

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD MONDAY, DECEMBER 17, 2012, IN THE TOWN OF SUNDRE COUNCIL CHAMBERS**

**PRESENT**

Mayor Annette Clews, Councillors Cheri Funke, Tony Jordan, Pat Toone, Chris Vardas, Myron Thompson

**ABSENT** Councillor Paul Isaac

**STAFF**

Dean Pickering, Chief Administrative Officer  
Wanda Watson-Neufeld, Director of Corporate Services  
Erin O'Neill, Manager of Planning and Development  
Linda Wallace, Economic Development  
Jacci Hager, Manager of Legislative and Community Services  
Anne-Marie Wolfe, Legislative Assistant

**CALL TO ORDER**

Mayor Annette Clews called the meeting to order at 6:00 p.m. with a moment of reflection.

**AGENDA APPROVAL**

**342/12** Councillor Chris Vardas moved that Council adopt the agenda as amended to include the supporting documents for item 8.1 and the addition of items 11.7 Reserve dollars 2012 budget, and 12.4 In Camera Legal. **CARRIED**

**MINUTES**

**Monday, December 3, 2012 Regular Council Meeting Minutes**

**343/12** Councillor Cheri Funke moved that the Town of Sundre Council approve the minutes of the December 3, 2012 Regular Council Meeting as presented. **CARRIED**

**PUBLIC ADDRESS**

Gerald Ingeveld, representing the Sundre Health Professionals Attraction and Retention Committee (SHPARC), addressed Council regarding incentives to bring Physicians to Sundre.

**FINANCE**

**November Bank Reconciliation**

Wanda Watson-Neufeld, Director of Corporate Services, discussed the November Bank Reconciliation with the Town of Sundre Council.

**Cash Flow Statement**

Wanda Watson-Neufeld, Director of Corporate Services, presented the Monthly Cash Flow Projection 2012 to the Town of Sundre Council.

**Capital Projects Listing**

Wanda Watson-Neufeld, Director of Corporate Services, presented the Capital Projects Listing to the Town of Sundre Council.

- 344/12** Councillor Tony Jordan moved that the Town of Sundre Council accept all the financials the report as presented. **CARRIED**

**2012 Audit Plan**

Wanda, Director of Corporate Services, discussed with Council the 2012 Audit Plan.

- 345/12** Councillor Pat Toone moves that the Town of Sundre Council accept the 2012 Audit Plan as presented. **CARRIED**

**COUNCIL REPORTS****Monthly Councillor's Report November 2012**

Councillor Pat Toone submitted her November 2012 Mayor's Report to the Town of Sundre Council. Councillor Pat Toone wanted to add that she did complete the Parkland Regional Library (PRL) Survey with all questions being answered and she had commented that she recommended a representative from the PRL come to Sundre and speak to Council regarding PRL's role in our community and our library.

- 346/12** Councillor Cheri Funke moved that the Town of Sundre Council accept this report and to include the additional information provided for information as presented. **CARRIED**

**PRESENTATIONS****Removal of Gas Meter on Garage at 606 – 1<sup>st</sup> Street NE**

Dean Pickering, CAO, addressed Council in regards to the removal of the second gas meter on this garage at 606 – 1<sup>st</sup> Street NE.

- 347/12** Councillor Chris Vardas moved the Town of Sundre Council to uphold the existing Town of Sundre Bylaw #757: Natural Gas Service Bylaw and Policy #411: Gas Reconnection Bylaw, and directs Administration to have the second meter removed and the gas service be disconnected. **CARRIED**

**BYLAWS****Business License Bylaw 810 Repeal and Adoption of New Bylaw #05.12 Revised – First Reading**

Linda Wallace, Economic Development Officer, presented the New Bylaw #05.12 as revised to the Town of Sundre Council.

- 348/12** Councillor Myron Thompson moved the Town of Sundre Council to repeal bylaw #810. **CARRIED**
- 349/12** Councillor Myron Thompson moved the Town of Sundre Council to give first reading to the new Business Licensing Bylaw #05.12. **CARRIED**
- 350/12** Councillor Myron Thompson moved the Town of Sundre Council to give second reading to the new Business Licensing Bylaw #05.12. **CARRIED**

**UNFINISHED BUSINESS****2013 Fee Schedule**

Wanda Watson-Neufeld, Director of Corporate Services, addressed Council regarding the 2013 Fee Schedule.

- 351/12** Councillor Cheri Funke moved the Town of Sundre Council to approve the 2013 Fee Schedule as presented. **CARRIED**

**Animal Licensing Fee**

Due to the approval of the 2013 Fee Schedule as presented, there was no need to bring the Animal Licensing Fee forward as these fees are covered in the 2013 Fee Schedule.

