



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, June 28, 2022, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 2022
SUBJECT: Town of Didsbury High School Scholarship Recipients
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the June 14, 2022 Regular Council Meeting, Council awarded the 2022 Town of Didsbury High School Scholarship to Jake Read and Liam Cochran.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The recipients will be present to receive their scholarship funds and certificates of recognition from Council.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

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.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: June 28, 2022
SUBJECT: Award Presentations
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Alberta Emergency Services Medal (AESM) honours emergency services personnel who are involved in supporting emergency prevention, preparedness and response in Alberta, and who have committed 12, 22, 32, or 40 years of service.

To be eligible for the medal, personnel must have been serving on or after January 1, 2000 in a sector of the Alberta emergency management system.

The Didsbury Fire Department is pleased to recognize three members who have have been nominated to receive the Alberta Emergency Services Medal/Service Bars in honour of serving 12 years.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Fire Chief Curtis Mousseau is in attendance to present the awards, along with Council to:

- Deputy Chief Kyle Leeson
- Captain/Training Officer Mackenzie Southgate
- Captain Gary Shultz

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

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.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 2022
SUBJECT: RCMP Fourth Quarter Report (January to March, 2022)
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Staff Sergeant Steve Browne and/or his designate will be presenting to Council the RCMP fourth quarter report for the Didsbury RCMP Detachment.

The RCMP's fiscal year runs April 1 to March 31; therefore, the fourth quarter report represents January 1, 2022 to March 31, 2022.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council will have the opportunity to ask questions following the presentation.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

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.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 2022
SUBJECT: Adoption of June 14, 2022 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the June 14, 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

2. An Informed & Engaged Community

RECOMMENDATION

That Council adopt the June 14, 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 14, 2022**

Council Members Present Councillor Dorothy Moore (Acting Deputy Mayor)
 Councillor Joyce McCoy
 Councillor Bill Windsor
 Councillor Ethan Williams

Council Members Absent Mayor Rhonda Hunter
 Deputy Mayor Curt Engel
 Councillor John Baswick

Administration Present Chief Administrative Officer, Ethan Gorner
 ACAO/Chief Financial Officer, Amanda Riley
 Director of Community Services, Nicole Aasen
 Director of Engineering & Infrastructure, Craig Fox
 Manager of Legislative Services/Recording Officer, Luana Smith
 Municipal Intern-Finance, Kelsey Hawkins

1. CALL TO ORDER

CAO Ethan Gorner called the June 14, 2022 Regular Council Meeting to Order at 6:00 p.m. In accordance with Procedural Bylaw 2021-12, Council will need to appoint a Chair for the Council Meeting in the absence of the Mayor and Deputy Mayor. Council was also asked to appoint an Acting Deputy Mayor in the absence of the Deputy Mayor.

Res. 317-22

MOVED by Councillor McCoy

To appoint Councillor Moore as the Acting Deputy Mayor in the Deputy Mayor's absence.

Motion Carried

Acting Deputy Mayor Moore assumed the role of Chair of the Meeting

2. ADOPTION OF THE AGENDA

Addition: 12.4 Council Organization - Section 23 of the FOIP Act

Res. 318-22

MOVED by Councillor Windsor

To adopt the June 14, 2022 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Kelsey Hawkins - Open Spaces Asset Management Plan

Res. 319-22

MOVED by Councillor Williams

That Council thank Kelsey Hawkins for her presentation and accept the Open Spaces Asset Management Plan as information.

Motion Carried

4. ADOPTION OF MINUTES

4.1 Adoption of May 24, 2022 Regular Council Meeting Minutes

Res. 320-22

MOVED by Councillor Windsor

That Council adopt the May 24, 2022 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS

6. BYLAWS & POLICIES

6.1 Bylaw 2022-10 Fireworks

Res. 321-22

MOVED by Councillor Williams

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

Motion Carried

Res. 322-22

MOVED by Councillor Williams

That Council refer Fireworks Bylaw 2022-10 to the Policy and Governance Committee for review.

Motion Carried

6.2 Bylaw 2022-09 Recreation Rates

Res. 323-22

MOVED by Councillor Windsor

That Council grant second reading to Bylaw 2022-09 Recreation Rates.

Motion Carried

Res. 324-22

MOVED by Councillor Windsor

That Council grant third and final reading to Bylaw 2022-09 Recreation Rates.

Motion Carried

7. BUSINESS

7.1 College Green HOA Gazebo

Res. 325-22

MOVED by Councillor McCoy

That Council authorize the College Green Home Owner's Association to construct a gazebo in the leased area.

Motion Carried

7.2 Temporary Patio Dining

Res. 326-22

MOVED by Councillor McCoy

That the temporary allowance for patio dining be conditioned on the following additional requirements:

1. That their size be limited to the space of 2 parking spaces if on the street, and 3 parking spaces if on a private parking lot
2. That pedestrian walkways not be impeded
3. That all patios indemnify the Town from all liability with regards to these patios and that the owners assume all liability by signing an agreement with the Town to this effect

Motion Carried

7.3 Bank Signing Authorities

Res. 327-22

MOVED by Councillor Williams

That Council rescind Resolution #462-21 (the Town of Didsbury Bank Signing Authorities).

Motion Carried

Res. 328-22

MOVED by Councillor Williams

That Council appoint the Town of Didsbury Bank Signing Authorities as follows:

Mayor Rhonda Hunter

Deputy Mayor Curtis (Curt) Engel

Councillor John Baswick

Councillor Joyce McCoy

Councillor Dorothy Moore

Councillor Ethan Williams

Councillor William (Bill) Windsor

Chief Administrative Officer Ethan Gorner

Assistant CAO/Chief Financial Officer Amanda Riley

Manager of Financial Services Debra Welsh

Motion Carried

7.4 Didsbury Municipal Detachment Multi-Year Financial Plan

Res. 329-22

MOVED by Councillor Windsor

That Council accept the Didsbury Municipal Detachment Multi-Year Financial Plan for April 1, 2023 to March 31, 2028 in principle and that any service capacity increase is presented to, and receive approval from, the Didsbury Council prior to implementation.

