



Regular Council Meeting
Council Chambers
January 20, 2020
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing**
2.1 2020-01-20 Bylaw 2019-17 Land Use Amendments Separate Agenda
3. **Agenda – Amendments and Adoption**
3.1 January 20, 2020 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 January 6, 2020 Regular Council Meeting Pg. 1
5. **Delegation**
5.1 Mr. Tim Hus Pg. 4
6. **Bylaws/Policies**
6.1 Bylaw 2019-17 Land Use Amendments Pg. 13
6.2 Bylaw 2020-02 Municipal Emergency Management Pg. 21
7. **Old Business – None**
8. **New Business**
8.1 MVSH Taxation Notice for 18 Life Lease Suites Pg. 28
8.2 Recreation Master Plan Update Pg. 35
9. **Administration**
9.1 Department Year-end Reports for 2019 Pg. 38
10. **Municipal Area Partnership (MAP)**
11. **Council Committee Reports**
11.1 Mayor’s Report Pg. 120
12. **Council Invitations / Correspondence**
12.1 Alberta Recycling Management Authority Pg. 122
13. **Closed Meeting**
13.1 Advice from Officials Section 24 of the *FOIP Act*
14. **Return to Open Meeting**
15. **Adjournment**



Regular Council Meeting
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January 20, 2020
6:00 p.m.

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 ext. 114.



Regular Council Meeting
Minutes
January 6, 2020

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, January 6, 2020 commencing at 6:00 p.m.

IN ATTENDANCE Mayor Terry Leslie
Councillor Todd Dalke
Councillor Cheri Funke
Councillor Paul Isaac
Councillor Charlene Preston
Councillor Richard Warnock
Councillor Rob Wolfe

STAFF Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Director of Planning and Economic Development, Mike Marko
Economic Development Officer, Jon Allan
Recording Officer, Luana Smith

PUBLIC There were 2 members of the public in attendance.

CALL TO ORDER The meeting was called to order at 6:00 p.m., with a moment of reflection on the business of the evening.

PUBLIC HEARING - *No public hearings*

AGENDA – AMENDMENTS AND ADOPTION

Res. 001-01-06-20 MOVED by Councillor Wolfe that the Agenda be approved as presented.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. 002-01-06-20 MOVED by Councillor Dalke that the Minutes of the Regular Meeting of Council held on December 15, 2019 be approved as presented.

CARRIED

BYLAWS & POLICIES

Bylaw 2019-23 Establishment of Committees of Council

Res. 003-01-06-20 MOVED by Councillor Warnock that the Town of Sundre Council give third and final reading to Bylaw 2019-23 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "E" Terms of Reference for the Emergency Management Advisory Committee.

CARRIED

Initials

Regular Council Minutes – January 6, 2020

Bylaw 2020-01 Rescinding Outdated Bylaw

Res. 004-01-06-20 MOVED by Councillor Funke that the Town of Sundre Council give first reading to Bylaw 2020-01, a bylaw to rescind outdated and extraneous bylaws.

CARRIED

Res.005-01-06-20 MOVED by Councillor Preston that the Town of Sundre Council give second reading to Bylaw 2020-01, a bylaw to rescind outdated and extraneous bylaws.

CARRIED

Res. 006-01-06-20 MOVED by Councillor Warnock that the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2020-01, a bylaw to rescind outdated and extraneous bylaws.

CARRIED

Res. 007-01-06-20 MOVED by Councillor Wolfe that the Town of Sundre Council give third and final reading to Bylaw 2020-01, a bylaw to rescind outdated and extraneous bylaws.

CARRIED**OLD BUSINESS** – *No items***NEW BUSINESS** – *No items***ADMINISTRATION** – *No items***MUNICIPAL AREA PARTNERSHIP** – *Next meeting January 30, 2020***COUNCIL REPORTS** – *No items***COUNCIL INVITATIONS/CORRESPONDENCE****Parkland Regional Library Board Talk Newsletter & Minutes**

Res. 008-01-06-20 MOVED by Councillor Funke that the Town of Sundre Council accept the correspondence and November 7, 2019 minutes from Parkland Regional Library Board, as information.

CARRIED**CLOSED MEETING – NOTICE TO PUBLIC**

Mayor Leslie excused all public members at 6:17 p.m. and advice that they are welcome to wait in the lobby to rejoin the council meeting after the closed meeting session concludes.

Topic of Closed Meeting

- 13.1 Advice from Officials – Section 24 of the FOIP Act
- 13.2 Local Public Body Confidences – Section 23 of the FOIP Act
- 13.3 Advice from Officials – Section 24 of the FOIP Act

The following including Council were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer
 Jon Allan – attending for item 13.1
 Chris Albert – attending for item 13.1
 Mike Marko – attending for items 13.1 and 13.2
 Public: None

 Initials

CLOSED MEETING

Res. 009-01-06-20 MOVED by Councillor Warnock that Council go into closed meeting at 6:18 p.m.

CARRIED

Chris Albert and Jon Allan left meeting at 6:48 p.m.

Mike Marko left meeting at 7:23 p.m.

RETURN TO OPEN MEETING

Res. 010-01-06-20 MOVED by Councillor Dalke that Council return to open meeting at 7:51 p.m.

CARRIED

Res. 011-01-06-20 MOVED by Councillor Dalke that Council direct Administration to write a letter of support for the grant application for the CRTC for Broadband.

CARRIED

ADJOURNMENT

Res. 012-01-06-20 MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:52 p.m.

CARRIED

These Minutes approved this 20th day of January 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson

Initials



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Delegation – Tim Hus
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Mr. Tim Hus asked to speak with Council regarding a charge for installation of servicing to his property located on the east side of Town.

Administration has prepared a report and Mr. Hus will be making a presentation to Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report from Administration.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council does not waive any portion of the fee.

MOTION:

At Council's discretion

Date Reviewed: January 17, 2020

CAO: Linda Nebu



REPORT TO COUNCIL

COUNCIL DATE: January 20, 2020

SUBJECT: Delegation – Tim Hus

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 5.1

BACKGROUND/PROPOSAL:

Mr. Tim Hus asked to speak with Council regarding a charge for installation of servicing to his property located on the east side of Town.

In 2012 main lines for water and wastewater were installed on the east side of town as part of the hotel construction project. To minimize future road disruptions to the area, Council decided to also have the service lines to affected properties installed during construction, while excavations were already open. The costs for the additional installations were funded through Town funds and a borrowing agreement with Totem Developments, requiring the Town to repay the debt as property owners connect and pay the established fee.

Bylaws 10.13 and 01.14 were passed by Council outlining the fee amounts and conditions for repayment by property owners. Administration has been tracking when owners have paid the connection fee and whether or not they have connected to Town services. Of the 118 properties, 32 owners have paid and not connected (27.1%), 9 owners have paid and connected (7.6%), and 77 properties are outstanding (65.3%).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

- Applicable sections of the bylaws
 - o Bylaw 10.13 Section 3.1 establishes a connection fee of \$15,000 per residential development
 - o Bylaw 10.13 Section 3.5 establishes when it is required to connect and pay the fee. The requirements are upon redevelopment, application for a new septic system, or application for a new water well
 - o Bylaw 01.14 amends Section 3.1 of Bylaw 10.13 to clarify the fee is applicable to instances where services were installed and paid for by the Town
- Communications with Mr. Tim Hus
 - o May 2019 Mr. Hus inquired about connecting to Town services as his current septic system was failing. Mr. Hus was provided with the East Side Information Circular and applicable bylaw information, which includes the connection fee

requirements. Concerns were noted at this time about possible lift station requirements.

- June 2019 a letter was sent to Mr. Hus regarding an upcoming meeting on July 9, 2019 to discuss options for the failing septic. The letter also outlined two options available, which were connect to all services at owners' expense or connect only to water services and re-line septic tank.
- July 9, 2019 meeting between Mr. Hus, members of the Planning & Development Department, and members of the Operations Department to discuss options available and potential costs of each option. During the meeting, the connection fee was addressed and all staff in attendance feel it was properly understood by all parties that the connection fee would be required regardless of the option and discussions of potential costs were excluding that fee. Staff were aware, only Council has the authority to waive fees.
- August 7, 2019 email correspondence from Mr. Hus to participants of the July meeting, confirming water and sewer connections were at the property line and no excavation of 1st Avenue NE would be required. Mr. Hus had proceeded with consulting contractors and asked for further confirmation the payment of the connection fee was not required. This email correspondence was not responded to by staff.
- October 2019, administration discovered Mr. Hus had subsequently connected to Town services but the connection fee remained outstanding. As such, administration issued an invoice to Mr. Hus in the amount of \$15,000 for the outstanding connection fee.

Administration has identified three potential options Council may wish to consider, and would caution Council to also consider the future implications of their decision.

- Waive no portion of the connection fee
- Waive 50% of the connection fee
- Waive 100% of the connection fee

ALIGNMENT WITH STRATEGIC PRIORITIES:

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council does not waive any portion of the fee

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENTS:

Bylaw 10.13

Bylaw 01.14

East Side Information Circular

TOWN OF SUNDRE
BYLAW NO. 10.13

BEING A BYLAW OF THE TOWN OF SUNDRE TO ESTABLISH A CONNECTION FEE WITH RESPECT TO THE CONNECTION OF MUNICIPAL WATER AND WASTEWATER SERVICES

WHEREAS pursuant to the Municipal Government Act, R.S.A. 2000, Chapter M26, Municipal Council has broad authority to govern, including authority to pass bylaws respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS Council of the Town of Sundre deems it desirable and fiscally responsible to establish rates, fees and charges for municipal services;

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta, in open meeting hereby enacts as follows:

1. CITATION

1.1 This Bylaw may be cited as the "Town of Sundre Connection Fee Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

2.1.1 Council shall mean Council of the Town of Sundre

2.1.2 Commercial shall mean where land is zoned as commercial and/or the land is used as a business. Home businesses shall be excluded

2.1.3 Connection Fee shall mean the monies due to the Town for the connection to Water and Wastewater Services

2.1.4 Industrial shall mean where land is zoned as industrial

2.1.5 Residential shall mean where the land is zoned as residential

3. CONNECTION FEE

3.1 To connect to the water and wastewater services, a connection fee of \$15,000 will apply for each residential development and/or subdivision

- 3.2 To connect to the water and wastewater services, a connection fee of \$25,000 will apply for each commercial/industrial development and/or subdivision
- 3.3 This fee is reflective of the current costs associated with the services provided which includes administration, contingency, engineering, and GST
- 3.4 The owner of a property connecting shall be responsible for all costs associated with the connection from the service to the property line and the property line to their building
- 3.5 The Town of Sundre will not require the Town properties on the east side of the Red Deer River adjacent to the services to connect to water and wastewater infrastructure immediately. The requirement to connect to infrastructure and pay the connection fee will occur if:
- 3.5.1 Future provincial or federal legislation mandates the connection to an available municipal infrastructure;
 - 3.5.2 If the owner of a property applies for, and is approved, a change of the land use zoning designation;
 - 3.5.3 If redevelopment of 75% of more of the buildings occurs;
 - 3.5.4 If the owner of a property applies to have a new septic system installed; or
 - 3.5.5 If the owner of a property applies to have a new water well installed
- 3.6 Should a lot be subdivided after the service has been provided, a new service must be installed and the connection fee will apply to the newly titled lot
- 3.7 Each connection shall include both water and wastewater services
- 3.8 Lot 3, Block 3, Plan 132xxx, as created by subdivision application SD13-04 shall be excluded from the connection fee

4. THAT this bylaw shall be passed and become effective when it received third reading and is signed by the Mayor and Chief Administrative Officer.

READ A FIRST TIME IN OPEN COUNCIL THIS 16th DAY OF SEPTEMBER, 2013

READ A SECOND TIME IN OPEN COUNCIL THE 16TH OF SEPTEMBER, 2013

READ A THIRD TIME WITH THE UNANIMOUS CONSENT OF THE COUNCIL MEMBERS PRESENT AND FINALLY PASSED THIS 16TH DAY OF SEPTEMBER 2013


Mayor


Chief Administrative Officer

**TOWN OF SUNDRE
BYLAW NO. 01.14**

BEING A BYLAW OF THE TOWN OF SUNDRE TO AMEND BYLAW 10.13

WHEREAS, Section 63(1) of the Municipal Government Act, R.S.A., 2000, C.M-26 and amendments thereto authorizes Council to revise all or any of the bylaws of the municipality;

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows:

1. **THAT** Bylaw No. 10.13 is hereby amended by amending section 3.1 to read:

3.1 Where the water and wastewater services were installed and paid for by the Town;

3.1.1 A connection fee of \$15,000 will apply for each residential development and/or subdivision;

3.1.2 A connection fee of \$25,000 will apply for each commercial/industrial development and/or subdivision

2. **THAT** Bylaw No. 10.13 is hereby amended by adding section 3.8 to read:

3.8 This bylaw shall apply to properties within Town of Sundre boundaries only.

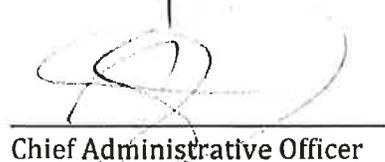
3. **THAT** Bylaw No. 10.13 is hereby amended by repealing section 3.2.

4. **THAT** this bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and the Chief Administrative Officer.

READ A FIRST TIME IN OPEN COUNCIL THIS 18th DAY OF FEBRUARY 2014.



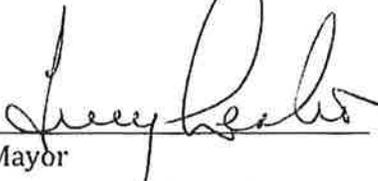
Mayor



Chief Administrative Officer

*Bylaw 01.14
Page 1 of 1*

READ A SECOND TIME IN OPEN COUNCIL THE 17th DAY OF MARCH 2014

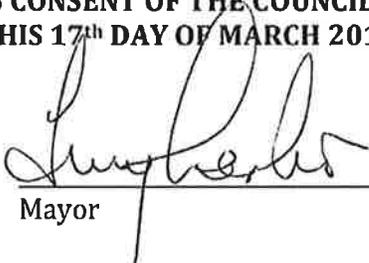


Mayor



Chief Administrative Officer

READ A THIRD TIME WITH THE UNANIMOUS CONSENT OF THE COUNCIL MEMBERS PRESENT AND FINALLY PASSED THIS 17th DAY OF MARCH 2014



Mayor



Chief Administrative Officer

Town of Sundre

Minimum Specifications for Water and Wastewater Connection to Residence

From the service valve on the property line:

1. Water service line shall be ¾ or 1 inch diameter Series 160 Municipal water line and Wastewater service line shall be 4" diameter Series SDR 28 or 35.
2. Two inch thick by four-foot wide Styrofoam insulation must be placed in ditch above the water and wastewater lines after backfilling .6 to 1 metre below grade.
3. Water and wastewater lines shall be inspected by the Town of Sundre Operation Department prior to the ditch being backfilled. Contact the Town Shop at 403-638-4707 ext. 111 to arrange an inspection. Water will not be turned on until such time as an inspection has been completed.
4. The plumber shall make provisions for the installation of a water meter, supplied by the Town of Sundre. Notify the Town Shop to arrange for a meter.
5. The Town advises using ¾" crushed gravel or something comparable for backfill for Water and Wastewater lines.
6. Recommend backwater valve on septic. 4" clean out required; if it's below street level no backwater is required.
7. Please remember to call Alberta One Call at 1-800-242-3447 for utility locates prior to any excavation work.

Items to Note based on December 12th, 2012 Meeting

- Contractors will have to work closely with the Town and the Plumbing Inspector; if there is anything out of the ordinary, please contact the Town Shop at 403.638.4707
- No allowance for dual systems, prior to tying into Municipal systems, wells must be abandoned and cannot be used for watering grass etc. as there is too high a risk for cross connection
- To abandon septic tanks – they need to be sucked out, crushed in and filled with dirt
- Plumbing Permits are only required if there will be changes to the sewer connection in the house. This includes the installation of a backwater valve. Otherwise, a plumbing permit is not required





East Side Servicing Frequently Asked Questions

Q: What is the process for connecting?

A: The process for connecting is as follows:

- 1) Pay the connection fee at the Town Office;
- 2) **Obtain a Plumbing Permit at the Town Office;*
- 3) Lay the pipe (the connection fee allows you to connect to the service, however it is your responsibility to lay the pipe and pay the cost to bring the service from your property line to your house);
- 4) Request Connection at the Town Office;
- 5) Get Connected – Have your plumber contact the Town Shop to request a water meter be issued; and
- 6) Pay for water and wastewater – Each month, along with your gas and garbage bill, you will receive a billing with your water and wastewater meter readings listed.

**Plumbing Permits are only required if there will be any changes to the sewer connection in the house. This includes the installation of a backwater valve in the house.*

Q: Am I required to connect?

A: You are only required to connect if

- Future provincial or federal legislation mandates the connection;
- If the owner of a property applies for, and is approved for a change of the land use zoning designation;
- If redevelopment of 75% or more of the property occurs;
- If the owner of a property applies to have a new septic system installed; or
- If the owner of a property applies to have a new water well installed.

Q: What does the connection fee pay for?

A: The connection fee is the fee required to bring the water and sewer lines from the middle of the road to the property line. It does not pay to bring water and sewer from your property line to your house.

Q: Will there be other costs?

A: The connection fee does not cover the costs to bring the water and sewer from your property line to the house. The cost for the plumbing permit, the cost to lay the pipe from the property line to your house and the cost to have the service installed in your house, including the water meter, is your responsibility. In addition, you will be responsible to pay for the water and sewer consumption fees along with your gas bill each month.



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Bylaw 2019-17 Land Use Bylaw Amendment
ORIGINATING DEPARTMENT	Planning & Development
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

Bylaw 2019-17 amends the Land Use Bylaw to provide administrative changes for clarity and efficiency to a portion of Land Use Bylaw 2018-10.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The purpose of Bylaw 2019-17 is to provide administrative changes to the Land Use Bylaw as follows:

1. UNDER PART TWO: DEFINITIONS

REVISE under 1. General Definitions, “L” Landscaping definition for “soft” and “hard” landscaping.

2. UNDER PART THREE: GENERAL

REGULATIONS REVISE: Section 1.1
Accessory Buildings a)(iv).

REVISE: Section 6.6 Garden Suite / Laneway Homes, Subsection 5.

REVISE: Section 9 Landscaping.

3. UNDER PART FOUR: LAND USE DISTRICT REGULATIONS

REMOVE: “Landscaping” Requirements from all Districts in Part Four.

REVISE: Unique Residential District (R-1A) Minimum lot area, Minimum lot width, and the Minimum lot depth, Minimum Floor Area (principal building), Maximum Floor Area (Accessory Building Oversized), and Maximum Floor Area (Garden Suite / Laneway Home / residential loft in Accessory Building Oversized).

REMOVE: “Government Services” and “Government Services, Retail” from all Residential Districts in Part Four (R-1, R-1A, R-2, R-3, R-4 and R-4A).

REMOVE: “Government Services, General” and Government Services, Retail” from Neighbourhood Commercial District (C-3).

REMOVE: “Government Services” from Light Industrial District (I-1) and Light Industrial Business Park District (I-3).

ADD: “Government Services, General” and “Government Services, Retail” to Light Industrial District (I-1) and Light Industrial Business Park District (I-3), as permitted uses.

ALIGNMENT WITH STRATEGIC PLAN:

This matter (process delivery) improves communication and transparency with stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council give Second and Third Reading to Bylaw 2019-17.

COSTS/SOURCE OF FUNDING:

None

MOTION:

That the Town of Sundre Council give second reading to Bylaw 2019-17 being a Bylaw to amend Land Use Bylaw 2018-10.

That the Town of Sundre Council give third reading to Bylaw 2019-17 being a Bylaw to amend Land Use Bylaw 2018-10.

ATTACHMENT: Bylaw 2019-17

Date Reviewed: January 17, 2020

CAO: Linda Neb-



TOWN OF SUNDRE
BYLAW NO. 2019-17

BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO AMEND LAND USE BYLAW 2018-10.

WHEREAS, Section 639 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto requires Council to enact a Land Use Bylaw.

AND WHEREAS, Section 191(1) of the *Municipal Government Act, R.S.A. 2000, Chapter M-26* and amendments thereto authorizes Council to amend a Land Use Bylaw.

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows:

Bylaw 2018-10, as amended, is further amended by approving administrative changes to Part Two: Definitions, Part Three: General Regulations, Section 9 Landscaping, and Part Four: Land Use District Regulations as follows:

UNDER PART TWO: DEFINITIONS

REVISE: Under 1. General Definitions “L”

Landscaping a) “soft landscaping” consisting of vegetation such as trees, shrubs, hedges, grass, ground cover, perennials, and

Landscaping b) “hard landscaping” consisting of non-vegetative materials such as asphalt, brick, stone, concrete, tile, wood and synthetics.

UNDER PART THREE: GENERAL REGULATIONS

REVISE: SECTION 1.1 ACCESSORY BUILDINGS

a)(iv) An accessory building shall not be more than 4.5 m in height and shall not exceed the height of the main building, with the exception of a maximum height of 9.0 m. for an Accessory Building – Oversized.

REVISE: SECTION 6.6 GARDEN SUITE / LANEWAY HOMES

Subsection 5. The maximum floor area for a Garden Suite / Laneway Home shall be 105 m².

REVISE: SECTION 9 LANDSCAPING

9. Landscaping

The intent of these Landscaping regulations is to ensure that development provides a positive overall image for the Town of Sundre and to encourage good environmental stewardship, and sustainability.

9.1 General Landscaping Requirements

a) Landscaping shall be required for all new residential, commercial, industrial and institutional development and re-development.

- b) All portions of a site not covered by buildings and structures, parking or traffic circulation areas and other development components shall be landscaped.
- c) Existing trees and shrubs shall be preserved and protected unless the need for removal is demonstrated to the satisfaction of the Development Authority.
- d) Any area requiring landscaping or topographic reconstruction shall be landscaped and/or reconstructed so that the finished surface contours do not direct surface drainage onto an adjoining site.
- e) Any new development may require at the discretion of the Development Authority, the submission of a Landscaping Plan, signed by a Landscape Architect or a Horticultural expert.
- f) Allowable trees and shrubs shall not include those species that create seeds of the cottony type such as Cottonwoods and some species of Poplar. Suckering trees and shrubs are not allowed unless approved by the Development Authority.
- g) Planting of trees and shrubs is prohibited within Utility-Right-of-Ways unless approved by the Development Authority.
- h) The majority of landscaping shall be concentrated to the street-side of a development, unless the applicant can demonstrate to the Development Authority's satisfaction that doing so would be impractical due to unique design elements of the site.
- i) All Town boulevards adjoining a site shall be landscaped by the developer.
- j) Crime Prevention Through Environmental Design (CPTED) and other safety considerations shall be incorporated into proposed landscaping, to the satisfaction of the Development Authority.
- k) Landscaping shall not be planted or placed in such a manner as to impede traffic lines-of-sight or visibility.
- l) In the event seasonal conditions prohibit the completion of landscaping, the development approval shall have all landscaping completed prior to July 31st of the following growing season.

9.2 Landscaping Plan Requirements

The Landscaping Plan or landscaped part(s) of the site plan shall include adjacent Town boulevards and Reserve lands, as required. The Landscape Plan (*Figure 1 example*), drawn at a scale of 1:200 or larger, shall clearly indicate the following:

- i. Key plan with a north arrow;
- ii. Property lines and dimensions of the site;
- iii. The approximate or estimated location of land uses, buildings, and landscaping on adjacent site(s);
- iv. Adjacent public features, such as streets, lanes, sidewalks, driveways, vehicular entrances, pathways or trails, street furniture and boulevard trees;
- v. Overhead, surface and underground utilities, utility rights-of-way and easements;
- vi. Outlines of all site structures to include the building footprints at grade, location and type of underground structures and overhangs;

- vii. Building entrances, porches, decks, steps, walkways, other hard surfacing or hard landscaping features, parking areas, curbs, lighting, fencing, retaining walls, screens, recreational facilities and garbage collection areas;
- viii. Materials, colours, and patterns shall be indicated;
- ix. The height and materials of all fencing, screens and walls;
- x. Soft and/or hard landscaping to be labelled by common name, botanical or latin name, with quantities and sizes indicated.

Figure 1 (example of a Landscape Plan)



9.3 Soft Landscaping Requirements

- a) Soft Landscaping shall include vegetative materials comprising trees, shrubs, hedges, grass, ground cover and perennials.
- b) Trees and shrubs shall be planted in Residential Districts as follows:
 - i. Housing, Single Detached Dwelling: one (1) tree per lot in the front yard;
 - ii. Housing, Semi-Detached, Duplex, Attached, Modular and Multi-plex: one (1) tree per unit in the front yard;
 - iii. Housing, Apartments: a combination of trees, shrubs, and perennials in accordance with an approved landscaping plan to the satisfaction of the Development Authority;
 - iv. Housing, Manufactured Home Park: a combination of trees, shrubs, and perennials in accordance with an approved landscaping plan to the satisfaction of the Development Authority;
 - v. Housing, Manufactured Home Subdivision: one (1) tree per lot in the front yard.
- c) Trees, shrubs and perennials shall be planted in Commercial, Industrial and Institutional Districts and Parking Lots/Areas in accordance with an approved landscaping plan to the satisfaction of the Development Authority.
- d) All Boulevard planting shall be to the satisfaction of the Development Authority.
- e) The minimum requirements for tree size and types at the time of planting shall be as follows:
 - i. 50 mm caliper for smaller deciduous trees and 35 mm for ornamental flowering trees;

- ii. 85 mm for larger deciduous trees;
 - iii. 2 m. height for coniferous trees;
 - iv. 600 mm height or spread for shrubs.
- f) Trees shall be planted within landscaped areas so as to provide a mixture of species, colour and seasonal foliage.
- g) Trees and shrubs shall be planted together in clusters, unless shown to be impractical to the satisfaction of the Development Authority. (Figure 2 examples)
- h) All new development shall be sodded unless seeding is approved by the Development Authority in accordance with an approved Landscaping Plan.
- i) All trees, shrubs, grasses and perennials provided as landscaping shall be capable of long-term survival based on their suitability with the climatic region. Refer to Town of Sundre Parks, Open Space and Trails Plan, Section 4.4 Plant Material for a list of recommended plant material.

Figure 2 (Examples of Clusters)



9.4 Hard Landscaping Requirements

- a) Hard Landscaping shall include asphalt or concrete paved areas, driveways, retaining walls, stairs, walkways, and any other landscaping features made out of hard wearing materials such as wood, stone, concrete, and synthetics. Hard landscaping materials may include unit pavers, brick pavers, decorative crushed granular rock, washed rock, river rock, shale topping, quarry tile, wood or synthetic decking material and any other material acceptable to the Development Authority in accordance with an approved Landscaping Plan.
- b) Road Gravel for hard landscaping is prohibited.
- c) The Development Authority may treat raised planters constructed with concrete, concrete blocks or wood with a height of not less than 0.61 m., flower boxes attached to the structure, detached planter boxes, and benches as hard landscaping. (Figure 3 examples)

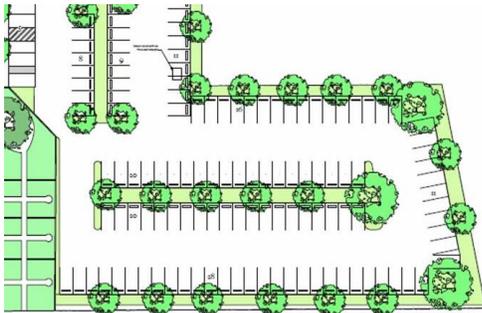
Figure 3 (examples of hard landscaping)



9.5 Landscaping for Parking Lots

- a) Trees, shrubs, perennials, fencing, and berming shall be selectively arranged to provide for the screening of off-street parking facilities as viewed from the street, or as otherwise required by the Development Authority.
- b) Shade trees should be provided on the perimeter of parking lots to the satisfaction of the Development Authority, based on an approved Landscape Plan.
- c) Larger parking areas should provide islands of landscaping within the parking lot in accordance with an approved Landscaping Plan and to the satisfaction of the Development Authority. *(Figure 4 examples)*
- d) Landscaping may include bio-swales or other natural storage and filtration systems integrated with the Storm Water Management Plan for the site.

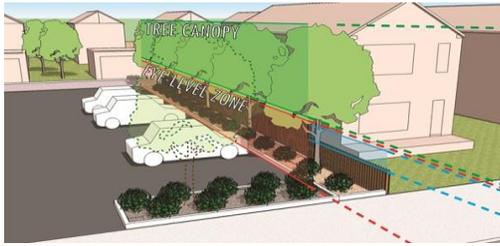
Figure 4 (examples of parking lot landscaping)



9.6 Landscaping for Screening and Buffering

- a) Screening is required between incompatible uses, such as residential and industrial, or other development components.
- b) Screening, landscaping or buffering or a combination thereof shall be utilized to limit the visual impact between incompatible uses including waste handling areas, exterior work areas, outdoor storage areas and equipment to the satisfaction of the Development Authority. *(Figure 5 examples)*

Figure 5 (example of screening)



9.7 Landscaping Security Fees

- a) The Development Authority may require an applicant as a condition of development permit approval, to enter into and comply with a Development Agreement and to provide to the Town either cash or an Irrevocable Letter of Credit to ensure that landscaping is provided and maintained for two (2) growing seasons.

- b) The projected cost of the landscaping shall be calculated by the owner or owner’s representative and shall be based on the information provided on the landscape plan.

UNDER PART FOUR: LAND USE DISTRICT REGULATIONS

REMOVE: “Landscaping” Requirements from all Districts in Part Four.

REVISE: Unique Residential District (R-1A)

Minimum lot area: 510 m²;

Minimum lot width: 15.0 m. (18.0 m. for corner lots);

Minimum lot depth: 33.5 m.;

Minimum Floor Area: 130 m² (principal building); and

Maximum Floor Area: 105 m² (Accessory Building Oversized)

105 m² (Garden Suite / Laneway Home / residential loft in Accessory Building Oversized)

REMOVE: “Government Services” and “Government Services, Retail” from all Residential Districts in Part Four (R-1, R-1A, R-2, R-3, R-4 and R-4A).

