TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, July 12, 2022, 6:00 pm

Council Chambers 1606 14 Street

		Pages
1.	**CALL TO ORDER**	
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12.	**CLOSED MEETING**	
12.1.	Minister of Municipal Affairs - Sections 21 and 23 of the FOIP Act	
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12.3.	Council Governance - Section 17 and 23 of the FOIP Act	

13. RECONVENE

14. ADJOURNMENT

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	June 28, 2022 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:
The Minutes of the June 28, 2022 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
4. Healthy Active Living

RECOMMENDATION
That Council move to adopt the June 28, 2022 Regular Council Meeting Minutes as presented.

Minutes of the Town of Didsbury
Regular Council Meeting
Held in Council Chambers at 1606 14 Street
June 28, 2002 at 6:00 p.m.

Council Members Present	Deputy Mayor Curt Engel Councillor Joyce McCoy Councillor Dorothy Moore Councillor Ethan Williams
Council Members Absent	Mayor Rhonda Hunter Councillor John Baswick Councillor Bill Windsor
Administration Present	Chief Administrative Officer, Ethan Gorner ACAO/Chief Financial Officer, Amanda Riley Director of Community Services, Nicole Aasen Economic Development Officer, Alexandra Ross Municipal Intern-Finance, Kelsey Hawkins Manager of Legislative Services/Recording Officer, Luana Smith

1. CALL TO ORDER

Deputy Mayor Engel called the Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 346-22
MOVED by Councillor Moore
To adopt the June 28, 2022 Regular Council Meeting Agenda as presented.
Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Town of Didsbury High School Scholarship Recipients

Res. 347-22
MOVED by Councillor Moore
That Council congratulate Jake Read and Liam Cochran on being awarded the Town of Didsbury High School Scholarship and wish them well in their post-secondary education.
Motion Carried

3.2 Didsbury Fire Department Service Awards Presentation

Res. 348-22
MOVED by Councillor Moore
That Council congratulate Deputy Chief Kyle Leeson, Captain/Training Officer Mackenzie Southgate, and Captain Gary Shultz on being awarded the Alberta Emergency Service Medal in recognition of 12 years of Service, and to thank them for their continued service.
Motion Carried

3.3 RCMP 4th Quarter Report (January to March 2022)

Res. 349-22

MOVED by Councillor McCoy

That Council thank Staff Sergeant Steve Browne for the presentation of the Fourth Quarter Report for January to March, 2022 and accept it as information.

Motion Carried

4. ADOPTION OF MINUTES

4.1 Adoption of June 14, 2022 Regular Council Meeting Minutes

Res. 350-22

MOVED by Councillor Williams

To adopt the June 14, 2022 Regular Council Meeting Minutes as presented.

Motion Carried

Res. 351-22

MOVED by Councillor McCoy

To add item 7.6 to the Agenda to reconsider Res. 335-22 to permanently close the compost and branch bins.

Motion Carried

5. PUBLIC HEARINGS - none

6. BYLAWS & POLICIES

6.1 Bylaw 2022-10 Fireworks (2nd and 3rd Reading)

Res. 352-22

MOVED by Councillor Moore

That Council grant second reading to Fireworks Bylaw 2022-10.

Motion Carried

Res. 353-22

MOVED by Councillor Moore

That Council grant third and final reading to Fireworks Bylaw 2022-10.

Motion Carried

7. BUSINESS

7.1 Population Data and Library Contributions/Funding

Res. 354-22

MOVED by Councillor Williams

That the letter from the Municipal Area Partnership to the Minister of Municipal Affairs regarding the use of the Treasury Board population estimates for calculating municipal contributions for the Parkland Regional Library Services be approved.

Motion Carried

7.2 Municipal Asset Management Program Grant Application

Res. 355-22

MOVED by Councillor Moore

To approve the Town of Didsbury's application for the grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Town of Didsbury's Asset Management Strategy and Organizational Development, thus committing the Town of Didsbury to up to $10,000 of staff time from its budget toward the costs of this initiative to conduct the following activities in its proposed project subject to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Development of an Asset Management Strategy; Development and Update of relevant policies; and Organizational wide training.

Motion Carried

7.3 2022 Community Grant Recommendations

Res. 356-22

MOVED by Councillor Moore

To approve the 2022 Community Grant Program funding as presented.

Motion Carried

7.4 2022 - 2027 Multi Year Capital Plan

Res. 357-22

MOVED by Councillor McCoy

To accept the 2022 – 2027 Multi Year Capital Plan as presented.

Motion Carried

7.5 Cash Handling Policies

Res. 358-22

MOVED by Councillor Moore

To rescind the following Town of Didsbury policies:

- 1005 Cash Handling – Business Services
- 1005A Cash Handling for Property Taxes Paid by Credit Card
- 7006 Didsbury Aquatic Centre Cash Handling
- 7102 Rosebud Valley Campground Cash Handling
- 9007A Petty Cash Procedure Guide
- 9007B Petty Cash Reconciliation Sheet

Motion Carried

7.6 Composting Level of Services

Res. 359-22

MOVED by Councillor McCoy

To refer Composting Level of Service to the Performance Evaluation Committee for consideration and bring back a recommendation to Council.

Motion Carried

8. REPORTS

8.1 CAO REPORT

Res. 360-22

MOVED by Councillor Williams

To accept the CAO Report for June 28, 2022 as information.

Motion Carried

8.2 COUNCIL REPORTS

Res. 361-22
MOVED by Councillor Moore
To accept the Council Reports for June 28, 2022 as information.
Motion Carried

9. CORRESPONDENCE & INFORMATION

Res. 362-22
MOVED by Councillor Williams
To accept the correspondence items as information.
Motion Carried

Res. 363-22
MOVED by Councillor Moore
To approve any member of Council to attend the 100 Years in Scouting Celebration "Wake" on July 8, 9 and 10, 2022.
Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- The awarding of the Town of Didsbury High School Scholarship to two DHS graduates.
- The awarding of the 12 year Service Medals to three Didsbury Fire Department members.
- The presentation from Staff Sgt. Browne on the RCMP 4th Quarter Report (January to March 2022)

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 364-22
MOVED by Councillor McCoy
To go into Closed Meeting at 7:12 p.m.
Motion Carried

12.1 Minister of Municipal Affairs - Sections 21 and 23 of the FOIP Act

13. RECONVENE

Res. 365-33
MOVED by Councillor Moore
To return to Open Meeting at 7:42 p.m.
Motion Carried

Res. 366-33
MOVED by Councillor Williams
To request a meeting with the Minister of Municipal Affairs to discuss service funding.
Motion Carried

14. ADJOURNMENT

Res. 367-22
MOVED by Councillor McCoy
To adjourn the Regular Council Meeting of June 28, 2022 at 7:43 p.m.
Motion Carried

Deputy Mayor – Curt Engel

Chief Administrative Officer- Ethan Gorner

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Heavy Vehicle Truck Route Bylaw 2022-11
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

23 Street is the main route used by vehicles accessing the Mountain View Regional Land Fill and Alta Gas Propane Transfer Site. Heavy loads are constantly wearing down the granular segment of 23 Street, causing severe washboarding and ruts which impact residential and commuter users of the roadway.

Traffic impact assessments suggest the intersection at Hwy 582 and 23 Street requires investment to support the existing vehicle movements.

The existing roadway was identified as part of the Town's truck route, but is not clearly defined.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration created a bylaw specific to heavy vechiles which clearly sets out the regulating of heavy vehicles on Town roads. The current truck route was passed by Bylaw 2006-17 prior to the annexation; therefore, a new bylaw is necessary to help reduce the strain on the intersection on 23 Street and this segment of our road network. The updated truck route will limit the number of heavy trucks to local users (Train Oilfield & Shantz Commercial product deliveries). Removing all Mountain View Regional Waste Commission commercial traffic and Alta Gas Propane Transfer Site traffic will increase the longevity of any investment the Town makes, and will ease the challenges faced at the intersection with HWY 582.

As the Truck Route has not been enforced for a while, the Community Peace Officer's will undertake an educational initiative to advise heavy trucks of the proper truck routes and parking.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

That Council grant first reading to Heavy Vehicles Truck Route Bylaw 2022-11, and that it be referred to the Policy and Governance Committee for review and recommendation.

TOWN OF DIDSBURY
Heavy Vehicle Truck Route
Bylaw No. 2022-11

BEING A BYLAW OF THE TOWN OF DIDSBURY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING HEAVY VEHICLES ROUTES.

WHEREAS the *Traffic Safety Act* empowers the Council of the Town of Didsbury, to pass Bylaws consistent with the *Traffic Safety Act*, respecting roadways under its direction, control and management, for the regulation and control of vehicles within the Town of Didsbury;

AND WHEREAS the Council of the Town of Didsbury deems it to be in the best interests of the residents of the Town, to regulate and control activities in relation to roadways and parking within the Town of Didsbury;

AND WHEREAS Council of the Town of Didsbury considers it desirable and necessary to regulate Commercial and Heavy Vehicle within the Town of Didsbury;

NOW THEREFORE, the Municipal Council of the Town of Didsbury, Alberta, duly assembled, hereby enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be referred to as the "Heavy Vehicle Truck Route Bylaw"

2. DEFINITIONS

The definitions contained in the *Traffic Safety Act* in the Province of Alberta shall apply to this Bylaw unless specifically set out herein.

"**Compliance Mark"** means a symbol, device, sign, label, placard, letter, word, number or abbreviation, or any combination of those things, that is or is to be affixed or displayed on a means of containment used or intended to be used in offering for transport, handling to indicate compliance with a safety standard that applies under the regulations.

"Engine Brake" means a motor/engine retarding device, or any retarding device or system that brakes on the motor or engine rather than on the wheels as a means of slowing or stopping a truck, truck tractor, motor carrier vehicle, motor vehicle or vehicle.

"Heavy Vehicle" means a Vehicle (excluding Recreational Vehicles) with a gross weight of five thousands five hundred (5500) Kilograms or more, or exceeding eleven (11) meters in length but does not include:

- A Public Passenger Vehicle;
- A Motor Vehicle owned by or actually in the service of the Town; or
- A Private Passenger Vehicle.

"Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

- A Sidewalk, including a Boulevard adjacent to the Sidewalk
- If a ditch lies adjacent to and parallel with the roadway, the ditch; and
- If a Roadway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be.

"Park", "Parked", and "Parking" or any word or expression of similar connotation or import shall mean a Vehicle remaining stationary in one place whether or not the Vehicle is occupied or the engine is running.

"Permit" means an authorization issued by the Chief Administrative Officer or designate pursuant to this or any other Bylaw of the Town.

"Person" means any individual, corporation, society, association, partnership or firm.

"Provincial Offences Procedure Act" means the Provincial Offences Procedure Act, RS.A. 2000, c. P-34, as amended or appealed and replaced from time to time.

''Restricted Route" means those roadways within the Town designated in Schedule C of this Bylaw, banning the operation of a Heavy Vehicle without a Road Use Agreement.

"Road Use Agreement" means an authorization issued by the Town outlining specific conditions of use on a designated Highway.

''Roadway" means the section of a Highway designated for Vehicle use.

"Roadway Right of Way' means all of the land between the property line on one side of the roadway and the property line on the other side of roadway for the entire length of that roadway.

"Traffic Control Device" means any authorized sign, signal, marking or device placed, marked or erected for the purpose of regulating, warning or guiding traffic or Pedestrian movement, whether of a permanent or temporary nature, and includes a school crossing guard or patrol.

"Traffic Safety Act" means *Traffic Safety Act*, R.5.A. 2000, c.T-6, as amended or repealed and replaced from time to time.

"Trailer" means a Vehicle so designed, that it may be attached to or drawn by, a Vehicle and intended to transport property or Persons, and includes any Trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in construction or maintenance of Highways.

"Vehicle" means a device in, on or by which, a Person or thing may be transported or drawn on a Highway.

"Violation Notice" means a tag or similar documents issued by the Municipality pursuant to the Municipal Government Act.

"Violation Ticket" means a ticket issued pursuant to Part II or III as applicable, of the *Provincial Offences Procedure Act*, and the regulations there under.

3. OPERATION

3.1 No person shall operate a Heavy Vehicle within Town corporate limits, other than the Truck Route identified in Schedule "B".

3.1.1 When it becomes necessary to leave the designated Truck Route for the purposes of picking up or delivering material or merchandise, supplying a service or obtaining fuel, repairs, food or accommodation at a commercial premises, the operator of a vehicle must take the most direct, accessible connection from the nearest Truck Route to their destination and directly back to the Truck Route again. If the operator of a Vehicle has another delivery in the immediate area, the operator may proceed directly to it before returning to the nearest Truck Route by the most direct, accessible connection.

3.2 Persons who own or lease land located in the Town of Didsbury are required to enter into a Road Use Agreement with the Town specifying use conditions.

3.3 A Person may be required to enter into a Road Use Agreement with the Town to make local deliveries with a Heavy Vehicle on any other road if deemed appropriate by the Town.

3.4 No Vehicle or Trailer having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire, or having caterpillar tracks or skids, may be operated on any Highway except for studded tires on passenger Vehicles.

3.5 Town Vehicles, Emergency Services Vehicles or Vehicles under hire by the Town for snow removal, road building, road maintenance and maintenance of Town property, are exempt from the restrictions in this bylaw.

3.6 No person shall operate an Engine Retarder Brake within the Town limits.

4. PARKING

4.1 No Person shall Park a Heavy Vehicle on a Highway, any part of the Roadway Right-of- Way, or within Town corporate limits, unless such Parking is authorized by a Traffic Control Device, with a Road Use Agreement with the Town giving conditions that allow for the exemption.