Motion Carried

7.5 RCMP - HVAC

Res. 330-22

MOVED by Councillor Windsor

To approve the 2022 Capital Budget Amendment to adjust for an additional \$11,000 for the 'HVAC System Upgrades [RCMP Detachment]' Project to be funded 29% from the Town's RCMP Capital Reserve and 71% from external funds by the RCMP K Division.

Motion Carried

7.6 Awarding of Town of Didsbury High School Scholarship

Res. 331-22

MOVED by Councillor McCoy

That Council accept the Awarding of the Town of Didsbury High School Scholarship as information pending the discussion in Closed Session.

Motion Carried

7.7 2022 Community Grant Program

Res. 332-22

MOVED by Councillor Windsor

To refer the 2022 Community Grant Program applications to the Strategic Planning Committee and bring back a recommendation to Council, with the exception of the Didsbury Graduation Committee who are to receive immediate funding in the requested amount.

Motion Carried

Res. 333-22

MOVED by Councillor Windsor

To send the Community Grant Program Policy to the Strategic Planning Committee for review and bring back recommendations to Council.

Motion Carried

7.8 Town of Didsbury's Open Spaces Asset Management Plan

Res. 334-22

MOVED by Councillor McCoy

To endorse the Town of Didsbury's Open Spaces Asset Management Plan and that the multi-year budgeting documents be updated accordingly.

Motion Carried

7.9 Level of Service - Branch Bin

Res. 335-22

MOVED by Councillor Williams

To permanently close the compost bin and branch bin, and communicate to the residents the appropriate waste disposal solutions.

Motion Carried

7.10 Parkland Regional Library Services (PRLS) Funding

Res. 336-22

MOVED by Councillor Windsor

That Administration engage with our regional partners to review the concerns with the PRLS population calculation and bring forward this item to the Municipal Area Partnership (MAP) meeting, to explore a collective strategy for a suitable remedy to the concerns.

Motion Carried

8. REPORTS

8.1 CAO REPORT

Res. 337-22

MOVED by Councillor Windsor

To accept the CAO Report for June 14, 2022 as information.

Motion Carried

8.2 COUNCIL REPORTS

Res. 338-22

MOVED by Councillor Williams

To accept the Council Reports for June 14, 2022 as information.

Motion Carried

9. **CORRESPONDENCE & INFORMATION**

- Alberta Municipal Affairs – 2022 MSI Allocations and 2022 CCBF Allocation
- Town of Red Cliff – Increasing Utility Fees
- Town of Tofield – Alberta Provincial Police Force
- Town of Tofield – Alberta Utility Fees
- Town of Fox Creek – Further Support for the RCMP
- Town of Bon Accord – Increasing Utility Fees

Res. 339-22

MOVED by Councillor Williams

To accept the presented correspondence items as information and that Council write a letter of thanks to the Minister of Municipal Affairs for the 2022 MSI Allocations and 2022 CCBF Allocation.

Motion Carried

10. **COUNCIL MEETING HIGHLIGHTS**

- Presentation of Open Spaces Asset Management Plan
- Recreation Rates Bylaw passed
- Approval for College Green HOA Gazebo project
- Temporary Patio Dining permit changes

11. **QUESTION PERIOD**

12. **CLOSED MEETING**

Res. 340-22

MOVED by Councillor McCoy

To go into Closed Meeting at 7:40 p.m.

Motion Carried

12.1 Financial Reporting - Sections 23 and 24 of the FOIP Act

12.2 Alberta Municipalities - Rural Veterinarians Resolution - Section 21 of the FOIP Act

12.3 High School Scholarship Applications - Section 19 of the FOIP Act

12.4 Council Organization - Section 23 of the FOIP Act

13. **RECONVENE**

Res. 341-22

MOVED by Councillor McCoy

To return to Open Meeting at 8:09 p.m.

Motion Carried

Res. 342-22

MOVED by Councillor Windsor

To approve the revised Rural Veterinarian Resolution.

Motion Carried

Res. 343-22

MOVED by Councillor Williams

To award the Town of Didsbury High School Scholarship to Jacob Read and Liam Cochran in the amount of \$750.00 each.

Motion Carried

Res. 344-22

MOVED by Councillor Windsor

To approve Councillor Williams to represent Council at the 2022 DHS Graduation Ceremony.

Motion Carried

Res. 345-22

MOVED by Councillor McCoy

To explore financial reporting alternatives.

Motion Carried

14. ADJOURNMENT

Res. 346-22

MOVED by Councillor McCoy

To adjourn the Regular Council Meeting of June 14, 2022 at 8:12 p.m.

Motion Carried

Acting Deputy Mayor – Dorothy Moore

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: June 28, 2022
SUBJECT: Bylaw 2022-10 Fireworks
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Fireworks Bylaw 2007-26 is required to be repealed as the authority to grant permission and approve a permit for Fireworks has changed.

In accordance of the federal *Explosives Act*, the Minister of Natural Resources Canada (NRCan), the person granting a permit or license to set off fire works must be trained and receive certification. This authority lies with the Didsbury Fire Chief or their designate, who has received the training.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council granted first reading at the June 14, 2022 Regular Council Meeting and referred it to the Policy and Governance Committee (PGC) for review and recommendations.

