



Regular Council Meeting
Council Chambers
January 7, 2019
6:00 p.m.

- 1. Call to Order**
Moment of Reflection
- 2. Public Hearing**
- 3. Agenda – Amendments and Adoption**
3.1 January 7, 2019 Regular Council Meeting
- 4. Adoption of Previous Minutes**
4.1 December 17, 2018 Regular Council Meeting Pg. 1
- 5. Delegation**
5.1 Alberta Transportation Pg. 6
- 6. Bylaws**
- 7. Old Business**
7.1 Round-a-bouts Report Pg. 7
7.2 Lagoon Update Pg. 11
- 8. New Business**
8.1 Mountain View Senior's Housing – Key Messages Pg. 15
- 9. Administration**
- 10. Municipal Area Partnership (MAP)**
- 11. Council Committee Reports**
11.1 Report to Council – Mayor Terry Leslie Pg. 24
- 12. Inquiries Between Councillors or to Administration**
- 13. Correspondence**
13.1 Thank you letter from Hope 4 MVC Kids Society Pg. 34
13.2 Mountain View County, CAO response re: Sundre Recycle Centre Pg. 35
13.3 Email from the Beam-Team Club Sundre High School Pg. 36
13.4 CAO's letter to Mr. Ray Sharp regarding Local Improvement Tax concerns Pg. 37



Regular Council Meeting
Council Chambers
January 7, 2019
6:00 p.m.

14. In Camera – Notice to Public

15. In Camera

15.1 Confidential Evaluation, FOIPP Section 19

16. 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*. 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
December 17, 2018

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, December 17, 2018, commencing at 6:00 p.m.

IN ATTENDANCE

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

Staff:

Chief Administrative Officer, L. Nelson
Director of Planning and Economic Development, M. Marko
Acting Director of Corporate Services, C. Albert
Manager of Operations, J. Hall
Manager of Community Services, S. Nelson
Special Projects Administrator and Development Officer, B. Fountain
Legislative Executive Assistant, C. Robey

Public:

3 Members

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

AGENDA – AMENDMENTS AND ADOPTION

Res. No. 503-18-12-17

MOVED by Councillor Dalke that the Agenda be approved with the following changes:

- Addition: Item 11.2 Council Report, Councillor Funke
- Addition: Item 8.6 RFD Supplemental Item for Budget
- Replace: Item 6.1 RFD with new RFD
- Remove: Item 5.1 Delegation
- Addition: Item 15.3 In-Camera – Advice from Officials - FOIPP Section 24
- Change to Item Order: Item 15.3 In-Camera to become Item 15.4

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. No. 504-18-12-17

MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on December 3, 2018, be approved as presented. **CARRIED**

DELEGATION

BYLAWS**Bylaw 2018-18 2019 Rates and Fees****Res. No. 505-18-12-17**

MOVED by Councillor Funke that the Town of Sundre Council gives First Reading to Bylaw 2018-18, a Bylaw being the 2019 Fee Rates Bylaw.

CARRIED**Res. No. 506-18-12-17**

MOVED by Councillor Warnock that the Town of Sundre Council gives Second Reading to Bylaw 2018-18, a Bylaw being the 2019 Fee Rates Bylaw.

CARRIED**Res. No. 507-18-12-17**

MOVED by Councillor Wolfe that the Town of Sundre Council presents for Third and Final Reading, Bylaw 2018-18, a Bylaw being the 2019 Fee Rates Bylaw.

CARRIED UNANIMOUSLY**Res. No. 508-18-12-17**

MOVED by Councillor Warnock that the Town of Sundre Council gives Third and Final Reading to Bylaw 2018-18, a Bylaw being the 2019 Fee Rates Bylaw.

CARRIED**Res. No. 509-18-12-17**

MOVED by Councillor Funke that the Town of Sundre Council moves to rescind Bylaw 2018-13 Fees, Charges and Penalties Bylaw.

CARRIED**Res. No. 510-18-12-17****Bylaw 2018-19 South West Industrial Area Structure Plan**

MOVED by Councillor Funke that the Town of Sundre Council give First Reading to Bylaw 2018-19, being a Bylaw to adopt the South West Industrial Area Structure Plan.

CARRIED**Res. No. 511-18-12-17**

MOVED by Councillor Wolfe that the Town of Sundre Council set a Public Hearing date of February 19, 2019, for Bylaw 2018-19 South West Industrial Area Structure Plan.

CARRIED**OLD BUSINESS****NEW BUSINESS****Res. No. 512-18-12-17****RFD Annual Salary - Cost of Living Allowance (COLA) Increases**

MOVED by Councillor Funke that the Town of Sundre Council approves a Cost of Living Allowance adjustment of 2.75% to be applied to the 2018 approved salary grid, effective January 1, 2019.

Voted For: Councillors: Isaac, Wolfe, Preston, Dalke, Funke.

Voted Against: Mayor Leslie, Councillor Warnock.

CARRIED**Res. No. 513-18-12-17****RFD Fire Dispatch Services Agreement**

MOVED by Councillor Funke that the Town of Sundre Council approve the Fire Dispatch Services Agreement, and that the Mayor and CAO be authorized to sign the Agreement on behalf of the Town.

CARRIED

Councillor Wolfe left the meeting at 6:25 p.m.

Councillor Wolfe returned to the meeting at 6:27 p.m.

RFD RCMP Memorandum of Understanding***Res. No. 514-18-12-17***

MOVED by Councillor Preston that the Town of Sundre Council approve the Memorandum of Understanding, and that the Mayor and CAO be authorized to sign the Memorandum of Understanding on behalf of the Town.

CARRIED**RFD Sundre & District Museum, Metis Display Partnership and Funding Request*****Res. No. 515-18-12-17***

MOVED by Councillor Funke that the Town of Sundre Council accept the funding request from the Sundre Museum concerning the Metis Display Project, as information.

CARRIED**RFD 2018 Community Services Grant*****Res. No. 516-18-12-17***

MOVED by Councillor Warnock that the Town of Sundre Council moves to allocate the following monies to the 2018 Community Services Grant Applicants as follows: Sundre and District Allied Arts Society \$1720.20, Sundre and District Curling Club \$1720.20, Sundre West Country Centre \$1720.20, Sundre Daycare Centre \$1,720.20, and the Sundre Bike n' Ski Club \$1,720.20.

CARRIED

Councillor Dalke left the meeting at 6:40 p.m.

Councillor Dalke returned to the meeting at 6:48 p.m.

RFD 2019 Four-Year Operating Budget and Ten-Year Capital Plan***Res. No. 517-18-12-17***

MOVED by Councillor Funke that the Town of Sundre Council moves to adopt the 2019 portion of the Four-Year Operating Budget and Ten-Year Capital Plan, and accept the additional three years for information.

Voted For: Councillors: Funke, Dalke.

Voted Against: Mayor Leslie, Councillors: Warnock, Wolfe, Isaac, Preston.

DEFEATED***Res. No. 518-18-12-17***

MOVED by Councillor Warnock that the Town of Sundre Council moves to adopt an Interim Budget pertaining to the 2019 portions of the Four-Year Operating Budget and Ten-Year Capital Plan, to include the restriction on Administration from making any large operating or capital expenditures during the Interim Budget period.

Voted For: Mayor Leslie, Councillors: Isaac, Warnock, Wolfe, Preston, Dalke.

Voted Against: Councillor Funke

CARRIED

Mayor Leslie called a Recess at 7:20 p.m.

Council meeting resumed at 7:27 p.m.

ADMINISTRATION**RFD Departmental Reports**

Res. No. 519-18-12-17 MOVED by Councillor Dalke that the Town of Sundre Council accept November 2018 Departmental Reports, as information. **CARRIED**

MUNICIPAL AREA PARTNERSHIP

COUNCIL REPORTS

1. **Report To Council, Councillor Warnock**
2. **Report to Council, Councillor Funke**

Res. No. 520-18-12-17 MOVED by Councillor Wolfe to accept Councillor Warnock's Council Report, as information. **CARRIED**

Res. No. 521-18-12-17 MOVED by Councillor Preston to accept Councillor Funke's Council Report, as information. **CARRIED**

INQUIRIES BETWEEN COUNCILLORS OR TO ADMINISTRATION

Res. No. 522-18-12-17 MOVED by Councillor Preston that the Town of Sundre Council moves for consent from Council to bring back Motion Number **518-18-12-17**.
Voted For: Mayor Leslie, Councillors: Warnock, Wolfe, Preston, Dalke Funke.
Voted Against: Councillor Isaac. **CARRIED**

Res. No. 523-18-12-17 MOVED by Councillor Funke that the Town of Sundre Council moves to remove the restrictions from the Interim Budget.
Voted For: Mayor Leslie, Councillors: Wolfe, Preston, Dalke, Funke.
Voted Against: Councillors: Warnock, Isaac. **CARRIED**

COUNCIL INVITATIONS / CORRESPONDENCE

1. **Alberta Municipal Affairs, City Charters Fiscal Framework Act**
2. **Alberta Health Services, Healthcare article**
3. **Alberta Hiking Association, Bighorn Country Initiative**
4. **Mountain View County, Sundre Recycle Centre**

Res. No. 524-18-12-17 MOVED by Councillor Funke that the Town of Sundre Council accept the correspondence from Alberta Municipal Affairs concerning the City Charters Fiscal Framework Act, as information. **CARRIED**

Res. No. 525-18-12-17 MOVED by Councillor Warnock that the Town of Sundre Council accept the correspondence from Alberta Health Services, concerning the *One Province, One Healthcare System: A Decade of Healthcare Transformation in Alberta* article, as information. **CARRIED**

Res. No. 526-18-12-17 MOVED by Councillor Wolfe that the Town of Sundre Council accept the correspondence from the Alberta Hiking Association, concerning the Bighorn Country Initiative, as information. **CARRIED**

Read into the Minutes the December 6, 2018 Mountain View County correspondence concerning the Sundre Recycle Centre.