**Mountain View Summer Games Legacy Foundation**

Jacci Hager, Manager of Parks and Recreation, discussed with Council the letter of interest that was brought forward by Mr. Roy Cummings for the position as Town of Sundre representative for the Mountain View Summer Games Legacy Foundation.

- 352/12** Councillor Pat Toone moved the Town of Sundre Council to appoint Mr. Roy Cummings as Town of Sundre representative for the Mountain View Summer Games Legacy Foundation. **CARRIED.**

**Community Recreation and Culture Grant**

Jacci Hager, Manager of Parks and Recreation, discussed with Council the allocation of monies to the Community Recreation and Culture Grant Applicants.

- 353/12** Councillor Myron Thompson moved the Town of Sundre Council to allocate the following monies to the Community Recreation and Culture Grant Applicants as follows: Sundre and District Historical Society \$4,539.84; Sundre and District Curling Club \$3,639.84; Sundre and District Allied Arts Society \$3,731.64; Sundre West Country Senior Centre \$1,539.84; Sundre Rodeo and Race Association \$1,539.84. **CARRIED**

**Policy Manual Matrix**

Wanda Watson-Neufeld, Director of Corporate Services, discussed with Council the Policy Manual Matrix.

- 354/12** Councillor Tony Jordan moved that the Town of Sundre Council approve the Policy Manual Matrix as presented. **CARRIED**

**Policy on Local Preference in Purchasing**

Linda Wallace, Economic Development Officer, discussed the Policy on Local Preference in Purchasing with the Town of Sundre Council.

- 355/12** Councillor Cheri Funke moved that the Town of Sundre Council approve the Local Preference in Purchasing in principal, to be included and implemented as part of a revised Purchasing Policy. **CARRIED**

**Non-Monetary Gifts to Town of Sundre Policy #336**

Linda Wallace, Economic Development Officer, discussed Policy #336 with the Town of Sundre Council.

- 356/12** Councillor Chris Vardas moves that the Town of Sundre Council adopt the proposed Non-Monetary Gifts to Town of Sundre Policy #336. **CARRIED**

*Bob Jo*

**Bergen Rocks**

Linda Wallace, Economic Development Officer, discussed the feasibility of the Bergen Rocks collection being brought into town as a tourist attraction.

- 357/12** Councillor Tony Jordan moves the Town of Sundre Council to direct Administration to explore the feasibility of bringing the Bergen Rocks collection into the Town of Sundre to be developed as a tourist attraction. **CARRIED**

**Sundre Community Ambassador Policy**

Dean Pickering, CAO, discussed the Sundre Community Ambassador Policy with the Town of Sundre Council.

- 358/12** Councillor Chris Vardas moves the Town of Sundre Council to adopt the Sundre Community Ambassador Policy as presented. **CARRIED**

**Employee Initiative Award Program Policy**

Dean Pickering, CAO, discussed the Employee Initiative Award Program Policy with Council.

- 359/12** Councillor Myron Thompson moves the Town of Sundre Council to adopt the Employee Initiative Award Program Policy as presented. **CARRIED**

**Achievement Grants to Individuals, Groups, Organizations and Teams Policy**

Dean Pickering, CAO, discussed the Achievement Grants to Individuals, Groups, Organizations and Teams Policy with Council

- 360/12** Councillor Cheri Funke moves the Town of Sundre Council to adopt the Achievement Grants to Individuals, Groups, Organizations and Teams Policy as presented. **CARRIED**

**Municipal Affairs Corporate Review Recommendations**

Dean Pickering, CAO, presented the Corporate Review Recommendations to Council in detail.

Town of Sundre Council received as information.

**Audit for Sundre and District Municipal Library**

Dean Pickering, CAO, discussed the Audit for Sundre and District Municipal Library with Council.

Councillor Pat Toone moved Town of Sundre Council to request an audit of the Sundre and District Municipal Library financial records for the year 2012.

- 361/12** Councillor Myron Thompson moved to table this motion to the January 7, 2013 Regular Council Meeting. **CARRIED**

**NEW BUSINESS****2013 COLA**

Wanda Watson-Neufeld, Director of Corporate Services, presented the 2013 COLA to the Town of Sundre Council.

- 362/12** Councillor Pat Toone moved that the Town of Sundre Council establish a 2013 Cost of Living Allowance (COLA) of 1% effective January 1, 2013 for all staff and council. **DEFEATED**

- 363/12** Councillor Chris Vardas moved that the Town of Sundre Council establish a 2013 Cost of Living Allowance (COLA) of 2% effective January 1, 2013 for all staff and council. **DEFEATED**
- 364/12** Councillor Pat Toone moved that the Town of Sundre Council establish a 2013 Cost of Living Allowance (COLA) of 1.5% effective January 1, 2013 for all staff and council. **DEFEATED**
- 365/12** Councillor Pat Toone moved that the Town of Sundre Council establish a 2013 Cost of Living Allowance (COLA) of 2% effective January 1, 2013 for all staff. **DEFEATED**
- 366/12** Councillor Myron Thompson moved that the Town of Sundre Council tables this motion until the January 7, 2013 Regular Council Meeting. **CARRIED**

**2013 Interim Operating Budget**

Wanda Watson-Neufeld, Director of Corporate Services, discussed with the Town of Sundre Council the 2013 Interim Operating Budget.

