



**Minutes of the Town of Didsbury Regular Council Meeting
Held on March 26, 2025 in Council Chambers 1606 14 Street
Commencing at 6:00 p.m.**

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

Administration Present Acting CAO/Chief Financial Officer, Amanda Riley
Director of Engineering & Infrastructure, Craig Fox
Economic Development Officer, Alexandra Ross
Development Office, Lee-Ann Gaudette
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter
Communication Coordinator, Lisa Bastarache

1. CALL TO ORDER

Mayor Hunter called the March 26, 2025 Regular Council Meeting to order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 170-25

MOVED by Councillor Windsor

To adopt the March 26, 2025 Regular Council Meeting Agenda as presented.

Motion Carried

3. DELEGATIONS/PRESENTATIONS – no delegations or presentations

4. ADOPTION OF MINUTES

4.1 March 10, 2025 Budget Meeting Minutes

Res. 171-25

MOVED by Deputy Mayor Engel

To adopt the March 10, 2025 Budget Meeting Minutes as amended.

Motion Carried

4.2 March 11, 2025 Regular Council Meeting Minutes

Res. 172-25

MOVED by Councillor Windsor

To adopt the March 11, 2025 Regular Council Meeting Minutes as amended.

Motion Carried

5. PUBLIC HEARINGS – no public hearings

6. CAO REPORT

Res. 173-25

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for March 26, 2025 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 HUMAN 010-25 Boot Allowance Policy - HUMAN 004 Personnel Policy

Res. 174-25

MOVED by Councillor Windsor

To approve HUMAN 010-25 – Boot Allowance Policy as presented.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | | X |
| Councillor Windsor | X | |

Motion Carried

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8. **BUSINESS**

8.1 **Approval of 2025 Operating Budget**

Res. 175-25

MOVED by Councillor Moore

To approve the 2025 operating budget as presented with total estimated revenues of \$13,690,587 and total estimated expenditures of \$13,690,587, and with revenue from taxes totaling \$5,445,950, representing an increase of 3.93% over the prior year.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.2 **DP 25-012 DC District Industrial (Services) and Warehouse**

Res. 176-25

MOVED by Deputy Mayor Engel

To approve DP 25-012 for **Industrial (Services), Warehouse & Retaining Wall** located at 2873 – 29 Avenue, **subject to the following conditions 1 through 9:**

Location on Lot & Nature of Development

1. That the nature of the development conforms to the principles set forth in the application.
2. That the Applicant ensures that the stormwater drainage does not negatively impact adjacent properties.
3. That the retaining wall is constructed within the property lines and not in the existing Utility Right-of-Way.
4. That the Applicant notifies the Town of Didsbury if there is any change in the business practice (i.e. change of business, intensification of use, storage of materials, etc.). A change in the business practice, as deemed by the Development Authority, may require a review of the original application, a requirement for a new application, or possible revocation of the existing permit.

Safety Code Permits

5. That the Applicant/Developer obtains a Building Permit and any other applicable Safety Codes Permits (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act. Note: The Warehouse shall not be occupied until a final inspection has been completed and a Permit Services Report has been issued.

Other Requirements

6. That parking, signage, lighting, waste, storage, landscaping, and screening shall meet the regulated requirements under the current Land Use Bylaw.
7. That refuse and garbage during construction shall be kept in appropriate containers and/or properly screened and placed in an approved enclosure until removed for disposal. The Applicant/Developer is responsible for all construction waste and garbage, site cleanliness and is financially responsible for the clean-up of the same.

General Requirements

8. That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the Permit and/ or Land Use Bylaw;
9. That if the development authorized by this Development Permit is not completed as per the requirements of the Land Use Bylaw such Permit approval ceases and the Permit is deemed void, expired and without effect, unless an extension to this period has been previously granted.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

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8.3 Committee of the Whole Recommendation - Old High School Lands

Res. 177-25

MOVED by Councillor Baswick

To rescind Resolution 355-24:

MOVED by Deputy Mayor Engel to approve a Phase II Environmental Site Assessment to be conducted on 2134 - 22 Street and approve a maximum amount of \$50,000 to be funded from the Strategic Initiatives and Contingency Reserve.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 178-25

MOVED by Councillor Windsor

That Council approve the spending of up to \$10,000 for the appropriate land studies required on 2134 22 Street, the Old High School Land, to be funded form the Strategic Initiatives and Contingency Reserve.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 179-25

MOVED by Deputy Mayor Engel

That Council authorize Administration to seek legal advise regarding the land sale documents pertaining to 2134 22 Street, the Old Didsbury High School Lands.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.4 Vacant Town-Owned Properties for Review

Res. 180-25

MOVED by Deputy Mayor Engel

To list for sale municipal land at 100 Shantz Drive, in accordance with the Sale, Acquisition and Expropriation of Land Policy.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 181-25

MOVED by Deputy Mayor Engel

To publish a Request for Proposal (RFP) for the retention of a Real Estate Agent to list the following properties for sale: 100 Shantz Drive; 2109 – 19 Avenue (old fire hall parking lot); 2101 – 19 Avenue (old fire hall); 2128 – 21 Avenue.

| | FOR | OPPOSED |
|--------------------|-----|---------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.5 Financial Planning Committee recommendation - DOSCA Year End Deficit

Res. 182-25

MOVED by Councillor Windsor

To approve the transfer of the DOSCA 2024 year-end deficit of \$24,056.93 to internal borrowing.

| | FOR | OPPOSED |
|--------------------|-----|---------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 183-25

