



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
June 22, 2026  
**5:00 p.m.**

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing:**
3. **Agenda – Amendments and Adoption**
  - 3.1 June 22, 2026
  - 3.2 Councillor Absence (if applicable)
4. **Adoption of Previous Minutes**
  - 4.1 June 8, 2026 Regular Meeting of Council Minutes Pg. 1
5. **Delegation:** None
6. **Bylaws/Policies:**
  - 6.1 RFD Bylaw 2026-06, Amendment to Rates and Fees Bylaw 2023-07, Schedule “B” Pg. 9
  - 6.2 RFD Bylaw 2026-11, Amendment to Rates and Fees Bylaw 2023-07, Schedule “A” Pg. 12
7. **Old Business:**
  - 7.1 RFD Veterans Park Pg. 16
8. **New Business:**
  - 8.1 RFD Property Tax Recovery Sale, Roll No. 1655.000 Pg. 30
  - 8.2 RFD Property Tax Recovery Sale, Roll No. 2426.000 Pg. 33
  - 8.3 RFD Property Tax Recovery Sale, Roll No. 3330.000 Pg. 36
  - 8.4 RFD Rural Renewal Stream Pg. 39
  - 8.5 RFD Main Avenue West Pg. 40
9. **Administration:**
  - 9.1 RFD Departmental Reports May 2026 Pg. 41
10. **Council Committee Reports:** None
11. **Council Invitations / Correspondence:** None
12. **Closed Meeting:**
  - 12.1 Advice From Officials, *Access To Information Act*, Section 29
13. **Adjournment**

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Regular Council Meeting Minutes  
 Town of Sundre  
 Municipal Council Chambers  
 June 8, 2026  
 5:00 P.M.

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 8, 2026, commencing at 5:00 p.m.

**IN ATTENDANCE:** Mayor Richard Warnock  
 Councillor Jaime Marr  
 Councillor Paul Isaac  
 Councillor Connie Anderson  
 Councillor Todd Dalke  
 Councillor Owen Petersen (*arrived at 5:02 p.m.*)  
 Councillor Cheri Buchan

**ABSENT:** None

**STAFF:** Chief Administrative Officer, Linda Nelson  
 Deputy Chief Administrative Officer, Ray MacIntosh  
 Fire Chief, Ross Clews  
 Lt. Rodney MacIvor, Fire Fighter Izak Brackley, Fire Fighter Frank Ahsman  
 Legislative Executive Assistant, Betty Ann Formstone

**PUBLIC:** 1

**DELEGATION:** Area Resident – Parking Concern for Hwy 760 (Bergen Road), Jim Bowhay

**PRESS:** 1

**CALL TO ORDER:** The meeting was called to order at 5:00 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 206-08-06-26* MOVED by Councillor Isaac that the agenda be approved as presented.

**CARRIED**

**Councillor Absence:** *None*

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 207-08-06-26*                      MOVED by Councillor Buchan that the Minutes of the Regular Meeting of Council held on May 25, 2026 be approved as presented.

**CARRIED**

*Meeting recessed, Council left the Council Chambers for viewing of Fire Apparatus set up in the Town Office Yard at 5:04 p.m.*

*Meeting resumed with Council returning to the Council Chambers at 5:13 p.m.*

**ADMINISTRATION:                      Viewing of New Fire Apparatus**

*Res. 208-08-06-26*                      MOVED by Councillor Marr that the Town of Sundre Council thank the members of the Sundre Fire Department for bringing Units 540 and 560 to the Town Office for Council’s viewing and thank each and every member of the Fire Department for their dedication and commitment to provide fire services to our community.

**CARRIED**

**DELEGATION:                      Hwy 760 (Bergen Road) Parking Concerns**

*Councillor Isaac left the meeting at 5:36 p.m.*

*Res. 209-08-06-26*                      MOVED by Councillor Marr that the Town of Sundre Council direct administration to continue to consult with Alberta Transportation & Economic Corridors, the RCMP, the Town’s CPO, the businesses and residences on Highway 760 to find a resolution to the issue of parking on Highway 760 and further to bring back information to Council at a future date and in addition to provide the information to Mr. Bowhay.

**CARRIED**

**BYLAWS/POLICIES:                      Bylaw 2026-07 Chief Administrative Officer Bylaw**

*Res. 210-08-06-26*                      MOVED by Councillor Buchan that the Town of Sundre Council repeal Bylaw 2024-01.

**CARRIED**

*Res. 211-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council give first reading to Bylaw 2026-07, being the “Chief Administrative Officer Bylaw”, to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer.

**CARRIED**

*Res. 212-08-06-26*                      MOVED by Councillor Buchan that the Town of Sundre Council give second reading to Bylaw 2026-07, being the “Chief Administrative Officer Bylaw”, to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer.

**CARRIED**

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\_\_\_\_\_ Initials

*Res. 213-08-06-26* MOVED by Councillor Marr that the Town of Sundre Council give unanimous consent to proceed to third reading to Bylaw 2026-07, being the “Chief Administrative Officer Bylaw”, to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer.

**CARRIED**

*Res. 214-08-06-26* MOVED by Councillor Anderson that the Town of Sundre Council give third and final reading to Bylaw 2026-07, being the “Chief Administrative Officer Bylaw”, to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer.

**CARRIED**

*Res. 215-08-06-26* MOVED by Councillor Buchan that the Town of Sundre Council bring Bylaw 2026-07, being the Chief Administrative Officer Bylaw, to a future Bylaw and Policy Review Committee for review of Section 19 (f) and (g).

**CARRIED**

**Bylaw 2026-08 Protection of Privacy Bylaw**

*Res. 216-08-06-26* MOVED by Councillor Anderson that the Town of Sundre Council give first reading to Bylaw 2026-08, being the “Protection of Privacy Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Protection of Privacy Act*, and to establish a directory of personal information banks and a privacy management plan.

**CARRIED**

*Res. 217-08-06-26* MOVED by Councillor Dalke that the Town of Sundre Council give second reading to Bylaw 2026-08, being the “Protection of Privacy Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Protection of Privacy Act*, and to establish a directory of personal information banks and a privacy management plan.

**CARRIED**

*Res. 218-08-06-26* MOVED by Councillor Marr that the Town of Sundre Council give unanimous consent to proceed to third reading to Bylaw 2026-08, being the “Protection of Privacy Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Protection of Privacy Act*, and to establish a directory of personal information banks and a privacy management plan.

**CARRIED**

*Res. 219-08-06-26* MOVED by Councillor Petersen that the Town of Sundre Council give third and final reading to Bylaw 2026-08, being the “Protection of Privacy Bylaw” to establish the administrative structure of the Town of Sundre in relation to the

*Protection of Privacy Act*, and to establish a directory of personal information banks and a privacy management plan.

**CARRIED**

*Mayor Warnock called a recess at 6:07 p.m.*

*Mayor Warnock reconvened the meeting at 6:11 p.m.*

**Bylaw 2026-09 Access to Information Bylaw**

Res. 220-08-06-26                      MOVED by Councillor Dalke that the Town of Sundre Council repeal Bylaw 738.  
**CARRIED**

Res. 221-08-06-26                      MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2026-09, being the “Access to Information Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Access to Information Act*, and to set fees thereunder.  
**CARRIED**

Res. 222-08-06-26                      MOVED by Councillor Anderson that the Town of Sundre Council give second reading to Bylaw 2026-09, being the “Access to Information Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Access to Information Act*, and to set fees thereunder.  
**CARRIED**

Res. 223-08-06-26                      MOVED by Councillor Marr that the Town of Sundre Council give unanimous consent to proceed to third reading of Bylaw 2026-09, being the “Access to Information Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Access to Information Act*, and to set fees thereunder.  
**CARRIED**

Res. 224-08-06-26                      MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2026-09, being the “Access to Information Bylaw” to establish the administrative structure of the Town of Sundre in relation to the *Access to Information Act*, and to set fees thereunder.  
**CARRIED**

**Bylaw 2026-10 Records Retention & Destruction Bylaw**

Res. 225-08-06-26                      MOVED by Councillor Buchan that the Town of Sundre Council repeal Bylaw 04.13.  
**CARRIED**

Res. 226-08-06-26                      MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2026-10, being the “Record Retention and Destruction Bylaw”.  
**CARRIED**

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Initials

*Res. 227-08-06-26*                      MOVED by Councillor Anderson that the Town of Sundre Council give second reading to Bylaw 2026-10. Being the “Record Retention and Destruction Bylaw”.  
**CARRIED**

*Res. 228-08-06-26*                      MOVED by Councillor Buchan that the Town of Sundre Council give unanimous consent to proceed to third reading to Bylaw 2026-10, being the “Record Retention and Destruction Bylaw”  
**CARRIED**

*Res. 229-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council give third and final reading to Bylaw 2026-10, being the “Record Retention and Destruction Bylaw”.  
**CARRIED**

*Res. 230-08-06-26*                      **Policy A-014-00-POL Protection of Privacy Management Plan**  
MOVED by Councillor Marr that the Town of Sundre Council approve Policy A-014-00-POL, Protection of Privacy Management Plan as recommended by the Bylaws and Policy Review Committee, as presented.  
**CARRIED**

**OLD BUSINESS:**                      None

**NEW BUSINESS:**                      **2026 Q1 Financial Reports**

*Res. 231-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council directs administration to add a column on the RSA Continuity Report that shows what is committed to specific accounts.  
**CARRIED**

*Res. 232-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council accept the Q1 2026 Quarterly Financial Reports as information.  
**CARRIED**

**2025 Capital Spending RSA Transfers**

*Res. 233-08-06-26*                      MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of additional funding in the amount of \$11,693 from the Municipal New Project RSA for the Spray Patching Unit capital project.  
**CARRIED**

*Res. 234-08-06-26*                      MOVED by Councillor Buchan that the Town of Sundre Council approves the transfer of additional funding in the amount of \$10.00 from the Municipal Lifecycling RSA for replacing Unit 149 (CS Truck) capital project.  
**CARRIED**

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Initials

*Res. 235-08-06-26*                      MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of additional funding in the amount of \$2,200 from the Municipal New Projects RSA for the Community Services Digital Sign Display capital project.

**CARRIED**

*Res. 236-08-06-26*                      MOVED by Councillor Dalke that the Town of Sundre Council approves the transfer of additional funding in the amount of \$198.00 from the Municipal New Projects RSA for the CS Floor Scrubber capital project.

**CARRIED**

*Res. 237-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of additional funding in the amount of \$49.00 from the Municipal Lifecycling RSA for the Arena Compressor Overhaul & Valve Replacement capital project.

**CARRIED**

*Res. 238-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of additional funding in the amount of \$11,395 from the Municipal Lifecycling RSA for the replacement of Lawn Mower Unit 1162 capital project.

**CARRIED**

**Sponsorship, MVSH Golf Tournament**

*Res. 239-08-06-26*                      MOVED by Councillor Petersen that the Town of Sundre Council sponsor the 2026 Mountain View Seniors Housing Foundation’s annual golf tournament, with funds to be drawn from the Council Discretionary Fund, in an amount not to exceed \$1,500 which represents a Hole-in-One Sponsorship.

**CARRIED**

**COUNCIL COMMITTEE REPORTS:**

**Council Committee Reports, May 2026**

*Res. 240-08-06-26*                      MOVED by Councillor Anderson that the Town of Sundre Council accept his verbal report for May 2026 as information.

**CARRIED**

*Res. 241-08-06-26*                      MOVED by Councillor Buchan that the Town of Sundre Council accept her verbal report for May 2026 as information.

**CARRIED**

*Res. 242-08-06-26*                      MOVED by Councillor Dalke that the Town of Sundre Council accept his verbal report for May 2026 as information.

**CARRIED**

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Initials

Res. 243-08-06-26                      MOVED by Mayor Warnock that the Town of Sundre Council accept Councillor Isaac’s written report for May 2026 as information.

**CARRIED**

Res. 244-08-06-26                      MOVED by Councillor Marr that the Town of Sundre Council accept her written report for May 2026 as information.

**CARRIED**

Res. 245-08-06-26                      MOVED by Councillor Petersen that the Town of Sundre Council his verbal report for May 2026 as information.

**CARRIED**

Res. 246-08-06-26                      MOVED by Mayor Warnock that the Town of Sundre Council accept his written report for May 2026 as information.

**CARRIED**

**COUNCIL KEY MESSAGE:**

**Council Key Messages May 2026**

Res. 247-08-06-26                      MOVED by Councillor Buchan that the Town of Sundre Council accept the Key Messages of Council for the month of May 2026 as information.

**CARRIED**

**COUNCIL INVITATIONS /  
CORRESPONDENCE:**

**Chinook’s Edge School Division Board Meeting Highlights**

Res. 248-08-06-26                      MOVED by Councillor Petersen that the Town of Sundre Council accept the Chinook’s Edge School Division Board Meeting Highlights as information.

**CARRIED**

**RCMP Community Safety Messages, June 2026**

Res. 249-08-06-26                      MOVED by Councillor Buchan that the Town of Sundre Council accept the RCMP Community Safety Messaging for June 2026 as information and direct administration to post the messaging to the Town’s website and social media sites.

**CARRIED**

**Mountain View County Letter to Minister Williams**

Res. 250-08-06-26                      MOVED by Councillor Marr that the Town of Sundre Council accept as information, the Mountain View County letter to Minister Williams regarding Bill 28 and its changes to the *Library Act*.