REMOVE: “Government Services, General” and “Government Services, Retail from Neighbourhood Commercial District (C-3).

REMOVE: “Government Services” from Light Industrial District (I-1) and Light Industrial Business Park District (I-3).

ADD: “Government Services, General” and “Government Services, Retail” to Light Industrial District (I-1) and Light Industrial Business Park District (I-3) as permitted uses.

READ A FIRST TIME this 16th day of December 2019 Motion No. 418-16-12-19

PUBLIC HEARING HELD this ___ day of _____ 20__

READ A SECOND TIME this ___ day of _____ 20__ Motion No. _____

READ A THIRD AND FINAL TIME this ___ day of _____ 20__ Motion No. _____

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

COUNCIL DATE January 20, 2020
SUBJECT Bylaw 2020-02 Municipal Emergency Management
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 6.2

BACKGROUND/PROPOSAL:

Administration is submitting Municipal Emergency Management Bylaw 2020-02 for council's review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached bylaw.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council give all three readings to Bylaw 2020-02.

MOTION:

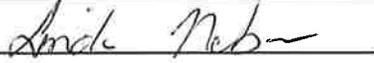
That the Town of Sundre Council give first reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

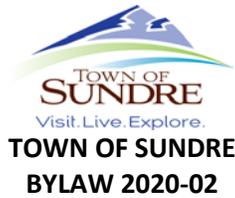
That the Town of Sundre Council give second reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

That the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

That the Town of Sundre Council give third and final reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

Date Reviewed: January 17 ,2020

CAO: 



A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO ESTABLISH A MUNICIPAL EMERGENCY ADVISORY COMMITTEE, A MUNICIPAL EMERGENCY MANAGEMENT AGENCY AND EMERGENCY MANAGEMENT PROTOCOL.

WHEREAS the *Municipal Government Act* provides that a Council of a Municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS the Council of the Town of Sundre is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, *Revised Statutes of Alberta 2000, Chapter E-6.8*, (herein referred to as the “Act”), to appoint a Municipal Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency; and

WHEREAS the Council of the Town of Sundre wishes to establish regulations and procedures to meet the obligations of the municipality under the Emergency Management Act and under the Local Authority Emergency Management Regulation 203/2018; and

WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed, and such an Agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. TITLE

This By-law may be cited as the “Municipal Emergency Management Bylaw.”

2. PURPOSE

The purposes of this Bylaw are:

- 2.1 To provide for the direction and control of the Town’s emergency responses, and the preparation of the Municipal Emergency Management Plan and related plans and programs for approval by Council,
- 2.2 To establish and appoint an emergency advisory committee and provide for the payment of expenses of the emergency advisory committee, and
- 2.3 To establish an emergency management agency to act as Council's agent in exercising Council's powers and duties under the *Emergency Management Act*.

3. DEFINITIONS

- 3.1 **Act** means the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8, as amended;
- 3.2 **Agency** means the Town of Sundre Emergency Management Agency appointed under this Bylaw;
- 3.3 **Alberta Emergency Management Agency (AEMA)** means the provincial government agency charged with the administration of the *Emergency Management Act* and the *Local Authority Emergency Management Regulations*;
- 3.4 **Chief Administrative Officer** means the Chief Administration Officer (CAO) of the Town of Sundre, or delegate, who as per the *Municipal Government Act*, is the only employee of council;
- 3.5 **Committee** means the Town of Sundre Emergency Advisory Committee established under this Bylaw
- 3.6 **Council** means the duly elected municipal council of the Town of Sundre in the Province of Alberta;
- 3.7 **Councillor** means the members of Council and includes the Mayor;
- 3.8 **Director** means a person who is head and responsible for a department;
- 3.9 **Director of Emergency Management (DEM)** means an individual appointed under this Bylaw to lead the Municipal Emergency Management Agency;
- 3.10 **Deputy Director of Municipal Emergency Management (DDEM)** means the person(s) delegated to act in the capacity of the Director of Municipal Emergency Management (DEM) in the event the Director of Emergency Management is unavailable, or requires rest during an emergency event;
- 3.11 **Disaster** means an event that has resulted or may result in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property;
- 3.12 **Emergency** means a present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;
- 3.13 **Emergency Management Program** means the development, coordination and execution of plans, measures and programs pertaining to the mitigation preparedness, response and recovery before, during and after an emergency event;
- 3.14 **Local authority** means where a municipality has a Council within the meaning of the *Municipal Government Act*, R.S.A 2000., c. M-26;
- 3.15 **MGA** means the *Municipal Government Act* R.S.A 2000., c. M-26 and the regulations thereto, as amended or replaced from time to time.
- 3.16 **Minister** means the Minister charged with administration of the Act;
- 3.17 **Municipal Emergency Advisory Committee (MEAC)** means the committee established under this By-law;
- 3.18 **Municipal Emergency Coordination Centre (MECC)** means the site that functions as a point of coordination, addressing the needs of the municipality as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites within the municipality;

- 3.19 **Municipal Emergency Management Agency** means the agency that is responsible for the administration of the municipal emergency program.
- 3.20 **Municipal Emergency Plan** means the emergency plan prepared by the Municipal Emergency Management Agency to co-ordinate response to an emergency or disaster, as approved by the Council and by the Alberta Emergency Management Agency (AEMA);
- 3.21 **Risk** means a probability or threat of damage, injury, liability, loss or other negative occurrence that is caused by external or internal factors and that maybe overcome through preventive action;
- 3.22 **State of Local Emergency or SOLE** means a state of local emergency declared in accordance with the Act and this Bylaw.
- 3.23 **Threat** means a negative event that can cause a risk to become a loss, expressed as an aggregate of risk, consequences of risk and the likelihood of the occurrence of the event. A threat may be a natural phenomenon such as an earthquake, flood, storm or man-made incident such as a fire, power failure, sabotage, etc.

4. COUNCIL

- 4.1 Roles and Responsibilities of Council are contained in the *Boards and Committees Bylaw*.

5. MUNICIPAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE

- 5.1 There is hereby established a Municipal Emergency Management Advisory Committee to advise Council on the development of emergency plans and programs.
- 5.2 Roles and Responsibilities of the Sundre Municipal Emergency Management Advisory Committee are contained in the current Sundre *Boards and Committees Bylaw*.

6. MUNICIPAL EMERGENCY MANAGEMENT AGENCY

- 6.1 There is hereby established a Municipal Emergency Management Agency (Agency) to act as the agent of Council to carry out its statutory obligations under the Act. This does not include the authority to declare, renew, or terminate a State of Local Emergency nor the authority contained in Section 8 of this Bylaw, however, any decision to declare, renew, or terminate a State of Local Emergency shall be based on the recommendation of the Agency.
- 6.2 Council hereby authorizes the Agency, for the duration of such State of Local Emergency, do all acts and take necessary proceedings to address the emergency pursuant to the Act.
- 6.3 The Agency may be comprised of one or more of the following based on the direction of the DEM:
 - 6.3.1 Director of Emergency Management
 - 6.3.2 Deputy Director(s) of Emergency Management
 - 6.3.3 Chief Administrative Officer (Agency Administrator)
 - 6.3.4 Emergency Social Services Director
 - 6.3.5 Other Personal at the discretion of the DEM.
- 6.4 Other members of core agencies and organizations as invited by the DEM. Such agencies and organizations may have a recurring seat at the Agency and others may be invited in as subject matter experts as required.

6.5 The Agency shall:

- 6.5.1 Be responsible for the administration of the Town's emergency management program;
- 6.5.2 Act as the agent of Council to carry out all of the powers and duties of Council under the Act, except for the powers and duties delegated by this Bylaw to the Committee;
- 6.5.3 Provide advice to the Committee as required;
- 6.5.4 Review all emergency management plans and programs for the Town on at least an annual basis;
- 6.5.5 Report to the Committee on all Agency activities and provide an update on the review of the MEMP on an annual basis;
- 6.5.6 Use a command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency.
- 6.5.7 Cause the MEMP and related plans and programs to be activated when required; and,
- 6.5.8 Perform any other functions and duties as required by this Bylaw or by Council.

7 DIRECTOR OF EMERGENCY MANAGEMENT

- 7.1 The Peace Officer for the Town of Sundre shall hold the appointment of Director of Emergency Management (DEM).
- 7.2 The DEM shall:
 - 7.2.1 Coordinate all emergency services and other resources used in an emergency.
 - 7.2.2 Ensure the preparation and coordination of the Municipal Emergency Plan and related plans and programs for the Town;
 - 7.2.3 Coordinate the Municipal Emergency Management Agency to fulfill the Agency's obligations laid out herein;
 - 7.2.4 Communicate recommendations made by the Municipal Emergency Management Agency to the Municipal Emergency Advisory Committee.
 - 7.2.5 Act as Director of the Municipal Emergency Coordination Centre or as the Incident Commander in an Incident Command Post as needed.
 - 7.2.6 Ensure all training requirements and exercises prescribed by the Managing Director of the Alberta Emergency Management Agency are completed within the required timelines to maintain effectiveness in the event of an emergency.
 - 7.2.7 Perform other duties as prescribed by the local authority.
- 7.3 The DEM is authorized to delegate and authorize further delegations of any powers, duties and functions delegated to the Director of Emergency Management (DEM) under this Bylaw.

8 DECLARATION OF STATE OF LOCAL EMERGENCY

- 8.1 The procedure to declare, renew or terminate a Local State of Emergency is contained in the current *Boards and Committees Bylaw*.
- 8.2 When a state of Local Emergency is declared, the Agency shall:
 - 8.2.1 Ensure that the declaration identifies the nature of the emergency and the area in which it exists;
 - 8.2.2 Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
 - 8.2.3 Forward a copy of the declaration to the Minister forthwith; and
 - 8.2.4 Notify the Alberta Emergency Management Agency when practicable.
 - 8.2.5 When a State of Local is declared, the Director may, for the duration of the State of Local Emergency, do all acts and take necessary proceedings including the following:
 - 8.2.5.1 Cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
 - 8.2.5.2 Acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - 8.2.5.3 Authorize or require any qualified person to render aid of a type the person is qualified to provide;
 - 8.2.5.4 Control or prohibit travel to or from any area of Sundre;
 - 8.2.5.5 Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of Sundre;
 - 8.2.5.6 Cause the evacuation of persons and removal of personal property from any area of Sundre that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons and of the personal property;
 - 8.2.5.7 Authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - 8.2.5.8 Cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - 8.2.5.9 Procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of property, service, resources or equipment within Sundre for the duration of the State of Local Emergency;
 - 8.2.5.10 Authorize the conscription of persons needed to meet an emergency; and
 - 8.2.5.11 Authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Section 8.2.5.2 through to 8.2.5.10 in relation to any part of the municipality affected by a declaration of a State of Local Emergency.

9. STATEMENT

No action lies against Sundre or a person acting under Sundre’s direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the *Emergency Management Act* or the regulations during a State of Local Emergency.

10. SEVERABILITY

Should any provisions of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the Bylaw and the remainder shall remain and be binding as though such provision had not been invalid.

11. EFFECTIVE DATE

This Bylaw comes into force and effect on Third and Final Reading.

12. REPEAL

Town of Sundre Bylaw No. 850, being a Bylaw to establish a Municipal Emergency Management Agency, cited as the Municipal Emergency Management Bylaw, is hereby rescinded.

READ A FIRST TIME this 20th day of January 2020,

READ A SECOND TIME this 20th day of January 2020,

GIVEN Unanimous Consent to Proceed to a THIRD READING this ____ day of _____ 2020,

READ A THIRD AND FINAL TIME this ____ day of _____ 2020,

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	MVSH Life Lease taxation
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

A communication was received from Mr. Sam Smalldon, Chief Administrative Officer for Mountain View Seniors Housing (MVSH) requesting Council reconsider the taxation of the Life Lease suites as it is a burden to the senior residents.

In order to properly address Mr. Smalldon's concerns, Administration contacted the Assessment Services Branch of Municipal Affairs to obtain an opinion on the Town's current practices.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached Report to Council

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council approve the draft letter of response to Mountain View Seniors Housing for release.

MOTION:

That the Town of Sundre Council approve the draft letter and direct Administration to send the letter to Mr. Smalldon.

OR

That the Town of Sundre Council direct Administration to draft a bylaw pertaining to the exemption of MVSH Life Leases for the purposes of taxation and send a letter to Mr. Smalldon outlining the direction of Council.

Date Reviewed: January 17, 2020

CAO: 



REPORT TO COUNCIL

COUNCIL DATE: January 20, 2020
SUBJECT: MVSH Life Lease taxation
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL:

A communication was received from Mr. Sam Smalldon, Chief Administrative Officer for Mountain View Seniors Housing (MVSH) requesting Council reconsider the taxation of the Life Lease suites as it is a burden to the senior residents.

In order to properly address Mr. Smalldon's concerns, Administration contacted the Assessment Services Branch of Municipal Affairs to obtain an opinion on the Town's current practices.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Municipal Affairs' email response included the following points

- Life Lease units are assessable and fully taxable
- Units should be assessed at market value, similar to condominium units, as they are not a part of the "care" operations related to health services
- Legislation requires all residential units be assessed as fee simple property MRAT 2018 Section 5(b)
- Council does have the authority under MGA Section 364(2) to declare by bylaw an exemption status
- Council should be mindful that when tax exemptions are given, that portion of the tax will be redistributed over the remaining taxpayers

In the letter, MVSH also referenced a 2016 request and other municipalities not assessing these types of units.

- Administration contacted the Town of Olds
 - Confirmed they classify the whole facility, including life-leases, as "nursing home" (non-taxable) but did not readily know the justifications for the decision.
- 2016 request from MVSH
 - MVSH acknowledged the requirement to pay future property taxes on units
 - MVSH acknowledged the proper assessment process was followed by the Town
 - The request for tax relief was solely based on units being incomplete and unoccupied
 - Council gave a \$10,000 grant to MVSH for use in the construction of a park area in lieu of the tax relief request

Currently, Administration is only requesting a decision from Council on the response letter to be sent to Mountain View Seniors Housing. However, should Council wish to consider alternative actions or should MVSH submit a follow-up request, Administration would like to provide Council with some further insights.

- The current taxation provides consistent treatment as those seniors who don't live in Life Leases
- A consideration has historically been applied by our Assessor to only categorize occupied Life-Lease units as taxable
- MVSH has the option to pass the taxation amounts on to Life Lease residents or absorb those costs as part of their annual budget
- Council's alternatives for future requests include
 - o Support the existing taxation status
 - o Direct MVSH to submit a request each year, to waive a portion or all of the taxes levied. Such a waiver may be for the municipal portion only or also include the requisition components. Such requests would be considered on a case by case basis.
 - o Declare, by bylaw, exempt status as per Section 364(2) of the MGA

ALIGNMENT WITH STRATEGIC PRIORITIES:

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council approve the draft letter of response to Mountain View Seniors Housing for release.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENTS:

Draft Letter of Response to Mountain View Seniors Housing

Correspondence from Mountain View Seniors Housing dated December 5, 2019

Correspondence from Mountain View Seniors Housing dated May 31, 2016

January 21, 2020

Sam Smalldon
sam.smalldon@mvsh.ca
Chief Administrative Officer
Mountain View Seniors' Housing

Dear Mr. Smalldon:

RE: Taxation Notices – Roll No. 2399000 for MVSH Sundre Life Lease

Thank you for your letter dated December 5, 2019 regarding the taxation of the 18 life lease suites in the Sundre Seniors' Supportive Living Facility.

Based on the contents of your letter, Town of Sundre Administration contacted Alberta Municipal Affairs regarding the taxation of the life lease properties. According to Municipal Affairs, Life-lease housing units are assessable and fully taxable, which is consistent with our current practice. The decision by Municipal Affairs outlines that the units should be individually assessed at market value, similar to condominium units, and as they are not part of the "care" operations related to health services there is nothing in the legislation that allows an exemption for these units on that basis. As well, legislation requires that all residential property units be assessed as fee simple property (Matters Relating to Assessment and Taxation Regulation (MRAT), 2018 Section 5(b)).

In regards to the appeal process, Mountain View Seniors Housing is subject to the same appeal rights as any other property owner within the Town of Sundre. Only the current assessed value of a property may be appealed and appeals cannot be made in regards to a taxation amount, exemption status, or prior year assessments. You may submit an informal appeal of the valuation by contacting the Town of Sundre Assessor or you may submit a formal appeal complaint in accordance with legislation. Both informal and formal appeals would be based on the current year assessment notices and must be filed no later than 60 days after the date on the notice.

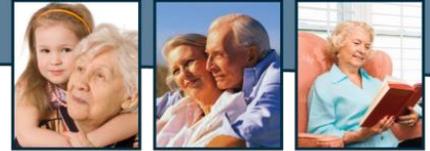
Town of Sundre Council does have the authority to waive the taxes levied on a property, however that request cannot be submitted until the 2020 Tax Notices and Assessment have been sent out. In addition, Council may decide to provide an exemption under section 364(2) of the *Municipal Government Act* (MGA), which requires a formal request and would apply to the taxation process after the bylaw comes into force.

Should you wish to make a request of Council, please contact Linda Nelson and provide the specific nature of the request and any presentation documentation in advance.

Sincerely,

Chris Albert, CPA, CGA
Director of Corporate Services

Cc: Linda Nelson, CAO



December 5, 2019

Mayor Terry Leslie and Town of Sundre Council
PO Box 420 , Sundre, AB, T0M1X0

Subject – Taxation Notices – Roll No. 2399000 for MVSH Sundre Life Lease

Sent by email to terry.l@sundre.com

Dear Mayor Terry Leslie and Town Council:

This letter is to appeal the MVSH taxation notice for the 18 life lease suites which form part of our Sundre Seniors' Supportive Living Facility. MVSH is very proud and appreciative of the support from the Town of Sundre and the Town Council for the Sundre Facility, from the start of the project to the opening and the successful operation since 2106.

MVSH will continue to advocate for the benefits of our Facility to serve the Seniors in the Town of Sundre and surrounding Communities within the County of Mountain View. MVSH initially inquired with Town Administration to investigate the proper way to appeal this assessment in 2016, and we appealed these taxes at that time. We understand the appropriate assessment process was followed and we acknowledge a grant in lieu for \$10,000 was provided to MVSH.

It is our request once again, for the Town Council in Sundre to reconsider this MVSH appeal on the basis that taxation of these 18 Life Lease suites will burden our Senior Residents at our Sundre Life Lease suites. For your information, taxes on MVSH Life Lease suites in other Municipalities have not been assessed. So, on behalf of the Seniors in our Sundre Life Lease suites, MVSH makes this appeal.

Please advise at your earliest a chance for us to speak to this issue, if required.

Sincerely,

Sam Smalldon, MBA, CPA, CMA
Chief Administrative Officer
Mountain View Seniors Housing
Cell (403) 586-2702
sam.smalldon@mvsh.ca
www.mvsh.ca

cc MVSH Board Directors



May 31, 2016

10.2a

Mayor Terry Leslie and Town Council
Town of Sundre
PO Box 420
Sundre, AB
T0M1X0

Subject – 2016 Taxation Notice – Roll No. 2399000 for MVSH Sundre Life Lease Construction

Sent by email to terry.l@sundre.com

Dear Mayor Terry Leslie and Town Council:

This letter is to appeal the timing of the MVSH taxation notice for the life lease construction as part of our Sundre Seniors' Supportive Living Facility project. The notice was dated May 9, 2016 and is attached for \$13,453.26 due on June 30, 2016. MVSH will certainly in good faith be paying this amount prior to the June 30, 2016 penalty date to avoid any further interest cost.

MVSH is very proud and appreciative of the support from the Town Council and Community for its new project from the start of this process many years ago. As an organization we will continue to advocate for the benefits of our project to the Seniors and Community in the Town of Sundre and surrounding County of Mountain View.

MVSH initially inquired with Town Administration to investigate the proper way to appeal this assessment, and we have learned the appropriate assessment process was followed. However we do have concerns about the timing of the start of this taxation notice, so we were advised we should write directly to the Mayor and Council for the Town of Sundre.

It is our request Town Council consider this MVSH appeal on the basis the assessment has occurred during construction and prior to opening.

Our Vision - We enhance lives by providing quality care and self-sustainable living through innovative leadership.





Specifically, our appeal is to request a one year delay in assessment of taxation on this property, to enable the senior residents of these life lease properties to enjoy this new home before assessment and taxation starts. This way life lease residents will not have to bear this one time cost and pay taxes on construction values before the construction is completed and they have chance to enjoy the property.

As you know, MVSH is a not-for-profit organization and will definitely pay taxes on any assessable portions of its properties, which include life lease projects. The issue is the timing for taxes as they are paid by MVSH but are eventually charged to the senior residents as part of their life lease agreements. On behalf of the seniors in our life lease, MVSH makes this appeal.

Please advise at your earliest a chance for us to speak to this issue, if required.

Sincerely,

Sam Smalldon, MBA, CPA, CMA
Chief Administrative Officer
Mountain View Seniors Housing
Cell (403) 586-2702
sam.smalldon@mvsh.ca
www.mvsh.ca



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Recreation Master Plan Update
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

The Town of Olds has applied for funding for the 2020 Parks, Recreation and Culture Master Plan Update under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant. The Town of Olds will be the managing partner for the purposes of the application.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached letter.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 6. Regional Cooperation

Goal 6.1 Build upon and improve our relationships with our regional partners.

ADMINISTRATION RECOMMENDATIONS:

That Council support the Town of Olds in the application for funding for the 2020 Parks, Recreation and Culture Master Plan Update for the six municipalities within the region.

MOTION:

That the Town of Sundre Council support the Town of Olds in the application for funding for the 2020 Parks, Recreation and Culture Master Plan Update for the six municipalities within the region, including Mountain View County, under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant, and the Town of Olds will be the managing partner for the grant application.

Date Reviewed: January 17, 2020

CAO: 



January 15, 2020

Via Email: acp.grants@gov.ab.ca

Municipal Affairs
Government of Alberta

RE: 2020 Alberta Community Partnership – [Intermunicipal Collaboration] – Application

Please include this council resolution and letter of introduction with the application for funding for the Mountain View Regional Parks, Recreation and Culture Master Plan 2.0 between the six municipalities within and including Mountain View County. As Minister Madu states, "all Albertans benefit when our communities collaborate to share services, create efficiencies, and reduce overall costs for their residents". We look forward to revising and updating the Master Plan to ensure we are cost sharing the services that benefit residents in more than one municipality and reducing duplication of services and infrastructure.

In summary, our project has three main components:

1. Develop a plan to determine the need for new parks, recreation and cultural facilities within Mountain View County;
2. To reaffirm or adjust the funding formulas for capital and operating needs;
3. Determine, where necessary, the prioritization of new facilities in the next decade or so as our population increases, and greater expectations are for the regional municipalities to plan cooperatively.

These components will be based on the principle of Mutual Benefit. We understand the priority the Government of Alberta places on intermunicipal cooperation, as a means of ensuring that all Albertans benefit from the efficient delivery of local services.

We have included our council resolutions, dated January 13, 2020. Council resolutions from Mountain View County, Sundre, Didsbury, Carstairs and Cremona will be provided to you by March 2, 2020.

Thank you for considering our application. If you have any questions, please feel free to contact the undersigned at 403-556-6981 or mmerritt@olds.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Merritt", is written over a light blue horizontal line.

Michael Merritt
Chief Administrative Officer

MM/ts
Enc

TOWN OF OLDS – COUNCIL RESOLUTION
January 13, 2020

2020 Mountain View Regional Parks, Recreation and Culture Master Plan

Moved by Councillor Bennett, "that council authorize the Town of Olds to be the managing partner in an application for the '2020 Parks, Recreation and Culture Master Plan' to be submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant."

Motion Carried 20-16

Moved by Councillor Blatz, "that the Town of Olds, the Managing Partner, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds."

Motion Carried 20-17



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Department Year-end Reports for 2019
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

The Department Year-end reports for 2019 are provided for Council's review and information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the 2019 Department Year-end Reports as information.

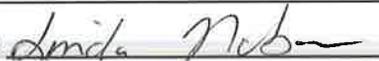
MOTION:

That the Town of Sundre Council accept the Department Year-end Reports for 2019, as information.

ATTACHMENTS:

Department Reports (8)

Date Reviewed: January 17, 2020

CAO: 

SCHEDULE A

Mayor Terry Leslie

\$ 15,000.00

Date	Description	Expense	Cost	Balance
2019-01-17	Red Deer River Municipal Users Group AGM	Per Diem	\$ 175.00	\$ 14,825.00
		Mileage	\$ 178.10	\$ 14,646.90
2019-01-24	Meeting with Regional Council Members	Per Diem	\$ 90.00	\$ 14,556.90
		Mileage	\$ 57.62	\$ 14,499.28
2019-01-25	CPPA Conference (Red Deer)	Registration	\$ 500.00	\$ 13,999.28
2019-02-04	ICC Meeting & MVSH Meeting	Per Diem	\$ 175.00	\$ 13,824.28
2019-02-04	MVSH Meeting with Deputy Minister (Olds)	Mileage	\$ 36.67	\$ 13,787.61
2019-02-06	Emerging Trends Seminar Brownlee(Calgary)	Mileage	\$ 90.00	\$ 13,697.61
2019-02-07	Emerging Trends Seminar Brownlee(Calgary)	Per Diem	\$ 175.00	\$ 13,522.61
		Mileage	\$ 138.29	\$ 13,384.32
2019-03-01	M.A.P. Meeting (Mtn View County)	Per Diem	\$ 90.00	\$ 13,294.32
		Mileage	\$ 51.92	\$ 13,242.40
2019-03-21	Red Deer River Municipal Users Group Meeting	Per Diem	\$ 175.00	\$ 13,067.40
	Red Deer River Municipal Users Group Meeting	Mileage	\$ 90.00	\$ 12,977.40
	Red Deer River Municipal Users Group Meeting	Mileage	\$ 181.24	\$ 12,796.16
2019-03-25	Elected Official Education Course @ AUMA	Accommodation	\$ 152.32	\$ 12,643.84
	Elected Official Education Course @ AUMA	Registration	\$ 357.00	\$ 12,286.84
	Elected Official Education Course @ AUMA	Mileage	\$ 131.48	\$ 12,155.36
2019-03-26	Elected Official Education Course @ AUMA	Per Diem	\$ 175.00	\$ 11,980.36
2019-03-27	AUMA Leadership Caucus (Edmonton)	Registration	\$ 173.25	\$ 11,807.11
	AUMA Leadership Caucus (Edmonton)	Accommodation	\$ 489.45	\$ 11,317.66
	AUMA Leadership Caucus (Edmonton)	Per Diem	\$ 175.00	\$ 11,142.66
	AUMA Leadership Caucus (Edmonton)	Meal	\$ 45.87	\$ 11,096.79
2019-03-28	AUMA Leadership Caucus (Edmonton)	Per Diem	\$ 175.00	\$ 10,921.79
	AUMA Leadership Caucus (Edmonton)	Mileage	\$ 24.46	\$ 10,897.33
	AUMA Leadership Caucus (Edmonton)	Meal	\$ 35.25	\$ 10,862.08
	AUMA Leadership Caucus (Edmonton)	Parking	\$ 60.96	\$ 10,801.12
2019-04-04	MVSH Gala	Per Diem	\$ 90.00	\$ 10,711.12
	MVSH Gala	Mileage	\$ 44.08	\$ 10,667.04
2019-04-06	Council Spring Workshop (Service Levels)	Per Diem	\$ 175.00	\$ 10,492.04
2019-04-09	Central AB Mayor's Prayer Breakfast (Red Deer)	Registration	\$ 35.00	\$ 10,457.04
	Central AB Mayor's Prayer Breakfast (Red Deer)	Per Diem	\$ 90.00	\$ 10,367.04
	Central AB Mayor's Prayer Breakfast (Red Deer)	Mileage	\$ 106.06	\$ 10,260.98
2019-04-10	Central AB Mayor's & Reeves Meeting @ RDC	Per Diem	\$ 90.00	\$ 10,170.98
	Central AB Mayor's & Reeves Meeting @ RDC	Mileage	\$ 109.37	\$ 10,061.61