Res. No. 527-18-12-17

MOVED by Councillor Funke that the Town of Sundre Council directs Administration to draft a response to Mountain View County detailing Council's decision to uphold the previous Motion to close the Recycle Centre, effective December 31, 2018. **CARRIED**

IN CAMERA – Notice to Public

Mayor Leslie excused all public members at 8:08 p.m., and advised that they are welcome to wait in the lobby to rejoin the council meeting after the In-Camera session concludes.

The following were in attendance for the In-Camera session:

Staff: Ms. Linda Nelson, CAO

Public: No Members

Res. No. 528-18-12-17

MOVED by Councillor Preston that Council go into In-Camera at 8:15 p.m.

CARRIED

IN CAMERA**Topic of In Camera:**

Disclosure Harmful to Intergovernmental Relations – FOIPP Section 21

Advice from Officials – FOIPP Section 24

Advice from Officials – FOIPP Section 24

Confidential Evaluations – FOIPP Section 19

Res. No. 529-18-12-17

MOVED by Councillor Wolfe that Council return to open meeting at 9:34 p.m.

CARRIED

Mayor Leslie directed Administration to invite any public members in the lobby to rejoin the meeting.

ADJOURNMENT**Res. No. 530-18-12-17**

MOVED by Councillor Warnock being that the Agenda matters have been concluded the meeting adjourned at 9:34 p.m. **CARRIED**

These Minutes approved this 7th day of January, 2019.

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

COUNCIL DATE: January 7, 2019

SUBJECT: Alberta Transportation

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 5.1

BACKGROUND/PROPOSAL: Council to welcome representatives of Alberta Transportation members who will provide Council with an update concerning the Round-a-Bouts. Further information forthcoming at the meeting.

MOTION:

That the Town of Sundre Council accept the presentation from Alberta Transportation, as information

Date Reviewed: January 2, 2019 CAO: Andie Nebel



REQUEST FOR DECISION

COUNCIL DATE: January 7, 2019
SUBJECT: Roundabout Project
ORIGINATING DEPARTMENT: Operations
AGENDA ITEM: 7.1

BACKGROUND/PROPOSAL:

In 2016 Alberta Transportation (AT) approached the Town of Sundre Council and Administration with options to improve driver and pedestrian safety while in keeping with the heavy, over dimensional routing currently utilized. Opposing left turn lanes and mini roundabouts were brought to the public for survey and feedback. Public open houses for the general public, councils, emergency services and the trucking industry were scheduled. Surveyed results found that the general opinion was to test mini roundabout's with the onus on pedestrian safety.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report

RECOMMENDED ACTION

That the Town of Sundre Council support the extension of the pilot program to the time of the Hwy 27 Overlay.

MOTION:

That the Town of Sundre Council support the extension of the pilot program to the time of the Hwy 27 Overlay.

Date Reviewed: <u>December 31, 2018</u> CAO: <u>Donna McBurn</u>
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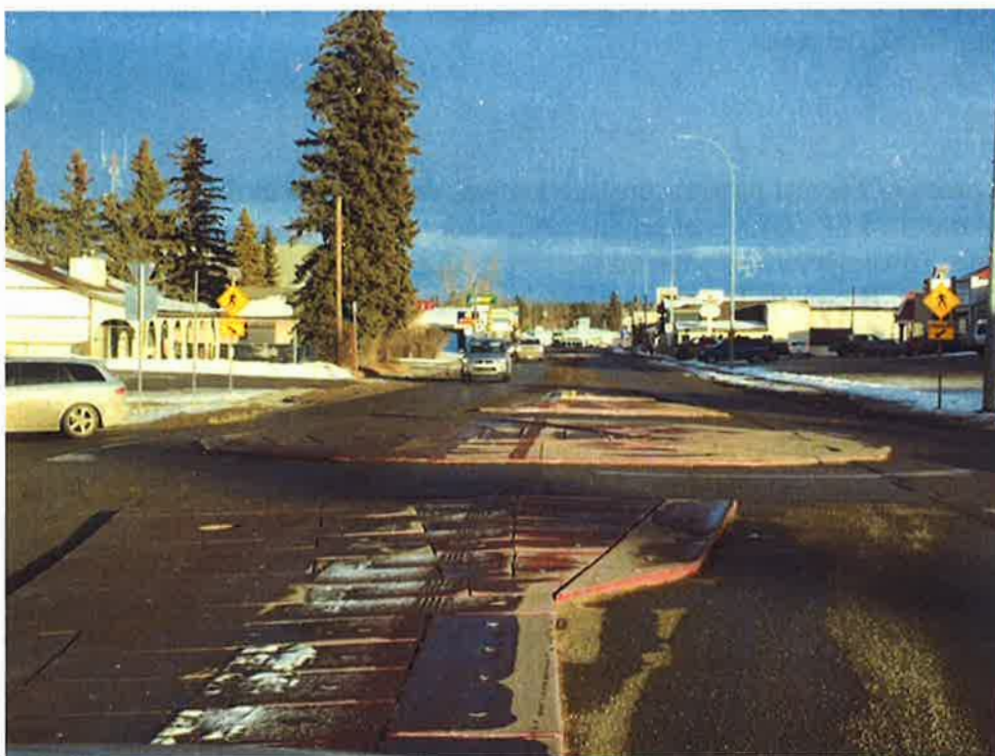
**TOWN OF
SUNDRE**

REPORT TO COUNCIL

COUNCIL DATE **JANUARY 7, 2019**

SUBJECT: **HIGHWAY ROUNDABOUT TEST PROJECT**

REPORT WRITER: **OPERATIONS MANAGER**



BACKGROUND/PROPOSAL:

In 2016 Alberta Transportation (AT) approached the Town of Sundre Council and Administration with options to improve driver and pedestrian safety while in keeping with the heavy, over dimensional routing currently utilized. Opposing left turn lanes and mini roundabouts were brought to the public for survey and feedback. Public open houses for the general public, councils, emergency services and the trucking industry were scheduled. Surveyed results found that the general opinion was to test mini roundabout's with the onus on pedestrian safety.

DISCUSSION:

Sundre's Participation

During the design stages Alberta Transportation requested that the Town of Sundre obtain the engineering and project management services and AT would pay all invoicing. As for snow maintenance Town operations would be required to complete these tasks. The current contractor for AT did not have the means nor the equipment to complete snow removal. In the fall of 2016 a request to review and accept the maintenance agreement was offered by AT based on contracted services in municipalities. This was received by Operations for review however the contract included full maintenance of the road section on an annual basis. This merely paid \$9000 which would not cover the Town's costs to complete all the tasks defined. The director refused the offer and AT started the project with no contract for reimbursement in year one. During 2017/ 2018, Sundre operations ensured snow and ice removal was completed within specifications. In recent discussions with AT it appears that there is no compensation contract available for Sundre due to contract complexities at the Ministers level. This has had an effect on the snow removal budget but in the final design with concrete structure these costs should decrease.

Project Deployment

During the design phase of the test project construction was delayed due to the material change from painted surfaces to the now installed SPYDER mat product. AT tendered the project but received no responses further delaying construction. Town operations sourced their own contractor to complete the street access repairs and improvements adjacent to Highway 27. AT then obtained a contractor to install the mats and the project was semi completed by late fall 2017.

First installations of lane markers failed and bolting system to hold mats in place failed as well. Bolt hardware failure caused the mats to bounce out of position causing issues for vehicles. Town staff continue to repair as required and reported issues to the engineer. Staff also installed some traffic controls at 1st street NW and Highway 27 to reduce collisions and these are still in play today. The next request by operations was to install surface reflective lane markers. These were accepted by AT and installed. In the fall of 2018, new aluminum fasteners were installed and proper leveling of surfaces was completed. This has mitigated boards from coming out of position to date. It is noted that the heavy vehicle traffic still causes board movement. Further monitoring of the fasteners will be required.

Annual line painting done by AT was poor in quality with paint incorrectly placed and fading within days of painting. This did not assist in directing traffic or enforcement of the crossing double solid line areas. A second attempt of paint has improved and an improved quality paint will be applied in 2019. As of November 2018, all repairs and improvements system are now in proper form for testing.