**CARRIED**

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Initials

**Parkland Regional Library System – 2025 Return on Investment Information, May’s Draft Board Meeting Minutes and Board Talk**

*Res. 251-08-06-26*                      MOVED by Councillor Dalke that the Town of Sundre Council accept the Parkland Regional Library System Return on Investment Information, May’s Draft Board Meeting Minutes and Board Talk as information.

**CARRIED**

**CLOSED MEETING:**

*Res. 252-08-06-26*                      MOVED by Councillor Marr that the Town of Sundre Council go into a Closed Meeting at 7:22 p.m.

*Mayor Warnock called a break at 7:22 p.m.*  
*Mayor Warnock reconvened the closed meeting at 7:27 p.m.*

The following were in attendance for the Closed Meeting:

Chief Administrative Officer, Linda Nelson

- 12.1    Advice From Officials, *Access to Information Act, Section 29*
- 12.2    Advice From Officials, *Access to Information Act, Section 29*
- 12.3    Local Public Body Confidences, *Access to Information Act, Section 28*

*Res. 253-08-06-26*                      MOVED by Councillor Dalke that Council return to an open meeting at 8:18 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 254-08-06-26*                      MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 8:19 p.m.

**CARRIED**

These Minutes approved this 22<sup>nd</sup> Day of June 2026.

Mayor, Richard Warnock

\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	June 22, 2026
<b>SUBJECT</b>	RFD Bylaw 2026-06, Revisions to Rates & Fees Bylaw 2023-07
<b>ORIGINATING DEPARTMENT</b>	Corporate Services
<b>AGENDA ITEM</b>	6.1

### **BACKGROUND/PROPOSAL:**

The Province of Alberta via a not-for-profit organization, Circular Materials, will begin management of the recycle program. Residential curbside blue bins will continue to be a service; however, the Town will not charge for this service on the regular utility bills. As such, it is necessary to change the Utility Bylaw to reflect the reduction in costs. Starting October 1, 2026, there is no cost to the Town for the recycle program.

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

See attached report.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 3 Reliable and Supportive Infrastructure and Pillar 5, Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends giving First Reading to the amending bylaw to pass along the cost savings to the residential utility customers. The Bylaw will be brought back to Council in September for Second and Third Readings. This gap in the readings will allow time for Circular Materials to advise the residential property owners of the changes to curbside recycling.

### **COSTS/FUNDING:**

There is no cost to Sundre beyond the lost revenue.

### **MOTION:**

That the Town of Sundre Council give First Reading to Bylaw 2026-06, being an amendment to Bylaw 2023-07 Rates and Fees Bylaw, revising the recycling costs to residential property owners on the monthly utility billings.

Date Reviewed: June 15, 2026

CAO: *Linda Neuber*



**REPORT TO COUNCIL**

<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>SUBJECT</b>	<b>Bylaw 2026-06, Revisions to Rates &amp; Fees Bylaw 2023-07</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>

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**BACKGROUND:**

The Province of Alberta via a not-for-profit organization, Circular Materials, will begin management of the recycle program. Residential curbside blue bins will continue to be a service; however, the Town will not charge for this service on the regular utility bills. As such, it is necessary to change the Utility Bylaw to reflect the reduction in costs. Starting October 1, 2026, there is no cost to the Town for the recycle program.

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

The Extended Producer Responsibility Regulation was introduced by the province in 2022. The regulation compels Sundre to make the transition to Circular Materials.

October 1 will be the first pick-up of the blue bins by Circular Materials and their service provider (yet to be announced). The service will then be each second week, instead of the current service of every third week.

An option exists for Council to not amend the existing Utility Bylaw. This would increase the revenues to the Town by approximately \$33,000 annually.

**PRO/CON**

**Pro:**

The intent of the new provincial regulation is for the producer to bear the cost of residential recycling. By eliminating the respective cost from the Sundre utility billing, this would align with the legislation intention.

**Con:**

The Town could continue to invoice residential customers the recycle portion of the utility bills, realizing a revenue stream of approximately \$33,000 annually. If the amending bylaw is passed, this increase in municipal revenue will not happen.



BYLAW NO. 2026-06

AMENDMENT TO BYLAW 2023-07 BEING A REVISED BYLAW TO AMEND SCHEDULE B – UTILITY RATES

WHEREAS, under the provisions of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, Council has been granted the authority to pass bylaws for municipal purposes;

WHEREAS, Section 191 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, states that any amendment or repeal of a bylaw must be made in the same way as the original bylaw;

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows: Bylaw 2026-06 be cited as the “Revised Bylaw to Bylaw 2023-07 to Address amending Schedule B – Utility Rates.”

1. Amend Schedule B – Utility Rates effective October 1, 2026

Attachment - Schedule “B”

Read for a first time on this \_\_\_\_ day of June 2026; Motion No. \_\_\_\_\_;

Read for the second time on this \_\_\_\_ day of \_\_\_\_\_ 2026; Motion No. \_\_\_\_\_;

Read for the third time on this \_\_\_\_ day of \_\_\_\_\_ 2026; Motion No. \_\_\_\_\_.

\_\_\_\_\_  
Mayor, Richard Warnock

\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	June 22, 2026
<b>SUBJECT</b>	RFD Bylaw 2026-11, Amendment to Bylaw 2023-07, Schedule "A"
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	6.2

### **BACKGROUND/PROPOSAL:**

The Province of Alberta adopted the *Access to Information Act* (ATIA) and the *Access to Information Regulations* in 2025. The adoption of ATIA and the subsequent regulations necessitates an amendment to the Town's Rates and Fees Bylaw 2023-07, specifically Schedule "A" of the Bylaw.

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

General administration fees for services rendered by the Town are captured under Schedule "A" of Bylaw 2023-07. In past years, an applicant was charged a fee of \$25, plus a photocopying for the submission of a request for information under the *Freedom of Information and Protection of Privacy Act* (FOIP). Today, with the adoption of the *Access to Information Act* and the *Access to Information Regulations* by the province, municipalities have a broader range of fees they may collect for applications for requests for information. The adoption of the ATIA Regulations by the province requires Council to amend Schedule "A" as presented in Bylaw 2026-11.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 5, Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council give all three readings to Bylaw 2026-11, Amendment to Bylaw 2023-07, Schedule "A".

### **MOTION:**

That the Town of Sundre Council give first reading to Bylaw 2026-11, being an amendment to Bylaw 2023-07, Rates and Fees Bylaw, Schedule "A" to set the fees that may be collected for Access to Information applications.

That the Town of Sundre Council give second reading to Bylaw 2026-11, being an amendment to Bylaw 2023-07, Rates and Fees Bylaw, Schedule "A" to set the fees that may be collected for Access to Information applications.

That the Town of Sundre Council give unanimous consent to proceed to third reading to Bylaw 2026-11, being an amendment to Bylaw 2023-07, Rates and Fees Bylaw, Schedule "A" to set the fees that may be collected for Access to Information applications.

That the Town of Sundre Council give third and final reading to Bylaw 2026-09, being an amendment to Bylaw 2023-07, Rates and Fees Bylaw, Schedule "A" to set the fees that may be collected for Access to Information applications.

### **ATTACHMENTS:**

Bylaw 2026-11

Date Reviewed: June 15, 2026

CAO: Linda Nebel



**AMENDMENT TO BYLAW 2023-07, SCHEDULE "A"**

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**NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE DULY ASSEMBLED AND PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, REVISED STATUES OF ALBERTA 2000, CHAPTER M-26 ENACTS AS FOLLOWS:**

**WHEREAS**, under the provisions of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, Council has been granted the authority to pass bylaws for municipal purposes;

**WHEREAS**, Section 191 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, states that any amendment or repeal of a bylaw must be made in the same way as the original bylaw;

**WHEREAS**, Sections 12, 13, 14, 15 and 16 of the *Access to Information Act Regulation 133/2025* establishes the fees that a Municipality may collect for Access to Information applications.

**AND WHEREAS**, Schedule "A" with amendments is attached to and included in this Bylaw.

**NOW THEREFORE**, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows: Bylaw 2026-11 be cited as the "Revised Bylaw to Bylaw 2023-07 to Address amending "Schedule A – Administration Fees."

**1. EFFECTIVE DATE**

- 2.1 Schedule "A" attached is part of and forms a part of this Bylaw.
- 2.2 This Bylaw shall come into full force and effect upon three (3) readings of the Bylaw.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ 2026, Motion No. \_\_\_\_\_;

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ 2026, Motion No. \_\_\_\_\_;

GIVEN Unanimous Consent to Proceed to a THIRD READING this \_\_\_\_\_ day of \_\_\_\_\_ 2026, Motion No. \_\_\_\_\_;

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_ 2026, Motion No. \_\_\_\_\_.

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Mayor, Richard Warnock

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Chief Administrative Officer, Linda Nelson

**SCHEDULE A – ADMINISTRATION FEES**

Effective ~~January 1, 2024~~ June 22, 2026

**ACCOUNTS RECEIVABLE**

Administrative Fee (inventory cost + fee)	15%
Penalty Rate	2.50%

**BUSINESS LICENSES**

Commercial – In-Town (annual fee)*	\$110.00
Commercial – Out-of-Town (annual fee)*	\$200.00
Home Occupation (annual fee)*	\$70.00
*1/2 the annual fee if start up after June 30 <sup>th</sup>	
*1/4 of the annual fee if start up after October 30 <sup>th</sup>	
Contractor with all sub-trades and subcontractors	\$1,100.00
Non-Resident single contractor, hawkers, peddler, street vendors and other short-term businesses:	
Five (5) Consecutive Days or Less	\$55.00
Three (3) Consecutive Months or Less	\$110.00

**MAP FEES (GST is additional)**

Civic Address	\$25.00
Index Map	\$25.00
Zoning Map	\$25.00
County Map	\$25.00

**MISCELLANEOUS FEES**

NSF Charge	\$42.50
Fax/Photocopying Fee	\$2.65
FOIP ATIA Application ( <b>Access to Information Act</b> ) Information Request	\$25.00
<b>Continuing access to information request (initial fee)</b>	<b>\$50.00</b>
<b>Request for Individuals Own Information</b>	<b>\$0.00</b>
<b>Request for non-personal information (collection of information exceed the cost of the initial application fee)</b>	<b>\$150.00</b>
<b>Additional fees may apply:</b>	<b>Estimate of Fees will be provided in writing</b>
• <b>Search/Retrieval Time: \$6.75 per ¼ hour or \$27.00 / hour</b>	
• <b>Photocopies /Printed Records: \$0.50 per page</b>	
• <b>Over \$150 Estimate: if processing costs exceed \$150, a 50% deposit is required before work continues</b>	
• <b>Personal Copying: if you are requesting for personal information, no processing fees apply unless the cost of producing copies exceed \$10.</b>	
<b>Fees per Schedule 1 of Access to Information Act Regulation if applicable</b>	
Request for Information:	
• Retrieval of General Information (e.g. re-printing of historical billings)	\$65.00 per hour
Information Request other than a request for personal information	\$65.00
Charge Back Fee (Emergency on-call used for non-emergency)	\$51.30

**PLOTTER PRINTER RATES (size 36x48 max)**

Black	\$21.50
Colour	\$32.23

**TAXES**

Tax Caveat Charges for Tax Arrears	Cost Recovery
Tax Certificates	\$35.00
Tax Information Fee – Mortgage Company	\$15.00

**TAXES PENALTY (Bylaw 778)**

July 1 <sup>st</sup>	6%
October 1 <sup>st</sup>	6%
January 1 <sup>st</sup>	12%

**TAXES ASSESSMENT APPEAL FEES**

Residential: Single and 3 or less Units	\$50.00
Non-Residential and 4 or more Residential Units	\$650.00



**REQUEST FOR DECISION**

<b>COUNCIL DATE</b>	June 22, 2026
<b>SUBJECT</b>	RFD Veterans Park
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	7.1

**BACKGROUND/PROPOSAL:**

Council tabled the Request for Decision brought forward at the May 11, 2026 Council meeting regarding the Legion's plan to install a fence at Veteran's Park.

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

Administration has been working with a Lands Officer of the Province's Forestry and Parks department to obtain a permit to work on the crown lands where Veteran's Park is located.

Administration will provide a verbal report on the plan for Veteran's Park.

**ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 1 Community and Economic Growth, Pillar 2 Community Wellbeing and Pillar 5 Sustainable and Responsible Governance.

**ADMINISTRATION RECOMMENDATIONS:**

That Council accept the CAO's verbal report on the plans for Veterans Park.

**COSTS/FUNDING:**

N/A

**MOTION:**

That the Town of Sundre Council accept the CAO's verbal report on the plan for Veteran's Park as information.

Attachment: Cenotaph Information

Date Reviewed: June <u>15</u> , 2026	CAO: <u>Amida Nelson</u>
--------------------------------------	--------------------------

## Background Information 2025 – 2026 Sundre Cenotaph Renovation Project

Partnership with the Town of Sundre & Sundre Legion #223

~ Moe Fahey Sundre Events & Festival Coordinator

~ Liz Smith, Legion Vice President and Dick Cruickshank, Legion President

Lyn Hellmer a Sundre resident provided a photo of the Sundre Cenotaph in November 2024, shown in Appendix "A". She asked if we had seen the state of the Sundre Cenotaph lately. Because of the state of the cenotaph, the November 11<sup>th</sup> Ceremonial Wreath Laying had been moved to the schools. The Sundre cenotaph was forgotten.

