiliser les Canadiens et les Canadiennes.

Cordialement,

Vance White

Gestionnaire, Équipe de l'engagement des partenaires

Sous-ministre adjoint (Affaires publiques), ministère de la Défense nationale



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