Mayor Leslie Continued		Expense	Cost	Balance
2019-04-17	Regina SK Wastewater Treatment Investigation	Per Diem	\$ 175.00	\$ 9,886.61
	Regina SK Wastewater Treatment Investigation	Mileage	\$ 509.30	\$ 9,377.31
	Regina SK Wastewater Treatment Investigation	Accommodation	\$ 129.92	\$ 9,247.39
2019-04-18	Return to Sundre from SK (9:00 p.m.)	Per Diem	\$ 175.00	\$ 9,072.39
2019-04-29	CPPA Conference (Red Deer)	Accommodation	\$ 316.12	\$ 8,756.27
2019-04-29	CPPA Conference (Red Deer)	Per Diem	\$ 175.00	\$ 8,581.27
	CPPA Conference (Red Deer)	Meal	\$ 18.25	\$ 8,563.02
2019-04-29	CPPA Conference (Red Deer)	Per Diem	\$ 175.00	\$ 8,388.02
2019-05-01	CPPA Conference (Red Deer)	Per Diem	\$ 175.00	\$ 8,213.02
	CPPA Conference (April 29 to & May 1 Return	Mileage	\$116.00	\$ 8,097.02
2019-05-16	Red Deer River Municipal Users Group	Per Diem	\$ 175.00	\$ 7,922.02
	Red Deer River Municipal Users Group	Mileage	\$ 121.52	\$ 7,800.50
2019-05-22	Central AB Mayors & Reeves Meeting	Per Diem	\$ 90.00	\$ 7,710.50
	Central AB Mayors & Reeves Meeting	Mileage	\$ 106.06	\$ 7,604.44
2019-05-23	ICC Meeting	Per Diem	\$ 90.00	\$ 7,514.44
2019-05-29	Smart Cities Network round Table (Olds)	Per Diem	\$ 175.00	\$ 7,339.44
	Smart Cities Network round Table (Olds)	Mileage	\$ 45.30	\$ 7,294.14
03-Jun-19	Meeting with Jason Nixon, MLA (Edmonton)	Per Diem	\$ 175.00	\$ 7,119.14
	Meeting with Jason Nixon, MLA (Edmonton)	Mileage	\$ 276.19	\$ 6,842.95
2019-06-11	Lobby Government Effective Seminar (Olds)	Per Diem	\$175.00	\$ 6,667.95
	Lobby Government Effective Seminar (Olds)	Mileage	\$22.10	\$ 6,645.85
2019-06-11	Summer Leadership Conference Ponoka AB	Accommodation	\$ 150.76	\$ 6,495.09
	Summer Leadership Conference Ponoka AB	Mileage	\$ 146.93	\$ 6,348.16
	Summer Leadership Conference Ponoka AB	Per Diem	\$ 175.00	\$ 6,173.16
2019-06-11	Summer Leadership Conference Ponoka AB	Meal	\$ 27.46	\$ 6,145.70
2019-06-12	Summer Leadership Conference Ponoka AB	Registration	\$ 100.00	\$ 6,045.70
25-Jul-19	RDRMG & Watershed Alliance Meeting Red Deer AB	Per Diem	\$ 175.00	\$ 5,870.70
25-Jul-19	RDRMG & Watershed Alliance Meeting Red Deer AB	Mileage	\$ 116.00	\$ 5,754.70
10-Aug-19	Health Minsiter Meeting Calgary	Per Diem	\$ 175.00	\$ 5,579.70
	Health Minsiter Meeting Calgary	Mileage	\$ 138.65	\$ 5,441.05
	Health Minsiter Meeting Calgary	Parking	\$ 11.90	\$ 5,429.15
09-Sep-19	Intermunicipal Planning Commission @ MVC	Per Diem	\$ 90.00	\$ 5,339.15
	Intermunicipal Planning Commission @ MVC	Mileage	\$ 46.40	\$ 5,292.75
10-Sep-19	Meeting with MLA Nixon in Edmonton & AHS	Per Diem	\$ 175.00	\$ 5,117.75
	Hospital Futures Meeting with MLA &AHS	Mileage	\$ 276.19	\$ 4,841.56
11-Sep-19	Central AB Mayors & Reeves Meeting	Per Diem	\$ 175.00	\$ 4,666.56
	Central AB Mayors & Reeves Meeting	Mileage	\$ 109.37	\$ 4,557.19
16-Sep-19	MAP Meeting @ MVC	Per Diem	\$ 90.00	\$ 4,467.19

Mayor Leslie Continued		Expense	Cost	Balance
	MAP Meeting @ MVC	Mileage	\$ 46.40	\$ 4,420.79
10-Oct-19	ICC Pre-Meeting & ICC Meeting	Per Diem	\$175.00	\$ 4,245.79
01-Nov-19	Walking with the Mayors Fall Prevention Red Deer	Per Diem	\$90.00	\$ 4,155.79
02-Nov-19	Fall Workshop	Per Diem	\$175.00	\$ 3,980.79
19-Sep-19	RDRMUG Executive & Regular Meeting	Per Diem	\$ 175.00	\$ 3,805.79
19-Sep-19	RDRMUG Travel	Mileage	\$ 182.29	\$ 3,623.50
19-Sep-19	RDRMUG Executive & Regular Meeting	Meal	\$10.09	\$ 3,613.41
22-Oct-19	Lunch with Reeve Beattie	Meal	\$ 26.47	\$ 3,586.94
04-Nov-19	RMA Fall Convention	Registration	\$ 900.00	\$ 2,686.94
Nov. 13-15, 2019	RMA Fall Convention	Accommodation	\$351.36	\$ 2,335.58
Nov. 13-15, 2019	RMA Fall Convention	Per Diem	\$ 525.00	\$ 1,810.58
Nov. 13 & 15, 2019	RMA Fall Convention	Mileage	\$ 277.30	\$ 1,533.28
	RMA Fall Convention	Meals	\$41.80	\$ 1,491.48
21-Nov-19	RDRMUG Executive & Regular Meeting	Mileage	\$ 197.75	\$ 1,293.73
21-Nov-19	RDRMUG Executive & Regular Meeting	Per Diem	\$ 175.00	\$ 1,118.73
				\$ 1,118.73
			\$ 13,881.27	\$ 1,118.73
			Spent	Remaining

Councillor Todd Dalke

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-03-28	AUMA Leadership Caucus	Registration	\$ 173.25	\$ 5,826.75
	AUMA Leadership Caucus	Accommodation	\$ 443.46	\$ 5,383.29
	AUMA Leadership Caucus	Mileage	\$ 276.19	\$ 5,107.10
2019-03-28	AUMA Leadership Caucus	Mileage	\$ 24.46	\$ 5,082.64
	AUMA Leadership Caucus	Meal	\$35.25	\$ 5,047.39
	AUMA Leadership Caucus	Parking	\$60.96	\$ 4,986.43
2019-07-25	AUMA Convention	Registration	\$ 575.00	\$ 4,411.43
2019-08-22	CAEP Fall Engagement Session	Registration	\$ 25.00	\$ 4,386.43
	CAEP Red Deer	Per Diem	\$ 75.00	\$ 4,311.43
2019-04-01	CAEP AGM Red Deer	Mileage	\$ 113.79	\$ 4,197.64
2019-09-01	CAEP AGM Red Deer	Mileage	\$ 113.79	\$ 4,083.85
2019-11-04	CRTC Red Deer	Mileage	\$ 113.79	\$ 3,970.06
2019-12-01	CAEP Olds	Mileage	\$ 44.19	\$ 3,925.87
2019-01-01	Fog Dog Olds	Mileage	\$ 44.19	\$ 3,881.68
2019-06-24	Didsbury Council	Mileage	\$ 55.24	\$ 3,826.44
2019-06-11	Lobby Government - Olds	Mileage	\$ 44.19	\$ 3,782.25
			\$ 2,217.75	\$ 3,782.25
			Spent	Remaining

Councillor Cheri Funke

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-01-24	Meeting with Regional Council Members	Mileage	\$ 52.97	\$ 5,947.03
2019-01-25	CPPA Conference (Red Deer)	Registration	\$ 500.00	\$ 5,447.03
2019-02-04	ICC Meeting	Per Diem	\$ 90.00	\$ 5,357.03
2019-03-09	Budget Workshop	Per Diem	\$ 112.50	\$ 5,244.53
2019-03-12	Federal Infrastructure Announcement	Per Diem	\$ 45.00	\$ 5,199.53
	Federal Infrastructure Announcement	Mileage	\$ 90.00	\$ 5,109.53
2019-03-22	Red Deer River Watershed Spring Forum	Per Diem	\$ 67.50	\$ 5,042.03
	Red Deer River Watershed Spring Forum	Mileage	\$ 60.32	\$ 4,981.71
	Red Deer River Watershed Spring Forum	Travel Expense	\$ 45.00	\$ 4,936.71
2019-04-06	Spring Budget Workshop	Per Diem	\$ 157.50	\$ 4,779.21
2019-04-17	Regina SK Wastewater Treatment Investigation	Accommodation	\$ 129.92	\$ 4,649.29
2019-04-17	Travel Time Sundre to Regina	Per Diem	\$ 175.00	\$ 4,474.29
2019-04-17	Meeting with Living Sky Water Soltuion	Per Diem	\$ 67.50	\$ 4,406.79
2019-04-18	Tour of Wastewater Treatment Plant	Per Diem	\$ 67.50	\$ 4,339.29
2019-04-18	Travel Time from Regina SK to Sundre	Per Diem	\$ 175.00	\$ 4,164.29
	Breakfast @ Tim Hortons Emeral Park SK.	Meal	\$ 3.53	\$ 4,160.76
	Lunch in Swift Current McDonalds	Meal	\$ 10.59	\$ 4,150.17
2019-04-29	Travel Time to CPAA Conference in Red Deer	Per Diem	\$ 22.50	\$ 4,127.67
	CPPA Conference Red Deer	Per Diem	\$ 175.00	\$ 3,952.67
	CPPA Conference Red Deer	Meal	\$ 24.06	\$ 3,928.61
2019-04-30	CPPA Conference Red Deer	Per Diem	\$ 175.00	\$ 3,753.61
2019-05-01	CPPA Conference Red Deer	Per Diem	\$ 67.50	\$ 3,686.11
	CPPA Conference Red Deer	Accommodation	\$ 316.12	\$ 3,369.99
	Travel Time from Red Deer to Sundre	Per Diem	\$ 22.50	\$ 3,347.49
2019-05-16	Tour of Red Deer Wastewater Treatment Plant	Per Diem	\$ 45.00	\$ 3,302.49
	Travel time to Red Deer for Tour	Per Diem	\$ 45.00	\$ 3,257.49
23-May-19	ICC Meeting	Per Diem	\$ 67.50	\$ 3,189.99
	Pre-ICC Meeting	Per Diem	\$ 67.50	\$ 3,122.49
2019-07-15	Registration for AUMA Convention	Registration	\$ 575.00	\$ 2,547.49
2019-06-24	RDRWA AGM at Olds College	Per Diem	\$ 90.00	\$ 2,457.49
	Travel to RDRWA AGM	Per Diem	\$ 22.50	\$ 2,434.99
2019-07-18	RDRWA Board Meeting in Red Deer	Per Diem	\$ 78.75	\$ 2,356.24
	Travel to RDRWA Board Meeting	Per Diem	\$ 45.00	\$ 2,311.24
	Travel to RDRWA	Mileage	\$ 44.19	\$ 2,267.05
2019-09-20	Red Deer River Watershed Allliance	Per Diem	\$ 90.00	\$ 2,177.05
2019-09-20	Travel from Red Deer to Sundre Roundtrip	Per Diem	\$ 45.00	\$ 2,132.05

Councillor Funke continued		Expense	Cost	Balance
Sept. 25-27	AUMA Convention in Edmonton	Per Diem	\$ 525.00	\$ 1,607.05
2019-09-17	AUMA Travel Time Sundre to Edmonton Round trip	Mileage	\$ 112.50	\$ 1,494.55
2019-10-10	Pre-ICC Meeting	Per Diem	\$ 67.50	\$ 1,427.05
	ICC Meeting	Per Diem	\$ 67.50	\$ 1,359.55
2019-11-02	Fall Budget Workshop	Per Diem	\$ 175.00	\$ 1,184.55
2019-11-07	Rural Crmine Tour with Minister of Justice	Per Diem	\$ 45.00	\$ 1,139.55
	Rural Crmine Tour with Minister of Justice	Mileage	\$89.49	\$ 1,050.06
2019-11-07	Travel Time to Rocky Mountain House	Per Diem	\$ 45.00	\$ 1,005.06
	Travel to	Mileage	\$ 89.49	\$ 915.57
2019-11-15	RDRWA Meeting	Mileage	\$ 111.58	\$ 803.99
	RDRWA - Meeting	Per Diem	\$ 67.50	\$ 736.49
	RDRWA Meeting - Travel Time	Per Diem	\$ 45.00	\$ 691.49
2019-11-28	Pre-ICC Meeting	Per Diem	\$ 22.50	\$ 668.99
	ICC Meeting	Per Diem	\$ 45.00	\$ 623.99
			\$ 5,376.01	\$ 623.99
			Spent	Remaining

Councillor Paul Isaac

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-01-24	Meeting with Regional Council Members	Per Diem	\$ 90.00	\$ 5,910.00
	Meeting with Regional Council Members	Mileage	\$ 66.29	\$ 5,843.71
2019-03-14	Budget Meeting	Per Diem	\$ 112.50	\$ 5,731.21
2019-04-06	Spring Workshop (Service Levels)	Per Diem	\$ 175.00	\$ 5,556.21
2019-07-15	Registration for AUMA Convention	Registration	\$ 575.00	\$ 4,981.21
2019-07-15	Registration for ARPA	Registration	\$ 695.00	\$ 4,286.21
2019-09-24	AUMA In Edmonton	Per Diem	\$ 175.00	\$ 4,111.21
	Lunch at AUMA	Meal	\$ 8.78	\$ 4,102.43
	Supper for Cheri, Todd, Charlene, Richard & Paul	Meal	\$ 126.25	\$ 3,976.18
	Lunch at AUMA	Meal	\$ 11.48	\$ 3,964.70
Sept. 25-27	AUMA Convention in Edmonton	Per Diem	\$ 525.00	\$ 3,439.70
Sept. 25 & 27	Travel Sundre to Edmonton and Return	Mileage	\$ 303.81	\$ 3,135.89
2019-10-23	ARPA Lunch	Meal	\$ 9.58	\$ 3,126.31
	ARPA Banff Park Pass	Lodging	\$ 129.90	\$ 2,996.41
	ARPA Supper	Meal	\$ 34.00	\$ 2,962.41
2019-10-27	ARPA Lunch	Meal	\$ 5.99	\$ 2,956.42
	ARPA Lake Louise	Mileage	\$ 297.18	\$ 2,659.24
	ARPA Study Tour	Course	\$220.00	\$ 2,439.24
Oct. 23-27, 2019	ARPA Conference	Per Diem	\$ 875.00	\$ 1,564.24
2019-11-02	Fall Workshop (Budget)	Per Diem	\$ 175.00	\$ 1,389.24
			\$ 4,610.76	\$ 1,389.24
			Spent	Remaining

Councillor Charlene Preston

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-03-09	Budget Workshop	Per Diem	\$ 112.50	\$ 5,887.50
2019-04-06	Spring Workshop (Levels of Service)	Per Diem	\$ 75.00	\$ 5,812.50
2019-07-15	Registration for AUMA Convention	Registration	\$ 575.00	\$ 5,237.50
2019-08-22	AB Recycling Assoc. Conference	Registration	\$725.00	\$ 4,512.50
Sept. 25-27, 2019	AUMAConvention in Edmotnon	Per Diem	\$ 440.00	\$ 4,072.50
2019-10-01	Drive to Recylcing Conference in Jasper	Per Diem	\$ 112.50	\$ 3,960.00
Oct. 2-4, 2019	AB Recycling Council Conference	Per Diem	\$ 525.00	\$ 3,435.00
Oct. 1-4. 2019	AB Recycling Council Conference Park Pass	Expense	\$ 28.00	\$ 3,407.00
2019-10-02	Budget Workshop	Per Diem	\$ 175.00	\$ 3,232.00
			\$ 2,768.00	\$ 3,232.00
			Spent	Remaining

Councillor Richard Warnock

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-01-24	Meeting with Regional Council Members	Per Diem	\$ 90.00	\$ 5,910.00
2019-03-14	Budget Meeting	Per Diem	\$ 112.50	\$ 5,797.50
2019-04-04	Spring Workshop (Service Levels)	Per Diem	\$ 175.00	\$ 5,622.50
2019-04-04	Mountain View Seniors' Housing Gala	Mileage	\$ 44.08	\$ 5,578.42
22-May-19	Central AB Mayor's Meeting (Red Deer)	Mileage	\$ 106.06	\$ 5,472.36
2019-05-22	Central AB Mayor's Meeting (Red Deer)	Per Diem	\$ 90.00	\$ 5,382.36
2019-05-23	ICC Pre-Meeting and Meeting (3 hrs)	Per Diem	\$ 175.00	\$ 5,207.36
2019-06-11	Lobby Government Effective Seminar (Olds)	Per Diem	\$ 175.00	\$ 5,032.36
	Lobby Government Effective Seminar (Olds)	Mileage	\$ 41.98	\$ 4,990.38
2019-06-13	Chamber Meeting	Per Diem	\$ 45.00	\$ 4,945.38
2019-06-18	Museum Meeting	Per Diem	\$ 45.00	\$ 4,900.38
2019-07-15	Registration for AUMA Convention	Registration	\$ 575.00	\$ 4,325.38
2019-08-28	Sundre Hospital Futures Meeting with Minister	Per Diem	\$ 175.00	\$ 4,150.38
2019-09-10	AHS Dr. Yiu, CAO Meeting Edmonton	Per Diem	\$ 175.00	\$ 3,975.38
Sept. 25-27, 2019	AUMA Convention Edmonton	Per Diem	\$ 525.00	\$ 3,450.38
2019-09-27	AUMA Convention Travel	Mileage	\$ 227.30	\$ 3,223.08
2019-09-27	AUMA Convention Westin Hotel Parking	Parking	\$ 102.00	\$ 3,121.08
2019-11-02	Fall Workshop	Per Diem	\$ 175.00	\$ 2,946.08
2019-11-06	Brownlee LLP Emerging Trends Seminar	Registration	\$ 180.00	\$ 2,766.08
			\$ 3,233.92	\$ 2,766.08
			Spent	Remaining

Councillor Robert Wolfe

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2019-01-24	Meeting with Regional Council Members	Per Diem	\$ 56.90	\$ 5,943.10
2019-03-14	Budget Meeting	Per Diem	\$ 112.50	\$ 5,830.60
2019-04-04	Spring Workshop (Service Levels)	Per Diem	\$ 175.00	\$ 5,655.60
2019-09-09	MVC IMPC Meeting	Per Diem	\$ 90.00	\$ 5,565.60
2019-12-11	GNP Meeting	Per Diem	\$ 45.00	\$ 5,520.60
2019-12-12	Chamber Meeting	Per Diem	\$ 22.50	\$ 5,498.10
			\$ 501.90	\$ 5,498.10
			Spent	Remaining

2019 MOTION LOG

January 7, 2019 RM			
Res. #	Council Motion	Action	Status
01-19-01-21	MOVED by Councillor Wolfe that the agenda be adopted as amended		
	Emergent Item: 8.2 Bighorn Initiative (Support for a Letter to Minister Phillips)		
	Emergent Item: 8.2 Bighorn Initiative (Support for a Letter to Minister Phillips)		
	In Camera Item: 15.2 Disclosure Harmful to Business Interests of a Third Party, FOIPP Section 16		
02-19-01-21	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on December 17, 2018 be approved as presented.		
03-19-01-21	MOVED by Councillor Preston that Council accept the presentaion from Alberta Transportation, as information		
04-19-01-21	MOVED by Councillor Funke that Council support the extension of the pilot program to the time of Hwy. 27 Overlay.		
05-19-01-21	MOVED by Councillor Wolfe that Council accept the WQBELS Report (Lagoon Study) as information.		
06-19-01-21	MOVED by Councillor Funke that Council accpet the Mountain View Seniors' Housing Key Messages as information.		
07-19-01-21	MOVED by Councillor Funke that the Town of Sundre Coucil condemns the Provnial Government for cancelling the Open House scheduled for January 14, 2019 in Sundre, and that a letter be sent to Minister Phillips stating our motion and the dissatisfaction with our belief their consultation process is unsatisfactory and there are too many unanswered questions to proceed with the proposed timeline.	Letter to Minister/Premier/MLA mailed & emailed Jan. 9/19. TL/ba	Completed
08-19-01-21	MOVED by Councillor Funke that Council authorize administration to proceed with the upgrads necessary to mitigate imminent failures.	Ongoing - 1st phase: Engineering & Suppliers; 2nd phase Design & Schedule	Completed
09-19-01-21	MOVED by Councillor Dalke to accept the Mayor Terry Leslie's Council Report as information.		
10-19-01-21	MOVED by Councillor Warnock that Council accept the correspondence from Hope 4 MVC Kids Society as information.		
11-19-01-21	MOVED by Councillor Preston that Council accept the CAO's correspondence to Mountain View County regarding the Sundre Recycle Centre as information.		
12-19-01-21	MOVED by Councillor Isaac that Council accept the email from the Beam-Team Club Sundre High School as information.		
13-19-01-21	MOVED by Councillor Funke that Council accept the response to Mr. Ray Shar regarding Local Improvement Tax concerns as information.		
14-19-01-21	MOVED by Councillor Funke that Council go in-camera at 8:05 pm		
15-19-01-21	MOVED by Councillor Wolfe that Council return to open meeting at 8:40 pm.		
16-19-01-21	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:40 pm.		

2019 MOTION LOG

January 21, 2019 RM			
Res. #	Council Motion	Action	Status
17-19-01-21	MOVED by Councillor Funke tht the Agenda be approved as presented with the following changes: Council Reports - supplemental to the agenda, December 2018, 2018, C Funke. In-Camera Advance from Officials - FOIPP Section 24		
18-19-01-21	MOVED by Councillor Warnock that the Minutes of the Regular Council Meeting held January 7, 2019 be approved as presented		
19-19-01-21	MOVED by Councillor Preseton that Council accept the presentation from Sundre Rodeo and Race Association as information.		
20-19-01-21	MOVED by Councillor Warnock that Concil give First Reading to Bylaw 2019-01 being a Bylaw to establish Procedures for Council and Council Committee Meetings.		
21-19-01-21	MOVED by Councillor Funke that Council give Second Reading to Bylaw 2019-01 being a Bylaw to establish Procedures for Council and Council Committee Meetings.		
22-19-01-21	MOVED by Councillor Dalke that Concil give Unanimous consent for third and Final reading to Bylaw 2019-01 being a Bylaw to establish Procedures for Council and Council Committee Meetings.		
23-19-01-21	MOVED by Councillor Wofe that Council give Third & Final Reading to Bylaw 2019-01 Being a Bylaw to establish Procedures for Council and Council Committee Meetings.		
24-19-01-21	MOVED by Councillor Funke that Council Rescind Bylaw 14.17 and amendments thereto.		
25-19-01-21	MOVED by Councillor Isaac that Council approve a discount to all user groups proportionate to their individual ice schedules in an amount not to exceed \$3,250 to be disbursed accordingly.	Letter to Sue Nelson to inform groups. 22/19. Is	Completed
26-19-01-21	MOVED by Councillor Funke that Council accepts the report in regard to the change to the traffic movement for the rear lane located south of Main Avenue West between 6th Street and 7th Street SW as information.		
27-19-01-21	MOVED by Councillor Warnock that Council appoint Ms. Shelley Kohut to the Intermunicipal Subdivision and Development Appreal Board for a one (1) year term.	Letter to Ms. Kohut January 22/19 & training Feb. 4/19. ba	Completed
28-19-01-21	MOVED by Councillor Wolfe that Council appointment Mr. Jon Allan as Clerk of the Intermunicipal Subdivision and Development Appreal Board for a term of one (1) year.	Letter to Mr. Allan January 22/19 & Traihning Feb. 4/19. ba	Completed
29-19-01-21	MOVED by Councillor Wolfe that Council waive the \$169.10 Community Centre Rental Fee for "House Calls with the Dean" event scheduled for May 2, 2019.	Letter to GNP & S.Nelson 22/19. Is	Completed
30-19-01-21	MOVED by Councillor Isaac that Council accepts the December 2018 Department Reports as information		
31-19-01-21	MOVED by Councillor Preston that Council accept Councillor Cheri Funke's Council Report as information.		
32-19-01-21	MOVED by Councillor Funke that Council accept the correspondence sent to Minister Shannon Phillips, Cancellation of Sundre Open House (Bighorn Park Proposal) as information.		
Res. #	Council Motion - January 21, 2019 continued	Action	Status
33-19-01-21	MOVED by Councillor Wanock that Council accept the correspondence from Hon. Shaye Anderson, Minister of Municipal Affairs as information.		

2019 MOTION LOG

34-19-01-21	MOVED by Councillor Dalke that Council accept the correspondence from Hon. Lori Sigurdson, Minister of Seniors' Housing (Minister's Seniors Service Awards) as information.		
35-19-01-21	MOVED by Councillor Wolfe that Council accept the Parkland Regional Library Board Report from Ms. Pat Toone as information.		
36-19-01-21	MOVED by Councillor Warnock that Council determine a response to the "AG for Life" correspondence at Council's discretion.		
37-19-01-21	MOVED by Councillor Preston that Council accept the Mountain Rose Women's Shelter Association as information and direct Administration to invite them to present as a delegataion to Council.	Letter inviting as delegataion to Council 01/22/19. Is	Completed
38-19-01-21	MOVED by Councillor Funke that Council accept the Alberta Order of Excellence correspondence as information.		
39-19-01-21	MOVED by Councillor Isaac that Council go in-camera at 7:40 pm		
40-19-01-21	MOVED by Councillor Dalke that Council return to open meeting at 8:30 pm		
41-19-01-21	MOVED by Councillor Wolfe that being that the agenda matters have been concluded the meeting adjourned at 8:30 pm		
February 5, 2019 RM			
Res. #	Council Motion	Action	Status
42-19-02-05	MOVED by Councillor Wolfe that the Agenda be approved, with the following changes: Broadband Update moved to February 19, 2019 Regular Council Meeting; Trails/Pathways Update moved to February 19, 2019 Regular Council Meeting; Gazebo Project Update moved to February 19, 2019 Regular Council Meeting; Supplemental - New Business 8.2: Bighorn Open House Report		
43-19-02-05	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on January 21, 2019 be approved as presented.		
44-19-02-05	MOVED by Councillor Funke that the Town of Sundre Council give First Reading to Bylaw 2019-02 "Boards and Committees Bylaw", being a Bylaw to establish Committees and Boards of Council.		
45-19-02-05	MOVED by Councillor Preston that the Town of Sundre Council give Second Reading to Bylaw 2019-02 "Boards and Committees Bylaw", being a Bylaw to establish Committees and Boards of Council.		
46-19-02-05	MOVED by Councillor Funke that the Town of Sundre Council give Unanimous consent for Third Reading to Bylaw 2019-02 "Boards and Committees Bylaw", being a Bylaw to establish Committees and Boards of Council.		
47-19-02-05	MOVED by Councillor Wolfe that the Town of Sundre Council give Third Reading to Bylaw 2019-02 "Boards and Committees Bylaw", being a Bylaw to establish Committees and Boards of Council.		
48-19-02-05	MOVED by Councillor Preston that the Town of Sundre Council give First Reading to Bylaw 2019-03, being a bylaw to change the boundaries of an environmental reserve in order to recitfy an encroachment problem.		
49-19-02-05	MOVED by Councillor Funke that the Town of Sundre Council give First Reading to Bylaw 2019-03 "Redesignation of Lands Use PS to C1.		
Res. #	Council Motion - February 5, 2019 continued	Action	Status
50-19-02-05	MOVED by Councillor Wolfe that the Town of Sundre Council set Tuesday, February 19, 2019 as the Public Hearing for Bylaws 2019-03 and 2019-04.		
51-19-02-05	MOVED by Councillor Funke that the Town of Sundre Council accepts the Bighorn Open House Report, as information.		
52-19-02-05	MOVED by Councilor Funke that the Town of Sundre Council accepts Mr. William (Willie) Logan's Resignation from the Intermunicipal Subdivision and Development Appeal Board		

2019 MOTION LOG

53-19-02-05	MOVED by Councillor Funke that the Town of Sundre accept the report from Mayor Leslie, as information		
54-19-02-05	MOVED by Councillor Preston that the Town of Sundre Council accept the correspondence from Hon. Shaye Anderson, Minister of Municipal Affairs, regarding Gas Tax Fund (GTF) funding to assist with Trail Signage and GIS Identification, as information		
55-19-02-05	MOVED by Councillor Funke that the Town of Sundre Council accept the correspondence from Hon. Shaye Anderson, Minister of Municipal Affairs inviting the Town to provide submissions for the 18th Annual Ministers Awards for Municipal Excellence, as information		
56-19-02-05	MOVED by Councillor Wolfe that the Town of Sundre Council accept the correspondence from Hon. Shannon Phillips, Minister of Environment and Parks responding to proposed West Country Public Lands Use Zone (PLUZ) (Bighorn Country Proposal), as information		
57-19-02-05	MOVED by Councillor Wolfe that the Town of Sundre Council accept the email correspondence from the Premier's office, as information		
58-19-02-05	MOVED by Councillor Funke that Council go in to Closed Meeting at 6:28 p.m.		
59-19-02-05	MOVED by Councillor Funke that Council return to Open Meeting at 6:45 p.m.		
60-19-02-05	MOVED by Councillor Funke that being that the agenda matters have been concluded the meeting adjourned at 6:45 p.m.		
February 19, 2019 RM			
Res. #	Council Motion	Action	Status
61-19-02-19	MOVED by Councillor Wolfe that the Town of Sundre Council close Public Hearing 2019-02 pertaining to Bylaw 2019-03, being a to change the boundaries of the Environmental Reserve parcel described as Lot 10ER, Block 1, Plan 871 1392 to rectify a parking lot encroachment.		
62-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council close Public Hearing 2019-03 pertaining to Bylaw 2019-04, being a Bylaw to amend the Land Use Bylaw District Map by changing the land use designation of a portion of Lot 10ER Block1 Plan 871 1392 (0.106 hectare) from Public Service (PS) to Central Commercial District (C-1).		
63-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council recess Public Hearing 2019-01 to a date to be determined by Administration, as per the Municipal Government Act, Sections 606(2) and 636(1)(a-b), provide the required notification of the Public Hearing date; and that the Town of Sundre Council refer Bylaw 2018-19, being a bylaw to adopt the Southwest Area Structure Plan, back to Administration and the Inter-municipal Planning Commission for further discussion with stakeholders and the Applicant and any necessary modifications before return to Council for second and third reading.		
Res. #	Council Motion - February 19, 2019 continued	Action	Status
64-19-02-19	MOVED by Councillor Funke that the Agenda be approved as presented.		
65-19-02-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on February 5, 2019 be approved as presented.		
66-19-02-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the presentation from Melany Sealy as information and direct the Chief Administrative Officer to review the petition and bring back a report within 45 days to Council.	CAO to bring back report within 45 days.	Completed
67-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council give second Reading to Bylaw 2019-03 "To change the boundaries of an Environmental Reserve."		
68-19-02-19	MOVED by Councillor Wolfe that the Town of Sundre Council give third reading to Bylaw 2019-03 "To change the boundaries of an Environmental Reserve"		

2019 MOTION LOG

69-19-02-19	MOVED by Councillor Warnock that the Town of Sundre Council give Second reading to Bylaw 2019-04 to amend the Land Use District Map by changing the land use designation of a portion of Lot 10ER, Block 1, Plan 8711392 (0.106 hectare) from Public Reserve District (PS) to Central Commercial District (C-1)"		
70-19-02-19	MOVED by Councillor Preston that the Town of Sundre Council give Third reading to Bylaw 2019-04 to amend the Land Use District Map by changing the land use designation of a portion of Lot 10ER, Block 1, Plan 8711392 (0.106 hectare) from Public Reserve District (PS) to Central Commercial District (C-1)"		
71-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council accept the verbal update from staff on Broadband Service in the Community as information.		
72-19-02-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the verbal update from staff on the Trails/Pathway Project as information.		
73-19-02-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the verbal update on the Gazebo Project from Administration as information.		
74-19-02-19	MOVED by Councillor Isaac that the Town of Sundre Council endorse and proclaim March 6, 2019 as "Hospital Futures Day" in Sundre.		
75-19-02-19	MOVED by Councillor Dalke that the Town of Sundre Council approves the Town's Intergrity Management Program and the Rural Utilities Branch Quality Management Plan as presented.	<i>Signed agreement sent to Federation of Alberta Gas Co-op.</i>	<i>Completed</i>
76-19-02-19	MOVED by Councillor Preston that the Town of Sundre Council direct Administration to provide a report to the Minister as required under the Muncipal Government Act, Sections 627.1(4), 627.3 and the Subdivision and Development Appeal Board Regulation, Alberta	<i>Letter to Minister once certificates have been received.</i>	<i>Completed</i>
77-19-02-19	MOVED by Councillors Isaac that the Town of Sundre accept the January 2019 Departmental Reports as information.		
78-19-02-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the correspondence from the Hon. Shaye Anderson pertaining to MSI Capital Program as information.		

