



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
February 21, 2023  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing: None**
3. **Agenda – Amendments and Adoption**
  - 3.1 February 21, 2023, Regular Council Meeting
  - 3.2 Mayor Warnock's Absence
4. **Adoption of Previous Minutes**
  - 4.1 February 6, 2023, Regular Council Meeting Pg. 1
5. **Delegation:**
  - 5.1 RFD Lucas Cardiopulmonary Resuscitation (CPR) Demonstration Pg. 7
6. **Bylaws/Policies: None**
7. **Old Business: None**
8. **New Business:**
  - 8.1 RFD Senior's Week Pg. 8
  - 8.2 RFD 3<sup>rd</sup> Quarter 2022 Sundre RCMP Report Pg. 10
  - 8.3 RFD Alberta Municipalities Resolution Pg. 24
  - 8.4 RFD Hockey Nets Pg. 29
9. **Administration:**
  - 9.1 RFD CAO Verbal Report, Sundre Rodeo & Race Association Pg. 30
  - 9.2 RFD Departmental Reports for January 2023 Pg. 31
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports:**
  - 11.1 RFD Mayor Richard Warnock Pg. 53
  - 11.2 RFD Councillor Jaimie Marr Pg. 54
12. **Council Invitations / Correspondence:**
13. **Closed Meeting: None**
14. **Adjournment**

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Regular Council Meeting  
Minutes  
Town of Sundre Municipal Council Chambers  
February 6, 2023

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, February 6, 2023, commencing at 6:00 p.m.

**IN ATTENDANCE:**

Mayor Richard Warnock  
Councillor Connie Anderson  
Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Jaime Marr  
Councillor Paul Isaac

**ABSENT:** Councillor Chris Vardas

Staff: Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Director of Infrastructure, Neil Webb  
Manager Planning & Economic Development, Benazir Thaha Valencia  
Sr. Development Officer, Betty Ann Fountain  
Legislative Executive Clerk, Shantele Smith

**PUBLIC:** 1

**PRESS:** 1

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m., by Mayor Warnock followed by a moment of reflection on the business of the evening.

**AGENDA – AMENDMENTS AND ADOPTION**

Res. 028-06-02-23      MOVED by Councillor Isaac, that the Agenda be approved and amended or presented as follows:

Addition of:  
RFD 9.1 – Amendment to Council Date

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES**

Res. 029-06-02-23      MOVED by Councillor Anderson, that the Minutes of the Regular Meeting Minutes of Council held on January 23, 2023, be approved as presented.

**CARRIED**

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Initials

**DELEGATION:**                    **Crime Prevention Liaison Presentation**

Res. 030-06-02-23        MOVED by Councillor Isaac, that the Town of Sundre Council thank Carolyn McTiqhe for her presentation and accept the Crime Prevention Liaison for Southern Alberta District presentation as information.

**CARRIED****BYLAWS/POLICIES:**        **None****OLD BUSINESS:**                **None****NEW BUSINESS:**            **Map – Terms of Reference**

Res. 031-06-02-23        MOVED by Councillor Petersen, that the Town of Sundre Council approves the Terms of Reference with changes as presented.

**CARRIED****Grants to Organizations – First Intake**

Res. 032-06-02-23        MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for Mainavekidzclub in the amount of \$1,000.

**CARRIED**

Res. 033-06-02-23        MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Olds & District Kiwanis Music Festival in the amount of \$600.

**CARRIED**

Res. 034-06-02-23        MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Seniors Indoor Walking Club in the amount of \$1,604.

**CARRIED**

Res. 035-06-02-23        MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Condo Association in the amount of \$1,000.

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 Initials

MEMBER	IN FAVOUR	OPPOSED
Mayor Richard Warnock	✓	
Councillor Connie Anderson		✓
Councillor Owen Petersen	✓	
Councillor Todd Dalke		✓
Councillor Jaime Marr	✓	
Councillor Paul Isaac		✓
Councillor Chris Vardas	x	x
TOTAL VOTES	3	3

**DEFEATED**

Res. 036-06-02-23      MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Condo Association in the amount of \$500.

MEMBER	IN FAVOUR	OPPOSED
Mayor Richard Warnock	✓	
Councillor Connie Anderson		✓
Councillor Owen Petersen	✓	
Councillor Todd Dalke		✓
Councillor Jaime Marr	✓	
Councillor Paul Isaac		✓
Councillor Chris Vardas	x	x
TOTAL VOTES	3	3

**DEFEATED**

Res. 037-06-02-23      MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for The Slingshot Garage in the amount of \$1,100.

**CARRIED**

Res. 038-06-02-23      MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Grad Committee in the amount of \$1,700.  
OPPOSED: Councillor Dalke

**CARRIED**

Res. 039-06-02-23      MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for West Country Cruisers-Sundre in the amount of \$1,500.00.

**CARRIED**

Initials

Res. 040-06-02-23      MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre & District Historical Society and Sundre and District Chamber of Commerce in the amount of \$2,400.00.  
OPPOSED: Councillor Dalke

**CARRIED**

Res. 041-06-02-23      MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for the Foothills Bluegrass Music Society in the amount of \$2,000.

**CARRIED**

Res. 042-06-02-23      MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Volunteer Search and Rescue Society in the amount of \$2,000 to be utilized for the Electrical and Heating installation in the proposed expansion project.  
OPPOSED: Councillor Isaac

**CARRIED**

Res. 043-06-02-23      MOVED by Councillor Andersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Rodeo and Race Association in the amount of \$5,000. 00.

**CARRIED**

Res. 044-06-02-23      MOVED by Councillor Marr, that the Town of Sundre Council defer funding for Sundre Minor Hockey (nets) as this may be considered an Operational item under Community Services.

**CARRIED**

Res. 045-06-02-23      MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Minor Hockey (Jerseys) in the amount of \$0.00.

**CARRIED**

Res. 046-06-02-23      MOVED by Councillor Anderson, that the Town of Sundre Council approve the Grants to Organizations funding for Suds & Sundries in the amount of \$5,000.

**CARRIED**

Res. 047-06-02-23      MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Greenwood Neighbourhood Place, Sundre Seniors Connection program in the amount of \$2,000.

**CARRIED**

Initials

**ADMINISTRATION:      Amendment to Council Meeting Date**

Res. 048-06-02-23      MOVED by Councillor Isaac, that the Town of Sundre Council approve the change to the Regular Council Meeting Scheduled for February 27<sup>th</sup> to February 21<sup>st</sup>, 2023 in alignment with Procedural Bylaw 2022-06.

**CARRIED**

**MUNICIPAL AREA PARTNERSHIP:   None**

**COUNCIL REPORTS:      None**

**COUNCIL INVITATIONS/CORRESPONDENCE:   Letter – CAO Mountain View County**

Res. 049-06-02-23      MOVED by Councillor Petersen, that the Town of Sundre Council accepts the correspondence to the CAO of Mountain View County as information.

**CARRIED**

*Mayor Warnock called a 5 minute recess at 7:18 p.m.*

**CLOSED MEETING**

Res. 050-06-02-23      MOVED by Councillor Andersen, that Council go into closed meeting at 7:23 p.m.

**CARRIED**

The following were in attendance for the closed meeting session:

Staff:    Linda Nelson, Chief Administrative Officer  
            Director of Corporate Services, Chris Albert  
            Director of Infrastructure, Neil Webb  
            Manager Planning & Economic Development, Benazir Thaha Valencia  
            Sr. Development Officer, Betty Ann Fountain  
            Legislative Executive Clerk, Shantele Smith

**Topic of Closed Meeting**

13.1    Advice from Officials, FOIPP Act Section 24

*Director of Corporate Services, Chris Albert, Director of Infrastructure, Neil Webb, Manager Planning & Economic Development, Benazir Thaha Valencia, Sr. Development Officer, Betty Ann Fountain, Legislative Executive Clerk, Shantele Smith left the meeting at 7:39 p.m.*

*Councillor Isaac left the meeting at 7:53*

**CARRIED**

\_\_\_\_\_  
 \_\_\_\_\_

Initials

**ADJOURNMENT**

Res. 051-06-02-23      MOVED by Councillor Marr, being that the agenda matters have been concluded the meeting adjourned at 7:54 p.m.

**CARRIED**

These Minutes approved this 21<sup>st</sup> Day February 2023.

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Mayor, Richard Warnock

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Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Delegation – Fire Department</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.1</b>

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### **BACKGROUND/PROPOSAL**

The Town of Sundre Fire Department will be present to demonstrate the Lucas Cardiopulmonary Resuscitation (CPR) machine purchased this year.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 2 of the Strategic Plan, Community Wellness

### **ADMINISTRATION RECOMMENDATIONS**

That Council accepts the Lucas Cardiopulmonary Resuscitation (CPR) demonstration by the Sundre Fire Department as information.

### **MOTION**

That the Town of Sundre Council thank The Sundre Fire Department for the Lucas Resuscitation (CPR) demonstration and accept as information.

Date Reviewed: February 16, 2023

CAO:

*Linda Nelson*





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Senior's Week</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND/PROPOSAL:**

The Honourable Jeremy Nixon; Minister of Seniors, Community and Social Services is declaring and requesting municipal support to honour seniors of the past, present, and future contributions of the seniors of this community and throughout Alberta, by proclaiming June 5-11, 2023, as Senior's Week in the Town of Sundre.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

See Proclamation attached.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 2 of the Strategic Plan, Community Wellness

### **ADMINISTRATION RECOMMENDATIONS:**

That Council proclaim June 5 – 11, 2023 as Senior's Week in Sundre.

### **MOTION:**

That the Town of Sundre Council proclaim the week of June 5 - 11, 2023 as "Senior's Week" in the Town Sundre.

### **ATTACHMENTS:**

Proclamation: Celebrate and Declare Seniors' Week 2023

Date Reviewed: February 16, 2023

CAO: *Aminda Nelson*



## PROCLAMATION

"SENIOR'S WEEK"

June 5<sup>th</sup> to 11<sup>th</sup>, 2023

Seniors' Week has been celebrated since 1986 to celebrate and recognize seniors throughout the province. Seniors' Week is a great opportunity to honour and recognize all those seniors who have contributed to making our families, communities, and our province stronger.

