



TOWN OF DIDSBURY AGENDA  
Additional Council Meeting  
Wednesday, May 19, 2021 at 6:00 p.m.  
Held by ZOOM Meeting

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. BUSINESS
  - 3.1 2021 Operating Budget Pg. 2
  - 3.2 Multi Year Operating Plan Pg. 8
4. UPDATES
  - 4.1 Intermunicipal Development Plan Pg. 11  
<https://www.didsbury.ca/p/local-notice>
5. CLOSED MEETING (in accordance with Division 2 the *FOIP Act*)
  - 5.1 Sec. 23 & 24 (Local public body confidences, advice from officials)
6. ADJOURNMENT



COUNCIL MEETING DATE	May 19, 2021
SUBJECT	2021 Operating Budget
ORIGINATING DEPARTMENT	CAO & ACAO/CFO
AGENDA ITEM	3.1

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#### **BACKGROUND/PROPOSAL:**

The first draft of the 2021 Operating Budget was presented to Council during their Operating Workshop held on March 27, 2021. At the April 13, 2021 Regular Council Meeting, Council referred the budget to the Performance Evaluation Committee review service levels and make recommendations for revisions in consideration of various suggestions.

At their meeting on April 15, 2021 the Performance Evaluation Committee undertook this task and identified some level of service changes that they recommended Council make. These along with other proposals from Council and Administration were considered during the Regular Council meeting held on April 27, 2021. At this meeting Council approved various initiatives, which are now reflected in the updated draft of the 2021 Operating Budget, which is attached below for Council's consideration. Council considered the budget again during the May 11, 2021 Regular Council Meeting.

It should be noted that the revenues required from taxation were reduced last year by 3.3% while our neighbors all required an increase. Also, the per capita amount of these proposed revenues for 2021 are the lowest amongst all of the municipalities in the region. See the comments and data below with regards to regional comparisons.

#### **DISCUSSION/CONSIDERATIONS**

##### *Budget Considerations – Levels of Service*

A budget is a reflection of the levels of service (or generally level of service) a municipality provides to the public with regards to all areas, ranging from large, hard services at public facilities to small things like the supplies staff use to assist in providing the various levels of service. Every dollar of a budget is representative of a level of service and usually any increase or decrease to a level of service represents a change to the budget.

Council may consider additional level of service changes or adjustments to the reserve transfers. Due to the draft nature and potential implications of any level-of-service discussions, such should be done in closed session due to the privacy protections laid out in division 2, section 23 and 24 of the FOIPP Act.

##### *A Note About Inflation*

It should also be noted that as the cost of providing a specific level of service increases then the funds required to provide that service increases, simply to keep the level of service steady. The economic term for this is inflation. According to analysis provided on April 21, 2021 by the Government of Alberta:

*"On a year-over-year basis, Albertans paid 1.9% more in March 2021 for the goods and services that comprise the Consumer Price Index (CPI) than in the same month a year ago, while the national average CPI was up 2.2%. In Alberta, nearly all commodity categories increased, with Energy (+28.6%) increasing the most."*

Changes to the Consumer Price Index for Alberta over the last 5 years are as follows (January of each year):

2017	2.5%	2020	3%
2018	1.4%	2021	0.8%
2019	1.2%		



### *A Note about Assessment and Tax Rates*

The operating budget informs us as to the amount of revenues required to be raised through taxation. Property assessments are the assessed value of a given property. Tax revenues are collected by dividing up the budget revenues required, by the property assessments in the town, which informs what the required tax rates are to raise those revenues. Tax revenues needed to fund the budget then are calculated using assessments and the associated tax rate. If property assessments go down, then this requires a higher tax rate to collect those required revenues. If assessments go up, then a lower tax rate will be needed to collect those same revenues.

### *Regional Comparisons*

Regionally, our neighbors have been wrestling with these same decisions that we have over these past 5 years and especially during the difficult circumstances brought about by the global pandemic and associated provincial restrictions. The following chart shows the past five years of tax revenues collected by our regional neighbors. The numbers marked in red denote increases in tax revenues collected from the year before, and green represents a reduction. We've also calculated the percentage change from this year's amounts in comparison with 2019 (the last regular year prior to the global pandemic). Note that we are the only municipality in the region with a proposed 2021 operating budget that requires less tax revenues from 2019, even though inflation has increased since then.

MUNICIPALITY	2017	2018	2019	2020	2021	% Δ 2019	per capita
CARSTAIRS	\$4,037,087	\$4,198,674	\$4,258,385	\$4,367,480	\$4,397,528	3%	\$1,079
OLDS	\$8,803,823	\$9,069,408	\$9,497,406	\$9,813,008	\$9,659,239	2%	\$1,052
SUNDRE	\$3,241,208	\$3,336,996	\$3,491,851	\$3,647,933	\$3,522,512	1%	\$1,291
MVC	\$28,709,878	\$29,004,339	\$29,324,961	\$29,460,641	\$29,811,656	2%	\$2,280
DIDSBURY	\$4,836,472	\$4,896,590	\$4,837,046	\$4,676,174	\$4,727,454	-2%	\$897