4.2 Town Vehicles, Emergency Services Vehicles or Vehicles under hire by the Town for snow removal, road building, road maintenance and maintenance of Town property, are exempt from this Bylaw.

4.3 The provisions of in this section shall not prohibit Heavy Vehicles from Parking on any Highway within the Town, for the purpose of loading or unloading goods to or from premises abutting such roadway, provided that the Heavy Vehicle or Heavy Vehicle with Trailer attached shall have all front and rear hazard lights illuminated at all times.

5. ENFORCEMENT

5.1 Any Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

5.2 A Person shall, when requested by a Peace Officer, produce for such officer's inspection, any shipping document, a Permit issued pursuant to this Bylaw, or other documents showing the origin and destination of the trip and a description of the load.

5.3 A Peace Officer is hereby authorized to remove and impound or cause to be removed and impounded, any Vehicle Parked in contravention of any provision of this Bylaw.

5.4 A Person shall not obstruct or hinder a Peace Officer in the execution of their powers and duties pursuant to this Bylaw.

5.5 The Chief Administrative Officer may delegate all or a portion of his or her powers, granted pursuant to this Bylaw, to such other municipal employee as is appropriate in the discretion of the Chief Administrative Officer.

5.6 A Peace Officer is hereby authorized and empowered to issue a Violation Notice, to any Person whom the Peace Officer has reasonable grounds to believe, has contravened any provision of this Bylaw.

5.7 A Violation Notice may be issued to such Person by placing under the windshield wiper of a Vehicle, or by mailing a Violation Ticket to such Person at his or her last-known post office address in accordance with Part III of the *Provincial Offences Procedure Act*.

5.8 Notwithstanding Sections 5.5 and 5.6 of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket, pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

5.9 A Violation Notice, or Violation Ticket issued under this Bylaw may provide that the Person who committed the offence may, within a specified period of time pay a specified penalty as listed in Schedule "A" and listed on the Violation Ticket.

6. OFFENCES AND PENALTIES

6.1 A person who violates any section of this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine as set out at Schedule "A".

6.2 The Owner of a Vehicle which is involved in any contravention of this Bylaw is guilty of an offence unless he proves to the satisfaction of the judge that, at the time of the offence, the vehicle was not being driven or was not parked or left by him or by any other person with his consent, expressed or implied.

7. COMING INTO FORCE

7.1 If any Section or parts of this Bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such Section or parts shall be deemed to be severable and all other Sections or parts of this Bylaw shall be deemed to be separate and independent there from and to be enacted as such.

7.2 This Bylaw shall come into full force upon the approval of third reading.

Read a First time on this _____ day of _____.

Read a Second time on this ____ day of _____.

Read a Third and Final time on this _____ day of _____.

_____

Mayor Rhonda Hunter

_____

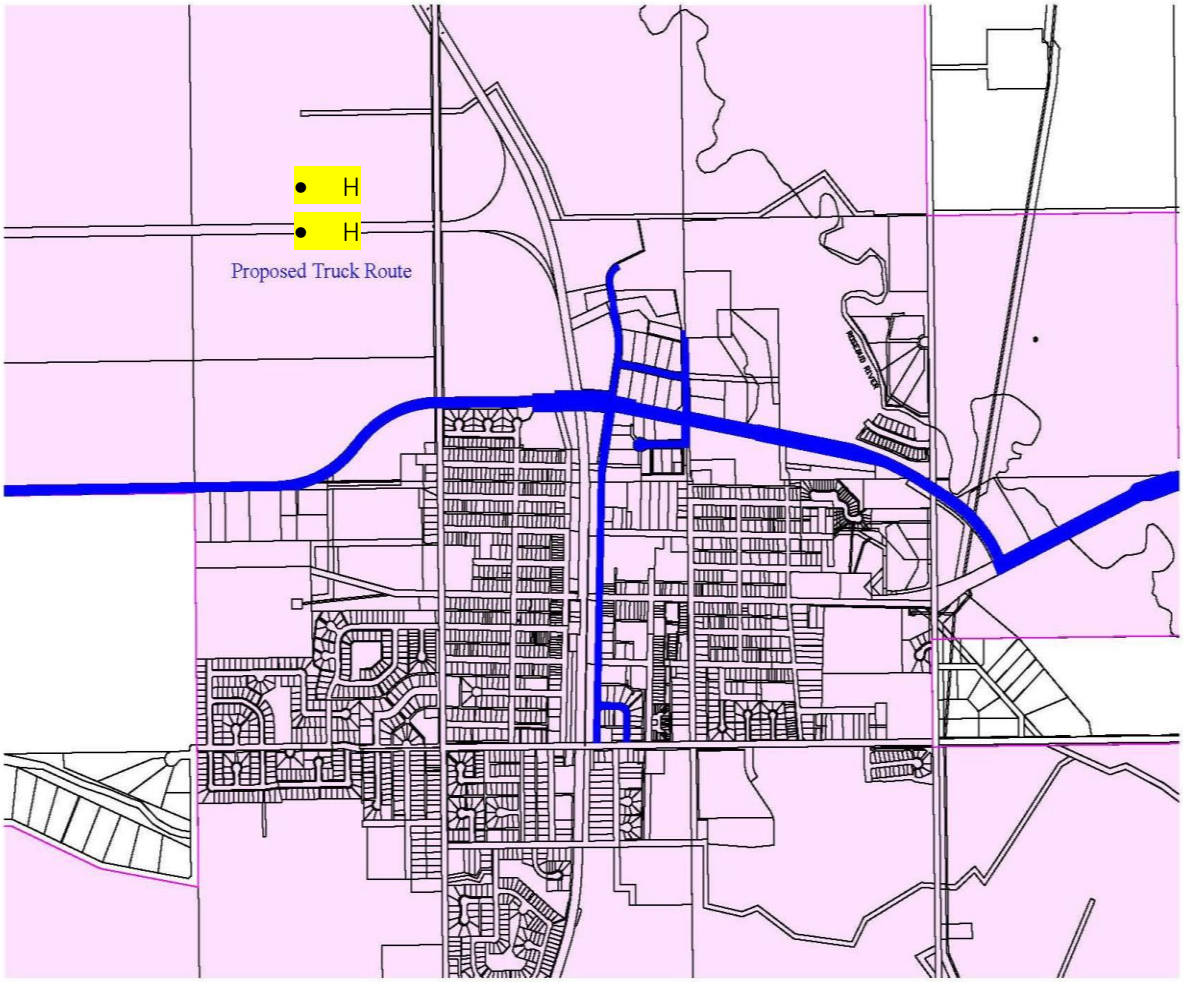
Chief Administrative Officer Ethan Gorner

Schedule "A"
Offences and Penalties

Section	Offence	Penalty
3.1	Operate Heavy Vehicle within Town while not making local delivery	$250.00
3.2	Operate Heavy Vehicle on a Restricted Route without Permit or Rouse Use Agreement.	$250.00 first offence $500.00 subsequent offence.
3.3	Operation of a Vehicle/Trailer having metal spikes/lugs/cleats/bands/caterpillar tracks/skids on highway	$250.00
3.5	When required, operate Heavy Vehicle in Town without Road Use Agreement in place.	$250.00
3.6	Fail to produce shipping documents/permit/other documents regarding Heavy Vehicle.	$150.00
4.1	Parking a Heavy Vehicle on a roadway, unless loading or unloading goods as permitted by Traffic Control Device or Road Use Agreement.	$250.00
5.3	Obstruct a Peace Officer	$250.00

Schedule
Heavy Vehicle Truck Route

NO TRUCKS OVER
5500 kg



REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Council Professional Development Policy COUN 001-22
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

Council Professional Development Policy sets out the need to have educated, informed and motivated Council members. Necessary training and development opportunities are required to ensure an innovative and skilled Council who are responsible for the development of policies and bylaws that ensure the efficient and effective operation of the municipality.

Council referred Policy COUN 001-21 to the Policy and Governance Committee to consider recommendations for any revisions (Res. 118-22 and Res. 125-22).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The attached policy is provided in two formats, one with changes noted in red text (new text) and yellow highlight strikethrough text (remove text), and a clean version for easier reading.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council approve Council Professional Development Policy COUN 001-22 as presented.

AND

That Council rescind Council Professional Development Policy COUN 001-21.

Policy Statement

Council recognizes the need to have educated, informed and motivated Council members. Necessary training and development opportunities are required to ensure an innovative and skilled Council who are responsible for the development of policies and bylaws that ensure the efficient and effective operation of the municipality.

1. Definitions

1.1 Professional Development: means annual conventions, conferences, courses, seminars, workshops, orientation, and other training opportunities that are related to municipal governance.

2. Principles

2.1 Annually, Administration will provide Council with a list of professional development opportunities available in the coming year.

2.2 The annual Alberta Municipalities (ABMunis) Convention and the associated leadership caucus events ~~is identified~~ are the premier events for Council members and their professional development, ~~and all Council members, where possible, are strongly encouraged to attend~~ and funds will be included in the budget to allow all Council members to attend.

2.2.1 In addition to ABMunis, in setting their annual budget, Council will set aside funds for Professional Development and each member will be afforded an allowance for the year for the undertaking of professional development opportunities.

2.3 Each Council member will have discretion in undertaking professional development opportunities in accordance with the above definition and/or those opportunities presented by Administration annually.

2.4 As needed, the CAO may provide guidance to Council members with regards to suitability of specific opportunities.

2.5 Council supports the principle of fiscal responsibility by using standard accommodations, travel and timely registrations and cancellations. To this end, Administration will book appropriate registrations, accommodations and travel. ~~members will strive for fiscal responsibility in the undertaking of their Professional Development, and to this end registration, booking of accommodation and travel will be arranged by Administration. Included in this is the principles of using standard accommodation and travel and timely registrations and cancellations.~~

2.6 Council members 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 Any opportunities Council would like to pursue, outside the parameters ~~of 2.3~~ stated above, may be submitted to Council for consideration and approval.

2.8 Council members are expected to report back to Council on their professional development experiences, either written or verbally, at a Council meeting.

2.9 The Town is not responsible for expenses which are unrelated to the Council Member's professional development activity, including the purchase of alcohol or expenses for spousal/partner attendance.

3. End of Policy

Policy Statement

Council recognizes the need to have educated, informed and motivated Council members. Necessary training and development opportunities are required to ensure an innovative and skilled Council who are responsible for the development of policies and bylaws that ensure the efficient and effective operation of the municipality.

1. Definitions

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2.2 The annual Alberta Municipalities (ABMunis) Convention and the associated leadership caucus events are the premier events for Council members and their professional development, and funds will be included in the budget to allow all Council members to attend.

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2.5 Council supports the principle of fiscal responsibility by using standard accommodations, travel and timely registrations and cancellations. To this end, Administration will book appropriate registrations, accommodations and travel.

2.6 Council members 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 Any opportunities Council would like to pursue, outside the parameters stated above, may be submitted to Council for consideration and approval.

2.8 Council members are expected to report back to Council on their professional development experiences, either written or verbally, at a Council meeting.

2.9 The Town is not responsible for expenses which are unrelated to the Council Member's professional development activity, including the purchase of alcohol or expenses for spousal/partner attendance.

3. End of Policy

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Council Remuneration Policy COUN 004-22
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

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 reflect 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.

Council Remuneration Policy COUN 004-21 was referred to the Policy and Governance Committee for review and recommendations for revisions (Res. 125-22 and Res. 252-22).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The committee discussed Policy COUN 004-21 at several meetings and have made recommendations to amend the policy to clarify some areas that have been unclear, and to remove forms that are not a policy function.

The attached policy is provided in two formats: one with changes noted in red text (new text) and yellow highlight strikethrough text (remove text), and one clean version for easier reading.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION (2 separate motions)

That Council approve Council Remuneration Policy COUN 004-22 as presented.

AND

That Council rescind Council Remuneration Policy COUN 004-21.

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. Definition

Council Assignments: means official responsibilities as related to their Council assignments and appointments as well as all those assigned by motion of Council that are not reimbursed by some other external body.

Eligible Travel Time: means travel on the day before or the day after a full day meeting; or travel time on the same day (*see Schedule "A").*

2. Remuneration Guidelines

Honoraria

2.1 Members of Council shall be compensated with a monthly honorarium at the rates set out in Appendix A.

2.2 Members of Council are paid an honorarium for participation in ~~regularly~~ all formal Council Meetings as defined by the *Municipal Government Act*.

2.3 The honorarium is also for all 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.~~

2.4 Annually the honoraria shall be reviewed during the budget process. ~~in accordance with changes in the Alberta Consumer Price Index for the proceeding twelve-month period~~.

Per Diem

2.5 In addition to the honorarium Council members will be compensated for attendance at workshops and committee meetings.

2.6 Members of Council will be compensated ~~claim Per Diem~~ for executing their formal Council Assignments 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.~~

2.6.1 ~~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.~~

2.6.2 The minimum claim ~~for a meeting~~ is half an hour, unless otherwise agreed to by Committee, claims shall be rounded up to the nearest half hour.

2.6.3 When eligible, 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~~.

2.6.4 ~~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.~~

2.7 Alternate representatives are encouraged to attend Committee meetings.

2.7.1 Alternate representatives shall only be paid for two (2) meetings annually that they attend when the primary representative is already attending, unless allowed for by motion of Council. ~~These meetings shall be cited on the expense form.~~

2.7.2 ~~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

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

3. Expenses

3.1 Expenses associated to Council assignments paid out-of-pocket by a Member of Council may be submitted for reimbursement with receipts

Meals

3.2 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 as per Appendix A. ~~of a maximum of 15%~~

3.3 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.