The PGC reviewed Bylaw 2022-10 at their June 21, 2022 meeting and are recommending it go for second and third reading.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

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

AND

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

TOWN OF DIDSBURY
Control of Use and Prohibition of Fireworks
Bylaw No. 2022-10

BEING A BYLAW OF THE TOWN OF DIDSBURY TO PROHIBIT THE POSSESSION, USE OF FIRE BALLS, SQUIBS, FIRECRACKERS OR FIREWORKS ANYWHERE WITHIN THE TOWN LIMITS OF DIDSBURY.

WHEREAS, pursuant to the provisions of section 187 of the *Municipal Government Act*, RSA September 2000 and the amendments thereto, a Council may pass a bylaw for the provisions of services to their ratepayers.

NOW THEREFORE, the Municipal Council of the Town of Didsbury, in the Province of Alberta, duly assembled, enacts the following:

1. SHORT TITLE

1.1 This Bylaw may be referred to as the “Fireworks Bylaw”.

2. AUTHORITY

2.1 No person shall be permitted to possess fireworks; firecrackers; fire balls; or squibs while within the Town of Didsbury limits without a permit granted by the Fire Chief or their designate.

2.2 No person shall use or allow to be used any fireworks; firecrackers; fire balls; or squibs while within the Town of Didsbury limits without a permit granted by the Fire Chief or their designate.

2.3 This restriction does not apply to:

2.3.1 Any Peace Officer, Enforcement Officer or RCMP Police Officer in the discharge of their duties.

2.3.2 A person who is in receipt of a Special Permit issued by the Fire Chief or their designate.

2.4 Any person wanting to handle display fireworks must apply for a permit with the Fire Chief or their designate.

3. OFFENCES and PENALTIES

3.1 Any person or business who contravenes any provision of this bylaw is guilty of an offence and liable to a specified penalty as follows:

Description	1 st Offence	2 nd Offence	3 rd Offence
Possess	\$60.00	\$115.00	\$225.00
Use	\$115.00	\$225.00	\$450.00

4. REPEAL OF BYLAW

4.1 Upon adoption of this Bylaw, Bylaw 2007-26 is hereby repealed.

This Bylaw shall take effect on the date of the third and final reading.

Read a First time on this 14th day of June, 2022.

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



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 2022
SUBJECT: Population Data & Library Contributions/Funding
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the June 14, 2022 Regular Council Meeting, Council made a motion for Administration to engage with our regional partners to review the concerns with the Parkland Regional Library Service Agreement relating to population estimates and bring this item to the next Municipal Area Partnership (MAP) meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Regional CAOs met and discussed the Parkland Regional Library Service Agreement and it was presented to MAP at their June 16, 2022 meeting. After consideration of the issue the MAP group agreed that a solution to this problem would be for the Province to utilize the same population data set for their library grant funding as well as for all Provincial funding.

They agreed to send a letter to the Minister of Municipal Affairs to express concern about the conflict caused by library grant funding using one population data set and then library service billing using another and urging the Minister to ensure the same population data set is used for all.

Please find the attached letter from MAP to the Minister of Municipal Affairs regarding the decision by the Parkland Regional Library Services to use the Treasury Board population estimates for calculating municipal contributions, and requesting that the Minister implement the above-noted solution to this concern.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept 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 as information.



Town of Olds



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,

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: June 28, 2022
SUBJECT: Municipal Asset Management Program Grant Application
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

In 2021, the Town of Didsbury was a successful recipient of the Municipal Asset Management Program (MAMP) grant which awarded the Town up to \$40,000 towards an asset management initiative. With this funding, the Town was able to produce the Open Spaces Asset Management Plan, which defined a process to assess the condition, risk, and funding requirements of all Open Space assets. This project was overseen by members of the Asset Management Team as well as department-specific employees across the organization. This initiative was proven successful as it helped to propel asset management functionality throughout the organization, educating internal staff and Council on asset management concepts, and facilitating departmental collaboration throughout the organization.

While the project was beneficial to improving the quality of asset care and management in the Open Space asset class, there is still a gap in adopting the same quality of asset management in other departments. This project emphasized the need to continuously grow and improve Asset Management practices within the organization to achieve a level of consistency.

Administration requests Council's support to submit a second application for the Municipal Asset Management Program to fund the development and formalization of an asset management strategy, corresponding policies, and organizational development, including asset management training that can be implemented at large in our organization.

Preference may be given to applicants that have not previously received MAMP funding, however, submissions from second time applicants who are committed to sharing asset management knowledge best practices and results of their projects with their peers and/or improving asset management knowledge in the municipal sector will be considered.

Applications for the MAMP grant are accepted on a continuous basis, however, funding can run out at any point in time. In order to be eligible for the MAMP funding, Administration requires a resolution drafted and adopted by Council which expresses Council's support for the project.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The project Administration is bringing forward for grant funding is the Town of Didsbury's Asset Management Strategy and Organizational Development. This will serve as a foundation for managing assets in the organization and help drive priority-based budgeting.

This project would encompass:

- The development of an Asset Management Strategy for the organization including systems and guidelines for:
 - Asset Registry
 - Asset Evaluation
 - Asset Level of Service



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

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- Asset Life-Cycle Management
- Asset Risk Management
- Asset Reporting
- Asset Funding (which would help drive the Reserve Policy)
- An update of the Town's current relevant policies:
 - Accounting for Tangible Capital Assets (1017)
 - Reserve Policy (FIN 007)
- Organizational wide training (as to implement asset management into all functions of the organization) and to knowledge-share with communities growing their Asset Management Program.

Administration plans to hire a consultant to develop the Asset Management Strategy, ensuring close alignment to Council's Strategic Plan. Administration plans to use internal resources to build the new and updated policies and to implement the framework of the Asset Management Strategy into the organization.