**WHEREAS:** Sundre seniors are a strong and vital part of our communities. As parents and grandparents, mentors and friends, employees and employers, they make a difference in our lives. It is important that we continue to recognize, celebrate, and support seniors, daily.

**WHEREAS:** Sundre seniors are valued members of our community, and it is our intention to honour seniors for their past, present, and future contributions to communities throughout Alberta.

**WHEREAS:** The inclusion and well-being of Sundre Seniors is in the best interest of all sectors of our community and further adds to the life and vibrancy of our Town.

**RESOLVED,** I, Richard Warnock, on behalf of the Council and the Citizens of the Town of Sundre in the Province of Alberta do hereby designate the week of June 5<sup>th</sup> to 11<sup>th</sup>, 2023 as "Senior's Week"; encouraging all Sundre residents, organizations, and agencies to honour and recognize all that seniors have contributed to making our families, communities, and our province stronger.

Dated this 21<sup>st</sup> day of February, 2023

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Richard Warnock, Mayor



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>3rd Quarter 2022 Sundre RCMP Report</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

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### **BACKGROUND/PROPOSAL:**

Sgt. Trent Sperlie, has provided the 3rd Quarter Community Policing Report for the Sundre RCMP Detachment for Council's review and information.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Please see attached report.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of Strategic Plan, Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the Sundre RCMP Detachment 3<sup>rd</sup> Quarter 2022 Statistics report as information.

### **MOTION:**

That the Town of Sundre Council accept the Sundre RCMP Detachment 3<sup>rd</sup> Quarter 2022 Statistics Report as information.

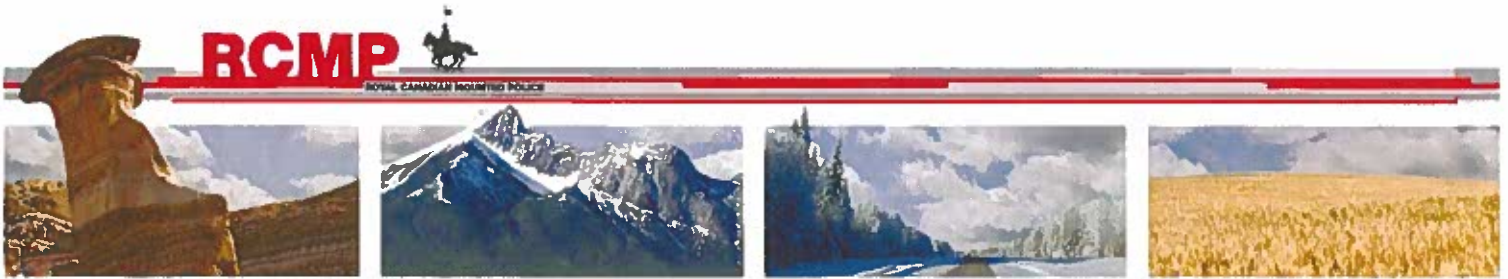
### **ATTACHMENTS:**

RCMP 3<sup>rd</sup> Quarter 2022 Sundre RCMP Report

Date Reviewed: February 15, 2023

CAO:

*Linda Nebo*



2023/01/24

8.2a

Sgt Trent Sperlie  
Detachment Commander  
Sundre, Alberta

Dear Mayor Warnock,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Sundre Detachment spanning the October 1<sup>st</sup> to December 31<sup>st</sup>, 2022 reporting period. This report is a key tool to address any questions or concerns you may have, as part of our continued commitment to engage with your leadership team and the constituents you represent.

As we embark on 2023, the top priority for the Alberta RCMP remains the safety and security of all Albertans. Thus, this letter and attached appendixes will provide for you an update on our Next Generation 9-1-1 (NG911) upgrades in our Operational Communications Centers (OCC). The Alberta RCMP OCC Program provides response to police emergencies and routine calls for service to approximately 1.3 million citizens of Alberta, including 22 First Nations communities. The OCC provides police dispatch and call-taking services supporting 117 RCMP detachments and several contracted and/or integrated units. Our call-taking services also serve as a Secondary Public Safety Answering Point (PSAP) for Alberta's 9-1-1 system.

The Canadian Radio-television and Telecommunications Commission (CRTC) has mandated the replacement of the current Enhanced 9-1-1 service in Canada with NG911. This change will enhance public safety communications in an increasingly wireless society and will fundamentally change 9-1-1 and emergency services operations as it exists today. The evolution of NG911 future improvements are anticipated to include:

- 9-1-1 Real-time Text (RTT) by Spring 2024.
- Further location improvements including the potential addition of azimuth to enhance coordinates, vehicle telematics, and building schematics.
- The potential to communicate with 911 operators via video call.

As early adopters of this transition to NG911, the Alberta RCMP's lead in modernizing public safety communications demonstrates our commitment to the safety and security of all Albertans.



As a further update, we are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, I will be working directly with you to craft the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

The attached reporting along with your valued feedback will help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me if you have any questions or concerns.



Sgt. Trent SPERLIE  
Reg #46592

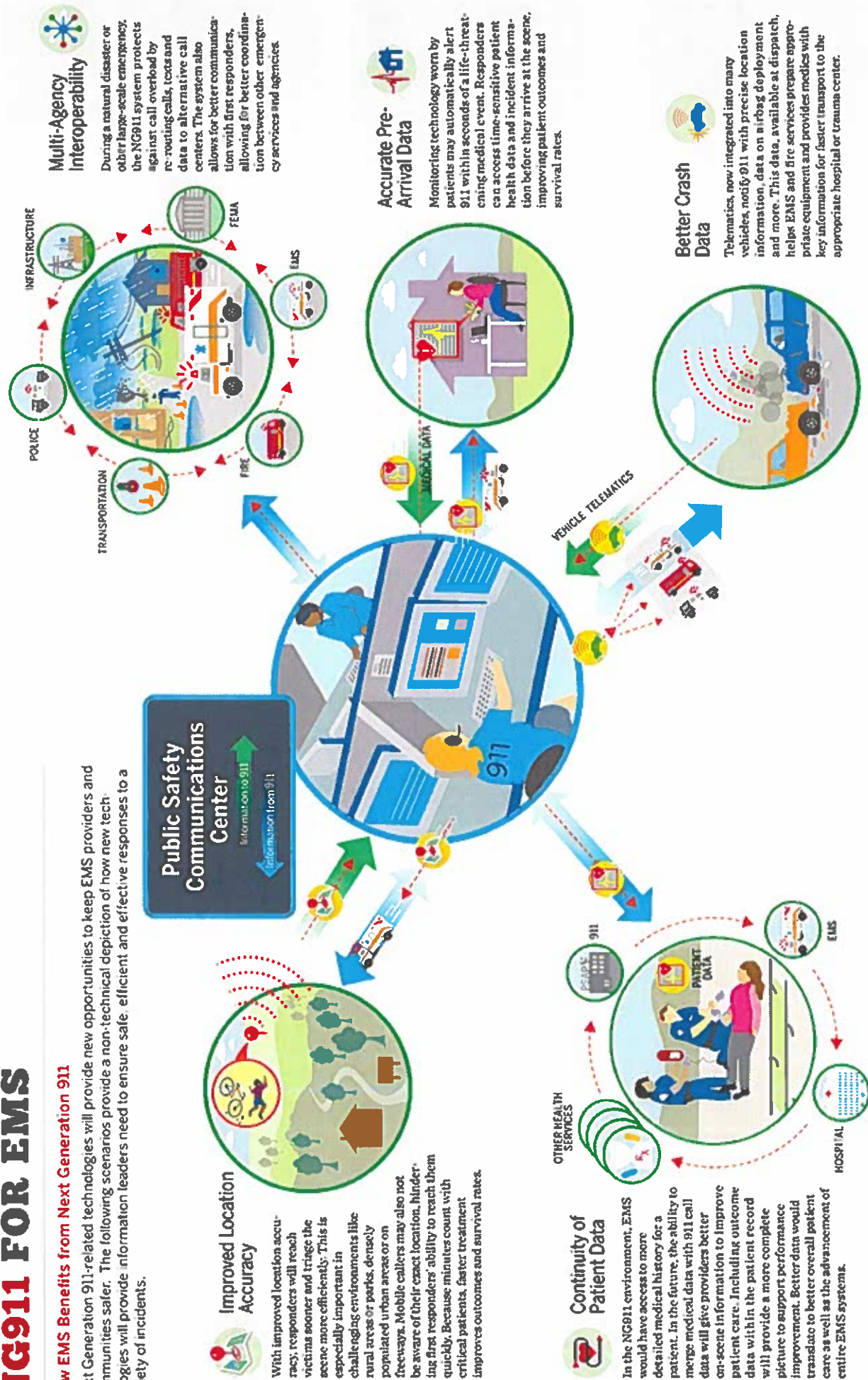
Sgt Trent Sperlie  
Detachment Commander  
Sundre



# NG911 FOR EMS

## How EMS Benefits from Next Generation 911

Next Generation 911-related technologies will provide new opportunities to keep EMS providers and communities safer. The following scenarios provide a non-technical depiction of how new technologies will provide information leaders need to ensure safe, efficient and effective responses to a variety of incidents.





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## **A. Who we are....**

The Alberta RCMP has two 9-1-1 call taking centres located in Edmonton and Red Deer. Each centre employs 75 highly trained 9-1-1 call taker / dispatchers, responding to police emergency and routine calls. Employees working in RCMP Emergency Communications has successfully completed a mandatory national certification program consisting of 320 hours of facilitator led classroom and another 700 hours of on-the-job training with a Field Coach.

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## **B. What we do....**

The RCMP Provincial Operational Communications Centres (OCC) are the secondary answering point for approximately 1.3 million Albertans, and dispatching 117 RCMP detachments/units.

In 2021, we received and processed 236,669 9-1-1 and 361,271 complaint (routine/non-emergency) calls, which equates to about 1,600 calls per day. Approximately 60% of these calls will result in the creation of a police file which will be dispatched to a front-line police officer.