Travel 3.4 Members of Council may claim mileage as per Appendix A. ~~will strive for fiscal responsibility when traveling by such means as carpool, economy travelling, standard accommodations, etc.~~

Miscellaneous

~~3.4 Registration fees and miscellaneous charges such as parking, photocopying, taxi services, etc. may be claimed based on the amount shown on submitted receipts.~~

~~3.5 Costs will not be reimbursed when attending a political party function of any type.~~

3.6 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.

~~3.7 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.~~

3.8 Any professional development related expenses must comply with the current Town of Didsbury Council Professional Development policy.

~~3.9 Any other expenses not outlined in this policy must comply with the current Town of Didsbury Travel and Expense Guidelines policy.~~

4. Review of Council Compensation

4.1 ~~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.~~

~~4.2 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.~~

4.1 In the year of an election, Council shall undertake a thorough review of this policy, and make any revisions they feel appropriate to take effect at the start of the next term.

5. Submission and Approval of Council Remuneration Forms

5.1 Members of Council must utilize the monthly remuneration form as supplied by Administration and amended from time to time. ~~attached in Appendix B.~~

5.1.1 In the event that there is incorrect information submitted on the remuneration form, the Member of Council shall be notified relative to the adjustments made. ~~by the expense claim approver.~~

5.2 The ~~date of the meeting must match the date being claimed~~. Any discrepancies may result in the claim being denied.

5.3 Claims submitted by Councillors shall be approved by the Mayor.

5.3.1 Claims submitted by the Mayor shall be approved by the Deputy Mayor.

5.4 ~~Claims submitted by the Deputy Mayor shall be approved by the Mayor.~~

6. Financial Reporting

6.1 Members of Council that are ~~reimbursed~~ compensated directly by a Committee, Board or Commission shall provide their remuneration annually for inclusion on the audited financial statements.

7. End of Policy

Appendix A – Council Remuneration

Remuneration Type	Frequency	Mayor	Deputy Mayor	Councillor
Honorarium (superseded)	Per month	$2,308	$1,359	$1369
Additional Meeting Top-up (superseded)	Per meeting, seminar or function, when attending in place of the Mayor	n/a	$50.00	$50.00
Per Diem (superseded)	Per hour (to a maximum of $250.00 per day)	$36.50	$36.50	$36.50

2022 Adjustments	Per Resolution 280-22 on May 10, 2022, Council approved the 2022 Operating Budget which includes a 3% COLA			
Honorarium (2022)	Per month	$2377.24	$1410.07	$1410.07
Additional Meeting Top-up	Per meeting, seminar or function, when attending in place of the Mayor	n/a	$51.50	$51.50
Per Diem	Per hour (to a maximum of $257.50 per day inclusive of travel time)	$37.60	$37.60	$37.60
Internet Allowance	per month	$21	$21	$21
Mileage Rate	Current Canada Revenue Agency per-kilometre rate	$0.61	$0.61	$0.61
Maximum Gratuity Rate	Current Industry Standard Rate	20%	20%	20%

~~Appendix B – Copy of Council Remuneration Form~~

~~Appendix B – Copy of Council Remuneration Form~~

~~Appendix B – Copy of Council Remuneration Form~~

~~Appendix C B – List of Duties~~

~~Meeting Type~~	~~Classification~~
~~Committee Meeting/Workshop (As primary representative)~~	~~Claimable~~
~~Committee Meeting/Workshop (As secondary representative with primary representative in attendance)~~	~~Claimable~~
~~Committee Meeting/Workshop (As secondary representative without primary representative in attendance)~~	~~Claimable~~
~~Special Council Meetings~~	~~Claimable~~
~~Meetings with Resident or Business Owner (By motion of Council)~~	~~Claimable~~
~~Meetings with Resident or Business Owner (Without motion of Council)~~	~~Not Claimable~~
~~Conferences~~	~~Claimable~~
~~Other Committees/Sub Committees/ Meetings not appointed to by Council~~	~~Not Claimable~~
~~Webinars~~	~~Not Claimable~~
~~Community Events~~	~~Not Claimable~~
~~Council Workshops including Strategic and Financial Planning~~	~~Claimable~~
~~Informal Meetings with Administration~~	~~Not Claimable~~
~~Open Houses~~	~~Claimable~~
~~Meetings with External Agencies (Including Government Representatives)~~	~~Claimable~~
~~Canada Day, Showcase Didsbury, Community Block Party and Parades~~	~~Not Claimable~~
~~Trade Shows~~	~~Claimable~~
~~Online Professional Development~~	~~Claimable~~
~~Other duties with Council approval~~	~~Claimable~~
~~Staff Social Functions~~	~~Not Claimable~~
~~Golf Tournaments~~	~~Not Claimable~~
~~Travel (Within Didsbury Corporate Limits)~~	~~Not Claimable~~
~~Travel (Outside of Didsbury Corporate Limits)~~	~~Claimable~~
~~Travel Time (Within Didsbury Corporate Limits)~~	~~Not Claimable~~
~~Travel Time (Outside of Didsbury Corporate Limits)~~	~~Claimable~~

~~Appendix D C – List of Duties~~

~~Council functions claimable for Per Diems include, but are not limited to:~~

- ~~Alberta Economic Developers Association (AEDA)~~
- ~~Alberta Parks & Recreation Association (APRA)~~
- ~~Alberta Municipalities Urban Municipalities Association (AUMA)~~
- ~~CAO One-on-One~~
- ~~Cemetery Committee~~
- ~~Central Alberta Economic Partnership (CAEP)~~
- ~~Citizens on Patrol (COP)~~
- ~~Community Learning Campus (CLC)~~
- ~~Community Services Advisory Board~~
- ~~Community Policing Advisory Committee (CPAC)~~
- ~~Council Strategic Plan / Retreat / Visioning / Workshop~~
- ~~Didsbury and District Chamber of Commerce~~
- ~~Didsbury and District Historical Society~~
- ~~Didsbury Economic Development Advisory Committee (DEDAC)~~
- ~~Didsbury Municipal Library Board~~
- ~~Elected Officials Education Program (EOEP)~~
- ~~Emergency Management~~
- ~~Federation of Canadian Municipalities (FCM) Conference~~
- ~~Inter-Municipal Cooperation Committee (ICC)~~
- ~~Inter-Municipal Planning Commission (IMPC)~~
- ~~Interagency Committee~~
- ~~Mayors Meetings Regional, Central, County, Provincial~~
- ~~Municipal Area Partnerships (MAP)~~
- ~~Municipal Planning Commission (MPC)~~
- ~~Parkland Regional Library (PRL)~~
- ~~Red Deer River Municipal Users Group (RDRMUG)~~
- ~~Rural Municipalities of Alberta (RMA)~~
- ~~Regional Assessment Review Board (RARB)~~
- ~~Subdivision and Development Appeal Board (SDAB)~~
- ~~Other functions as approved by motion of Council.~~

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. Definition

Council Assignments: means official responsibilities as related to their Council assignments and appointments as well as all those assigned by motion of Council that are not reimbursed by some other external body.

Eligible Travel Time: means travel on the day before or the day after a full day meeting; or travel time on the same day (*see Schedule "A").*

2. Remuneration Guidelines

Honoraria

2.1 Members of Council shall be compensated with a monthly honorarium at the rates set out in Appendix A.

2.2 Members of Council are paid an honorarium for participation in all formal Council Meetings as defined by the *Municipal Government Act*.

2.3 The honorarium is also for all 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.

2.4 Annually, the honoraria shall be reviewed during the budget process.

Per Diem

2.5 In addition to the honorarium, Council members will be compensated for attendance at workshops and committee meetings.

2.6 Members of Council will be compensated for executing their formal Council Assignments at the rates set out in Appendix A.

2.6.1 The minimum claim is half an hour, unless otherwise agreed to by Committee; claims shall be rounded up to the nearest half hour.

2.6.2 When eligible, members of Council may claim remuneration for travel time.

2.7 Alternate representatives are encouraged to attend Committee meetings.

2.7.1 Alternate representatives shall only be paid for two (2) meetings annually that they attend when the primary representative is already attending, unless allowed for by motion of Council.

Internet Allowance

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

3. Expenses

3.1 Expenses associated to Council assignments paid out-of-pocket by a Member of Council may be submitted for reimbursement with receipts.

Meals

3.2 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 as per Appendix A.

3.3 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.

Travel

3.4 Members of Council may claim mileage as per Appendix A.

Miscellaneous

3.5 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.

3.6 Any professional development related expenses must comply with the current Town of Didsbury Council Professional Development policy.

4. Review of Council Compensation

4.1 In the year of an election, Council shall undertake a thorough review of this policy, and make any revisions they feel appropriate to take effect at the start of the next term.

5. Submission and Approval of Council Remuneration Forms

5.1 Members of Council must utilize the monthly remuneration form as supplied by Administration and amended from time to time.

5.1.1 In the event that there is incorrect information submitted on the remuneration form, the Member of Council shall be notified relative to the adjustments made.

5.2 Any discrepancies may result in the claim being denied.

5.3 Claims submitted by Councillors shall be approved by the Mayor.

5.3.1 Claims submitted by the Mayor shall be approved by the Deputy Mayor.

6. Financial Reporting

6.1 Members of Council that are compensated directly by a Committee, Board, or Commission shall provide their remuneration annually for inclusion on the audited financial statements.

7. End of Policy

Appendix A – Council Remuneration

Remuneration Type	Frequency	Mayor	Deputy Mayor	Councillor
Honorarium (superseded)	Per month	$2,308.00	$1,359.00	$1,369.00
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Per Diem (superseded)	Per hour (to a maximum of $250.00 per day)	$36.50	$36.50	$36.50

2022 Adjustments	Per Resolution 280-22 on May 10, 2022, Council approved the 2022 Operating Budget which includes a 3% COLA			
Honorarium (2022)	Per month	$2377.24	$1410.07	$1410.07
Additional Meeting Top-up	Per meeting, seminar or function, when attending in place of the Mayor	n/a	$51.50	$51.50
Per Diem	Per hour (to a maximum of $257.50 per day inclusive of travel time)	$37.60	$37.60	$37.60
Internet Allowance	per month	$21.00	$21.00	$21.00
Mileage Rate	Current Canada Revenue Agency per-kilometre rate	$0.61	$0.61	$0.61
Maximum Gratuity Rate	Current Industry Standard Rate	20%	20%	20%

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	2022 Concrete Repair and Maintenance - Award
ORIGINATING DEPARTMENT:	Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Each year, the Public Works department replaces deteriorated segments of our concrete infrastructure as part of our ongoing infrastructure management. At the same time, the department replaces the concrete and asphalt infrastructure which is removed during emergency water and wastewater repair sites.

This year we have two water repair sites; four wastewater repair sites; and thirteen segmenets of sidewalk, curb and gutter to be replaced.

In the spring of 2022, the department advertised in the local newspaper requesting that qualified contractors submit corporate information to be considered for work. We received three submissions from qualified concrete contractors in the vicinity. The three prequalified contractors were provided a list of repair sites. One contractor chose to not bid the full scope of work and will not be considered for this scope of work.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

	Olds Concrete	Rubyrock
Water	$ 13,171.00	$ 13,951.81
Wastewater	$ 32,839.29	$ 36,787.42
Concrete Infrastructure Replacement	$ 60,258.68	$ 81,788.94
Total Award	$ 106,268.97	$ 132,528.17

Olds Concrete is lowest compliant bid and is under the approved operating budget of $80,000 for concrete infrastructure replacement. This provides an opportunity to expand the replacement of additional segments.

The Water Department has an approved operating repair and maintenance budget of $100,000 for 2022 with a current balance of $83,868 available

The Wastewater Department has an approved operating repair and maintenance budget of $95,000 for 2022 with a current balance of $84,207 available.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

That Council award the 2022 Concrete Repair and Maintenance to Olds Concrete in the amount of $106, 268.97.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Christmas Light Plug-ins 20 Avenue
ORIGINATING DEPARTMENT:	Engineering & Infrastructure