The Town would be required to match up to 20% of project costs, and this would be achieved by committing staff time towards this project, up to \$10,000. Administration expects this staff time would be a reallocation of resources towards the project and would not impact the current staffing levels at the Town of Didsbury.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

3. Infrastructure & Asset Management

RECOMMENDATION

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.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 2022
SUBJECT: 2022 Community Grant Program
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

In March 2022, Council allocated \$30,000 from the 2021 year-end surplus to the 2022 Community Grant Program. This program was established in 2021, and the funds are to be distributed to eligible Didsbury groups to assist with events, programs and facility waivers that serve the Didsbury community.

At their March 5, 2022 Budget Meeting, Council approved that both the Didsbury 5-0 Club and the Didsbury Museum each be granted \$4,000 in 2022 funding to assist with their operating costs. This left \$22,000 available to groups applying in 2022. Administration received an additional 17 applications that, when combined with the 5-0 Club and Museum approved grants, totaled \$37,639.07.

Council was presented with the 2022 applications at their June 14, 2022 Regular Council Meeting. Council approved funding of \$220.07 for the Didsbury Grad Banner project, due to the timeliness of the request, and sent all remaining requests to the Strategic Planning Committee (SPC) for review and recommendation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The SPC met on June 16, 2022 and their recommendations are attached. The following items are of note:

- Committee members are recommending that the CO2 Shooting Club receive no funding, as use of airsoft guns is in contravention of Bylaw 2007-27 – Prohibition of Projective Devices. Further, shooting activities for this club take place outside of the Town of Didsbury.
- Committee members are only considering the Spring Clinic portion of the Ropes and Reins 4-H Club application, valued at \$500. The additional \$1000 in their application is for rental of a facility outside the Town of Didsbury.
- All other applications were reduced proportionally based on their application amount to ensure fair distribution of grant dollars.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

That Council approve the 2022 Community Grant Program funding as presented.

2022 Town of Didsbury Community Grant Program

Organization	Explanation of Request	Value	APPROVED	Other Info
5-0 Club	Assistance with utility costs	\$ 4,000.00	\$ 4,000.00	As per Council Budget Mtg - March 5/22
Didsbury Museum	Assistance with operating costs	\$ 4,000.00	\$ 4,000.00	As per Council Budget Mtg - March 5/22
Didsbury Grad Committee	Offset costs of grad banners	\$ 220.07	\$ 220.07	Approved June 14/22
		\$ 8,220.07	\$ 8,220.07	

RECOMMENDATIONS:

Organization	Explanation of Request	Value	Recommended	Other Info
Friends of the Library	Utility costs for book sale location	\$ 2,000.00	\$ 1,588.67	
Heart2U Didsbury	Christmas Food Hamper funding	\$ 2,000.00	\$ 1,588.67	
DHS Band Society	Band concert + composer costs	\$ 1,700.00	\$ 1,350.37	
Didsbury Aqua Jets	Swim Meet - facility rental costs	\$ 2,000.00	\$ 1,588.67	
Ropes & Reins 4H Club	Spring clinic + Ag Facility rental	\$ 1,500.00	\$ 397.17	Only \$500 considered by SPC
Didsbury Minor Softball	Upgrades to dugouts - Jets Diamond	\$ 2,000.00	\$ 1,588.67	
Didsbury Lions Club	Support for community bus service	\$ 2,000.00	\$ 1,588.67	
Alberta CO2 Shooting Club	Seed money - off-set start-up costs	\$ 1,000.00	\$ -	Contravenes Bylaw 2007-27
Make a Wheel Difference	Community fundraising event	\$ 2,000.00	\$ 1,588.67	
Didsbury Minor Hockey	Tournament ice rentals	\$ 2,000.00	\$ 1,588.67	
MV Colts	Assist with bussing costs	\$ 2,000.00	\$ 1,588.67	
Didsbury Elks	Assist with parade/ bfast costs	\$ 2,000.00	\$ 1,588.67	
Didsbury Golf Club	Enhancements to practice greens	\$ 2,000.00	\$ 1,588.67	
Didsbury Minor Ball	Equipment for new U18 team	\$ 2,000.00	\$ 1,588.67	
MV Arts Society	Facility Waiver - 2022 Arts Festival	\$ 1,260.00	\$ 1,000.86	
D&D Chamber of Comm.	Downtown beautification contest	\$ 1,959.00	\$ 1,556.16	
		\$ 29,419.00	\$ 21,779.93	

TOTAL APPROVED GRANTS at June 14, 2022 **\$ 8,220.07**

FUNDS STILL AVAILABLE - at June 14, 2022 **\$ 21,779.93**



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: June 28, 2022
SUBJECT: Multi Year Capital Plan
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

A Multi-Year Capital Plan (MYCP) is required to be prepared under the MGA and must include the Town's anticipated capital additions for a period of at least 5 years (not including the current year). This MYCP must be reviewed by Council annually. An MYCP should include a brief description of the project, the anticipated year of the project, and projected funding sources; it is not required that the MYCP balance.

The MYCP should inform the annual budget. Changes to the MYCP throughout the year must be reviewed and accepted by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The MYCP has been updated for the following:

- 2022 updated for changes to the current year budget
- Items from the Open Spaces Asset Management Plan incorporated
- Zamboni replacement prioritized over lawn mower replacement
- Parking lot expansion for the RCMP detachment added
- Library Project added

The revised 2022-2027 MYCP is attached for Council's review. Changes to the document have been highlighted in yellow.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