After many conversations, research, sharing the photo with various people, and meeting new acquaintances, we established a partnership with the new Sundre Legion #223 Board.

We came up with a plan to renovate Sundre's Veteran Homecoming Park.

### #1- Who will help?

Sundre Business & Volunteers

### #2 Funding?

Veteran Affairs – Pending completion of application

**Seeking Government Grants** – Pending

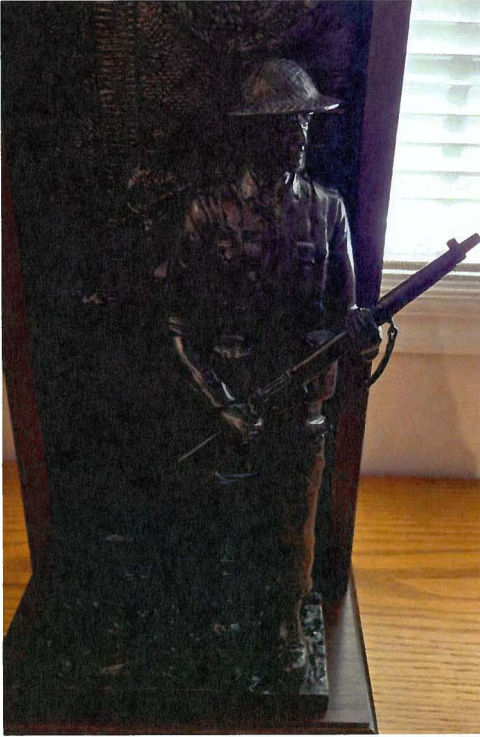
Other Generous Donations

- Caavy Energy applied for by Liz Smith from the Sundre Legion. \$2500.00
- Town of Sundre Grant applied for by Liz Smith from the Sundre Legion. \$5000.00
- Bruce Buchanan to initiate the project. \$250,000.00
- Our Total awarded \$\$257,500.00

### #3 Dedication of Volunteers Participating in Project.

Sundre Legion	Bob Fahey	Scott Parker
Town of Sundre	Ward Lerach	Ivan Dahlman
Kojah Powder Coating	Liz Smith	Dave Bennett
Rick Martin Trucking	Paul Smith	Ward Lerach
ID Oilfield Ltd.	Hunter Smith	Willie Logan
Sundre Soils & Olds Fertilizers & Agri-services	Doug Griffen	Dennis Winslow
West Fraser Mills Sundre	Charlie Fucho	Brad Frank
Clear Rush Co.	Carrol Bruner	Jason Rushton
OutKast Oilfield Supply	Fred Gillies	Callie Kettl-Davis & George Davis
Forest Heights Golf Club	Jamie Moffat	Rob Plews
Sundre Home Hardware	David Borys	Shantel Smith
Tony & Rhonda Jordan	Rick Martin	Mike Lashmar
	Rusty Blain	Sam Zhao

## Our Vision to Honor our Veterans in Sundre. "Sundre's Veteran's Homecoming Park



This 5ft Bronze Soldier has been paid for through the fund raising, we are waiting for completion of the bronze figure a WW2 Soldier standing on Guard. The unveiling Ceremony of the Bronze is set for November 1<sup>st</sup>, 2026, Sundre Legion #223 & Town of Sundre Events Coordinator will coordinate details on this together.

### Appendix "B"





**All funding for this Renovation up to June 1, 2026, has been paid for by Sundre Volunteer Labour, Gift in Kind, a Town of Sundre Grants of \$5000.00 & Caavy Energy \$2500.00. The bulk of funding for this project \$250,000.00, has been graciously donated by Bruce Buchanan. See Appendix "B"**

We have reseeded the surrounding areas with new grass. Gift in Kind from Sundre Soils & Olds Fertilizers & Agri-Services and our Community Services. The old foliage has been cleared, making it low maintenance for the Town of Sundre Community Service Dept. Only the grass will need to be mowed, and the fall & spring cleanup will be done by Sundre volunteers

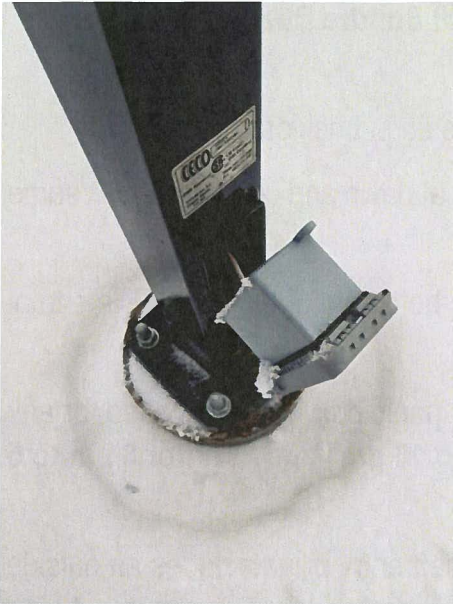
We added a 3<sup>rd</sup> Flagpole honoring - Harvey Shevalier Sundre Legion #223. We did not have the extra funds, so we downgraded to a regular pole which has been wrapped twice in aluminum pipe tubing to hold up under the winds.

Chad Rosevear and family have donated a beautiful Spruce Evergreen. This will be a substantial eye pleasing addition in the evening when it's lit up with the red lights, and a lighted Poppy tree topper that will grow with the tree, designed and **donated by Olds College Welding Dept.**

Appendix "A" The inspiration to do better as a community.



Appendix "C".

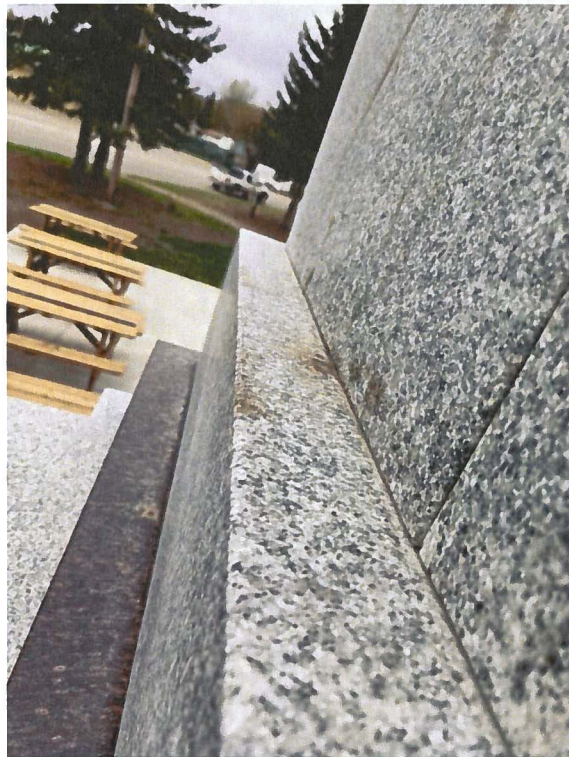


*Just after the November 11<sup>th</sup> Ceremonies, the plugin that was installed during the renovations was vandalized and needed to be repaired. As shown in Appendix "C"*

**This was a costly fix \$200.00.**

In early May, there was other damage done to the monument itself; someone tried to climb the granite, and while doing so scratched the surface and damaged the corner. The Company who made the monument have graciously volunteered to come down from Grand Prairie to buff out the scratches and fix the corner.

We would like to install a security fence around the border of the area sanctioned for the Veterans Homecoming Park to prevent further damage.



**S&S Masonry – Kellys Welding – Triple R Fencing – Kliss Electric, all Sundre Businesses will supply the work.**

2 sets of Grey Tones Brick Pillars. “10” feet high Capped with the Crowns as in brick sample shown;

2 Sets of Black Powder Coated Wrought Iron Gates – “electronic opening at dawn and closing at dusk same as the lighting.

2 Archways – Black Powder Coated Wrought Iron Arches joining across both sets of the Brick Pillars total width 25 feet.

Black Chain link man gate with key coded entry for emergency, a Visible panic box will be included for any employee accidently getting locked inside after hours, “**Summer 7 am to 10 pm**” and “**Winter 8 pm to 5 pm.**” Timing can be adjusted as needed.

Black wrought Iron with brass carriage lighting on the front of the pillars, left entry pillar includes an outside Electrical outlet with a safety cover on the backside of the pillar.. This will be used for PA systems during gatherings.

6 FT Black chain link fencing perimeter of Veterans Park Monument area, leaving an area for additions to the Park of Military Memorabilia.

Chad Rosevear has offered to pickup and haul to Sundre anything Miliary that would be an addition for attractions to the Veteran’s Homecoming Park, another gift in kind on hold as we progress.

**Brick Sample Below**



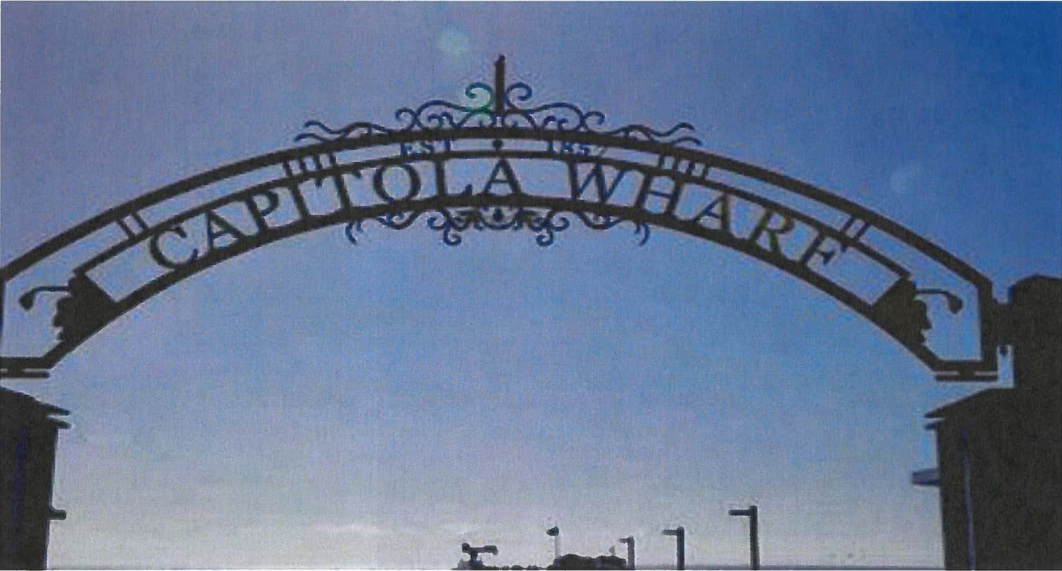
**S&S Masonry \$70,200.00 Quote**

**Kellys Welding Creating One-of-a-Kind Gates & Arches**

**Sample Gates Black Powder Coated \$20,000.00 Quote estimate on Oven Location**



**Sample ARCH Black Powder Coated**



**Triple R Fencing – Black Chain link, Plus, Automation of Gates & secure Carriage Lights for each Pillar. Automation costs include fence and man gate. \$48,970.00**



**Sample Light Fixtures**



**Kliss Electric for quote on running electrical from Fortis Pole to Gates. \$3000.00**

**Cement & Brick pillars w caps and bases, \$70,200.00 – S & S Masonry**

**2 sets of Gates & Archways Black Powder coated - \$20,000.00 – Kelly’s Welding Company.**

**Automation, 4-lights Dust to Dawn carriage lights, Man gate with key code access, 6 Ft Chain link Black fence - \$48,970.00 Triple R Fencing**

**Power from Fortis pole - \$ 3000.00 Kliss Electric**

**Total Quotes**

\$70,200.00	Pillars - Caps (Steven Crouch - S&S Masonry)
\$48,970.00	Electrical - lights - Automation - Security Fence (Rick Reicker - Triple R Fencing)
\$20,000.00	Archway 2 - Gate sets 2 (Kelly's Welding)
\$3,000.00	Electrical Box - Fortis (Maarty Kliss - Kliss Electrical)
<b>\$142,170.00</b>	<b>Total Project</b>

**Funds available – to date are \$125,000.00**

Funds were recently donated by **Bruce Buchanan.**

**\$17,170.00**

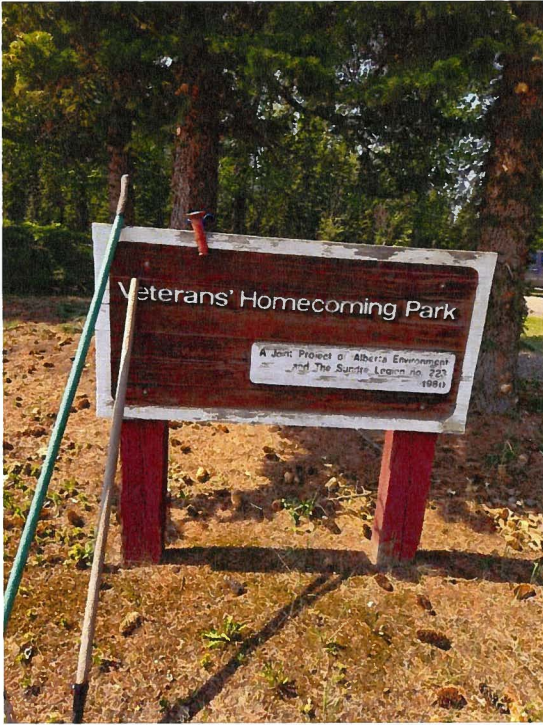
**Remainder of funds need to raise – Sundre Legion #223 are holding a few fundraisers and hopefully acquire more funding donations. We are seeking other establishments for the funding.**

All work on this project was done with our own local contractors. The Granite (storage yard Calgary) and Bronzing (Cochrane) were used as there is no business in Sundre who provides Granite and Bronzing work.