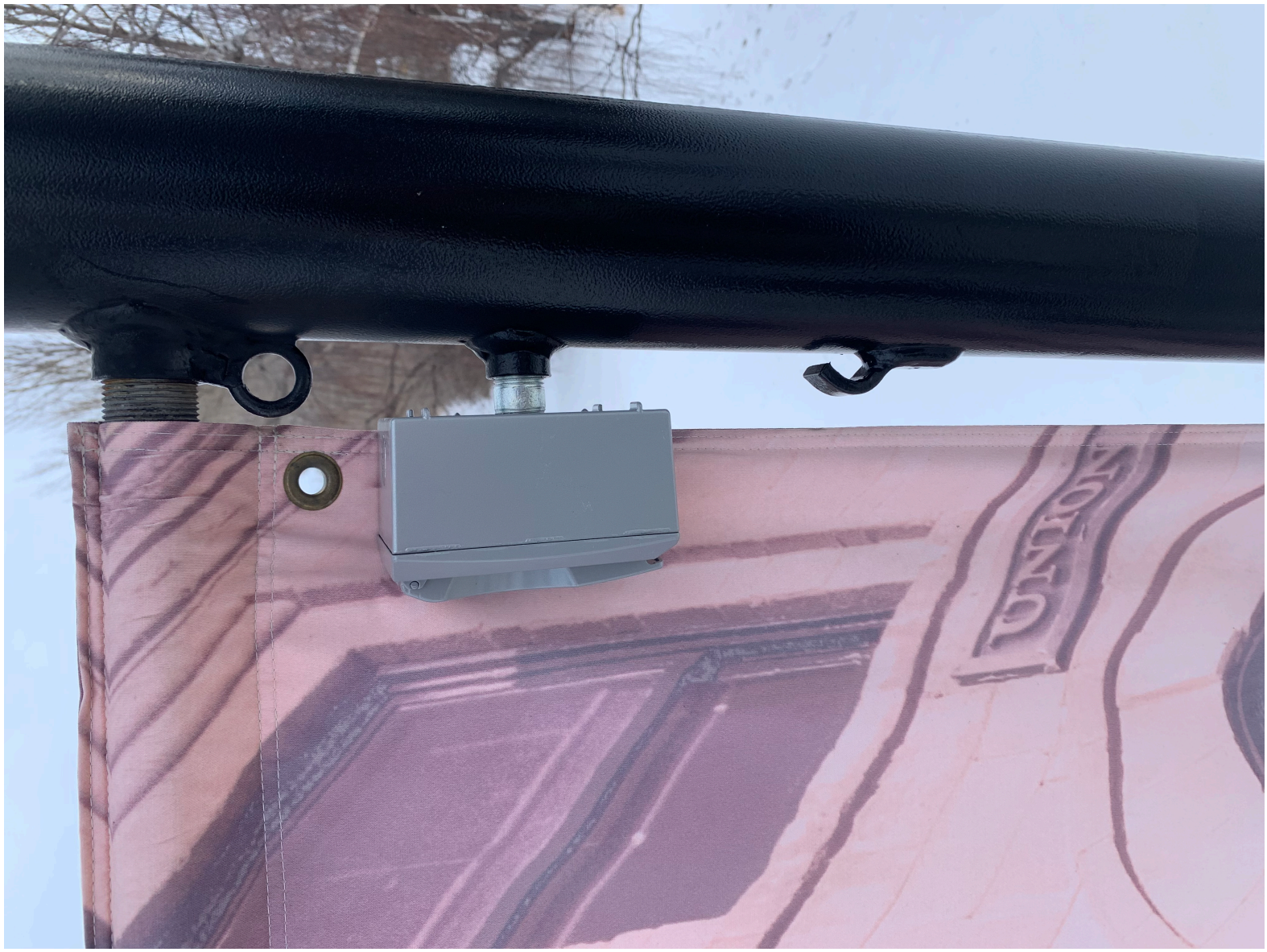
BACKGROUND/PROPOSAL:
The Engineering and Infrastructure department has engaged with Fortis to finalize the cost and determine impacts of installing plug ins on the streetlights along 20 Avenue.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES
Numerous discussions with Fortis have occurred over the past few months to finalize the scope of work, cost, aesthetics of the final product, and the necessary next steps to produce the desired goal of illuminated Christmas decorations affixed to the streetlights.

Administration has several concerns with respect to aesthetics which require further guidance. Administration is requesting the project be returned to the Performance Evaluation Committee for them to review the concerns and explore potential solutions on behalf of Council.

ALIGNMENT WITH STRATEGIC PLAN
3. Infrastructure & Asset Management

RECOMMENDATION
That Council refer the Christmas Street Lights along 20th Avenue back to the Performance Evaluation Committee for review and recommendation.


UNION

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	23rd Street Improvements
ORIGINATING DEPARTMENT:	Engineering & Infrastructure

BACKGROUND/PROPOSAL:

In 2021 Council accepted a recommendation from the Performance and Evaluation Committee to proceed with durability and dust reduction investments for the segment of 23rd Street between the CPR spur line and the CPR mainline, modeled after a unique outlying road improvement project from the Village of Stirling.

The industry expert, that did those roads, was consulted and Administration has been advised that the roadway is in need of base stabilization before durability additives can be applied. The stabilization additives require a blending machine to mix in the additive into the existing road material. Once the base is stabilized additional granular material is necessary to be applied in preparation for the durability additives. Following the addition of durability additives, the material will be graded and packed in.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The existing road structure has deteriorated under the heavy volume traffic which accesses the landfill and propane transfer sites. Stabilization will create a strong substructure and reduce dust. The stabilization will require approximately 30 days to cure before any additional durability additives can be applied.

The additional gravel and durability additive on the stabilized base will eliminate the dust and it is anticipated to vastly improve the life span of the investment.

The Town of Didsbury procurement policy states that all construction projects over $75,000 require a tender or RFP process, however Council does have the ability to waive this requirement for unique circumstances. Administration tried to secure input on this type of unique approach to outlying road improvement from other contractors but was unable to find anyone willing to do this.

Administration arranged for "Read On Roads" (who does the Village of Stirling outlying roads) to review the problematic portion of 23rd Street. They have provided us an estimated project cost of $150,000. This would provide an equivalent road to the Stirling example that the committee looked at. Please see the attached pictures included from the Village of Stirling. The first one is how it looks when it is freshly laid and the second is a road after a number of years. We are interested in how this works for the Town as there are some other outlying roads in Didsbury that could potentially benefit from this cost effective solution.

For funding this project, it is expected that this would qualify for the MSI Capital and CCBF grants. However, this would require changing priority of other projects on the multi year plan. There is currently no Town reserve fund set aside for construction of roadway infrastructure.

Instead we recommend that Council consider using either the general reserves which currently has approximately $535,000 available, or the PW Equipment Reserves which has a very large amount of $840,000 available, much higher than would be necessary for this type of reserve.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

Council approve the sole source award for the solution provided by Read On Roads for improvement to the 23rd Street cooridor between the CPR spur line and the CPR mainline for a cost of $150,000, to be funded from the PW Equipment Reserve.

MAXIMUM
50

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE: July 12, 2022
SUBJECT: Audit and Assurance Services 2022 - 2026
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:
The Town of Didsbury is at the end of its contract term with BDO, a public accounting firm appointed to prepare the required annual financial audits and review engagements for the Town.

A request for proposal (RFP) for audit and assurance services for a three year term with two optional one year renewal terms was issued on June 13, 2022 and closed on June 30, 2022. The RFP was posted to the Town website, the Town Ad, Alberta Purchasing Connection and sent to various public accounting firms.

A requirement under the MGA is that Council must appoint one or more auditors for the municipality.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES
Administration received submissions from three accounting firms: Ascend, BDO, and MNP. Each firm was evaluated based on the following criteria: Presentation; Value/Price Structure; Expertise; Ability to meet various other needs and timelines.

Scoring:

	Proposal Presentation	Value/Fee Structure	Proponent Expertise	Other	Score
MNP	9.5	50	30	7.333	96.833
BDO	9.5	40	30	10	89.5
Ascend	5	27.5	24.375	5.833	62.708

Proposed Fees:
The proponents were asked to bid on Audit, FIR LAPP, FCSS and MVFRN services. Ascend's fees are included below; however, the firm did not bid on FCSS and MVFRN and thus the actual value would be higher than presented. Ascend also did not bid on the additional two option years.

	2022	2023	2024	2025	2026
MNP Total	$ 30,975	$ 30,975	$ 33,600	$ 32,519	$ 32,519
BDO Total	$ 33,812	$ 34,518	$ 38,563	$ 35,931	$ 36,637
Ascend Total	$ 37,600	$ 37,600	$ 38,975	$ -	$ -

BDO

BDO is the Town's current auditor and has been since 2014. BDO is a well known public accounting firm and the Town has a good relationship with them. BDO completes many public sector audits. BDO's submission was strong in all areas and they only lost points on the value/fee structure as they were not the lowest proposal.

MNP

MNP has significant presence in Alberta and they prepare audits for several municipal and public sector clients including Mountain View County, Red Deer County, and Town of Eckville. MNP's fees were the lowest of the three submissions but would require Administration to prepare their own financial statements. Administration already prepares documents that can be easily transferred into formal financial statement documents, therefore additional fees should not be required. Moving to a new auditor will require a transition period which would require additional audit work in the first year. This can, however, be conducted before the audit, at a time that works for Administration.

Ascend

Ascend's proposed fees were the highest of the three submissions, and the submission was incomplete based on the information requested. It also received the lowest score of all of the proposals.

MNP received the highest score and proposed the lowest fees. Therefore, Administration recommends that MNP is awarded the audit and assurance contract for the 2022 – 2024 fiscal years with the option to renew for 2025 and 2026. MNP is the most financially appealing option, upholds a strong firm reputation, and has a well-established municipal customer base. While there will be some added requirements by Administration in the first year, changing auditors after eight years will provide a fresh perspective and will increase audit independence.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To appoint MNP LLP as auditor for the Town of Didsbury for the 2022 – 2024 fiscal years, with the option to renew for 2025 and 2026.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Compost Level of Service
ORIGINATING DEPARTMENT:	Engineering & Infrastructure

BACKGROUND/PROPOSAL:

At the June 14, 2022 Regular Council Meeting, Council was presented with concerns regarding the Town's compost and branch collection site.

Council approved the closure of the compost and branch drop off bins at the Public Works maintenance yard. Concerns were raised at the June 28, 2022 Council meeting with regards to compost service availability to residents, particularly with grass clippings and leaves during this time of year. Council referred this to the Performance and Evaluation Committee to explore potential service levels options for Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Performance Evaluation Committee met on July 7, 2022 and discussed the composting level of service and are recommending the following:

a) That a one-time $50.00 rebate program for backyard composters be offered by the Town of Didsbury, for composters purchased at local Didsbury businesses only, funded by the Waste Collection Reserve.

b) That a summer fee discount be offered to those residents wanting additional green bins. For the months of July and August 2022, residents may add additional green bins for a one-time administration fee of $15/bin, and a monthly collection fee of $3/additional bin.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

That Council approve to provide one-time $50.00 rebate program for backyard composters to be offered by the Town of Didsbury, for composters purchased at local Didsbury businesses only, funded by the Waste Collection Reserve.

AND

That Council approve a summer fee discount be offered to those residents wanting additional green bins. For the months of July and August 2022, residents may add additional green bins for a one-time administration fee of $15/bin, and a monthly collection fee of $3/additional bin.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Old Fire Hall
ORIGINATING DEPARTMENT:	Economic Development & Strategic Operations

BACKGROUND/PROPOSAL:
The old fire hall located at the corner of 19Ave and 19th St was deemed to be demolished.
A production company discovered the building and expressed interest to use the building for their production called "Under the Banner of Heaven".

The production company modified the building and made improvements in order for them to utilize the facility for filming.

This production brought approximately $600,000 into the local economy.

"Under the Banner of Heaven" was recently nominated for an international award for "Outstanding Locations in a TV Serial Program, Anthology, or Limited Series.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES
After the filming completed the building was left in better condition and with potential to be utilized again in the future. However the building is in poor condition and is not protected from the elements.

The Town was told by the location manager that the facility has great potential to be a permanent rental facility to the movie industry. However, to keep this building as a potential film resource for the future some initial work is needed to better protect it from the elements. It'll eventually need a new roof along with some other construction for the long term in accordance with whatever Council in future decides to use it for.

More strategic visioning about the use of the building will be done by Council during their strategic planning, however in the immediate short term, some initial sealing work to the roof as well as some whether proofing to the shell will need to be done for it to be available for such future consideration.

This initial work could be done for approximately $15,000, which could be funded from the Economic Development Reserve, which currently has $64,000 available in it.

ALIGNMENT WITH STRATEGIC PLAN
1. Economic Prosperity

RECOMMENDATION
That Council approve keeping the old firehall as a potential film production resource and to approve the weather proofing work for up to $15,000 to be funded from the Economic Development Reserve and that the future use of the resource be referred to the strategic planning process in the Fall.

OR

Move to accept as information.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Parkland Regional Library Services (PRLS)
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

Councillor Windsor, who is our representative on the PRLS Board, has brought forward the following, which the representatives from our regional neighbors are likewise bringing forward to their respective Councils.

"Concerns have been raised regarding the population information used by Parkland Regional Library System (PRLS) to calculate per-capita funding obligations of each member municipality.

In accordance with the PRLS Membership Agreement the per capita funding is based on "*the most recent population figure for the municipality as published by Alberta Municipal Affairs.*" According to the Government of Alberta's website: "*The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future*."

However, further, Municipal Affairs also states on its website: "*Per capita grant funding delivered by Municipal Affairs will continue to be based on the 2019 Municipal Affairs Population List until 2021 federal census results are available. The updated federal census will provide a new baseline for estimating annual populations in the future."*

At the March 2021 PRLS Executive Committee meeting, the committee decided to use the population numbers from the Treasury Board and Finance to invoice municipalities based on what the Government of Alberta posted on the website. In some cases, the Treasury Board population estimates are significantly different from the recent federal census that was conducted in 2021. Olds' population (for example) was estimated to be almost 550 higher than the 2019 Municipal Affairs Population List and 2021 federal census.

The issue of using Treasury Board population figures was also raised at the May 2022 PRLS board meeting, as well as the wording of the membership agreement and its clarity. A legal opinion sought by PRLS as it pertains to the membership agreement determined that use of Treasury Board figures was in keeping with the agreement.

Following the May board meeting, PRLS representatives from our region (Zone 9), met to discuss the shared concern with using Treasury Board population figures and the clarity of the wording of membership agreement and agreed there was interest in pursuing a collective approach to remedying these concerns. The PRLS representatives recommends that municipalities in our region work together to pass motions opening the membership agreement with the purpose of clarity and amending clause 8.3 so that population figures used by PRLS for its requisition are the same as the population figures Municipal Affairs uses to provide municipalities with grant funding."

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Of note the Municipal Area Partnership (MAP) group recent discussed the concerns with the discrepancy in the population data being used to calculate library grant funding and library service billing by PRLS. From their discussion they sent the attached letter to the Minister of Municipal Affairs.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

Councillor Windsor along with the other PRLS representatives from our regional neighbors are recommending that Council pass the following motion:

Move that council supports opening the Parkland Regional Library System (PRLS) membership agreement with the intent to amend clause 8.3 so that the population figures PRLS uses for requisitions are the same as the population figures Municipal Affairs uses to provide municipalities with grant funding.

