



# TOWN OF SUNDRE

Visit. Live. Explore.

**(403) 638-3551**

**717 Main Avenue West**

E-mail: [townmail@sundre.com](mailto:townmail@sundre.com)

Web site: [www.sundre.com](http://www.sundre.com)

Fax  
403-638-2100

Arena  
403-638-3177

AquaPlex  
403-638-9370

GNP/FCSS  
403-638-1011

Sundre Library  
403-638-4000

**Council Meeting**  
Monday, April 16, 2018  
6:00 p.m.

**Council Meeting**  
Monday, April 23, 2018  
6:00 p.m.

**Council Meeting**  
Monday, April 30, 2018  
6:00 p.m.

## Public always welcome

### SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Pursuant to the requirements of the *Municipal Government Act*, the Town of Sundre Council is required to appoint seven (7) Sundre citizens to the Subdivision and Development Appeal Board, for a term of up to three (3) years.

Meetings: The Subdivision and Development Appeal board will meet as many times as necessary to fulfill its obligations pursuant to Bylaw 2018-02, and in any event at least one (1) time per calendar year.

Training: Before participating in any hearing as a member of a panel of the board, successfully complete a training program set or approved by the Minister, and every 3 years successfully complete a refresher-training program set or approved by the Minister

Remuneration: Shall be \$50.00 per meeting. All costs associated with training shall be paid by the Town of Sundre.

If you have the ability to work in a team environment, communicate effectively, commit time to attend meetings, have an interest in representing the community, and an interest in making a difference, please contact Legislative Services at (403) 638-3551 ext. 114 for further information, or email: [townmail@sundre.com](mailto:townmail@sundre.com) to submit your application for consideration.

### REQUEST FOR CITIZEN INTEREST IN PUBLIC PARTICIPATION POLICY WORKING GROUP

The Town of Sundre is inviting citizens of Sundre to participate in a Public Participation Policy Stakeholder Working Group. The group will participate in creating a policy that will outline how the Municipality will communicate with the public on municipal matters that affect the citizens of the community of Sundre. The policy will offer citizens of Sundre the opportunity to engage in direct consultation in creating a policy framework to provide for the participation of citizens in municipal decision making. The policy will support Council's desire and commitment to transparency in its decision-making processes.

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The Town of Sundre is seeking volunteers to sit on a Council Remuneration Review Committee in early 2018. The Committee is tasked with examining the level of remuneration for members of Council for the Town of Sundre. The Committee will examine compensation packages using a list of comparator municipalities, and make recommendations to Council in respect to an appropriate level of compensation. The Committee must ensure openness, public input and transparency within the process. Municipalities used for comparison will be determined by the Committee, taking into account location, geographic size, total population, and municipal structure, as well as any other comparable information deemed relevant by the Committee.

#### Council Remuneration Review Committee

**JURISDICTION:** *Municipal Government Act*

**MANDATE:**

The Committee will function as an Ad-Hoc Committee of Council

The role of the Committee is to research, develop, and present a report with recommendations concerning Council Remuneration for the Term 2018-2021. The Committee will present a report to Town of Sundre Administration.

Areas to be addressed include:

- Salary for Mayor and Councillors, including methodology, comparators and frequency
- Per Diem – amount and application
- Benefits
- Expenses
- Mileage
- Any other matter directly related to Council remuneration

**COMPOSITION:**

Up to 5 members of the Public as appointed by Council and the Town of Sundre, Chief Administrative Officer (non-voting member).

**TERM:**

The Committee's Mandate will expire once Town of Sundre Council has approved the rate of remuneration for the 2018 – 2021 Council Term.

Meetings will be held at the call of the Chair, as required.

Volunteer position

**MEETING TIME:**  
**REMUNERATION:**  
**SKILLS, ABILITIES & EXPERIENCE:**

Ability to work in a team environment, communicate effectively, commit time to attend meetings, familiarity with local government and the roles and responsibilities of a municipal Council, understanding of financial and accounting principles, understanding of elements of compensation, skill in research and analysis, experience in business, management, government, or community organizations.

Please contact Legislative Services at 403.638.3551 ext. 114 for further information, or to submit your application for consideration.

### MANAGER OF COMMUNITY SERVICES

Nestled in the foothills of the Rocky Mountains, Sundre has a compelling history and a promising future. We take pride in being a forward thinking community with a population of over 2,700 residents. Experience a love for nature, safe neighbourhoods, and a place where you can make a difference.

**The Opportunity:**

Under the General direction of the CAO, the Community Services Manager acts as a member of the Town's Leadership Team and is responsible for the administration, supervision and operation of the Community Services department, ensuring the department effectively operates and maintain all Town owned facilities, parks and green spaces. The Town of Sundre promotes a team environment and a collaborative decision making process. This position works closely with the Operations and Planning departments.

**The Ideal Candidate:**

You have degree in Recreation Administration, Facility Management or equivalent combination of education and experience in a related field with Five (5) years of direct management experience in a similar setting. Strong communication and written skills and a great deal of diplomacy are some of your key assets. You pride yourself in your ability to liaise with community organizations, problem solve and project management skills. You are a strong team player while also having the confidence to work independently.

This is a full-time, permanent position that offers a competitive salary and benefits. The current workweek is based on 40 hours; this may include some evening and weekend commitments. Please view a complete job description on our website. Interested candidates can submit their cover letter and resume by 12:00 pm on **April 20, 2018** to:

Human Resources  
Town of Sundre  
Box 420  
Sundre, Alberta T0M 1X0  
Email: [hr@sundre.com](mailto:hr@sundre.com)

We thank all applicants in advance, but only those applicants chosen for interviews will be contacted.

*Celebrate the value of volunteering!*

Building confidence, competence, connections, and community



### National Volunteer Week April 15-21, 2018 Sundre Community Volunteer Appreciation Event

**When:** Tuesday, April 17, 5 pm to 8:30 pm

**Where:** Sundre Community Centre #3, 96 – 2nd AVE NW

This event is for **volunteers** from the Sundre Community and Area. For more information contact Community Services 403.638.2042 or email [barb.r@sundre.com](mailto:barb.r@sundre.com)



Sundre Ladies Auxiliary



Alberta Health Services

**COMPOST THURSDAY**

**APRIL 12**

**RECYCLE THURSDAY**

**APRIL 19**

**GARBAGE THURSDAY**

**APRIL 26**

Check out our web site [www.sundre.com](http://www.sundre.com) for current information

### COMMUNITY SERVICES

Soccer & Ball Diamond Rentals

Are you looking to book your group in for a ball game or soccer match? The Town of Sundre maintains & operates the School Fields from April 15 to September 15, and owns & operates the Bergen soccer pitch. We have great rates and would love to see you and your team out there this summer. Contact Barb Rock at 403.638.2042 or email [facilitybookings@sundre.com](mailto:facilitybookings@sundre.com)