Project Positives

As a general rule, traffic speeds are reduced, and traffic flow has improved. During the 2018 May long weekend the round a bout's improved traffic flow and left turn maneuvers were found to be easier for drivers. The addition of a high visibility pedestrian crossing lights has improved the safety at the 4th street round a bout. Additional unit installations have been planned by AT for the remaining crosswalks. Operations staff have effectively continued snow removal and street sweeping schedules. Further design improvements such as sidewalk/traffic lane delineation features will improve safety.

CONCLUSION

Operations Summary

In operation's opinion AT provided appropriate and sufficient public consultation for the test project. Construction delays, confusing traffic navigation and right of way information and poor design of lane marking did not assist in creating a positive view of the test form the public. Police agencies had difficulty in providing education and enforcement throughout the deployment. Highway pot hole repairs were delayed, line painting in poor quality and sign damage issues added frustration as well. Circle material is abrupt to vehicle contact and has had damage claims reported.

It is important to remember that this is a test project to allow AT to gather information for potential future improvements for small municipalities facing traffic issues. The mat style will not work for the demands of Sundre's diverse traffic needs however when the repair and infrastructure upgrades planned for 2023 occur permanent concrete mini roundabout's will offer the best solution for Sundre's downtown. In the overlay project tentatively schedule for 2022/23 the round a bout should be constructed of smooth raised transition and dyed red for separation. Full high visibility crosswalks with bright surface paint to indicate crossing route to increase safety. The intersection proximity for pedestrian and traffic issues can be address in design. Circles with soft transition will mitigate the turning concerns noted by drivers during the test.

Additional roundabouts should be investigated at this time of project. Drivers note often that the Bergen road 760 and HWY 27 should have a round a bout. The 10th street, HWY 22 and 584 will require a large truck type round a bout.

Operations Unofficial Survey and Comments

During the test period staff had noted several conversations with residents on topics for pedestrian safety, driver issues and the overall project view. These comments are in line with some of the comments found in the official survey recently completed. Many residents that had negative comments were found to be aimed at the poor driving habits of drivers and not knowing the right time to yield or signal. Double lane left turns (which are illegal) and poor construction delays, board displacement issues were noted. Understanding that the entire project is a test to improve safety has to be further explained. Discussing the future overlay and new features spark better attitude to the idea of the roundabout system. As mentioned, the need for additional roundabouts were also found in discussion. Of all these conversations the attitudes seemed to become better with information was shared.

RECOMMENDED ACTION

That the Town of Sundre Council support the extension of the pilot program to the time of the Hwy 27 Overlay.

MOTION:

That the Town of Sundre Council support the extension of the pilot program to the time of the Hwy 27 Overlay.

Jim Hall, Operations Manager

Date Reviewed: <u>December 31, 2018</u> CAO: <u>Amida Nelson</u>
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COUNCIL DATE: January 7, 2019

SUBJECT: WQBELS (Lagoon Study)

ORIGINATING DEPARTMENT: Operations

AGENDA ITEM: 7.2

BACKGROUND/PROPOSAL:

Current Provincial and Federal Regulations (Alberta Environment and Parks as well as Environment Canada) require that the municipalities, discharging water to a river, prepare a study that sets up the wastewater treatment quality limits (WQBELS).

From 2011 through to 2016, the Town has been preparing for the treatment values to be initiated by Alberta Environment and Parks as well as Environment Canada. These discussions and the WQBELS study began in 2016 by CIMA+.

The Town of Sundre Lagoon treatment system currently relies on a 3 pond system with bacteriologic conversion and continuous discharge of treated water to the Red Deer River.

The pond system is designed for 2042 m³/day average sewage flow. The current average flow from the Town is approximately 1300m³/day. Additionally, the lagoons septage receiving station accepts 300 m³/day of regional wastewater by vacuum trucking firms from the outer region of Sundre.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report

RECOMMENDED ACTION

That the Town of Sundre Council receive the attached report as information.

MOTION:

That the Town of Sundre Council receive the attached report as information.

Date Reviewed: December 31, 2018 CAO: Amelia Nelson



**TOWN OF
SUNDRE**
REPORT TO COUNCIL

COUNCIL DATE **JANUARY 7, 2019**

SUBJECT: **WQBELS (LAGOON STUDY)**

REPORT WRITER: **OPERATIONS MANAGER**



BACKGROUND/PROPOSAL:

Current Provincial and Federal Regulations (Alberta Environment and Parks as well as Environment Canada) require that the municipalities, discharging water to a river, prepare a study that sets up the wastewater treatment quality limits (WQBELS).

From 2011 through to 2016, the Town has been preparing for the treatment values to be initiated by Alberta Environment and Parks as well as Environment Canada. These discussions and the WQBELS study began in 2016 by CIMA+.

The Town of Sundre Lagoon treatment system currently relies on a 3 pond system with bacteriologic conversion and continuous discharge of treated water to the Red Deer River.

The pond system is designed for 2042 m³/day average sewage flow. The current average flow from the Town is approximately 1300m³/day. Additionally, the lagoons septage receiving station accepts 300 m³/day of regional wastewater by vacuum trucking firms from the outer region of Sundre.

DISCUSSION:

Testing and Treatment Requirements

The primary concern of the regulators is the presence of ammonia, and especially, un-ionized ammonia in the wastewater that may be harmful to fish, and phosphorous. The current lagoon system does not have the means to remove ammonia or phosphorous.

Sundre operators are undertaking fish acute lethality tests such as LC 50 (a rainbow trout placed in a sample effluent requiring 50% survival).

The operators also conducted a significant amount of sewage treatment quality and the Red Deer River quality tests aiming to find out the treatment requirements specific to the discharge point that will minimize harm to the River.

The Treatment of ammonia, especially in un-ionized form is the primary goal of the lagoon system upgrade design. Environment Canada requires that the effluent water pass the fish lethality (LC50) tests and reduce the concentration of ammonia.

Phosphorous will also be removed through Alum addition.

Recommendations

CIMA+ has recommended the design of a SAGR (Submerged Activated Growth Reactor) pond that will be installed adjacent to the existing 2nd and 3rd pond. The SAGR pond will accept effluent from the existing #3 pond, and release treated effluent into the Red Deer River.

The SAGR system has a header type design where additional capacity additions can be installed for the future developments. This system relies on nitrifying bacteria that naturally grow on special media inside the ponds that consume the un-ionized ammonia, thus reducing the lagoon impact to the receiving waters of the Red Deer River. The treated effluent will be designed for the historical low river level data to ensure compliance of the new regulations with increased population projections.

Since the existing lagoon mechanical equipment is nearing the end of its life, the proposed upgrade will include the replacement of the critical equipment such as air blower pumps as well as repair or replacement of the existing air distribution pipe within the lagoons. This will improve the delivery of oxygen within the existing process and make the treatment more efficient.

CONCLUSION

At the time of this report CIMA+ is waiting for Alberta Environment and Parks review of the WQBELS study. When the WQBELS is finalized with AEP, the design of the lagoon upgrade can proceed.

CIMA+, in conjunction with our nearly completed Master Infrastructure and Servicing study, will identify system inefficiencies and end of life span equipment to ensure the entire wastewater system is operating properly for the future of Sundre.

RECOMMENDED ACTION

That the Town of Sundre Council receive the attached report as information

MOTION:

That the Town of Sundre Council receive the attached report as information

Jim Hall, Operations Manager

Date Reviewed: <u>December 31, 2018</u> CAO: <u>Amida Nelson</u>
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REQUEST FOR DECISION

COUNCIL DATE: January 7, 2019

SUBJECT: Mountain View Senior's Housing

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL: Mountain View Senior's Housing (MVSH) has provided Key Messages and "draft" Statement of the Financial Position as of September 30, 2018 from the Regular Board meeting held November 22, 2018.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

ADMINISTRATION RECOMMENDATIONS: That the Town of Sundre Council accept the correspondence received from Mountain View Senior's Housing, as information.

COSTS/SOURCE OF FUNDING: none

MOTION: That the Town of Sundre Council accept the correspondence received from Mountain View Senior's Housing, as information.

ATTACHMENTS: Key Messages and Draft Financial Statement

Date Reviewed:

January 2, 2018 CAO: Amie Nelson



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board meeting held November 22, 2018

- The MVSH Board met at the MVSH Administrative Offices in Olds Alberta for their regular scheduled Board meeting.