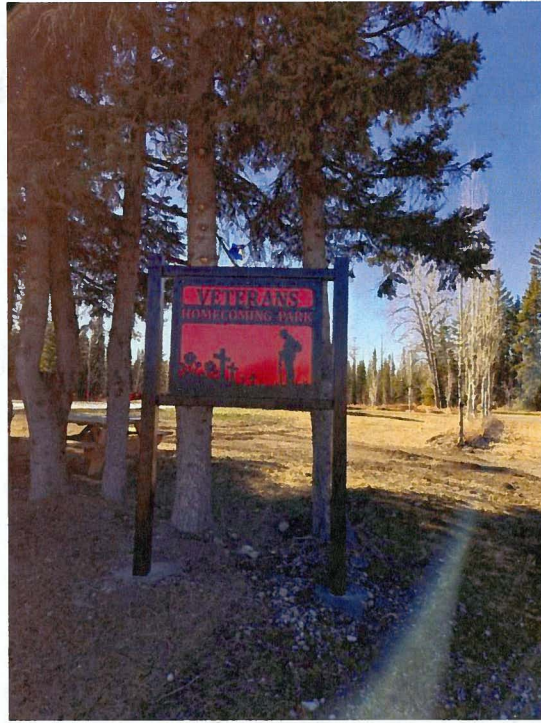
*“Just a note of interest, we are a dedicated group of volunteer workers in Sundre that have put a lot of our own time into this project which grows deep in Sundre to the Residents who remember the struggles of War times. We hope to bring more people remembering why we are here. God Bless them all who gave their lives for us, so we can be who we are today.”*

*Moe Fahey*

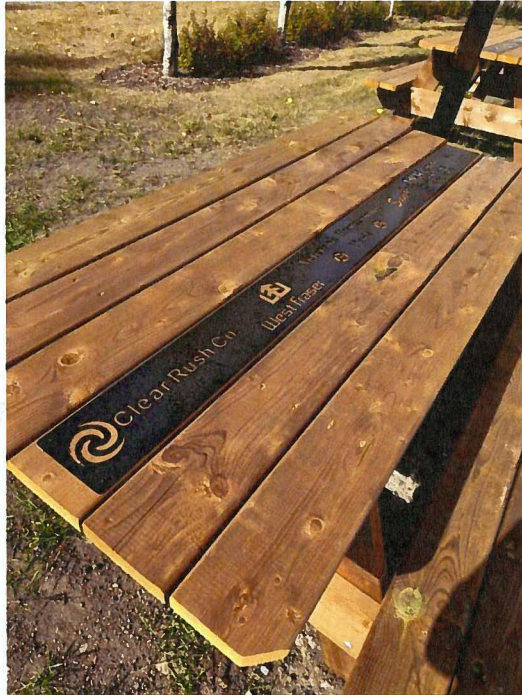
Old tired signage,



New powder coated Lazer metal Sign



Signage and powder coated painted poppies were created locally by Shawn French



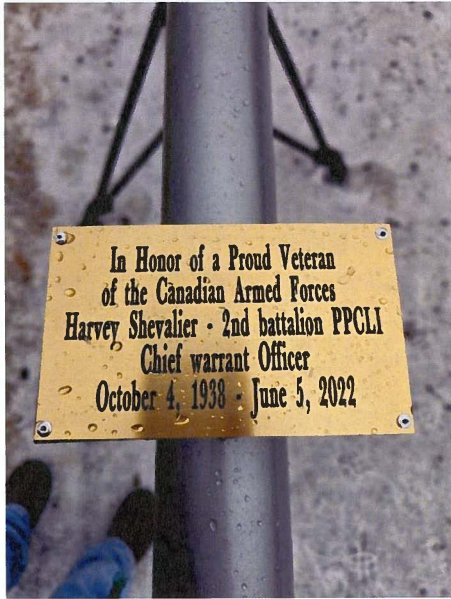
8 Picnic Tables donated, wood from West Fraser Mills, hardware donated by Sundre Home hardware, metal cutouts and powder painted by Clear Rush Co. The building of the table was donated by carpenter Ward Learch, retired carpenter from West Fraser Mills.



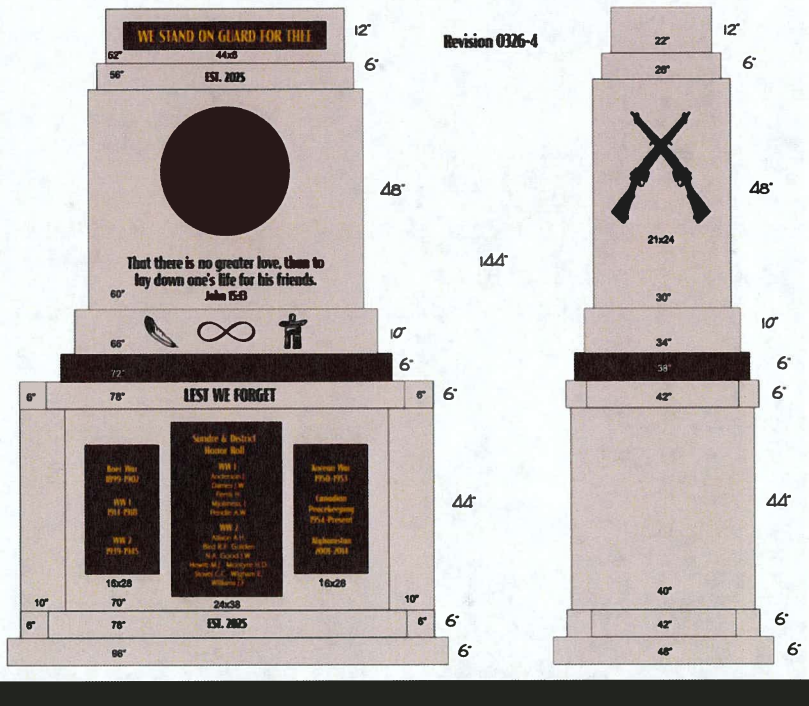
**1 Year Later, we will have a 5.2-foot Bronze Soldier Standing on Guard to unveil November 1<sup>st</sup>.**

Pictures of details:

Dedication to Harvey



Monument Sizing



Gold leaf sample lettering



Chad Rosevear Delivering the Evergreen





**Staff seeding the site**

**Truly a Community Project!!!!**



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>SUBJECT</b>	<b>RFD Tax Recovery Sale – Roll #1655.000</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 sets out the requirements for the tax recovery process.

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

Report to Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS**

That the Council approve a reserve bid and conditions of sale at public auction allowing administration to continue with the tax recovery process for **Roll No. 1655.000**

### **MOTION:**

The Town of Sundre Council moves to set a reserve bid of **\$198,000** for **Lot 56, Block 3, Plan 8010730 Sundre, AB**, and furthermore

The property identified by **Roll No. 1655.000** will be offered for sale by public auction, at the Town Office on **October 14<sup>th</sup>, 2026 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

Date Reviewed: June 16, 2026

CAO: *Arinda Nelson*



**COUNCIL DATE:** June 22, 2026

**SUBJECT:** Tax Recovery Sale, Roll No. 1655.000

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.1a

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**BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right.

Section 418(1) states “Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid”. Due to notification and reporting requirements, this section is applicable to tax accounts two years or more in arrears.

According to Section 419 of the *Municipal Government Act*, Council is to pass a resolution to set the Reserve Bid, sale conditions and to add all tax recovery expenses to the tax roll. The reserve bid must be at fair market value as determined by our Assessor or by hiring an Appraiser.

The owner(s) of the property have failed to pay the tax arrears for taxes owing in 2022, 2023, 2024 and 2025. They had until March 31<sup>st</sup>, 2026 to pay the arrears prior to the requirement of the Town to offer the property for sale at public auction this year. The owner(s) were notified of this requirement last year when we registered tax notification on title in 2025 and by letters issued in January, 2026 by letter from our Taxation Dept.

The Reserve Bids that Council approves are supported by the most current assessment value used for 2026 taxation.

**Tax Recovery Costs (to be added to tax roll):**

- Advertisement in Gazette
- Advertising in The Albertan (local newspaper)
- Land Title Searches
- Appraisal Services
- Additional unpaid utilities charges transferred to taxes

Setting up auction sale and auctioneer – are part of 5% administration fee

Calculation of Tax Recovery Surplus:

Revenues from sale of property

Less:

Tax Arrears per attached list plus recovery costs

Other costs or expenses (MGA section 553)

5% Administration fee (MGA section 553)

Balance: Tax Recovery Surplus to be paid to lien holders (or owner if no liens)

Administration wishes to hold a public auction on **Wednesday, October 14th, 2026, at 9:00 a.m.** for each of the properties on the attached listing. The parcels will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

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

Council will be presented with a Request for Decision for each individual property outlining the specific reserve bid and sale conditions.

Date Reviewed: June 16, 2026

CAO: Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>SUBJECT</b>	<b>RFD Tax Recovery Sale – Roll #2426.000</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

---

### **BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

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

Report to Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS**

That the Council approve a reserve bid and conditions of sale at public auction allowing administration to continue with the tax recovery process for **Roll No. 2426.000**

### **MOTION:**

The Town of Sundre Council moves to set a reserve bid of **\$1,312,000** for **Lot 1, Block 1, Plan 1410559 Sundre, AB**, and furthermore

The property identified by **Roll No. 2426.000** will be offered for sale by public auction, at the Town Office on **October 14<sup>th</sup>, 2026 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

Date Reviewed: June 16, 2026

CAO: 



**COUNCIL DATE:** June 22, 2026

**SUBJECT:** Tax Recovery Sale, Roll No. 1655.000

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.2a

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**BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right.

Section 418(1) states “Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid”. Due to notification and reporting requirements, this section is applicable to tax accounts two years or more in arrears.

According to Section 419 of the *Municipal Government Act*, Council is to pass a resolution to set the Reserve Bid, sale conditions and to add all tax recovery expenses to the tax roll. The reserve bid must be at fair market value as determined by our Assessor or by hiring an Appraiser.

The owner(s) of the property have failed to pay the tax arrears for taxes owing in 2022, 2023, 2024 and 2025. They had until March 31<sup>st</sup>, 2026 to pay the arrears prior to the requirement of the Town to offer the property for sale at public auction this year. The owner(s) were notified of this requirement last year when we registered tax notification on title in 2025 and by letters issued in January, 2026 by letter from our Taxation Dept.

The Reserve Bids that Council approves are supported by the most current assessment value used for 2026 taxation.

**Tax Recovery Costs (to be added to tax roll):**

- Advertisement in Gazette
- Advertising in The Albertan (local newspaper)
- Land Title Searches
- Appraisal Services
- Additional unpaid utilities charges transferred to taxes

Setting up auction sale and auctioneer – are part of 5% administration fee

Calculation of Tax Recovery Surplus:

Revenues from sale of property

Less:

Tax Arrears per attached list plus recovery costs

Other costs or expenses (MGA section 553)

5% Administration fee (MGA section 553)

Balance: Tax Recovery Surplus to be paid to lien holders (or owner if no liens)

Administration wishes to hold a public auction on **Wednesday, October 14th, 2026, at 9:00 a.m.** for each of the properties on the attached listing. The parcels will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

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

Council will be presented with a Request for Decision for each individual property outlining the specific reserve bid and sale conditions.

Date Reviewed: June 16, 2026

CAO: *Linda Nelson*



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>SUBJECT</b>	<b>RFD Tax Recovery Sale – Roll #3330.000</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

---

### **BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

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

Report to Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS**

That the Council approve a reserve bid and conditions of sale at public auction allowing administration to continue with the tax recovery process for **Roll No. 3330.000**

### **MOTION:**

The Town of Sundre Council moves to set a reserve bid of **\$434,000** for **Lot 15, Block 14, Plan 0814094 Sundre, AB**, and furthermore

The property identified by **Roll No. 3330.000** will be offered for sale by public auction, at the Town Office on **October 14<sup>th</sup>, 2026 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

Date Reviewed: June 16, 2026

CAO: 



**COUNCIL DATE:** June 22, 2026

**SUBJECT:** Tax Recovery Sale, Roll No. 1655.000

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.3a

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**BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right.

Section 418(1) states “Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid”. Due to notification and reporting requirements, this section is applicable to tax accounts two years or more in arrears.

According to Section 419 of the *Municipal Government Act*, Council is to pass a resolution to set the Reserve Bid, sale conditions and to add all tax recovery expenses to the tax roll. The reserve bid must be at fair market value as determined by our Assessor or by hiring an Appraiser.

The owner(s) of the property have failed to pay the tax arrears for taxes owing in 2022, 2023, 2024 and 2025. They had until March 31<sup>st</sup>, 2026 to pay the arrears prior to the requirement of the Town to offer the property for sale at public auction this year. The owner(s) were notified of this requirement last year when we registered tax notification on title in 2025 and by letters issued in January, 2026 by letter from our Taxation Dept.

The Reserve Bids that Council approves are supported by the most current assessment value used for 2026 taxation.