Call takers are tasked with asking numerous questions to ensure an appropriate response. These questions will focus on your/the incident location (exact address expedites the process), what is occurring and who is involved. You can expect questions regarding weapons, alcohol and drugs, to ensure everyone's safety. And don't worry, often while we are continuing to ask questions, we have already dispatched a police officer who is enroute.

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## **C. How it happens....**

When you call 9-1-1, you can expect the first response to be "9-1-1 what is your emergency?", followed by "what is your exact location?". At this point dependant upon your response, you may be transferred to the correct emergency service provider (i.e. Police, Fire or Ambulance). You will then be asked a 2<sup>nd</sup> time for your exact location. The more specific you are, will expedite our ability to generate a file for dispatch.

The call taker is generating an electronic file .....

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## **D. How you can help....**

1. Know your location. A specific address is always best.
2. Be patient and respond to the questions asked. There is no delay in emergency service response but we must ensure the most appropriate personnel, equipment are enroute to you and make sure everyone is safe.



### E. What's next....

The Canadian Radio-television and Telecommunication Commission (CRTC) is the Government of Canada body that regulates telephone and cellular service companies. These companies create networks that make it possible to connect 9-1-1 calls to call centres. These centres then dispatch emergency responders, such as police, firefighters and paramedics.

On March 7, 2019, the CRTC directed that all telecommunication service providers and incumbent local exchange carriers (phone, cable & wireless services) must evolve their current networks to provide Internet Protocol-based capabilities by 2025. The new and improved platform is known as Next Generation 9-1-1 or NG9-1-1.

NG9-1-1 networks and services will allow Canadians access to new, improved and innovative emergency services. The design and related interconnection arrangement of NG9-1-1 networks are secure, reliable, resilient and cost-effective for stakeholders.

### F. How will NG9-1-1 changes impact me....

The Next Generation 9-1-1 network and related communications technology will provide emergency service providers with new opportunities to keep the public and field responders safer, while also giving 9-1-1 Emergency Dispatch Centres tools to make them more effective and efficient within their communities.

Some of the improvements that will assist in providing improved and safer service delivery will include, better location accuracy (three-dimensional mapping showing which floor of a high rise etc.); improved crash data (vehicle telematics etc.); real-time video and picture sharing; text with 9-1-1 for the deaf and hard of hearing community; new services such as language assistance/translation services; downlinks to smartphone applications (i.e. medical records etc.); and improved coordinated responses and information sharing amongst emergency service providers.

### G. To find out more....

To find out more about Next Generation 9-1-1, you can visit the [CRTC website](#).

To find out more about RCMP 9-1-1 Call Taking/Dispatch jobs, please visit our [website](#).





## RCMP Provincial Policing Report

Detachment	Sundre
Detachment Commander	Sgt Trent Sperlie
Quarter	Q3
Date of Report	2023/01/24

### Community Consultations

Date	2022-10-04
Meeting Type	Community Connection
Topics Discussed	Education session
Notes/Comments	Attended the annual restorative / alternative justice meeting in an effort to rekindle the program in the Sundre area.

Date	2022-10-07
Meeting Type	Community Connection
Topics Discussed	Education session
Notes/Comments	Attended the High School with probation officers and talked with 3 separate classes regarding crime prevention and prevention of high risk behaviour.

Date	2022-10-24
Meeting Type	Community Connection
Topics Discussed	Education session
Notes/Comments	Attend the local school to talk about Halloween safety.



Date	2022-11-15
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	Attended the Bears Den Youth Centre in Sundre and interacted with the youth there.

Date	2022-11-25
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education session
Notes/Comments	Meeting with SPOG to discuss some property crime in isolated sites as well as form a table top exercise committee to put together a table top exercise for this year.



Community Priorities

Priority 1	Property Crime
Current Status & Results	No arrests of prolific offenders this month. However, due to arrests last quarter and predicted in the previous quarterly reporting, we have seen a 50% decrease in property crime. Huge success.
Priority 2	Police and Youth Positive Interaction / Engagement
Current Status & Results	11 total youth engagements this quarter.
Priority 3	Enhance Awareness and Education
Current Status & Results	9 total this quarter. Documented in Community Consultations.



Priority 4 Crime Reduction

Current Status & Results 15 joint initiatives within the Town of Sundre. These were primarily traffic initiatives within the Town of Sundre.



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2021	2022	% Change Year-over-Year	2021	2022	% Change Year-over-Year
<b>Total Criminal Code</b>	157	142	-10%	698	826	18%
<i>Persons Crime</i>	45	23	-49%	165	139	-16%
<i>Property Crime</i>	94	73	-22%	414	511	23%
<i>Other Criminal Code</i>	18	46	156%	119	176	48%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	13	11	-15%	54	49	-9%
<i>Provincial Code Traffic</i>	192	106	-45%	769	467	-39%
<i>Other Traffic</i>	0	0	N/A	2	1	-50%
<b>CDSA Offences</b>	0	2	N/A	5	11	120%
<b>Other Federal Acts</b>	1	4	300%	14	21	50%
<b>Other Provincial Acts</b>	39	44	13%	177	184	4%
<b>Municipal By-Laws</b>	3	2	-33%	26	14	-46%
<b>Motor Vehicle Collisions</b>	69	89	29%	251	269	7%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

Although the overall stats for year to year still show an increase in property crimes, we have seen a significant decrease of 50% in property crime compared to the 2nd quarter. This was predicted in the 2nd quarter reporting due to a sharp decrease at the very end of that quarter. This was explained to be from arrests of a known group of people that were responsible for the bulk of the property crimes we were seeing.

I will be reaching out to our stakeholders and community in the coming months to prepare for our 2023-2024 fiscal priorities. I encourage you to start compiling topics that you would like to discuss so that we may work together on the priorities for the next fiscal year. Priorities can be different between stakeholders.





## Provincial Police Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	8	7	0	1
Detachment Support	2	2	0	0

<sup>2</sup>Data extracted on December 31, 2022 and is subject to change over time.

<sup>3</sup>Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup>Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

## Comments

**Police Officers:** Of the eight established positions, seven officers are working with none on special leave. There is one hard vacancy with a member that recently transferred to another Division. A second member has received transfer planning to another detachment. I have asked staffing to withhold the transfer order until we have a backfill. They have agreed to do this.

**Detachment Support:** Both positions are filled at the moment. One position is filled with a temporary employee while we transition through a retirement. Once the retirement is completed (expected to be early April 2023) the temporary employee will be offered the position permanently. There are no hard vacancies.

## Quarterly Financial Drivers

Nothing remarkable during this quarter.



## Sundre Provincial Detachment Crime Statistics (Actual) Q3 (Oct - Dec): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 5, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	4	4	0	-100%	-100%	0.2
Sexual Assaults		1	1	2	2	0	-100%	-100%	-0.1
Other Sexual Offences		0	3	4	0	1	N/A	N/A	-0.1
Assault		23	20	14	24	14	-39%	-42%	-1.4
Kidnapping/Hostage/Abduction		1	1	0	0	1	0%	N/A	-0.1
Extortion		3	0	0	0	0	-100%	N/A	-0.6
Criminal Harassment		11	7	4	4	2	-82%	-50%	-2.1
Uttering Threats		13	10	15	11	5	-62%	-55%	-1.5
<b>TOTAL PERSONS</b>		<b>53</b>	<b>42</b>	<b>43</b>	<b>45</b>	<b>23</b>	<b>-57%</b>	<b>-49%</b>	<b>-5.7</b>
Break & Enter		11	20	14	17	8	-27%	-53%	-0.9
Theft of Motor Vehicle		5	10	4	12	2	-60%	-83%	-0.4
Theft Over \$5,000		2	5	8	1	4	100%	300%	0.0
Theft Under \$5,000		30	37	15	12	13	-57%	8%	-5.9
Possn Stn Goods		9	6	2	3	3	-67%	0%	-1.5
Fraud		7	17	7	14	12	71%	-14%	0.7
Arson		1	1	0	2	1	0%	-50%	0.1
Mischief - Damage To Property		0	24	15	21	18	N/A	-14%	3.3
Mischief - Other		31	10	5	12	12	-61%	0%	-3.6
<b>TOTAL PROPERTY</b>		<b>96</b>	<b>130</b>	<b>70</b>	<b>94</b>	<b>73</b>	<b>-24%</b>	<b>-22%</b>	<b>-8.2</b>
Offensive Weapons		1	9	6	5	13	1200%	160%	2.0
Disturbing the peace		7	6	5	2	9	29%	350%	0.0
Fail to Comply & Breaches		17	28	16	7	19	12%	171%	-1.7
<b>OTHER CRIMINAL CODE</b>		<b>12</b>	<b>13</b>	<b>12</b>	<b>4</b>	<b>5</b>	<b>-58%</b>	<b>25%</b>	<b>-2.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>37</b>	<b>56</b>	<b>39</b>	<b>18</b>	<b>46</b>	<b>24%</b>	<b>156%</b>	<b>-2.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>186</b>	<b>228</b>	<b>152</b>	<b>157</b>	<b>142</b>	<b>-24%</b>	<b>-10%</b>	<b>-15.9</b>