Key Messages from Regular MVSH Board Meeting

- The Board met with the MVSH executive management team at this meeting and received updates on key risks, issues and activities.
- The Board received an update on improving trends in MVSH health care delivery with reports from our Director of Care on indicators of improvement and incident risk reduction. MVSH will continue to follow up on AHS funding concerns raised with AHS on August 15, 2018.
- The Board received an update on the annual Strategic Management Planning Session to further develop management's Action Plans designed to align with strategies and goals of the Board's approved Strategic Plan.
- The Board was updated on the new employee engagement program for MVSH. This new employee engagement framework will provide a guide for developing better relationships with employees and provide better support to staff while ensuring accountability of management for staff relations.
- All Board Committees reported to the Board with updates on agendas and work in progress.
- The Board supported management investigating financing to improve management of the life lease model, its financial risk and concerns for improvement in managing operating cashflows.
- The Board was updated with a report on the order for installation of the second elevator at Aspen Ridge Lodge which started construction in early October and with notable delays from the elevator supplier will now be completed by March 2019.
- The Board received updates on Union Negotiations at Sundre Seniors Supportive Living Facility and Union Negotiations at Mount View Lodge in Olds. Both negotiations are for first collective agreement with MVSH and AUPE certified as representing the staff at these locations.
- The Board commends and supports the MVSH Foundation in its efforts to raise funds for MVSH residents and tenants, furniture and equipment and capital projects. The 4th Annual Powered by the People Gala and Fundraiser will be held April 4, 2019 in Olds Alberta at the Pomeroy Inn, with a theme of "Blue Hawaii." An organizing committee for the Gala has been formed with involvement of the Ladies Auxiliary from the Mount View Lodge in Olds.



- The Board approved the 2018 Audit Plan as presented by the MVSH Auditor and approval for the name change for the Auditor from Collins Barrow Red Deer LLP to RSM Alberta LLP.
- The Board tabled discussion on the MVSH Proposal for a new business model, 2019 Budget and 2019-2023 Business Plan for a Special Meeting to be called by the Chair for December 14, 2018.
- The Board approved a fee increase at January 1, 2019 for up to 5% for residents of the Lodges and Life Lease Suites.
- The Board requested management to prepare time on the Board calendar for a Board site tour of MVSH facilities and a few retreat working sessions for increased Board oversight in 2019 in developing a new business plan. The Board will continue to review all risks and requirements for a new business plan and continue its consultation with each of the Municipal partners in 2019. The goals are to help seniors stay in their communities and for MVSH to achieve sustainability.
- The Board reviewed the Q3 2018 DRAFT Financial Statements and 2018 Budget Management Strategies. A copy of the draft Q3 statements are attached to these Key Messages.
- The Board approved a transfer of \$233,086 from Capital Reserve: \$107,500 to cover one-time equipment repair and facility maintenance and \$50,000 from Capital Reserve to cover emergent capital costs in 2018 and \$75,586 to be used in 2019 for Capital priorities as commitments for Fiber Installation in Sunder and Dayforce Payroll Upgrade Implementation.
- The Board received an update that management continues to follow up on the disposal process administered by the Province related to both the Community Housing and the Repurposing of the Foothills Lodge. A meeting with the Assistant Deputy Minister of Seniors and Housing was held to discuss progress on both these activities on Tuesday April 24, 2018 in Carstairs. Another meeting is set for February 4, 2019 for the Mayors and Reeve to meet with the Assistant Deputy Minister of Seniors and Housing to follow up. Currently, there still is nothing further to report from the Department. MVSH has been advised;
 - The next step in this process for the Foothills Lodge disposal is for the Department to undertake an appraisal of the value of the property and facility and provide opportunities for tender.
 - The next step in this process for the Community Housing properties in Olds, Didsbury and Carstairs is with the Department to determine.



Next MVSH Regular Board Meeting

- Our next regular Board meeting will be Thursday February 7, 2019 @ 6:30-9:00 PM at the MVSH Administration Offices, in Olds, AB.

Mountain View Seniors' Housing (MVSH) Special Board meeting held December 14, 2018

- The MVSH Board met by teleconference at 1:00 PM for this special Board meeting called as per MVSH Bylaws.

Key Messages from Special MVSH Board Meeting on December 14, 2018

- The Board met with the MVSH CAO to discuss the 2019 MVSH Operating Budget and 2019 Requisition.
- The Board a 2019 MVSH Operating Budget for \$15.885 Million, a 2019 Requisition of \$1.95 Million and a change in the annual requisition payment method to quarterly.

Contact or Questions

- If you require any information or there are any questions related to this communication please contact a Board Director, Alternate Director or Sam Smalldon, CAO for MVSH at 403-556-2957 or by email at sam.smalldon@mvsh.ca.

DRAFT

Mountain View Seniors' Housing DRAFT Statement of Financial Position As at September 30, 2018

	Lodges & Life Lease	Housing	Unaudited September 2018	Audited December 2017
ASSETS				
Current assets				
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ -
Restricted cash	1,391,020	50,160	1,441,180	763,650
Accounts receivable	44,922	3,228	48,150	153,210
Prepaid Expenses	108,312	-	108,312	9,431
Due from Mountain View Seniors' Housing Foundation	13,102	-	13,102	15,862
Goods and Services Taxes receivable	53,095	2,481	55,576	126,826
	1,610,452	55,869	1,666,321	1,068,979
Security deposit	10,875	-	10,875	10,875
Resident security deposits	226,656	69,292	295,948	276,985
Investments	50,000	-	50,000	51,450
Capital assets	58,273,283	-	58,273,283	58,918,467
	\$ 60,171,265	\$ 125,161	\$ 60,296,426	\$ 60,326,757
LIABILITIES				
Current liabilities				
Bank indebtedness	\$ 1,617,080	\$ (50,799)	\$ 1,566,281	\$ 948,004
Accounts payable and accruals	1,035,645	57,068	1,092,713	987,509
Restricted by Alberta Social Housing	-	-	-	6,565
Deferred revenue	361,805	15,000	376,805	17,391
Current portion of long-term debt	1,385,479	-	1,385,479	1,385,479
	4,400,010	21,269	4,421,279	3,344,948
Resident security deposits	226,682	69,292	295,974	276,985
Life Lease fee	4,138,180	-	4,138,180	4,449,170
Restricted operating reserve fund	-	34,600	34,600	34,600
Long-term debt	26,544,871	-	26,544,871	26,577,967
Unamortized capital contributions	22,361,181	-	22,361,181	22,663,274
	\$ 57,670,923	\$ 125,161	\$ 57,796,085	\$ 57,346,944
NET ASSETS				
Unrestricted	2,032,519	-	2,032,519	2,511,990
Restricted	467,823	-	467,823	467,823
	2,500,342	-	2,500,342	2,979,813
	\$ 60,171,265	\$ 125,161	\$ 60,296,426	\$ 60,326,757

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Mountain View Seniors' Housing DRAFT Statement of Operations For the period ended September 30, 2018

	Lodges	Housing	Life Lease	Unaudited 2018	Audited 2017
Revenues					
Rent revenue and service fees	\$ 5,382,652	\$ 705,944	\$ 376,942	\$ 6,465,538	\$ 8,054,080
MVSH Subsidy for Low Income Residents	(865,451)	-	-	(865,451)	(873,924)
Health Authority grants	3,230,460	-	-	3,230,460	4,336,634
Requisitions - Municipalities	958,847	-	-	958,847	1,122,345
Insurance Proceeds	4,243	-	13,146	17,389	193,594
Alberta Seniors' & Housing grants	552,263	23,546	-	575,809	882,828
Amortization of deferred capital contributions	403,771	-	-	403,771	542,018
Other grants and donations	15,123	-	-	15,123	154,149
Utility recovery	-	50,426	-	50,426	68,038
Interest	5,977	150	37,443	43,570	64,131
Sundry	34,328	5,376	-	39,705	51,039
	<u>9,722,212</u>	<u>785,442</u>	<u>427,531</u>	<u>10,935,185</u>	<u>14,594,933</u>
Expenditures					
Salaries, wages and benefits	\$ 5,675,170	\$ 104,263	\$ 122,063	\$ 5,901,496	\$ 7,850,418
Amortization	1,122,097	-	106,383	1,228,481	1,569,724
Maintenance and facility services	617,987	374,138	67,591	1,059,716	1,447,716
Interest and bank charges	800,794	-	32,434	833,228	1,106,916
Telephone and utilities	531,644	213,598	44,056	789,297	1,026,266
Food, kitchen and linen supplies	618,430	-	8,883	627,313	808,910
Purchased services	405,829	58,581	770	465,180	483,177
Staff training, travel and memberships	75,097	17,579	-	92,676	134,404
Office and miscellaneous	60,127	7,500	16,845	84,472	134,607
Insurance	88,306	6,560	-	94,865	122,085
Rent	48,374	18,000	-	66,374	90,033
Resident travel and activities	45,434	-	-	45,434	83,116
Resident Care contracts and health care supplies	55,360	-	-	55,360	62,456
Property taxes	-	-	27,557	27,557	24,223
Audit	17,875	7,125	-	25,000	23,900
Directors' expenses	16,597	-	-	16,597	14,699
Bad Debt	1,611	-	-	1,611	-
	<u>10,180,731</u>	<u>807,343</u>	<u>426,582</u>	<u>11,414,656</u>	<u>14,982,649</u>
Deficiency of revenue over expenditures before other income	<u>\$ (458,519)</u>	<u>\$ (21,901)</u>	<u>\$ 949</u>	<u>\$ (479,471)</u>	<u>\$ (387,717)</u>
Other Income (Expenditures)					
Unamortized Capital Contributions	-	-	-	-	162,046
Disposal of assets	-	-	-	-	(7,832)
Gain on disposal of assets	-	-	-	-	154,214
Deficiency of revenue over expenditures	<u>\$ (458,519)</u>	<u>\$ (21,901)</u>	<u>\$ 949</u>	<u>\$ (479,471)</u>	<u>\$ (233,502)</u>