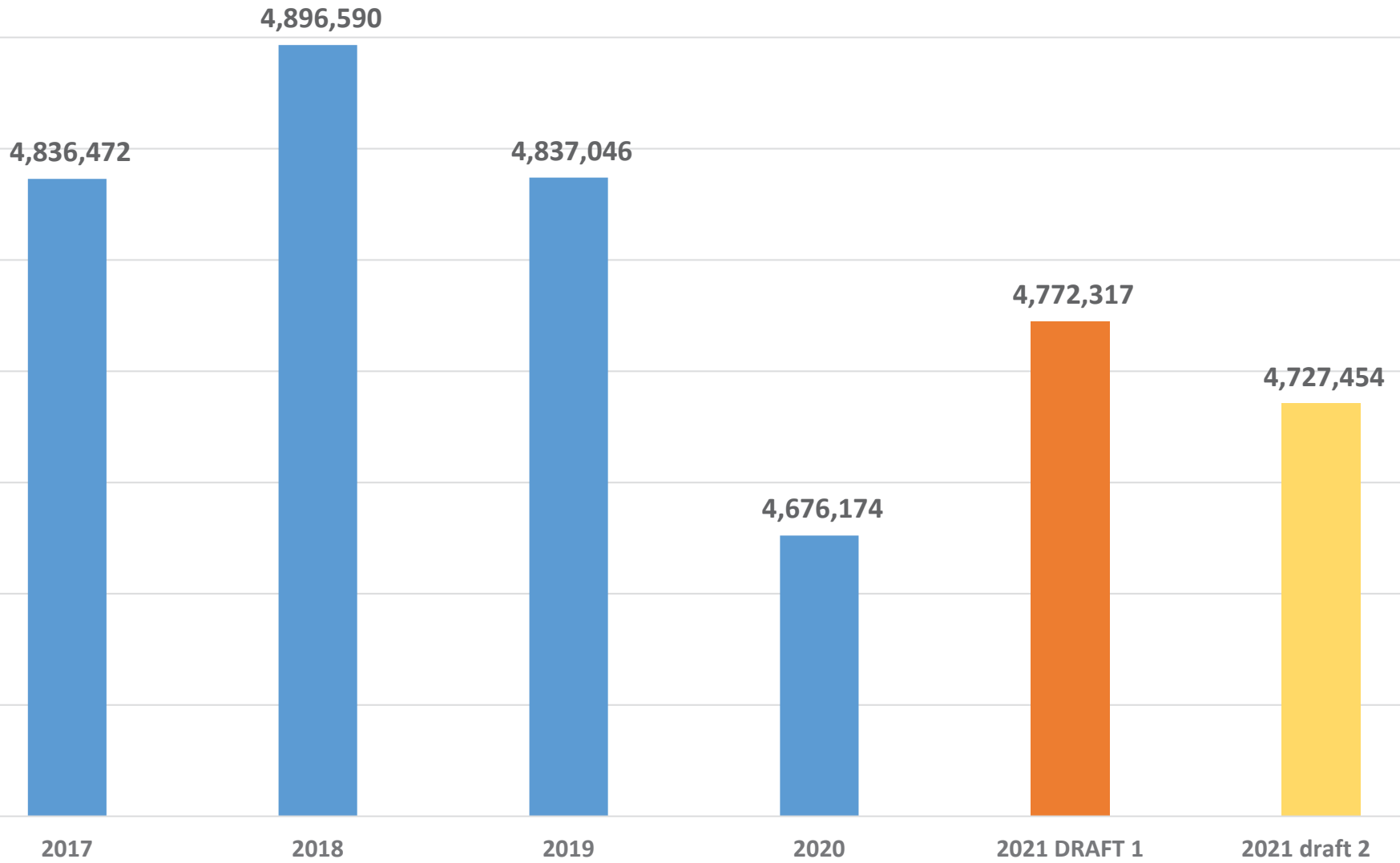
### RECOMMENDATION

That Council move to approve the 2021 Operating Budget as presented.

OR

That Council go into closed session (as per division 2, sections 23, 24 of the FOIPP Act) to consider further revisions to the operational level of service.

### TOWN OF DIDSBURY TAX REVENUE 5 YEAR COMPARISON



TOWN OF DIDSBURY  
2021 draft Operating Budget  
- by division

	2020 Budget	2021 Budget	\$ Change
<i>Revenues - by division</i>			
General Municipal Revenue	860,000	1,182,445	322,445
Council and Election	-	30,000	30,000
General Government	171,574	146,000	(25,574)
<b>Community Services</b>			
FCSS	174,384	174,984	600
DOSCA	201,000	201,000	-
Didsbury Neighborhood Place	39,298	37,298	(2,000)
Programming	8,750	-	(8,750)
	<b>423,432</b>	<b>413,282</b>	<b>(10,150)</b>
<b>Recreation Services</b>			
Arena	391,082	400,298	9,216
Aquatics	396,482	369,548	(26,934)
Ice Plant	101,900	97,200	(4,700)
Curling Rink	43,920	43,920	-
Parks	10,475	18,543	8,068
MPR	17,000	10,500	(6,500)
Concession	3,575	5,000	1,425
Train Station	10,000	7,500	(2,500)
Memorial Complex	-	30,500	30,500
Campground	25,000	32,000	7,000
	<b>999,434</b>	<b>1,015,009</b>	<b>15,575</b>
<b>Communications/Marketing</b>	-	-	-
<b>Culture</b>			
Museum	-	-	-
Library	114,022	114,334	312
Other Community Facilities	-	-	-
	<b>114,022</b>	<b>114,334</b>	<b>312</b>
<b>Protective Services</b>			
RCMP	366,725	361,767	(4,958)
Fire Department	228,935	234,974	6,039
Municipal Enforcement	83,450	69,500	(13,950)
Emergency Management	-	-	-
	<b>679,110</b>	<b>666,241</b>	<b>(12,869)</b>
<b>Planning and Development</b>			
Planning and Development	62,000	58,000	(4,000)
Economic Development	50,000	45,000	(5,000)
Subdivision	390,595	240,595	(150,000)
	<b>502,595</b>	<b>343,595</b>	<b>(159,000)</b>
<b>Public Works</b>			
Roads and Streets	114,900	107,900	(7,000)
Cemetery	23,800	17,800	(6,000)
	<b>138,700</b>	<b>125,700</b>	<b>(13,000)</b>
<b>Utilities</b>			
Water Utility	1,375,020	1,727,955	352,935
Wastewater Utility	1,053,801	638,749	(415,052)
Solid Waste Utility	530,000	510,000	(20,000)
	<b>2,958,821</b>	<b>2,876,704</b>	<b>(82,117)</b>
<b>Total Operating Revenue</b>	<b>6,847,688</b>	<b>6,913,310</b>	<b>65,622</b>

TOWN OF DIDSBURY  
2021 draft Operating Budget  
- by division

	2020 Budget	2021 Budget	\$ Change
<i>Expenditures - by division</i>			
<b>Council and Election</b>	<b>250,184</b>	<b>289,360</b>	<b>39,176</b>
<b>General Government</b>	<b>868,226</b>	<b>903,850</b>	<b>35,624</b>
<b>Community Services</b>			
FCSS	220,470	263,943	43,473
DOSCA	201,000	201,000	-
Didsbury Neighborhood Place	39,298	37,298	(2,000)
Programming	59,886	-	(59,886)
	<b>520,654</b>	<b>502,241</b>	<b>(18,413)</b>
<b>Recreation Services</b>			
Arena	627,363	665,551	38,188
Aquatics	747,015	688,635	(58,380)
Ice Plant	101,900	97,200	(4,700)
Curling Rink	128,160	131,019	2,859
Parks	279,576	301,635	22,059
MPR	40,840	40,725	(115)
Concession	2,000	2,500	500
Train Station	40,595	39,775	(820)
Memorial Complex	184,708	237,803	53,095
Campground	55,561	49,450	(6,111)
	<b>2,207,718</b>	<b>2,254,293</b>	<b>46,575</b>
<b>Communications/Marketing</b>	<b>97,850</b>	<b>181,900</b>	<b>84,050</b>
<b>Culture</b>			
Museum	31,650	31,650	-
Library	317,572	303,183	(14,389)
Other Community Facilities	9,919	10,370	451
	<b>359,141</b>	<b>345,203</b>	<b>(13,938)</b>
<b>Protective Services</b>			
RCMP	725,705	789,975	64,270
Fire Department	582,020	592,645	10,625
Municipal Enforcement	332,636	280,357	(52,279)
Emergency Management	20,265	32,695	12,430
	<b>1,660,626</b>	<b>1,695,672</b>	<b>35,046</b>
<b>Planning and Development</b>			
Planning and Development	227,016	222,615	(4,401)
Economic Development	116,325	154,500	38,175
Subdivision	390,595	240,595	(150,000)
	<b>733,936</b>	<b>617,710</b>	<b>(116,226)</b>
<b>Public Works</b>			
Roads and Streets	1,756,684	1,849,861	93,177
Cemetery	60,022	73,970	13,948
	<b>1,816,706</b>	<b>1,923,831</b>	<b>107,125</b>
<b>Utilities</b>			
Water Utility	1,375,020	1,727,955	352,935
Wastewater Utility	1,053,801	638,749	(415,052)
Solid Waste Utility	530,000	510,000	(20,000)
	<b>2,958,821</b>	<b>2,876,704</b>	<b>(82,117)</b>
<b>Contingency</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>Total Operating Expenditures</b>	<b>11,523,862</b>	<b>11,640,764</b>	<b>116,902</b>
<b>Tax Support</b>	<b>(4,676,174)</b>	<b>(4,727,454)</b>	<b>(51,280)</b>
<i>Percent Increase (decrease) from previous year's budget</i>	<i>-3.33%</i>	<i>1.10%</i>	