## Crime Statistics (Actual) Q3 (Oct - Dec): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 5, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	0	1	0	1	-50%	N/A	-0.2
Drug Enforcement - Trafficking		1	4	5	0	1	0%	N/A	-0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>3</b>	<b>4</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>-33%</b>	<b>N/A</b>	<b>-0.6</b>
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		4	1	3	0	2	-50%	N/A	-0.5
<b>TOTAL FEDERAL</b>		<b>7</b>	<b>5</b>	<b>9</b>	<b>1</b>	<b>4</b>	<b>-43%</b>	<b>300%</b>	<b>-1.0</b>
Liquor Act		6	4	2	2	2	-67%	0%	-1.0
Cannabis Act		0	1	0	0	0	N/A	N/A	-0.1
Mental Health Act		7	11	9	15	18	157%	20%	2.6
Other Provincial Stats		13	18	24	22	24	85%	9%	2.6
<b>Total Provincial Stats</b>		<b>26</b>	<b>34</b>	<b>35</b>	<b>39</b>	<b>44</b>	<b>69%</b>	<b>13%</b>	<b>4.1</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		5	2	4	3	2	-60%	-33%	-0.5
<b>Total Municipal</b>		<b>5</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>-60%</b>	<b>-33%</b>	<b>-0.5</b>
Fatals		2	0	0	0	0	-100%	N/A	-0.4
Injury MVC		4	4	6	4	12	200%	200%	1.6
Property Damage MVC (Reportable)		68	78	60	59	72	6%	22%	-1.1
Property Damage MVC (Non Reportable)		8	12	8	6	5	-38%	-17%	-1.2
<b>TOTAL MVC</b>		<b>82</b>	<b>94</b>	<b>74</b>	<b>69</b>	<b>89</b>	<b>9%</b>	<b>29%</b>	<b>-1.1</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>104</b>	<b>298</b>	<b>256</b>	<b>192</b>	<b>106</b>	<b>2%</b>	<b>-45%</b>	<b>-10.2</b>
Other Traffic		1	1	9	0	0	-100%	N/A	-0.3
<b>Criminal Code Traffic</b>		<b>27</b>	<b>26</b>	<b>30</b>	<b>13</b>	<b>11</b>	<b>-59%</b>	<b>-15%</b>	<b>-4.5</b>
<b>Common Police Activities</b>									
False Alarms		13	8	4	7	5	-62%	-29%	-1.7
False/Abandoned 911 Call and 911 Act		3	7	3	3	5	67%	67%	0.0
Suspicious Person/Vehicle/Property		40	60	44	21	9	-78%	-57%	-10.1
Persons Reported Missing		0	0	5	0	4	N/A	N/A	0.8
Search Warrants		1	0	1	1	0	-100%	-100%	-0.1
Spousal Abuse - Survey Code (Reported)		16	32	26	23	8	-50%	-65%	-2.5
Form 10 (MHA) (Reported)		0	0	2	0	1	N/A	N/A	0.2





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Alberta Municipalities Resolution</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

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### **BACKGROUND/PROPOSAL:**

The Wellness Advocacy Committee is requesting Council's consideration to bring forward to Alberta Municipalities a resolution that mirrors a resolution brought to the RMA Convention 2022. The resolution is a request to the "Government of Alberta to immediately expand the number of seats available to train Combined Laboratory and X-Ray Technologist (CLXT) for rural Alberta by increasing the number of seats for CLXT training at NAIT by twenty seats and explore means by which an additional twenty seat capacity can be created at NAIT or another Alberta Institution".

The deadline for submitting a resolution for consideration at Alberta Municipalities 2023 Annual Convention is Wednesday, May 31, 2023.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Please see attached copy of RMA Resolution 2-22F.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillars 2 and 5 of the Strategic Plan, Community Wellness and Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council direct administration to submit the resolution to the Alberta Municipalities Resolution session no later than May 31, 2023.

### **MOTION:**

That the Town of Sundre Council direct administration to submit the resolution to the Alberta Municipalities Resolution Session no later than May 31, 2023.

Attachment: Copy RMA Resolution \_Laboratory and X-Ray Technologists  
Training for Rural Healthcare

Date Reviewed: February 16, 2023

CAO: *Dinda Nelson*

**Resolution 2-22F**

Laboratory and X-Ray Technologists Training for Rural Healthcare

Date: November 9, 2022

Expiry Date: December 1, 2025

Active Status: Active

Sponsors: Mountain View County

District: 2 – Central

Year: 2022

Convention: Fall

Category: Health

Status: Intent Not Met

Vote Results: Carried

Preamble:

WHEREAS all disciplines of healthcare in Alberta are experiencing shortages of qualified professionals and rural areas are experiencing even greater shortages than urban sites; and

WHEREAS rural healthcare facilities require a wider, multi-discipline skill set known as Combined Laboratory and X-Ray Technologist (CLXT) than those that are required in conventional urban settings; and

WHEREAS CLXT skill sets are mandatory for rural healthcare locations, and inadequate numbers of students are being trained at the Northern Alberta Institute of Technology (NAIT) to meet the need in rural Alberta; and

WHEREAS NAIT is the only institution offering this training in Alberta, with a capacity of forty students per year and has indicated that they have the capacity within their infrastructure to increase by an additional twenty students if they have the clinical sites to support student training and/or a viable option of simulation training that will allow for the increase in students; and

WHEREAS NAIT has also advised that they are committed to exploring ways to increase their CLXT intake; and

WHEREAS the Alberta 2030 vision is focused on the post-secondary system and being highly responsive to labour market needs;

Operative Clause:

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta request the Government of Alberta to immediately expand the number of seats available to train Combined Laboratory and X-Ray

Technologist (CLXT) for rural Alberta by increasing the number of seats for CLXT training at NAIT by twenty seats and explore means by which an additional twenty seat capacity can be created at NAIT or another Alberta Institution.

#### Member Background:

The Alberta landscape is dotted with many small rural hospitals. Although small, they are mighty, and provide an essential service to all Albertans. Often remote, these facilities offer a buffer between injury and sickness and the chronically overcrowded big city emergency rooms. Many rural hospitals offer minor surgeries, obstetrics, pre and post operative care, palliative, and long-term care, all helping to take the pressure off the city hospitals. While allowing this also allows local citizens to receive quality health care close to home and family.

One discipline of particular serious concern is the combined Lab and X-ray Laboratory and X-Ray Technologist (CLXT). This part of our hospital's team is vital in assisting with efficient diagnosis and treatment; and is essential to keeping a rural emergency room open. These combined skills are specific and mandatory to rural hospitals, and staff shortages in this discipline are apparent across the province. Rural hospitals are often limited to the number of staff they can hire due to budgetary constraints and therefore in many cases cannot afford to hire both a position for lab and for x-ray as separate personnel. The combined CLXT provides a cost-effective way to fill multiple positions with a single staff member.

The Government of Alberta Health Services website includes the following statement:

"Combined laboratory and x-ray technologists play a critically important role in the diagnosis, disease prevention and public health surveillance. They are responsible for collecting, preparing and analyzing patient samples, providing general patient care and taking blood. They conduct medical laboratory tests and administer electrocardiograms. They are also responsible for general radiography exams (X-ray). Combined laboratory and x-ray technologists are responsible to perform site specific manual and automated approved laboratory procedures, diagnostic imaging exams and related duties, following established standards and practices defined by the ACCLXT (Alberta College of Combined Laboratory and X-ray Technicians), CPSA (College of Physicians and Surgeons of Alberta) and HPA (Health Professions Act)."

The Northern Alberta Institute of Technology (NAIT) is the only institution providing this specialized program offering forty (40) seats annually. Increasing those seat numbers, from forty to eighty would significantly address the current demand in rural Alberta. NAIT currently has twenty new seats and thereafter increasing NAIT's capacity and/or adding another institution with capability to offer this training may be enough to meet current demand. Currently NAIT receives 500 applications for the program, interviewing 200 people for each intake of the 40 seats. This demonstrates that the demand for the current program is very high and filling additional seats would not be an issue.

Access to health facilities and trained health care professionals in our rural areas is essential to the sustainability and economic growth of our province as a whole. Skill specific training, in adequate numbers, is necessary to foster growth and sustainability in rural Alberta. The request for the Government of Alberta to fund additional post-secondary seats for CLXT training aligns well with the already developed Alberta 2030 vision:

Alberta's world-class post-secondary system will equip Albertans with the skills, knowledge and competencies they need to succeed in their lifelong pursuits

The system will be highly responsive to labour market needs and through innovative programming and excellence in research, contribute to the betterment of an innovative and prosperous Alberta

RMA Background:

RMA has no active resolutions directly related to this issue.

Government Response:

Alberta Advanced Education

Thank you for your letter regarding RMA Resolution 2-22-F, Laboratory and X-Ray Technologists Training for Rural Healthcare. I appreciate the opportunity to respond.

The challenges facing our healthcare system mean Albertans are not getting the necessary care they need when and where they need it. In Budget 2022, we announced the Alberta at Work initiative to help individuals develop new skills, attract talent to the province, and encourage all Albertans to participate in the labour market.

Advanced Education plays a key role in Alberta at Work, especially through the Targeted Enrolment Expansion program which invests in new seats in high-demand program areas like the one mentioned in Resolution 2-22-F. I am pleased to report that the province has funded the expansion of healthcare professional programs by almost 2,300 seats in this and future years. This expansion includes creating new seats in critically understaffed healthcare professions, such as nurses, medical laboratory professionals, paramedics, and health care aides.

My mandate letter from Premier Smith directs me to further expand on the Targeted Enrolment Expansion program to increase spaces in high demand programs in economic and medical fields of study.

Advanced Education has yet to receive a proposal involving the expansion of the existing program or the creation of new programs related to Combined Laboratory and X-Ray Technologist programs. My department would be happy to review any such proposal and will indicate to Alberta's post-secondary institutions that further proposals related to the expansion of programs in the medical field are encouraged.

Alberta Health Services

Thank you for your letter of November 29, 2022 outlining some of the recent Resolutions from the RMA's Fall Session.

I appreciate you sharing the concerns that many of your members have regarding the provision of health services. Alberta Health Services strives to ensure that all Albertans have access to high quality health care in a timely fashion.

The Resolutions in question however fall more within the realm of government policy direction in Health and Advanced Education. I understand that these resolutions have also been provided to the Government of Alberta and I anticipate that they will respond to you directly.

**Development:**

RMA is pleased to hear that additional funding has been allocated to the programs such as nurses and laboratory professionals. However, RMA would like more information on how these seats are being allocated to each program and to what extent they are expanding these for rural Alberta.

Further, Alberta Advanced Education's responses indicates that they have not yet received a proposal for the Combined Laboratory and X-Ray Technologist programs. RMA would like to see Alberta Advanced Education collaborate with NAIT and other relevant expert stakeholders on how to expand this.