2019 MOTION LOG

Res. #	Council Motion - Febraury 19, 2019 continued	Action	Status
79-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council accept the letter of support for Greenwood Neighbourhood Place as information.		
80-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council determine a response to Parkland Airshed Management Zone at Council's discretion.		
81-19-02-19	MOVED by Councillor Preston that the Town of Sundre Council accept the correspondence from Sundre Rodeo and Race Association pertaining to the annual "message from the Mayor and photo" as information.	<i>Letter written by Mayor.</i>	<i>Completed</i>
82-19-02-19	MOVED by Councillor Isaac that the Town of Sundre Council determine a response to Mountain View Publishing Inc. (Sundre Roundup) at Council's discretion	<i>Photo sent in...</i>	<i>Completed</i>
83-19-02-19	MOVED by Councillor Funke that the Town of Sundre Council accept the correspondence sent to the Hon. Shannon Phillips, Minister of Environment and Parks, in regard to the Bighorn Park Initiative Open House, held Febraury 4, 2019 in Sundre as information.		
84-19-02-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the correspondence from Alberta Recreation & Parks Association - Support for Bighorn Country Proposal as information.		
85-19-02-19	MOVED by Councillor Dalke that Council go into Closed Meeting at 8:10 p.m.		
86-19-02-19	MOVED by Councillor Warnock that Council return to open meeting at 9:25 pm		
87-19-02-19	MOVED by Councillor Isaac that being that the agenda matters have been concluded the meeting adjourned at 9:25 p.m.		
March 4, 2019 RM			
Res. #	Council Motion	Action	Status
88-04-03-19	MOVED by Councillor Preston that the Town of Sundre Council appoint Councillor Richard Warnock as the Acting Deputy Mayor in the absense of Mayor Terry Leslie, and Deputy Mayor Paul Isaac.		
89-04-03-19	MOVED by Councillor Funke that the Agenda be approved as presented.		
90-04-03-19	MOVED by Councillor Preston that the Minutes of the Regular Council Meeting held on Febraury 19, 2019 be approved as presented.		
91-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council thank Colt Needham for presentation on the Bergen 4-H Club and accept it as information.		
92-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council set the March 9, 2019 Budget Plan Meeting to begin at 12:00 p.m. with no lunch provided.		
93-04-03-19	MOVED by Councillor Dalke that the Town of Sundre Council thank Leona Bennett and Cindy Orr for their service to the community and accept their resignation from the Downtown Area Revitalization Committee with our deep appreciation.	<i>LS to send letters to with appreciation. LN Terms of Reference.</i>	<i>Completed</i>
94-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council appoint Ms. Wendy Botheras to the Sundre Municipal Library Board for a Term of three (3) years ending at the Organizational Meeting in 2022.	<i>LS to send letter to Library Board Chair & Ms. Botheras on appointment.</i>	<i>Completed</i>

2019 MOTION LOG

Res. #	Council Motion - March 4, 2019 continued	Action	Status
95-04-03-19	MOVED by Councillor Preston that the Town of Sundre Council have all requests for funding go to the the Council Review Committee.	LS to send letter to groups. LN/CA to Disucss further at Budget Mtg.	Completed
96-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council direct Administration to proceed with the process to sell ± 0.127 ha (.0314 acres) of municipally owned land located on a portion of SE ¼ Sec. 4, Twp. 33, Rge. 5, W5M, based on the appraised fair market value of the land.	LN to get appraisal.	Completed
97-04-03-19	MOVED by Councillor Preston WHEREAS responsible resource development is essential for the future of Canadian Municipalities. WHEREAS there is a need to coordinate the Canadian municipal voice to: 1. Advocate for a responsible resource industry. 2. Ensure municipal perspectives are being heard on issues impacting resource development. 3. Share factual information regarding resource development interest. WHEREAS the Alberta Urban Municipalities Association (AUMA) and other municipal associations across Western Canada have created a Resource Communities of Canada Coalition to facilitate a coordinated approach to represent municipal resource development interests across the country. WHEREAS the Alberta Urban Municipalities Association (AUMA) and other municipal associations across Western Canada are asking municipalities to support the Resource Communities of Canada Coalition. NOW THEREFORE BE IT RESOLVED THAT the Town of Sundre Council approve to support the Resource Communities of Canada Coalition. (DEFEATED)		
98-04-03-19	MOVED by Councillor Preston that the Town of Sundre Council direct AUMA President Barry Morishita to provide a clear statement and clarification for the Terms of Reference of the Resource Communities of Canada Coalition.	LS to do up letter to President Morishita giving Council's request.	Completed
99-04-03-19	MOVED by Councillor Dalk that the Town of Sundre Council approve and direct Mayor, Leslie and Chief Administrative Officer, Linda Nelson to sign the Municipal Sustainability Initiative (MSI) Memorandum of Agreement to receive funding for the planned conclusion of the program in 2021-2022	Mayor & LN to sign.	Completed
100-04-03-19	MOVED by Councillor Preston that the Town of Sundre Council approve to send Councillor Dalke to attend the 2019 Leadership Caucus in Edmonton, Alberta March 27-28, 2019.	BA to change hotel room booking.	Completed
101-04-03-10	MOVED by Councillor Funke that the Town of Sundre Council accept the verbal update from CAO Linda Nelson regarding the March 1, 2019 Municipal Area Partnership meeting, as informaiton.		
102-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Report to Council submitted by Mayor Terry Leslie, as information.		
103-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council accept the request for the Town of Sundre Council to pass a bylaw to stop the pet trade for exotic speicies in Alberta from Nadine Cardon, as information.		

2019 MOTION LOG

Res. #	Council Motion - March 4, 2019 continued	Action	Status
104-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Subdivision and Development Appeal Board Training Board correspondence by Brownlee LLP on February 26, 2019, as information.	LN to inform M.A. of those who passed training.	Completed
105-04-03-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the Correspondence from Hon. Shaye Anderson, Minister of Municipal Affairs regarding MSI funding planned conclusion of the program in 2021-22,		
106-04-03-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Parkland Regional Library 2018 Statistcal Review, as information.		
107-04-03-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the Mountain View Seniors' Housing Key Messagees from the February 7, 2019 Regular Board Meeting, as information.		
108-04-03-19	MOVED by Councillor Dalke that the Town of Sundre Council go into closed meeting at 6:43 pm.		
109-04-03-19	MOVED by Councillor Dalke that the Town of Sundre Council return to open meeting at 7:03 pm.		
110-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council accept the CAO's response to the Performance Review, as information.		
111-04-03-19	MOVED by Councillor Funke that the Town of Sundre Council approve the following CAO Goals for 2019: Priority 1. Work with CIMA on initiating Grant Process for lagoons - 2019-2020 Priority 2 Continue to work on sub-agreements within the ICF - Ongoing Priority 3 Work with Emergency Management to ensure completiton of CEMP - by January 2020. Priority 4 Ongoing <ul style="list-style-type: none"> • Continue working with Eagle Ridge Developer, • Continue working on a solution to the East side storm drainage, • Continue working on solutions to various past development related issues, • Research historical information on Aqua-plex to facilitate discussion moving forward, • Work with Economic Development on Broadband.☐ Priority 5. Work with Planning & Development to create an Overlay Bylaw for the downtown and highway area to address beautification, parking and walkability - 2019-2020 Priority 6. Complete Bylaw Rewrite Project - by end of 2019 Priority 7. Initiate Policy Review and Rewrite, with Review substantially complete by end of 2019, and Rewrite proceeding into 2020. Priority 8. Continuing pursuing professional development opportunities to comply with professional association requirements - Ongoing		
112-04-03-19	MOVED by Councillor Funke that being that the agenda matters have been concluded the meeting adjourned at 7:05 pm.		

2019 MOTION LOG

March 18, 2019 RM			
Res. #	Council Motion	Action	Status
113-18-03-19	MOVED by Councillor Dalke that the Agenda be approved as amended with the following change: Add Bylaw 2019-07 Temporary Borrowing LOC		
114-18-03-19	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on March 4, 2019, be approved as presented.		
115-18-03-19	MOVED by Councillor Preston that the Town of Sundre Council thank Ms. Cindy Easton, for attending the Council meeting and accept the presentation on the Mountain Rose Women's Shetler and the work being done in the community, as information.		
116-18-03-19	MOVED by Councillor Wolfe that the Town of Sundre Council thank Mary Gunderson for attending the Council meeting and accept the presentation on the Nutrition for Learning Program at River Valley and Sundre High School, as information.		
117-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council approve Policy A-011-00 POL Disposal of Municipal Property as presented.		
118-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council rescind Policy D-005 Residential Lot Sale.		
119-18-03-19	MOVED by Councillor Dalke that the Town of Sundre give first reading to Bylaw 2019-07 being a bylaw to Authorize Temporary Borrowing from the Alberta Treasury Branch.		
120-18-03-19	MOVED by Councillor Funke that the Town of Sundre give second reading to Bylaw 2019-07 being a bylaw to Authorize Temporary Borrowing from the Alberta Treasury Branch.		
121-18-03-19	MOVED by Councillor Funke that the Town of Sundre give unanimous consent to proceed to a third reading to Bylaw 2019- 07 being a bylaw to Authorize Temporary Borrowing from the Alberta Treasury Branch.		
122-18-03-19	MOVED by Councillor Preston that the Town of Sundre give third and final reading to Bylaw 2019-07 being a bylaw to Authorize Temporary Borrowing from the Alberta Treasury Branch.	CA Provide copy of Bylaw to ATB	Completed
123-18-03-19	MOVED by Councillor Warnock that the Town of Sundre Council agrees to sell the municipally owned land located on a portion of SE ¼ Sec. 4, Twp. 33, Rge. 5, W5M for no less than \$52,500.00 based on the appraisal by Perry Appraisal Associates Ltd. Dated March 7, 2019.	LN to have agreement for sale of lands to Strathmore Lakes Estates	Completed
124-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council adopts the 2019 Four-Year Operating Budget and Ten-Year Capital Plan as amended with total expenditures of \$8,708,302, \$8,952,288, \$9,470,144, \$9,645,943 and total operational revenues of \$5,108,063, \$5,170,821, \$5,228,236, \$5,285,462 in 2019, 2020, 2021 and 2022 respectively; with the remaining \$3,600,239, \$3,781,468, \$4,241,908, \$4,360,481 in 2019, 2020, 2021, 2022 respectively to be funded through taxation, Fortis Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts where identified.	CA to input budget numbers and prepare Tax Rate Bylaw.	Completed
125-18-03-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the December 2018 Cash Statement, as information.		
126-18-03-19	MOVED by Councillor Warnock that the Town of Sundre Council approve the 2018 Restricted Surplus Continuity Schedules, as information.		

2019 MOTION LOG

Res. #	Council Motion - March 18, 2019 continued	Action	Status
127-18-03-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the 2018 Capital Project Listing, as information		
128-18-03-19	MOVED by Councillor Isaac that the Town of Sundre Council approve the draft 2018 Quarterly Financial Report, as information.		
129-18-03-19	MOVED by Warnock Councillor that the Town of Sundre Council approves the allocation of \$635,000 of operational funds for transfer as follows, \$115,000 to Development Services Stabilization RSA, \$100,000 to Community Services Stabilization RSA, \$100,000 to Utilities Stabilization RSA, \$220,000 to Utilities Lifecycling RSA, and \$100,000 to General Corporate Stabilization RSA.		
130-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council approves the allocation of \$207,536.26 of Restricted Surplus funds for transfer to operational purposes as follows, \$103,768.13 from Shared Fire Capital RSA for the Town and \$103,768.13 from Shared Fire Capital RSA for Mountain View County.		
131-18-03-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the Sundre RCMP Detachment Detailed Crime Comparisons 2018 – 4th Quarter Report, as information.		
132-18-03-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Sundre RCMP Detachment 4 th Quarter 2018 Statistics Report, as information.		
133-18-03-19	MOVED by Councillor Wolfe that the Town of Sundre Council approve the request to waive the Development Permit Fee of \$340.60 for #2019-D07 for the Sundre Rodeo & Race Association for the Accessory building to be constructed.	Ba to send letter to SRRA	Completed
134-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council agrees to participate in the 2019 Sundre Pro Rodeo Breakfast and Parade on Saturday, June 22, 2019.		
135-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council approves to waive the Arena Rental Fee in the applicable amount up to \$1,474.16 for the 2019 Sundre Rodeo & Race Association Cowboy Cabaret.	LS Send letter to SRRA Council has responded to all requests and with \$5000 Platinum Sponsorship. Develop Non-Profit Adult Rate for Arena.	Completed
136-18-03-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for February 2019, as information.	Jon or Chelsea : Communication Strategy for on-call emergency Phone #, put on FB, Website, VIC. JH provide updates on report on potholes.	Completed

2019 MOTION LOG

Res. #	Council Motion - March 18, 2019 continued	Action	Status
137-18-03-19	MOVED by Councillor Warnock that the Town of Sundre Council approve the Council Committee Report for January/February from Councillor Funke, as information.		
138-18-03-19	MOVED by Councillor Preston that the Town of Sundre Council accept the invitation for the Town of Sundre Council to attend Mountainview Taekwondo 25 th Anniversary Celebration and Awards Ceremony on April 13, 2019, as information.		
139-18-03-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the February 21, 2019 Parkland Regional Library, Board Talk Newsletter and draft minutes of the February 21, 2019 board meeting, as information.		
140-18-03-19	MOVED by Councillor Funke that the Town of Sundre Council accept the invitation to participate in the award-winning, attractions, history and services mobile app created for Alberta, as information.		
141-18-03-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the invitation from Richardo Miranda, Minister of Culture and Tourism to submit a bid to host either the 2022 Alberta Winter Games or the 2022 Alberta Summer Games, as information.		
142-18-03-19	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:27 p.m.		
April 1, 2019 RM			
Res. #	Council Motion	Action	Status
142-1-04-19	MOVED by Councillor Funke that the Agenda be approved as amended.		
143-1-04-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on March 18, 2019, be approved as presented.		
144-1-04-19	MOVED by Councillor Warnock that the Town of Sundre give first reading to Bylaw 2019-05 being a bylaw to make provisions for the conservation and restriction of the use of water.		
145-1-04-19	MOVED by Councillor Funke that the Town of Sundre give second reading to Bylaw 2019-05 being a bylaw to make provisions for the conservation and restriction of the use of water.		
146-1-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council remove section 2.1 to Bylaw 2019-05.		
147-1-04-19	MOVED by Councillor Warnock that the Town of Sundre give second reading to amended Bylaw 2019-05 being a bylaw to make provisions for the conservation and restriction of the use of water.		
148-1-04-19	MOVED by Councillor Funke that the Town of Sundre give first reading to Bylaw 2019-06 being a bylaw Exempting the Town of Sundre Natural Gas System.		
149-1-04-19	MOVED by Councillor Warnock that the Town of Sundre give second reading to Bylaw 2019-06 being a bylaw Exempting the Town of Sundre Natural Gas System.		
150-1-04-19	MOVED by Councilor Warnock that the Town of Sundre give unanimous consent to proceed to a third reading to Bylaw 2019-06 being a bylaw Exempting the Town of Sundre Natural Gas System.		
151-1-04-19	MOVED by Councillor Preston that the Town of Sundre give third and final reading to Bylaw 2019-06 being a bylaw Exempting the Town of Sundre Natural Gas System.		

2019 MOTION LOG

Res. #	Council Motion - April 1, 2019 continued	Action	Status
152-1-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council approve the Chief Administrative Officer's Sufficiency Report and the Declaration that the Petition submitted by Melany Sealy on February 19, 2019, did not meet the sufficiency test according to the Municipal Government Act, Sections 219 to 226.2, and Sections 231 to 240, and is therefore declared insufficient.	<i>LN to send results to Minister of AT & Meeting with Melany Sealy</i>	<i>Completed</i>
153-01-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the petition clarification report regarding the round-a-bout consultation by the Town of Sundre and Alberta Transportation prepared by the CAO as information.		
154-01-04-19	MOVED by Councillor Funke that the Town of Sundre Council approve to cancel the April 29, 2019 Regular Council Meeting.		
155-1-04-19	MOVED by Councillor Warnock that the Town of Sundre Council go into closed meeting at 7:09 p.m.		
156-1-04-19	MOVED by Councillor Isaac that the Town of Sundre Council return to open meeting at 7:50 p.m.		
157-1-04-19	MOVED by Councillor Warnock being that the agenda matters have been concluded the meeting adjourned at		
April 15, 2019 RM			
Res. #	Council Motion	Action	Status
158-15-04-19	MOVED by Councillor Dalke that the agenda be accepted as amended.		
159-15-04-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on April 1, 2019 be approved as presented.		
160-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council thank the representative of Price Waterhouse Cooper, LLP and accept their presentation, as information.		
161-15-04-19	MOVED by Councillor Preston that Council go into closed meeting at 6:15 p.m.		
162-15-04-19	MOVED by Councillor Dalke that Council return to open meeting at 6:38 p.m.		
163-15-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council move to accept the 2019 Auditor's Report and the 2018 Audited Financial Statements and the 2018 Financial Information Return as presented by Price Waterhouse Cooper, LLP; and furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the MGA.	<i>CA to send documents to Municipal Affairs.</i>	<i>Completed</i>
164-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council grant first reading to Bylaw 2019-08 Redesignation of land from UR to PS.		
165-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council set May 13, 2019 for the Public Hearing Date for Bylaw 2019-08 Redesignation of land from UR to PS.	<i>Ba to advertise the public hearing and prepare agenda for May 13.</i>	<i>Completed</i>
166-15-04-19	MOVED by Councillor Dalke that the Town of Sundre Council give first reading of Bylaw 2019-09, being a bylaw authorizing the Council of the Town of Sundre to incur indebtedness by the issuance of a debenture in the amount of \$1,307,200 for the purpose of Main Avenue Upgrade Phase 2.	<i>CA to advertise the borrowing bylaw and bring back for 2nd & 3rd readings at a later date.</i>	<i>Completed</i>

2019 MOTION LOG

Res. #	Council Motion - April 15, 2019 continued	Action	Status
167-15-04-19	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2019-05 being a bylaw to make provisions for the conservation and restriction of the use of water.	<i>LS to have put on website and provide copies to Operations</i>	<i>Completed</i>
168-15-04-19	MOVED by Councillor Funke that the Town of Sundre grant first reading to Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year.		
169-15-04-19	MOVED by Councillor Wolfe that the Town of Sundre approve to amend Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year with a tax rate change from 2.25% to 1.25% (DEFEATED).		
170-04-19	MOVED by Councillor Wolfe that the Town of Sundre approve to amend Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year with a tax rate change from 2.25% to 1.75% (DEFEATED)		
171-15-04-19	<i>Recorded Vote</i> : MOVED by Councillor Dalke that the Town of Sundre Council amend Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year with a tax rate change from 2.25% to 2.0%. Dalke, Preston, Leslie, Wolfe FOR; Isaac, Funke AGAINST. (CARRIED)		
172-15-04-19	MOVED by Councillor Funke that the Town of Sundre give unanimous consent to proceed to a third and final reading to Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year. (DEFEATED)	<i>Special Council Meeting set for April 23, 2019 at 5:30 p.m. LS to advertise.</i>	<i>Completed</i>
173-15-04-19	MOVED by Councillor Isaac that the Town of Sundre Council designate the following Council members to having signing authority for the Town of Sundre: Mayor Terry Leslie, Councillor Cheri Funke, Councillor Charlene Preston, Councillor Todd Dalke, Councillor Richard Warnock, Councillor Rob Wolfe, and Councillor Paul Isaac.	<i>CA to have signing authorities added to ATB account.</i>	<i>Completed</i>
174-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the invitation to join the Coalition of Canadian Municipalities for Energy Action (Bill C-69) as information.		
175-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council approve the proposed Phase 2 scope changes to install the Prairie Creek Boardwalk and oil grit separator at an additional estimated cost of \$151,456 with funding to be drawn for the MSI Capital grant.	<i>CA to have added to MSI Grant and budget.</i>	<i>Completed</i>
176-15-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council proclaim the week of May 19-25, 2019 as "Public Works Week" on behalf of the citizens of Sundre.	<i>LN Plan something for PW</i>	<i>Completed</i>
177-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council approve the Mutual Aid Agreement for Fire Services between the Towns of Carstairs, Didsbury, Olds, Sundre, the Village of Cremona and Mountain View County dated May 1, 2019 as presented; and that the Mayor and CAO be authorized to sign on behalf of the Town of Sundre.	<i>LN & Mayor to sign and provide copies to municipalities.</i>	<i>Completed</i>

2019 MOTION LOG

Res. #	Council Motion - April 15, 2019 continued	Action	Status
178-15-04-19	MOVED by Councillor Preston that the Town of Sundre Council approve the request from the Sundre Pro Rodeo Association to have barriers placed at key intersections and that the Community Peace Officer assist with traffic control at the West and East end of Main Avenue before and during the parade.	<i>JH to have barriers placed. KH to be on hand to help with traffic control.</i>	<i>Completed</i>
179-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Departmental Reports for March 2019, as information.		
180-15-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Sundre RCMP Detachment 1st Quarter 2019 Statistics Report, as information.		
181-15-04-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Council Report from Mayor Terry Leslie, as information.		
182-15-04-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the Council Report from Councillor Cheri Funke, as information.		
183-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Worker's Compensation Board (WCB) Natioanl Day of Mourning April 28, 2019, as information; and direct Administration to lower the flags to half-mast on April 28, 2019 at the Administration Office in observation of the Day.	<i>Operations to lower flag on April 28th.</i>	<i>Completed</i>
184-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Sundre Municipal Library 2018 Annual Report, as information.		
185-15-04-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Mountain View Seniors' Housing Key Messages from the March 28, 2019 Regular meeting and April 2, 2019 Special Board meeting, as information.		
186-15-04-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Peaks to Prairies PCN, Participaction Community Better Challenge from May 31 to June 16, the as information.		
187-15-04-19	MOVED by Councillor Isaac that Council go into closed meeting at 8:15 p.m.		
188-15-04-19	MOVED by Councillor Preston that Council return to open meeting at 9:15 p.m.		
189-15-04-19	MOVED by Councillor Preseton that Council appoint Councillor Funke as alternate to the Intermunicipal Planning Commission.		
190-15-04-19	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourn at 9:16 p.m.		
April 23, 2019 Special Council Meeting			
Res. #	Council Motion	Action	Status
191-23-04-19	MOVED by Councillor Isaac that the Town of Sundre Council that the agenda be accepted as presented.		
192-23-04-19	MOVED By Councillor Isaac that the Town of Sundre Council rescind resolution #171-15-04-19 to amend Bylaw 2019-10.		
193-23-04-19	MOVED by Councillor Funke that the Town of Sundre Council give second reading to Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year.		

2019 MOTION LOG

Res. #	Council Motion - April 23, 2019 continued	Action	Status
194-23-04-19	MOVED by Councillor Funke that the Town of Sundre Council give third and final reading to Bylaw 2019-10 Tax Rate Bylaw, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 Taxation year.	CA to have Tax Notices sent out and the Bylaw sent to M.A.	Completed
195-23-04-19	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourn at 5:56 p.m		
May 13, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
196-13-05-19	MOVED by Councillor Isaac that the Town of Sundre Council close Public Hearing 2019-05-13 pertaining to Bylaw 2019-08, being a Bylaw to amend the Land Use Bylaw District Map by changing the land use designation of Ptn. SW 1/4, Sec. 2, Twp. 33, Rge. 5, W5M from Urban Reserve (UR) to Public Service District (PS).		
197-13-05-19	MOVED by Councillor Funke that the Agenda be approved as amended.		
198-13-05-19	MOVED by Councillor Preston that the Minutes of the Regular Council Meeting held on April 15, 2019 be approved as presented.		
199-13-05-19	MOVED by Councillor Wolfe that the Minutes of the Special Council Meeting held on April 23, 2019 be approved as presented.		
200-13-05-19	MOVED by Councillor Funke that the Town of Sundre Council thank Ms. Shelley Milne and Tracey McCrimmon for attending the Council meeting and accept the presentation on the SPOG Neighbours' Day Event as information.		
201-13-05-19	MOVED by Councillor Isaac that the Town of Sundre Council thank Mr. Steven Crouch on his concerns about drug use/abuse in the community and direct Administration to meet with Mr. Crouch to discuss and assist him with his concerns.	LN to meet with Mr. Crouch	Completed
202-13-05-19	MOVED by Councillor Warnock that the Town of Sundre Council grant second reading to Bylaw 2019-08 being a Bylaw to amend the Land Use Bylaw District Map by changing the land use designation of Ptn. SW 1/4, Sec. 2, Twp. 33 Rg. 5, W5M from Urban Reserve District (UR) to Public Service District (PS).		
203-13-05-19	MOVED by Councillor Isaac that the Town of Sundre Council grant third and final reading to Bylaw 2019-08 being a Bylaw to amend the Land Use Bylaw District Map by changing the land use designation of Ptn. SW 1/4, Sec. 2, Twp. 33 Rg. 5, W5M from Urban Reserve District (UR) to Public Service District (PS).		
204-13-05-19	MOVED by Councillor Funke that the Town of Sundre Council grant first reading to Bylaw 2019-12 being a Bylaw to amend the Land Use Bylaw District Map by changing the land use designation of a portion of SE 1/4, Sec. 4, Twp. 33, Rge. 5, W5M from Public Service District (PS) to Central Commercial District (C1).		
205-13-05-19	MOVED by Councillor Wolfe that the Town of Sundre Council set June 10, 2019 for the Public Hearing date for Bylaw 2019-12 Redesignation of land use PS to C1.	Ba to prepare agenda	Completed
206-13-05-19	MOVED by Councillor Preston that the Town of Sundre Council approve Policy A-012-00 POL Grants to Organizations as presented.	LS to put on website, work with SN to get information out	Completed

2019 MOTION LOG

Res. #	Council Motion - May 13, 2019 continued	Action	Status
207-13-05-19	MOVED by Councillor Preston that the Town of Sundre Council appoint the following members to the Council Grants Review Committee: R. Warnock, C. Funke and T. Dalke.		
208-13-05-19	MOVED by Councillor Warnock that the Town of Sundre Council approve the SPOG Neighbours' Day Partnership Agreement for a term ending in 2024, and the the CAO be authroized to sign the agreement on behalf of the Town.	<i>LN to sign agreement</i>	<i>Completed</i>
209-13-05-19	MOVED by Councillor Warnock that the Town of Sundre Council approve a transfer of \$2,000 from the Community Services Restrict Surplus Account to be applied to the SPOG Neighbours' Day event for 2019.		
210-13-05-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Report to Council for April 2019 from Councillor Richard Warnock as information.		
211-13-05-19	MOVED by Councillor Warnock that the Town of Sundre Council direct Administration for a Terms of Reference to create a Committee of Council to asist with an audit of the health and well-being of the community in consultation with Alberta Health Services, Hospital Futures, Rural Health Professions Action Plan and other stakeholders.	<i>LN to develop Terms of Reference</i>	<i>At Council's Direction to form a Committee</i>
212-13-05-19	MOVED by Councillor Funke that the Town of Sundre Council go into closed meeting at 7:05 p.m.		
213-13-05-19	MOVED by Councillor Preston that the Town of Sundre Council return to open meeting at 8:06 p.m.		
214-13-05-19	MOVED by Councillor Warnock that the CAO salary be set to #4 retroactive to January 1, 2019 as a cap of the grid that has been presented to Council. Council will review the presented grid to be defined and to be completed by September 1, 2019.	<i>LN to present grid to Council in Fall 2019</i>	
215-13-05-19	MOVED by Councillor Wolfe being that the agebda matters have been concluded the meeting adjourned at 8:08 p.m.		
May 27, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
216-27-05-19	MOVED by Councillor Funke that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2018-19, being a Bylaw to implement the Southwest Industrial Area Structure Plan in the SW 33-32-5-W5M.		
217-27-05-19	MOVED by Councillor Preston that the Agenda be approved as amended.		
218-27-05-19	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on May 13, 2019, be approved as presented.		
219-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council direct Administration to meet with the Sundre & District Aquatic Society Board and the Agricultural Society to discuss and bring back a report to Council on the pros and cons and legal and taxation implications for the Town of Sundre to take over the operations of the	<i>Admin to meet and bring back report to Council (June 24).</i>	<i>On-going</i>
220-27-05-19	MOVED by Councillor Dalke that the Town of Sundre Council thank Chris Vardas for attending the Council meeting and accept the presentation as information.	<i>Meet with Admin. re: tourism/parking</i>	<i>Completed</i>
221-27-05-19	MOVED by Funke that the Town of Sundre Council grant second reading to Bylaw 2019-09 authorizing the Council of the Town of Sundre to incur indebtedness by the issuance of a debenture in the amount of \$1,307,200 for the purpose of Main Avenue West Upgrade (Phase 2).		