TOWN OF DIDSBURY  
2021 Operating Budget  
- by object

				\$ Change 2020-	% Change 2020-
Revenue sources	2020 ACTUAL	2020 BUDGET	2021 BUDGET	2021	2021
Net municipal taxation	4,683,389	4,676,174	4,727,454	51,280	1.1%
Grants - operating	1,116,082	1,101,975	1,743,631	641,656	58.2%
Sales and user fees	3,955,973	4,627,263	4,097,279	(529,984)	-11.5%
Franchise fees	756,720	760,000	760,000	-	0.0%
Investment income	63,450	60,000	25,000	(35,000)	-58.3%
Penalties and fines	156,888	142,500	131,500	(11,000)	-7.7%
Licenses and permits	119,262	115,450	42,900	(72,550)	-62.8%
Misc revenue	55,974	40,500	35,000	(5,500)	-13.6%
Transfer from reserves	384,046	-	78,000	78,000	#DIV/0!
<b>Total Revenues</b>	<b>11,291,784</b>	<b>11,523,862</b>	<b>11,640,764</b>	<b>116,902</b>	<b>1.0%</b>
Expense type	2020 ACTUAL	2020 BUDGET	2021 BUDGET	\$ Change 2020-	% Change 2020-
				2021	2021
Salaries and benefits	3,553,142	3,789,360	3,905,610	116,250	3.1%
Professional development	58,434	100,941	96,425	(4,516)	-4.5%
Memberships	24,737	26,300	27,340	1,040	4.0%
General services	1,452,062	1,521,240	1,719,002	197,762	13.0%
Telecommunications and IT	185,194	187,935	215,075	27,140	14.4%
General supplies	1,208,489	1,225,400	1,250,116	24,716	2.0%
Repairs and maintenance	787,292	806,002	941,600	135,598	16.8%
Utilities	588,571	655,201	649,850	(5,351)	-0.8%
Insurance	146,676	147,384	159,000	11,616	7.9%
Bank charges and short-term interest	16,518	16,900	12,900	(4,000)	-23.7%
Interest on debt	147,269	162,187	126,603	(35,584)	-21.9%
Principal on debt	564,312	558,585	594,169	35,584	6.4%
Transfer to local organizations	592,129	596,206	581,509	(14,697)	-2.5%
Transfer to individuals	1,500	1,500	1,500	-	0.0%
Transfer to capital	11,803	57,000	7,500	(49,500)	-86.8%
Transfer to reserves	1,899,293	1,621,721	1,302,565	(319,156)	-19.7%
Contingency	-	50,000	50,000	-	0.0%
<b>Total Expenditures</b>	<b>11,237,421</b>	<b>11,523,862</b>	<b>11,640,764</b>	<b>116,902</b>	<b>1.0%</b>
<b>Total Town of Didsbury</b>	<b>54,363</b>	<b>-</b>	<b>-</b>	<b>-</b>	



COUNCIL MEETING DATE	May 19, 2021
SUBJECT	MULTI YEAR OPERATING PLAN
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	3.2

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#### **BACKGROUND/PROPOSAL:**

According to MGA each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next three financial years which is to be reviewed and updated annually.

Administration took into account one-time items that are planned for each of the three years, legislation changes, as well as inflationary increases, when relevant, to set the plan.

A long term financial plan creates a purposeful approach to long term financial management and helps to align short term actions with long term financial strategies. The goal is to ensure that the municipality is in a sound financial position to finance services to the public on a sustainable basis.

The annual budget process still remains in place, which requires Council approval each year.

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

The multi-year operating plan for 2022, 2023 and 2024 is attached.

#### **RECOMMENDATION**

That Council accept the multi-year operating plan for 2022-2024 as presented.

TOWN OF DIDSBURY  
Multi Year Operating Plan  
2022-2024

	Multi Year Operating Plan		
	2022	2023	2024
<i>Revenues - by division</i>			
General Municipal Revenue	893,850	902,789	911,816
Council and Election	30,000	30,000	30,000
General Government	133,000	120,190	121,392
Community Services			
FCSS	174,984	174,984	174,984
DOSCA	201,000	201,000	201,000
Didsbury Neighborhood Place	37,671	38,048	38,428
Programming	-	-	-
	<b>413,655</b>	<b>414,032</b>	<b>414,412</b>
Recreation Services			
Arena	450,000	454,500	459,045
Aquatics	420,000	424,200	428,442
Ice Plant	98,172	99,154	100,146
Curling Rink	45,000	45,450	45,905
Parks	20,000	20,200	20,402
MPR	17,000	17,170	17,342
Concession	5,050	5,101	5,152
Train Station	10,000	10,100	10,201
Memorial Complex	-	-	-
Campground	35,000	35,350	35,704
	<b>1,100,222</b>	<b>1,111,225</b>	<b>1,122,339</b>
Communications/Marketing	-	-	-
Culture			
Museum	-	-	-
Library	115,477	116,632	117,798
Other Community Facilities	-	-	-
	<b>115,477</b>	<b>116,632</b>	<b>117,798</b>
Protective Services			
RCMP	361,767	361,767	361,767
Fire Department	236,644	238,330	240,033
Municipal Enforcement	70,195	70,897	71,606
Emergency Management	-	-	-
	<b>668,606</b>	<b>670,994</b>	<b>673,406</b>
Planning and Development			
Planning and Development	62,000	62,620	63,246
Economic Development	45,000	45,000	45,000
Subdivision	240,595	240,595	240,595
	<b>347,595</b>	<b>348,215</b>	<b>348,841</b>
Public Works			
Roads and Streets	108,600	109,307	110,021
Cemetery	20,000	20,200	20,402
	<b>128,600</b>	<b>129,507</b>	<b>130,423</b>
Utilities			
Water Utility	1,745,235	1,762,687	1,780,314
Wastewater Utility	645,136	651,587	658,103
Solid Waste Utility	515,100	520,251	525,454
	<b>2,905,471</b>	<b>2,934,525</b>	<b>2,963,871</b>
<b>Total Operating Revenue</b>	<b>6,736,476</b>	<b>6,778,109</b>	<b>6,834,298</b>