**Provincial Ministries: Health**



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Discussion - Hockey Nets</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.4</b>

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### **BACKGROUND/PROPOSAL:**

Councillor Anderson has requested a discussion regarding the need for new hockey nets for the Sundre Arena.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Verbal discussion.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 1 Community Development, and Pillar 5, Sustainable & Responsible Governance of the Strategic Plan.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council directs administration to write a letter to the Calgary Flames requesting the club to purchase new hockey nets for the Sundre Arena.

### **MOTION:**

That the Town of Sundre Council directs administration to write a letter to the Calgary Flames requesting the club to purchase new hockey nets for the Sundre Arena.

Date Reviewed: February 16, 2023

CAO: Linda Neb-



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Sundre Rodeo &amp; Race Association</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.1</b>

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### **BACKGROUND/PROPOSAL:**

The CAO to present a verbal report regarding collaboration with the Sundre Rodeo & Race Association..

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

CAO Verbal Report

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 1 Community Development and Pillar 5, Sustainable & Responsible Governance of the Strategic Plan.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the CAO's report as information.

### **MOTION:**

That the Town of Sundre Council accept the CAO's verbal report as information.

Date Reviewed: February 16, 2023

CAO: *Linda Neba*



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Departmental Reports – January 2023</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.2</b>

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### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for January 2023 are provided to Council for their review and information:

- a) Linda Nelson, Chief Administrative Officer
- b) Neil Webb, Director of Infrastructure
- c) Ross Clews, Fire Chief
- d) Benazir Thaha Valencia, Planning & Economic Development Manager
- e) Sam Zhao, Community Peace/Bylaw Officer
- f) Joy Willinhnganz, Sundre Municipal Library

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the attached Departmental Reports as information.

### **MOTION:**

That the Town of Sundre Council accept the Departmental Reports for January 2023 as information.

### **ATTACHMENTS:**

Department Reports

Date Reviewed: February 16, 2023

CAO

*Linda Nelson*



<b>#/D/M/Y January 09, 2023 Regular Council Meeting</b>				
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
001	09-01-2023	MOVED by Councillor Marr that the Agenda be approved as presented		
002	09-01-2023	MOVED by Councillor Vardas that the Minutes of the Regular Meeting Minutes of Council held on December 19, 2022, be approved as presented.		
003	09-01-2023	MOVED by Councillor Petersen, that the Town of Sundre Council accepts the Director of Corporate Services, on behalf of the CAO presentation on the History and Status of the Bylaw Review Project initiated in 2018		
004	09-01-2023	MOVED by Councillor Anderson, that the Town of Sundre Council recommends that discussions take place regarding the Closing of Recycling Depots, as well as, the Funding and Staffing of Victims Services be considered for inclusion on the January 26, 2023 MAP Agenda.		
005	09-01-2023	MOVED by Councillor Vardas, that the Town of Sundre Council accepts the invitation from the Sundre Branch #223 Legion as information.		
006	09-01-2023	MOVED by Councillor Dalke, that Council go into closed meeting at 6:30 p.m.		
007	09-01-2023	MOVED by Councillor Anderson, that Council return to an open meeting at 7:38 p.m.		
008	09-01-2023	MOVED by Councillor Dalke, that the Town of Sundre Council requests Administration to send a letter to notify MVC that the Town of Sundre would like to begin the process to review the current ICF Master agreements	Legislative Services	Appendix # 1
009	09-01-2023	MOVED by Councillor Petersen, that Council go into closed meeting at 7:40 p.m.		
010	09-01-2023	MOVED by Councillor Vardas, that Council return to an open meeting at 7:45 p.m.		
011	09-01-2023	MOVED by Councillor Petersen, being that the agenda matters have been concluded the meeting adjourned at 7:46 p.m.		
<b>January 23, 2023 Regular Council Meeting</b>				
<b>Res. #</b>		<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
015	23-01-2023	MOVED by Councillor Dalke, that the Agenda be approved and amended as follows: Add: RFD 8.4 Mountain View County All-Council ICC Meeting 13.2 Local Body Confidences, FOIPP Act Section 23 Appendix #24 to Departmental Reports		
016	23-01-2023	MOVED by Councillor Anders Andersen, that the Minutes of the Regular Meeting Minutes of Council held on January 9, 2023, be approved as presented.		
017	23-01-2023	Mayor and CAO or Gas Utility Manager to sign the attached forms, noting that Council and the CAO and or Gas Utility Manager have reviewed the QMP in its entirety, and the urban gas utility hereby accepts the responsibility for compliance of their distribution system with this plan.		
018	23-01-2023	MOVED by Councillor Isaac, that the Town of Sundre Council accepts Administration's verbal presentation for information.		
019	23-01-2023	MOVED by Councillor Petersen, that the Town of Sundre Council accepts the CAO's report on Tourism as information.		
020	23-01-2023	MOVED by Councillor Isaac, that the Town of Sundre Council direct Administration to coordinate a date for the all-Council ICC Agreement with Mountain View County	Legislative Services	
021	23-01-2023	MOVED by Councillor Dalke, that the Town of Sundre Council accepts the Departmental Reports for Year 2022 as information.		
022	23-01-2023	MOVED by Councillor Anderson, that the Town of Sundre Council accepts the Article titled Thank you to You, from the December 9, 2022, edition of the Municipal Information News Network, by author Gord Hume as information.		
023	23-01-2023	MOVED by Councillor Marr, that the Town of Sundre Council accept Mayor Warnock's report as information.		
024	23-01-2023	MOVED by Councillor Anderson, that Council go into closed meeting at 7:00 p.m.		
025	23-01-2023	MOVED by Councillor Petersen, that Council return to an open meeting at 7:38 p.m.		
026	23-01-2023	MOVED by Councillor Dalke, that Town of Sundre supports the following recycling service level: Close all recycling sites.		
027	23-01-2023	MOVED by Councillor Anderson, being that the agenda matters have been concluded the meeting adjourned at 7:39 p.m.		

9.2a  
Appendix #1



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

January 13, 2023

**ATTN: JEFF HOLMES, CAO MOUNTAIN VIEW COUNTY**

Dear Jeff:

**RE: INTERMUNICIPAL COLLABORATION AGREEMENTS**

The Town of Sundre Council passed the following motion at the January 9, 2023 Regular Council Meeting:

Res. 008-09-01-23      Moved by Councillor Dalke that the Town of Sundre Council requests Administration to send a letter to notify Mountain View County that the Town of Sundre would like to begin the process to review the current ICF Master Agreements.

The Sundre Council appreciates the great working relationship we have developed with Mountain View County, and would like to see this relationship continue to develop. In the spirit of the Town's philosophy of continuous improvement, the Town would like to open discussion on the ICF Agreements in accordance with Schedule "A" of the ICF Master Agreement.

Council is looking forward to great discussions between our Municipalities, and a continued collaborative working relationship in the future.

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

## SCHEDULE A - 2023 Expenditures to Date

9.2a

### Mayor Richard Warnock

Date	Hosting Town	Description	Expense (less Tax)	Cost
10-Jan-23		South McDougall - Area Structure Plan (ASP)	Per Diem	\$ 150.00
10-Jan-23		South McDougall - Area Structure Plan (ASP)	Mileage	\$ 68.00
18-Jan-23	Red Deer	Red Deer River Municipal Users Group	Mileage	\$ 231.20
18-Jan-23	Red Deer	Red Deer River Municipal Users Group	Per Diem	\$ 280.00
24-Jan-23	Red Deer	Red Deer Polytechnic	Mileage	\$ 142.00
24-Jan-23	Red Deer	Red Deer Polytechnic	Per Diem	\$ 130.00
26-Jan-23	County	Municipal Aera Partnership	Mileage	\$ 68.00
26-Jan-23	County	Municipal Aera Partnership	Per Diem	\$ 110.00
				\$ 1,179.20
				<b>Spent</b>



## DEPARTMENTAL REPORT

9.2b

DEPARTMENT	Operations and Community Services
SUBMITTED BY	Neil Webb
DATE	February 13, 2023
FOR MONTH OF	January 2023

TOPIC #1	Explornet Fibre Optic
Progress	The main contractor, Crosscut, has completed all underground drilling and excavating of conduit for fibre optic.
Action	The gas and water dept. will have a 2-month reduction locates. Individual services will begin in April increasing locate daily numbers once at high frequency.
TOPIC #2	Snow removal
Progress	The aftermath of the December snow events has been cleared away with all streets cleared.
Next Steps	Staff have continued to complete maintenance of excess snow windrows throughout town. February will see a continuance of clearing residential and highway partner maintenance.
TOPIC # 3:	Water Leak Surveys
Progress	A major leak was located on 2 <sup>nd</sup> Ave NW. The leak area was too close in proximity to the Centre street N intersection. Crews installed a valve to lock in the leak until further repairs can be scheduled. This repair reduced the 1000 c/m/day emergency noted in late December.
Next Steps	Additional leak was found on a service located at 4 <sup>th</sup> Street NW. This was repaired and reduced leak rate by 200 c/m/day.
TOPIC # 4:	Department PM'S
Progress	Each department has moved from in-house work orders to a Priority Maintenance program that is updated with projects and tasks for 2023 scheduling. These are typically additional to the routine daily weekly tasks. The intent is to better track completions, provide reminders of tentative scheduling and completions.
Next Steps	Staff have taken on adding and scheduling additional tasks and embrace this reporting system.



<b>TOPIC # 5:</b>	<b>Gas meter changeouts</b>
<b>Progress</b>	2023 has 300+ meter scheduled for recertification. The first que for 2023 has been returned from the measurement accreditor for install. Operators will begin changeouts throughout remainder of year.
<b>Next Steps</b>	Staff are accredited to change AMR read devices on meters that have had batteries burn out in the field. This will assist the gas department for the future to replace dying AMR's.
<b>TOPIC # 6:</b>	<b>Hwy 27 Underground Utility Replacement</b>
<b>Progress</b>	The Hwy 27 capital underground utility replacement project is moving forward on schedule. Engineering consultant has met with key staff to start preparation of tender package that is scheduled to go out in April of this year.
<b>Next Steps</b>	Various meetings with Alberta Transportation, staff and consultants and contractors.
<b>TOPIC # 7:</b>	<b>Procurement of Pickup Truck</b>
<b>Progress</b>	The pickup truck that was approved in the 2023 Capital budget is out for tender on Alberta Purchasing Connection.
<b>Next Steps</b>	Review submissions from vendors and score.
<b>TOPIC # 8:</b>	<b>Workspace Improvements</b>
<b>Progress</b>	Internal organization improvements to workspaces near completion. Half of this initiative has been completed internally.
<b>Next Steps</b>	Install dividers to complete remaining area.
<b>TOPIC # 9:</b>	<b>Weekly Staff Meetings</b>
<b>Progress</b>	Weekly meetings with staff started last month to capture staff input to improve the efficiency of daily operations. Minutes taken for all staff to review.
<b>Next Steps</b>	Continual.