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

Planned Capital Additions	Budget Year 2022	2023	2024	2025	2026	2027
Non-Recreation - Buildings						
HVAC System Replacement [Town Office]	65,000	-	-	-	-	-
HVAC System Upgrades [RCMP Detachment]	61,000	-	-	-	-	-
Interior Painting [RCMP Detachment]	20,000	-	-	-	-	-
Parking Lot Expansion [RCMP Detachment]	-	100,000	-	-	-	-
Didsbury Municipal Library Expansion & Renovation Project	-	-	2,000,000	-	-	-
Protective Services - Machinery & Equipment						
Didsbury Fire Department Rescue Vehicle	735,000	-	-	-	-	-
Emergency Backup Generator	100,000	-	-	-	-	-
Didsbury Fire Department Command Vehicle	-	85,000	-	-	-	-
Public Works & Utilities - Machinery & Equipment						
Skid Steer Annual Program (net)	3,500	3,500	3,500	3,500	3,500	3,500
Skid Steer Replacement	-	-	58,000	-	-	-
Backhoe Replacement	-	-	-	130,000	-	-
Streetsweeper Replacement	-	-	-	-	-	400,000
Public Works & Utilities - Infrastructure						
21 Street (15 Ave to 18 Ave) Storm, Water, Sanitary & Surface works						
Phase 1 & Phase 2 Construction	1,940,000	-	-	-	-	-
Phase 2 Design	84,000	-	-	-	-	-
Co-op Road (15 Ave to 19 St) Storm, Water and Surface works						
Design	70,000	-	-	-	-	-
Construction	-	730,000	-	-	-	-
Highway 582/23 Street Intersection						
Phase 1 Design/Tender	-	195,000	-	-	-	-
Phase 2 Construction	-	-	1,105,000	-	-	-
East Reservoir Construction						
Phase 2 Construction	-	-	2,970,000	-	-	-
Phase 3 Construction	-	-	-	1,015,000	-	-
16 Street (15 Ave - 20 Ave) Water, Wastewater and Surface works						
Phase 1 Design/Tender	-	-	332,250	-	-	-
Phase 2 Construction	-	-	-	1,882,750	-	-
20 Avenue (20 St - 23 St) Surface works and Beautification						
Phase 1 Design/Tender	-	-	-	225,000	-	-
Phase 2 Construction	-	-	-	-	1,275,000	-
21 Street (20 Ave - 24 Ave) Deep Utility and Surface Works						
Phase 1 Design	-	-	-	-	85,000	-
Phase 1 Construction	-	-	-	-	-	1,420,000
Phase 2 Design	-	-	-	-	-	85,000
Phase 2 Construction	-	-	-	-	-	-
Southridge Crescent Deep Utility and Surface Works						
Phase 1 Design	-	-	-	-	70,000	-
Phase 1 Construction	-	-	-	-	-	930,000
Phase 2 Design	-	-	-	-	-	70,000
Morris Meadows Lift Station Improvements						
Phase 1 Design	-	-	-	-	-	40,000
Communications						
Website	-	-	-	-	40,000	-
Cemetery - Infrastructure						
Columbarium Purchase and Installation	35,000	-	-	-	-	-
Recreation & Parks - Buildings & Land Improvements						
Make-Up Air Unit Replacement [Curling Rink]	65,000	-	-	-	-	-
Multi-Purpose Room Stage Upgrades	30,000	-	-	-	-	-
Refinish pool basin	-	100,000	-	-	-	-
Complex entrance lobby, pool lobby, MPR floor replacement	-	95,000	-	-	-	-
Train Station exterior painting	-	75,000	-	-	-	-
Playground Replacement Program	-	61,100	60,000	55,000	35,000	60,000
Curling lower lobby floor replacement	-	-	50,000	-	-	-
Main lobby washroom upgrades	-	-	-	40,000	-	-
HVAC replacement [Aquatics]	-	-	-	-	400,000	-
Soccer Pitch Upgrades [Westheights Park]	-	-	-	-	25,000	-
Train Station Upper Hall flooring replacement	-	-	-	-	-	45,000
Ice Plant Cooling Tower	-	-	-	-	-	350,000
Recreation & Parks - Machinery & Equipment						
Mower Replacements	-	-	80,000	-	35,000	-
Zamboni replacement	-	110,000	-	-	-	-
Radiant heater upgrades	-	-	-	60,000	-	-
Scoreclock replacement	-	-	-	-	15,000	-
Didsbury Memorial Complex Outlying Plan						
21 Avenue Storm & Surface Works (Complex Road)	300,000	-	-	-	-	-
Pathway construction & landscaping - phase 1	150,000	-	-	-	-	-
Complex Parking Lot Drainage & Surface [LOS range \$100,000 - \$600,000]	-	100,000	-	-	-	-
4 Season Washroom/Picnic Shelter	-	150,000	-	-	-	-
Multi-Court System (Tennis, Pickleball, Basketball, Volleyball)	-	-	260,000	-	-	-
Pathway construction & landscaping - phase 2	-	-	150,000	-	-	-
Additional parking (north side)	-	-	-	80,000	-	-
Annual Replacement Plans						
Fleet Vehicle Replacement Plan						
Public Works	66,000	123,600	63,654	-	67,531	69,556
Parks	55,000	-	-	131,127	-	-
Municipal Enforcement	-	-	63,654	-	-	-
Pedestrian Continuity Network Improvement Program	-	-	80,000	80,000	80,000	80,000
Deer Coulee/Cemetery Pathway Replacement	51,000	-	-	-	-	-
15th Ave (Westhill Drive to W Heights Cres) Sidewalk Replacement	-	210,000	-	-	-	-
Street Lighting Continuity Program	-	80,000	80,000	80,000	80,000	80,000
Total Planned Capital Additions	3,830,500	2,218,200	7,356,058	3,782,377	2,211,031	3,633,056

Funding Sources	2022	2023	2024	2025	2026	2027
Reserves	850,390	601,100	1,847,308	266,127	102,531	184,556
Grants	2,469,000	1,175,000	840,000	800,000	800,000	800,000
External Transfers	507,610	42,500	-	-	-	-
Annual Tax Levy (operating budget)	3,500	83,500	83,500	83,500	83,500	83,500
Borrowing	-	-	1,470,000	1,015,000	-	-
Total Planned Capital Additions	3,830,500	1,902,100	4,240,808	2,164,627	986,031	1,068,056
Unfunded projects	-	316,100	3,115,250	1,617,750	1,225,000	2,565,000



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: June 28, 2022
SUBJECT: Cash Handling Policies
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

As part of our administrative Red Tape Reduction review, Administration considered a number of current policies about Cash Handling and Petty Cash, including:

- 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

These policies have been attached for Council's review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Municipal policies provide a framework for decision making, ensuring consistency throughout the Town, which are governed by Council. The policies listed above do not contain framework for decision making, but instead are administrative procedures.