- 367/12** Councillor Cheri Funke moved that the Town of Sundre Council adopt the 2013 Interim Operating Budget as presented. **CARRIED**

**2013 Capital Budget**

Wanda Watson-Neufeld, Director of Corporate Services, discussed with Council the 2013 Capital Budget.

- 368/12** Councillor Cheri Funke moved that the Town of Sundre Council adopt the 2013 Capital Budget as presented. **CARRIED**

**Mayor Annette Clews called a recess at 7:45 p.m.**

**Mayor Annette Clews called the meeting back to order at 7:50 p.m.**

**Town Land Open House Report**

Jacci Hager, Manager of Parks and Recreation, presented to Council the Town Land Open House Report.

- 369/12** Councillor Pat Toone moved that the Town of Sundre Council accept the Town Land Open House Report and all the comments and information associated with Town Land Open House as presented for information. **CARRIED**
- 370/12** Councillor Tony Jordan moved that the Town of Sundre Council moves the decision of the Parks and Green spaces to be discussed on January 14 at Governance and that the public be notified well in advance of this meeting so that it may be attended. **CARRIED**

**Scouts Canada Partnership**

Jacci Hager, Manager Parks and Recreation, and Jaime Marr, Community Services Coordinator, discussed the Scouts Canada Program with Council.

- 371/12** Councillor Cheri Funke moved that the Town of Sundre Council write a letter of support to endorse the Scouts Canada program coming to our community. **CARRIED**

*RDP*

**Regional Collaboration Grant Application – 2013 Orthophotography Project**

Erin O’Neill, Planning and Development, discussed the participation in an application for the 2013 Oldman River Region Urban Orthophotography Project submitted by the Town of Milk River under the Regional Collaboration component of the Regional Collaboration Program.

**372/12** Councillor Chris Vardas moved that the Town of Sundre Council authorized the participation in the application for the 2013 Oldman River Region Urban Orthophotography Project submitted by the Town of Milk River under the Regional Collaboration component of the Regional Collaboration Program. **CARRIED**

**373/12** Councillor Chris Vardas moved that the Town of Sundre Council approve the participation of the Town of Sundre in this Orthophotography Project and agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grants funds. **CARRIED**

**Reserve Dollars from 2012 Budget**

Linda Wallace, Economic Development Officer, discussed the Economic Development budget and the impact of the 2012 budget on the 2013 Economic Development Named Reserves.

**374/12** Councillor Myron Thompson moved that the Town of Sundre Council approve moving \$500.00 from the 2012 Economic Development budget into the 2013 Economic Development Named Reserves, to be used specifically for an ad in the new museum brochure when that project is undertaken. **CARRIED**

**375/12** Councillor Cheri Funke moved that the Town of Sundre Council approves moving the amount up to \$4,000.00 from the 2012 Economic Development budget into the 2013 Economic Development Named Reserves, to be applied to the “Promotion – General Supplies” line item in the 2013 Economic Development Budget. **CARRIED**

**CORRESPONDENCE**

**Mountain View County Proposed County Contributions – Sundre East Side Servicing**

**Paul Yuzyk Award for Multiculturalism**

**Minister of Human Services Correspondence**

**376/12** Councillor Tony Jordan moved that the Town of Sundre Council receive the above-discussed correspondence for information as presented. **CARRIED**

**CHIEF ADMINISTRATIVE OFFICER REPORT**

**Planning & Development Report**

Erin O’Neill, Planning and Development, presented the November Report to the Town of Sundre Council.

**Report on Courses, Seminars, Training and Conferences**

Wanda Watson-Neufeld, Director of Corporate Services, presented her report on her attendance to the Local Government Administration Association Workshop.

**377/12** Councillor Chris Vardas moved that the Town of Sundre Council receive the reports for information as presented. **CARRIED**

*RDD*

**378/12** Councillor Tony Jordan moved to go In Camera at 8:56 p.m. **CARRIED**

**Mayor Annette Clews called a recess at 8:57 p.m.**

**Mayor Annette Clews called the meeting back to order at 9:02 p.m.**

**379/12** Councillor Chris Vardas moved to come out of In Camera at 9:45 p.m. **CARRIED**

**ADJOURNMENT**

**380/12** Councillor Tony Jordan moved to adjourn the meeting at 9:46 p.m. **CARRIED**

  
\_\_\_\_\_  
Mayor

I hereby certify these minutes are correct.

  
\_\_\_\_\_  
Chief Administrative Officer