TOWN OF DIDSBURY  
Multi Year Operating Plan  
2022-2024

	2022	2023	2024
<i>Expenditures - by division</i>			
<b>Council and Election</b>	<b>281,144</b>	<b>283,955</b>	<b>286,795</b>
<b>General Government</b>	<b>912,889</b>	<b>922,018</b>	<b>931,238</b>
<b>Community Services</b>			
FCSS	263,943	263,943	263,943
DOSCA	201,000	201,000	201,000
Didsbury Neighborhood Place Programming	37,671	38,048	38,428
	-	-	-
	<b>502,614</b>	<b>502,991</b>	<b>503,371</b>
<b>Recreation Services</b>			
Arena	672,207	678,929	685,718
Aquatics	725,000	732,250	739,573
Ice Plant	98,172	99,154	100,146
Curling Rink	132,329	133,652	134,989
Parks	304,651	307,698	310,775
MPR	41,132	41,543	41,958
Concession	2,525	2,550	2,576
Train Station	40,173	40,575	40,981
Memorial Complex	240,181	242,583	245,009
Campground	49,945	50,444	50,948
	<b>2,306,315</b>	<b>2,329,378</b>	<b>2,352,673</b>
<b>Communications/Marketing</b>	<b>183,719</b>	<b>185,556</b>	<b>187,412</b>
<b>Culture</b>			
Museum	31,967	32,287	32,610
Library	306,215	309,277	312,370
Other Community Facilities	10,474	10,579	10,685
	<b>348,656</b>	<b>352,143</b>	<b>355,665</b>
<b>Protective Services</b>			
RCMP	797,875	805,854	813,913
Fire Department	598,571	604,557	610,603
Municipal Enforcement	283,161	285,993	288,853
Emergency Management	33,022	33,352	33,686
	<b>1,712,629</b>	<b>1,729,756</b>	<b>1,747,055</b>
<b>Planning and Development</b>			
Planning and Development	224,841	227,089	229,360
Economic Development	156,045	157,605	159,181
Subdivision	240,595	240,595	240,595
	<b>621,481</b>	<b>625,289</b>	<b>629,136</b>
<b>Public Works</b>			
Roads and Streets	1,868,360	1,887,044	1,905,914
Cemetery	64,610	65,256	65,909
	<b>1,932,970</b>	<b>1,952,300</b>	<b>1,971,823</b>
<b>Utilities</b>			
Water Utility	1,745,235	1,762,687	1,780,314
Wastewater Utility	645,136	651,587	658,103
Solid Waste Utility	515,100	520,251	525,454
	<b>2,905,471</b>	<b>2,934,525</b>	<b>2,963,871</b>
<b>Contingency</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Total Operating Expenditures</b>	<b>11,757,888</b>	<b>11,867,911</b>	<b>11,979,039</b>
<b>Tax Support</b>	<b>(5,021,412)</b>	<b>(5,089,802)</b>	<b>(5,144,741)</b>



## Mountain View County and Town of Didsbury IDP Review Virtual Open House

Mountain View County and the Town of Didsbury invites the community to a Virtual Open House via Zoom to receive information on:

- *The draft Intermunicipal Development Plan (IDP)*

Administration from Mountain View County and Town of Didsbury will share a presentation and be available to answer questions regarding the draft IDP.

**DATE:** Wednesday, May 26, 2021  
**TIME:** 6:00 p.m. Presentation starts  
**LOCATION:** Via Zoom Meeting  
To Join Zoom Meeting  
<https://mvcounty.zoom.us/j/91091913525>  
1-855-703-8985 (Canada Toll-free)  
Meeting ID: 910 9191 3525

The Zoom meeting includes the opportunity for questions and answers after the presentation and will end once all participants' questions are answered. A recording of the presentation will be available the next day on the County website for those who cannot participate at the scheduled time.

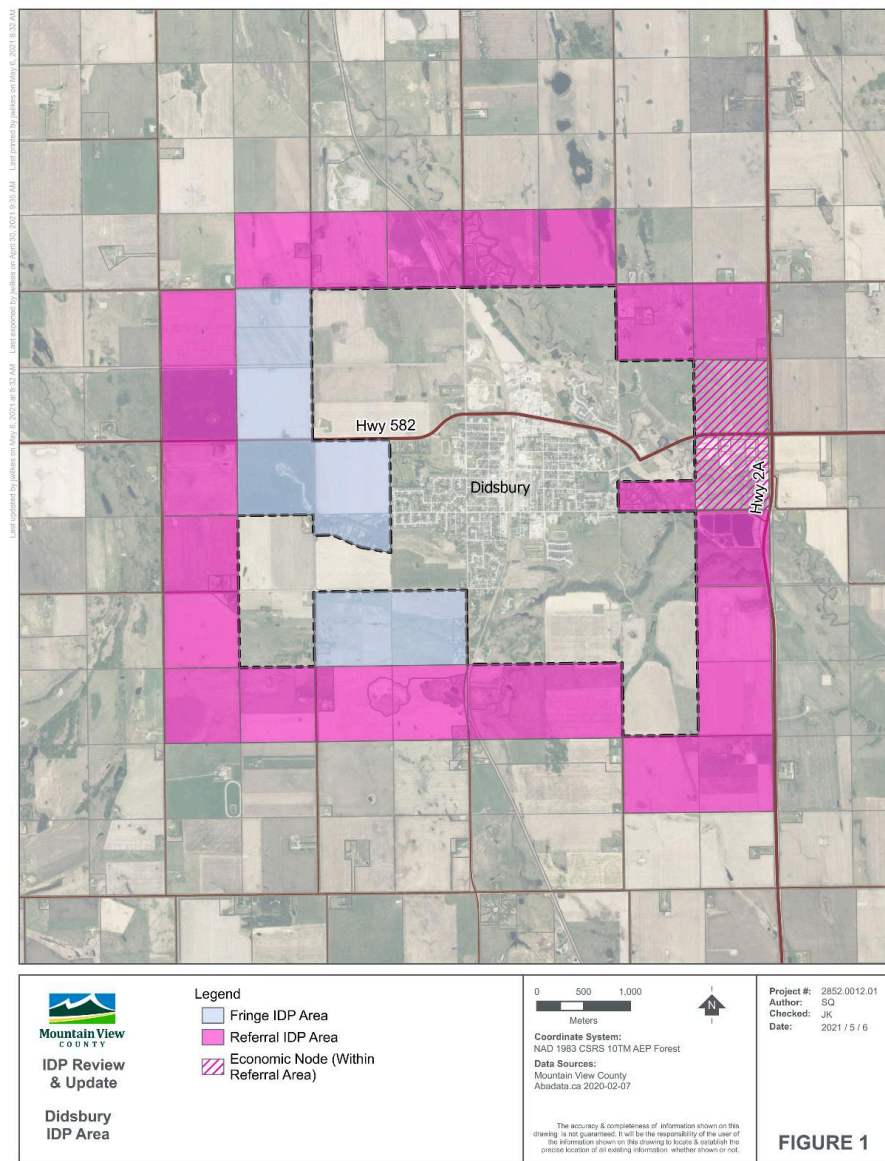
An Intermunicipal Development Plan is an important plan that is jointly developed by two municipalities that share a boundary. The purpose of an IDP is to minimize land use and development conflicts, provide opportunities for collaboration and communication, and outline processes for the resolution of issues that may arise within the area of mutual interest adjacent to the shared boundary.

A copy of the draft IDP is available on the County website and includes instructions on how to join the meeting via Zoom:

mountainviewcounty.com → Council, Boards and Services → Public Participation Opportunities → Town of Didsbury IDP Review

For more information contact:

Margaretha Bloem at 403-335-3311, Ext: 166, or by email at [mbloem@mvcountry.com](mailto:mbloem@mvcountry.com)  
Kristopher Pickett at 403-335-7732, or by email at [kpickett@didsbury.ca](mailto:kpickett@didsbury.ca)



## **1.0 INTRODUCTION**

### **Background**

Mountain View County (the County) and the Town of Didsbury (the Town) adopted an Intermunicipal Development Plan in 2007. Since 2007 much has changed with not only the local context, but also provincial planning legislation, defining new requirements for intermunicipal planning under the Municipal Government Act (MGA). This Intermunicipal Development Plan (the Plan) has been developed as a collaborative effort between the County and Town, establishing parameters for the mutually beneficial development of lands and coordination of infrastructure and service delivery in and around the Town.