Procedures provide guidelines to the staff for carrying out certain tasks. Procedures are administrative in nature and implemented under the direction of the CAO.

Due to the nature of these policies, Administration is recommending they be rescinded. Administration will continue to implement procedures, as needed, to provide guidance for these types of administrative operations.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

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

POLICY #1005
CASH HANDLING – BUSINESS SERVICES

Resolution #: Res. #500-08

Date Passed: October 7, 2008

Effective Date: October 7, 2008

Reviewed: July 2008

Bylaw(s): N/A

Policy Statement:

The Town of Didsbury shall provide guidelines for the handling of revenue generated from front desk receipts.

1. Definitions

Office Staff means the Administration staff of the Town of Didsbury.

2. Responsibilities

2.1 The Chief Financial Officer or designate: Shall oversee and ensure that revenue is collected and processed in accordance to the cash handling procedure.

2.2 Office Staff: Shall ensure that all revenues generated through facility operations, utility payments, tax payments, administration fees, rentals etc. be processed in accordance to the cash handling procedure

3. Procedure

3.1 Cash is received throughout the day and entered directly to the cash receipts terminal. Cash in excess of \$250.00 will be removed from the cash drawer and placed in the safe in the vault until the deposit is done.

3.2 General payments, utility payments, tax payments and campground payments are received and the amount entered into the system. A computer copy of receipt may be issued on request by the customer. Cash/cheques are placed in drawer.

3.3 When the cash receipts batch is closed, cash, cheques and point of sale receipts are added and balanced to the batch report after removing the \$125.00 float. Bank deposits are prepared daily.

3.4 The Administration staff responsible for closing off and balancing till will complete bank deposit. Deposit is taken to bank by the Assistant CAO/Chief Financial or designate who is not the person who closed or balanced off. Batch report is then applied.

4. End of Policy

PROCEDURE #1005 A
CASH HANDLING FOR PROPERTY TAXES PAID BY CREDIT CARD

Resolution #: 428-09

Date Passed: September 29, 2009

Effective Date: January 1, 2010

Reviewed: Yearly in March

Bylaw(s): Cash Handling Policy #1005; Rate & Fee Bylaw 05-12

Credit Card Fee Procedure

These procedures apply to payments of property taxes made with credit cards:

Management Duties:

- 1) As of March 1st of each year review the credit card discount fees that the Town of Didsbury is currently being charged on credit card transactions.
- 2) After conducting the review, establish a fee to charge the customer using a credit card to pay their property taxes which will cover the cost incurred by the Town.

Int: _____

Cash Receipt Administrator:

- 1) When customer asks to pay their property taxes by credit card, inform the customer that there will be a credit card fee.
- 2) If customer continues to choose this payment option, take the amount of money being paid and times that amount by the credit card fee in place at the time.
- 3) On the receipt, code this additional fee to: Credit Card Usage Fee
G/L # 1-12-00-416-00

Current Year: 2011

Credit Fee set at 2.5% Initials _____

POLICY #7006
DIDSBURY AQUATIC CENTRE CASH HANDLING

Resolution #: #502-08
#132-06

Date Passed: October 7, 2008

Effective Date: October 7, 2008

Reviewed: July 2008

Bylaw(s): N/A

Policy Statement:

The Town of Didsbury shall provide guidelines for the handling of revenue generated through the operation of the Didsbury Aquatic Centre.

1. Definitions:

1.1 Manager of Parks and Recreation means the Town's designate for matters pertaining to the operation of the Didsbury Aquatic Centre.

1.2 Aquatics Supervisor means the individual designated by the Manager of Parks and Recreation as being in charge of aquatic front counter operations.

1.3 Part-Time Customer Service Representative means the individual(s) designated by the Manager of Facilities as being in charge of aquatic centre front counter operations in the absence of the full-time Aquatics Supervisor.

2. Responsibilities:

2.1 Manager of Parks and Recreation

2.1.1 Shall oversee and ensure that aquatic centre revenue is collected and processed in accordance to the cash handling procedure.

2.2 Aquatics Supervisor

2.2.1 Shall ensure that facility revenue generated through daily admissions, program fees, passes, rental fees, concession sales and miscellaneous sales is collected and processed in accordance to the cash handling procedure.

2.3 Part-Time Customer Service Representative

2.3.1 The part-time Customer Service Representative shall also ensure that facility revenue generated through daily admissions, program fees, passes, rental fees, concession sales and miscellaneous sales is collected and processed in accordance to the cash handling procedure.

3. Procedure:

3.1 At the start of the day's first shift, the Aquatics Supervisor or their designate will pick up the \$100.00 float from the secure storage and place it into the cash register.

3.2 Payment for aquatic centre services shall be made to a Customer Service Representative in the form of a cash, debit, credit card or cheque made payable to the Town of Didsbury.

3.3 Payment is received and amount is inputted on register and coded to the appropriate department.

3.4 The Customer Service Representative may verify payment by a patron if requested by issuing a Town of Didsbury written receipt with white copy provided to the patron and a yellow copy retained by the Customer Service Representative.