June 22, 2022

Sent via email:
minister.municipalaffairs@gov.ab.ca Cc: libraries@gov.ab.ca

Minister of Municipal Affairs
Office of the Minister Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

RE: Population Data & Library Contributions / Funding

Dear Minister McIver:

Our Municipal Area Partnership Committee (made up of Mayors and Council Representatives from our region) recently discussed the decision by Parkland Regional Library Services to use the Treasury Board population estimates for calculating municipal contributions. This is of concern to us as provincial funding for municipal library services is still calculated using old census data. This creates a problematic system where one data set is used for calculating municipal contributions and a different data set is used for calculating funding.

We understand that MSI (LGFF) will now be calculated using the Treasury Board population estimates. We ask that you look at implementing a similar system with library funding (and any other municipal funding that still uses other population calculations) to ensure that all provincial funding for municipalities uses the same Treasury Board population estimates.

Sincerely,

Judy Dahl

Mayor Judy Dahl, Town of Olds
Chair of Municipal Area Partnership Committee

JD/mm

cc. Mayor Lance Colby - Town of Carstairs
Mayor Timothy Hagen - Village of Cremona
Mayor Rhonda Hunter - Town of Didsbury
Reeve Angela Aalbers - Mountain View County
Mayor Richard Warnock - Town of Sundre

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	RCMP Call to Action
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

The National Police Federation (NPF) is advocating against the creation of the Alberta Provincial Police Service (APPS). They have reached out to the Town of Didsbury regarding this Call to Action to the Government of Alberta, inviting us to add our name to their list of signatories and allow them the use of our logo.

Attached is the Call to Action with a number of Municipalities who have added their names to this advocacy work.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The NFP is the bargaining agent that advocates on behalf of the 20,000 individual RCMP members across Canada. They're engaged in this activist effort in the interests of their members.

Council has previously written a letter to the Province on April 6, 2021 to strongly express their support for the RCMP, which is attached for your review.

Council should consider whether this is sufficient and consider whether having our name attached to an aggressive advocacy group with it's own agenda is in our best interests.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the National Police Federation Call to Action to the Alberta Government as information.

OR

That Council approve to be added to the National Police Federation Call to Action Letter to the Government of Alberta and allow them the use of our logo for their advocacy work.

June 27, 2022

CALL TO ACTION
TO THE GOVERNMENT OF ALBERTA

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of $366 million over six years, and, at minimum, an additional $139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's $2 million Transition Study did not highlight how a new APPS would address any of these issues.

We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
    - *Expand Police and Crisis Teams with police and Alberta Health Services*
    - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
    - *Ensure timely trials by prioritizing violent over non-violent crimes*
    - *Hire more Crown prosecutors and appoint more Provincial Court Judges*

National Police Federation | Fédération de la police nationale
AUPE
Town of Beaverlodge – A Place to Build Dreams
Village of Berwyn
Big Lakes County
Bird Capital of Canada – McLennan
Town of Bon Accord – building for tomorrow
Bowden
Welcome Home – Brazeau County
Town of Black Diamond
Blackfalds – Alberta
Breton
Town of Canmore
Village of Carmangay
Village of Caroline – Prospering at Nature's Doorstep
Clearwater Community Crime Watch
Village of Clive
Town of Coalhurst – A Place to Call Mine
County of Northern Lights
Village of Coutts – Gateway to Alberta – Coutts, Alberta, Montana, U.S.A.
Alberta Community Crime Prevention Association
Village of Champion – Alberta
This is Crossfield – Est 1907
Crowsnest Pass – Naturally Remarkable
Delia – Gateway to the Hoodoos
Edson
1913 Elnora – The Friendly Community
Fairview – Heart of the Peace
Town of Fort Macleod
Girouxville – Alberta, Canada
Town of Grimshaw
Town of High Level
High Prairie – Heart of Big Lakes
High River
Hines Creek – End of Steel
Historic
Innisfail
Summer Village of Jarvis Bay
Magrath – The Garden City
Marwayne
Mayerthorpe
Millet – Proud to be
Northern Sunrise County
Municipal District of Peace No. 135
Penhold
Ponoka
PSAC · Prairies – Public Service Alliance of Canada
Village of Rosemary
Smoky Lake County
Spirit River
Heart of Whitetail – Standard Alberta
Summer Village of Sebaa Beach Alberta
Sylvan Lake
Swan Hills
The Friendly Oasis – Edgerton Alberta
The Town of Tofield
Trochu Alberta
Two Hills
Syndicat des employés-e-s de la sécurité et de la justice – USJE SESJ – Union of Safety and Justice Employees
Town of Vauxhall
Town of Vermilion – Alberta
victim services alberta
Viking – Alberta
Village of Alliance – An Artistic Touch
Coyote Country – Chipman – Alberta
Village of Myrnam – Home of the Dove
Town of Westlock
County of Wetaskiwin No. 10
Wetaskiwin – The City We Share.
Town of Wainwright

Organizations:
National Police Federation
Alberta Community Crime Prevention Association
Alberta Union of Public Employees
Clearwater Community Crime Watch
Public Service Alliance of Canada – Prairies
Union of Safety and Justice Employees
Victim Services Alberta

Cities:
City of Wetaskiwin

Towns:
Town of Beaverlodge
Town of Bon Accord
Town of Bowden
Town of Black Diamond
Town of Blackfalds
Town of Canmore
Town of Coalhurst
Town of Crossfield
Town of Edson
Town of Fairview
Town of Fort Macleod
Town of Grimshaw
Town of High Level
Town of High Prairie
Town of High River
Town of Innisfail
Town of Magrath
Town of Mayerthorpe
Town of McLennan
Town of Millet
Town of Penhold
Town of Ponoka
Town of Spirit River
Town of Swan Hills
Town of Sylvan Lake
Town of Tofield
Town of Trochu
Town of Vauxhall
Town of Vermilion
Town of Viking
Town of Wainwright
Town of Westlock

Villages:
Village of Alliance
Village of Berwyn
Village of Carmangay
Village of Caroline
Village of Champion
Village of Chipman
Village of Clive
Village of Coutts
Village of Delia
Village of Edgerton
Village of Elnora
Village of Girouxville
Village of Hines Creek
Village of Longview
Village of Marwayne
Village of Myrnam
Village of Rosemary
Village of Standard
Village of Two Hills
Village of Vilna
Village of Waskatenau
Village of Breton

Summer Villages:
Summer Village of Ghost Lake
Summer Village of Jarvis Bay
Summer Village of Seba Beach

Counties:
Big Lakes County
Brazeau County
County of Northern Lights
Northern Sunrise County
Smoky Lake County
County of Wetaskiwin

Municipalities:
Municipal District of Peace
Municipality of Crowsnest Pass

Town of Didsbury
PO Box 790, 1606-14 Street
Didsbury, Alberta, T0M 0W0
403-335-3391
inquiries@didsbury.ca
www.didsbury.ca

April 6 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Madu,

Re: Alberta Provincial Police Service Transition Study

On behalf of Town of Didsbury Council, I am writing to advise you of our Council's ongoing support for the Royal Canadian Mounted Police (RCMP) as our province's police force of choice. As well, please know that our Council opposes the creation of an Alberta provincial service to replace the RCMP.

In listening to and reviewing the presentations from the recent AUMA/RMA Policing Summit in February of 2021, the opening presentation by you, our Minister of Justice and Solicitor General, spoke of "citizens demanding democratic, community-based policing, a renewed commitment to improving policing in the province, and the need for police to work with community partners and citizens to ensure effective community policing." Minister Madu, I am pleased to say that our community has democratic, community-based policing, our detachment meets with us regularly as part of their commitment to optimal two-way communication that invites, welcomes, and listens to our input, and our detachment also works with our municipality and our citizens as community partners. Your comment on your "Why Now" PowerPoint slide at the Summit references the "impact of George Floyd's death and public outcry," an American policing situation, "calls to defund the police," which to many means to add funds to social supports in policing situations, and "concerns of systemic racism," an issue our entire country continues to work to address and resolve. We believe there is no support shown that an Alberta police service would solve any of these issues any more effectively than the RCMP.

On your "Reforming Police - What are we doing now" slide presenation, I offer the following observations:
Improve Public Trust in Policing: We believe there is trust in our municipality and that it is not lost and/or diminishing.
Modern Governance Framework: The RCMP presentation by Deputy Commissioner was excellent; the RCMP present an impressive modern governance framework that constantly evolves with changing times, again displayed in our community.
Effective Police Complaints Process for Alberta: We all constantly work on better complaint processes, including the provincial government and our local municipal government here in Didsbury. The RCMP presentation displayed information about (and Didsbury experiences and is part of these) annual performance plans, community/detachment commander relationships, community reporting templates, and community policing advisory committees. We believe that working with the RCMP as the Alberta police force of choice is more likely to succeed than setting up yet another entity who will have to build from scratch, is costing millions to explore, and will cost hundreds of millions more to implement.

Improve relationship with Indigenous Peoples: This is an important and prioritized initiative across our country, not just in our province, and, again, the RCMP are most likely to succeed with the current initiatives they have underway in their system that display their commitment to improving relationships throughout the communities they serve.

Direct consultation with municipalities regarding the creation of an APPS has been limited. PwC's Phases, Activities, and Timelines indicate there have been envisioning workshops and interviews from October 12 through December 18, 2020. Of note our community was not invited to participate (and we have had an RCMP detachment in our town for 25+ years) and, in speaking with colleagues in our region (who have also had RCMP detachments in their towns for many years), I have heard no one indicate they participated in these workshops and interviews. If municipalities who are served by RCMP detachments are excluded from this conversation, valuable information and feedback is left unheard from affected municipalities.

The Policing Transition Study being undertaken by our province is in response to the Fair Deal Panel's (FDP) recommendation #14: Create an APS to replace RCMP. The FDP reported that 68.5% of respondents were from Calgary and Edmonton regions. Calgary and Edmonton have their own police services, which should be considered when studying the transition from the RCMP. Another FDP finding was that only 35% of respondents supported the idea of creating an APS.

Finally, in the Alberta Police Federation survey from October of 2020, it was found that "replacing the RCMP is viewed as a least helpful measure tested to improve Alberta's place in Canada." Only 8% say replacing the RCMP helps a lot, only 6% support replacing the RCMP, 81% of Albertans served by RCMP are satisfied with the service they receive, and 70% of Albertans oppose replacing the RCMP with an expensive new provincial police service.

There is so much convincing support for the RCMP in Alberta, and, with the strong and effective RCMP that serve us so well in Alberta, our Council supports the programs, initiatives, and progress of the RCMP in meeting our community's policing demands. I again reiterate our Council's support for the RCMP remaining as Alberta's police force of choice.

On behalf of Council,

Yours truly,

Rhonda A. Hunter

Rhonda Hunter
Mayor

Cc: Nathan Cooper, MLA Olds-Didsbury-Three Hills
Town of Didsbury Council

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	June 28, 2022
SUBJECT:	Strategic Visioning Meeting Date
ORIGINATING DEPARTMENT:	Legislative Services

BACKGROUND/PROPOSAL:

At the April 12, 2022 Regular Council Meeting, Council passed a motion to commence, by the Fall of 2022, the Strategic Planing Process.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Consultant will facilitate the multi-day process and has provided some options, which were provided to Council members through a survey to provide their availability. The following date options were workable to all Council members and therefore Council needs to select one of the following to officially set the dates for their strategic visioning sessions in the Fall with the Consultant, Chris Fields, for the development of a new Strategic Plan.

The workable dates that Council is choosing between are as follows:

Thursday, October 20, 2022 from 5 to 9 p.m., and Saturday, October 22, 2022 from 9 a.m. to 3 p.m.

OR

Thursday, October 27, 2022 from 5 to 9 p.m., and Saturday, October 29, 2022 from 9 a.m. to 3 p.m.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council set Thursday, October __, 2022 from 5 to 9 p.m. and Saturday, October __, from 9 a.m. to 3 p.m. for the Strategic Visioning Meeting.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

COUNCIL MEETING DATE	July 12, 2022
SUBJECT	Chief Administrative Officer (CAO) Report
ORIGINATING DEPARTMENT	Legislative Services

BACKGROUND/PROPOSAL:
Please find attached the CAO Report for July 12, 2022.

ALIGNMENT WITH STRATEGIC PLAN
An Informed & Engaged Community

RECOMMENDATION
That Council move to accept the CAO Report for July 12, 2022 as information.

CAO Report – July 12, 2022

1. Economic Development Second Quarter Report (Economic Development)
   Please see attached the second quarter report from the Economic Development Officer.

2. Didsbury Fire Department Second Quarter Report (Corporate & Protective Services)
   Please see attached the second quarter report from the Didsbury Fire Department.

3. Planning & Development Second Quarter Stats (Planning & Development)
   Please see attached the second quarter stats for the planning and development department.