**Tax Recovery Costs (to be added to tax roll):**

- Advertisement in Gazette
- Advertising in The Albertan (local newspaper)
- Land Title Searches
- Appraisal Services
- Additional unpaid utilities charges transferred to taxes

Setting up auction sale and auctioneer – are part of 5% administration fee

Calculation of Tax Recovery Surplus:

Revenues from sale of property

Less:

Tax Arrears per attached list plus recovery costs

Other costs or expenses (MGA section 553)

5% Administration fee (MGA section 553)

Balance: Tax Recovery Surplus to be paid to lien holders (or owner if no liens)

Administration wishes to hold a public auction on **Wednesday, October 14th, 2026, at 9:00 a.m.** for each of the properties on the attached listing. The parcels will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

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

Council will be presented with a Request for Decision for each individual property outlining the specific reserve bid and sale conditions.

Date Reviewed: June 16, 2026

CAO: *Linda Nelson*



**REQUEST FOR DECISION**

<b>COUNCIL DATE</b>	June 22, 2026
<b>SUBJECT</b>	RFD Rural Renewal Stream
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	8.4

**BACKGROUND/PROPOSAL:**

The Rural Entrepreneur Stream allows Alberta to nominate qualified and capable entrepreneurs who want to start a new or by an existing business in a rural Alberta Community. Entrepreneurs play a key role in Alberta's economy, using their skills and initiative to anticipate needs and create jobs for Albertans. Candidates interested in a specific rural Alberta community are advised to make contact with the local municipal office.

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

Economic Development Officer will provide a verbal presentation to Council.

**ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 1 Community and Economic Growth and Pillar 5 Sustainable and Responsible Governance.

**ADMINISTRATION RECOMMENDATIONS:**

That Council accept the Economic Development Officer's report as information.

**COSTS/FUNDING:**

n/a

**MOTION:**

That the Town of Sundre Council accept the Economic Development Officers' report on the Rural Renewal Stream as information.

**ATTACHMENTS:** Report

Date Reviewed: June 15, 2026

CAO: Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>SUBJECT</b>	<b>RFD Main Avenue West Asphalt Overlay (Unbudgeted Item)</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Operations</b>
<b>AGENDA ITEM</b>	<b>8.5</b>

### **BACKGROUND/PROPOSAL:**

Along Main Avenue West, for approximately 330 meters, a tar patch did not hold, and a seam is exposed leaving the roadbed open to damage.

A contractor the Town has selected for other asphalt overlay work will be in the municipality this summer. An option exists to repair Main Avenue West and avoid mobilization costs.

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

A quote was received in the amount of \$62,464 (plus GST) to complete the work. If the Town decides to wait until 2027 (or later), an estimated \$10,000 to \$12,000 would be added for mobilization.

This operational cost is not budgeted.

Council has the option to complete the work in 2026 for the quoted cost and use funding from the General Corporate Restricted Surplus Account. The current balance of the General Corporate RSA is \$1,811,612.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 4 Reliable & Supportive Infrastructure and Pillar 5 Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

Administration has the opinion that this exposed seam poses a significant risk to the road and a repair should be completed no later than 2027. Further, savings of at least \$10,000 is substantial.

Administration recommends the work be completed in 2026 with funding to come from the General Corporate RSA.

### **COSTS/FUNDING:**

General Corporate Restricted Surplus Account

### **MOTION:**

That the Town of Sundre Council authorizes the operating expenditure not to exceed \$70,000 for the asphalt overlay along Main Avenue West with funding to come from General Corporate RSA.

Date Reviewed: June 16, 2026

CAO: *Linda Nelson*



**REQUEST FOR DECISION**

**COUNCIL DATE** June 22, 2026  
**SUBJECT** RFD Departmental Reports – May 2026  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 9.1

---

**BACKGROUND/PROPOSAL:**

The following Departmental Reports for May 2026 are being provided to Council for their review and information:

- a) Chief Administrative Officer
- b) Corporate Services
- c) Fire Chief
- d) Community Development (Planning & Development / Community Services)
- e) Community Peace Officer
- f) Operations
- g) Economic Development

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

Verbal Report by CAO.

**ALIGNMENT WITH STRATEGIC PLAN**

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

**ADMINISTRATION RECOMMENDATIONS:**

That Council accept the May 2026 Departmental Reports as information.

**MOTION:**

That the Town of Sundre Council accept the May 2026 Departmental Reports as information.

**ATTACHMENTS:**

May 2026 Departmental Reports

Date Reviewed: June 15, 2026

CAO: Amide Neber

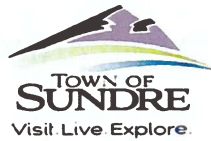
9.1a

Res. #	#/D/M/Y	May 11, 2026 Regular Council Meeting		STRATEGIC PLAN PILLAR	Action	Status	# of Public Attending Council
		Date	Council Motion				
165	11-05-26		MOVED by Councillor Buchan that the agenda be approved as presented.				0
166	11-05-26		MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on April 27, 2026 be approved as presented.				
167	11-05-26		MOVED by Councillor Marr that the Town of Sundre Council direct the Chief Administrative Officer to bring a report from the Community Peace Officer to the Fall Strategic Advisory workshop for discussion and further direction.	Pillar 2: Community Wellbeing, Pillar 4: Reliable and Supportive Infrastructure and Pillar 5: Sustainable & Responsible Governance		Pending: Fall Workshop	
168	11-05-26		MOVED by Councillor Dalke that the Town of Sundre Council accept the Sundre Municipal Library 2025 Year End Financial Report as information.	Pillar 5: Sustainable & Responsible Governance			
169	11-05-26		MOVED by Councillor Petersen that the Town of Sundre Council table item 8.3, the installation of a chain link fence and future archway at the Cenotaph Park, to the regular council meeting May 25, 2026.	Pillars 1, 2 & 4		Tabled until May 25, 2026 regular Council meeting	
170	11-05-26		MOVED by Councillor Buchan that the Town of Sundre Council proclaim the week of May 18-24, 2026 as "Community Disability Services Professional Appreciation Week" in the Town of Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.	Pillar 2: Community Wellness		Appendix #30	
171	11-05-26		MOVED by Councillor Petersen that the Town of Sundre Council accept the Chief Administrative Officer's report on the grade 2 students tour as information.	Pillar 5: Sustainable & Responsible Governance			
172	11-05-26		MOVED by Councillor Isaac that the Town of Sundre Council accept the video of the 2026 APEGA Project Achievement Summit Award as information.	Pillars 3, 4, & 5			
173	11-05-26		MOVED by Councillor Petersen that the Town of Sundre Council accept Deputy Mayor Anderson's verbal report for April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			
174	11-05-26		MOVED by Councillor Buchan that the Town of Sundre Council accept Councillor Buchan's written reports for March and April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			
175	11-05-26		MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Dalke's verbal report for April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			
176	11-05-26		MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Isaac's written report for April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			
177	11-05-26		MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr's written reports for March and April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			
178	11-05-26		MOVED by Councillor Buchan that the Town of Sundre Council accept Councillor Petersen's verbal report for April 2026 as information.	Pillar 5: Sustainable & Responsible Governance			

179	11-05-26	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's written report for April 2026 as information.	Pillar 5: Sustainable & Responsible Governance		
180	11-05-26	MOVED by Councillor Isaac that the Town of Sundre Council accept the Key Messages of Council for the month of April 2026 as information.	Pillar 5: Sustainable & Responsible Governance		
181	11-05-26	MOVED by Councillor Buchan that the Town of Sundre Council accept the invitation for Mayor Warnock or designated representative to participate and present the "Mayor's Choice Award" for Best in Show at the 7th Annual Sundre Canada Day Car Show to be held at the Sundre Rodeo Grounds on June 28, 2026 at 3:00 pm. Attending - Mayor Warnock (Send Reminder)	Pillar 1: Community and Economic Growth	Legislative Services	Appendix #31
182	11-05-26	MOVED by Councillor Dalke that the Town of Sundre Council accept the invitation to participate in the Town of Bowden Daze Rodeo Parade on Saturday, July 11, 2026. Attending - Mayor Warnock (Send reminder)	Pillar 1: Community and Economic Growth	Legislative Services	Appendix #32
183	11-05-26	MOVED by Councillor Marr that the Town of Sundre Council accept the invitation from SPRUCE to attend Seniors Week events, June 1-6, 2026, with Mayor Warnock or designate attending the opening of Seniors Week on June 1, 2026, at 5:30 p.m. at the Sundre Allied Arts Centre and/or the Gala scheduled for June 5, 2026 at 5:00 p.m. at the Sundre Community Centre. June 1st Mayor / June 5th Deputy Mayor	Pillar 1: Community and Economic Growth	Legislative Services	Appendix #33
184	11-05-26	MOVED by Councillor Buchan that the Town of Sundre Council go into a Closed Meeting at 5:55 p.m.			
<i>Mayor Warnock advised the public sitting in the Council Chambers that Council will remain in the Chambers and that the member of the press and members of administration will retreat to the Board Room</i>					
<i>Mayor Warnock called a break at 5:55 pm</i>					
<i>Mayor Warnock reconvened the closed meeting at 5:55 pm</i>					
185	11-05-26	MOVED by Councillor Isaac that Council return to an open meeting at 6:29 p.m.			
186	11-05-26	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 6:50 p.m.			
	<b>#/D/M/Y</b>	<b>May 25, 2026 Regular Council Meeting</b>	<b>STRATEGIC PLAN PILLAR</b>		<b># of Public Attending Council</b>
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>		<b>Action</b>	<b>Status</b>
187	25-05-26	MOVED by Councillor Dalke that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20260525 pertaining to Bylaw 2026-02, being a bylaw to amend Land Use Bylaw 2018-10 to enhance the Town of Sundre's flood risk management framework	Pillar 5: Sustainable & Responsible Governance		
188	25-05-26	MOVED by Councillor Anderson that the agenda be approved as amended. ADD: Item 12.2 Advice from Officials, Access to Information Act, Section 29			
<i>Councillor Isaac notified CAO in compliance with s.14.6 of Council's Procedural Bylaw</i>					
189	25-05-26	MOVED by Councillor Petersen that the Minutes of the Regular Meeting of Council held on May 11, 2026 be approved as presented			

190	25-05-26	MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accepts the Sundre quarterly Community Policing Report and Crime Statistics as information	Pillar 2, Community Wellbeing, Pillar 5 Sustainable & Responsible Governance		
<i>Mayor Warnock called a break at 5:55 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 6:02 p.m.</i>					
191	25-05-26	MOVED by Councillor Buchan that the Town of Sundre Council give second reading to Bylaw 2026-02 being a bylaw to amend the Land Use Bylaw; and			
192	25-05-26	MOVED by Councillor Dalke that the Town of Sundre Council give third reading to Bylaw 2026-02 being a bylaw to amend the Land Use Bylaw	Pillar 1, Community & Economic Growth, Pillar 3, Environmental Stewardship, Pillar 5 Sustainable & Responsible Governance		
193	25-05-26	MOVED by Councillor Petersen that the Town of Sundre Council accept the CAO's recommendation to bring this item forward to a future Council meeting pending further information from the Province	Pillar 1, Community & Economic Growth, Pillar 5, Sustainable & Responsible Governance	Legislative Services	Pending further information
194	25-05-26	MOVED by Councillor Anderson that the Town of Sundre Council declare the week of June 1 - 7, 2026 as "Seniors Week" in the Town of Sundre and that the Mayor be authorized to sign the declaration on behalf of Council and the citizens of Sundre	Pillar 1, Community & Economic Growth, Pillar 2, Community Wellbeing, Pillar 5 Sustainable & Responsible Governance	Legislative Services	Appendix #34
195	25-05-26	MOVED by Councillor Marr that the Town of Sundre Council accept the April 2026 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
196	25-05-26	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter of response from The District of Tumbler Ridge BC as information	Pillar 5: Sustainable & Responsible Governance		
197	25-05-26	MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation to Mayor Warnock to attend the Ponoka Stampede Events scheduled for Friday, June 26, 2026 from 8:30 am. To 4:45 p.m.	Pillar 5: Sustainable & Responsible Governance	Legislative Services	RSVP, Appendix #35
198	25-05-26	MOVED by Councillor Petersen that the Town of Sundre Council accepts the invitation to Mayor Warnock to participate in the Canada Day Flag Raising at Sundre Museum and Pioneer Village on Wednesday, July 1, 2026 at 11:00 a.m.	Pillar 1, Community & Economic Growth, Pillar 5, Sustainable & Responsible Governance	Legislative Services	RSVP, Appendix #36
199	25-05-26	MOVED by Councillor Buchan that the Town of Sundre Council accept the invitation to participate in the Eckville Parade scheduled for June 13, 2026 at 11:00 a.m.	Pillar 5: Sustainable & Responsible Governance	Legislative Services	RSVP, Appendix #37
200	25-05-26	MOVED by Councillor Petersen that Mayor Warnock and members of Council accept the invitation to participate in the Innisfail Rotary Pro Rodeo Parade scheduled for June 13, 2026 at 10:30 a.m. Opposed: Unanimous. DEFEATED	Pillar 5: Sustainable & Responsible Governance	Legislative Services	RSVP with Regrets, Appendix #38
201	25-05-26	MOVED by Councillor Marr that the Town of Sundre Council accept the Mountain View Seniors Housing Report as information	Pillar 2, Community Wellbeing, Pillar 5 Sustainable & Responsible Governance		
202	25-05-26	MOVED by Councillor Anderson that the Town of Sundre Council accept the RCMP Community Safety Messaging for May 2026 as information as directs administration to post the messaging to the Town's website and social media sites	Pillar 2, Community Wellbeing, Pillar 5 Sustainable & Responsible Governance	Legislative Services	Appendix #39
203	25-05-26	MOVED by Councillor Petersen that the Town of Sundre Council go into a Closed Meeting at 6:37 p.m.			
<i>Mayor Warnock called a break at 6:37 p.m.</i>					

<i>Mayor Warnock reconvened the closed meeting at 6:51 p.m.</i>			
204	25-05-26 MOVED by Councillor Anderson that the Council return to an open meeting at 7:20 p.m.		
205	25-05-26 MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:21 p.m.		