<b>TOPIC # 10:</b>	<b>Spring Workshop</b>
<b>Progress</b>	Staff updating forms and information for the upcoming spring workshop with council.
<b>Next Steps</b>	Finalize Back Casting forms.
<b>TOPIC # 11:</b>	<b>Outdoor Ice Rink</b>
<b>Progress</b>	Reviewing potential locations for the permanent outdoor ice rink and obtaining costs for each option.
<b>Next Steps</b>	Review quotes and proposals.
<b>TOPIC # 12:</b>	<b>Budget 2024</b>
<b>Progress</b>	Starting in March on preliminary budget discussion with staff for 2024.
<b>Next Steps</b>	Capture staff input into the department operations decision matrix.
<b>TOPIC # 13:</b>	<b>Gas Operator Training</b>
<b>Progress</b>	Two gas operators will be taking emergency preparedness and response training at Foothills Natural Gas Co-op.
<b>Next Steps</b>	Complete training sessions.
<b>TOPIC # 14:</b>	<b>Gas Department Audit</b>
<b>Progress</b>	The Gas Department is gearing up for their upcoming Audit. This happens every 2 years.
<b>Next Steps</b>	Have information prepared prior to audit.
<b>TOPIC # 15:</b>	<b>Water Treatment Plant onsite Chlorine Generator</b>
<b>Progress</b>	The water department is utilizing some existing infrastructure to dilute purchased chlorine. Potential for some savings as well as less maintenance and untimely break downs.
<b>Next Steps</b>	Freight is costly, a couple operators will take some training to be able to pick chlorine up for additional savings.

<b>TOPIC # 16:</b>	<b>Arena</b>
<b>Progress</b>	<p>Startec came out and did the mid-Season check on the ice plate, there were no issues.</p> <p>We had 2 Minor hockey tournaments this month, U7 and U9 and U13. Both tournaments went very well without any major problems.</p>
<b>Next Steps</b>	Continue with ongoing maintenance and bookings.
<b>TOPIC # 17:</b>	<b>Facilities</b>
<b>Progress</b>	Pyrotec completed their annual inspection for the town's facilities and have sent in their reports for each facility with recommendations.
<b>Next Steps</b>	Monitor for changes.
<b>TOPIC # 18:</b>	<b>Community Centre</b>
<b>Progress</b>	<ul style="list-style-type: none"> <li>• Another busy month with our regular users Taekwondo, Gymnastics, Pickleball, and Indoor Walking Group.</li> <li>• Other rentals.</li> <li>• 2 Private birthday parties.</li> <li>• Olds Lacrosse "try it event."</li> <li>• Youth Basketball.</li> <li>• The library -gym time for Children 6 and under/their parents.</li> <li>• Conference room – Fish and Game.</li> </ul>
<b>Next Steps</b>	Continues.
<b>TOPIC # 19:</b>	<b>Parks</b>
<b>Progress</b>	<ul style="list-style-type: none"> <li>☐ Contract was signed for the 2023 Season Campground Host, happy to say that the host is a returning member.</li> <li>☐ Update on the outdoor rink: It has been used abundantly since the ice was put in.</li> <li>☐ One of the staff has put together a mini flooding/Zamboni for the outdoor rink.</li> <li>☐ Using the Mule, a large barrel in the back, and using a hose, PCV piping and an old used towel from the Olympia. It was tested for the first time on Monday February 6th, and it worked out exquisitely. Flooding was cut by a 1/3 of the time.</li> </ul>

Before



After



**Next Steps**

Continues.





## DEPARTMENTAL REPORT

9.2c

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	February 15, 2023
FOR MONTHS OF	January 2023

<b>911 DISPATCHES:</b>	
	<b>Emergency Response Numbers, 33 Year To Date January 2023, Responses – 23 Total</b>
<b>Response Types:</b>	<ul style="list-style-type: none"> <li>➤ Medical Assist - 12</li> <li>➤ Alarms - 3</li> <li>➤ Structure Fire- 1</li> <li>➤ Motor Vehicle Collisions - 5</li> <li>➤ Outside/Vegetation fire – 2</li> </ul> <u>Location Breakdown as Chart Below</u>
<b>Results:</b>	<ul style="list-style-type: none"> <li>➤ All incidents Responded, Managed and Resolved by SFD Members</li> </ul>
<b>TRAINING &amp; ACTIVITIES</b>	
<b>In-Hall/Weekly:</b>	<p><b><u>January in House Training consisted of the following:</u></b></p> <ul style="list-style-type: none"> <li>➤ NFPA 1001 practical training in progress</li> <li>➤ Radio communication review</li> <li>➤ Map Reading GPS training</li> <li>➤ Weekly additional training nights for recruit group</li> <li>➤ Vehicle Extrication Hands on Scenario</li> <li>➤ February 8<sup>th</sup> Lucas CPR Machine Training Course</li> <li>➤ Additional information on Lucas CPR Machine can be found at <a href="http://Lucas-CPR.com">Lucas-CPR.com</a></li> </ul> <p><u>Community/Public Relations Events</u></p> <ul style="list-style-type: none"> <li>➤</li> </ul>
<b>Formal Courses in-Progress/Upcoming:</b>	<ul style="list-style-type: none"> <li>➤ ICS-300 course <u>April 4, 5, 6, 2023 Sundre Fire Department Host</u></li> <li>➤ Two members to take ICS-200 with <u>Olds Fire February 15-16</u></li> <li>➤ Standard First Aid for members/recruit's <u>February 18<sup>th</sup> &amp; 19<sup>th</sup></u></li> <li>➤ Two Electric Vehicle Extrication Courses Vendor supplied <u>Sundre Fire Hosting April 22<sup>nd</sup> &amp; 23<sup>rd</sup> 2023</u></li> <li>➤ ICS-100 &amp; Basic Emergency Management for recruits <u>Individual Study online</u></li> <li>➤ NFPA 1001 Level I, New Recruits 8, and High School Junior Firefighters 4 <u>in-Progress</u></li> <li>➤ RCMP Evidence Protection, Collection, and Agency Collaboration Training <u>March 15, 2023</u></li> <li>➤ Plains-Midstream training/information session Date TBD</li> <li>➤ Trans Canada Pipeline Information/training session Date TBD</li> <li>➤ West Fraser Mill Tour/Hazard Identification Date TBD</li> </ul>

	➤ Advanced First Aid for 4 members in <u>Date 2023 TBD</u>
<b><u>Fire Hall:</u></b>	
<b><u>Building/Maintenance:</u></b>	➤ 2 Carbon Monoxide detectors failed testing and are scheduled to be replaced
<b><u>SFD Units - Equipment</u></b>	
<b><u>Units:</u></b>	➤ New Replacement Fire Truck Design Review Completed Expected <u>Delivery July/August 2023</u>
	➤ Requested Quotes from vendors for Unit 510 Replacement
<b><u>Equipment;</u></b>	➤ Lucas CPR machine received January 27 <sup>th</sup> <u>Training completed and put in service February 8<sup>th</sup></u>
<b><u>Safety Codes:</u></b>	
<b><u>Inspections -Occupancies</u></b>	➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently
<b><u>Status:</u></b>	➤ Safety Codes Officer training 3 Members - 80% completed. ➤ 4 Additional SFD Members to take training in 2023

INCIDENTS	Town of Sundre	Mountain View County	Clearwater County	Bighorn MD	Total	Year to Date Total
Fires		1			1	1
Outside Fires						
Control Burn - Arrived on scene		2			2	2
Rubbish/Grass Fires					0	
Investigation of Smoke					0	
Electrical Public Hazard					0	
Alarm -No Fire -					0	
Alarm -No Fire - detector activated	1				1	1
False Alarms-internal or local alarm system	2				2	2
Gas Leak Miscellaneous					0	
Gas Leak Natural Gas					0	
Gas Leak Response to CO					0	
Medical Assists	7	5			12	12
Medical Assists-stood down					0	
Miscellaneous Rescues					0	
Motor Vehicle Collisions		4	1		5	5
Mutual Aid Requests					0	
Miscellaneous					0	
<b>Total</b>	<b>10</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>23</b>	<b>23</b>



## DEPARTMENTAL REPORT

9.2d

<b>DEPARTMENT</b>	<b>Planning and Economic Development</b>
<b>SUBMITTED BY</b>	<b>Benazir Thaha Valencia, Manager of Planning &amp; Economic Development</b>
<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>FOR MONTH OF</b>	<b>January 2023</b>