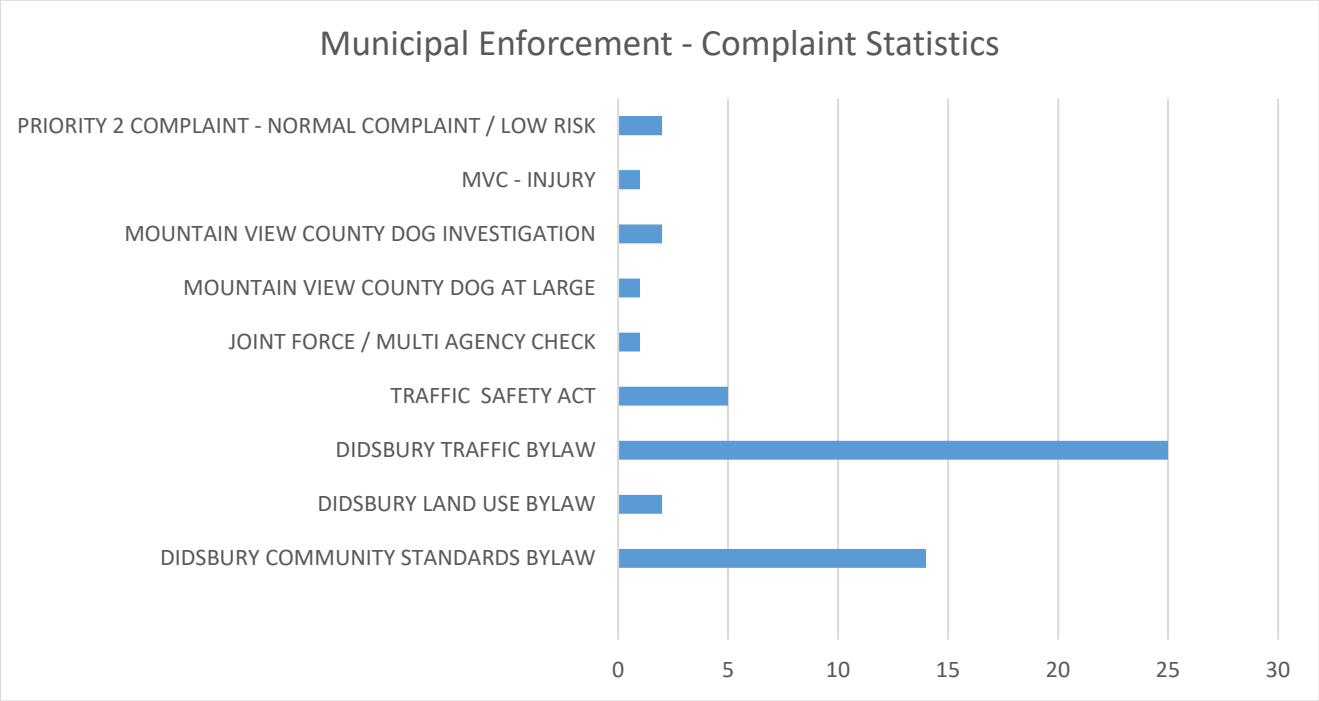
4. Action Request Report for June (Financial Services)
   Please see attached the Action Request report for the month of June 2022.

5. Community Services Second Quarter Report (Community Services)
   Please see attached second quarter report from the Community Services department.

6. Municipal Enforcement Update (Legislative Services/Municipal Enforcement)
   We are pleased to announce that Officer Lucas Rahn received his appointment as CPO I on July 5, 2022. As a Level I CPO, Officer Rahn is able to enforce moving traffic violations along with other jurisdictions.

   2-Hr. Parking Update (Municipal Enforcement)
   The Peace Officers have seen an increase in compliance regarding the 2-hr parking bylaw, and are continuing their efforts in education regarding the bylaw.

   Second Quarter Report
   Below is a graph of the complaint statistics for the second quarter for Municipal Enforcement. Also attached is a little more detail to these stats.



7. Alberta Municipal Affairs 2021-2022 Annual Report (Legislative Services)
Deputy Minister of Municipal Affairs, Brandy Cox, provided through email a link to the above report:

This latest annual report provides a comprehensive review of the programs and initiatives the ministry has undertaken over the past fiscal year to build stronger communities and make life better for Albertans. It outlines the ministry's efforts as part of the Government of Alberta's response to the COVID-19 pandemic and also offers a robust analysis of the ministry's performance in relation to the 2021-24 Business Plan.

The ability, at the provincial and municipal levels, to deal with the impacts of a pandemic and continue to meet the everyday needs of Albertans, is a testament to the dedication and professionalism of this ministry and the hard work of municipal officials and our partners.

This annual report highlights many of the ministry's accomplishments, opportunities, and challenges in 2021-22, including:

- Continuing to support a number of non-healthcare initiatives as we responded to the COVID-19 pandemic
- Supporting Alberta municipalities as general municipal elections were held in 2021
- To support Alberta's economic recovery and protect jobs in communities throughout the province
- At the end of the 2021-22 fiscal year, municipal assessment preparation for designated industrial property had been integrated into the Provincial Assessor's office in 197 out of 225 of affected municipalities (88 per cent)
- In 2021-22, two disaster recovery programs were established and two municipalities were added to an existing disaster recovery program
- Grant programs and municipal funding continued to be important elements of the ministry's work in 2021-22
- We continued to support public libraries as they provided equitable information access to all residents of Alberta. Even as library doors were closed for parts of 2021-22, Albertans used library services to check out e-books and participate in online programs
- The Municipal Sustainability Initiative, a municipal infrastructure grant program, was initially set to expire after March 2022, to be replaced with the Local Government Fiscal Framework in April 2022. However, the *Local Measures Statutes Amendment Act* extended the program by two years from its planned conclusion date in order to provide much needed economic stability. In 2024-25, the program will be replaced with the new framework
- These are just a few highlights from the pages of the 2021-22 annual report. Within this report, you can see how actions and decisions connect to the ministry's goals and key strategies, and how Municipal Affairs is progressing and adopting lessons learned. I invite you to look through our annual report online at https://open.alberta.ca/publications/1925-9247

8. Pedestrian Connectivity Master Plan (ACAO/CFO)

Earlier this year, the Town of Didsbury applied for the Active Transportation Fund to fund a Pedestrian Connectivity Master Plan. Administration is pleased to announce that the application was approved in principle, following a successful review. The grant will support 100% of eligible expenditures (up to $50,000) for the project. The project funding will be used to develop a Pedestrian Connectivity Master Plan, which will map out a network of trails and pathways that will connect throughout the town and address the rehabilitation and development needs of existing pathways. This will benefit Didsbury's residents and visitors in the following ways:

- Provide more community space
- Offer safe alternatives to driving
- Grant universal accessibility (will address any mobility issues)
- Steer foot-traffic towards local businesses
- Improve air quality/reduce greenhouse gas emissions
- Promote health in the community

This project will help guide capital funding to the Pedestrian Transportation Network, which is set to commence in 2024 (multi-year capital plan).

9. Council Professional Development & Remuneration to June 30, 2022 (Legislative Services)

COUNCIL PROFESSIONAL DEVELOPMENT STATUS

	Budget	Spent	Remaining	AB Muni
Mayor Hunter	$6,500.00	$ 288.75	$6,211.25	$ 530.40
Deputy Mayor Engel	$4,500.00	$ -	$4,500.00	$ -
Councillor Baswick	$4,500.00	$ -	$4,500.00	$ 100.00
Councillor McCoy	$4,500.00	$ 4,400.05	$ 99.95	$ 50.00
Councillor Moore	$4,500.00	$ 15.00	$4,485.00	$1,048.43
Councillor Williams	$4,500.00	$ 2,244.61	$2,255.39	$ 100.00
Councillor Windsor	$4,500.00	$ 3,392.99	$1,107.01	$ 643.88

2022 Council Expense Claim

					COLA Added		
	Jan.	**Feb.**	**Mar.**	**Apr.**	**May**	**June**	**TOTAL**
Mayor Hunter	$3,031.63	$3,085.87	$3,861.49	$2,529.75	$ 3,031.46	$2,398.24	**$17,938.44**
Deputy Mayor Engel	$1,682.00	$1,773.25	$2,278.75	$1,718.50	$ 1,741.32	$1,700.07	**$10,893.89**
Councillor Baswick	$1,609.00	$1,773.25	$2,367.61	$1,609.00	$ 1,577.07	$1,431.07	**$10,367.00**
Councillor McCoy	$1,682.00	$2,381.81	$2,252.61	$2,609.00	$ 2,406.94	$2,798.88	**$14,131.24**
Councillor Moore	$1,718.50	$1,955.75	$3,026.58	$1,609.00	$ 1,650.07	$2,152.48	**$12,112.38**
Councillor Williams	$1,485.25	$1,485.25	$2,224.00	$1,736.75	$ 1,668.32	$2,974.52	**$11,574.09**
Councillor Windsor	$1,791.50	$2,979.83	$2,987.21	$1,621.07	$ 2,045.01	$3,638.51	**$15,063.13**
							$92,080.17

2nd Quarter Economic Development report April- June 2022

Prepared by: Alexandra Ross, Economic Development Officer and Strategic Operations Coordinator
Date: June 30, 2022

Highlights in numbers:

- Inquiries for businesses expansion or new set up: 9
- Rural Entrepreneurship Stream Program total inquiries: 32 In person/ online meetings: 6
- LinkedIn followers Town of Didsbury Economic Development: 152
- New Businesses: 14 (2nd quarter) Total number of Business Licenses issued: 303
- Welcome program/ribbon cutting: 1
- Total revenue: $35,245
  (comparison to previous non-COVID year: 236 as per Alberta Regional Dashboard)
- New DEDAC members: 1 (youth member)

Business Retention & COVID

- Business Network meeting: June 9th at the International Grill: 27 in attendance
- Business connect and visitations ongoing

Number of businesses closed/moved/not renewed/sold, including temporary licensed businesses: 123 (note that most of those businesses are construction and trade companies. There are about 13 local businesses that closed or moved (that we know of).

Website:

- Investment Opportunity E-book has been integrated.
- Resources, such as Chamber programs have been updated - ongoing
- Spacelist under Investment and Opportunities section: additional property owners signed up with their property for lease or sale.
- New tool: Quality of Life tool by Localintel has been integrated on our website under integration in May (there was a slight delay as we added more assets). The tool is very specific to Didsbury and will help with business, investment and residents attraction.
- Localintel data has been updated.

Social Media:

- Town provided social media support for grand openings and new businesses, plus promoted tools offered by the Chamber;
- Project 52, People & Places continues to be popular and generating interest. The project is featured on our website and promoted through our social media platforms, including LinkedIn.
- First bi-annual Economic Development Newsletter was published in May.

Grants:

Applied for the EV Station grant: 2 x Level 2 at the Chamber of Commerce location downtown.

Marketing:

- Investment Opportunity Brochure designed and integrated in e-book format on the Didsbury Town website under Economic Development – section Investment & Business Opportunities. 50 hardcopies were printed for distribution. Approximately 20 brochures were given out at the ICSC and another 20 were sent to India for an Investment attraction trade mission.

- The e-book brochure has been revised as there was a section related to cost of doing business added. Additional 100 hard copies were printed.

2nd Quarter Economic Development report April- June 2022

Prepared by: Alexandra Ross, Economic Development Officer and Strategic Operations Coordinator
Date: June 30, 2022

- Ad for first 100 businesses that acquired a business licenses for 2022 will be published on May 18th in the paper and links to the ad will be published on our social media platforms.
- Major article (6 pages) was published in COMPASS Magazine about Didsbury as a key location for the show "Under the Banner of Heaven". This is an international film related publication by the Location Managers Guild. The link for the magazine was published on the Town of Didsbury LinkedIn.

CAEP

- Organized two virtual meetings with Provincial government for the new Rural Entrepreneurship Stream Program and coordinates communication to ensure our voices are heard to improve the program
- Through CAEP Central Alberta communities (7), Didsbury was one of the first to get approved for the new program
- Organized information session for Enhanced Energy Origin
- Organized information session with Canada Immigration and Visa Services to understand the current challenges with workforce attraction and the Provincial Program
- Increased EDO consultation noted
- Attended EDO Roundtable session; Marketing and Branding workshop, AGM; "In the eyes of the Investor" – afternoon
- 4 page Community profile on CAEP website completed.

Events attended

- Monthly Chamber meeting, including EDO quick update – virtual – (missed the workshop due to Budget meeting);
- EDA – in person event in K-Country;
- Province of Alberta - Phase 2 Rural Economic Development Engagement session via zoom.
- Travel Alberta & TIAA Town Hall meeting in Drumheller

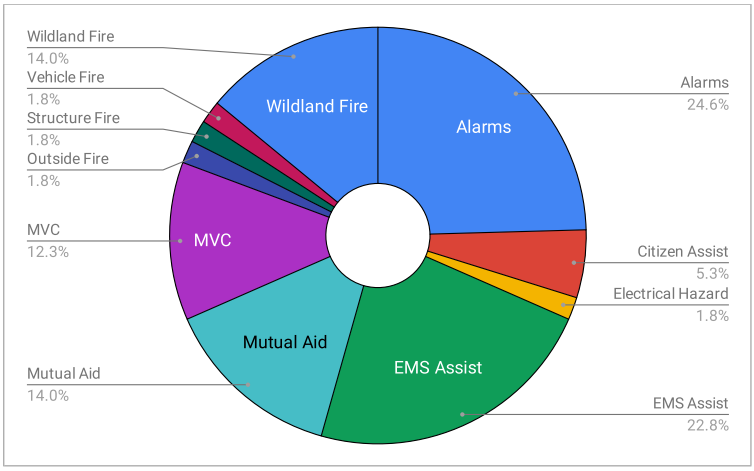
Projects:

- Completed two Strategic Visioning for Economic Development follow up workshops for Council & DEDAC
- Completed props showcase set up "Wynona Earp" & "Under the Banner of Haven" in the Old Fire Hall for Municipal Leadership caucus.
- FDI Project collaborative with Mountain View County, Town of Sundry started: photo/video library is on its way and the RFP for web design and branding is closing in July.