3.5 At the conclusion of a shift, cash out is conducted by the Customer Service Representative running a cash register shift report.

3.6 At the conclusion of the day's operation, the Customer Service Representative will count cash, conduct a shift report along with a daily accounting recap form that will feature all shift reports.

3.7 From the daily total a \$100.00 cash float will be retained and placed in the secure storage. The bank deposit is then prepared.

3.8 The bank deposit of the day's revenue will be placed into a night deposit bag, sealed, and taken by the Customer Service Representative to the current Financial Institution used by the Town of Didsbury and placed in the night deposit.

3.9 The daily accounting recap form will be delivered to the main office Administration Staff to be inputted in a cash receipts batch on a weekly basis.

4. End of Policy

POLICY #7102
ROSEBUD VALLEY CAMPGROUND CASH HANDLING

Resolution #: 503-08
058-06

Date Passed: October 7, 2008

Effective Date: October 7, 2008

Reviewed: July 2008

Bylaw(s): N/A

Policy Statement:

The Town of Didsbury shall provide guidelines for the handling of revenue generated through the operation of the Rosebud Valley Campground.

1. Definitions:

1.1 Campground Manager means the individual(s) who are under resident contract with the Town of Didsbury.

1.2 Manager of Parks and Recreation means the Town's official designate for matters pertaining to the operation of the campground.

2. Responsibilities:

2.1 Campground Manager

2.1.1 Shall oversee and ensure that campground registration revenue is collected and processed, in accordance to the cash handling policy.

2.2 Manager of Parks and Recreation

2.2.1 Shall ensure that campground registration revenue is collected and processed in accordance to the cash handling policy.

3. Procedure:

3.1 Payment for campground registration shall be made to the manager in the form of cash or cheque payable to the Town of Didsbury.

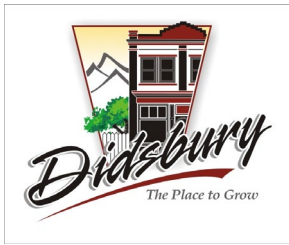
3.2 Payment shall be verified by the manager in the form of a Town of Didsbury written receipt with white copy issued to patron and yellow retained by the manager.

3.3 A bank deposit is to be prepared Friday and Saturday to be deposited into a night deposit bag, sealed and taken by the Managers to the current Financial Institution used by the Town of Didsbury.

3.4 Registration revenue shall be recorded by the manager on the Rosebud Valley Campground Cash Summary Report form and submitted weekly to the Town Office for verification and recording.

3.5 On a monthly basis the manager shall submit a registration record sheet verifying daily, weekly, monthly and group registration in accordance to monthly income.

4. End of Policy



PROCEDURE #9007-A PETTY CASH PROCEDURE GUIDE

Purchasing Guidelines

This document outlines the guiding principles for small purchases of miscellaneous items for the Town of Didsbury as well as the steps that the department must complete in order to reconcile the expenses and replenish the float.

The purchase of goods and/or services may be more effectively handled through the use of petty cash rather than traditional account's payable methods. These situations generally fall under the following categories:

- Items below the \$50.00 value
- Where conventional purchasing methods are not cost effective
- Generally of a non-repetitive nature

Examples of goods and/or services that would NOT be purchased using petty cash:

- Goods and/or services purchased at local businesses that are already billed monthly. (e.g. Didsbury Dollar Store, Didsbury Home Hardware, etc.)
- Purchases requiring special treatment for financial, legal, or tax reasons

The Petty Cash Float is **restricted** from use in the following situations:

- Personal or private use
- Cash advances/loans

The Petty Cash Float for each department will be a maximum of \$ 200.00. This float is to be kept in a locked cash box in a secure location not visible to the public. When working with the cash box, it should remain out of the public view.

Purchases of frequently required goods and/or services should be made through regular account's payable methods and are not intended to be routinely made using the petty cash float.

Expense Reconciliation Process

At Time of Purchase Stage

1. Estimate roughly how much cash is needed to purchase goods/services.
2. Obtain cash from locked box and fill out as much as possible of the Petty Cash Voucher now. (this will help one from forgetting where the petty cash was spent)
3. Purchase goods/services.
4. Return any change to box.
5. Finish filling out voucher and staple the original receipt to the voucher. (Note: the receipt MUST show the GST amount.)
6. File the vouchers and receipts in the cash box until reconciliation time.
7. Lock box and return to secure location.

Post-Purchase/Reconciliation Stage

1. When the cash float gets low (each department will know what that dollar amount will be) obtain the reconciliation sheet on the L (common) drive.
2. Obtain vouchers/receipts from cash box.
3. Enter details on the Reconciliation Sheet as per the following:
 - i. Department Name
 - ii. Date of reconciliation.
 - iii. Date of transaction
 - iv. GL Account
 - v. Company Name
 - vi. Detailed description of expense
 - vii. Cost excluding GST
 - viii. GST paidTotal cost including GST will be calculated automatically.
4. Count cash remaining in cash box. Enter this amount on appropriate line at bottom of listing.
5. The Cash Float Total of \$200.00 is set in the form and any over/ (short) amounts will be automatically calculated.
6. Amounts over/ (short) should be a rare occurrence, but will be coded to the department should this arise.

Approval Stage

1. The supervisor will be responsible for approving all transactions relevant to each reconciliation sheet.
2. Upon approval of the department expenses, the supervisor will forward all documents to Account's Payable who will then replenish the Petty Cash Float to \$200.00 and key the expense coding entries.

Other Details

- Submitted receipts and backup must include the detailed original slip which indicates the amount paid for GST and if relevant, any additional charges such as tips.
- If a meal expense, specify the names of all attendees
- If an expense is on behalf of another employee, ensure to specify the employee's name in the description
- If a receipt is lost, it is the cardholder's responsibility to obtain a copy from the vendor.
- The Reconciliation Sheet is located in: L:\Petty cash

These processes and procedures have been developed to ensure that the Town of Didsbury is both transparent and accountable to the public in all business related to the use of Petty cash.