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Mountain View Seniors' Housing DRAFT Statement of Cash Flows For the period ended September 30, 2018

	Unaudited 2018	Audited 2017
CASH PROVIDED BY (USED FOR)		
Operating activities		
Cash receipts from tenants, donations and grants	\$ 10,656,510	\$ 14,212,500
Cash paid to suppliers and employees	(9,472,339)	(12,219,143)
Interest received	6,127	14,841
Interest paid	(634,349)	(1,057,784)
	<u>555,949</u>	<u>950,414</u>
Investing activities		
Capital contributions	101,678	213,914
Insurance proceeds for capital replacement	-	161,920
Purchase of capital assets	(547,765)	(1,252,333)
Purchase of short-term investment	1,450	(780)
	<u>(444,637)</u>	<u>(877,279)</u>
Financing activities		
Advances of callable debt	-	-
Repayment of callable debt	-	(250,000)
Advances of long-term debt	953,353	673,162
Repayment of long-term debt	(986,449)	(1,280,771)
Advances of bank indebtedness	618,277	962,785
	<u>585,181</u>	<u>105,176</u>
Increase in cash	696,493	178,311
Cash, beginning of year	1,040,635	862,324
Cash, end of year	\$ 1,737,128	\$ 1,040,635
Cash consists of:		
Cash & cash equivalents	-	-
Restricted cash	1,441,180	763,650
Cash held in trust for security deposits payable	295,948	276,985
	<u>\$ 1,737,128</u>	<u>\$ 1,040,635</u>

Mountain View Seniors' Housing
DRAFT Statement of Lodge Operations
As at September 30, 2018

	Aspen Ridge Lodge	Chinook Winds Lodge	Mount View Lodge	Sundre Lodge	Unaudited 2018 Total	Audited 2017 Total
Revenues						
Rent revenue and service fees	1,214,810	822,952	1,650,658	1,694,233	5,382,652	6,608,827
MVSH Subsidy for Low Income Residents	(113,790)	(164,748)	(367,696)	(214,217)	(865,451)	(873,924)
Health Authority Grants	1,447,800	-	154,673	1,627,987	3,230,460	4,336,634
Requisitions - Municipalities	141,304	211,956	383,539	222,049	958,847	1,122,345
Insurance proceeds	2,502	-	1,740	-	4,243	187,272
Alberta Seniors' & Housing grants	75,309	107,584	218,754	150,617	552,263	866,752
Amortization of deferred capital contributions	21,157	3,020	188,266	191,328	403,771	542,018
Other Grants and donations	5,535	925	446	8,217	15,123	65,800
Interest	1,333	965	1,747	1,931	5,977	13,759
Sundry	9,138	3,909	9,280	12,001	34,328	45,260
	2,800,098	986,562	2,241,406	3,694,146	9,722,212	12,914,745
Expenditures						
Salaries, wages and benefits	1,853,311	595,758	978,108	2,247,993	5,675,170	7,560,470
Amortization	136,166	49,000	391,869	545,062	1,122,097	1,428,089
Maintenance and facility services	146,414	97,365	172,884	201,324	617,987	774,084
Interest and bank charges	109,581	19,000	182,851	489,363	800,794	1,063,665
Telephone & utilities	132,416	81,225	141,326	176,677	531,644	674,259
Food, kitchen and linen supplies	157,913	89,302	161,739	209,476	618,430	796,480
Purchased services	67,667	48,455	89,639	200,067	405,829	424,865
Staff training, travel & memberships	19,581	11,512	20,407	23,597	75,097	114,748
Office & miscellaneous	17,171	6,242	13,139	23,575	60,127	89,449
Insurance	11,427	4,559	35,467	36,852	88,305	117,502
Rent	10,791	7,814	14,140	15,629	48,374	66,033
Resident travel and activities	10,983	9,678	7,430	17,343	45,434	80,015
Resident care contracts and health care supplies	20,211	2,081	8,710	24,358	55,360	62,456
Audit	3,988	2,888	5,225	5,775	17,875	17,900
Directors' expenses	3,702	2,681	4,852	5,362	16,597	14,699
Bad debt	-	-	-	1,611	1,611	-
	2,701,322	1,027,561	2,227,785	4,224,063	10,180,731	13,284,713
Deficiency of revenue over expenditures before other income	93,777	(40,998)	13,620	(529,918)	(458,519)	(369,968)
Other Income (Expenditures)						
Unamortized capital contributions (Note 21)	-	-	-	-	-	162,046
Disposal of assets (Note 21)	-	-	-	-	-	(7,832)
Gain on disposal of assets	-	-	-	-	-	154,214
Excess (Deficiency) of revenue over expenditures	98,777	(40,998)	13,620	(529,918)	(458,519)	(215,754)

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Mountain View Seniors' Housing
DRAFT Quarterly Statement of Lodge Operations
As at September 30, 2018

NOT PART OF AUDITED STATEMENTS - INTERNAL USE ONLY

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Unaudited 2018	Annual Budget 2018	Percentage of Budget
Revenues							
Rent revenue and service fees	\$ 1,758,959	\$ 1,766,453	\$ 1,857,240		\$ 5,382,652	\$ 7,302,501	74%
MVSH Subsidy for Low Income Residents	(280,608)	(278,432)	(306,411)		865,451	(1,192,800)	73%
Health Authority grants	1,059,641	1,078,930	1,091,889		3,230,460	4,337,556	74%
Requisitions - municipalities	319,616	319,615	319,616		958,847	1,278,462	75%
Insurance proceeds	-	4,243	(0)		4,243	-	0%
Alberta Seniors' & Housing grants	193,651	193,651	164,961		552,263	774,951	71%
Amortization of deferred capital contributions	134,590	134,591	134,590		403,771	560,106	72%
Other grants and donations	5	2,755	12,363		15,123	-	0%
Utility recovery	-	-	-		-	-	0%
Interest	2,444	657	2,876		5,977	1,000	598%
Sundry	16,821	8,921	8,586		34,328	30,000	114%
	3,205,119	3,231,384	3,285,709	-	9,722,212	13,091,776	74%
Expenditures							
Salaries, wages and benefits	\$ 1,870,054	\$ 1,859,683	\$ 1,945,433		\$ 5,675,170	\$ 7,694,652	74%
Amortization	374,032	374,033	374,032		1,122,097	1,485,348	76%
Maintenance and facility services	219,084	206,436	192,467		617,987	564,495	109%
Interest and bank charges	262,599	265,593	272,602		800,794	1,039,728	77%
Telephone & utilities	187,499	178,149	165,996		531,644	650,400	82%
Food, kitchen and linen supplies	210,140	205,072	203,218		618,430	798,372	77%
Purchased services	109,783	152,247	143,799		405,829	334,359	121%
Staff training, travel & memberships	21,715	27,914	25,468		75,097	113,000	66%
Office & miscellaneous	16,228	27,822	16,077		60,127	64,622	93%
Insurance	29,014	28,221	31,070		88,305	115,000	77%
Rent	16,087	16,144	16,143		48,374	65,300	74%
Resident travel and activities	12,207	16,320	16,907		45,434	69,500	65%
Resident care contracts and health care supplies	19,260	20,754	15,346		55,360	66,500	83%
Property taxes	-	-	-		-	-	-
Audit	15,500	-	2,375		17,875	15,500	115%
Directors' expenses	5,374	6,642	4,581		16,597	15,000	111%
Bad Debt	1,611	-	-		1,611	-	0%
Excess of revenue over expenditures before administration and other items	3,370,187	3,385,030	3,425,515	-	10,180,731	13,091,776	78%
Other Income (Expenditures)							
Unamortized Capital Contributions	-	-	-	-	-	-	-
Disposal of assets	-	-	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-	-	-
Transfer to Reserve	-	-	-	-	-	-	-
Deficiency of revenue over expenditures	\$ (165,068)	\$ (153,646)	\$ (139,805)	\$ -	\$ (458,519)	\$ -	



REQUEST FOR DECISION

COUNCIL DATE: January 7, 2019

SUBJECT: Reports to Council

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 11.1

BACKGROUND/PROPOSAL:

Report to Council – November 22 to December 31, 2018, Mayor Terry Leslie

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached Council Report(s) for information.

MOTION:

That the Town of Sundre Council accept the November 22 to December 31, 2018 Report to Council submitted by Mayor Terry Leslie, as information.

ATTACHMENTS:

Report to Council – November 22 to December 31, 2018 Report to Council, Mayor Terry Leslie

Date Reviewed: January 2, 2018 CAO: Amela Naban

Report to Council November 22, 2018 – December 31, 2018 – Terry Leslie

Wednesday November 23, 2018 – an emailed invitation was sent to me from Assistant Deputy Minister of Alberta Environment and Parks, announcing a proposal “for a new mix of public land and parks known as Bighorn Country”. An online survey address was included with the deadline for feedback January 31, 2019. There was also an invitation to an engagement session in Rocky Mountain House Tuesday December 11, 2018 from 9:00 – 12:00 noon, with the deadline for RSVP by Thursday, November 29, 2018.