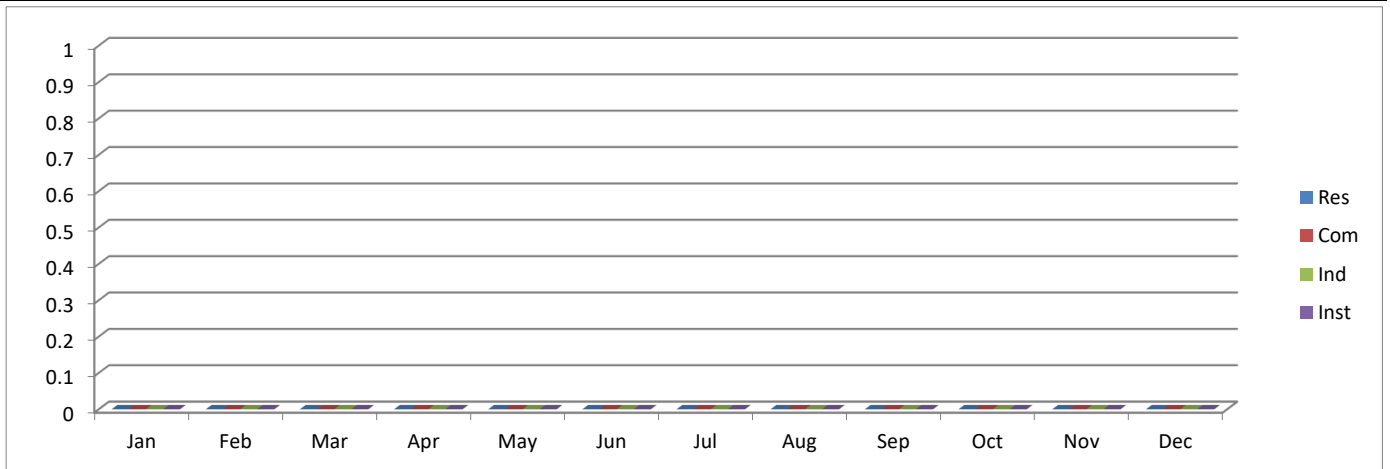
<b>TOPIC #1</b>	<b>Development and Building Permits</b>
	<ul style="list-style-type: none"> <li>• Development Permits – 5</li> <li>• Building Permits – 0</li> <li>• Electrical Permits – 1</li> <li>• Gas Permits – 2</li> <li>• Plumbing Permits - 1</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Development Permits issued include 3 Change of Use permits (professional office, retail general, and automotive services), 1 Home Occupation – Minor, and 1 temporary sign.</li> <li>• Electrical &amp; Gas Permits issued for a variety of residential projects.</li> </ul>
<b>TOPIC #2</b>	<b>Real Property Reports (RPRs)</b>
	<ul style="list-style-type: none"> <li>• RPRs – 1</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of the property. The role of Administration is to assist property owners to solve non-compliant issues.</li> </ul>
<b>TOPIC #3</b>	<b>Area Structure Plans (ASP)</b>
	<ul style="list-style-type: none"> <li>• Completion of two internal reviews for the NW quarter sections Area Structure Plans (Mountain Spring and Sundre Hills).</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Mountain Springs: Planning and Engineering comments shared with Developer's Consultants providing opportunity to amend the ASP for Mountain Springs before formal external circulation and first reading of bylaw.</li> <li>• Sundre Hills: Planning and Engineering comments shared with Developer's Consultant prior to public hearing.</li> </ul>
<b>TOPIC #4:</b>	<b>Land Use Bylaw</b>
	<ul style="list-style-type: none"> <li>• Staff continues to review land use bylaw to ensure clarity in language and regulations for applicants.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Administration is reviewing the Land Use Bylaw and "housekeeping" amendments will be forthcoming.</li> </ul>
<b>TOPIC #5:</b>	<b>Municipal Development Plan (MDP)</b>
	<ul style="list-style-type: none"> <li>• The Town's Municipal Plan was drafted and approved by Council in 2013. A comprehensive review and rewrite of Municipal Development Plan is required to bring it to current standards.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Administration has completed the project management plan for the MDP rewrite.</li> </ul>

	<ul style="list-style-type: none"> <li>Phase 1: Initialize Project completed.</li> <li>Commenced Phase 2: Background Research.</li> </ul>
<b>TOPIC #6:</b>	<b>Growth Analysis for MDP</b>
	<ul style="list-style-type: none"> <li>Analysis to provide rationale for growth, density objectives and future land use to inform the MDP.</li> <li>WSP Canada has completed the study.</li> <li>Administration has reviewed and provided comments for small revisions.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>WSP Canada Inc. is retained to provide a desktop analysis to estimate population growth, land needs and conceptual mapping.</li> <li>Plan finalized in February 2023</li> </ul>
<b>Topic #7:</b>	<b>Bike Pump Track Assessment</b>
	<ul style="list-style-type: none"> <li>Town of Sundre Bike Club is interested in developing MR lands into a pump track.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Site visit and assessment completed.</li> <li>Report presented to the Bike and Ski Club</li> </ul>
<b>Topic #8:</b>	<b>Joint Use Agreement with Chinook Edge School Division</b>
	<ul style="list-style-type: none"> <li>Review and update existing Joint Use Agreement with the Chinook Edge School Division as per the MGA requirements and to have an agreement with school boards by June 2023.</li> </ul>
	<ul style="list-style-type: none"> <li>Completed review and updated agreement in collaboration with Chinook Edge School Board Representative.</li> <li>Other matters to be considered.</li> </ul>
<b>TOPIC #9:</b>	<b>Administrative</b>
	<ul style="list-style-type: none"> <li>Filing Project – ongoing.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Improved departmental efficiencies, knowledge, and team building.</li> <li>Improves overall departmental performance, transparency, and stakeholder engagement.</li> <li>Succession planning underway to build capacity within the department.</li> </ul>

<b>Attachments</b>	January 2023 Building Permit Statistics CAO Commercial / Industrial Report Home Occupation Report
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# MONTHLY BUILDING REPORT FOR THE MONTH OF JANUARY 2023

	January, 2023			2023 Year To Date			2022 Year to Date		
	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
<b>RESIDENTIAL</b>									
Two-Storey Bungalows			\$ -	0	0	\$ -			
Bi-Level						\$ -			
						\$ -			
Duplex/Semi Det. Multi-Family			\$ -	0	0	\$ -			
Mobile Homes	0	0	\$ -	0	0	\$ -	0	0	\$ -
Accessory Buildings		0	\$ -		0	\$ -			
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
					0				
<b>Sub-Total</b>	0	0	\$ -	0	0	\$ -	0	0	\$ -
<b>COMMERCIAL</b>			No. of Permits	Building Value			No. of Permits	Building Value	
			0	\$ -			0	\$ -	
			0	\$ -			0	\$ -	
			0	\$ -			0	\$ -	
			0	\$ -			0	\$ -	
<b>INDUSTRIAL</b>			No. of Permits	Building Value			No. of Permits	Building Value	
Building Starts			0	\$ -			0	\$ -	
Renovation/Addition							0	\$ -	
			0	\$ -			0	\$ -	
<b>INSTITUTIONAL</b>			No. of Permits	Building Value			No. of Permits	Building Value	
Building Starts							0	\$ -	
Renovation/Addition			0	\$ -			0	\$ -	
			0	\$ -			0	\$ -	
<b>TOTAL</b>	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	0	0	\$ -	0	0	\$ -	0	0	\$ -



Monthly Building Report Template



## MEMO

TO: Linda Nelson, CAO  
 FROM: Betty Ann Fountain, Sr. Development Officer  
 RE: January 2023 Commercial, Industrial, Institutional Projects

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### COMMERCIAL

<b><u>Development / Building Permit</u></b>	<b><u>District</u></b>	<b><u>Civic Address</u></b>	<b><u>Project</u></b>	<b><u>Value</u></b>
2023-D01	C-2	605-609 Main Ave. E.	Change of Use: Professional Office & Office Support (pipeline recovery services)	n/a
2023-D03	C-2	104 Main Ave. E.	Change of Use: Retail General (Mountain View Trading Post)	n/a
2023-D04	C-2	104 Main Ave. E.	Change of Use – Automotive Services (auto detailing)	n/a
2023-D05	C-1	557 Main Ave. W.	Temporary Sign – xplornet	n/a

**Legend:**

C-1 Central Commercial  
 C-2 Highway Commercial  
 C-3 Neighbourhood Commercial  
 I-1 Light Industrial  
 I-2 Flood Plain Industrial  
 PS Public Service

Value: n/a = no building permit required



## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Development Officer  
RE: January 2023 Home Occupation Permits (Minor / Major)

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### HOME OCCUPATION:

<b><u>Minor /Major</u></b>	<b><u>Permitted or Discretionary</u></b>	<b><u>Civic Address</u></b>	<b><u>Business to be Conducted</u></b>
Minor 2023-D02	Permitted	601 – 5 Ave SW	Sue's Honey Do Handyman Service

Home Occupation Development Permits are issued for business conducted in residential districts, and each applicant requires a Town of Sundre Business License.

Home Occupation – Minor business is a less intensive home-based business, usually a “desk, computer and telephone” business that requires no deliveries, no storage of products, generally does not generate any non—essential traffic, has no walk-in clientele and are essentially “invisible” within a residential neighbourhood. For example, web design, document transcription, contractor services (electrician, plumber).

Home Occupation – Major business is a more intensive home-based business which may generate additional traffic, may have clients attending the home, and offer services that require the storage of products. For example, hair dressing, seamstress, massage therapy, esthetics, and day homes.