PETTY CASH RECONCILIATION SHEET

Department Name: _____

	Transaction Date	GL Account	Business/Organization Name	Cost Excluding GST	GST	TOTAL COST	Description / Comment
1						\$ -	
2						-	
3						-	
4						-	
5						-	
6						-	
7						-	
8						-	
9						-	
10						-	
11						-	
12						-	
13						-	
14						-	
15						-	
16						-	
17						-	
18						-	
21						-	
22						-	
23						-	
24						-	
25						-	
				\$ -	\$ -	\$ -	

Cash on Hand (Actual Count)
Should Equal \$ 200.00

Over (Short) will be charged to your department \$ (200.00)

Approval:
Department Signature _____

Date Replenished _____ Cash Amount to be Replenished \$ -

Signatures:
Account's Payable _____

Department Employee _____



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	June 28, 2022
SUBJECT	Chief Administrative Officer (CAO) Report
ORIGINATING DEPARTMENT	Legislative Services

BACKGROUND/PROPOSAL:

Please find attached the CAO Report for June 28, 2022.

ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the CAO Report for June 28, 2022 as information.



CAO Report – June 28, 2022

1. Council Remuneration & Professional Development (Legislative Services)

Please see below the most current Council remuneration and professional development expenses. This information will be posted on the website.

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		\$ 15,540.20
Deputy Mayor Engel	\$ 1,682.00	\$ 1,773.25	\$ 2,278.75	\$ 1,718.50	\$ 1,741.32		\$ 9,193.82
Councillor Baswick	\$ 1,609.00	\$ 1,773.25	\$ 2,367.61	\$ 1,609.00	\$ 1,577.07		\$ 8,935.93
Councillor McCoy	\$ 1,682.00	\$ 2,381.81	\$ 2,252.61	\$ 2,609.00	\$ 2,406.94		\$ 11,332.36
Councillor Moore	\$ 1,718.50	\$ 1,955.75	\$ 3,026.58	\$ 1,609.00	\$ 1,650.07		\$ 9,959.90
Councillor Williams	\$ 1,485.25	\$ 1,485.25	\$ 2,224.00	\$ 1,736.75	\$ 1,668.32		\$ 8,599.57
Councillor Windsor	\$ 1,791.50	\$ 2,979.83	\$ 2,987.21	\$ 1,621.07	\$ 2,045.01		\$ 11,424.62
							\$ 74,986.40

COUNCIL PROFESSIONAL DEVELOPMENT STATUS

	Budget	Spent	Remaining	AB Muni
Mayor Hunter	\$ 6,500.00	\$ 1,192.75	\$ 5,307.25	\$ 630.40
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	\$ -	\$ 4,500.00	\$ 1,048.43
Councillor Williams	\$ 4,500.00	\$ 2,392.82	\$ 2,107.18	\$ 100.00
Councillor Windsor	\$ 4,500.00	\$ 3,492.40	\$ 1,007.60	\$ 643.88

2. Amendment to the Local Authorities Election Act (LAEA) (Legislative Services)

The LAEA was amended to require municipalities and school boards to redact personal information (such as addresses and contact information) of candidates and donors from candidate disclosure statements before they are made public (MGA s. 147.4). This will apply to forms that are already public from the recent election, and municipalities will need to redact those forms before making them publically accessible again. The Town of Didsbury has removed all election related information from the website and will adhere to this requirement going forward.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	June 28, 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.

ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Council Reports for June 28, 2022 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 28, 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:

- County of St. Paul – Alberta Utilities Commission
- Invitation to attend a "wake" for Scouting in Didsbury

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the correspondence items as information.

COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4
www.county.stpaul.ab.ca

Our Mission - To create desirable rural experiences



June 14, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055-106th
Edmonton, AB
T5J 2Y2

RE: Rising Cost of Alberta Utility Fees

There have been numerous municipalities throughout Alberta that have voiced their concern to the AUC about the current rising cost of utility fees for both electricity and natural gas.

The County of St. Paul No.19 is echoing and supporting those municipalities by submitting this correspondence and is asking for the Commission to reevaluate the fees being charged on top of the actual usage fees, and the amount of profit corporations are making off our County residents and all Albertans. The fundamentals of utilities shouldn't be an opportunity for corporate profit.

Over the past couple of years, Albertans have been faced with an extreme economic recession, the stress of the pandemic combined with rising employment uncertainty and inflation impacting food, fuel, supply shortages and housing. Individual residents are not the only ones stricken by the current utility fees, business big and small, including non-profits are struggling to keep their doors open due to the ever-increasing cost of utilities.

We urge you to take the time to consider what the rising cost of Alberta's utility fees are doing to our residents. Now is not the time to be financially stressing Albertans more by increasing utility fees, but rather a time to support all Albertans through this difficult economic time.

Sincerely,

Glen Ockerman
Reeve
Cc: David Hanson, MLA
RMA Membership
AUMA Membership

Town of Didbury.

After 100+ years of scouting in Didbury, we as former members as Youth, leaders, and volunteers felt the need to celebrate this important part of Didbury's history.

We are having a wake July 8, 9 & 10 this year. A weekend of fun, fellowship and remembering of both good and bad memories is being planned. The weekend is loosely planned so attendees can choose from activities offered or just enjoy each others company. This will be a family friendly weekend.

We are inviting the Town of Didbury to be a part of our celebrations. If the town would like to offer an activity or be a part of our wake that would be awesome. Please let us know if Didbury would like to be a part of our weekend.

Sincerely

Grace Mullen
phone 403-335-4076
email bmullen@telusplanet.net