Sundre Town Council received this information December 3, 2018. The date of completion of the attached map of the proposed Bighorn Country was October 30, 2018. Sundre is not identified on the map.

Wednesday November 28, 2018 - I was contacted by 2 producers from CBC Radio Wednesday November 28th asking for my comments about the Provincial Government Proposal. My comments were simple – our community had not been consulted – the Provincial consultation was flawed – it seemed this was a proposal being rushed through prior to a Provincial election – I really had no knowledge about the details of the proposal except what I had read in the Calgary Herald the previous weekend.

I contacted Jason Nixon and asked for a “Coles Notes” version of the proposal. He made arrangements to have Assistant Deputy Minister Dana Mackie meet with local elected municipal officials Monday December 3, 2018 at 2:00 PM to provide an overview of the proposal. I invited representatives from Mountain View County, as well as Rocky Mountain House Mayor Tammy Burke, and Mayor John Rimmer from Caroline, to attend the meeting.

ADM Mackie met with Rocky Mountain House and Clearwater Councils Friday November 30, 2018.

Monday December 3, 2018 – Intermunicipal Collaboration Committee Meeting – Town Council Chambers – 8:30 – 11:00 AM – Councillors Warnock, Funke and I met with Mountain View County representatives to work further on the “sub agreements” between our two Councils. We heard a presentation from Greenwood Neighbourhood Place and discussed issues they were facing in their future. Administrations from both municipalities will be bringing further information to our next meeting February 4, 2019 with regard to this presentation, and other matters discussed.

Monday December 3, 2018 – Information meeting with representatives from Alberta Environment and Parks – Town Council Chambers – 2:30 – 4:00 PM – Town Council members, Mayor Tammy Burke from Rocky Mountain House, Mayor John Rimmer from Caroline, and Deputy Reeve Angela Aalbers from Mountain View County were in attendance to hear from Assistant Deputy Minister Dana Mackie and staff about the “Bighorn Country” proposal recently announced by Alberta Environment and Parks Minister Shannon Phillips. The proposal was outlined and an informal discussion took place.

Issues brought forward by Town Council and those attending:

- Disappointment at being among the many who have been forgotten in consultations that have been by invitation only – our Council has not been invited.
- Deep concern about the possible effects to the forestry industry in light of what happened in the Castle region in southern Alberta. What was the cost paid out to Spray Lakes Sawmills for the closure of their timber supplies in the Castle? Spray Lakes was promised operations would not

be affected and they were shut down. The economic impact to our community with a change to forest management in the west country would mean job losses in our local forestry industry and would be devastating to our community. Sundre Forest Products and West Fraser are the biggest employer in the area.

- We are lobbying our federal government to invest more to combat the pine beetle infestation that is looming, and any available money invested by the Province in a proposal of this nature is premature without much more consultation with the forest industry – and a plan to address the threat of the pine beetle.
- Concerns from our rural community about the status of leases in the affected area have not been addressed.
- As a community, we have serious infrastructure needs – an upgraded waste water treatment plant – a hospital – the overlay of Highway 27 through Sundre that has been pushed back 2 years we have recently been told – and a proposal such as this is not a community priority at this time.
- What is the expected budget for this proposal and how will it affect the limited future dollars available for essential infrastructure projects? The west country is a provincial responsibility and there is a fear that investment out west will reduce the available money for essential local infrastructure necessities.
- After the flood of 2013, our community was told by the Provincial Government at the time that they “wanted to get flood mitigation right, take the time necessary to consult with those affected, and not rush to failure”. Without extensive public consultation, this proposal appears to be a prime example of “rushing to failure” without taking the time to consult with the forestry, oil and gas, farming and ranching, and tourism industry stakeholders, and community groups.
- The Town of Sundre cannot take a positive position on this proposal until these, and many more community questions are answered.

Terry Leslie, Mayor

Meeting Notes – my summary from meeting with ADM Dana Mackie Monday December 3, 2018 – 2:30 – 4:00 in Sundre Town Council Chambers with representatives from Sundre Town Council, Deputy Reeve Angela Aalbers from Mountain View County, Mayor Tammy Burke from Rocky Mountain House and Mayor John Rimmer from Caroline

- North Saskatchewan Regional Plan – this is a lift and a shift from the similar consultation work from the plan – not ready for public at this time – need for further proposals to be developed with more detail before public engagement
- Conservation, existing recreation to enhance and support user experiences and address economic diversification – bringing in more modern and contemporary legislation to better manage what we see forthcoming
- Takes into consideration first nations interests – historically and culturally significant lands
- Many active volunteer stewardship groups
- Industrial interests also taken into consideration
- Public land use zones also taken into consideration
- Introduce 1 wildland, 3 provincial parks and 4 new provincial recreation areas in proposal

- Expect, after consultation, there will be a balance for everything and an opportunity for everyone to improve experiences
- Timelines – consultation to January 2019 – Management Intent 60 days – to January 2019
- Supporting Tourism and development and Investment – 60 days – to January 2019
- Parks and Recreation Management Planning – 1+ years – should the proposal be confirmed.
- Late 2019 analysis and recommendations – cabinet deliberates in late 2019 and decision
- Engagement outline – online survey – online tele-town Hall and Open Houses in RMH, Drayton, Sundre and Red Deer – themed stakeholder sessions – Indigenous consultations – future planning

Jamie Bruhe – Land Use Zones – 25 year planning – West Country and Kiska-Wilson Public Land Use Zones – gives the ability to manage public recreation on public lands – many ticketable offenses are available when a Public Land Use Zone designation is used – there have been issues with trails and the intent is to provide some separation for non compatible uses such as cross country skiing, quadding, snowmobiling, side by side quad usage – recreation users, tourism operators, indigenous people, private and municipal land owners, grazing disposition holders, hunters and anglers and industry and forestry operators – intent is to reduce conflict with all users being kept safe from industrial hazards – reclamation plans for the future can work together for future random campsites type users.

- Grazing dispositions will not change – will still be able to regulate access to grazing leases
- Tourism operators will have the ability to designate trails and be able to control their investments in those trails
- Kiska-Wilson – over 300 km of trails will stay the same as they are – want groups and organizations to have more conversations about environmental sustainability to manage sensitivities.
- West Country – needs a public land use designation to be able to manage opportunities for better recreation with designated trails that are sustainable. Looking at multi use trails that connect and build on existing.
- Recreation Planning Areas – 4 zones proposed – logical breakdowns of boundaries – expect that each will have a collaborative engagement process to determine how user groups can assist and have input from users.

Provincial Parks – series of new parks and protected areas – recreation support (\$40 million investment), OHV use on designated trails, existing petroleum and natural gas activities have to be honoured, minimum impact on coal, freehold properties honoured, existing grazing commitments honoured, no impact to commercial forestry, existing trapping lines honoured, existing sand and gravel commitments honoured.

- Provincial Park Wildland – established to protect natural heritage, provide opportunities for low impact backcountry recreation and hunting fishing and other nature based recreation
- There is a need to update older designations to current practice – critical from a headwaters perspective, species at risk, and wildlife corridors, no roads permitted, visitor experience

No impact to provincial forestry intended. Forestry industry open to respond. Planning on invitations to industry through AFPA and known industry players in the area.

Influx of tourism – critical infrastructure – hospital, emergency services – impact to local first responders, safety and rescue – hospitals – the commitment for funding is for managing recreation – it is anticipated that there will be more tourists – Part of the proposal is a \$40 million investment – part of that can be for first responders

Public parking – how will you handle the volume? We will use existing infrastructure – eg. Use reclaimed well pads as staging areas.

There will be a shift to more structured camping with bathroom supports, look after enhancing road access in and out, and create new campsites and increase amenity levels. Random camping will continue.

Why the urgency now? Where are those funds coming from? Planning has been ongoing and this is a portion that is ready for consultation. Funding and budget development and trade offs have been prioritized. There is no “prid pro quo” for budget trade offs for the region. The \$40 million cost for this project is not intended to act as the region allocation from other departments.

Management structure and operational presence – what is your intent? Of the \$40 million, \$15 million will be for operational needs.

What is the process?

- 60 days online consultation plus local public engagement sessions – end of January 2019, consultation closes – cabinet decision spring – orders in Council details for boundary
- Open Houses will be Town Hall sessions prior to closing. The best way to have the proposal move forward is to have the “respectful” dialog through the process of public engagement.
- Forestry engagement must be done to address the public perception that “forestry is opposed to this proposal”.
- Key messages will be coming forward – it is 37 pages long at this point – addressing forestry, oil and gas, other industries, and the impacts predicted with the proposal.