## PROCLAMATION

### **“Community Disability Services Professional Appreciation Week” May 18 – 24, 2026**

The Alberta Disability Workers Association (ADWA) is the established professional voice and advocate for the 15,000+ professionals employed in Community Disability Services (CDS) across the Province of Alberta. ADWA was formed in 2010, and one of our important roles is to heighten Albertan’s awareness of our essential and valuable workforce by publicly recognizing the positive impact the profession has on the lives of people with disabilities, their families and the overall community.

The Honourable Jason Nixon, Minister of Assisted Living and Social Services declared the week commencing on the third Monday of May and concluding on the following Sundre as Community Disability Services Professional Appreciation Week in Alberta (*Ministerial Order 2024-005, March 28, 2024*)

**WHEREAS:** In perpetuity (3<sup>rd</sup> Monday in May) this declaration is a testament to the unwavering dedication and invaluable contributions made by disability service professionals in our communities.

**WHEREAS:** The ADWA is requesting that Alberta’s communities join in acknowledging this significant occasion, and by doing so, collectively raise awareness about the essential role that CDS professionals play in enhancing the lives of individuals with disabilities who live, work, and play in communities across Alberta.

**DECLARATION:** I, Richard Warnock, on behalf of the Council and Citizens of the Town of Sundre in the Province of Alberta, do hereby declare the week of May 18-24, 2026, Community Disability Services Professional Appreciation Week. Our community respects and honours the dedicated professionals working in service to those members of our community with disabilities.

Dated this 11<sup>th</sup> Day of May, 2026

Richard Warnock, Mayor



May Appendix # 31

Betty Ann Formstone <bettyann.f@sundre.com>

**ACCEPTANCE OF INVITATION TO ATTEND ANNUAL CAR SHOW**

1 message

**Betty Ann Formstone** <bettyann.f@sundre.com>  
To: West Country CRUISERS <westcountrycruisers.sundre@gmail.com>  
Cc: Lindsay Duke <lindsay.d@sundre.com>

Wed, May 20, 2026 at 11:12 AM

Hello Erin,

On May 11, the Council accepted your kind invitation for the Mayor to attend the annual car show on June 28. As follows is the Motion of Council:

*Res. 181-11-05-26* MOVED by Councillor Buchan that the Town of Sundre Council accept the invitation for Mayor Warnock or designated representative to participate and present the "Mayor's Choice Award" for Best in Show at the 7<sup>th</sup> Annual Sundre Canada Day Car Show to be held at the Sundre Rodeo Grounds on June 28, 2026 at 3:00 p.m.  
*Attending - Mayor Richard Warnock* **CARRIED**

We will ensure the Mayor is on site at the Rodeo Grounds before 3:00 p.m. to do the "walk-about" to choose the "best in show" before the award presentation at 3:00 p.m.

Best Regards,  
Betty Ann



**BETTY ANN FORMSTONE**

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

www.sundre.com



PO Box 1082  
Sundre, AB T0M1X0  
[westcountrycruisers.sundre@gmail.com](mailto:westcountrycruisers.sundre@gmail.com)  
[www.westcountrycruisers.ca](http://www.westcountrycruisers.ca)  
Erin: 403.559.4526  
Tomas: 403.559.6388

April 25, 2026

Dear Sir/Madam:

On behalf of the West Country Cruisers, we are writing to invite His Worship Richard Warnock, Mayor of Sundre to the 7th Annual Sundre Canada Day Car Show. We are hosting a Car Show and Artisan Market to raise funds in Sundre to support various local Sundre Charities.

We ask that Mayor Richard Warnock join us again this year to walk around, admire the Participants Vehicles and once again choose the winner of the Mayor's Choice Award. Our Car Show Awards will take place on June 28, 2026 at 3:00 PM at Sundre Rodeo Grounds. If Mayor Richard Warnock is not available, we would like to invite one or more of the Town of Sundre Councillors to take part in the activities of the Car Show.

Please email us with any questions or comments you may have about this event at [westcountrycruisers.sundre@gmail.com](mailto:westcountrycruisers.sundre@gmail.com). We will email your office next week to follow up.

Thank you again for your support. We look forward to hearing from you soon.

Sincerely,

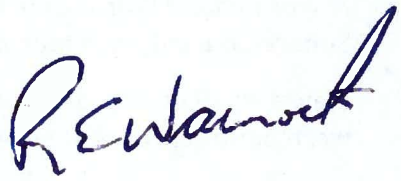
Erin Erickson  
Secretary/Treasurer

Tomas Knecht  
President



Please complete and return the completed registration form no later than Monday, July 6, 2026.

All fields must be completed:

<b>Contact Name:</b>	Mayor Richard Warnock	<b>Phone (cell):</b>	403-813-9488
<b>Organization Name:</b>	TOWN OF SUNDRE	<b>Email:</b>	richard.w@sundre.com
		<b>Address:</b>	PO Box 420, Sundre AB TOM 1X0
<b>Declaration:</b>	I / we assume all liability relating to or arising from our involvement in the Bowden Daze Rodeo Parade. I / we have read and agreed to the Parade Rules & Regulations (on the reverse of this document).	<b>Signature:</b>	

<b>Category:</b>	<b>Business</b> <input type="checkbox"/>	<b>Type of Entry:</b>	<b>Car / Truck</b> <input checked="" type="checkbox"/>
	<b>Community Group</b> <input type="checkbox"/>		<b>Walking</b> <input type="checkbox"/>
	<b>Dignitary</b> <input checked="" type="checkbox"/>	<b>Mayor &amp; Councillors</b>	<b>Horses</b> <input type="checkbox"/>
	<b>Individual</b> <input type="checkbox"/>		<b>Float</b> <input type="checkbox"/>
	<b>Resident</b> <input type="checkbox"/>		<b>Music</b> <input type="checkbox"/>
			<b>Bicycle / motorcycle</b> <input type="checkbox"/>
			<b>Other</b> <input type="checkbox"/>

Please complete the attached registration form and return it to the Town Administration Office by mail / in person / or by email to: [info@bowden.ca](mailto:info@bowden.ca).



## **Bowden Daze Rodeo Parade Rules & Regulations**

1

All drivers of any vehicle must have a valid driver's license and insurance. It is the responsibility of the driver to ensure that their vehicle is roadworthy and complies with the Alberta Road Traffic Safety Act and regulations.

2

It is the responsibility of the driver (or assistant/supervisor) to ensure that the activities on parade floats are conducted in a safe and orderly manner.

3

Riders of horses, bikes, scooters, ATVs or any other vehicle must ensure that they wear adequate protective equipment, especially helmets.

4

All participants must obey the instructions of the Parade Organizer or any Town representative responsible for traffic management and safety.

5

The Parade Organizer may remove any entry from the parade for any reason, including but not limited to, a safety matter, or by reason of an unsuitable themes /, political statements/advertising.

6

For safety reasons, candy or advertising items may only be handed out along the parade route. Under no circumstances will throwing items from vehicles or floats be allowed. To ensure the comfort and safety of all spectators viewing the parade, water guns or apparatus that shoot water or other material are strictly prohibited.

7

Children and youth (as participants) must be supervised at all times during the parade by a responsible parent, supervisor or adult.

8

The Town of Bowden will not extend liability insurance coverage to participants. Participants must assume full responsibility for any losses or liabilities arising from their involvement in the Bowden Daze Parade.

9

All participants must assume all liability relating to or arising from their involvement in the Bowden Daze Parade. All participants will hold the Town of Bowden and its volunteers and staff harmless from all claims, actions, or causes of action arising from their participation or involvement.

10

By actively engaging in the parade, you are deemed to have agreed to comply with all the rules and regulations.



May Appendix #33

Betty Ann Formstone <bettyann.f@sundre.com>

ACCEPTANCE OF INVITATION TO SENIORS WEEK EVENTS

1 message

Betty Ann Formstone <bettyann.f@sundre.com>  
To: "Sundre SPRUCE." <sundrespruce20@gmail.com>

Wed, May 20, 2026 at 11:06 AM

Good Morning Jane,  
At the May 11 Council meeting, the Council accepted your kind invitation to attend various events during Seniors Week, June 1 - 6, 2026.

On June 1, Mayor Richard Warnock will attend the event at the Sundre Allied Arts Centre at 5:30 p.m.

On June 5, Deputy Mayor Connie Anderson will attend the Seniors Gala at the Community Centre at 5:00 p.m.

As follows is the Motion of Council:

*Res. 183-11-05-26* MOVED by Councillor Marr that the Town of Sundre Council accept the invitation from SPRUCE to attend Seniors Week events, June 1-6, 2026, with Mayor Warnock or designate attending the opening of Seniors Week on June 1, 2026, at 5:30 p.m. at the Sundre Allied Arts Centre and/or the Gala scheduled for June 5, 2026 at 5:00 p.m. at the Sundre Community Centre.

Attending: June 1, Mayor Richard Warnock  
June 5, Deputy Mayor Connie Anderson

**CARRIED**

Best Regards,  
Betty Ann

--



**BETTY ANN FORMSTONE**

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

www.sundre.com



Box 1129 Sundre, AB T0M 1X0  
403-638-6715  
[Sundrespruce26@gmail.com](mailto:Sundrespruce26@gmail.com)  
[Sundrespruce.ca](http://Sundrespruce.ca)

May 5, 2026

Sundre Town Council  
Mayor Richard Warnock  
Councillor Jaime Marr  
Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Connie Anderson  
Councillor Cheri Buchan  
Councillor Paul Isaac

Dear Members of Council,

As the Co-Chair of Sundre SPRUCE, I would like to extend an invitation to Mayor Warnock and Council to attend events during Seniors Week. We request that Mayor Warnock attend and welcome everyone to the Gala on June 5.

Highlights of the week include:

1. June 1 - Intergenerational Play – Connections, which is World Intergenerational Day and the start of Seniors Week. Come and enjoy how Ageism can affect young and old and how we are all connected. Sundre Allied Arts Center – Doors open at 5:30
2. June 4 - Emergency Preparedness – How can we be ready – open to the entire community Sundre Community Centre – 6 – 8 pm
3. June 5 - Seniors Gala – Celebrating 40 years of Seniors Week in Alberta and Celebrating Sundre Seniors. Sundre Community Centre - Doors open at 5:00 pm
4. June 6 - Seniors Aging Well Fair – Sundre Community Centre 9 am to 3 pm.

Please let us know if you will be attending on June 1 and/or June 5 so we can include you in numbers needed for food and seating.

Respectfully,

Jane Atkins  
Co-Chair Sundre SPRUCE



# DECLARATION

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In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 1 – 7, 2026 to be Seniors' Week in

Town of Sundre

---

Mayor Richard Warnock

---

A handwritten signature in blue ink that reads "Richard Warnock".

*Signature*

Issued by the community with the support of  
**The Honourable Jason Nixon**

**Seniors Information**

May 29,  
2026,  
3:56 PM

Hello, Betty Ann

Thank you for informing us of the Town of Sundre's declaration of Seniors' Week. On behalf of the Government of Alberta, we are glad to hear that your community is recognizing Seniors' Week and generating greater awareness of the importance of seniors in our communities.

Communities participating in the provincial declaration initiative with their own formal declarations will be featured on our Ministry's [website](#). The Town of Sundre will be featured on the website shortly.

Best,

**Community Programs Team**

Seniors Division

Assisted Living and Social Services

Government of Alberta

[seniorsinformation@gov.ab.ca](mailto:seniorsinformation@gov.ab.ca)

---

Tue, May 26,  
9:25 AM

To seniorsinformation, Linda

Good Morning,

On behalf of the Mayor, Council, and the citizens of the Town of Sundre, we are pleased to provide the signed Seniors' Week Declaration. Council declared June 1 - 7, 2026 as Seniors Week by Motion 194-25-05-26 during the Regular Council Meeting held on May 25.

We look forward to celebrating Seniors' Week with our community members from June 1-7.

Sincerely,

Betty Ann

May Appendix #35

# 2026 Ponoka Stampede - Friday, June 26

RSVP by June 16, 2026

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

\* Required

1. Name \*

Richard Warnock

2. Title/Position: \*

Mayor

3. Organization \*

Town of Sundre

4. Email \*

richard.w@sundre.com

5. Phone number

403-813-9488

6. Will you be attending? \*

Yes

No

7. Will you be bringing a guest? \*

Yes

No

8. Please indicate which portions of the day you plan to attend: \*

Breakfast (8 - 10 am)

Rodeo Drive & Highway 53 Ribbon Cutting (8:50 - 9:20 am)

Stampede Parade (10 am - 11:30 am)

Mayor's Lunch (11:45 am - 1 pm)

Afternoon Rodeo (1 - 4 pm)

All of the Above

9. If you are participating in the Parade will you: \*

Please note we ask that you bring along your own magnetic signage.