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Economic Development</b>
<b>SUBMITTED BY</b>	<b>Jonathan Allan</b>
<b>DATE</b>	<b>February 15, 2023</b>
<b>FOR MONTH OF</b>	<b>January 2023</b>

<b>TOPIC #1</b>	<b>Community Development, Business Development and Vacancy Rates</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>VACANCY RATES <ul style="list-style-type: none"> <li>Jan. vacancy rate was estimated at 4.4% as a proportion of square footage available in the C1 district downtown.</li> </ul> </li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Continued work with Town of Didsbury and Mountain View County on founding new Mountain View Regional Film Office; further developed relationships for supply of crew and services (including with RDP). Presentation about status of Film Office and website expected in March 2023, with launch party expected at end of March 2023.</li> <li>Met with several interested international investors and consultants as part of the Rural Entrepreneur Stream (RES).</li> <li>Met with several area residents inquiring about business development in Sundre.</li> <li>Assisted Planning and Development with Growth Study analysis.</li> <li>Administrative staff together processed over 100 business licences.</li> </ul>
<b>TOPIC #2</b>	<b>Tourism Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Continued management and coordination of Explore Sundre tourism advertising campaign.</li> <li>Continued working on new videography and photography content.</li> <li>Continued work organizing Winterfest and Survivalist Competition.</li> <li>Attended Travel Alberta meeting about development of new Tourism Development Zone.</li> <li>Began work preparing for Outdoor Adventure Show in March.</li> <li>Began work revising Sundre &amp; Area Visitors Guide for 2023.</li> </ul>
<b>TOPIC # 3:</b>	<b>Broadband Fibre Optic Development</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Xplornet Communications fibre optic deployment ongoing.</li> </ul>
<b>TOPIC # 5:</b>	<b>Committees, Meetings, Conferences and Professional Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Met with CAEP to discuss new regional branding.</li> <li>Attended regional economic development meeting at Red Deer Polytechnic.</li> <li>Continued work on AVID architecture place-making course, as part as part of collaboration with Athabasca U.</li> <li>U of Athabasca Community Report submitted, as part of the collaboration with their school of architecture.</li> </ul>
<b>TOPIC # 6:</b>	<b>Communications</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Updated website(s) as necessary.</li> <li>Trained additional staff on how to manage and update website.</li> </ul>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>



## DEPARTMENTAL REPORT

9.2e

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	CPO Sam Zhao
DATE	2023/02/01
FOR MONTH OF	January 2023

TOPIC #1	Calls for Service – January 2023
ISSUES:	n/a
RESOLUTIONS/SUCCESSSES:	<p>Jan total – 90 Year to date total – 90</p> <p>Abandoned Vehicle – 1 Assist Fire – 4 Assist RCMP – 3 Assist Resident – 7 Assist Town Dept – 6 Bylaw Violation – 3 Community Outreach – 2 Directed Patrol – 7 Foot Patrol – 2 Found Animal – 2 General Patrol – 11 General Patrol Off Hours – 5 Law Enforcement Information – 2 Loitering – 1 Neighbour Dispute – 1 School Zone Patrol – 4 Traffic Control – 5 Traffic Enforcement – 10 Traffic Enforcement Off Hours – 5 Traffic Safety Act Violation – 8 Trespass to Premises Act – 1</p> <p>Ongoing - Positive Ticketing Campaign with RCMP. Attending crosswalk at River Valley School with RCMP and handing out coupons targeted at children who wear helmets, look both ways before crossing etc.</p>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Sundre Municipal Library</b>
<b>SUBMITTED BY</b>	<b>Joy Willihnganz</b>
<b>DATE</b>	<b>10 February, 2023</b>
<b>FOR MONTH OF</b>	<b>January 2023</b>

<b>TOPIC #1</b>	Children's Programs
<b>ISSUES:</b>	Support healthy child development through physical exercise and social connection.
<b>RESOLUTIONS/SUCCESES:</b>	The library has partnered with Mountain View Family Resource Network (MVFRN) to host a Family Gym Time program running one Friday morning a month January through April. This program is open to children 0 – 6 years and their parents or caregivers. A variety of age-appropriate toys are set up in the gym for the little ones to play with such as foam blocks, a ball pit, balls, tunnels, and balance equipment. The children are able to play with all the equipment and the other children who attend while adults connect with other adults with children of a similar age. This program is in direct response to parent requests and identified need from the public health unit and is becoming very popular with 46 people attending January's event. The library is also able to connect with caregivers and share about our other programs that help to build literacy in children.
<b>TOPIC #2</b>	Youth Social Engagement
<b>ISSUES:</b>	Supporting youth in building relationships with others
<b>RESOLUTIONS/SUCCESES:</b>	The library hosts, in partnership with MVFRN, a Teen Takeover night one Thursday evening a month where teens takeover the library and play games; snacks are also provided. The theme and games available each month vary and have included ping pong, life-sized Sorry, and Minute to Win It Challenges. A regular group of youth are attending these events and making healthy connections with others. Each month games or activities that get youth thinking and talking about their feelings and perspectives are available (and enjoyed by the youth) as well as a craft or activity that promotes positive mental health or is an encouragement to others (such as making encouragement cards for seniors).

<b>TOPIC # 3:</b>	Art & Culture
<b>ISSUES:</b>	Provide opportunities to explore and celebrate art.
<b>RESOLUTIONS/SUCCESES:</b>	Throughout January the library hosted two art exhibits. The first exhibit, made available through TREX, was titled Between the Cosmos and was a solo exhibition displaying artwork that merged the natural magic of native-Alberta seeds with cyanotype paper to create galaxies and star systems. The second exhibit was on the Silk Road – an ancient trade route covering 6,400 KM that linked the Western world with the Middle East. This exhibit featured displays of silk work cocoons and the silk they created along with a variety of oriental ceramics and sculptures. This exhibit was created by a community resident and faithful library patron. Both exhibits have been well received and enjoyed by community members.
<b>TOPIC # 4:</b>	
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	

<b>Attachment #1</b>	Gym Time Photo
<b>Attachment #2</b>	Silk Road Exhibit Photo







## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 21, 2023</b>
<b>SUBJECT</b>	<b>Council Committee Reports</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>11.</b>

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### **BACKGROUND/PROPOSAL:**

Councillors have provided reports for Council's review and information for the month of January 2023.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept Mayor Warnock's and Councillor Marr's reports as presented.

### **MOTION:**

That the Town of Sundre Council accept Mayor Warnock's and Councillor Marr's reports as information.

Attachment: Mayor Warnock's report  
Councillor Jaimie Marr's report

Date Reviewed: February 15, 2023

CAO:

*Amide Nelson*



**COUNCIL COMMITTEE MEETING REPORT  
FROM THE DESK OF MAYOR RICHARD WARNOCK**

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

**For the Month of January 2023**

**Bylaw Policy Review Committee**

**Date of Meeting:**

No January Meeting

**Emergency Management Advisory Committee**

**Date of Meeting:**

No January Meeting

**Intermunicipal Collaboration Committee**

**Date of Meeting:**

No January Meeting

**Mountain View Senior's Housing**

**Date of Meeting:** January 18

I attended the MVSH Foundation Board meeting, Agenda items included Director Recruitment, MVSH site wish lists, Treasurer appointment and Treasurer up to date financial report.

**Mountain View Regional Waste Management Committee**

**Date of Meeting:**

No January Meeting

**Intermunicipal Planning Commission**

**Date of Meeting:**

No January Meeting

**Red Deer River Municipal Users Group**

**Date of Meeting:** January 19

Three meeting were held in Drumheller. The first meeting was the Executive Meeting, covering 2022 financials and the 2023 budget. The next meeting was the RDRMUG Annual General Meeting, with Guest Speaker – Honorable Nate Horner, Minister of Agriculture. The AGM included the re-election of the Rural and Urban Co-Chairs of the Board. The third meeting was the Regular January 2023 Board Meeting with the agenda focusing on 2022 financial reporting, 2023 proposed Budget from the Executive Committee, and the meeting dates for the balance of 2023.

**Red Deer River Watershed Alliance**

**Date of Meeting:**

No January Meeting

**Sundre Petroleum Operators Group**

**Date of Meeting:**

No January Meeting

**Sundre Wellness Advocacy Committee****Date of Meeting:**

No January Meeting

**Other:****Date of Meeting:** January 2023

January 07 – Attended the Sundre Legion Installation of Officers at the Legion with Todd MacDonald being installed as the new President with a full Board and Committee Members.

January 09 – Town of Sundre regular council meeting – agenda and minutes can be found at Town web page [www.sundre.com](http://www.sundre.com)

January 10 – Attended the Mountain View County South McDougall Flats ASP Meeting with further discussion on this project.

January 17 – Attended a CAEP meeting with Councillor Chris Vardas and MLA Jason Nixon.

January 23 – Town of Sundre regular council meeting – agenda and minutes at Town web page [www.sundre.com](http://www.sundre.com).

January 24 – I accepted the invitation from Sylvan Lake Mayor Hansen to attend the Red Deer Polytechnic Presentation/Tour of the Centre For Innovation and Manufacturing. This was well attended by many Mayors and Reeves from central Alberta. We heard information on current and future events, which was very informative.

January 24 – I attended the Sundre Hospital futures committee meeting with Mountain View County Reeve Aalbers. The meeting covered updates on current matters, and their future fund raising event.

January 28 – Councillor Chris Vardas and I attended "The Warmth of Winter Pilot Experience" at Mahikan Trails, with Travel Alberta, Indigenous Tourism Alberta. The Globe and Mail, and Roam Creative Film. We enjoyed a very exciting snow shoeing adventure c/w on-route information on a look at snow through Indigenous eyes, followed by a fantastic outdoor indigenous meal and overview of the future February Tourism filming at Mahikan Trails.



*COUNCIL COMMITTEE MEETING REPORT  
FROM THE DESK OF COUNCILLOR JAIME MARR*

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**For the Month of January 2023**

Nothing to report.

**Events and Festivals Committee**

Date of Meeting: TBD

**FCSS (Greenwood Neighbourhood Place) Board (ALTERNATE)**

Date of Meeting: TBD

Nothing to report.

**Grant Review Committee**

Nothing to report.

Date of Meeting: TBD

**Sundre Municipal Library Board (TRUSTEE)**

Date of Meeting: January 18, 2023

I was able to attend in person for this January meeting. The new manager is doing great, they have many programs ready for January and February and in the midst of submitting grants for summer employment and other grants that may allow them to make updates to the staff room. They are updating signing authority on credit card and pursuing new partnerships.

Respectfully, Jaime L. Marr

Sundre & District Aquatic Society

Date of Meeting: January 24, 2023, 6:30 pm at Aquaplex

A new president has been elected. Hot Tub engineering has been completed and needs to meet final approvals before fundraising can begin. More fundraising ideas brought up, including the duck race, a golf tournament and more. Winner of the 60 second liquor was announced and much discussion on value of continuing – resident comments often mention not participating because of the alcohol component; possible suggestion was a grocery run.

Respectfully, Jaime L. Marr

Sundre & District Historical Society (ALTERNATE)

Date of Meeting: TBD

Nothing to report.

Sundre Petroleum Operators Group

Date of Meeting: TBD

Nothing to report

Other

Date of Meeting:

January 9, 2023 6pm – Regular Council Meeting

January 23, 2023 6pm – Regular Council Meeting