Some of the concerns expressed from those in attendance:

- Public consultation has not been done – this process is “a rush to failure” and there will be significant “push back” from residents in the area,
- The impact to the forestry industry – and our largest employer, Sundre Forest Products/West Fraser – has not been clarified, and our residents will be legitimately concerned. This looks like another “Castle” project that was done in southern Alberta that had the Government of Alberta eliminate the logging of the area and pay out Spray Lakes an undisclosed amount. The government of Alberta needs to “own” that decision and assure our local mill will not see job losses,
- \$40 million spent on this project at this time is not an investment that can be afforded at this time by a government that is broke. There is serious concern that the \$40 million allocation to this region will “take away” money for our most necessary infrastructure projects,
- Sundre has been told by Alberta Transportation that the “overlay” of highway 27 through Sundre has been pushed back 2 years, and to us, it is more important than this proposal,
- Sundre has a major infrastructure project looming – our waste water treatment plant upgrade – and there is serious concern that – for any government – the necessity of being able to flush

toilets – supersedes the “wish” to do a project such as this – when the provincial government is broke,

- The toilet and garbage facilities being placed in the west country will see our community as the “processing” place for that sewage and waste. What plans are there to assist/partner with the municipalities expected to bear the burden of the consequences of this proposal,
- What are the plans to support the municipalities for emergency services, hospitals, search and rescue requirements that will be a resulting cost escalation to our ratepayers because of this plan,
- The Environment Minister does not have a good reputation in this community. The Health Minister does, because she has listened and worked with the community to address community concerns when AHS threatened to close 15 long term care beds – half our hospital. The Environment Minister needs to be available to work with the community and address the community concerns,
- We are not aware of consultations with industry in the development of this proposal. The public needs assurance that forestry, oil and gas, farming and ranching impacts are known – that representatives from those industries have been heard – their issues have been addressed – and that the economic job impact in the region will not be negatively affected,
- What are the plans in place to have local residents and elected officials involved in the operations of the plan for the long term?
- There are questions from local residents about grazing leases and how they are affected by this plan when investments of hundreds of thousands of dollars are at stake with those leases,
- The proposal is moving too quickly and looks like a plan to take a “legacy project” into the next election. Slow down and take more time to do a proper consultation process with all those affected. This is a proposal that has potential benefits for generations to come. Rushing, without buy in from those affected, is not an option when \$40 million is being invested without the understanding of the “unintended consequences” to municipalities.

Terry Leslie

Sunday December 9, 2018 – Budget Workshop for Council and Administration – Town Council

Chambers – 12:00 – 6:30 – This was an opportunity to hear from Administration and staff about the 4 Year Operating and 5 Year Capital Budget, and ask questions about details and priorities for our future. Because this is the first year we are proposing to adopt a 4 Year Operating Budget, there was a need to spend considerable time understanding the reasons for the proposals.

Tuesday December 11, 2018 – Public Open House in Council Chambers from 10:00 – 7:00 – This was the opportunity for the public to come in and talk with Administration, Council and staff about the upcoming 4 Year Operating Budget and the 5 Year Capital Budget. There were 17 people who attended with some good suggestions to consider. I attended from 12:00 – 2:30.

Thursday, December 13, 2018 – Alberta Health Services Central Zone representatives met with the Hospital Futures Committee to go over the statistics for the Sundre Hospital, understand and advocate for improved health care service to our residents and to share concerns about the day to day operations for staff and patients.

Wednesday December 19, 2018 – Dedication of Myron Thompson’s Way street dedication – on Myron’s front lawn. About 80 people attended this recognition of Mr. Thompson as Sundre’s former Mayor,

Councillor, and only MP who served for 15 years in Ottawa on our behalf. Speeches by MLA Jason Nixon and local MP Earl Dreeshen, honouring Mr. Thompson's service to our nation were appreciated by all in attendance. My speech honouring my mentor of 39 years appears below.

Myron Thompson's Way – Street Dedication – December 19, 2018

Welcome everyone and thank you for attending this special dedication today. Myron and Dot are humbled by this wonderful turnout.

Myron Thompson's Way – Why has that street name been chosen? The stories you hear in the next few minutes will give you the answer to that question.

In 1974, not long after Myron moved to Sundre he was elected as a Town Councillor. It was during that term that the dykes through Sundre were built, and they have held through many floods. Myron's passion for flood mitigation for the entire Red Deer River Watershed continued through his last term as Councillor in 2017. Planning for the future of this community was Myron Thompson's Way.

In 1977, Myron became Mayor of Sundre. During that term, there was an opportunity to have an artificial ice plant installed at the arena. In typical Sundre fashion, fundraising began. Myron Thompson's Way was to get involved and one of the big fundraising events featured Tiger Thompson, against good friend and former Mayor Sam Campkin, aka Killer Campkin, in a wrestling match, refereed by the legendary Stu Hart of Stampede Wrestling fame.

Imagine Myron in tights in a gym filled to capacity, and Stu Hart letting Myron and Sam battle it out until they were both exhausted. The crowd roared, loved the entertainment, and the fact that their Mayor and his good friend, kickstarted a great fundraising campaign. That was Myron Thompson's Way.

Imagine Myron's surprise in finding out that the County owned the land that the arena sat on, and that grants couldn't be used to put the ice plant in unless the Town owned the land. Myron called Syd Vollmin, the County Reeve at the time, and a deal was struck to trade the baseball diamond land to the School Board, for the arena land, all in for \$1. That was Myron Thompson's Way.

In 1980, Myron became the Principal of the Sundre School, but it came at a price. If you can believe it, at that time, to get the Principal job, he was told he could not be the Mayor.

Myron's choice to commit, without reservation, to students is just another example of the many ways he dedicated his life to his community. That was Myron Thompson's Way.

When it was time for the building of a new high school, Myron was front and centre advocating and encouraging the community to fundraise for a \$200,000 gym expansion for community use.

Myron was always a champion for good ideas that would lead to student success and help them become leaders in the community.

Myron got a call from central office one day asking what the "Horse Program" was all about because there wasn't a curriculum for a "Horse Program". He was told he couldn't make up a course that didn't exist. In true leadership style, Myron convinced the higher ups that this was a program that was

needed in our community. The result was that nowhere else in Alberta, but Sundre, could a high school boast about a program that graduated a jockey, and farriers that went on to successful careers in those fields. Myron thought schools should be for kids and communities, and that schools worked best when they were connected through potential employers. He saw strengths in people they did not yet see in themselves – and he pushed kids to believe in their best self. That was Myron Thompson's Way.

After retiring as Principal of Sundre High School, Myron channeled his energies to federal politics. In 1993, he was elected to Parliament as a member of the Reform Party, representing the Wild Rose riding, where he served for 15 years through the successor parties, the Canadian Alliance and the Conservative Party of Canada, with successive election victories until 2008, when he decided to step away from federal politics. He was well known for his passionate stance on many issues advocating for people he served. Initially, the cowboy in the stetson challenged the Liberal government on issues such as government spending, marriage, victims' rights, child pornography and prison reform – all issues that threatened to undermine the values of all Albertans. Challenging opposition parties, and his own party, to change "off track" practices was always Myron Thompson's Way.

The Hay West Movement in 2002 was an historical "Canadians helping Canadians" success story. Alberta was suffering with drought and it only made sense to Myron to look east to Ontario where the hay was plentiful. Myron, and Liberal MP Don Beaudria, if you can believe it, got to talking about how to get the much needed hay from Ontario to Alberta. CN rail was convinced to transport – free of charge – Ontario hay to Alberta, and the Hay West Movement became a reality. Myron Thompson's Way was to get the right people together and find solutions regardless of party lines, to do the right thing for the people of Canada that he served.

The next time you drive through Banff and Lake Louise enjoying the 4 lane highway, think of Myron. Shocked by the many tragedies and fatalities occurring on that stretch of the highway, Myron pushed those who had the ability to decide, to do the right thing. At the Banff Park Gate, Stephen Harper, Jim Prentice, and Myron Thompson shared, and celebrated, in the announcement to twin the highway that we all enjoy safely today. That was Myron Thompson's Way.

I could go on about the accomplishments Myron was able to see through in his 15 years in Ottawa, but he has said that is not necessary. I do have to say that after Myron retired as an MP in 2008, it wasn't long until he decided to serve again on the Sundre Town Council from 2010 – 2017. Thinking about it now, it seems only natural for him to continue dedicating his life to service in our community. He has been a mentor, and a model to all members of Council and staff, throughout his lifetime. We are honoured and grateful for the wisdom he has shared, for the passion and tenacity he has always brought to debate, and for his strength through faith. That has always been Myron Thompson's Way.

Throughout Myron's career, never has there been one more dedicated, loving and committed than his darling wife Dot. It is plain to see that Dot has always been the wind beneath his wings. She has been by his side, and it is a good thing, he always says, that she kept him in line. She is the real boss. Who else would put up with his years in politics – or just put up with him.

Myron has an unwavering commitment to God. He has always known that God has a plan for him and he will always trust in God. Spirituality, strength through faith, an unalterable belief in God – and living a life of service to God – has been Myron Thompson's Way.

As a grateful community we dedicate this road Myron Thompson's Way. Myron Thompson's Way is more than a street name. It is a model of personal sacrifice and service to others - for life.

Congratulations Myron and Dot for this much deserved recognition of a life of service to our community and our nation.

Respectfully submitted – Terry Leslie, Mayor



REQUEST FOR DECISION

COUNCIL DATE: January 7, 2019

SUBJECT: Correspondence

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 13.