Parade rules stipulate that items such as candy, balloons and toys may be given out to spectators only by walkers who accompany the float/parade vehicle and hand out treats from a safe distance by using bags or pails. At no time is anything allowed to be thrown from a vehicle or float.

- Require a Parade Car
- Be supplying your own car

10. Do you or your guest have any dietary restrictions or allergies? \*

- Yes
- No

Never give out your password. [Report abuse](#)

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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

**From The Office of the Chief Administrative Officer**

May 26, 2026

Sundre and District Historical Society / Museum  
PO Box 314  
Sundre, AB T0M 1X0  
Attn: Carrie Couch, Executive Director

Email: [executivedirector@sundremuseum.com](mailto:executivedirector@sundremuseum.com)

Dear Carrie,

**RE: Invitation to 2026 Canada Day Flag Raising**

Mayor Warnock and Council of the Town of Sundre accepted the invitation to attend the Flag Raising Ceremony at the Sundre Museum and Pioneer Village on July 1, 2026, by Motion 198-25-05-26 at the Regular Meeting of Council held on May 25, 2026.

Mayor Warnock has been provided the information on where he is to gather along with the other dignitaries and looks forward to offering a few words of welcome to our citizens and visitors to our community.

Please contact Betty Ann Formstone, (403) 638-3551 ext. 114, or email: [bettyann.f@sundre.com](mailto:bettyann.f@sundre.com) should there be any further information to pass along to the Mayor Warnock before the event on July 1<sup>st</sup>.

Yours truly,

Linda Nelson, CLGM, CTAJ, ACTAJ™, EMR  
Chief Administrative Officer

/file

cc: Council



# TOWN OF ECKVILLE

May Appendix #37

## ECKVILLE PARADE



**On behalf of the Town of Eckville, this invitation is being extended to you or a member of your Council to be a Guest of Honor in the Annual Eckville Parade on Saturday, June 13, 2026. Coupons for food will be handed out at parade.**



The staging area for the parade is at the Eckville Elementary School located at 4948-54A Avenue starting at 11:00 a.m. The parade begins at 12:00 noon.

Please complete the following and reply by fax to (403) 746-2900 or email to [info@eckville.com](mailto:info@eckville.com) by May 27, 2026 to confirm your attendance.

Municipality / Organization:	TOWN OF SUNDRÉ
Dignitary(s) Attending:	Mayor Richard Warnock, Councillor Paul Isaac, Councillor Connie Anderson
Telephone:	403-638-3551, ext. 114
Fax:	403-638-2100
Email:	<a href="mailto:bettyann.f@sundre.com">bettyann.f@sundre.com</a>
Will you be entering a float?	No
Will you have another type of entry?	Town of Sundre Vehicle
Will you be bringing a guest?	No

We hope you are able to participate and look forward to seeing you on June 13<sup>th</sup>! If you have any questions or comments, please give us a call at 403-746-2171.

Mayor Colleen Ebdon  
Town of Eckville

P.O. Box 578, 5023-51<sup>st</sup> Avenue, Eckville, AB T0M 0X0  
Phone: (403) 746-2171 Fax: (403) 746-2900 Website: [www.eckville.com](http://www.eckville.com) Email: [info@eckville.com](mailto:info@eckville.com)



**From The Office of the Chief Administrative Officer**

May 26, 2026

Town of Innisfail  
4943 – 53 ST  
Innisfail, AB T4G 1A1  
Attn: Mayor Jean Barclay

Email: [jean.barclay@innisfail.ca](mailto:jean.barclay@innisfail.ca)

Dear Mayor Barclay,

**RE: Invitation to Participate in the 2026 Innisfail Rotary Pro Rodeo Parade**

On behalf of Mayor Richard Warnock and Council of the Town of Sundre, I write to advise you that unfortunately due to a prior commitment they have to decline your kind invitation to participate in the June 13<sup>th</sup>, 2026 Innisfail Rotary Pro Rodeo Parade.

Mayor Warnock and Council send congratulations to everyone involved in organizing Innisfail's annual parade, and hope the weekend is full of fun, sportsmanship and community spirit.

Yours truly,

Linda Nelson, CLGM, CTAJ, ACTAJ™, EMR  
Chief Administrative Officer

/file

cc: Council  
[Innisfail.ca/Innisfail-rotary-pro-rodeo-parade](http://Innisfail.ca/Innisfail-rotary-pro-rodeo-parade)



## May Appendix #39

Betty Ann Formstone &lt;bettyann.f@sundre.com&gt;

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**May Community Content**

1 message

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**KABRCMP, Alberta** <RCMP.ALBERTA.GRC@rcmp-grc.gc.ca>

Tue, May 12, 2026 at 2:05 PM

Good Afternoon,

Please find attached the May content package for your use and distribution. You are welcome to share this content in its entirety on your organization's social media platforms, websites, newsletters, or with relevant stakeholders and community partners. You may also tailor the material as needed by selecting the information most relevant to your audience and communication needs.

Should you have any questions or require additional information, please respond directly to this email and we will do our best to accommodate your request.

Thank you for your continued support and partnership in helping share important community safety messaging.

**K Division- Strategic Communications Unit**

**Facebook:** @RCMPinAlberta






**Twitter:** @RCMPAlberta

**You Tube:** RCMP-GRC Alberta

**Instagram:** @RCMPAlbertaGRC

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**8 attachments**

-  **K-Strat Comm-Teach children 911 MR-20260417.docx**  
27K
-  **K-Strat Comms- Garage Safety MR-20260420.docx**  
21K
-  **K-Strat Comm-Child Personal Safety MR-20260420.docx**  
28K
-  **K-Strat Comms-Identity Theft MR-20260504.docx**  
20K
-  **K-Strat Comms-Vehicle Key Safety MR-20260420.docx**  
21K

### Social Media: Garage Safety

Garages are often a target for break-ins, but a few simple steps can keep your belongings and your home safe. Remember that a little prevention goes a long way in keeping your home safe.

- Always lock your garage door, even when you're home
- Secure any side or connecting doors with quality locks
- Don't leave valuables in plain sight inside your garage
- Consider motion-sensor lights or cameras for added security

### Social Media: Child Personal Safety

As the weather warms up, it's the perfect time to chat with your kids about staying safe when they're out and about. A few small conversations now can make a big impact later.

- Remind kids to never go anywhere with someone they don't know—even if that person seems friendly or asks for help.
- Let them know it's okay to say no to anything that feels wrong, uncomfortable, or confusing.
- Help them understand that "trusting your gut" means leaving a situation that feels off—even if they can't explain why.
- Practice a few examples together so they feel prepared if something unexpected happens.

### Social Media: OHV Protection from Theft

With warmer weather here, more people are getting their OHVs out. Take a few simple steps to help prevent theft and keep your vehicle secure:

- Always remove the keys and lock your OHV when not in use
- Park in a secure, well-lit area or locked garage when possible
- Use quality locks or anti-theft devices
- Record your VIN and take photos of your OHV for identification purposes

### Social Media: Vehicle Theft

RCMP are reminding residents that many vehicle thefts are preventable by taking a few simple precautions. Opportunistic thieves often target vehicles that are left unsecured or with keys easily accessible.

Residents are encouraged to take the following steps to help protect their vehicles:

- Always remove keys, key fobs, and valuables from your vehicle
- Lock your vehicle every time you leave it, even if it's parked at home
- Keep spare keys in a secure location, not inside or near the vehicle
- Park in well-lit, secure areas whenever possible

## Social Media: Teaching Children How & When to Use 911

Whether they're home alone, at school, or out in public, kids who understand how to stay calm and take action are better prepared to handle critical situations.

Here are four key tips to help start the conversation:

- Teach them how and when to call 9-1-1. Make sure they know their address, phone number, and how to describe an emergency.
- Help them recognize real emergencies. Explain the difference between urgent situations and things that don't require 9-1-1.
- Practice scenarios together. Role-play situations like a house fire, someone getting hurt, or getting lost in public.
- Create a family emergency plan. Include meeting points, key contacts, and what to do if phones aren't working.

## Social Media: Identity Theft

Edmonton, Alta. – The Alberta RCMP are advising residents to take proactive steps to protect their personal information and reduce the risk of identity theft and fraud. Protecting personal identification information is an important part of everyday safety. Criminals may attempt to obtain personal details through a variety of methods, including phishing scams, data breaches, mail theft, or social engineering, and use that information to commit fraud.

The Alberta RCMP recommend the following steps to safeguard your personal information:

- Review bank and credit card statements for any unauthorized transactions and report suspicious activity immediately.
- Consider requesting a free credit report from recognized Canadian credit bureaus and review it for unfamiliar accounts or inquiries.
- Fraudsters may use stolen information to create convincing phishing emails, phone calls, or text messages. Do not provide personal or financial information unless you have verified the source.
- Use strong, unique passwords for online accounts and enable multi-factor authentication where available.
- Avoid sharing sensitive details such as your Social Insurance Number (SIN) unless necessary and ensure documents containing personal information are stored securely.
- You may contact a credit bureau to place a fraud alert on your file, which can help prevent unauthorized accounts from being opened in your name.
- If you believe you have been a victim of identity theft or fraud, report it to your local police service and the Canadian Anti-Fraud Centre at [www.antifraudcentre-centreantifraude.ca](http://www.antifraudcentre-centreantifraude.ca). Early reporting can help limit potential damage and assist in ongoing investigations.

For more fraud prevention tips follow us on Facebook @RCMPinAlberta and on X @RCMPAlberta.

### Social Media: Paving Scams

Edmonton, Alta. – **The Alberta** RCMP is warning residents about companies operating asphalt paving scams in the area.

These companies typically approach homeowners through door-to-door contact, offering paving services at what appear to be low or discounted rates. In many cases, they request payment upfront. After work begins, or sometimes before it is completed, property owners may be asked to pay more than the original quoted price.

Individuals involved in these scams often provide little verifiable information about their identity and may operate unmarked or nondescript vehicles. In some instances, the companies may appear legitimate, using professional-looking logos or branding.

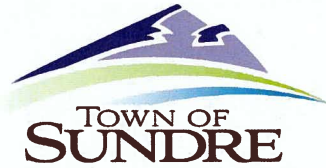
A common tactic involves contractors claiming they have leftover asphalt from previous jobs and offering a reduced price to use the excess material. However, the product used is often substandard, believed to be recycled asphalt or a gravel-oil mixture that lacks durability. As a result, the work may deteriorate quickly once driven on or remain incomplete if additional payment demands are not met.

The **Alberta** RCMP recommends exercising caution when retaining contractor services. Keep the following tips in mind to avoid falling victim to a scam:

- Ask for names of previous customers and verify that they were satisfied with the work.
- Research the company through the Better Business Bureau in Alberta, the Consumer Investigations Unit, your local Rural Crime Watch, or on social media.
- Obtain a written quote that includes the full business name, address, phone number, GST number, as well as provincial and municipal license numbers, if applicable.
- Quotes should specify the quantity and quality of materials being offered. Be skeptical if contractors decline to provide this information.
- Seek estimates from reputable companies to compare costs.
- Do not agree to a contract if you feel pressured or if the contractor refuses to take “no” for an answer.
- Be leery of unsolicited offers. If it sounds too good to be true, it probably is!
- Do not pay for services upfront, before the work is done.

If you, or anyone you know, suspect a paving-contractor scam, please contact your local RCMP detachment at 310-RCMP (7267) or make a report to the Canadian Anti-Fraud Centre by calling 1-888-495-8501.

For more safety tips follow us on Facebook @RCMPinAlberta and on X @RCMPAlberta.

**CAO's NEW BUSINESS REPORT TO COUNCIL****COUNCIL DATE: June 22, 2026**

Council requested periodic updates on the new businesses operating in Town at the Strategic Advisory Committee Meeting, held in October 2023.