Land use decisions made by the Town and County affect and influence each other. A lack of collaboration can lead to decisions that introduce potential conflict between urban and rural activities and minimize coordination of infrastructure and service delivery. A strong Intermunicipal Development Plan establishes positive relationships that are bolstered through consistent and open communication, providing opportunities to achieve mutually beneficial goals that improve the quality of life for citizens of the entire area.

### **Purpose**

The purpose of the Plan is to collectively enable appropriate development and support the unique characteristics of both partners. This represents a cooperative framework for addressing matters of joint interest to the Town and County through a comprehensive plan and process that minimizes potential conflict between the partners.

The Plan is a formal, statutory plan and focused on land use and development decisions in the Plan Area. The Plan is a high-level planning document that guides future growth and development and is focused on setting clear expectations and agreements around:

- How development will proceed in the Plan Area
- How the partners will continue to work together
- How infrastructure requirements accommodate development in the Plan Area

### **Legislative Context**

The Plan meets the legislative requirements as spelled out in the MGA, which provides the legislative framework for all Intermunicipal Development Plans in Alberta. The Plan complies with the following requirements outlined in the MGA:

- Future land uses within the area
- The manner of and the proposals for future development in the area
- The provision of transportation systems for the area
- Coordination of relevant intermunicipal programs and services related to the physical, social, and economic development of the area
- Accommodate environmental matters within the area
- A procedure to resolve any conflict between the partners
- A procedure to amend or repeal the plan
- Provisions relating to administration of the plan

The MGA also requires that any Intermunicipal Development Plan be consistent with any approved regional plan. The Plan Area is located within the Red Deer Regional Plan area, which is not yet complete.

When the Regional Plan is adopted, the IDP will be reviewed to ensure consistency. Where any policy conflicts exist, this Plan will be amended.

The MGA identifies the Intermunicipal Development Plan as the highest order of municipal statutory plan and all other municipal plans affecting lands within the defined Plan Area shall be consistent with the policy direction contained in the Plan. The Plan has been created to guide all future planning initiatives, which will follow policy direction within this document.

### **Interpretation of the Plan**

The Plan has a forty (40) year timeframe and reflects the current perspective on development conditions, which acknowledges there is sufficient opportunity to accommodate growth and development within the current boundary for the next twenty (20) years and the lands within the Fringe Area can accommodate projected growth requirements for an additional twenty (20) years. It is a living document that will be updated and adjusted over time to ensure it retains its relevance and remains reflective of the Plan Area.

The Plan is divided into multiple sections to simplify its use, but the Plan needs to be considered as a comprehensive whole to fully understand its application on the Plan Area. Any interpretation of the Plan must acknowledge its long-term nature and implementing the policy direction requires open communication between the partners.

The maps contained within the Plan are intended to provide support and aid the interpretation of the policies. Boundaries and locations denoted by symbols, as illustrated in Figure 2, are approximate and are not intended to define exact locations.

## **2.0 STRATEGIC DIRECTION**

The Plan represents an agreement between the Town and County for lands within the Plan Area over the next 40 years and an opportunity to coordinate shared objectives for future development around the following principles that will serve to harmonize expectations between the partners.

### **Principles**

1. Strengthening intermunicipal relationships with a commitment to working collaboratively through effective and ongoing coordination, and communication.
2. Respecting the autonomy of each other's decisions.
3. Acknowledging the importance of agricultural viability through promoting agricultural activity in the County.
4. Encouraging ongoing dialogue to understand the unique needs and aspirations of both municipalities and reduce potential conflicts.
5. Promoting orderly development patterns and the coordination of infrastructure requirements within the Plan Area, reinforcing the importance of locating developments, requiring municipal water and wastewater servicing, within the Town.
6. Respecting the diverse growth and development needs of each municipality, emphasizing the following:
  - a. Pursuing annexation only when there is a demonstrated need for boundary expansion based on mutually agreed upon growth projections and developable land supply within the current boundary.

- b. Respecting the town's future expansion potential, prohibiting multi-lot subdivisions of those lands adjacent to the Town Boundary that exceed those limits included within this Plan.
7. Supporting economic development that strengthens the region.

### **Key objectives**

1. Meet the requirements of the MGA.
2. Preservation and protection of Environmentally Significant Areas.
3. Provide local context for land use decisions.
4. Enable both parties to jointly consider the effects that any development in one municipality might have on the other.
5. Promote effectiveness, efficiency, and transparency in coordinating intermunicipal services, facilities, and infrastructure.

### **3.0 PLAN AREA**

Establishing an effective Intermunicipal Development Plan requires defining a geographic area that reflects both the individual and mutual interests of the partners. The Plan Area is defined in Figure 1 as:

- Fringe Area
  - The Fringe Area are those lands in the County that shall be set aside to accommodate the future growth of the Town over the next forty (40) years. These lands may be annexed into the Town to accommodate the need for residential, commercial, and industrial lands as the need emerges and can be justified based on the criteria highlighted in Section 4.0: Annexation policies.
- Referral Area
  - The Referral Area includes lands in the County that are not intended to accommodate the future Town expansion through annexation over the course of the forty (40)-year plan horizon. Planning applications in these areas shall be referred to the Town as defined in the IDP policies.
  - The Referral Area as identified in Figure 1 includes lands that are defined as an Economic Node. An Economic Node is an area that is more suitable for commercial and industrial developments.

As part of the process to prepare the Plan, a review of the IDP Study Area was undertaken to identify land use, as well as physical and environmental features that represent constraints on future development opportunities, illustrated in Figure 2, which include:

1. Environmentally sensitive areas (i.e. wetlands, steep slopes, etc.) that limit development potential of the land.
2. Oil and gas facilities and pipelines, and their associated setbacks, that must be considered as part of any development application.
3. Development setbacks that are associated with existing sewage lagoon facilities that limit the type and intensity of development.

### **4.0 LAND USE AND GROWTH MANAGEMENT**

Municipalities are tasked with the responsibility to determine future land use patterns for their

jurisdictions under the MGA. Both the Town and County have adopted Municipal Development Plans (MDP) that identify future land uses and policies to guide development of their respective lands. Each municipality has a Land Use Bylaw (LUB) that is used to implement the policy direction through land use and development regulations.

### **Policies**

The following general policies apply to the Fringe Area and Referral Area, as identified in Figure 1.

#### ***Agriculture***

1. Respect the “right to farm” of agricultural operators to pursue activities associated with extensive agriculture without interference or restriction based on their impact on adjacent uses.
2. No new or expanded confined feeding operation shall be supported within the Fringe Area or the Referral Area as identified in Figure 1.
3. Land use policies in the IDP minimize conflict of future growth needs of the Town and agricultural uses are safeguarded from premature development.

#### ***Environment***

1. Development proposed on lands identified as Environmentally Significant Areas shall require the appropriate level of environmental site assessment, biophysical analysis, and mitigation strategy in accordance with the County’s MDP, Policies and Procedures and Land Use Bylaw.
2. Development shall include the appropriate management of storm water runoff and drainage so that adjacent lands are not negatively impacted by changes in drainage volumes and patterns.
3. The Rosebud River is an important feature of the Didsbury area. The river and its tributaries create a natural greenspace corridor that should be preserved and enhanced for the enjoyment of the region. Through cooperation of the Town and the County, intermunicipal greenspaces and trail linkages may be created.
4. The topography, represented by the identified Environmentally Significant Areas in Figure 2, poses potential development constraints within the Town. Any future annexation proposal shall evaluate the suitability of these lands to determine the amount of “sufficient developable lands” capable of facilitating twenty (20) years of projected growth, as required under the “MGB Principles of Annexation” referenced in Annexation: Policy 6 of the Plan.