BACKGROUND/PROPOSAL:

Correspondence received and/or sent by Legislative Services during the period December 13, 2018 through to January 3, 2019.

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 received from Hope 4 MVC Kids Society, as information.

That the Town of Sundre Council accept the CAO's response letter to Mountain View County regarding the Sundre Recycle Centre, as information.

That the Town of Sundre Council determine a response to the Beam-Team Club Sundre High School, at Council's discretion.

That the Town of Sundre Council accept the CAO's response letter to Mr. Ray Sharp regarding Local Improvement Tax concerns, as information.

ATTACHMENTS:

- 13.1 Thank you letter from Hope 4 MVC Kids Society
- 13.2 CAO Response Letter to Mountain View County, re: Sundre Recycle Centre
- 13.3 Email from the Beam-Team Club Sundre High School
- 13.4 CAO Response Letter to Mr. Ray Sharp, re: Local Improvement Tax concerns

Date Reviewed: January 3, 2019 CAO: Linda Nelson

Town of Sundre,

Received Dec. 18/18.

13.1

A heartfelt Thank-you to your council for donating your table purchase at hope4mvekids, Raise The Roof 2018, held at Willow Lane Barn.

You helped us raise **\$19,450!**

100% of funds raised goes directly to local families with children in medical need.

We had a fantastic time with 2015/16 A CMA group of the year, Renegade Station, Pulse Entertainment and Rajapaksa Catering.

As with any small non profit society our toughest challenges are fundraising and community awareness

If you know someone that needs our support please direct them to our website or call.

hope4mvekids.org.

Respectfully,



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

December 19, 2018

**Mountain View County
Postal Bag 100
Didsbury, AB T0M 0W0**

Attention: Jeff Holmes, CAO

Re: Mountain View County correspondence re: Sundre Recycle Centre

Dear Jeff,

Thank you for your letter dated December 6, 2018, concerning the closure of the Town of Sundre Recycle Centre.

During the Regular Council Meeting of December 17, 2018, Council reviewed your letter and passed the following Motion:

Res. No. 527-18-12-17

MOVED by Councillor Funke that the Town of Sundre Council directs Administration to draft a response to Mountain View County detailing Council's decision to uphold the previous Motion to close the Recycle Centre, effective December 31, 2018. **CARRIED**

This does not preclude further discussions with regard to solutions that could lead to a well investigated plan for a future site.

We look forward to our continued collaboration on initiatives that will benefit our collective residents.

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer



Cynthia Robey <cynthia.r@sundre.com>

Fwd: High School Research Project

1 message

Sundre Townmail <townmail@sundre.com>

Mon, Dec 17, 2018 at 1:33 PM

To: Cynthia Robey <cynthia.r@sundre.com>, Linda Nelson <linda.n@sundre.com>

----- Forwarded message -----

From: <elv9798@cesd73.ca>

Date: Thu, Dec 13, 2018 at 12:25 PM

Subject: High School Research Project

To: <townmail@sundre.com>

Cc: Ryan Beck <rbeck@cesd73.ca>

To whom it may concern,

We are a group of grade ten to twelve students from Sundre High School and have been given the opportunity to participate in the Student on Beamline program offered by Canadian Light Source at the university of Saskatchewan where we are able to conduct a research project. During our research, we have found out that burnt CCA (Chromated copper arsenate) treated lumber could expose Chromium IV to the soil which could possibly create health risks and concerns. Therefore, we are planning to conduct research regarding reducing the toxicity level of chromium IV in the soil that has been contaminated with burnt CCA treated lumber with Fungal remediation.

In order to continue our experiment and to go to Saskatchewan, we are in need of financial support. We estimate that the whole trip would cost around \$8000 including our transportation, accommodation, and lab equipment. We will be grateful to any contribution you can offer.

To contact us about donating, questions, or comments we can be reached at:

rbeck@cesd73.ca

(403) 638-4545

Sincerely,

Erica Vincent

Beam-Team Club Sundre High School



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

December 31, 2018

Ray Sharp
Box 486
Sundre, AB T0M 1X0

ATTN: RAY SHARP

Dear Mr. Sharp:

**RE: LETTER OF CONCERN REGARDING LOCAL IMPROVEMENT TAX
NOVEMBER 19, 2018 COUNCIL MEETING**

Thank you for voicing your concerns regarding the Local Improvement Tax levied against a number of properties in the south western area of Town.

The Municipal Government Act sections that apply to this situation are as follows:

Local Improvement Tax

Definition

391 In this Division, "local improvement" means a project

- (a) that the council considers to be of greater benefit to an area of the municipality than to the whole municipality, and
- (b) that is to be paid for in whole or in part by a tax imposed under this Division

Petitioning rules

392(1) Sections 222 to 226 apply to petitions under this Division, except as they are modified by this section.

(2) A petition is not a sufficient petition unless

(a) it is signed by 2/3 of the owners who would be liable to pay the local improvement tax, and

b) the owners who sign the petition represent at least 1/2 of the value of the assessments prepared under Part 9 for the parcels of land in respect of which the tax will be imposed.

(3) If a parcel of land is owned by more than one owner, the owners are considered as one owner for the purpose of subsection (2).

Proposal of local improvement

393(1) A council may on its own initiative propose a local improvement.

(2) A group of owners in a municipality may petition the council for a local improvement.

Local improvement tax bylaw

397(1) A council must pass a local improvement tax bylaw in respect of each local improvement.

(2) A local improvement tax bylaw authorizes the council to impose a local improvement tax in respect of all land in a particular area of the municipality to raise revenue to pay for the local improvement that benefits that area of the municipality.

Exemption from local improvement tax

407(1) If a sanitary or storm sewer or a water main is constructed along a road or constructed in addition to or as a replacement of an existing facility

(a) along which it would not have been constructed except to reach some other area of the municipality, or

(b) in order to provide capacity for future development and the existing sanitary and storm sewers and water mains are sufficient for the existing development in the area, the council may exempt from taxation under the local improvement tax bylaw, to the extent the council considers fair, the parcels of land abutting the road or place.

(2) If a local improvement tax is imposed for a local improvement that replaces a similar type of local improvement,

(a) the balance owing on the existing local improvement tax must be added to the cost of the new local improvement, or

(b) the council must exempt the parcels of land in respect of which the existing local improvement tax is imposed from the tax that would be imposed for the new local improvement.

The rehabilitation of Main Avenue has been identified and approved in the 10-year Capital Plan for a number of years, this included underground as well as surface improvements. Discussions on the need for rehabilitation in this area began as early as 2010. The approved plan identified partial funding for this project through borrowing. The process for the borrowing bylaw was slightly delayed, however, the process as a whole was followed through appropriately, within the timelines established by Alberta Capital Finance, and payment was received within 2018.

When the water line was installed across Highway 27 and 6th Street SW, aquifers were impacted due to the depth of excavation, however, water levels were reduced, not increased. This was corrected when the excavation was filled. The water levels in your pond could not have been impacted by the excavation, as the levels would have been reduced as opposed to increased. Levels in your pond likely increased due to natural surface runoff, or ground saturation, given the high amount of precipitation in the fall, as is the case in seasonal hydraulics within the entire Town.

The Town has implemented and adopted new policies around financial management. The policies are supported by a Financial Framework that sets out principles and practices, and will be used as a guiding document for balancing long-term fiscal accountability. One of the philosophies within the new financial framework describes a Local Improvement Tax as a tool that can be used by the community for new initiatives that benefit a specific area in the municipality, and clearly states that rehabilitation, replacement or oversizing projects are not typically funded through local improvement taxes. The framework quantifies the current Council's

belief that Local Improvement Taxes should be *initiated* and supported by the neighborhood benefitting from the improvement, rather than the municipality initiating and imposing the tax. This would perhaps be a sensible tool to use for sidewalks and street lighting, and potentially for small tot lots in established neighborhoods, or other instances of localized needs where the community has brought forth the request.

Philosophies change over time, and although current Council believes a Local Improvement Tax should be community driven, Council of the past used the means and authority available at the time; they believed the improvements within South West Sundre were required, and should be paid by those identified within the benefitting area. Staff have reviewed the history and series of events and processes pertaining to the local improvement tax levied in the south west area of Sundre. The two local improvement taxes (Bylaw 825 and Bylaw 832) for the South West Paving project were new projects, neither was for rehabilitating a past project. All requirements under the Municipal Government Act were complied with fully, and appropriately. All those affected by the tax were given opportunity to petition. A petition was submitted; however, it was not sufficient within the legislated requirements of the Municipal Government Act; meaning more tax payers were in favor of the tax than those opposed. The Council of the day approved the Local Improvement Bylaw based on the information and support for the Bylaw received at that time.

We thank you for your letter of concern. I trust the above noted facts have clearly described the process from a legislative and policy-based perspective. While a Council can make changes to new processes and decisions going forward, they cannot invalidate a former Councils' decision, particularly when the decision has already been implemented.

Based on our findings in this regard, this matter is now considered closed.

Sincerely,

A handwritten signature in black ink, appearing to read "Linda Nelson", with a stylized flourish at the end.

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer