



TOWN OF SUNDRE

Visit.Live.Explore.

(403) 638-3551

717 Main Avenue West

E-mail: townmail@sundre.com

Web site: 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, February 26, 2018
6:00 p.m.

Council Meeting
Monday, March 5, 2018
6:00 p.m.

Council Meeting
Monday, March 12, 2018
6:00 p.m.

Public always welcome

COMMUNITY SERVICES

Arena Ice Schedule: With Sundre Minor Hockey teams participating in Provincial Play-down's scheduled Sticks n' Pucks times may be changed. For current ice schedule please check Google calendar online www.sundre.com/residents/arena

Greenwood Campground Contract Host/Caretaker 2018 Season

Contract Term: May – September 2018

The Town of Sundre is currently accepting applications for a Campground Host/Caretaker for the Greenwood Campground. Persons can familiarize themselves with the position by visiting the Town website. **Deadline for applicants is 4:00pm Monday, March 5, 2018**

Office: 403.638-2042 Fax: 403.638.2100 Email: campground@sundre.com

Request for Quotation (RFQ) – Electrical Services of various Municipal Buildings

The Town of Sundre is soliciting quotations from qualified contractors for the purpose of Electrical Services for various Municipal Buildings.

Date of release: Tuesday, February 13, 2018

Closing date and time: Tuesday, March 13, 2018 1:00 p.m

RFQ Information is available online or a hard copy can be obtained at the Town Office.

SNOW REMOVAL

With the large snow fall we have received so far and continuing snow in the forecast we would like to remind residents, businesses and contractors that no one is permitted to deposit or pile snow onto any town owned land or roadways.

Snow from sidewalks and driveways should be piled onto yards or lawns. Snow from commercial parking areas should be piled on the property in a way that the pile does not melt / drain onto adjacent properties or create ice on sidewalks.

Thank you,
Kevin Heerema
Community Peace Officer

GARBAGE
THURSDAY

COMPOST
THURSDAY

RECYCLING
THURSDAY

FEBRUARY 22

MARCH 1

MARCH 8

Check out our web site www.sundre.com for current information

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.

MEETING TIME:

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

REMUNERATION:

Volunteer position

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.

SUMMER TEMPORARY EMPLOYMENT OPPORTUNITY

Parks and Green Space Assistant \$15/hr – 2 positions
and

1 Operations Assistant \$15/hr – 1 position

Parks and Green Space Assistant – Two (2) positions

The Community Services Department is seeking individuals to be responsible for assisting in the areas of turf maintenance, noxious and invasive weed control and maintenance, horticulture care and maintenance, arboriculture care and maintenance, facility (both indoor and outdoor) care and maintenance.

Operations Assistant – One (1) position

Operations Department is seeking an ambitious individual interested in a variety of general labour projects and street maintenance including sign installation, pothole patching and painting for summer temporary employment. This position will include and assisting the Water and Wastewater, Roads and Gas departments as required. The right person will like to work with the public and has a good mechanical aptitude.

These positions are based on a 40-hour week commencing May 1, 2018 for a period of 16 weeks.

Applicants must be a current and returning student to post secondary or high school, must be 16 years or older before commencing employment, have a Social Insurance Number, clean criminal records check and hold a clean valid driver's license.

Candidates must supply their own CSA steel toe boots, all other safety gear will be provided. A driver's abstract and Criminal Record check will be conducted prior to hiring.

Candidates must show strong and positive communication and customer relation skills, be prepared for occasional weekend work, have the ability to work in extreme weather and repetitive conditions.

All positions are contingent upon receiving the Summer Temporary Employment Program funding from the Alberta Government.

Interested persons are asked to submit a resume to:

Human Resources
Town of Sundre
Box 420
Sundre, AB T0M 1X0
Fax: 403-638-2100
Email: hr@sundre.com

Résumés will be accepted up to 12 p.m. on Thursday, March 8, 2018 or until a suitable candidate has been found. Resume's sent by email must be in the .pdf or .doc format to be accepted.

While we appreciate your interest, only those candidates selected for an interview will be contacted.