#### ***Infrastructure***

1. The Town and County shall share information to ensure a safe and efficient transportation network can be developed and maintained to service the residents and businesses.
2. When subdivisions are approved, all right-of-way requirements will be secured to ensure that long-term transportation and utility plans can be implemented when warranted.
3. The Town and County acknowledge that the growth and expansion of the Town is dependent on the extension of water and wastewater services to development within the Town, and both municipalities agree to work together to ensure the corridors for these services are protected.
4. All future development in the County shall be required to have on-site water and wastewater servicing, except under the following conditions:

- a. The County and the Town mutually agree that the proposed development is a better fit in the County because of the land consumption needs; and
  - b. The County and the Town mutually agree to a written sub-agreement under the Intermunicipal Collaboration Framework; and
  - c. The subject of the agreement meets the requirements of the Mountain View Regional Water Services Commission and Alberta Environment and Parks.
5. All future development in the Town shall be required to have municipal water and wastewater servicing, except under the following conditions:
  - a. The Town acknowledges that providing water and/or wastewater servicing to the proposed lands is not feasible from a financial or operations and maintenance perspective; and
  - b. The County mutually agrees that the location of the unserved development within the Town meets the principles of the IDP.
6. The Town and County acknowledge that the development of the oil and gas industry has played an integral part in the development of the region. Both municipalities shall endeavour to work with the oil and gas industry to ensure that the orderly development of the Plan Area is not unduly restricted by the development of oil and gas infrastructure, including pipelines.
7. Notice of major infrastructure servicing proposed by one municipality shall be provided to the other.

#### ***Economic Development***

1. Through the respective MDPs, the Town and County shall ensure that their combined land use patterns provide a suitable inventory of lands for commercial and industrial development. This includes a range of choice for potential activities relative to variable parcel sizes, access and visibility along major travel corridors, available municipal services, and levels of servicing.
2. Both municipalities shall work towards diversification of local economic sectors to increase employment opportunities and increase the size of the non-agricultural and non-residential assessment base.
3. The Town and County Administrations may bring forward to ICC development proposals located in the Town, Fringe Area or the Referral Area that benefit both municipalities that is not contemplated in the Plan's Land Use Policies and which may require a collaborative approach to servicing the subject properties due to unique circumstances that may include one or more of the following:
  - a. servicing requirements of proposed developments;
  - b. servicing inefficiencies realized within the Town due to past annexation decisions or other planning decisions; or
  - c. proposals that would realize greater cost efficiencies through a collaboration.
4. The quarter sections on either side of Highway 2A and Highway 582 within the Fringe Area and Referral Area shall have special consideration for visual appearance. The County shall apply the County Land Use Bylaw and Business, Commercial and Industrial Guidelines when considering new development permit applications.

#### ***Land Use***

The following land use policies apply to the IDP Fringe Area and the IDP Referral Area as identified in Figure 1. These policies identify future land use, subdivision and development opportunities and do not require landowners to develop.

### **Fringe Area Policies**

1. The Fringe Area shall be the priority area for future annexations by the Town. It is expected that the lands within the Fringe Area will be annexed to the Town in blocks (one or more quarter sections at a time) based on justified need for additional residential, commercial and industrial lands in accordance with the Annexation Policies of the IDP. The timing and identification of portions of the Fringe Area for future annexations shall be determined through consultations between the Town and County.
2. To preserve large blocks of land for efficient, economical design as part of a future urban area and to avoid impeding the ability of the Town to grow, subdivision and development in the Fringe Area shall be limited.
3. Changes in land use designation and subdivision of lands identified as Fringe Area on Figure 1 shall only be considered to facilitate a “first parcel out” from a quarter section, resulting in a maximum number of two (2) titles per quarter-section.

### **Referral Area Policies**

1. The lands in the County that are identified as Referral Area on Figure 1 are not intended to accommodate Town growth within the 40 year time frame of the IDP, but are of interest due to the impact that development on these lands may have on the Town.
2. Planning matters such as proposed changes in land use and subdivision within the Referral Area shall be referred to enable coordination of planning and servicing decisions.
3. Minimizing the amount of land taken out of agricultural production shall be the primary focus in the Referral Area.
4. Changes in land use designation and subdivision of lands identified as Referral Area on Figure 1 shall only be considered to facilitate low-density development, resulting in a maximum number of four (4) titles per quarter-section.
5. Changes in land use designation and subdivision of lands identified as Economic Node within the Referral Area, shall only be considered where supported by an approved Concept Plan or ASP.

### **Annexation**

When this Plan is approved, the Town has a land supply within its boundary to accommodate a minimum of twenty years of growth. The Plan acknowledges that growth rates and development pressures for both the Town and County will vary over time, but it is important to provide direction for any planned transition of lands within the Plan Area from one jurisdiction to another.

1. The County recognizes and agrees that annexation of lands from the County by the Town to provide additional land for Town growth shall be needed from time to time.
2. The Town recognizes that future annexation applications shall be guided by the need to expand current boundaries based on a diminishing supply of developable land.
3. Either municipality may put forward an annexation proposal.
4. Where annexation is proposed by either municipality, efforts shall be made to ensure that affected landowners, meaning those whose land is proposed to be transferred to the Town or the County’s jurisdiction, are notified prior to the public.
5. Annexation proposals shall be reviewed by the ICC prior to submission of a Notice of Intent to the respective Councils and the Municipal Government Board.
6. The Town and County shall endeavour to reach an intermunicipal agreement on the annexation prior to submitting the annexation to the Municipal Government Board.
7. In evaluating the appropriateness of an annexation proposal, the Town and County agree that the

Principles of Annexation, established by the Municipal Government Board - Board Order No. MGB 123/06 (as modified), shall be considered and documented in a supporting report.

## **5.0 PLAN ADMINISTRATION AND IMPLEMENTATION**

Effective implementation is dependent on ongoing and proactive communication and strong relationships. This section provides clarity on the agreed upon processes, roles, and timelines for collaboration.

### **Policies**

#### ***Intermunicipal Cooperation Committee***

1. The Intermunicipal Cooperation Committee (ICC) formed under the Town of Didsbury and Mountain View County Intermunicipal Collaboration Framework Master Agreement shall be the primary forum for discussing matters relating to the IDP and shall conduct their meetings and decision making based on protocols and processes outlined in the Master Agreement.
2. The mandate of the ICC with respect to the IDP shall include discussion and consideration of the following:
  - a. Making recommendations to both Councils on intermunicipal matters related to land use planning that are referenced to the ICC by either municipality.
  - b. Monitoring the progress of the IDP.
  - c. Reviewing any proposed annexations.
  - d. Reviewing any proposed amendments to the IDP.
  - e. If necessary, assisting with the resolution of disputes in accordance with the IDP policies.

#### ***Plan Adoption and Authority***

1. The Plan shall be adopted by bylaw by the Town and County in accordance with the MGA.
2. As noted in the legislative context, the IDP shall take precedence over all other statutory plans and policies, including the MDP and LUB, and both the Town and County shall ensure that their respective statutory plans comply with the principles set out in this Plan.
3. The Town and County shall each bear responsibility for the administration and decisions on all statutory plans and LUB amendments falling within their own jurisdiction. Each municipality shall act as the Approving Authority within their own municipal boundaries.