2019 MOTION LOG

Res. #	Council Motion - May 27, 2019 continued	Action	Status
222-27-05-19	MOVED by Dalke that the Town of Sundre Council grant third and final reading to Bylaw 2019-09 authorizing the Council of the Town of Sundre to incur indebtedness by the issuance of a debenture in the amount of \$1,307,200 for the purpose of Main Avenue West Upgrade (Phase 2).		
223-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council approve and authorize for signature the application to sell debentures to Alberta Capital Finance Authority in the amount of \$1,307,200 for the purpose of Main Avenue West Upgrade (Phase 2).	CA to submit to ACFA for debenture.	Completed
224-27-05-19	MOVED by Councillor Warnock the Town of Sundre Council grant second reading to Bylaw 2018-19 as amended, being a bylaw to implement the Southwest Industrial Area Structue Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-W5M.		
225-27-05-19	MOVED by Councillor Preston the Town of Sundre Council grant third and final reading to Bylaw 2018-19, being a bylaw to implement the Southwest Industrial Area Structue Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-W5M.		
226-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council approve Alternative Dispute Resolution Policy D-020-00-POL as presented.		
227-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the First Quarter Cash Report for March 2019, as information.		
228-27-05-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the First Quarter Restrict Surplus Balance for March 2019, as information.		
229-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the First Quarter Capital Project Listing for March 2019, as information.		
230-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the 2019 First Quarter Pro-Forma Statement of Revenue and Expense, as information.		
231-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council agree to support Councillor Cheri Funke running for a position of the Executive Committee of the Red Deer River Watershed Alliance.		
232-27-05-19	MOVED by Councillor Preston that the Town of Sundre Council support staff's initiative into the proposed trial public parking lot partnership with the Sundre Hotel and Restaurant and provide associated costs and		
233-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for April 2019, as information.		
234-27-05-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Mayor's Report to Council for April 1 to May 16, 2019 from Mayor Terry Leslie, and the Councillor Committee Report for April 2019 from Councillor Cheri Funke, as information.		
235-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council in honour of the past, present and future contributions of the Seniors of the Town of Sundre and throughout Alberta, do hereby declare June 2-8, 2019		
236-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council go into closed meeting at 8:20 p.m.		
237-27-05-19	MOVED by Councillor Funke that the Town of Sundre Council return to open meeting at 9:52 p.m.		
238-27-05-19	MOVED by Councillor Preston being that the agenda matters has been concluded the meeting adjourned at 9:52 p.m.		
June 10, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
239-10-06-19	MOVED by Councillor Isaac that the Agenda be approved as amended.		

2019 MOTION LOG

240-10-06-19	MOVED by Councillor Funke that the Minutes of the Regular Meeting of Council held on May 27, 2019 be approved as presented.		
241-10-06-19	MOVED by Councillor Isaac that the Town of Sundre Council thank Mr. Troy Fee for attending the Council meeting and accept the update on the Sundre Bike & Ski Club, as information.		
242-10-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council thank the Sundre Aquatic Society for attending the Council meeting and accept the question and answer period on the Aquaplex, as information.		
243-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council grant first reading to Bylaw 2019-13, being a bylaw for the purpose of rescinding outdated and extraneous bylaws.		
244-10-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council grant second reading to Bylaw 2019-13, being a bylaw for the purpose of rescinding outdated and extraneous bylaws.		
245-10-06-19	MOVED by Councillor Dalke that the Town of Sundre Council grant unanimous consent to proceed to a third reading to Bylaw 2019-13, being a bylaw for the purpose of rescinding outdated and extraneous bylaws.		
246-10-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council grant third and final reading to Bylaw 2019-13, being a bylaw for the purpose of rescinding outdated and extraneous bylaws.		
247-10-06-19	MOVED by Councillor Dalke that the Town of Sundre Council approve Policy D-021-00 POL Standard Operations Communications for Community Peace Officer, as presented.		
248-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council approve Policy D-022-00 POL Flagging Dangerous Persons and Properties for Community Peace Officer, as presented.		
249-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council approve funds in the amount of \$28,500 to be used for upgrades to the parking facility located at Lot 9, Block 3, Plan 2723 GW and Lot 8, Block 3, Plan 5664 GI as well as Town owned land at Lot 7, Block, Plan 5664 GI, and that the remaining funds in the amount of \$ 24,000 be transferred into a reserve account for future parking opportunities.		
250-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council direct Administration to bring back a final drawing of the parking lot design for Council's approval.	JA to provide updated design with more RV pull through parking spaces.	Completed
251-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter to Linda Nelson from Deputy Minister of Municipal Affairs Meryl Whittaker on the completion of all non-compliant items identified in the 2018 Municipal Accountability Program (MAP), as information.		
252-10-06-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the Report on Tax Recovery Sale, as information.		

2019 MOTION LOG

Res. #	Council Motion - June 10, 2019 continued	Action	Status
253-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council set a reserve bid of \$250,000 for Lot 16 (S), Block 2, Plan 6122HE, Sundre, AB, and furthermore; The property identified by Roll No. 273.000 will be offered for sale by public auction, at the Town Office on Wednesday, October 9th, 2019 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore; A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.		
254-10-06-19	MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of \$540,000 for Lot 1, Block D, Plan 7447ER, Sundre, AB, and furthermore; The property identified by Roll No. 603.000 will be offered for sale by public auction, at the Town Office on Wednesday, October 9th, 2019 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore; A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.		
255-10-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council set a reserve bid of \$1,000,000 for SW ¼ Sec10-33-5-W5M, Sundre, AB, and furthermore; The property identified by Roll No. 2300.000 will be offered for sale by public auction, at the Town Office on Wednesday, October 9th, 2019 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore; A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.		
256-10-06-19	MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of \$550,000 for Lot 1, Block 1, Plan 1310480, Sundre, AB, and furthermore; The property identified by Roll No. 4601.000 will be offered for sale by public auction, at the Town Office on Wednesday, October 9th, 2019 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore; A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.		
257-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the report and the attached Schedule” A” on Archving Bylaws, as information.		
258-10-06-19	MOVED by Councillor Warnock that the Town of Sundre Council approves the requests to relax Noise Bylaw 818, and Bylaw 763, Section 33 – Use of Firearms, Weapons and Fireworks, and Section 6 – Discharging of a Weapon for the following events: 1. Sundre Rodeo and Race Association Pro Rodeo weekend event, June 21st through June 23th 2019; 2. Historical Society Canada Day Fireworks Display and Annual Car Show July 1, 2019; and 3. The Home Church Block Party on July 20, 2019 and August 10, 2019.		

2019 MOTION LOG

Res. #	Council Motion - June 10, 2019 continued	Action	Status
259-10-06-19	MOVED by Councillor Isaac that the Town of Sundre Council approves the allocation of \$22,172.70 of operational funds to the Fire Donations Restricted Surplus Account.		
260-10-06-19		0	
261-10-06-19	MOVED by Councillor Warnock that Council go into closed meeting at 8:31 p.m.		
262-10-06-19	MOVED by Councillor Wolfe that Council return to open meeting at 9:27 p.m.		
263-10-06-19	MOVED by Councillor Warnock being that the agenda matters have been concluded the meeting adjourned at 9:27 p.m.		
June 24, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
264-24-06-19	MOVED by Councillor Funke that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2019-12, being a Bylaw to Amend Schedule "A", the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Public Service District (PS) to Central Commercial District (C-1).		
265-24-06-19	MOVED by Councillor Preston that the Agenda be approved as amended with the following changes: Add 5.2 delegation - Mayor John Rimmer, Town of Caroline.		
266-24-06-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on June 10, 2019 be approved as presented.		
267-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council thank Ms. Karen Tubb for attending the Council meeting and accept the Sundre Library review Engagement for 2018, as information.		
268-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council thank Mayor Rimmer for attending the Council meeting and accept the Waste to Energy (W2E) presentation as information, and direct Administration to write a letter of "interest" to the Village of Caroline.	Direction - write a letter of Interest by August 1, 2019 to Town of Caroline.	Completed
269-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council give second reading to Bylaw 2019-12, being a Bylaw to Amend Schedule "A", the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Public Service District (PS) to Central Commercial District (C-1).		
270-24-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council give third and final Reading to Bylaw 2019-12, being a Bylaw to Amend Schedule "A", the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Public Service District (PS) to Central Commercial District (C-1).		
271-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council approve Policy E-004-00-POL Arena User and Ice Allocation Policy, as presented.		
272-24-06-19	MOVED by Councillor Preston that the Town of Sundre Council approve the conceptual design of the downtown parking lot as presented.		
273-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Levels of Service as presented; and direct Administration to hold a Public Open House for feedback on the current Levels of Service, and requested Levels of Service from the citizens of Sundre.	Set Open House for August and September.	Completed

2019 MOTION LOG

Res. #	Council Motion - June 24, 2019 continued	Action	Status
274-24-06-19	MOVED by Councillor Isaac that the Town of Sundre Council approve the Fire Services Sub-Agreement between the Town of Sundre and Mountain View County, as presented.	Provide schedules to Council .	Completed
275-24-06-19	MOVED by Councillor Dalke that the Town of Sundre Council award the following grants to organizations: River Valley School – Outdoor Classroo \$15,000; Sundre & District Museum – Landscape Improvement \$435; Sundre & District Museum – Canada Day \$1500; Wagons west RV Park – Slingshot \$1500; Sundre Rodeo & Race Association – 2019 Rodeo Events \$750; Rusty Brush Arts & Crafts – Sundre Fine Arts Expo \$1000; Play 4 Kidz Sundre – Donation Golf Tournament \$500 Community Gazebo Project \$1,500	LS to send out letters & have monies provided with A/P.	Completed
276-24-06-19	MOVED by Mayor Leslie that the Town of Sundre Council proclaim July 21 to 27, 2019 NATIONAL DROWNING PREVENTION WEEK in the Town of Sundre and do commend its thoughtful recognition to all citizens of the Town of Sundre, in the Province of Alberta.		
277-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council award the Tender for the Main Avenue West Phase 2 Upgrade to UG Excavating Ltd. in the amount of \$1,833,687.01 including contingency.		
278-24-06-19	MOVED by Councillor Dalke that the Town of Sundre Council award the Tender for the Sundre Lagoon Critical Infrastructure Upgrade to CDM Mechanical Ltd. in the amount of \$1,005,820.22.		
279-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council budget for additional project costs in the amount of \$190,000 from the Utilities Life Cycling Restricted Surplus Account.		
280-24-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council direct Administration to set a meeting date with the Bylaw and Policy Review Committee to bring the Council Code of Conduct Bylaw up to date.	Bylaw to be Reviewed by all of Council.	TBD
281-24-06-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Departmental reports for May 2019, as information.		
282-24-06-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Council Committee Report for May 2019 from Deputy Mayor Richard Warnock, as information.		
283-24-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter to Alberta Mayors, Reeves and Council from Kaycee Mandu, Minister of Muncipal Affairs regarding the regulations on liquor consumption in Municipal parks, as information.		
284-24-06-19	MOVED by Councillor Dalke that the Town of Sundre Council go into closed meeting at 7:42 p.m.		
285-24-06-19	MOVED by Councillor Dalke that the Town of Sundre Council return to open meeting at 8:30 p.m.		
286-24-06-19	MOVED by Councillor Wolfe that the Town of Sundre Council being that the agenda matters have been concluded the meeting adjourned at 8:30 p.m.		
September 9, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
287-09-09-19	MOVED by Councillor Isaac that the Agenda be approved as Amended.		
288-09-09-19	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on June 24, 2019, be approved as amended.		

2019 MOTION LOG

Res. #	Council Motion - September 9, 2019 continued	Action	Status
289-09-09-19	MOVED by Councillor Funke that the Town of Sundre Council grant first reading to Bylaw 2019-14, being a bylaw to amend the Land Use Bylaw.		
290-09-09-19	MOVED by Councillor Wolfe that the Town of Sundre Council set October 21, 2019 atfor at 6:00 pm Public Hearing for Bylaw 2019-14, being a bylaw to amend the Land Use Bylaw.		
291-09-09-19	MOVED by Councillor Wolfe that the Town of Sundre Council rescind the outdated and irrelevant policies as outlined in Schedule "A".		
292-09-09-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the verbal report from Manager of Operations Jim Hall as information.		
293-09-09-19	MOVED by Councillor Preston that the Town of Sundre Council approve the following 2019 Grants to Organizations: Sundre & District Chamber of Commerce \$10,000; Sundre Rodeo & Race Association \$5,000; Sundre & District Curling Club \$15,000.	LN or LS provide Grant funding update to Council	Completed
294-09-09-19	MOVED by Councillor Warnock that the Town of Sundre Council appoint Mr. Jon Allen as Clerk of the Intermunicipal Subdivisionfor 3 year ending 2022 and appoint Ms. Luana Smith as Clerk of the Intermunicipal Subdivisionfor for the duration of her employment with the Town or 3 years whichever comes first.		
295-09-09-19	MOVED by Councillor Funke that the Town of Sundre Council proclaim the week of September 23-28, 2019 as "Alberta Development Officer's Week" in the Town of Sundre.		
296-09-09-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Departmental reports for June and July 2019 as information.		
297-09-09-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Council Committee Report for June, July and August 2019 from Councillor Cheri Funke, as information.		
298-09-09-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from Rod Krips, CAO of the Town of Daysland thanking Town of Sundre CAO Linda Nelson and Betty Ann Fountain for their assistance and sharing the Town of Sundre's experience regarding the Municipal Accountability Program.		
299-09-09-19	MOVED by Councillor Isaac that the Town of Sundre authorize Councillor Richard Warnock to put his name forward as for Director to the Alberta Seniors' Housing Committee Association.		
300-09-09-19	MOVED by Councillor Warnock that the Town of Sundre Council direct Administration to provide a report at the September 23, 2019 meeting regarding the proposed funding model for policing	LN to work with C. Funke for Sept. 23	Completed
301-09-09-19	MOVED by Deputy Mayor Warnock that Council go into closed at 6:57 p.m.		
302-09-09-19	MOVED by Councillor Funke that the Town of Sundre Council return to open meeting at 9:05 p.m.		
303-09-09-10	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 9:06 p.m.		

2019 MOTION LOG

September 23, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
304-23-09-19	MOVED by Councillor Dalke that Council go into closed meeting at 5:03 p.m.		
305-23-09-19	MOVED by Councillor Isaac that Council return to open meeting at 5:52 p.m.		
306-23-09-19	MOVED by Councillor Funke that the Agenda be approved as with the following changes: Updated RFD for Agenda Item 8.1; add 9.1 Announcements		
307-23-09-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on September 9, 2019, be approved as presented..		
308-23-09-19	MOVED by Councillor Preston that the Town of Sundre Council thank William Davies of the Sundre & District Historical Society for attending the Council Meeting and accept their presentation as information.		
309-23-09-19	MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2019-15 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "C" Terms of Reference for Vision for Sundre Committee.		
310-23-09-19	MOVED by Councillor Isaac that the Town of Sundre Council give second reading to Bylaw 2019-015 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "C" Terms of Reference for Vision for Sundre Committee.		
311-23-09-19	MOVED by Councillor Funke that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2019-15 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "C" Terms of Reference for Sundre Committee.		
312-23-09-19	MOVED by Councillor Wolfe that the Town of Sundre Council give third reading to Bylaw 2019-15 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "C" Terms of Reference for Vision for Sundre Committee.		
313-23-09-19	MOVED by Councillor Funke that the Town of Sundre Council support the 12 items identified as concerns for the proposed costing model presented by the Government, and that the 12 items form the basis of our submission to the Government.	CA to report to committee. CA to do survey.	Completed
314-23-09-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the 2019 2 nd Quarter Financial Reports, as information.	CA to provide spreadsheet showing Cash Balances for RSA	Completed discussed at Fall Workshop
315-23-09-19	MOVED by Councillor Wolfe that the Town of Sundre Council approves the transfer of \$194,982.83 of Shared Fire – Capital Restricted Surplus Account funds to Mountain View County.	CA to send funds to MVC.	Completed
316-23-09-19	MOVED by Councillor Funke that the Town of Sundre Council accept the announcements presented by Chief Administrative Officer, Linda Nelson as information.		
317-23-09-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the Report to Council for July, August and September 2019, from Mayor Terry Leslie as information.		
318-23-09-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the Council Committee Report for June, July and August 2019 from Deputy Mayor Richard Warnock, as information.		
Res. #	Council Motion - September 23, 2019 continued	Action	Status
319-23-09-19	MOVED by Councillor Isaac that Council go into closed meeting at 7:00 p.m.		
320-23-09-19	MOVED by Councillor Funke that Council return to open meeting at 8:21 p.m.		

2019 MOTION LOG

321-23-09-19	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:21p.m.		
October 7, 2019 Regular Council Meeting			
Res. #	Council Motion	Action	Status
322-07-10-19	MOVED by Councillor Dalke that the Agenda be approved as presented.		
323-07-10-19	MOVED by Councillor Isaac that the Minutes of the Regular Meeting of Council held on September 23, 2019, be approved as presented.		
324-07-10-19	MOVED by Councillor Warnock that Council go into closed meeting at 6:01 p.m.		
325-07-10-19	MOVED by Councillor Preston that Council return to open meeting at 6:25 p.m.		
326-07-10-19	MOVED by Councillor Wolfe that the Town of Sundre Council thank Mr. Brian Hennings, General Counsel, of EQUUS REAL LTD. for attending the Council Meeting and accept their presentation as information.		
327-07-10-19	MOVED by Councillor Funke that the Town of Sundre Council uphold the taxes as levied which were applied consistent with the Town of Sundre Bylaws and Provincial Legislation governing assessment and taxation of land by municipalities in Alberta.	LS inform Mr. Reicker & Auction still on Oct. 9, 2019	Completed
328-07-10-19	MOVED by Councillor Funke that the Town of Sundre Council sets the FortisAlberta Franchise Fee to 10% effective January 1, 2020 with the entire amount to be placed in the Infrastructure Reserve account allocated to the wastewater upgrades. DEFEATED		
329-07-10-19	MOVED by Councillor Warnock that the Town of Sundre Council sets the FortisAlberta Franchise Fee to 10% effective January 1, 2020.	CA to put into budget	Completed
330-07-10-19	MOVED by Councillor Isaac that the Town of Sundre Council give approval for Administration to purchase 2 tables of 8 at a cost of \$700.00 to attend the 2019 Sundre Hospital Legacy Gala, November 9, 2019; funds to be allocated from the Council discretionary budget donations.		
331-07-10-19	MOVED by Councillor Isaac that the Town of Sundre Council approve and support the Letter to the Minister of Justice and Solicitor General on the proposed Costing Model for Policing with the addition of a Means Test as one of the requests.	LN & CA to create letter to bring back to Council	Completed
332-07-10-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for August 2019, as information.		
333-07-10-19	MOVED by Councillor Dalke that Council go into closed meeting at 7:40 p.m.		
334-07-10-19	MOVED by Councillor Wolfe that Council return to open meeting at 8:14 p.m.		
335-07-10-19	MOVED by Councillor Warnock that Municipal Lawyers have suggested that it is considered best practice for all municipal councils to receive orientation and training half way through their terms, therefore, the Town of Sundre Council directs the CAO to set up a training and orientation session for Council, by a lawyer, who practices and is an expert in Governance Law, and that all of Council must attend.	LN & LS to set up session	January 2020 (Date T
336-07-10-19	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:15 p.m.		

2019 MOTION LOG

October 21, 2019 Council Organizational Meeting			
Res. #	Council Motion	Action	Status
337-21-10-19	MOVED by Councillor Warnock that the Town of Sundre Council accept Council Procedural Bylaw 2019-01 as information. (Define Point of Privilege)	<i>LS Section 6.0 (6.3) to read "Regular Meetings of Council shall be held every second Monday or as recommended by Council at the annual Organizational Meeting in October."</i>	<i>Dec. 16, 2019 RCM</i>
338-21-10-19	MOVED by Councillor Preston that the Town of Sundre Council accept Council Code of Conduct Bylaw 2017-15 as information.		
339-21-10-19	MOVED by Councillor Preston that the Town of Sundre Council approve the Deputy Mayor's Schedule as follows to be reviewed at the October 2020 Organizational meeting: Councillor Funke, October 2019 - April 2020; Councillor Dalke, April 2020 - October 2020; Councillor Preston, October 2020 - April 2021; Councillor Wolfe, April 2021 - October 2021.		
340-21-10-19	MOVED by Councillor Dalke that the Town of Sundre Council provide and approve the Council Meeting dates for the 2020 Meeting Calendar, as amended.	<i>Leg. Serv. to update calendar dates</i>	<i>Completed</i>
341-21-10-19	MOVED by Councillor Wolfe that the Town of Sundre Council, during the Organizational Meeting of October 21, 2019, moves to appoint Council Members to the Committees and Boards identified on the 2019 - 2020 Council Committees and Boards Listing for a one-year term, or as otherwise stated.	<i>Leg. Serv. to update Councillor names to committees, boards & associations</i>	<i>Completed</i>
342-21-10-19	MOVED by Councillor Funke that the Town of Sundre Council appoint Mrs. Patricia Toone to the Parkland Regional Library Board until the organizational meeting in 2020.	<i>Leg. Serv. to advise Parkland Regional Library of appointment</i>	<i>Completed</i>
343-21-10-19	MOVED by Councillor Preston that the Town of Sundre Council appoint the following members to the Vision for Sundre Committee for a term of two years: Jacquie Bargholz, Mike Beukeboom, Jim Ekland, Ken Harris, Tom Mennear, Colleen Prail, Monica St. Dennis, Chris Vardas, Moe Fahey.	<i>Leg. Serv. to advise members of appointment</i>	<i>Completed</i>
344-21-10-19	MOVED by Councillor Wolfe to adjourn the October 21, 2019 Organizational Meeting of Council, and proceed to conduct the Regular Council Meeting at 6:22 p.m.		

2019 MOTION LOG

October 21, 2019 Council Regular Meeting			
Res. #	Council Motion	Action	Status
345-21-10-19	MOVED by Councillor Wolfe that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2019-14 as amended, being a Bylaw to amend Land Use Bylaw 2018-10, with administrative revisions to Parts One, Two, Three and Four, and Schedule "A" the Land Use Map.		
346-21-10-19	MOVED by Councillor Dalke That the Agenda be approved as presented.		
347-21-10-19	MOVED by Councillor Warnock That the Minutes of the Regular Meeting of Council held on October 7, 2019, be approved as amended.	<i>Leg. Serv. To amend Motion: 331-07-10-19 remove from motion "and direct Administration to bring back a letter to the Minister of Municipal Affairs regarding taxation of cannabis facilities."</i>	<i>Completed. No action required, AB Government has put new Taxation in place for 2020.</i>
348-21-10-19	MOVED by Councillor Funke That the Town of Sundre Council thank Mrs. Pat Toone for attending the Council meeting and her presentation as information.		
349-21-10-19	MOVED by Councillor Dalke That the Town of Sundre Council approve the 2020 Parkland Regional Library requisition of \$8.55 per capita. DEFEATED		
350-21-10-19	MOVED by Councillor Funke That the Town of Sundre Council give second reading to Bylaw 2019-14 with amendments being a bylaw to amend Land Use Bylaw 2018-10.		
351-21-10-19	MOVED by Councillor Wolfe That the Town of Sundre Council give third and final reading to Bylaw 2019-14 as amended being a bylaw to amend Land Use Bylaw 2018-10.	<i>P & D to amend Bylaw as directed.</i>	<i>Completed</i>
352-21-10-19	MOVED by Councillor Warnock That the Town of Sundre Council give first reading to Bylaw 2019-16 "Snow Removal Bylaw", with amendments being a Bylaw to control the removal of snow and ice.		
353-21-10-19	MOVED by Councillor Isaac That the Town of Sundre Council give second reading to Bylaw 2019-16 "Snow Removal Bylaw", with amendments being a Bylaw to control the removal of snow and ice.		
354-21-10-19	MOVED by Councillor Preston That the Town of Sundre Council give unanimous consent for third reading Bylaw 2019-16 "Snow Removal Bylaw", with amendments being a Bylaw to control the removal of snow and ice.		
355-21-10-19	MOVED by Councillor Wolfe That the Town of Sundre Council give third reading to Bylaw 2019-16 "Snow Removal Bylaw", with amendments being a Bylaw to control the removal of snow and ice.	<i>Leg. Serv. to amend bylaw as directed.</i>	<i>Completed</i>
356-21-10-19	MOVED by Councillor Preston That the Town of Sundre Council accept the Exhibits Controls for Community Peace Officer Policy D-023-00-POL as presented.		

2019 MOTION LOG

Res. #	Council Motion - October 21, 2019 continued	Action	Status
357-21-10-19	MOVED by Councillor Warnock That Council approve the following 2019 Grants to Organizations with a \$1500 grant for Sundre Daycare: Program Enhancement (Field Trips): Sundre & District Chamber of Commerce: Rental of Performing Arts Centre \$600; Sundre Municipal Library: Movie Nights \$588; Sundre Hospital Futures: Rental of Community Centre for Gala \$751.60; Sundre West Country Centre: Sound System Improvements and Floor recovering \$3870; Main Ave Kidz Club: Program Supplies for the Before & After School \$500; Sundre Daycare: Program Enhancement (Field Trips) \$1500; B.S. Productions: Support for Live Theatre Production (Matilda) \$700; Greenwood Neighbourhood Place: Needs Assessment Project \$5000; Winter In-door-Walking Group: Use of community gym \$413; Sundre & District Historical Society: Repair Chimney on Ranger Station \$2000; Red Deer River Watershed Alliance - Funds to host event in Sundre \$500; Sundre Motor Inn - Exterior Improvement & Landscaping \$5000.	Leg. Serv. to send letters to applicants.	Completed
358-21-10-19	MOVED by Councillor Isaac That the Town of Sundre Council accept the Departmental Reports for September 2019, as information.		
359-21-10-19	MOVED by Councillor Preston That the Town of Sundre Council accept the written and verbal Council Committee Report from Councillor Richard Warnock as information.		
360-21-10-19	MOVED by Councillor Funke That the Town of Sundre Council accept Mayor's Report from September 17-October 15, 2019 as information.		
361-21-10-19	MOVED by Councillor Isaac That the Town of Sundre Council accept the correspondence from Gary Sandberg, Assistant Deputy Minister of Municipal Affairs regarding the 2018 Municipal Indicator Report, stating that the Town of Sundre did not trigger any of the 13 indicators and was deemed to be "not at risk."		
362-21-10-19	MOVED by Councillor Funke that Council go into closed meeting at 7:40 p.m.		
363-21-10-19	MOVED by Councillor Warnock that Council return to open meeting at 8:37 p.m.		
364-21-10-19	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:37 p.m.		
November 18, 2019 Council Regular Meeting			
Res. #	Council Motion	Action	Status
365-18-11-19	MOVED by Councillor Isaac that the Agenda be approved as presented.		
366-18-11-19	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on October 21, 2019, be approved as presented.		
367-18-11-19	MOVED by Councillor Isaac that the Town of Sundre Council thank Ms. Tubb for attending the Council meeting and accept her presentation on the Sundre Municipal Library, as information.		
368-18-11-19	MOVED by Councillor Warnock that the Town of Sundre Council support Administrations recommendation to utilize existing Council training budgets for resolution #335-07-10-19.	LN to set up Council Training for 2020	TBD - see 335-07-10-19
369-18-11-19	MOVED by Councillor Dalke that the Town of Sundre Council appoint Pat Toone to the Sundre Municipal Library Board for a three-year term ending at the Organizational meeting in October 2022.	LS to send letters to members & Board	Completed Nov. 25/19

2019 MOTION LOG

Res. #	Council Motion - November 18, 2019 continued	Action	Status
370-18-11-19	MOVED by Councillor Wolfe that the Town of Sundre Council appoint Lynda Lyster to the Sundre Municipal Library Board for a two-year term ending at the Organizational meeting in October 2021.	LS to send letters to members & Board Chair	Completed Nov. 25/19
371-18-11-19	MOVED by Councillor Wolfe that the Town of Sundre Council approves a per gigajoule credit to be applied on utility bills issued in December 2019 for natural gas consumption used in November 2019. The per gigajoule rebate rate is dependent upon the total number of gigajoules sold.	CA direct staff on decision & to bring to Spring Workshop each year.	Completed, bring back annually to Council
372-18-11-19	MOVED by Councillor Preston that the Town of Sundre Council accept the 2019 3rd Quarter Financial Reports, as information.		
373-18-11-19	MOVED by Councillor Dalke that the Town of Sundre Council amend Resolution 124-18-03-19 for the 2019 Four-Year Operating Budget and Ten-Year Capital Plan with total expenditures of \$8,719,052, \$8,961,138, \$9,482,619, \$9,662,068 and total operational revenues of \$5,103,313, \$5,165,621, \$5,224,336, \$5,282,862 in 2019, 2020, 2021 and 2022 respectively; with the remaining \$3,615,739, \$3,795,518, \$4,258,283, \$4,379,206 in 2019, 2020, 2021, 2022 respectively to be funded through taxation, Fortis Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts where identified.	LS to have updated minutes signed with changes. CA to provide to auditors.	Completed Nov. 21/19
374-18-11-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Departmental Reports for October 2019, as information.		
375-18-11-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Council Committee Reports from Councillor Cheri Funke for September and October 2019, as information.		
376-18-11-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Committee Reports from Councillor Paul Isaac for September 2019, as information.		
377-18-11-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Report from Mayor Terry Leslie from October 15 to November 15, 2019, as information.		
378-18-11-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the Council Committee Report from Councillor Charlene Preston from June 20 to November 2, 2019, as information.		
379-18-11-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the correspondence from Minister Jeremy Nixon regarding the Tobacco and Smoking Reduction Act (TSRA) review, as information.		
380-18-11-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Parkland Regional Library Report from Pat Toone for the October 12, 2019 meeting as information.		
381-18-11-19	MOVED by Councillor Preston that the Town of Sundre Council accept the Committee Meeting Appointments from Mountain View County as information.		
382-18-11-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the Committee Meeting Appointments from Town of Carstairs as information.		
383-18-11-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Municipal Area Partnership Appointment from Town of Olds as information.		
384-18-11-19	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from the Sundre Municipal Library regarding painting of a mural on the emergency exit of the Library door as information.		