MOVED by Councillor Windsor

To refer the DOSCA internal loan repayment plan feasibility to the Financial Planning Committee for review and recommendation.

| | FOR | OPPOSED |
|--------------------|-----|---------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.6 Policy and Governance Committee Recommendation - Code of Conduct Bylaw

Res. 184-25

MOVED by Deputy Mayor Engel

To accept the Policy and Governance recommendation on the Council Code of Conduct Bylaw as information.

| | FOR | OPPOSED |
|--------------------|-----|---------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | | X |

Motion Carried

8.7 Policy and Governance Committee Recommendation - Strategic Plan Policy and Reporting Policy

Res. 185-25

MOVED by Deputy Mayor Engel

To accept the recommendations from the Policy and Governance Committee on the Reporting Policy and Strategic Plan Policy as information.

| | FOR | OPPOSED |
|--------------------|-----|---------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Handwritten signatures and initials

Res. 190-25

MOVED by Councillor Moore

To direct Administration to bring back alternative dates for a Committee of the Whole Meeting to hear the presentation on the Housing Needs Assessment and bring options back to Council.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.11 Municipal Inspection Additional Information

Res. 191-25

MOVED by Councillor Windsor

To refer conversation and discussion to the Closed Meeting Item 12.1.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

9. COUNCIL REPORTS AND MEETING HIGHLIGHTS

Res. 192-25

MOVED by Deputy Mayor Engel

To accept the March 26, 2025 Council Reports as information.

Motion Carried

Highlights

- 2025 Operating Budget
- CAO Report
- Boot Allowance Policy
- Vacant Properties that will be listed for Sale

10. CORRESPONDENCE AND INFORMATION

Res. 193-25

MOVED by Deputy Mayor Engel

To accept the correspondence for March 26, 2025 as information.

Motion Carried

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 194-25

MOVED by Councillor Baswick

To go into closed meeting at 8:35 p.m. for the following items:

- 12.1 Municipal Inspection Letter - as per section 21 of the FOIP Act
- 12.2 Special Purpose Committee Accountability Completion as per Terms of Reference - as per section 27 of the FOIP Act

Motion Carried

13. RECONVENE

Res. 195-25

MOVED by Councillor Baswick

To return to open meeting at 9:27 p.m.

Motion Carried

Handwritten signatures and the number 6 at the bottom right of the page.

Res. 186-25

MOVED by Councillor Windsor

To refer Chief Administrative Officer Bylaw 2018-04 to the Policy and Governance Committee for review and recommendation back to Council and that the Policy and Governance Committee be authorized to engage with a third-party expert regarding the contents of the bylaw if necessary.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.8 Road Bans

Res. 187-25

MOVED by Councillor Windsor

To direct Administration to implement Spring 2025 Road Bans within the Town Boundary as appropriate to align with the Mountain View County Road Ban Program and bring a report back to Council following the cessation of the bans after spring.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

8.9 Request for Rental of Aerial Apparatus (Laddertruck)

Res. 188-25

MOVED by Councillor Baswick

To direct Administration to enter into a rental and service agreement for the purpose of providing a fully staffed Aerial Apparatus for the 2025 G7 Summit in Kananaskis.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | | X |
| Deputy Mayor Engel | | X |
| Councillor Baswick | | X |
| Councillor Moore | X | |
| Councillor Windsor | | X |

Motion Defeated

8.10 Setting of Committee of the Whole Meeting

Res. 189-25

MOVED by Councillor Moore

To rescind resolution 160-25:

To receive a delegation from Urban Systems regarding the Housing Needs Assessment at a Committee of the Whole meeting to be set for 4:30 p.m. on Wednesday, March 26th, 2025.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 196-25

MOVED by Councillor Windsor

That Council rescind Resolution 130-25 the request for Municipal Affairs to conduct a Municipal Inspection.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | | X |
| Councillor Moore | | X |
| Councillor Windsor | X | |

Motion Carried

Res. 197-25

MOVED by Deputy Mayor Engel

That Council commit to review current governance practices, roles, and responsibilities internally.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | X | |

Motion Carried

Res. 198-25

MOVED by Mayor Hunter

To bring back Procedural Bylaw 2024-11 to review the Notice of Motion Section of the bylaw.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | X | |
| Deputy Mayor Engel | | X |
| Councillor Baswick | | X |
| Councillor Moore | | X |
| Councillor Windsor | X | |

Motion Defeated

Res. 199-25

MOVED by Councillor Moore

That Council formally requests the complete and thorough records regarding the Special Purpose Committee (SPC) from the committee and from the lawyer as per the SPC Terms of Reference, as well as the detailed, itemized legal bill; and that Council's designated contact with Shores Jardine LLP be SPC member Deputy Mayor Engel.

| | FOR | OPPOSED |
|--------------------|------------|----------------|
| Mayor Hunter | | X |
| Deputy Mayor Engel | X | |
| Councillor Baswick | X | |
| Councillor Moore | X | |
| Councillor Windsor | | X |

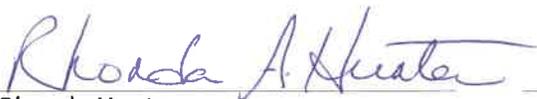
Motion Carried

14. ADJOURNMENT

Res. 200-25

MOVED by Deputy Mayor Engel

To adjourn the March 26, 2025 Regular Council Meeting at 9:31 p.m.



Mayor - Rhonda Hunter



Acting Chief Administrative Officer- Amanda Riley