#### ***Plan Review and Amendment***

1. The ICC shall authorize Administration to proceed with a review on ten (10)-year intervals, or on an as-needed basis as mutually determined by both Councils.
2. An amendment to the IDP may be proposed by either municipality. Any proposed amendment should first be presented to the Administration of the other municipality to facilitate review. If the receiving municipality determine there is merit, the proposed amendment shall be forwarded for discussion at an ICC meeting. All such proposed amendments shall not take affect unless adopted by both the Town and County through bylaw.
3. Upon adoption of the Red Deer Regional Plan, the ICC will review any potential impacts and discuss amendments necessary for compliance.
4. Following the conclusion of any annexation process or change in municipal boundaries, the IDP map and text impacted by the change in municipal boundaries shall be amended.

#### ***Procedure to Repeal***

1. If either municipality deems the current IDP is no longer workable or not in their interests, the municipality may initiate the process to repeal the current IDP.
2. The following procedure to repeal the current IDP shall be applied:
  - a. The municipality wishing to repeal the current IDP shall give the other municipality written notice of its intention to repeal its bylaw adopting the current IDP.
  - b. Within thirty (30) days of the date of written notice being forwarded to the other municipality, an ICC meeting shall be convened at which meeting the municipality initiating the repeal process shall provide its reasons for doing so.
  - c. Following the ICC meeting, the municipality initiating the repeal process may either withdraw its intention to repeal the current IDP by giving written notice to the other municipality or the two municipalities may agree to proceed with an option as identified by the Municipal Government Act.

## **6.0 REFERRALS AND CIRCULATION PROCESS**

The mutual referral of planning and development applications, policy plans, and other relevant studies is essential to the proper administration of this Plan and for effective coordination of planning across municipal boundaries. This requires establishing a process for the referral of plans, amendments, and applications within the Plan Area.

### **Policies**

1. Notwithstanding that the policies of the IDP only apply to the lands contained within the IDP Area, the Town agrees to refer planning matters to the County when lands are adjacent to the County boundary or as required in the Town's Land Use Bylaw. The matters to be referred shall include:
  - a. Subdivision applications when not located within an area structure plan.
  - b. Land use bylaw amendments and redesignations.
  - c. New area structure plans or amendments to an existing area structure plan.
  - d. New area redevelopment plans or amendments to an existing area redevelopment plan.
  - e. Amendments to the Town's Municipal Development Plan.
2. The County agrees to refer planning matters that apply to lands within the IDP Area as shown on Figure 1 to the Town. The matters to be referred shall include:
  - a. Subdivision applications.
  - b. New area structure plans or amendments to an existing area structure plan.
  - c. New area redevelopment plans or amendments to an existing area redevelopment plan.
  - d. New Concept Plans or amendments to an existing Concept Plan.
  - e. Amendments to the County's Municipal Development Plan where the lands subject to the amendment is within the Fringe Area or Referral Area as shown on Figure 1.
  - f. Discretionary use development permits within the Fringe Area or Referral Area as shown on Figure 1.
3. Circulations shall be sent to each Administration with the expectation that comments shall be provided from an Administrative perspective. Each municipality shall offer comments from the perspective of specific implications that have a high likelihood of affecting their own planning efforts around land uses, development, and infrastructure and compliance with the IDP policies. General observations and advice on issues that have no bearing on the planning efforts of the commenting municipality shall be avoided.

4. The Administration receiving the circulation shall be given at least 21 calendar days to submit their comments and shall make their comments in writing within the 21 calendar day period, except for discretionary use development permits that shall be circulated at least 14 calendar days. The CAO of the municipality sending the referral may agree to an extension of the review period and where an extension is provided it shall be communicated in writing.
5. When issues are raised through the referral and circulation process, they shall be addressed using the process steps described below. While these steps are underway, the municipality having jurisdiction over the matter should not proceed with making a decision.

Step 1: Once an issue is identified, the Administration of the municipality having jurisdiction shall provide the other municipality's Administration with all available information concerning the matter.

Step 2: The Administration of the commenting municipality shall evaluate the matter and provide written comments to the other municipality.

Step 3: Every attempt shall be made to discuss the issue with the intent of arriving at a mutually acceptable resolution.

Step 4: If an agreement or understanding on how to approach the issue is reached, the Administration of the commenting municipality shall indicate same to the Administration of the other municipality in writing. If no agreement can be reached, the matter shall be referred to each Council to determine if the dispute resolution process is to be used. This step shall not apply to referrals of subdivision applications and discretionary use development permits.

## **7.0 DISPUTE RESOLUTION**

Both Partners acknowledge the preference to avoid and minimize disputes, however despite the best efforts of both municipalities, it is understood that disagreements may arise.

### **Policies**

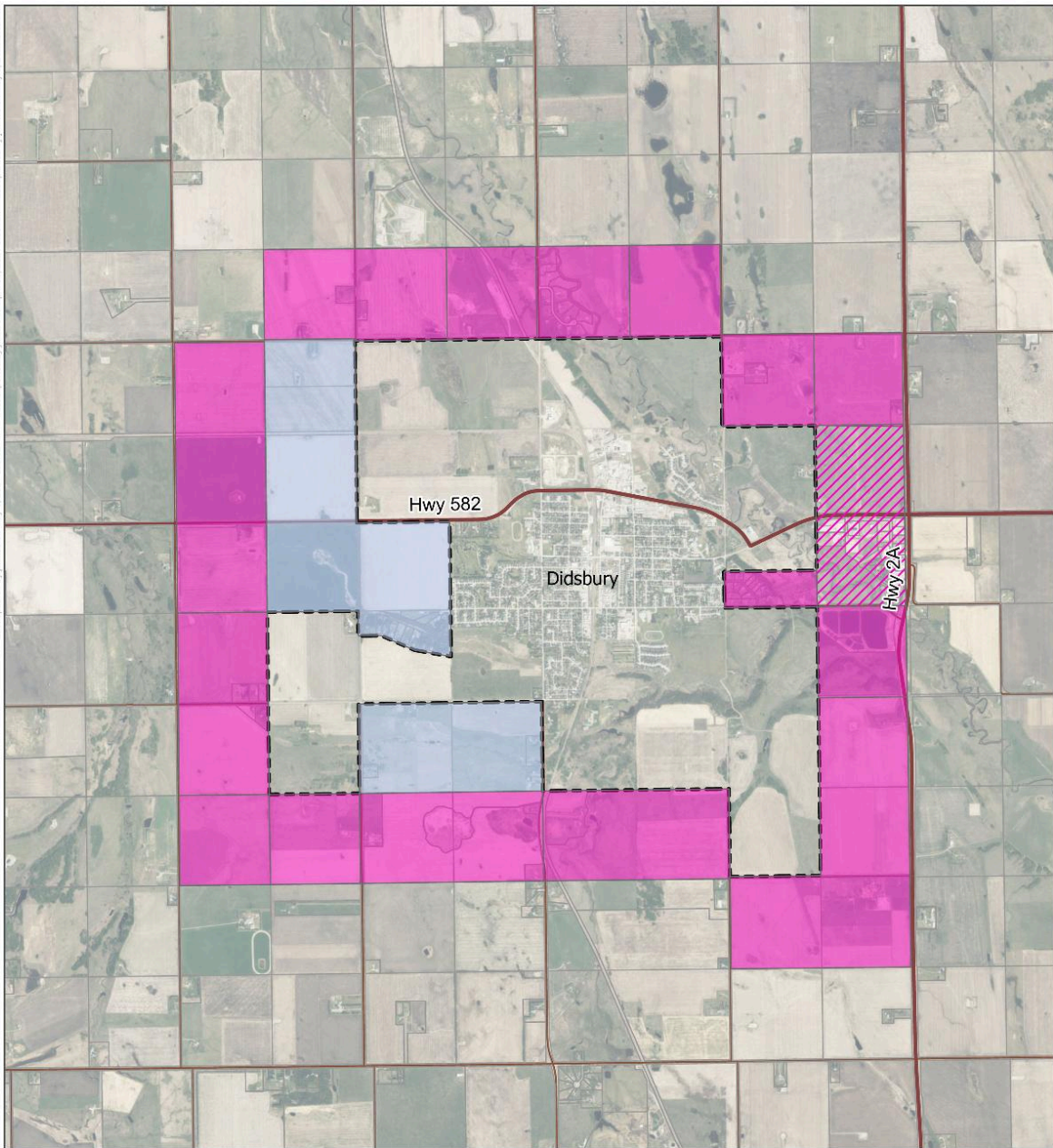
1. The Town and County agree that disputes relating to matters covered by the IDP shall be restricted to the following:
  - a. Lack of agreement on any proposed amendment to the IDP.
  - b. lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area.
  - c. Lack of agreement on an interpretation of the IDP.
2. Lack of agreement on the matters listed above is restricted to a statutory plan, land use bylaw or amendment to either where first reading of a bylaw is given by one Council and which the other Council deems to be inconsistent with the policies of this IDP or detrimental to their planning interests as a municipality.
3. A dispute on a matter not listed above may be referred to the appropriate authority or appeal board that deals with that issue.
4. The dispute resolution process of the IDP may only be initiated by Town Council or County Council.
5. Dispute Resolution will align with Step 1 (Negotiation) and Step 2 (Mediation) of the Intermunicipal Collaboration Framework Master Agreement held between the two parties. If mediation does not resolve the dispute, the Municipality may proceed with the Bylaw adoption process allowing the other Municipality to appeal to the Municipal Government Board at their discretion.
6. The municipality initiating a dispute may withdraw their objections at any time. The municipality