2019 MOTION LOG

Res. #	Council Motion - November 18, 2019 continued	Action	Status
385-18-11-19	MOVED by Councillor Warnock that Council go into closed meeting at 7:16 p.m.		
386-18-11-19	MOVED by Councillor Warnock that Council return to open meeting at 10:19 p.m.		
387-18-11-19	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 10:20 p.m.		
December 2, 2019 Council Regular Meeting			
Res. #	Council Motion	Action	Status
388-02-12-19	MOVED by Councillor Wolfe that the Agenda be approved as amended with the following changes: Add item 12.4 Christmas Greeting; and supplemental items to 8.2 and 12.2.		
389-02-12-19	MOVED by Councillor Dalke that the Minutes of the Regular Meeting of Council held on November 18, 2019, be approved as presented.		
390-02-12-19	MOVED by Councillor Warnock that the Town of Sundre Council thank Mr. Preston Seier and Jonilei Cardona for attending the Council meeting and accept their presentation on TC Energy as information.	JA Send list of local accommodations to TC Energy.	
391-02-12-19	MOVED by Councillor Warnock that the Town of Sundre Council give first reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "D" Terms of Reference for the Sundre Tourism Association Committee (Ad-Hoc).		
392-02-12-19	MOVED by Councillor Preston that the Town of Sundre Council give second reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "D" Terms of Reference for the Sundre Tourism Association Committee (Ad-Hoc).		
393-02-12-19	MOVED by Councillor Funke that the Town of Sundre Council give unanimous consent for a third reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "D" Terms of Reference for the Sundre Tourism Association Committee (Ad-Hoc).		
394-02-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give third reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "D" Terms of Reference for the Sundre Tourism Association Committee (Ad-Hoc).		
395-02-12-19	MOVED by Councillor Warnock that the Town of Sundre Council approves a Cost of Living Allowance adjustment of 1.60% to be applied to the 2019 approved salary grid, effective January 1, 2020.	CA to implement	
396-02-12-19	MOVED by Councillor Dalke that the Town of Sundre Council accept the resignation of Councillor Funke as Deputy Mayor and amend motion 339-21-10-29 by removing the name Councillor Funke from the list of appointments; and that Councillor Dalke be appointed as Deputy Mayor until the organizational meeting in 2020.		
397-02-12-19	Moved by Councillor Dalke that the Town of Sundre Council appoint Jodi Orr to the Sundre Municipal Library Board for a three-year term ending at the Organizational meeting in 2022.	LS to send letters	Completed Dec. 3, 2019
398-02-12-19	MOVED by Councillor Wolfe that that the Town of Sundre Council approve the request to accommodate the rental fee of the Community Centre Gym for the Magic of Christmas, Sundre Santa's for December 13, 14 and 15, 2019 in the amount of \$338.21 from the Council Discretionary Budget.	CA & Comm. Services	
399-02-12-19	MOVED by Councillor Warnock that the Town of Sundre Council appoint the following members to the Sundre Tourism Association Committee (Ad-Hoc): Brenda Holder, Mike Beukeboom, Ken Harris and Chris Vardas; and Councillor Todd Dalke.		

2019 MOTION LOG

Res. #	Council Motion - December 2, 2019 continued	Action	Status
400-02-12-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the correspondence from Sean Bonneteau, Director Law Enforcement Standards and Audits, confirming the Town of Sundre is in compliance with the Peace Officer Act, Peace Officer Regulations, Peace Officer (Ministerial) Regulations and the Program's Policy and Procedures Manual, as information.		
401-02-12-19	MOVED by Councillor Funke that the Town of Sundre Council accept the correspondence from the Delbert G. Bezzer, Federation O&M Evaluator of the Federation of Alberta Gas Co-ops Ltd. confirming the Town of Sundre is in compliance regarding the 2019 O&M Audit, as information.		
402-16-12-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the correspondence from Alberta Municipal Affairs Minister Kaycee Madu regarding changes to the Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) requirements and Q&A reference, as information.		
403-02-12-19	MOVED by Councillor Dalke that the Town of Sundre Council approve and sign a Christmas greeting to be included in the December Town Newsletter.		
404-02-12-19	MOVED by Councillor Isaac that Council go into closed meeting at 6:59 p.m.		
405-02-12-19	MOVED by Councillor Warnock that Council return to open meeting at 8:44 p.m.		
406-02-12-19	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:45 p.m.		
December 16, 2019 Council Regular Meeting			
Res. #	Council Motion	Action	Status
407-16-12-19	MOVED by Councillor Wolfe that the Agenda be approved as presented.		
408-16-12-19	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on December 2, 2019, be approved as presented.		
409-16-12-19	MOVED by Councillor Isaac that the Town of Sundre Council thank the members of Sundre Minor Hockey for attending the Council meeting and accept their presentation on the 2020 Bantam Provincial Championship as information.	<i>LN coordinate staff for SMH, Pancake Breakfast, Opening Ceremonies & Banquet, in-kind for ice & community centre & boardroom, swag.</i>	
410-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2019-21 being a bylaw to set fees and charges for municipal services for the Town of Sundre for 2020.		
411-16-12-19	MOVED by Councillor Wolfe that the Town of Sundre Council give second reading to Bylaw 2019-21 being a bylaw to set fees and charges for municipal services for the Town of Sundre for 2020.		
412-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2019-21 being a bylaw to set fees and charges for municipal services for the Town of Sundre for 2020.		
413-16-12-19	MOVED by Councillor Warnock that the Town of Sundre Council give third and final reading to Bylaw 2019-21 being a bylaw to set fees and charges for municipal services for the Town of Sundre for 2020.		
414-16-12-19	MOVED by Councillor Warnock that the Town of Sundre Council give first reading to Bylaw 2019-22 being a bylaw to establish certain election procedures.		
415-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give second reading to Bylaw 2019-22 being a bylaw to establish certain election procedures.		

2019 MOTION LOG

Res. #	Council Motion - December 16, 2019 continued	Action	Status
416-16-12-19	MOVED by Councillor Preston that the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2019-22 being a bylaw to establish certain election procedures.		
417-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2019-22 being a bylaw to establish certain election procedures.		
418-16-12-19	MOVED by Councillor Wolfe that the Town of Sundre Council give first reading to Bylaw 2019-17 being a bylaw to amend the Land Use Bylaw and set Monday, January 2019 at 6:00 PM for a Public Hearing to Bylaw 2019-17 Land Use Bylaw Amendment.		
419-16-12-19	MOVED by Councillor Preston that the Town of Sundre Council give first reading to Bylaw 2019-23 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "E" Terms of Reference for the Sundre Emergency Management Advisory Committee.		
420-16-12-19	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "E" Terms of Reference for the Sundre Emergency Management Advisory Committee.		
421-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2019-19 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by adding Schedule "E" Terms of Reference for the Sundre Emergency Management Advisory Committee. DEFEATED	LS to take to Jan. 6, 2020 RCM for 3rd & Final reading	January 6, 2020 RCM
422-16-12-19	MOVED by Councillor Dalke that the Town of Sundre Council re-affirms the adoption of the 2019-2022 Four-Year Operating Budget and 2020-2029 Ten-Year Capital Plan as amended, with total expenditures of \$8,834,964, \$9,210,968, \$9,590,098 and total operational revenues of \$5,155,621, \$5,214,336, \$5,272,862 in 2020, 2021 and 2022 respectively. With the remaining \$3,679,343, \$3,996,632 and \$4,317,236 in 2020, 2021, and 2022 respectively to be funded through taxation, Fortis Alberta Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts were identified.		
423-16-12-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Department Reports for November 2019, as information.	JH to provide info on lead pipes	January 6, 2020 RCM
424-16-12-19	MOVED by Councillor Funke that the Town of Sundre Council accept the Council Committee Report from Councillor Richard Warnock from October and November 2019, as information.		
425-16-12-19	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Council Committee Report from Councillor Cheri Funke for November 2019, as information.		
426-16-12-19	MOVED by Councillor Warnock that the Town of Sundre Council accept the correspondence on the 2019 Audit Plan and Engagement Letter from Price Watershouse Cooper LLP, as information.	LN & TL to sign	
427-16-12-19	MOVED by Councillor Isaac that the Town of Sundre Council accept the Snow Clearing Map and Information brochure, as information.	JA/CM Put on website and Town App	
428-16-12-19	MOVED by Councillor Isaac that the Town of Sundre accept the correspondence from Alberta Municipal Affairs Minister Kaycee Madu regarding MSI Funding allocations for 2020 and 2021.		
429-16-12-19	MOVED by Councillor Dalke that Council go into closed meeting at 7:23 p.m.		
430-16-12-19	MOVED by Councillor Wolfe that Council return to open meeting at 9:11 p.m.		
431-16-12-19	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 9:14 p.m.		

December 9, 2019

Dr. Verna Yiu
President & CEO
Seventh Street Plaza
14th Floor, North Tower
10030 – 107 Street NW Edmonton, Alberta T5J 3E4

E-mail: ahs.corp@ahs.ca

Dear Dr. Yiu,

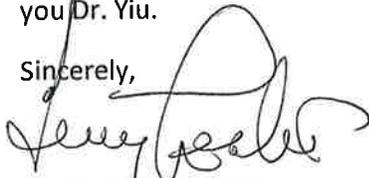
Thank you so much for your letter October 29, 2019. You have addressed the community concerns stated in my letter to you October 4, 2019. I appreciate very much that you took the time to address each of these concerns, and explain, clarify and outline plans to address each concern and issue.

I believe the strength of a relationship is often characterized by the willingness of people to have difficult conversations about challenges and expectations, then outline the steps necessary to bring ideas forward, for a better path in the future. I thank you for your background clarification, the statistical evidence you provided to address our concerns, and your willingness to speak with an individual patient and family, to bring clarity and facts forward, so we might all have a better picture of some of the issues AHS doesn't get the opportunity to explain.

Your Central Zone team has reached out and we will be meeting in the new year. I am confident that we will all be working better together in our future, to continuously improve AHS services in our community. I also believe our relationship is stronger now because we all worked to deal with community concerns directly, and again, I thank you so much for all your dedication and hard work with your team, to work with us.

From all of us here in Sundre, I wish you the merriest of Christmases and the very best in the New Year. This is often the time of year when we may take some time to reflect on all that is good with the world. I am personally grateful for the time you have spent with your team, working with my community. Thank you Dr. Yiu.

Sincerely,



Terry Leslie, Mayor

Cc. Richard Warnock, Peggy Johnson, Gerald Ingeveld, Jason Nixon, Tyler Shandro

December 3, 2019

cares.program@gov.ab.ca

RE: Community Regional Economic Support (CARES) Program

Dear selection committee

The Town of Sundre recently applied for funding under the CARES Program for the Winter 2019 Intake 6 for a Tourism Investment Attraction Strategy.

The supporting documentation regarding matching funds was not included in the package and is being provided to you within this letter.

The Town of Sundre has set aside \$12,500 to be allocated for tourism promotion which is the matching funds for the Tourism Investment Attraction Strategy.

If you require additional information, please contact our Legislative Services Department at (403) 638-3551, ext. 114 or Economic Development Officer Jon Allan at (403) 638-3551, ext. 111.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
Town of Sundre

/file

December 3, 2019

Jodi Orr
Box 5, Site 118, RR 3
Sundre, AB T0M 1X0

jorrdarr13@yahoo.com

Re: Appointment to the Sundre Municipal Library Board

Dear Ms. Orr

The Town of Sundre Council was presented with a recommendation to appointment you to the Sundre Municipal Library Board at the December 2, 2019 Regular Council Meeting.

Below is the resolution relating to the appointment:

Res. 397-02-12-19

Moved by Councillor Dalke that the Town of Sundre Council appoint Jodi Orr to the Sundre Municipal Library Board for a three-year term ending at the Organizational meeting in 2022.

The motion was carried unanimously.

If you require additional information, please contact our Legislative Services Department at (403) 638-3551, ext. 114.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
Town of Sundre

/file

Cc: Karen Tubb, Library Administrator

December 3, 2019

Vision for Sundre Committee Members
Sent via email

Re: Appointment to the Sundre Tourism Association Committee (Ad-Hoc)

Dear Committee Members:

The Town of Sundre Council was presented with recommendations to appointment members to the Sundre Tourism Association Committee (Ad-Hoc) at the December 2, 2019 Regular Council Meeting.

Below is the resolution relating to the appointments:

Res. 399-02-12-19

MOVED by Councillor Warnock that the Town of Sundre Council appoint the following members to the Sundre Tourism Association Committee (Ad-Hoc):

Brenda Holder, Mike Beukeboom, Ken Harris, Chris Vardas and Councillor Todd Dalke.

The motion was carried unanimously.

Council also approved Bylaw 2019-19 by adding Schedule "D" Terms of Reference for the Sundre Tourism Association Committee (Ad-Hoc). The Terms of Reference are attached for your review and information.

If you require additional information, please contact our Legislative Services Department at (403) 638-3551, ext. 114.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
Town of Sundre

/file



DEPARTMENTAL REPORT

DEPARTMENT: Corporate Services
SUBMITTED BY: Chris Albert
DATE: January 15, 2020
FOR YEAR OF: 2019

RESOLUTIONS/SUCCESSSES #1: The second year of the new four-year budgeting cycle was completed in December 2019 with Council's re-adoption of the remaining budget years with minor updates. Departments worked diligently on their original projections and this was proven effective this year, thus allowing Administration to come very close to Council's direction of maintaining a cost increase equivalent to the inflation rate establish by Statistics Canada and not decreasing the level of service to the community. Throughout the year Council and Administration held a number of workshops, as well as two Level of Service Open Houses, to ensure a comprehensive understanding of the community needs.

RESOLUTIONS/SUCCESSSES #2: Grants / Finance Coordinator - A local resident with accounting experience, good analytical and research skills, a love of the community and a strong work ethic was ultimately selected and joined our team on Sept 3/19. The coordinator has developed an initial "Grant Library", containing information on available grants for both the Town and Community Non-Profit Groups. In 2020, we will be reaching out to community groups to see how this information may assist them and how we can keep them apprised of grant opportunities.

RESOLUTIONS/SUCCESSSES #3: Front End Administrative Assistant - Another local resident with proven customer service skills, a helpful attitude and a desire to see the organization meet its collective goals, joined our team in February 2019. This allowed a hard-working member of the team to transition to another department and begin taking on new challenges.

RESOLUTIONS/SUCCESSSES #4: The audit of the 2018 fiscal year was completed on time in April 2019 and the resulting 2018 Financial Statements were filed with the Province ahead of the May 1, 2019 deadline. The audit process went very smooth with no un-resolved concerns identified by the auditors. The preliminary audit procedures for the 2019 fiscal year began in November 2019 and will progress into 2020.

RESOLUTIONS/SUCSESSES #5: A project to re-write all job description organization wide was undertaken, with the goal to ensure descriptions were accurate and relevant while removing duplication and improving efficiencies. Descriptions are now more appropriate for current circumstances and are consistent across a department and the organization.

RESOLUTIONS/SUCSESSES #6: Annual tax and assessment notices to all property owners were sent out in April 2019. This is the earliest mail out of notices in the memory of the Tax Department. Establishing a tax rate bylaw and issuing the notices as soon as possible in the year allows property owners sufficient time to review and understand the information presented, as well as plan their finances, prior to the June 30th payment deadline.

RESOLUTIONS/SUCSESSES #7: The Town entered into a collaborative grant application with the Town of Innisfail to have GIS Informational Databases, Munisight, developed on a trial basis for both towns. Once complete, Munisight has the potential to provide up-to-date land title, development, infrastructure, asset management and tax information in one centralized system. The first phase of incorporating land title, development and tax information has been completed and members of various departments have been trained on multiple aspects of the system. Administration will continue to evaluate the system throughout the remaining phases of the trial into 2020.



DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Betty Ann Fountain, Development Officer
DATE	January 15, 2020
FOR MONTH OF	December (year-end) 2019

TOPIC #1	Development and Building Permits (Year in Review 2019)
ISSUES:	<ul style="list-style-type: none"> • Development Permits – 43 • Building Permits – 33 • Electrical Permits – 36 • Gas Permits – 10 • Plumbing Permits – 5
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Discretionary Development Permits included: <ul style="list-style-type: none"> ➤ Change of Use for Cannabis Retail, Accessory Suite, Home Occupation – Major, 24 Unit Apartment Building. • Permitted Development Permits included: <ul style="list-style-type: none"> ➤ Commercial Development (west side), Home Occupation – Minor, Signs, Residential Improvements, Office Complex (Candre), 3 Single Detached Dwellings. • Electrical, Gas and Plumbing Permits issued for a variety of projects – residential, commercial and industrial.
TOPIC #2	Real Property Reports (RPRs)
ISSUES:	<ul style="list-style-type: none"> • RPRs - 16
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • RPRs requested to facilitate the sale of property. Assisted property owners to solve non-compliant issues.
TOPIC #3:	Subdivision
ISSUES:	<ul style="list-style-type: none"> • 4 subdivision applications were received and processed: <ul style="list-style-type: none"> ➤ 2019-SD-001 Town of Sundre/IGA boundary adjustment for ER lands adjacent to IGA; ➤ 2019-SD-002 Langmead (withdrawn); ➤ 2019-SD-003 Totem Golf & Developments boundary adjustment (west side of golf course); ➤ 2019-SD-004 Town of Sundre/Strathmore Lakes Estates land sale and boundary adjustment and creation of ER parcel to accommodate 24-unit apartment dwelling on 3 Street SW.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • All but one (2019-SD-002 withdrawn by applicant) were endorsed and registered with the Land Titles Office.

TOPIC #4:	Re-designations (amendments to the Land Use Bylaw Map)
ISSUES:	<ul style="list-style-type: none"> • Prepared Bylaw 2019-04 a Bylaw to redesignate 0.106 ha from Public Service District to Central Commercial District (IGA Parking Lot); • Prepared Bylaw 2019-08 to redesignate a portion of the Sundre Golf Club lands from Urban Reserve District to Public Service District; • Prepared Bylaw 2019-12 to redesignate ±0.393 ha of lands from Public Service District to Central Commercial District to accommodate the construction of a 24 unit apartment building on 3rd Street.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Public Hearings held for all Bylaws. Council adopted all 3 Bylaws.
TOPIC #5:	Land Use Bylaw
ISSUES:	<ul style="list-style-type: none"> • Prepared Bylaw 2019-14 an amendment to Land Use Bylaw 2018-10 for housekeeping and creation of new land use district to address unique development opportunity for Eagle Ridge ASP area; • Prepared Bylaw 2019-17 to Council for 1st reading December 16. The Bylaw addresses amendments to Section 9 – landscaping regulations of LUB 2018-10, clarification of regulations of the new Unique Residential District (R-1A), and general housekeeping amendments for consistency of definitions, and permitted and discretionary uses in residential, commercial and industrial districts; • Preparation of a Downtown and Highway Corridor Enhancement Strategy ongoing (1st step to implement a new Downtown Overlay District to be reviewed by Vision for Sundre Committee before presenting to Council as bylaw amendment in 2020).
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Bylaw 2019-14 amendments to Land Use Bylaw 2018-10 adopted by Council, October 21st; • Bylaw 2019-17 to Council (Public Hearing) January 20, 2020; • Preparation of Downtown Overlay ongoing.
TOPIC #6:	Intermunicipal
ISSUES:	<ul style="list-style-type: none"> • A number of IDP Workshops/Meetings held with members of ICC and County Administration throughout 2019. • Review and evaluation of MVC applications for redesignation (2), development permit (6) and subdivision (1) affecting the IDP area that were referred to the Town for comment.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Review and update to IDP continues to build and improve transparency and improve our relationship with MVC. • The review of applications referred from MVC to the Town for comment within the IDP area ensures transparency and good planning for lands adjacent to the Town.
TOPIC #7:	Infrastructure Services
ISSUES:	<ul style="list-style-type: none"> • Draft Master Servicing Study prepared by CIMA with input from Administration.

RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Provides an updated framework to address municipal servicing (sewer, water, gas, stormwater management and roads to accommodate future growth of Town and to develop updated Off-site levies.
TOPIC # 7:	Administrative
ISSUES:	<ul style="list-style-type: none"> Filing Projects – ongoing; Succession Planning – staff recruitment continues; Development Assistant (Chelsea Mather) registered to continuing education program offered by the University of Alberta (Applied Land Use Planning Certificate).
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Improved departmental efficiencies, knowledge and team building; Improves overall departmental performance, transparency and stakeholder engagement; Succession planning underway to building capacity within the department; From Chelsea’s Desk: As part of my course load for earning an Applied Land Use Planning Certificate, I recently completed my first course, titled 'Local Government' (EXLGP8200) . The course began September 9, 2018 and was completed on December 6, 2019. Throughout this course, we learned about local government in Canada, exploring the history and current issues that local government face. My final mark in the course was an A-.

**LIST & PROVIDE ATTACHMENTS:
(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

Attachments	2019 Year-end Development Permit Report
	December (year-end) Building Permit Statistics

2019 Report to Council: Development Permits issued Jan 1 - Dec 31, 2019

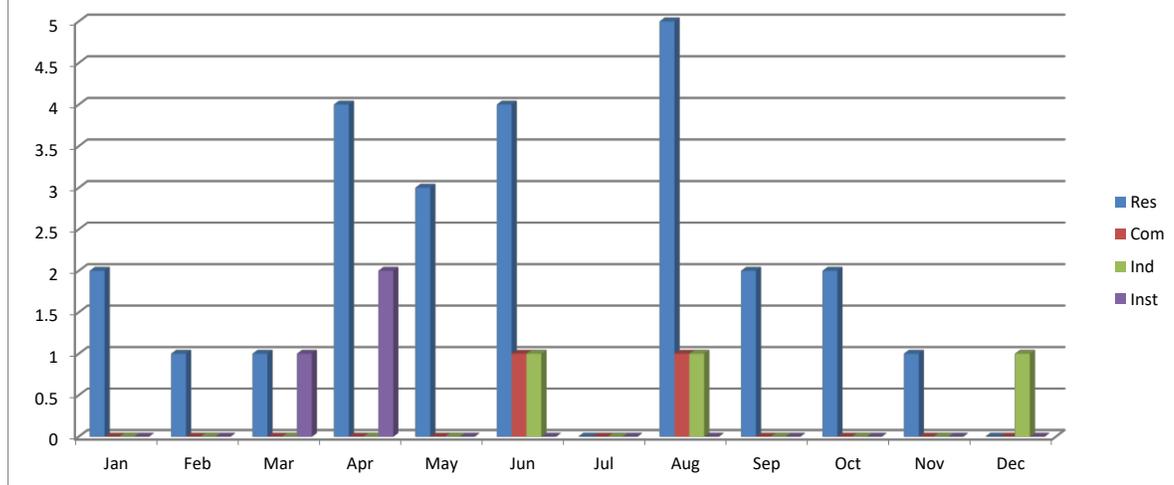
<u>PERMIT #</u>	<u>Civic ADDRESS</u>	<u>PROJECT</u>	<u>PERMITTED OR DISCRETIONARY</u>	
			<u>USE</u>	<u>DATE OF ISSUE</u>
2018-D-23	841 & 845 Main AV W	Gas Stn & Drive Thru Restaurant	Permitted	21-May-2019
2018-D-38	Unit 1, 586 Main AV W	Comm. Chg of Use - Cannabis Retail	Discretionary	PENDING (Prov. Lic.)
2018-D-47	Bay 3, 407 Main AV W	Comm. Chg of Use - Cannabis Retail	Discretionary	PENDING (Prov. Lic.)
2019-D-01	221 - 11a AV NE	Home Occupation - Minor	Permitted	09-Jan-19
2019-D-02	557 Main AV W	Portable Sign (Prov. Election Info)	Permitted	21-Jan-19
2019-D-03	214-12 AV NE	Deck	Permitted	28-Jan-19
2019-D-04	214 Centre Street N.	Accessory Suite	Discretionary	see 2019-D35
2019-D-05	2 Alder Close NE	Home Occupation - Minor	Permitted	11-Feb-19
2019-D-06	1304 - 2 ST NE	Home Occupation - Major	Discretionary	07-Mar-19
2019-D-07	410 - 2 AV NW	Accessory Bldg (Beer Garden)	Permitted	11-Feb-19
2019-D-08	255 - 4 ST NW	Home Occupation - Minor	Permitted	27-Feb-19
2019-D-09	203 2 ST NE	Home Occupation-Major	Discretionary	03-Apr-19
2019-D-10	229 11A AV NE	Single Family Dwelling	Permitted	21-Mar-19
2019-D-11	607 5 St SW	Accessory Bldg - Shed	Permitted	15-Apr-19
2019-D-12	603 - 4 AVE SW	Single Family Dwelling	Permitted	15-Apr-19
2019-D-13	410 - 2 AV NW	Grandstand	Permitted	18-Apr-19
2019-D-14	602 5 AVE SW	Home Occupation - Major	Discretionary	30-May-19
2019-D-15	211 11A AVE NE	Home Occupation- Major	Discretionary	14-Jun-19
2019-D-16	200 4 AVE SW	Maintenance Building (Detached Garage)	Permitted	23-May-19
2019-D-17	609 2 st ne	Accessory Bldg (Car Port)	Permitted	04-Jun-19
2019-D-18	816 - 5 AV SW	Candre Office / Shop	Permitted	11-Jun-19
2019-D-19	307 Centre St N	0.15 M Variance (Existing Structure)	Disc	04-Jul-19
2019-D-20	216 12 AV NE	Deck (Existing)	Permit	13-Jun-19
2019-D-21	8 Prairie Creek Close	SDD, Attached Garage & Detached Garage	Permitted	14-Jun-19
2019-D-22	116 3 ST SW	24 unit apartment bldg w/ 1 commercial unit & 1.0 m	Discretionary	PENDING (Eng. Review)
2019-D-23	54 402 4 ST NW	Home Occupation - Minor	Permitted	02-Jul-19
2019-D-24	220 5 ST SW	Mobile Home- Addition	Permitted	05-Jul-19
2019-D-25	3 Aspen Crescent NW	Front & Rear Deck (Existing)	Permitted	24-Jul-19
2019-D-26	5 Alder Close NE	Greenhouse	Permitted	30-Jul-19
2019-D-27	26 Spruce Crescent NW	Home Occupation - Minor	Permitted	06-Aug-19
2019-D-28	209 10 AV NE	Accessory Building (Shed)	Permitted	07-Aug-19

<u>PERMIT #</u>	<u>Civic ADDRESS</u>	<u>PROJECT</u>	<u>PERMITTED OR DISCRETIONARY</u>	
			<u>USE</u>	<u>DATE OF ISSUE</u>
2019-D-29	250 Main AV W	Covered Veranda	Permitted	13-Aug-19
2019-D-30	10 5218 HWY 27	Temporary Storage of Mobile Home	Permitted	17-Sep-19
2019-D-31	7 Noblefern Way SW	Temporary Canvas Shelter	Permitted	10-Sep-19
2019-D-32	109 - 9 AV NE	Home Occupation - Minor	Permitted	10-Sep-19
2019-D-33	10 5168 HWY 27	Access to pump shack	Permitted	24-Sep-19
2019-D-34	1103 2 ST NE	Detached Garage	Permitted	24-Sep-19
2019-D-35	214 Centre Street N.	Accessory Suite	Discretionary	PENDING (decision appealed)
2019-D-36	305 Main AV W	Comm. Chg of Use - Cannabis Retail	Discretionary	PENDING (Prov. Lic.)
2019-D-37	604 5 AV SW	Accessory Building (Existing Shed)	Permitted	04-Oct-19
2019-D-38	817, 821 & 825 Main Ave W	Stripping & Grading	Permitted	30-Oct-19
2019-D-39	102 Centre ST N, Bay 4	Chg of Use: Retail & Eating & Drinking-Minor	Permitted	06-Nov-19
2019-D-40	Bay 6 117 Centre St N	2 Fascia Board Signs	Permitted	08-Nov-19
2019-D-41	Bay 2 586 Main Av W	Change of use & Signage(2)	Permitted	25-Nov-19
2019-D-42	503 - 7 ST SW	Cannabis Retail	WITHDRAWN	WITHDRAWN
2019-D-43	102 Centre ST N, Bay 4	Retail Stores, General - Sign	Permitted	19-Dec-19

**MONTHLY BUILDING REPORT
FOR THE MONTH OF DECEMBER 2019**

YEAR END REPORT

	Dec-19			2019 Year To Date			2018 Year to Date		
	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
RESIDENTIAL									
Two-Storey				0	0	\$ -	0	0	\$ -
Bungalows				3	3	\$ 583,000	2	2	\$ 580,000
Bi-Level				0	0	\$ -	0	0	\$ -
Duplex/Semi Det.				0	0	\$ -	2	2	\$ 450,000
Multi-Family				0	0	\$ -	0	0	\$ -
Mobile Homes				0	0	\$ -	2	2	\$ 89,000
Accessory Buildings				0	6	\$ 74,000	5	5	\$ 121,848
Renovation/Addition	0	0	\$ -	0	16	\$ 114,350	0	11	\$ 138,200
Sub-Total	0	0	\$ -	3	25	\$ 771,350	6	22	\$ 1,379,048
COMMERCIAL	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
Building Starts	0		\$ -	1		\$ 1,400,000	0		\$ -
Renovation/Addition	0		\$ -	1		\$ 5,000	3		\$ 450,000
	0		\$ -	2		\$ 1,405,000	3		\$ 450,000
INDUSTRIAL	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
Building Starts	0		\$ -	2		\$ 1,430,000	2		\$ 10,650,000
Renovation/Addition	1		\$ 15,000	1		\$ 15,000	0		\$ -
	1		\$ 15,000	3		\$ 1,445,000	2		\$ 10,650,000
									0
INSTITUTIONAL	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
Building Starts	0		\$ -	3		\$ 175,000	0		\$ -
Renovation/Addition	0		\$ -	0		0	1		\$ 2,000
	0		\$ -	3		\$ 175,000	1		\$ 2,000
TOTAL	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	0	1	\$ 15,000	3	33	\$ 3,796,350	6	28	\$ 12,481,048





DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	Kevin
DATE	January , 2020
FOR MONTH OF	December 2019

TOPIC #1	Reducing Risk on the Road
ISSUES:	None
RESOLUTIONS/SUCCESES:	Participated in Reducing Risk on the Road webinar

