



Special Council Meeting
Council Chambers
"Via Teleconferencing"
April 1, 2020
3:15 p.m.

1. Call to Order

2. Adoption of Previous Minutes

2.1 March 20, 2020 Special Council Meeting Minutes Pg. 1

3. Topic of Meeting

3.1 Lagoon Headworks Replacement (grinder) Pg. 3

3.2 Water Well No. 5 Pg. 4

3.3 Relief for COVID-19 Pg. 5

4. Adjournment

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 (FOIPP). 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 FOIPP Coordinator at 403-638-3551.



Special Council Meeting
Minutes
March 20, 2020

The special meeting of Council of the Municipality of Sundre was held in Council Chambers via Teleconferencing in the Municipal Office on Friday, March 20, 2020 commencing at 3:00 p.m.

Pursuant to Section 194 (1) of the *Municipal Government Act*, Council held a Special Council Meeting for the purpose to cancel Regular Council Meetings: March 23, April 6, April 20, 2020.

IN ATTENDANCE Mayor Terry Leslie
Councillor Cheri Funke
Councillor Charlene Preston
Councillor Richard Warnock
Councillor Rob Wolfe

ABSENT Councillor Todd Dalke
Councillor Paul Isaac

STAFF Chief Administrative Officer, Linda Nelson
Special Project Coordinator/Development Officer, Betty Ann Fountain
Development Assistant, Chelsea Mather

PUBLIC There were no members of the public in attendance.

QUORUM Five (5) members of Council present

CALL TO ORDER The meeting was called to order at 3:00 p.m.

NEW BUSINESS

Cancellation of Regular Meetings March 23, April 6, and April 20, 2020

Res. No. 081-03-03-20 MOVED by Councillor Wolfe that the Town of Sundre Council
Cancel the Regular Council Meetings for March 23, April 6 and April 20, 2020.
CARRIED

RECORDED VOTE:

MEMBER	IN FAVOUR	NOT IN FAVOUR
Mayor Terry Leslie	√	
Councillor Richard Warnock	√	
Councillor Rob Wolfe	√	
Councillor Charlene Preston		√
Councillor Cheri Funke	√	
TOTAL VOTES	4	1

Initials

ADJOURNMENT

Res. No. 082-03-03-20

MOVED by Councillor Funke that being the agenda matters have been concluded the meeting adjourned at 3:12 p.m.

CARRIED

These Minutes approved this _____ day of _____ 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson

Initials



SPECIAL COUNCIL MEETING

REQUEST FOR DECISION

COUNCIL DATE	April 1, 2020
SUBJECT	Lagoon Headworks Replacement
ORIGINATING DEPARTMENT	Operations
AGENDA ITEM	3.1

BACKGROUND/PROPOSAL:

On January 30, the unit that is required to grind the inorganics in our waste stream failed. Upon inspection of the unit it was discovered that it cannot be repaired.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The grinder has had minimal maintenance, however in the past 38 years, has had modifications to electrical and motor systems. This unit is similar to the lift station in that damage can be caused by the presence of H²S. Additionally, due to future and current capacity requirements, the system needs complete replacement. Engineering has received quotes on a larger replacement grinder system similar to the existing unit. We have also received quotes for and a new design that screens and augers out inorganics. The the new screen system (option A) is quoted at \$482,345.80, while the replacement grinder (option B) is quoted at \$161,642.76. Delivery for the grinder is 4-6 weeks. The delivery of the screen system is 2-3 months.

ALIGNMENT WITH STRATEGIC PLAN

Infrastructure

ADMINISTRATION RECOMMENDATIONS:

This is an emergent item.

Operations recommends the purchase of the option "B" grinder replacement due to cost and delivery. The screen system (option A) could be added into a future upgrade.

MOTION:

That the Town of Sundre Council approve the proposed option "B" grinder replacement with costs not to exceed \$161,642 with funding to be drawn from the Infrastructure Lifecycling Restricted Surplus Account.

Date Reviewed: March 30, 2020 CAO: Amida Nelson



**SPECIAL COUNCIL MEETING
REQUEST FOR DECISION**

COUNCIL DATE April 1, 2020
SUBJECT Water Well # 5
ORIGINATING DEPARTMENT Operations
AGENDA ITEM 3.2

BACKGROUND/PROPOSAL:

Well #5 has experienced sudden pumping failure. The pump specialist has removed the 80-foot-long system. The pump and the piping connections require replacement.

Well 4 has been maintained and is the large main volume pump. It is currently keeping up with the demands.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Well 5 will requires a new pump and re install immediately. The new system will take 4 to 8 weeks to build and install. The estimate for this replacement to get #5 back online is approximately \$50,000for the pump plus approximately \$15,000.00 for the install.

ALIGNMENT WITH STRATEGIC PLAN

Infrastructure

ADMINISTRATION RECOMMENDATIONS:

This is an emergent item.

Operations recommends approval of the refurbishing and associated removal and install costs of \$65,000.00 for Well 5.

MOTION:

That the Town of Sundre Council approve the proposed Well 5 pump replacement at a cost of \$65,000 with funding to be drawn from the Infrastructure Lifecycling Restricted Surplus Account.

Date Reviewed: April 1, 2020 CAO: Donda Nelson



SPECIAL COUNCIL MEETING

REQUEST FOR DECISION

COUNCIL DATE	April 1, 2020
SUBJECT	Relief for COVID 19
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	3.3

BACKGROUND/PROPOSAL:

The COVID 19 Pandemic has placed financial strain on businesses and individuals through the restrictions imposed to slow the spread of the virus.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

A number of measures are being unrolled by the federal and provincial governments, however, there may still be a period of time where residents are unable to make their utility payments to the Town on time. Many municipalities are offering temporary relief by way of deferring utility payments for a 90-day period, with no penalties, for those affected by COVID 19.

It is important to note that a deferral of utilities does not mean that the payment is forgiven or waived; it means that the payment is not due for a specified period of time, in this case, for the months of April, May and June. It is also critical to identify that the deferral is only for those businesses and residents who have been affected financially by the pandemic.

The Town would encourage those choosing to participate in the deferral program to continue to pay an amount within their means to mitigate the future impact of the deferred amounts.

A full discussion on deferring tax payments will be forthcoming. The Town is expecting information from the Province with regard to School requisitions shortly, and administration will be bringing a recommendation forward with regard to tax deferrals pending confirmation. In the meantime, if participants in the monthly Tax Installment Payment Program (TIPP) could put their payments "on hold" until June 30th, the system would automatically recalculate a revised monthly payment amount based on any unpaid installments plus the 2020 tax levy spread across the remaining six months.

ALIGNMENT WITH STRATEGIC PLAN

Community Wellbeing

ADMINISTRATION RECOMMENDATIONS:

That Council approve a deferral of utility and TIPP payments for the months of April, May and June 2020, with no penalties being applied for those months, and that participants be required to contact the Town to arrange for a deferral agreement.

MOTION:

That Council approve a deferral of utility payments for the months of April, May and June 2020, with no penalties being applied for those months, for those financially affected by COVID 19 and that participants be required to contact the Town to arrange for a deferral agreement.

That Council approve a deferral of Tax Installment Payments for the months of April, May and June 2020, with no penalties being applied for those months, for those financially affected by COVID 19 and that participants be required to contact the Town to arrange for a deferral agreement.

Date Reviewed: April 1, 2020 CAO: dinda Nebu