

MINUTES OF THE TOWN MANAGEMENT AND GOVERNANCE COMMITTEE OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD MONDAY, APRIL 8, 2013, IN THE SUNDRE COUNCIL CHAMBERS

MEMBERS PRESENT:

Mayor Annette Clews, and Councillors Tony Jordan, Chris Vardas, Pat Toone, Paul Isaac, Myron Thompson

MEMBERS ABSENT:

Councillor Cheri Funke

STAFF PRESENT:

Dean Pickering, Chief Administrative Officer
Wanda Watson-Neufeld, Director of Corporate Services
Ron Baker, Director of Operational Services
Jacci Hager, Manager, Community Services
Erin O'Neill, Planning and Development
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:

Councillor Paul Isaac moved that the Governance Committee approve the agenda as amended to include the addition of items: 6.1 Round Table Discussion and the removal of items: 4.1 Rodeo Association Regarding Road Closure and 9.1 Tax Rate Bylaw 03.13 Overview. **CARRIED**

MINUTES:

Councillor Tony Jordan moved that the Governance Committee approve the Minutes of the March 11, 2013 Governance Meeting as amended to read "...there seems to be a tendency for the Town of Sundre to refocus on tourism, not on resident income or business attraction, when attending or participating in trade shows." **CARRIED**

FINANCE:

Spring Budget Adjustment

Wanda Watson-Neufeld, Director of Corporate Services, discussed the Spring Budget Adjustment with the Committee members.

Councillor Chris Vardas moved to recommend Option B "Use reserves to cover the following: Fire Assistant salary increase; Use Town Fire Reserves (Regional Fire Assistant) \$4, 160. Solid Waste Corporate Review; Use Solid Waste Reserves, \$9,000. Use General Reserves and get paid back from SW rates in 2013/2014 (internal financing) \$2,500"; go forward to the April 15, 2013 Council meeting. **CARRIED**

COUNCIL REPORTS:

Round Table Discussions

Councillor Pat Toone discussed a meeting she had with Gloria Jensen and Dean Pickering regarding “Grandfathering” of a zone.

Dean Pickering, CAO, and Erin O’Neill, Planning and Development discussed the details of the non-conforming trailers in the mobile home parks. The Town of Sundre legal advisors are looking into the correspondence and bylaws that are affected by this question.

PRESENTATIONS:

Ms. Roxane Laslo, HR Toolkit liaison, spoke to the Governance Committee regarding the Town of Sundre’s HR Toolkit update.

BYLAWS:

FortisAlberta Renewal of the Electric Distribution System Franchise Agreement Bylaw 05.13

Dean Pickering, CAO, spoke to the Governance Committee regarding the renewal of franchise agreement between FortisAlberta and the Town of Sundre.

Councillor Paul Isaac moved to recommend this Bylaw forward to the April 15, 2013 Regular Council Meeting for First Reading. **CARRIED**

UNFINISHED BUSINESS:

HR Policy Updates or Reviews

Dean Pickering, CAO, discussed the HR policy updates or reviews with the Committee Members.

Councillor Tony Jordan moved to recommend the changes in the marked-up Personnel Handbook of the Toolkit and the other policies listed under the HR Policies, as well as the policies included in this agenda, be brought forward to the Policy Review Committee for review and further discussion.

CARRIED

NEW BUSINESS:

Riverside RV Request to Refund Land Use Bylaw Application Fee

Erin O’Neill, Planning and Development, discussed the Riverside RV request to refund the land use bylaw application fee with the Committee Members.

John Poirier, President of the Riverside RV Park, discussed the request of their members to refund the Bylaw Application Fee with the Committee Members.

Councillor Myron Thompson moved to recommend the Town of Sundre Governance Committee forward the request to refund the Land Use Bylaw Amendment Fee to Council on April 15, 2013 for decision. **CARRIED**

Office Space Upstairs - Mayor

Dean Pickering, CAO, and Jacci Hager, Manager, Parks, Recreation and Facilities, spoke to the Committee Members regarding the request for a Mayoral office upstairs on the mezzanine level at the Town of Sundre office. This will be stayed for now.

CORRESPONDENCE:

Alberta Day of the Honey Bee

It was agreed by the committee members that a proclamation would be fine.

Vitalize Registration

Municipal Affairs Correspondence

Please take a look at the Correspondence and see if there is an area in which we would like to apply for an award at the AUMA.

Councillor Chris Vardas moved the Governance Committee receive the above correspondence as presented. **CARRIED**

CHIEF ADMINISTRATIVE OFFICER'S REPORT:

Municipal Development Plan (MDP) Update

Erin O'Neill, Planning and Development, shared the updates of the MDP with the Governance Committee Members.

Master Recreation Plan (MRP) Update

Jacci Hager, Manager, Parks and Recreation, shared the updates of the MRP with the Governance Committee Members.

Eastside Update Report

Ron Baker, Director of Operations, shared the updates for the Eastside with the Governance Committee Members.

Councillor Paul Isaac moved to accept the CAO reports as presented. **CARRIED**

Councillor Myron Thompson discussed briefly his concern about the empty storefronts and properties we have in town. Dean Pickering, CAO, agreed that this would be spoken to at the April 20th Economic Development Workshop and that the Corridor Enhancement Project will address a number of these concerns.

ADJOURNMENT:

Councillor Paul Isaac moved to adjourn the meeting at 8:09 p.m. **CARRIED**



MAYOR

I hereby certify these minutes are correct.



CHIEF ADMINISTRATIVE OFFICER