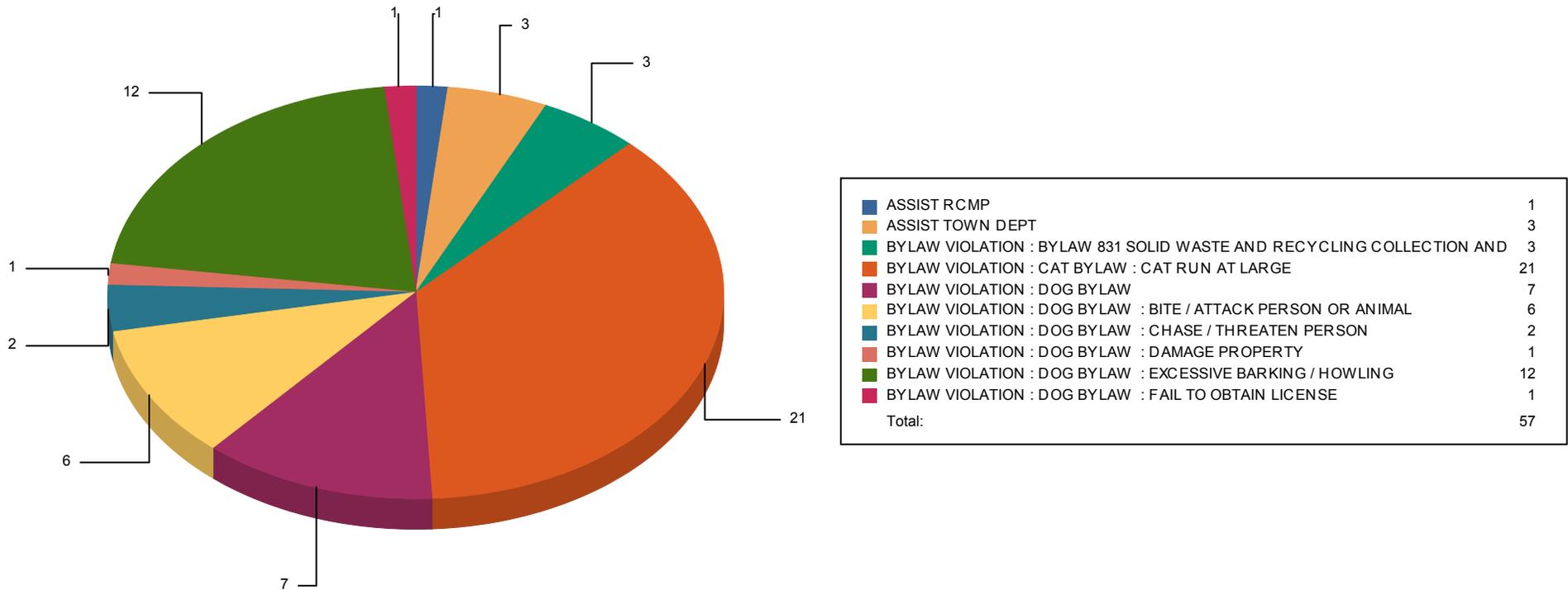
DEPARTMENTAL REPORT

DEPARTMENT	Emergency Management
SUBMITTED BY	Kevin
DATE	January, 2020
FOR MONTH OF	December 2019

TOPIC #1	Town of Sundre hosted a BEM and ICS -100
ISSUES:	None
RESOLUTIONS/SUCCESES:	Kevin arranged these two courses to meet minimum MGA regulations. 15 staff members attended.
TOPIC #2	MVREMA - Carstairs
ISSUES:	None
RESOLUTIONS/SUCCESES:	None

Case Report

Count of Incident Types



ASSIST RCMP: 1 1%

Case Report

ASSIST TOWN DEPT: 3 2%

BYLAW VIOLATION : BYLAW 831 SOLID WASTE AND RECYCLING COLLECTION AND: 3 2%

BYLAW VIOLATION : CAT BYLAW : CAT RUN AT LARGE: 21 12%

BYLAW VIOLATION : DOG BYLAW: 7 4%

BYLAW VIOLATION : DOG BYLAW : BITE / ATTACK PERSON OR ANIMAL: 6 3%

BYLAW VIOLATION : DOG BYLAW : CHASE / THREATEN PERSON: 2 1%

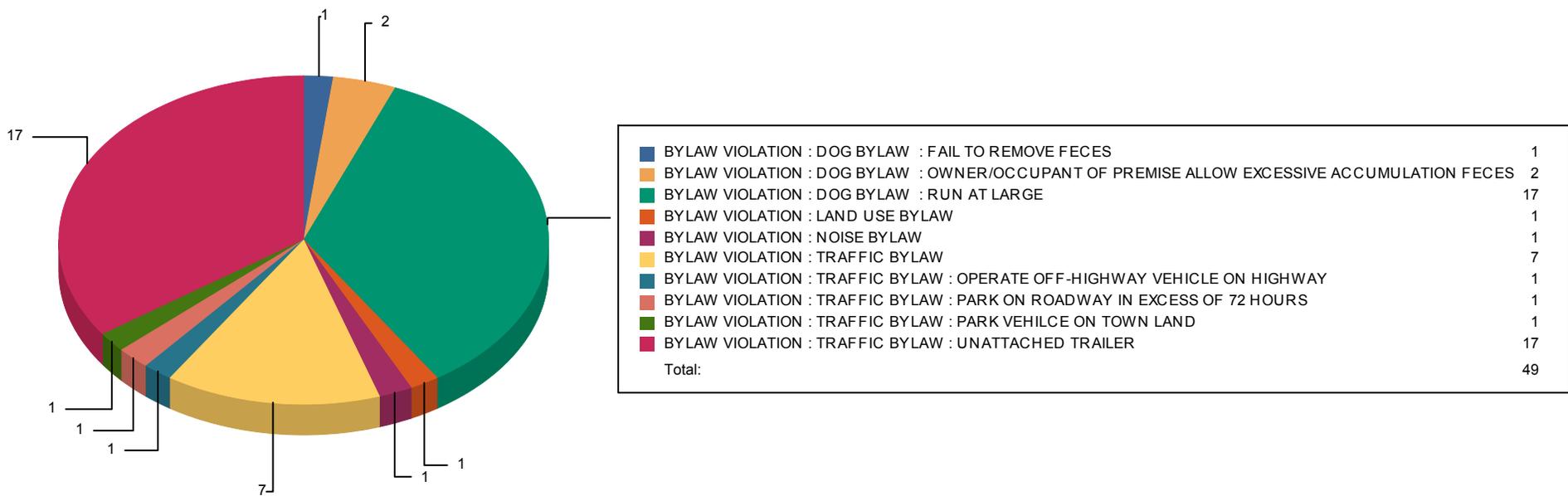
BYLAW VIOLATION : DOG BYLAW : DAMAGE PROPERTY: 1 1%

BYLAW VIOLATION : DOG BYLAW : EXCESSIVE BARKING / HOWLING: 12 7%

BYLAW VIOLATION : DOG BYLAW : FAIL TO OBTAIN LICENSE: 1 1%

Case Report

Count of Incident Types



BYLAW VIOLATION : DOG BYLAW : FAIL TO REMOVE FECES: 1 1%

BYLAW VIOLATION : DOG BYLAW : OWNER/OCCUPANT OF PREMISE ALLOW EXCESSIVE ACCUMULATION FECES: 2 1%

BYLAW VIOLATION : DOG BYLAW : RUN AT LARGE: 17 10%

BYLAW VIOLATION : LAND USE BYLAW: 1 1%

Case Report

BYLAW VIOLATION : NOISE BYLAW: 1 1%

BYLAW VIOLATION : TRAFFIC BYLAW: 7 4%

BYLAW VIOLATION : TRAFFIC BYLAW : OPERATE OFF-HIGHWAY VEHICLE ON HIGHWAY: 1 1%

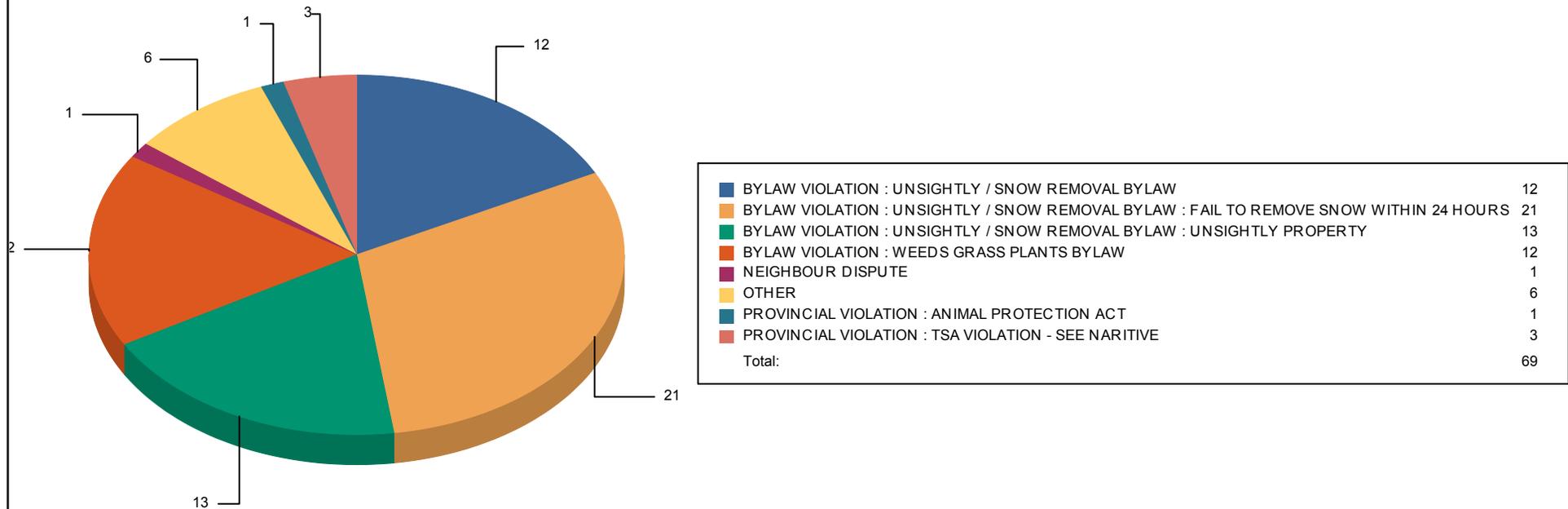
BYLAW VIOLATION : TRAFFIC BYLAW : PARK ON ROADWAY IN EXCESS OF 72 HOURS: 1 1%

BYLAW VIOLATION : TRAFFIC BYLAW : PARK VEHLCE ON TOWN LAND: 1 1%

BYLAW VIOLATION : TRAFFIC BYLAW : UNATTACHED TRAILER: 17 10%

Case Report

Count of Incident Types



BYLAW VIOLATION : UNSIGHTLY / SNOW REMOVAL BYLAW: 12 7%

BYLAW VIOLATION : UNSIGHTLY / SNOW REMOVAL BYLAW : FAIL TO REMOVE SNOW WITHIN 24 HOURS: 21 12%

BYLAW VIOLATION : UNSIGHTLY / SNOW REMOVAL BYLAW : UNSIGHTLY PROPERTY: 13 7%

BYLAW VIOLATION : WEEDS GRASS PLANTS BYLAW: 12 7%

Case Report

NEIGHBOUR DISPUTE: 1 1%

OTHER: 6 3%

PROVINCIAL VIOLATION : ANIMAL PROTECTION ACT: 1 1%

PROVINCIAL VIOLATION : TSA VIOLATION - SEE NARITIVE: 3 2%

Grand Total: 100.00% Total # of Incident Types Reported: 175



DEPARTMENTAL YEAR-END REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	January 10, 2020
FOR YEAR OF	2019

TOPIC #1	Water/Wastewater
2019 resident water and sewer freeze ups	During the minimal snow events and frigid temperatures over 12 residents were found with frozen services. This occurs each year more often in exposed mobile home services however homes that have never had freeze issues were among the affected
Resolution and Successes	While the Town of Sundre ensures that our water and wastewater mains system operate operations staff assisted the residents with alternative solutions and contacted assistant contractors to further assistance to affected homeowners and businesses.
TOPIC #2	Water and Wastewater
Regional Water operator assistance	The village of Cremona has found themselves in a staffing issue with a new employee requiring specific training completion and was in contravention of AE&P
Resolution and successes	Sundre operators began to assist and ensure AE&P measure were met for Cremona immediately. This assistance will carry into end of February 2020.
TOPIC # 3:	Administration and Management
Recycle Communication	Recycling has become a world topic of concern. Sundre residents are very interested in the how to's .Some suggestions and questions were derived from level of service open house and concern forms
Resolution and successes	Operations management and administration developed a new communication method to answer and explain various substances for recycle particularly plastics. Website, newspaper and encouragement to contact the operations shop directly has had a positive reaction for our recycling program
TOPIC # 4:	Administration, Management and Roads
Snow operations Communication	Operations has provided snow removal practices as per our level of service. Concern forms and Town procedures have thus far used to communicate actions and schedules.
Resolution and successes	Operations has developed a new snow removal map and info guide pamphlet for the public. Scheduled snow removal and maintenance is updated daily/weekly on the town website. This has had positive feedback from the public.

TOPIC # 5:	Roads Department
Departmental Assistance In projects	The roads department ensure that requests from other departments were completed
Resolutions and successes	The outdoor rink was precisely level ensuring reductions in set up time and ice making. The final stages of way finding were prepared for installations. The new hotel parking lot project was constructed in tandem with community services.
TOPIC # 6:	Roads Department
Reduction in concern forms	Concern forms largely dictate issues and shortcomings in level of service as well as oversights.
Resolutions and successes	It appears that overall concerns have been reduced in 2019. Operations has only received one sidewalk concern during the freezing rain event. General snow removal concerns have drastically reduced this year. It is worth noting that the Town has experienced 15 snow events.
TOPIC # 7:	Gas Department
Gas Audit	This requirement from the Rural utilities and the federation of natural gas coop's is a full spectrum audit of the Towns gas system and operation. It will now be dictated every 3 years starting 2020.
Resolutions and successes	The gas department once again passed this audit with an excellent mark. We are acknowledged for operating a very safe system. Some small industry wide deficiency issues were corrected and reported.



DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	January 10, 2020
FOR MONTH OF	December 2019

TOPIC #1	Water/Wastewater Lagoon Critical Upgrades
Progress	The septage receiving station is Operational. The temporary dumping site is closed. Admin now has accurate cubic meter volumes by company data.
Next steps	The remaining project scope is awaiting the blower unit delivery to complete final commissioning. This is targeted for February 2020
TOPIC #2	Main Ave Phase 1
Progress	The elevated path has the supports installed Final decking to be completed (presently ongoing). Connection points to the boardwalk schedule January 2020.
Next Steps	Storm ceptor OGS (oil grit separator) to be installed in spring 2020 with final AE&P approval permits
TOPIC # 3:	Snow events
Progress	Snow maintenance through town was scheduled and completed outside of priority clearings. He holiday season had minimal events allowing roads staff to recharge/rest.
Next Steps	Zonal snow removal for residential will commence after the holidays
TOPIC # 4:	Fleet testing
Progress	The fleet department has tested 4 skid steer units from 3 vendors for the 2020 capital replacement. This appears to be final in choice and at budget. Units are priced with an implement and the new unit will have a much needed 3-way snow blade. This will expand delivery of service for heavy snow fall events.
Next Steps	Awaiting delivery.
TOPIC # 5:	GIS
Progress	Operations has begun to GIS map infrastructure and road networks. There are several different maps to produce. These will be uploaded to the munisite testing platform.
Next Steps	The gas mains and services will be targeted next



DEPARTMENTAL REPORT

DEPARTMENT	Community Services
SUBMITTED BY	Sue Nelson
DATE	January 2nd, 2020
FOR MONTH OF	Yearly report

Community Services Department's Projects completed/accomplishments this past year.

TOPIC #1	Community service Centre/Shop
ISSUES:	
RESOLUTIONS/SUCSESSES:	<ol style="list-style-type: none"> 1) Community service shop fence it was put up in the spring, along with outside plugins and a yard light. 2) Second stage Phase of the roofing project was completed. Town office and the Fire hall 98 % they will be back in spring to redo a few areas that did not bond, as the weather was too cold when they were out working on the roof. 3) Had the floor fixed in the Gym as the floor was chipping and causing a jagged uneven hazard surfaces. It was a safety issue. At the same time had few lines repainted that needed to be touched up. 4) Bookings for the Gym has increased this past year, with more pickle ball times, private books for pickle ball, basketball, Birthday party's and events.
TOPIC #2	Greenwood Campground
ISSUES:	
RESOLUTIONS/SUCSESSES:	<ol style="list-style-type: none"> 1) It was amazing how the town came together to build the Gazebo, this spring .We do in fact have an amazing community, and they always come through. I have to give Moe Fahey do credit at how she was able to organize and roundup all the contractors to get this project done. Even with the wet weather we were having this spring, they managed to get it completed. The weather also delayed getting the landscaping done as well. 2) The new Debit/credit card machine was awesome, the camps host were able to register the campers way quicker, In which it made the camper able to go and get setup and start enjoying their weekend way quicker also. 3) Putting in the gazebo we lost 4 campsites. We were able to come up with an alternate solution and replace the 4 lost campsites. There are now 36 campsites, plus the camp host site. 4) The campground map was up dated with the new campsites numbers. We have posted the old and the new map on the Towns web page as so this will allow the regular campers to book the right site for next season. 5) We ordered new campsite signs and directional signs, with an early

	<p>winter we were unable to get them in the ground. They will be put in next spring.</p> <p>6) Camp host did an exceptional job again last season and has sign a contract for next years season.</p> <p>7) Started a tree well plan to fix all tree wells on all Towns boulevard's and parks, Greenwood campground was the first area to do, as I wanted this area to look great with the New Gazebo and the grand opening.</p> <p>8) There were also a couple bear safe garbage bins purchased, with the plan to put more in.</p> <p>9) Held our First annual Meet and greet Santa at the gazebo in Greenwood park. Which we partnered with Triple R Glass, Moe Fahey, Chambers, Mechanical and Alberta Safety Services, and Shawn & Dayna McNeil. We had a good turnout for our first year. I believe it was a success with the short amount of time that it was advertised and despite the cold weather. Everyone that came out enjoyed them self's. The kids visited Santa, Tim Horton's donated hot chocolate; timbits and coffee for the kids and parents, there were also marshmallows to roasted over the fires. Next year our plan is to get the town businesses involved by having them buy a campsite and decorate them with lights and decorations, calling it "Light up the way to Santa", or something along that line.</p> <p>10) We were fortunate to receive 20 Baby spruce trees that were donated from a local Greenhouse to the town. We have planted them in a safe area in the campground temporarily until they grow a few feet bigger. Then they will be replanted around the park.</p> <p>Attachment # 1 & 2 For maps</p>
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TOPIC # 3:	Parks and Trails
ISSUES:	
RESOLUTIONS/SUCSESSES:	<p>1) This past year Community services worked closely with the bike and ski club in regards to the maintenance and grooming of the trails. I walked the riverbed trails with a few members from the bike n ski club. Where they showed me a few areas that they would like to extend the trail. We also worked together in designing new signs for snake hill. The sign were designed to match up with the wayfinding signs around town. We also have ^[1]_{ser} directional signs (You are here) that will be installed next spring on snake hill.</p> <p>2) We were fortunate to Partnered with Ever Blue nurseries where they cleared out an arena and landscaped it. Just west of the Cenotaph, with doing this landscaping it's going to make a nicer environment for visitors to be able the stop and have a break or</p>

	<p>even have a picnic, or the town residents that are out walking our trails. Before starting this project I met with Lisa Schrader from Alberta Environment and parks she gave us the go ahead to do this project. While Lisa and I were out there checking out the area, we noticed a trail that was worn down by the public, we took a short walk along the trail and found there was old fence and wire lying on the ground. We discussed the trail, and she gave us the go ahead to maintain the trail, which connects to the dike by the Big red. Which is exciting to be able to connect to the trails.</p> <p>3) In Collaboration with Jon Allen and the operations Department we worked on the Old Hotel parking lot project. Our department's part in it this was to come up with a design for a new boulevard that would make the parking lot looks more attractive. I drew up a design for it. We able to plant 14 trees, Put in bunch of mulch, 12 self - watering Flower planters and a bear safe garbage bins. Jon had enough money in his budget to get 2 more rectangles and 3 round planters, which will be put out next spring.</p> <p>4) We started installing doggie-doo-bag dispensers around town these are the Locations that we have placed them at: The parking lot on Snake hill, 6 lot trail entrance, bearberry creek trail entrance, Cenotaph new trail entrance, Dyke entrance by information both, & one at the west end on the, New trail on 7th St.</p> <p>5) This past year the staff did an awesome job at keeping up with all the snow removal at all the facilities and the bridges, also Brad took on clearing the Community Centre parking lot, in which he has done an awesome job.</p>
TOPIC # 4:	Arena
ISSUES:	
RESOLUTIONS/SUCSESSES:	<ol style="list-style-type: none"> 1) The Arena compressor was overhauled, good for the next 5 years The relief valves were replaced. Received the ABSA Certificate of Inspection Permit for the relief valves. The relief valves are also good for the next 5 year. 2) New Olympia was delivered on December 23rd just in time for Christmas. Sure was an awesome gift for the arena operators. The new Olympia has a new feature that will help with the flooding of the ice. It's a wash water system, which cleans the snow out of the skate marks and fills it back with hot water, which freezes quickly making the ice look like it just had ice maintenance done to it. 3) The new ice edger has made it easier for staff to do their ice maintenance.
TOPIC # 5:	Outdoor Recreation
ISSUES:	

RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> Last winter thank God we were able to get the out door rink flooded after some issues. This fall we were able re-leveled the outdoor rink area with the help from the Public works staff, Leveling has made it easier for the staff to flood the rink and to build up the ice. This year as last year we have had problem getting the out door rink ready, as the Climate has been too warm to flood. It needs to be at least -4 or colder for a week to make ice and keep it. Hope next year december will be colder and we can have the rink ready for Christmas break .
TOPIC # 6:	Community Service
ISSUES:	
RESOLUTIONS/SUCSESSES:	<ol style="list-style-type: none"> In my short time working here, was asked to come up with a business plan and a 4-year budget. With the help from the community service staff, we managed to get it accomplished. At our staff meetings we are working on our SOP's (Standard Operating Procedures) and Identifying work hazards for our department. This last year I put together a Facilities yearly Maintenance chart for the Community Service Parks, Arena, and Facilities Attachment's # 3,4 & 5 I also created a spreadsheet of all Town owned properties: parks, green spaces, playgrounds, boulevards, and Facilities. Each park, greenspaces, facilities will have the following information recorded on it: See Attachment #6 <ul style="list-style-type: none"> Location, size of the property Mowing times How many trees, identification of the types of trees From here on the number of trees planted, year trees were planted or cut down. Grass maintenance schedule. Any type of amenities; eg." Picnic table, garbage can, Doggy do dispenser." If there is a playground, what type of playground equipment there is? What year the playground was put in, what age group for that piece of equipment. What type of protective surfacing. Where to find a certain property on the maps from the Parks, open space & trails plan. <ol style="list-style-type: none"> An inventory list of all the amenities, eg. "Total of the benches, type of bench metal, wood, plastic, picnic tables, garbage cans, how many flower planters and types of planters, flowerbeds, Ect." <p>It will take a bit to get all the information all together and inputted. Once this is all done it will be put on the shared drive for everyone to access it.</p> Created a daily method of operations (DMO) report for the different service level for the parks, greenspaces and trails.

	<p>6) Put together a service level report for the community Services departments and attended the 2 open houses for public to come and see the levels Service they are receiving presently.</p> <p>7) Drew up Emergency response announcements and procedures for evacuation in the arena.</p> <p>8) Attended 2 Conference's one in April and one in October. RFP April 7th-10th and AARFP October 24th -26th</p> <p>9) Moving forward we are putting together a yearly stats document of all the users in all our facilities, in which it will help us in preparing for future budgets.</p> <p>10) Meetings attended: CIB, SPOG, Bike n'ski club. Council, arena ice allocation, Fun Team See Attachment #8</p>
TOPIC # 6:	A few projects that were not completed this year.
ISSUES:	<p>1) Mulching around all the boulevard trees and tree/shrub beds. Will be an on going project. The West boulevards were hard to get at due to the construction going on, and shortage of Staff.</p> <p>2) Still working on the memorial garden with Bev Hallett.</p> <p>3) The new sinks have not yet been installed in the washhouse at greenwood campground. The contractor had ordered the wrong sinks.</p>

**LIST & PROVIDE ATTACHMENTS:
(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

Attachment #1	2019 Review Arena/Community Centre/ Sports fields
Attachment #2	Greenwood campground map New
Attachment #3	Greenwood campground map Old
Attachment #4	Yearly maintenance schedule Parks
Attachment #5	Yearly maintenance schedule facilities
Attachment #6	Yearly maintenance schedule facilities
Attachment #7	Sample of the spreadsheet of town owned properties, parks, greenspaces, playgrounds, boulevards and facilities.
Attachment #8	Inventory in progress

2019 Year Review

Arena

Winter Ice Surface

Jan- Mar, Oct-Dec, 159 days	Total 1,027.5 hours
• Sundre Minor Hockey	469.5 hours
• Sundre Fun Team Rec Hockey	30.5 hours
• Sundre Skating Club	87.0 hours
• Sundre Rhinos Adult Hockey	31.5 hours
• Sundre Rams Adult Hockey	25.5 hours
• Sundre Bombers Adult Hockey	28.5 hours
• Sundre Ice Adult Hockey	27.0 hours
• Sundre Shooters Adult Hockey	12.0 hours
• River Valley School	20.0 hours
• Sundre High School	2.0 hours
• Misc. Ice Rentals	16.0 hours
• Public Skating	139.0 hours
• Sticks n' Pucks	139.0 hours

Summer Surface

- May
 - Bike Rodeo
 - 4H Show n' Sale
- June
 - Sundre Pro Rodeo Cowboy Cabaret
 - Sundre High School 2019 Prom
- August
 - Enbridge Ride to Conquer Cancer (Emergency Shelter)
 - SPOG Neighbours Day

Sundre Minor Hockey

2018.19 Season Teams Initiation, Novice, Atom, 2 Peewee, Bantam, Midget

2019.20 Season Teams Initiation, Novice, Atom, Peewee, Bantam, Midget

Fun Team Youth Rec Hockey

2018.19 and 2019.20 Season Teams Tier 1, 2, 3, no Tier 5 team past 2 seasons.

Sundre Skating Club

2018.19 Season, they had ice on Monday and Wednesdays and more skaters for the Learn to Skate program

2019.20 Season, they moved ice times to Tuesday's and Thursdays, skater numbers are lower this season for the Learn to Skate program.

Public Skating

January to March session times scheduled Tuesday, Thursday, and Fridays. October to December session times scheduled Tuesday, Thursday, and Saturday.

Sticks n' Pucks

January to March session times scheduled for Monday, Wednesday, and Saturday.

October to December session times scheduled for Monday and Wednesday.

Community Centre

Days Used 268 of the 365 days

- Sundre Gymnastics
 - Tuesdays and Wednesdays, 50 days (includes Annual meet in March) approximately 400 hours
- Mountain View Taekwondo
 - Monday and Thursdays, 51 sessions, 114 hours
- Mountain View Parent Link
 - Mondays, 27 sessions, 54 hours
- Youth Programs
 - GNP Small Hoops, 9 sessions, 13.5 hours
 - GNP Summer Basketball Camp
 - Boys 3 days, 21 hours
 - Volleyball 1 day, 5 hours
 - Girls Basketball 3 days, 18 hours
 - GNP Girls Rock 1 day, 8 hours
- Youth Birthday Parties/Celebrations
 - 16 Youth Parties, 46.5 hours
- Basketball
 - Community Sunday Night 29 sessions, 43.5 hours
 - Other 9 sessions, 17.5 hours
- Pickleball
 - GNP (January to June) Monday and Thursday, 46 sessions, 92 hours
 - GNP Friday Family Night 5 sessions, 10 hours
 - Community (Sep to Dec) Monday and Thursdays, 23 sessions, 46 hours
 - Private Friday night, 11 sessions, 22 hours
- Indoor Walking
 - Community Monday Walking 19 sessions, 19 hours
 - GNP Thursday Walking, 36 sessions, 36 hours
- Sundre Minor Ball
 - 4 sessions, 16.5 hours
- River Valley School 15 dates, 24.5 hours
- Sundre High School 3 dates, 5 hours
- Camp Evergreen 3 sessions, 6 hours
- McDougal Chapel Youth Group 2 sessions, 4 hours
- Other
 - Jamani Hands 5 days
 - Sundre Library 3.5 hours
 - Move Yourself Dance 4 hours
 - Sundre Soccer 3 hours
 - Grade 8 Sailing Group 3 hours
 - Sundre Minor Hockey AGM 3 hours

Events

Trappers Banquet/Fundraiser

Baby Shower

Sundre Fish and Game Awards/Fundraiser
 Volunteer Appreciation
 CSM House Call
 2 Funeral Services
 Deanna Lyle Fundraiser
 Sundre Minor Hockey Awards
 Sundre Fine Art Expo
 1 Wedding Celebration
 Welcome Back BBQ, Community Recreation Registration
 70th Surprise Birthday Party
 Burden Bearers Banquet/Fundraiser
 GNP Elder Abuse Workshop
 Sundre Hospital Futures Gala
 2 Christmas Farmer's Markets
 West Fraser Kids and Staff Christmas Parties
 Sundre Ministry Christmas Carol Sing
 Magic of Christmas, Sundre Santa's
 Cowboy New Years Eve Celebration, Sundre Rodeo Association

Conference Room

- Sundre Fish and Game, monthly meetings 13 dates, 15 hours
- GNP various dates, 8 hours
- WHOAS 2 meetings, 4 hours
- Gymnastics 2 meetings, 2 hours
- Sundre Soccer 1 meeting, 1.5 hours
- Misc. 10 dates, 25 hours

Days Community Centre Used per month (Total 268)

January	27
February	22
March	30
April	22 (could have rented it more but had floor repairs 5 days)
May	22
June	17
July	15
August	12
September	20
October	26
November	28
December	27

Regular Scheduled Programming runs January to March, September to December. The gym is booked Monday through Thursday. We did have several tentative bookings/cancellations that are not reflected on the report. If we received a booking request for a date of a tentative booking the customer was contacted to either confirm or release the rental. It is a welcome break to not be as busy during the summer as staff are busy with outside work.