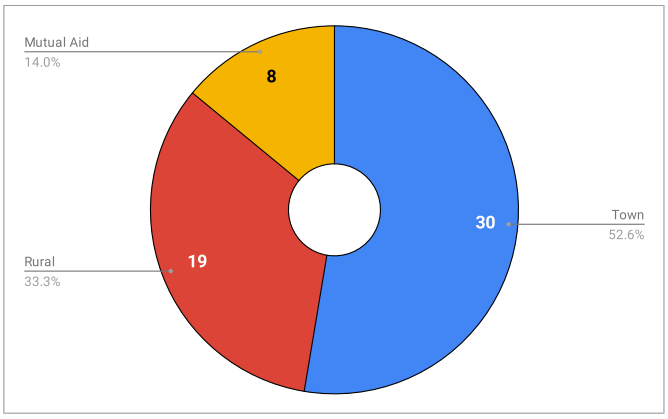
Didsbury Fire Department 2022 Response Totals

Second Quarter - April 1 to June 30

Type	Total
Alarms	14
Citizen Assist	3
Electrical Hazard	1
EMS Assist	13
Gas Leak	0
Mutual Aid	8
MVC	7
Odour Investigation	0
Outside Fire	1
Smoke Investigation	0
Structure Fire	1
Vehicle Fire	1
Wildland Fire	8
	57



Call Location	
Town	30
Rural	19
Mutual Aid	8
	57



2022 Quarterly Development Report (Q2)

(Apr 1 – Jun 30)

Prepared for the Regular Council Meeting

RESIDENTIAL DEVELOPMENTS

	Q1	Q2	Q3	2022
Permits Issued – All development relating to Residential Use	12	12		24
Total Construction Values [in the $ millions]	914,400	1.69		2.60
Date of First Permit Issued	Jan 10	Apr 1		Jan 10
Date of Last Permit Issued	Mar 31	Jun 27		Jun 27

Note: Residential Development consists of Dwellings, Accessory Buildings, Additions, Decks, Suites, Demolition & Misc.

COMMERCIAL DEVELOPMENTS

	Q1	Q2	Q3	2022
Permits Issued – All development related Commercial Use	7	2		9
Total Construction Values [in the $ millions]	402,615	18,994		421,609
Date of First Permit Issued	Jan 12	Apr 11		Jan. 12
Date of Last Permit Issued	Mar 18	Apr 25		Apr 25

Note: Commercial Development consists of Commercial Retail Units, Changes of Use, Signage and Misc.

RESIDENTIAL/COMMERCIAL MIXED DEVELOPMENTS

	Q1	Q2	Q3	2022
Permits Issued – All development related **Residential &** ***Commercial Mixed Use***	0	1		1
Total Construction Values [in the $ millions]	0	4.2		4.2
Date of First Permit Issued	-	Apr 27		Apr 27
Date of Last Permit Issued	-	Apr 27		Apr 27

Note: Residential/Commercial Development consists of Commercial Retail Units mixed with Residential

LAND USE APPLICATIONS & APPEALS

	Q1	Q2	Q3	2022
Subdivisions- Approved	1	0	-	1
Redesignations- Approved	0	0	-	0
Development & Subdivision Appeals	0	0	-	0

Certificates of Compliance

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

	Q1	Q2	Q3	2022
Certificates of Compliance Issued	25	22	-	47

Action Requests Report
June 2022

# of Requests	
	Parks
8	**Mowing/Weed Control**
	Pathway in Westhill Place needs to be mowed
	Greenspace behind residence needs mowing
	Grass hasn't been cut
	Ball diamonds need to be mowed
	Deer Ridge park needs grass cut
	Timeline for mowing Westheights park
	Parks crew needs more training
	Grass was cut when wet and is now a mess
4	**Other**
	Request for larger dog park
	Trees in Westhill park need pruning
	Request for outhouse in Valarosa park
	Trees need to be pruned
	Municipal Enforcement
9	**Animals**
	Neighbours dog is barking
	Caught cat in cat trap
	Dog attack
	Dog at large
	Cat catching birds on birdfeeder
	Cat needs to be picked up
	Neighbour has 15-20 dogs and 30 birds
	Loose dog
	Animal neglect
7	**Property**
	Neighbours are not maintaining weeds
	Neighbours grass is long and weeds out of control
	Neighbours grass is 2 feet tall
	Unkept property
	Weeds south of Deer Coulee Drive are bad
	Resident is blowing grass clippings onto street
	Unsightly complaint
2	**Streets**
	Patio blocking sidewalk access
	Patio using too much space
1	**Noise**
	Neighbour blasting music
	Public Works
17	**Streets**
	Fill potholes on Westhill Drive

Unmarked hole at 19th Ave and 14th Street
Potholes at corner of RR20 and Hwy 582
Hole at 19th Ave and 14th Street is unmarked
Road by Buy-Low needs to be fixed
Street sweeping
Potholes on 13th Ave
23rd Street Alley needs to be graded
Rain from alley is draining into backyard
Alley on 20th Ave needs to be graded
Street lights out on Poplar Ridge Close
Mud puddle in alley behind 23rd Street
Gravel section going north past Buy-Low needs grading
Gravel on Westpoint Drive
20th Street Alley needs gravel
Pothole on 23 Street and 2th Ave
Pothole on 22nd Street

1	**Water / Sewer**
	Water leaking into basement
5	**Solid Waste**
	Branch bins closed at public works
	Compost closed permanently at public works
	Compost sight closed at public works
	Black bin replacement
	Compost bins at public works
2	**Sidewalks**
	Timeline for sidewalk replacement
	Sidewalk breaking up on 22 Ave
9	**Property**
	Cement block in middle of parking lot
	Beavers behind Rosebud Bay
	Beaver dams
	Drain at Valarosa pond
	Corner of roof is blowing up in the wind
	Tree in front of residence is blowing over
	Fence is falling down
	Tree has fallen over
	Garbage bin on 20th
65	**Total**

Community Services Q2 Report 2022

PARKS

The summer Parks crew started with us on May 2, 2022 and have spent a great deal of their time so far battling with Mother Nature. Weeks of heavy rainfall have impeded our ability to offer consistent mowing within the community which has, unfortunately, resulted in less than ideal mowing conditions and delays in our schedule. We look forward to summer weather arriving this month!

At the end of March 2022, the Parks Department received delivery of a new ½ ton crew cab truck, as part of the 2022 Capital Projects. The budget for this item was set at $55,000 and this unit was purchased for $54,695. This new vehicle has been a welcome addition to our fleet.

AQUATICS

The Didsbury Aquatic Centre has continued to see significant usage, with public swims, swimming lessons and fitness programs being in high demand. We have continued to struggle with low lifeguard numbers this spring, which has hindered our ability to run a full pool schedule on some days. However, we do look forward to July when six newly-certified guards will join our staff and begin their training with the Town of Didsbury. Once orientation and training has been completed, we will finally return to pre-COVID staffing levels and schedules.

COMMUNITIES IN BLOOM

A Didsbury Communities in Bloom (CiB) committee was established this spring, with interest from many local gardening and landscaping enthusiasts. The CiB group has been working on preparing for our judging on July 29, as well as looking at projects that can be implemented in 2022 to help beautify Didsbury. Ideas include enhancements to the Welcome to Didsbury sign at the east entrance to town, community garden box construction and other improvements. Additionally, two bee hives were established within the community in mid-June – one behind the Town Office and one at the butte at the Golf Course. Both hives are thriving and have become "Didsbee Sanctuaries" within our community to support environmental sustainability and stewardship.

ROSEBUD VALLEY CAMPGROUND

Bookings at the Rosebud Valley Campground opened on April 1 and it has been consistently busy throughout Q2, with one third of 2022 revenues having been achieved by the end of June. Poor weather conditions have affected some use areas of the campground, but the caretakers are working to ensure limited impact to our visitors.

FAMILY & COMMUNITY SUPPORT SERVICES

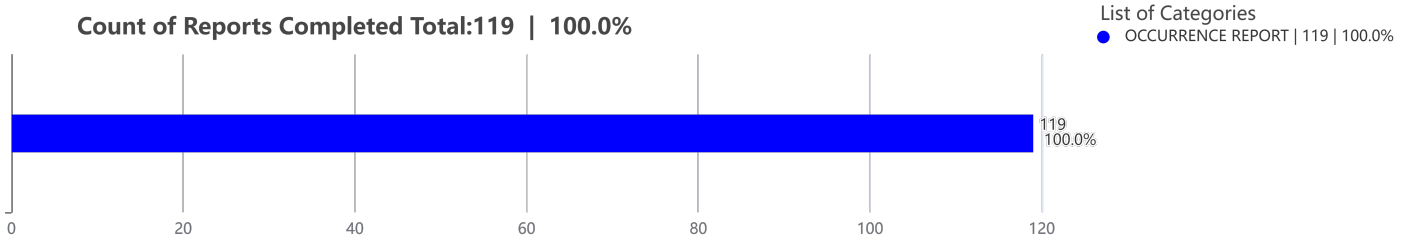
The Didsbury FCSS program saw a transition in mid-June when long-term Community Development Coordinator Jolene Sanford moved to the East Coast. Our new FCSS Coordinator, Ryan Shokoples, started in early June and has hit the ground running. Ryan brings a wealth of experience and passion for youth work, mental health programming and partnerships. His first month in this new role saw him assist with an activity-packed Seniors Week, roll out a new Summer Score Sports Club and begin work on a Summer Bingo program to get residents active and engaged in our community.