initiating the dispute shall provide written confirmation that the dispute is withdrawn to the other municipality.

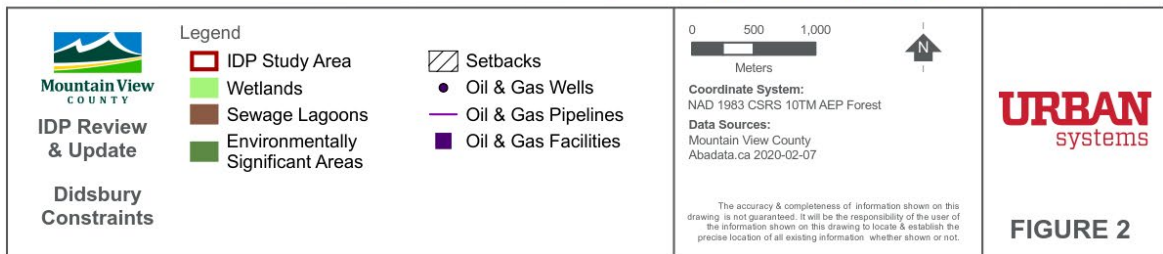
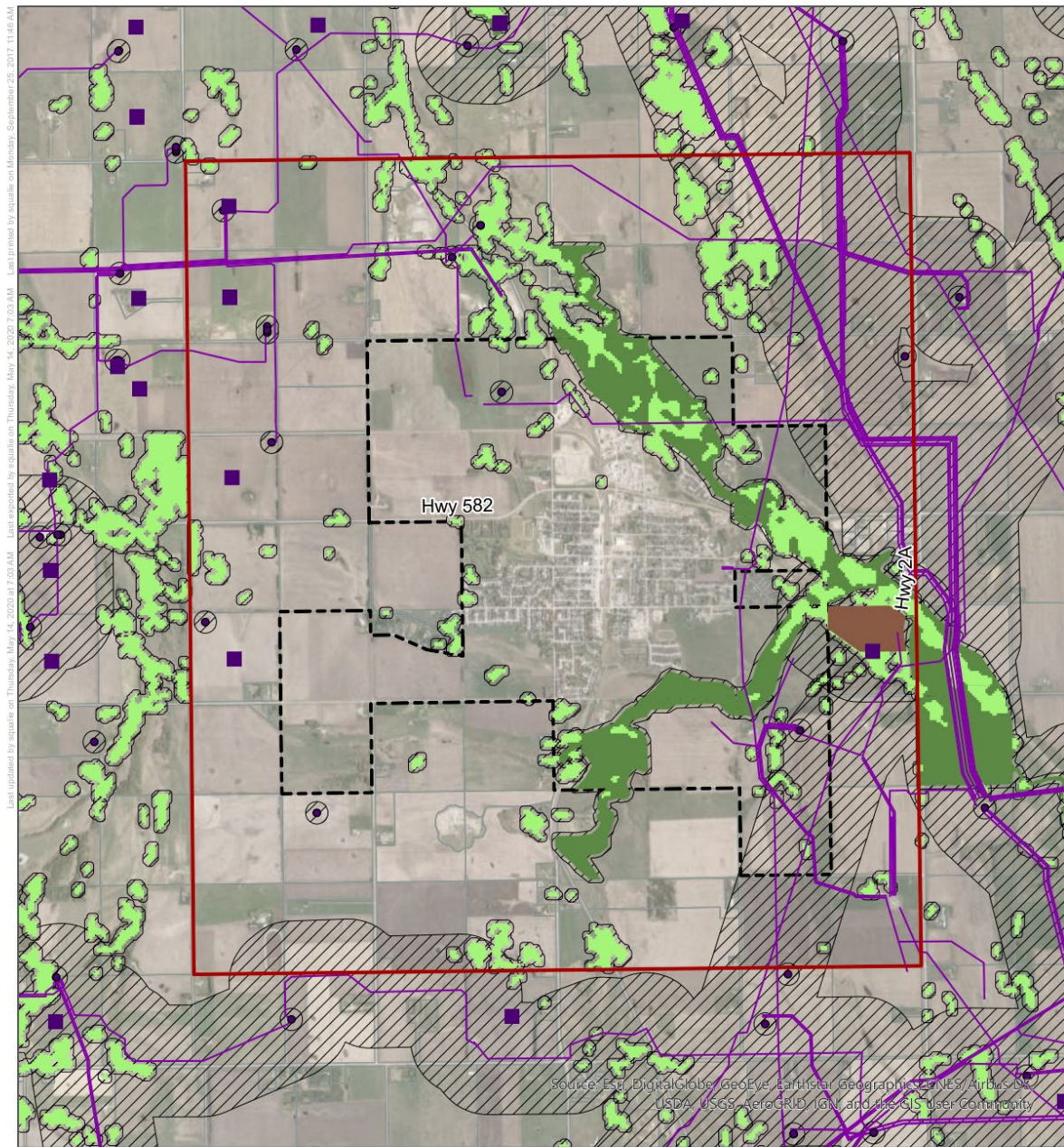
7. Both municipalities agree that time shall be of the essence when working through the dispute resolution process.

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