Ball Diamonds

- Sundre Minor Ball April 15 to June 27 – 74 days (which 20 days are weekends)

	April	May	June	Total
#1	34 hrs/11 days	86 hrs/22 days	104.5 hrs/21 days	224.5 hrs/54 days
#2	31 hrs/11 days	92 hrs/23 days	105 hrs/21 days	228 hrs/55 days
#3	30 hrs/11 days	77 hrs/22 days	56.5 hrs/19 days	163.5 hrs/52 days

- Other

#2 September 16, 2 hours West Fraser

Sundre Minor Ball registration has increased and they used the Diamonds on Fridays to accommodate practice and game times. They hosted 2 tournaments and both a Fast Ball and Baseball team competed at Provincials.

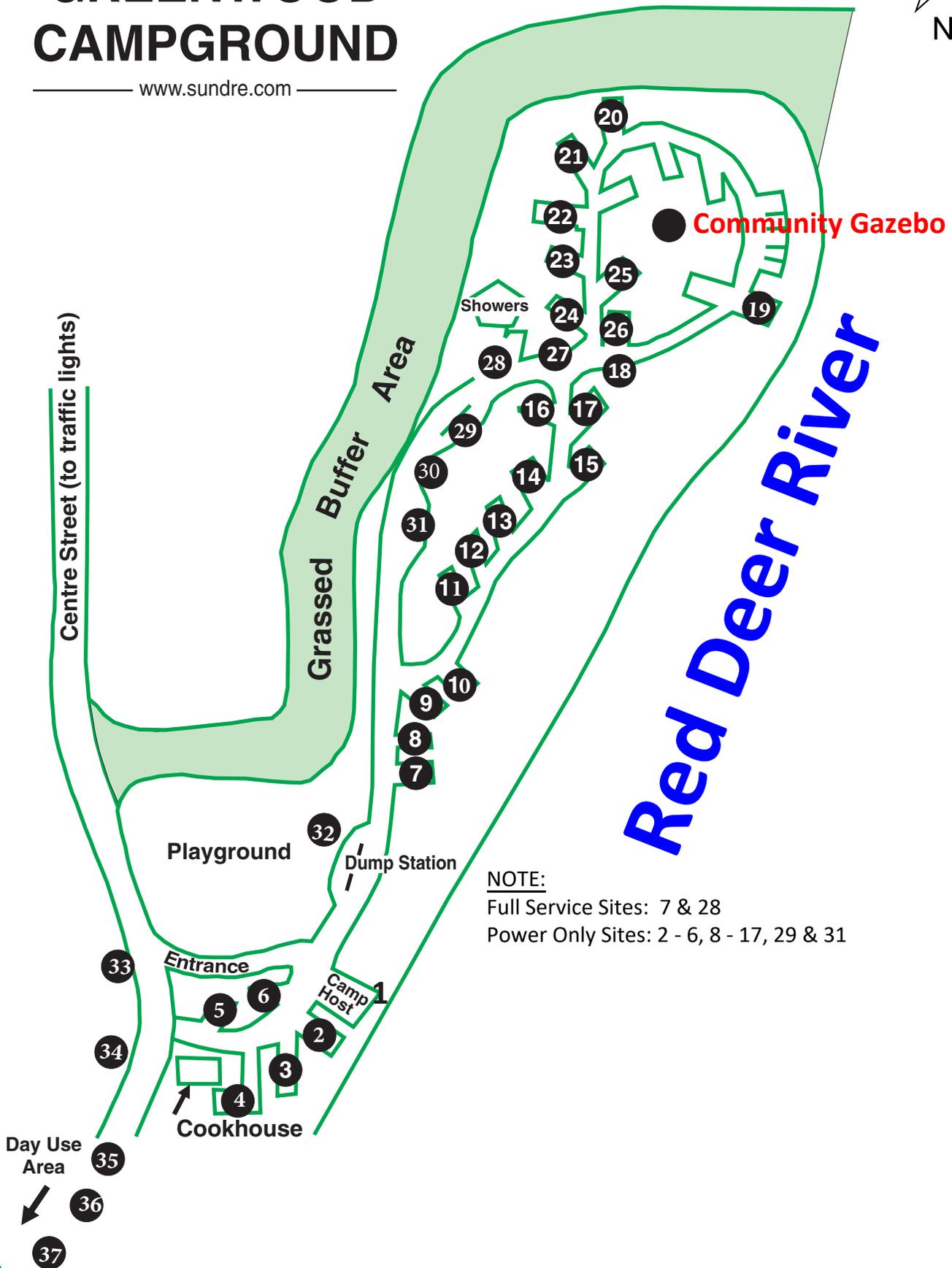
Soccer Pitch (Bergen)

- Sundre Soccer Club (Fun Team)
 - They started April 3 and used the pitch on Wednesdays 5:00pm to 8:00pm
 - 15 Wednesdays, April 3 to June 26

Sundre Soccer Club moved their storage shed from behind the High School over to the Bergen Soccer Pitch. Their registrations have remained the same, they haven't had a competitive team for several years. The Soccer program suits families that want their children to be active with no out of Town travel.

GREENWOOD CAMPGROUND

www.sundre.com



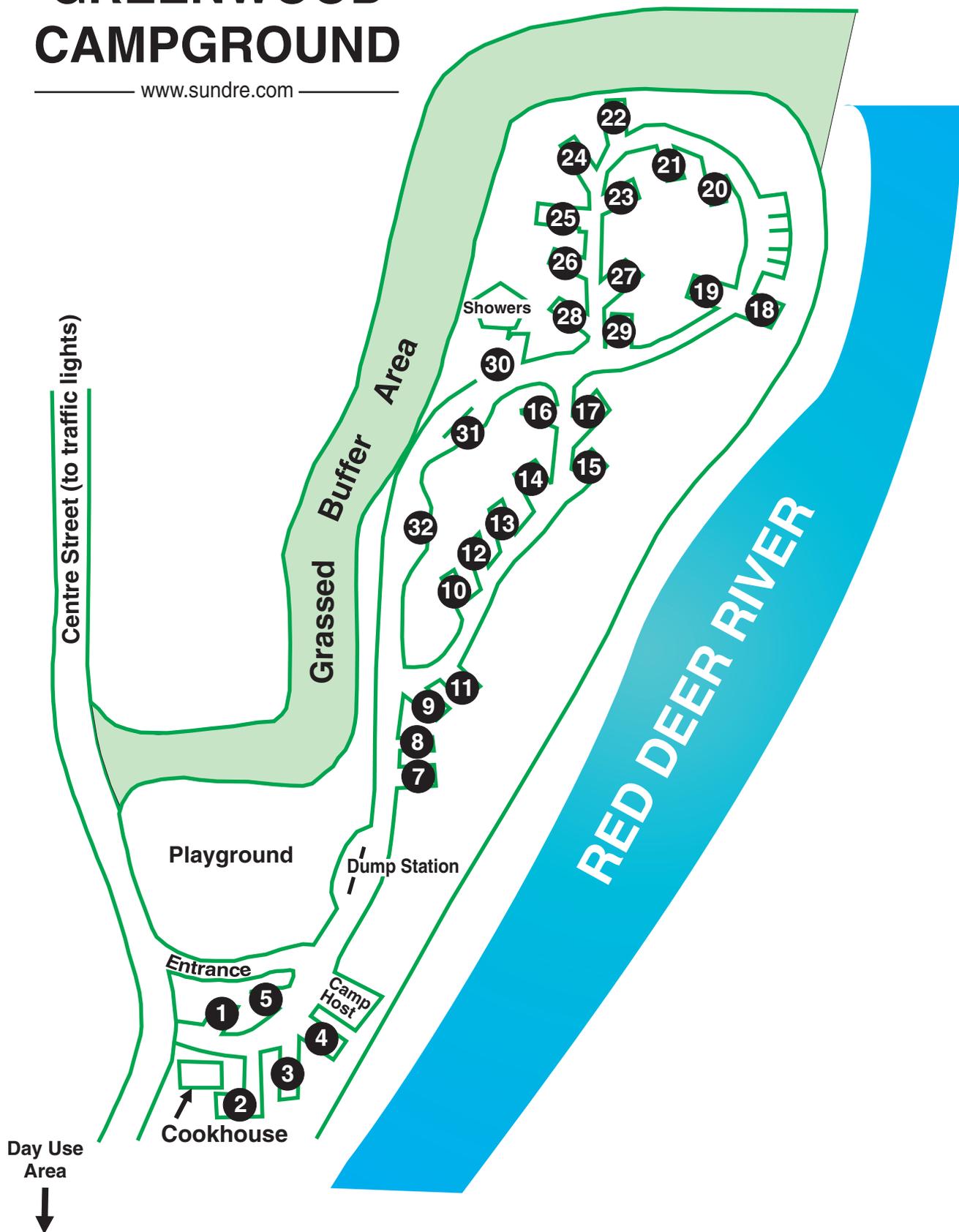
NOTE:

Full Service Sites: 7 & 28

Power Only Sites: 2 - 6, 8 - 17, 29 & 31

GREENWOOD CAMPGROUND

www.sundre.com



Yearly Maintenance Schedules	Community Service Parks/Arena Yearly Maintenance Schedule											
	January	February	March	April	May	June	July	August	September	October	November	December
Parks Functions												
Spring : Rake Leaves/ Tree clean up / and garbage												
Garbage pickup (summer months 3 times a week)												
Float Diamonds												
Edge infields /Add Shale to ball diamonds												
Herbicide application												
Gopher control												
Fertilize Turf												
Aerate turf												
Mowing/ Weed whipping												
Painting benches, buildings												
Pruning / Staff 3 D's Dead , Damaged, Diseased.												
Large tree pruning/removals Arborists												
Tree stump grinding												
Town Spring clean up ,leaves,gargabe,etc. & Fall Clean up												
Rake Pea gravel / Mulch in playgrounds area's												
Playground Inspection Monthly Daily & weekly												
Skateboard Inspections (Monthly) & Daily walk around												
Shrub beds spring clean up												
Prepare flower beds/ planters												
Tree and Shrub beds - Weeding, New mulch when needed												
Tree Planting												
Hanging Banners / Flags												
Hanging Christmas lights / Tacking down												
Flower bed and hanging baskets install												
Watering Flower planters, baskets & beds												
Deadheading & weeding Flower Beds , Planters & Hanging Baskets.												
Flower bed/hanging baskets removal												
Greenwood Park												
Mowing and Weed whipping												
Rack leaves												
Place out picnic tables Spring / put away picnic tables in the Fall												
Clean up camp sites												
Camp host Starts season / Camp host done for season												
Turn on water Spring/ Shut water off fall												
Turn on power and gas/shut off power and gas												

Community service Facilities Yearly Maintenance Schedule

Yearly Facility Maintenance Schedules	January	February	March	April	May	June	July	August	September	October	November	December
Sundre Arena												
Ice plant startup / Ice Removal												
Making Ice												
Arena open for the Season												
Spring clean up												
Painting (walls, benches)												
Evacuation Drills												
Fire extinguisher checks												
Fire Hall :												
Monthly inspection												
Furnace Filter												
Snow removal												
Every day maintenance : change light bulbs, fix toilet etc..												
Fire extinguisher checks												
Book RTU/HVAC/Plumbing Yearly Inspection												
Book Electrical Yearly Inspection												
Book Pyrotech Alarm Yearly Inspection/Certification												
Library, GNP & Day Care :												
Monthly inspection												
Snow removal												
Every day maintenance : change light bulbs, fix toilet etc..												
Fire extinguisher checks												
Roof Top Inspections												
Book RTU/HVAC/Plumbing Yearly Inspection												
Book Electrical Yearly Inspection												
Book Pyrotech Alarm Yearly Inspection/Certification												

Playground - Greenwood Park

Year put in 2015

Ages 5 to 12 years old

Playground Equipment

Swings	2 baby / 2 youth
Slides	2
Climber	1
Zip line	1

Protective Surfacing

Pea gravel
Plastic Boarder

Gazebo Built in 2019

Owner: Town of Sundre
Size: 15,197 sq. feet
Location : 139 Center St. SE
Mowing time: 6 1/2 hrs. Toro

Amenities		# of
Picnic table	Wood	35
Bench	Memorial metal	2
bench	fiber glass	2
Garbage cans	Bear proof	2
Garbage cans	metal	?
Cook House		1
Wash house		1

Trees / Shrubs	#of	Trees/Shrubs	#of
Poplar in playground area	7	Poplar in Campground	504
Spruce in playground area	40	Spruce in Campground	299

General Comments

On the Map # SW 14

Town of Sundre Parks Inventory

	2019	2020	2021	2022	2023	2024	2025
Green Space Total Acres							
Trails and pathways							
Turf (grass)							
Mowing (toro)							
Mowing Kabota							
Weed whipping							
Out Door Recreation Facilities							
Playgrounds	15	15					
Ball Diamonds	3	3					
Soccer Fields	1	1					
out door exercise park							
out door ice rink	1	1					
Skate board park	1	1					
Amenities							
Picnic tables: Wood	41	41					
Metal	9	9					
plastic	0	0					
Total	50						
Benches: Wood	4	4					
Metal	9	9					
Memorial	2	2					
Plastic recycle material	5	5					
Total	20						
Garbage Cans:							
sm metal	1	1					
Barrels	12	12					
Bear safe	12	12					
Total	25						
Doogie -doo- bag dispenser	6	6					

Sue Nelson March 28, 2019

Town of Sundre Parks Inventory

	2019	2020	2021	2022	2023	2024	2025
Amenities continued							
Bleachers							
Ball diamonds	9	9					
Soccer Fields	3	3					
Total	12	12					
Batting cage	1	1					
Soccer nets	2	2					
Soccer nets small	2	2					
Basketball hop/pad	2	2					
Bike Racks: Single							
double							
Flowers							
Hanging Baskets	28	28					
Flower Beds	9	9					
Wooden Barrel planters	2	2					
Concrete Planters	33	33					
Metal Round Black planters	6	6					
Melat /ceder rectangle Large	3	3					
Total	44						
Self watering planters							
Self watering planters Rectangle	14 new	14					
Self watering planters Round	3 new	3					
Total	17						
Ceder 2'x4'planters	12 new	12					

Sue Nelson March 28/2019



DEPARTMENTAL REPORT

DEPARTMENT	Fire
SUBMITTED BY	Marty / Patty
DATE	Jan 17, 2020
FOR MONTH OF	Jan - Dec

TOPIC #1	
ISSUES:	Training / Courses / SOG's
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - Officers completed 1041 - in House Training to alleviate bringing in third party trainers resulting in cost savings. - All members working toward completion of standardized 1001 training.
TOPIC #2	
ISSUES:	Hall Restructure
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - Member changes and new recruits on board as well as new officers initiated into the Chain of Command with positive feedback from all members.

TOPIC # 3:	
ISSUES:	Apparatus
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - New rescue trailer designed and received in good order and is in full service. - RFD for Pumper/Quint submitted and waiting on ICC meeting to take forward to Mountain View County for review.
TOPIC # 4:	
ISSUES:	Facility
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - Utilized new area on north side for members gym and training room.
TOPIC # 5:	
ISSUES:	Equipment
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - Compressor for Self Contained Breathing Air was relocated to meet health and safety compliance
TOPIC # 6:	
ISSUES:	2019 Stats
RESOLUTIONS/SUCCESS:	<ul style="list-style-type: none"> - 257 total calls (see stats)

**LIST & PROVIDE ATTACHMENTS:
(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

Attachments 1-6	<ul style="list-style-type: none"> - 4th Qtr by Location and by Type - 2019 total by location and by Type
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Sundre Fire Department

Box 420, 112 - 1 St NW
 FAX : 403-638-5034

Date
 Jan 17 20

Totals by Type
 From Oct 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel		Total	Average Response Time	\$ Loss
				Full Time	Non-Full Time			
10 Fire	1	1.56	19h 33m	0.0	6.0	6.0	12:42	
12 Rubbish or grass fire (no dollar loss)	1	1.56	8h 55m	0.0	5.0	5.0	21:47	
17 Fire Investigation	2	3.13	10h 32m	0.0	7.5	7.5	10:23	
18 Investigation of smoke	1	1.56	0h 0m	0.0	0.0	0.0		
31 Motor Vehicle Collision	6	9.38	56h 48m	0.0	6.2	6.2	17:42	
37 Medical Assiat	31	48.44	69h 52m	0.0	3.0	3.0	11:57	
39 Medical - Stood Down	4	6.25	3h 6m	0.0	2.3	2.3	11:03	
43 Public Hazard - Electrical	1	1.56	8h 15m	0.0	5.0	5.0	21:23	
50 Gas Leak - natural gas	1	1.56	2h 12m	0.0	3.0	3.0	15:44	
53 Gas leak - response to carbon monoxide detector alarm	3	4.69	10h 31m	0.0	4.0	4.0	10:34	
69 Public Service - miscellaneous	2	3.13	6h 29m	0.0	4.0	4.0	08:38	
70 Alarm No Fire - accidental miscellaneous	11	17.19	5h 22m	0.0	1.2	1.2	16:22	
Total Number of Responses	64		201 h 35m	0.0	3.2	3.2	17:40	
					\$\$ Saved:			



Sundre Fire Department

Box 420, 112 - 1 St NW
FAX : 403-638-5034

Date
Jan 17 20

Totals by Geographic Location
From Oct 1 19 to Dec 31 19

Response Type	# of Incidents
Unclassified	
37 Medical Assist	1
Total For Unclassified:	1
Rural - Mountain View	
10 Fire	1
18 Investigation of smoke	1
31 Motor Vehicle Collision	6
37 Medical Assist	7
39 Medical - Stood Down	1
43 Public Hazard - Electrical	1
53 Gas leak - response to carbon monoxide detector alarm	1
69 Public Service - miscellaneous	1
70 Alarm No Fire - accidental miscellaneous	4
Total For Rural - Mountain View:	23
Urban - Sundre	
17 Fire Investigation	2
37 Medical Assist	23
39 Medical - Stood Down	3
50 Gas Leak - natural gas	1
53 Gas leak - response to carbon monoxide detector alarm	1
69 Public Service - miscellaneous	1
70 Alarm No Fire - accidental miscellaneous	7
Total For Urban - Sundre:	38
Rural - Clearwater County	
12 Rubbish or grass fire (no dollar loss)	1
Total For Rural - Clearwater County:	1
Unclassified	
53 Gas leak - response to carbon monoxide detector alarm	1
Total For Unclassified:	1
Total Number of Responses	64



Sundre Fire Department

Box 420, 112 - 1 St NW
 FAX : 403-638-5034

Date
 Jan 17 20

Totals by Type
 From Jan 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	Personnel		Average Response Time	\$ Loss
					Full Time	Non-Full Time		
10 Fire	13	5.26	279h 34m	0.0	7.2	7.2	19:43	2,250,000
12 Rubbish or grass fire (no dollar loss)	6	2.43	43h 24m	0.0	5.8	5.8	00:50	
14 Controlled Burn - Arrived On Scene	1	0.40	2h 32m	0.0	4.0	4.0	17:42	
16 Mutual Aid Request	5	2.02	92h 55m	0.0	5.6	5.6	20:19	
17 Fire Investigation	4	1.62	30h 2m	0.0	7.8	7.8	12:29	
18 Investigation of smoke	2	0.81	3h 52m	0.0	2.5	2.5	11:45	
19 Outside Fire - Investigation	6	2.43	14h 26m	0.0	4.0	4.0	20:13	
20 Explosion - no fire	1	0.40	1h 5m	0.0	5.0	5.0	14:42	
23 Rupture - water pipes	1	0.40	0h 34m	0.0	1.0	1.0	23:33	
30 Rescue - miscellaneous	1	0.40	7h 16m	0.0	7.0	7.0	21:19	
31 Motor Vehicle Collision	26	10.53	216h 48m	0.0	6.6	6.6	07:43	
36 Medical Assist - Echo	1	0.40	0h 27m	0.0	4.0	4.0	04:04	
37 Medical Assist (lift)	101	40.89	214h 56m	0.0	2.8	2.8	11:42	
38 Medical - Stood Down	1	0.40	2h 9m	0.0	4.0	4.0	10:53	
39 Medical Hazard - gasoline or fuel wash down	14	5.67	10h 55m	0.0	1.9	1.9	14:26	
40 Public Hazard - gasoline or fuel wash down	1	0.40	2h 45m	0.0	3.0	3.0	16:56	
41 Public Hazard - gasoline or fuel spill (standby situation)	1	0.40	4h 27m	0.0	3.0	3.0	17:00	
43 Public Hazard - Electrical	3	1.21	19h 0m	0.0	5.0	5.0	15:44	
50 Gas Leak - natural gas	1	0.40	2h 12m	0.0	3.0	3.0	13:22	
53 Gas leak - response to carbon monoxide detector alarm	6	2.43	17h 15m	0.0	3.8	3.8		
59 Gas Leak - miscellaneous	1	0.40	6h 20m	0.0	5.0	5.0	17:38	
63 Public Service - assist police or other agency	2	0.81	49h 39m	0.0	3.0	3.0	03:59	
69 Public Service -	3	1.21	7h 5m	0.0	3.0	3.0	11:14	

Sundre Fire Department

Totals by Type From Jan 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	Non-Full Time	Total	Average Response Time	\$ Loss
70 miscellaneous Alarm No Fire - accidental	44	17.81	42 h 35m	0.0	1.5	1.5	13:22	
90 miscellaneous Incident Situation Unclassified	2	0.81	28 h 53m	0.0	3.5	3.5	16:24	
Total Number of Responses	247		1,101 h 6m	0.0	3.5	3.5	04:38	2,250,000
						\$\$ Saved:		



Sundre Fire Department

Box 420, 112 - 1 St NW

FAX : 403-638-5034

Date
Jan 17 20

Totals by Geographic Location
From Jan 1 19 to Dec 31 19

Response Type	# of Incidents
Unclassified	
16 Mutual Aid Request	1
37 Medical Assist	2

Total For Unclassified: 3

Rural - Mountain View

10 Fire	10
12 Rubbish or grass fire (no dollar loss)	5
14 Controlled Burn - Arrived On Scene	1
16 Mutual Aid Request	3
17 Fire Investigation	1
18 Investigation of smoke	1
19 Outside Fire - Investigation	5
20 Explosion - no fire	1
30 Rescue - miscellaneous	1
31 Motor Vehicle Collision	21
37 Medical Assist	31
39 Medical - Stood Down	2
43 Public Hazard - Electrical	2
53 Gas leak - response to carbon monoxide detector alarm	3
69 Public Service - miscellaneous	1
70 Alarm No Fire - accidental miscellaneous	12

Total For Rural - Mountain View: 100

Urban - Sundre

10 Fire	1
17 Fire Investigation	3
18 Investigation of smoke	1
23 Rupture - water pipes	1
31 Motor Vehicle Collision	2
36 Medical Assist - Echo	1
37 Medical Assist	65
38 Medical Assist (lift)	1
39 Medical - Stood Down	11
40 Public Hazard - gasoline or fuel wash down	1
41 Public Hazard - gasoline or fuel spill (standby situation)	1
43 Public Hazard - Electrical	1

Sundre Fire Department

Totals by Geographic Location Continued From Jan 1 19 to Dec 31 19

	Response Type	# of Incidents
50	Gas Leak - natural gas	1
53	Gas leak - response to carbon monoxide detector alarm	2
59	Gas Leak - miscellaneous	1
69	Public Service - miscellaneous	2
70	Alarm No Fire - accidental miscellaneous	32
<hr/>		
Total For Urban - Sundre:		127
 Rural - Clearwater County		
10	Fire	2
12	Rubbish or grass fire (no dollar loss)	1
16	Mutual Aid Request	1
19	Outside Fire - Investigation	1
31	Motor Vehicle Collision	3
37	Medical Assist	2
39	Medical - Stood Down	1
63	Public Service - assist police or other agency	2
90	Incident Situation Unclassified	2
<hr/>		
Total For Rural - Clearwater County:		15
 Unclassified		
37	Medical Assist	1
53	Gas leak - response to carbon monoxide detector alarm	1
<hr/>		
Total For Unclassified:		2
 Total Number of Responses		247



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

BACKGROUND/PROPOSAL:

Mayor Terry Leslie has provided a report for Council's review and information for November 15, 2019 to January 15, 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the Mayor's Report as presented.

MOTION:

That the Town of Sundre Council accept the Mayor's Report for November 15, 2019 to January 15, 2020, as information.

Date Reviewed: January 17, 2020

CAO:

Lonnie Nelson

Mayor's Report to Council – November 15, 2019 – January 15, 2020

Wednesday December 11, 2019 – 6:20 – 8:00 – Library 70th Birthday Celebration – I was honoured to attend this remarkable celebration and achievement – and read a story about a “book” to 30-40 patrons and volunteers who make the Sundre Library the “Living Room” of our community. There was a table set up outlining many of the historical facts and artifacts dating back to the opening of the original Sundre Library. The birthday cake and the conversations with all those in attendance was a testament to both the current, and past, volunteers who have continued to build the promotion of literacy as a legacy of the Sundre Library. Congratulations to all those Board members who continually look to provide literacy programs and services to all age groups making our Sundre Library relevant to our population – cradle to grave.

Thursday December 12, 2019 – I travelled to Didsbury to meet with Didsbury Mayor, Rhonda Hunter, for lunch, to talk about regional and local issues and concerns. Didsbury will be hosting a meeting of interested municipalities who would like to offer their communities to the film industry.

Tuesday December 17, 2019 – 7:00 – 9:00 PM – Meeting at the hospital Board Room with local doctors, the Hospital Futures Committee chair, and Reeve Beattie to hear doctor concerns about proposed changes by the Health Minister. I followed up with MLA Jason Nixon, outlining concerns about the affect on rural Alberta hospitals. MLA Nixon assured me that the Rural Caucus of our Provincial Government is monitoring the proposed changes closely and is very aware of possible impacts to rural hospitals. I also followed up with Mayor Tammy Burke from Rocky Mountain House and Mayor Michael Muzychka from Olds. Reeve Beattie has asked that this item be added to the agenda for the next Municipal Area Partnership meeting at the end of the month. I will provide further information to Council as it becomes available.

Wednesday January 8, 2020 – 9:00 – 10:30 – Sundre Ministerial Association Meeting – Main Avenue Church of the Nazarene – Mike Fleming was the guest speaker for this meeting and he spoke about men's spiritual health. He outlined conferences available for men, on line information for men and he asked each congregation to assist with advertising upcoming opportunities for men. The second annual Mayor's Prayer Breakfast has been set for April 1, 2020, with the theme being “Spiritual Health and Spiritual Care in the Community”. An outline for the program will be developed in the next week, hopefully with a confirmed guest speaker. There was also discussion about the assistance provided by our church groups for transients passing through the community.

Monday January 13, 2020 – Meeting with MLA Jason Nixon – 12:15 – 1:15 at his Constituency Office in Sundre – We discussed the status of our work with Alberta Environment officials on our Waste Water Treatment options, cannabis production facility taxation, recent Alberta Health announcements and their possible impact to rural hospitals, the upcoming Alberta Health Services meeting with the Hospital Futures Committee, the Mayor's Prayer Breakfast and the Red Deer River Municipal Users Group. Please see me if you are interested in further details about any of these topics.

Respectfully submitted by Terry Leslie – Mayor.



REQUEST FOR DECISION

COUNCIL DATE	January 20, 2020
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12.1

BACKGROUND/PROPOSAL:

Correspondence received and/or sent by Legislative Services during the period January 3-15, 2020 is being presented to Council for their review and information.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence for information by passing a separate Motion for each item of correspondence.

MOTION:

That the Town of Sundre Council accept the correspondence from Brad Schultz, Director of Operations Alberta Recycling Management Authority awarding the 2020 Municipal Demonstration Grant Program to the town of Sundre for the Sundre Royal Purple Park.

ATTACHMENTS:

- Brad Schultz, Director of Operations Albert Recycling Management Authority

Date Reviewed: January 17, 2020

CAO: Amide Nelson

January 08, 2020

Town of Sundre
P.O. Box 420
Sundre, AB T0M 1X0

Attention: Luana Smith, Legislative Services Executive Assistant

Dear Ms. Smith,

RE: 2020 Municipal Demonstration Grant Program

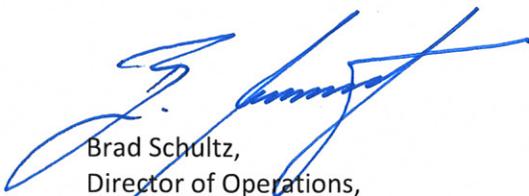
On behalf of Alberta Recycling Management Authority (ARMA), I am pleased to inform you that the Town of Sundre's application for a 2020 Municipal Demonstration Grant has been approved for a maximum of \$14,991.20.

Your commitment to the environment is evident by your decision to utilize pour-in-place made from Alberta's scrap tires for the Sundre Royal Purple Park. This project ensures thousands of scrap tires will be diverted from landfills and recycled into an innovative product for your community to enjoy. Since the inception of the Tire Recycling Program in 1992, 121.5 million tires have been recycled – enough to circle the earth twice! - and the benefits continue to 'roll back' into communities across Alberta.

Attached for your review and signature is a Funding Agreement; please read it carefully and return a signed copy to the ARMA office by February 14, 2020 via e-mail at grants@albertarecycling.ca or by fax at 1-866-990-1122. Once we have endorsed the funding agreement, a copy will be sent to you. Original receipts will be required upon project completion for your approved funding to be disbursed.

If you have any questions, please call our office at 1-888-999-8762 or email grants@albertarecycling.ca

Yours truly,



Brad Schultz,
Director of Operations,
ARMA

cc: Mayor Terry Leslie
Honourable Jason Nixon, MLA for Rimbey-Rocky Mountain House
Caroline McAuley, Chair, ARMA