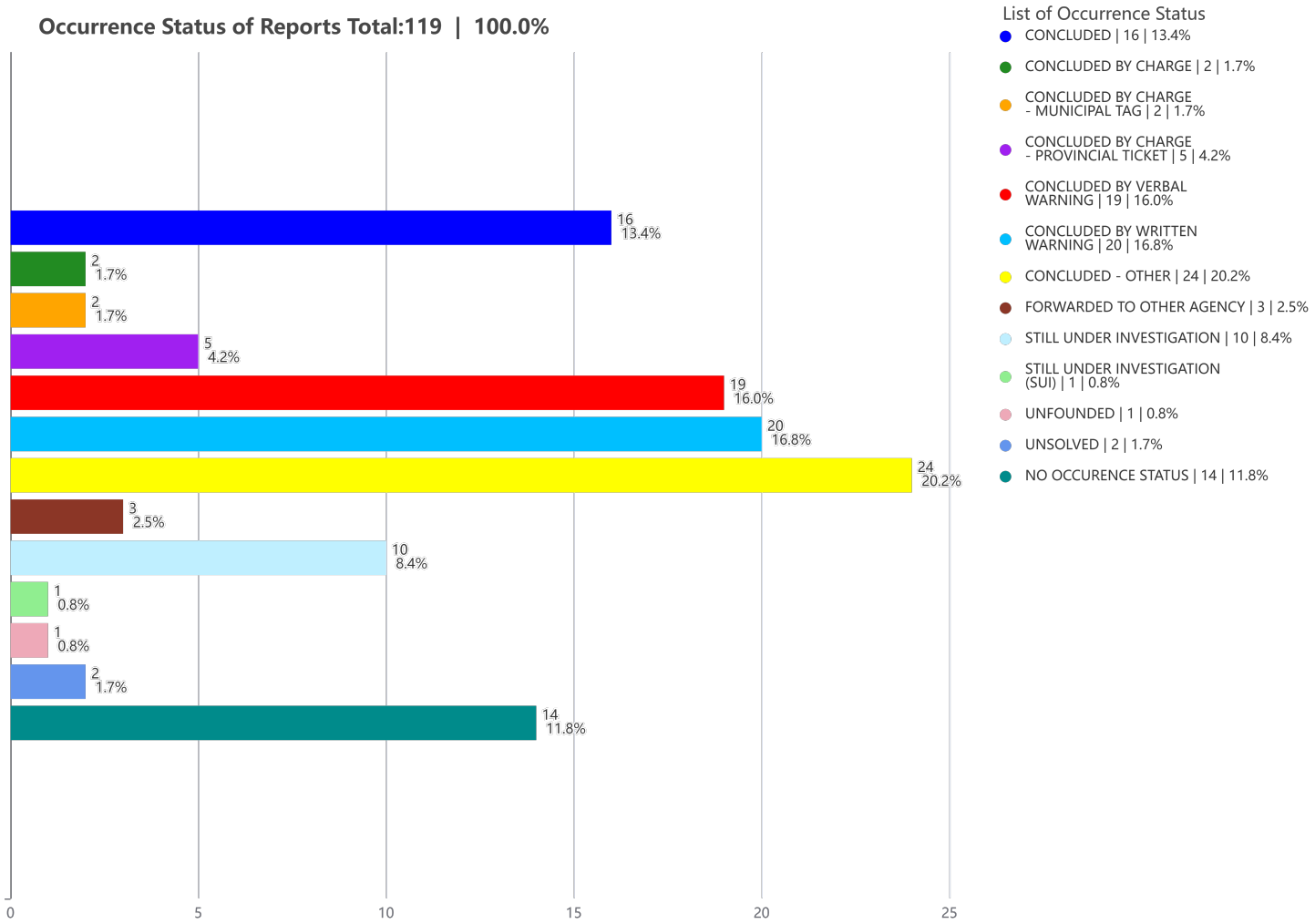
COMMUNICATIONS

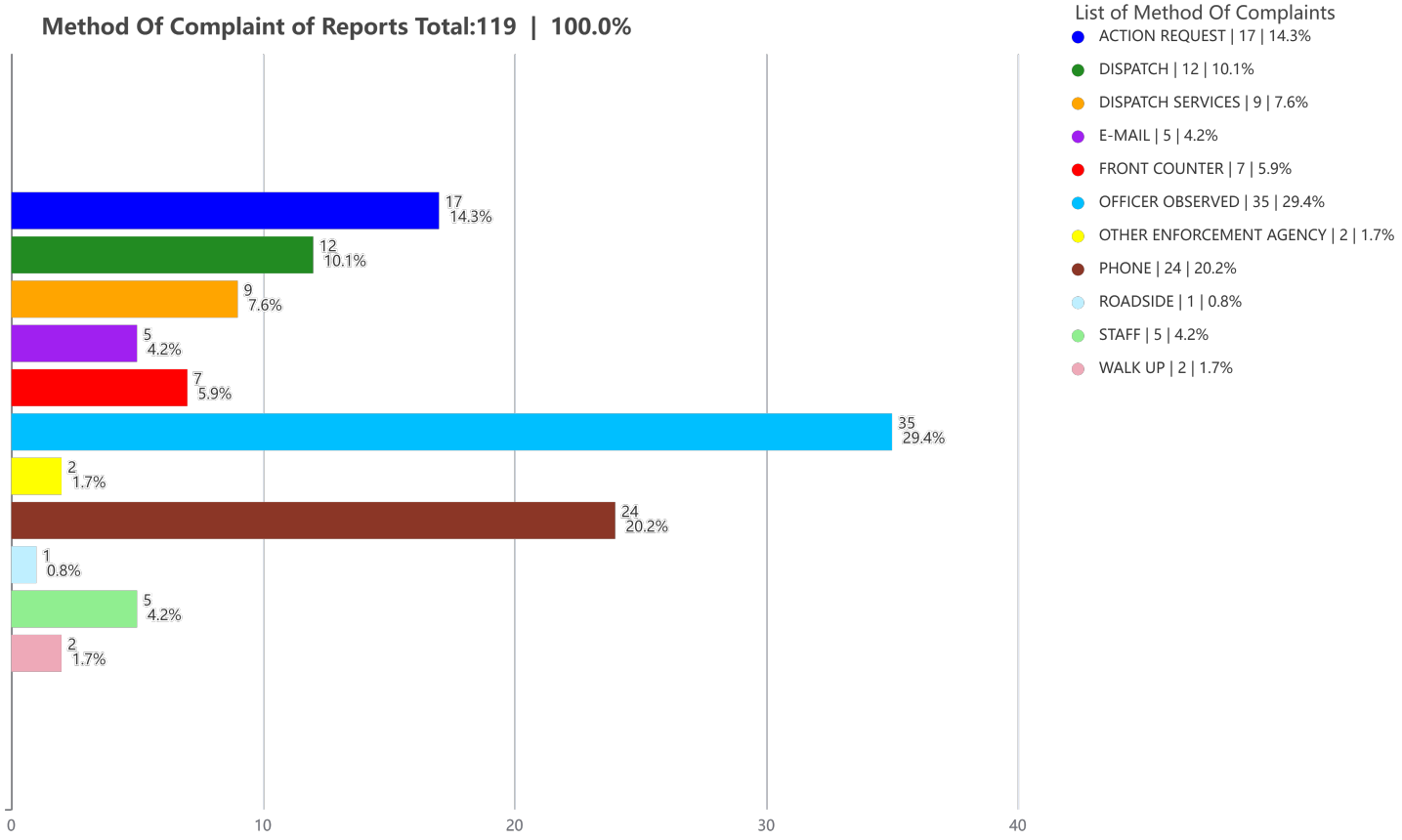
The Town of Didsbury also welcomed a new Communications Coordinator in Q2. Lisa Bastarache, a local Didsburian, brings years of municipally-based communications experience to her new role. Lisa's efforts will be focused on our Town of Didsbury website, Project 52, editing and writing.

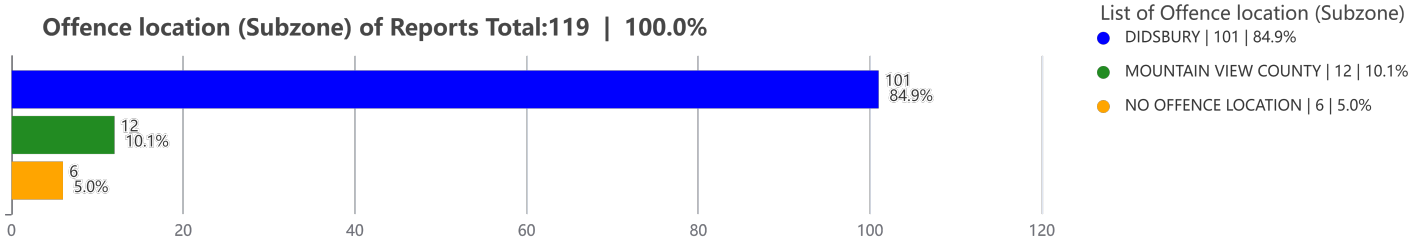
TOWN OF DIDSBURY- ENFORCEMENT SERVICES

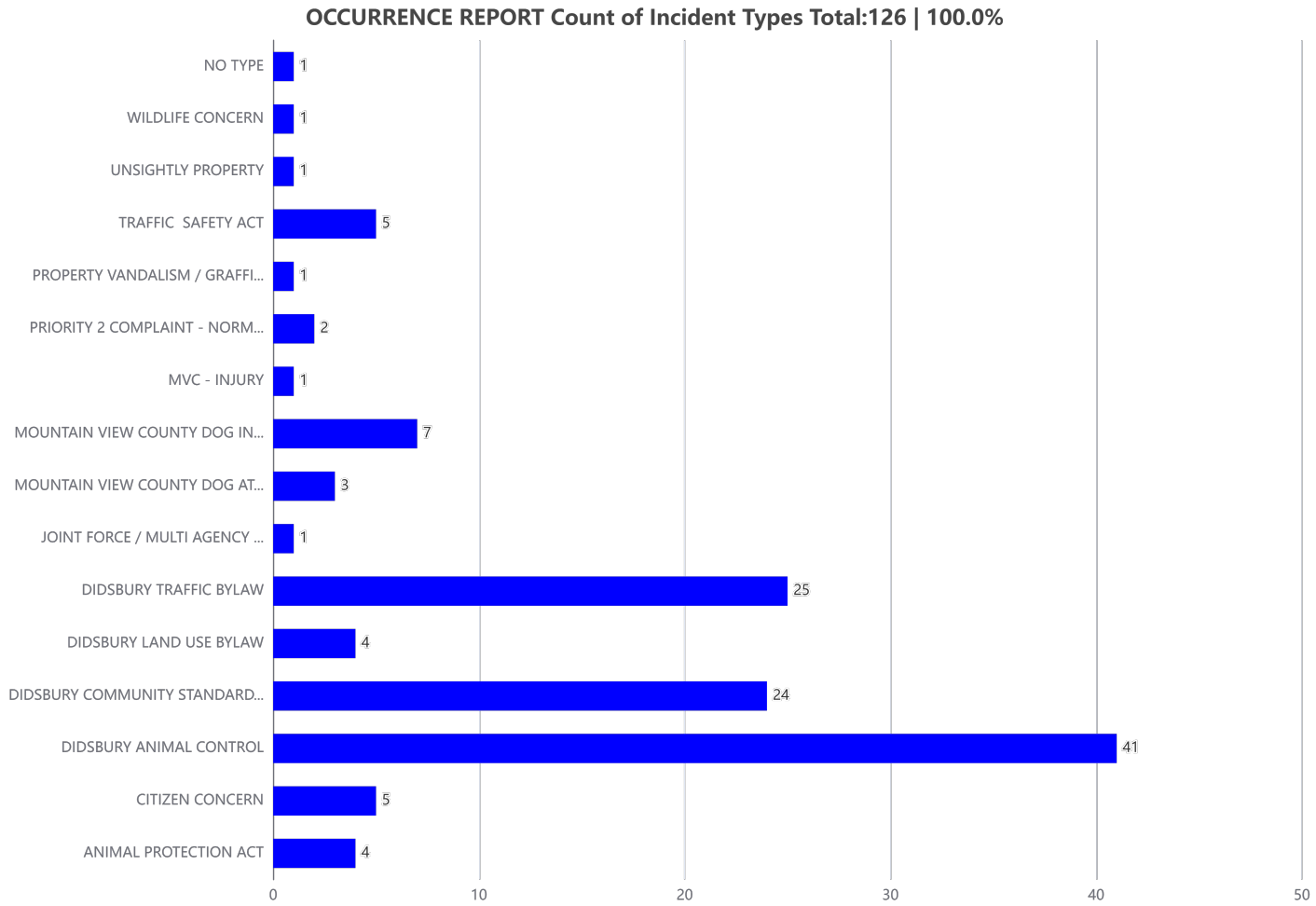
Statistics from:2022-04-01 to 2022-06-30






Method Of Complaint of Reports Total:119 | 100.0%
17
14.3%
12
10.1%
9
7.6%
5
4.2%
7
5.9%
35
29.4%
2
1.7%
24
20.2%
1
0.8%
5
4.2%
2
1.7%
0
10
20
30
40
List of Method Of Complaints
ACTION REQUEST | 17 | 14.3%
DISPATCH | 12 | 10.1%
DISPATCH SERVICES | 9 | 7.6%
E-MAIL | 5 | 4.2%
FRONT COUNTER | 7 | 5.9%
OFFICER OBSERVED | 35 | 29.4%
OTHER ENFORCEMENT AGENCY | 2 | 1.7%
PHONE | 24 | 20.2%
ROADSIDE | 1 | 0.8%
STAFF | 5 | 4.2%
WALK UP | 2 | 1.7%


Offence location (Subzone) of Reports Total:119 | 100.0%
101
84.9%
12
10.1%
6
5.0%
0
20
40
60
80
100
120
List of Offence location (Subzone)
DIDSBURY | 101 | 84.9%
MOUNTAIN VIEW COUNTY | 12 | 10.1%
NO OFFENCE LOCATION | 6 | 5.0%



3.17% # of Reports: 4 Occurrence Report ANIMAL PROTECTION ACT.

3.97% # of Reports: 5 Occurrence Report CITIZEN CONCERN.

32.54% # of Reports: 41 Occurrence Report DIDSBURY ANIMAL CONTROL.

19.05% # of Reports: 24 Occurrence Report DIDSBURY COMMUNITY STANDARDS BYLAW.

3.17% # of Reports: 4 Occurrence Report DIDSBURY LAND USE BYLAW.

19.84% # of Reports: 25 Occurrence Report DIDSBURY TRAFFIC BYLAW.

0.79% # of Reports: 1 Occurrence Report JOINT FORCE / MULTI AGENCY CHECK.

2.38% # of Reports: 3 Occurrence Report MOUNTAIN VIEW COUNTY DOG AT LARGE.

5.56% # of Reports: 7 Occurrence Report MOUNTAIN VIEW COUNTY DOG INVESTIGATION.

0.79% # of Reports: 1 Occurrence Report MVC - INJURY.

1.59% # of Reports: 2 Occurrence Report PRIORITY 2 COMPLAINT - NORMAL COMPLAINT / LOW RISK.

0.79% # of Reports: 1 Occurrence Report PROPERTY VANDALISM / GRAFFITI.

3.97% # of Reports: 5 Occurrence Report TRAFFIC SAFETY ACT.

0.79% # of Reports: 1 Occurrence Report UNSIGHTLY PROPERTY.

0.79% # of Reports: 1 Occurrence Report WILDLIFE CONCERN.

0.79% # of Reports: 1 Occurrence Report NO TYPE.

Occurrence Report Types:Grand Total: 100.00% Total # of Incident Types Reported:126 Total # of Reports: 119

Grand Total: 100.00% Total # of Incident Types Reported:126

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

COUNCIL MEETING DATE	July 12, 2022
SUBJECT	Council Reports
ORIGINATING DEPARTMENT	Legislative Services

BACKGROUND/PROPOSAL:
Council Members will give a verbal and/or written report on any business or committee activity in which they have participated.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES
Please find attached the following:

- June 21, 2022 Policy and Governance Committee Meeting Notes.

ALIGNMENT WITH STRATEGIC PLAN
An Informed & Engaged Community

RECOMMENDATION
That Council move to accept the Council Reports for July 12, 2022 as information.

Policy and Governance Committee Meeting Notes
June 21, 2022 at 10:00 a.m.

Present:
Councillor Dorothy Moore (Chair)
Councillor Joyce McCoy (Vice-Chair)
Councillor Bill Windsor

Administration:
Ethan Gorner, Chief Administrative Officer
Luana Smith, Legislative Services/Recording Officer

1. CALL TO ORDER

Councillor Moore called the meeting to order at 10:08 a.m.

2. AGENDA APPROVAL

The committee through consensus accepted the agenda as amended.

3. REVIEW OF MEETING NOTES

The committee through consensus approved the meeting notes of June 8, 2022 as presented.

4. BYLAW/POLICY REVIEW

4.1 [125-22& 252-22] Revised - Council Remuneration Policy COUN 004-22

The committee reviewed the policy and made changes and will review at the next meeting.

The committee reviewed a new simplified Council Remuneration & Expense Claim Form. The committee members will utilize the form for their June expense claims to test the form and bring back to committee for discussion.

4.2 [118-22 & 125-22] Professional Development Policy COUN 001-21

The committee reviewed the policy and made changes and will review at the next meeting.

4.3 [322-22] Fireworks Bylaw 2022-10

The committee recommended the bylaw receive second and third reading at the June 28, 2022 Regular Council Meeting.

4.4 [204-22] Temporary Road Closure Policy COUN 005

The committee agreed to table this item.

5 REVIEW OF COMMITTEE PLAN

The committee agreed to table this item.

6 ADJOURNMENT

The Policy & Governance Committee adjourned the meeting at 12:02 p.m.

REGULAR COUNCIL MEETING
Request for Decision (RFD)

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

MEETING DATE:	July 12, 2022
SUBJECT:	Correspondence and Information
ORIGINATING DEPARTMENT:	Legislative Services

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES
Please find attached:

- Thank You Card from Jake Read, 2022 Recipient of the Town of Didsbury High School Scholarship

ALIGNMENT WITH STRATEGIC PLAN
2. An Informed & Engaged Community

RECOMMENDATION
That Council accept the presented correspondence items as information.

To: Mayor Hunter and Council
Re: Town of Digsbury Student Scholarship

Thank you very much for awarding me this year's scholarship! I look forward to continuing my education thanks to your support.

Sincerely,
Jake Read

Your kindness is appreciated very much.