**New Business List: January 1 – June 12, 2026**

Little Red Sol Ltd.; Health Services, 116 Centre St. N. (southside)  
Mad Dog Mutts; Dog Grooming, Bay 10 200 Main Ave. W.  
Macro Mechanical, Heavy Vehicle & Equipment Repairs, Bay 3, 774 Main AVE. W.  
Parallel Group (Dollarama), 110 Main Ave. W.  
Maria's Dental Hygiene, 116 Centre St. N. (moved from 110 Main Ave. W.)  
Bow River Physio Health Clinic, Bay 4, 200 Main Ave. W. (moved from 116 Centre St. N.)  
MW Fresh Market, Bay 4 – 605 Main Ave. E. (Grocery - organic and locally grown products)  
Flipping Burgers (Food Truck), 701 Main Ave. West (Tues to Friday at King's Motel)  
Dollarama – 110 Main Ave. W. (renovations have commenced, opening day TBD)

**Under New Management: January 1 – June 12, 2026**

Boondox Restaurant – Rakesh Singh, located at 101 – 3 ST SW

**Home Office, January 1 – June 12, 2026 (Permitted Use in Residential Districts):**

The Tire Guy, Mobile Auto Service, 35 Noblefern Way  
ECG Cleaning Services, 201 - 6 St. SW  
Andrew Cook Generalized Contracting, 207 – 9 Ave. NE  
Royal Services, Plumbing & Heating Company, 230 – 11 Ave NE  
Westwater Plumbing & Heating, 209 – 6 ST SW

**Home Occupation to Date (Discretionary Use in Residential Districts):**

Esthetician (Wax Bar) – 12 Edengrove Close NW  
Jones & Hein Realty and Consulting, 303B Centre St. N

**Closed Businesses:**

Whispering Willows  
Save-a-Ton

**SCHEDULE A - 2026 Expenditures to Date****TOTAL COUNCIL BUDGET 2026: \$79,000****TOTAL EXPENDITURES TO DATE (May 31, 2026) \$32,263.17****BALANCE: \$46,736.83****Mayor Richard Warnock****Annual Allowance:****\$22,000****Expenses to Date**

<b>Date</b>	<b>Hosting Town</b>	<b>Description</b>	<b>Expense (less Tax)</b>	<b>Cost</b>
6-Jan-26	Sundre	RAC10 Planning Meeting	Per Diem	\$ 80.00
8-Jan-26	Sundre	MTMC Board Meeting	Per Diem	\$ 80.00
14-Jan-26	Calgary	Boundary Commission	Mileage	\$ 175.20
14-Jan-26	Calgary	Boundary Commission	Travel Per Diem	\$ 60.00
14-Jan-26	Calgary	Boundary Commission	Per Diem	\$ 120.00
14-Jan-26	Calgary	Boundary Commission	Accommodations	\$ 210.00
15-Jan-26	Drumheller	RDRMUG Meeting	Mileage	\$ 248.20
15-Jan-26	Drumheller	RDRMUG Meeting	Travel Per Diem	\$ 80.00
15-Jan-26	Drumheller	RDRMUG Meeting	Per Diem	\$ 160.00
16-Jan-26	Sundre	RDRWA Board Meeting	Per Diem	\$ 80.00
17-Jan-26	Sundre	Council Strategic Plan Meeting	Per Diem	\$ 280.00
19-Jan-26	Crossfield	MTMC Crossfield	Mileage	\$ 116.80
19-Jan-26	Crossfield	MTMC Crossfield	Travel Per Diem	\$ 40.00
19-Jan-26	Crossfield	MTMC Crossfield	Per Diem	\$ 80.00
26-Jan-26	Red Deer	RAC10 Meeting	Mileage	\$ 163.30
26-Jan-26	Red Deer	RAC10 Meeting	Travel Per Diem	\$ 50.00
26-Jan-26	Red Deer	RAC10 Meeting	Per Diem	\$ 200.00
28-Jan-26	Sundre	Sundre Chamber of Commerce	Per Diem	\$ 40.00
29-Jan-26	Red Deer	Red Deer Polytecnic	Mileage	\$ 153.50
29-Jan-26	Red Deer	Red Deer Polytecnic	Travel Per Diem	\$ 50.00
29-Jan-26	Red Deer	Red Deer Polytecnic	Per Diem	\$ 100.00
4-Feb-26	Calgary	Brownlee Emerging Trends	Travel Per Diem	\$ 60.00
4-Feb-26	Calgary	Brownlee Emerging Trends	Accommodations	\$ 134.16
5-Feb-26	Calgary	Brownlee Emerging Trends	Per Diem	\$ 280.00
5-Feb-26	Calgary	Brownlee Emerging Trends	Registration	\$ 198.45
9-Feb-26	Edmonton	Tourism Industry Alberta Conference	Mileage	\$ 390.92
9-Feb-26	Edmonton	Tourism Industry Alberta Conference	Travel Per Diem	\$ 120.00
9-Feb-26	Edmonton	Tourism Industry Alberta Conference	Accommodations	\$ 960.58

<b>Mayor Warnock Con't</b>				
Feb 9-10	Edmonton	Tourism Industry Alberta Conference	Registration	\$ 747.13
Feb 9-10	Edmonton	Tourism Industry Alberta Conference	Per Diem	\$ 280.00
12-Feb-26	Sundre	Sundre Chamber of Commerce	Per Diem	\$ 80.00
Feb 17-19	Edmonton	International Indigenous Tourism Conference	Registration	\$ 1,575.00
17-Feb-26	Edmonton	International Indigenous Tourism Conference	Per Diem	\$ 280.00
16-Feb-25	Edmonton	International Indigenous Tourism Conference	Travel Per Diem	\$ 120.00
18-Feb	Edmonton	International Indigenous	Per Diem	\$ 280.00
19-Feb-26	Edmonton	International Indigenous	Per Diem	\$ 280.00
4-Mar-26	Rochon Sand	RDRWA Board Meeting	Mileage	\$ 275.94
4-Mar-26	Rochon Sand	RDRWA Board Meeting	Per Diem	\$ 200.00
4-Mar-26	Rochon Sand	RDRWA Board Meeting	Travel Per Diem	\$ 80.00
6-Mar-26	Olds	Women in Business Awards	Mileage	\$ 58.25
6-Mar-26	Olds	Women in Business Awards	Per Diem	\$ 160.00
6-Mar-26	Olds	Women in Business Awards	Travel Per Diem	\$ 20.00
9-Mar-26	Edmonton	Minister's Awards Dinner	Mileage	\$ 390.92
9-Mar-26	Edmonton	Minister's Awards Dinner	Per Diem	\$ 160.00
9-Mar-26	Edmonton	Minister's Awards Dinner	Travel Per Diem	\$ 120.00
10-Mar-26	Sundre	GNP Budget Meeting	Per Diem	\$ 40.00
11-Mar-26	Rocky Mtn H	Prayer Breakfast	Per Diem	\$ 80.00
11-Mar-26	Rocky Mtn H	Prayer Breakfast	Travel Per Diem	\$ 40.00
12-Mar-26	Sundre	MTMC Board / Teams	Per Diem	\$ 80.00
17-Mar-26	Sundre	GNP Board Meeting	Per Diem	\$ 80.00
19-Mar-26	Sundre	RDRMUG Board meeting /	Per Diem	\$ 80.00
19-Mar-26	Sundre	Sundre Chamber Board	Per Diem	\$ 80.00
20-Mar-26	Sundre	RDRWA Board / Teams	Per Diem	\$ 80.00
24-Mar-26	Sundre	Red Deer River Basin/ Teams	Per Diem	\$ 40.00
26-Mar-26	Edmonton	ABMunis Spring Leaders	Mileage	\$ 390.92
26-Mar-26	Edmonton	ABMunis Spring Leaders	Per Diem	\$ 280.00
26-Mar-26	Edmonton	ABMunis Spring Leaders Caucus	Travel Per Diem	\$ 120.00
27-Mar-26	Edmonton	ABMunis Spring Leaders	Per Diem	\$ 160.00
10-Apr-26	Red Deer	Council Strategic Advisory	Mileage	\$ 160.97
10-Apr-26	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 50.00
10-Apr-26	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
11-Apr-26	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
12-Apr-26	Red Deer	Council Strategic Advisory	Per Diem	\$ 240.00
16-Apr-26	Sundre	SCOC Board Meeting	Per Diem	\$ 80.00
28-Apr-26	Sundre	GNP Board Meeting	Per Diem	\$ 80.00
8-May-26	Wolf Creek/Pc	CAEP AGM	Travel Per Diem	\$ 60.00

<b>Mayor Warnock Con't</b>				
8-May-26	Wolf Creek/Po	CAEP AGM	Per Diem	\$ 240.00
14-May-26	Sundre	MTMC Board Meeting - Teams	Per Diem	\$ 80.00
15-May-26	Sundre	RDRWA Board Meeting -	Per Diem	\$ 80.00
19-May-26	Sundre	GNP Board Meeting	Per Diem	\$ 80.00
21-May-26	Drumheller	RDRMUG Meeting	Mileage	\$ 271.11
21-May-26	Drumheller	RDRMUG Meeting	Travel Per Diem	\$ 80.00
21-May-26	Drumheller	RDRMUG Meeting	Per Diem	\$ 160.00
27-May-26	Sundre	RAC10 - Zoom Meeting	Per Diem	\$ 80.00
				<b>Warnock To Date</b>
				<b>\$13,671.35</b>

**Councillor Connie Anderson**

**Annual Allowance:**

**\$9,500**

Date	Hosting Town	Description	Expense (less Tax)	Cost
17-Jan-26	Sundre	Council Strategic Plan	Per Diem	\$ 280.00
March 25-27	Edmonton	AB Munis Spring Leaders	mileage	\$ 390.92
March 25-27	Edmonton	AB Munis Spring Leaders	Per Diem	\$ 280.00
March 25-27	Edmonton	AB Munis Spring Leaders Caucus	Travel Per Diem	\$ 80.00
March 25-27	Edmonton	AB Munis Spring Leaders	Per Diem	\$ 160.00
9-Apr-26	Red Deer	Spring Council Strategic	mileage	\$ 76.65
9-Apr-26	Red Deer	Spring Council Strategic	Travel Per Diem	\$ 25.00
10-Apr-26	Red Deer	Spring Council Strategic	Per Diem	\$ 280.00
11-Apr-26	Red Deer	Spring Council Strategic	Per Diem	\$ 280.00
12-Apr-26	Red Deer	Spring Council Strategic	Per Diem	\$ 240.00
12-Apr-26	Red Deer	Spring Council Strategic	mileage	\$ 76.65
12-Apr-26	Red Deer	Spring Council Strategic	Travel Per Diem	\$ 25.00
23-Apr-26	Edmonton	APEGGA Awards Dinner	mileage	\$ 390.91
24-Apr-26	Edmonton	APEGGA Awards Dinner	Travel Per Diem	\$ 120.00
8-May-25	Ponoka	CAEP Meeting	mileage	\$ 240.90
8-May-26	Ponoka	CAEP Meeting	Travel Per Diem	\$ 60.00
8-May-26	Ponoka	CAEP Meeting	Per Diem	\$ 200.00
				<b>Anderson to Date</b>
				<b>\$3,206.03</b>

**Councillor Owen Petersen**

**Annual Allowance:**

**\$9,500**

Date	Hosting Town	Description	Annual	Cost
13-Jan-26	Sundre	Sundre Hospital Futures	Per Diem	\$ 80.00
4-Feb-26	Calgary	Brownlee Emerging Trends	Mileage	\$ 183.96
04-Feb-26	Calgary	Brownlee Emerging Trends	Travel Per Diem	\$ 40.00
05-Feb-26	Calgary	Brownlee Emerging Trends	Per Diem	\$ 280.00
04-Feb-26	Calgary	Brownlee Emerging Trends	Accommodations	\$ 134.16
05-Feb-26	Calgary	Brownlee Emerging Trends	Registration	\$ 198.45
16-Feb-26	Edmonton	Int'l Indigenous Tourism Conf	Mileage	\$ 390.92
16-Feb-26	Edmonton	Int'l Indigenous Tourism Conf	Travel Per Diem	\$ 120.00
17-Feb-26	Edmonton	Int'l Indigenous Tourism Conf	Registration	\$ 1,575.00
17-Feb-26	Edmonton	Int'l Indigenous Tourism	Per Diem	\$ 280.00
18-Feb-26	Edmonton	Int'l Indigenous Tourism	Per Diem	\$ 280.00

<b>Councillor Petersen Con't</b>					
19-Feb-26	Edmonton	Int'l Indigenous Tourism	Per Diem	\$	280.00
10-Mar-26	Sundre	Hospital Futures meeting	Per Diem	\$	80.00
March 25-27	Edmonton	AB Munis Spring Leaders	Mileage	\$	390.92
March 25-27	Edmonton	AB Munis Spring Leaders	Per Diem	\$	280.00
March 25-27	Edmonton	AB Munis Spring Leaders Caucus	Per Diem	\$	160.00
March 25-27	Edmonton	AB Munis Spring Leaders	Travel Per Diem	\$	120.00
					Petersen to Date
					\$4,873.41

**Councillor Todd Dalke**

**Annual Allowance:**

**\$9,500**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Dalke to Date
Expense Claims Not Yet Submitted					\$ -

**Councillor Jaime Marr**

**Annual Allowance**

**\$9,500**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Marr to Date
4-Feb-26	Calgary	Brownlee Emerging Trends	Mileage	\$	183.96
4-Feb-26	Calgary	Brownlee Emerging Trends	Travel Per Diem	\$	40.00
5-Feb-26	Calgary	Brownlee Emerging Trends	Registration	\$	198.45
5-Feb-26	Calgary	Brownlee Emerging Trends	Per Diem	\$	280.00
4-Feb-26	Calgary	Brownlee Emerging Trends	Accommodation	\$	134.16
6-Mar-26	Olds	Women in Business	Mileage	\$	61.32
6-Mar-26	Olds	Women in Business	Travel Per Diem	\$	20.00
20-Mar-26	Sundre	Grant Committee Meeting	Per Diem	\$	160.00
Jan-March	Sundre	SDHS/Museum Committee mee	Per Diem	\$	120.00
April 10-12	Red Deer	Council Strategic Advisory Comr	Mileage	\$	160.97
April 10 -12	Red Deer	Council Strategic Advisory	Travel Per Diem	\$	40.00
April 10 -12	Red Deer	Council Strategic Advisory	Per Diem	\$	800.00
					Marr to Date
					\$2,198.86

**Councillor Paul Isaac**

**Annual Allowance:**

**\$9,500**

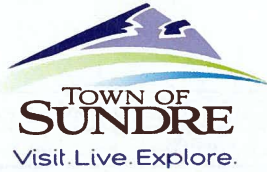
Date	Hosting Town	Description	Expense (less Tax)	Cost	
17-Jan-26	Sundre	Council Strategic Planning Ses	Per Diem	\$	280.00
Feb 16 & 20	Edmonton	Int'l Indigenous Tourism Conf	Mileage	\$	390.92
Feb 16 & 20	Edmonton	Int'l Indigenous Tourism Conf	Travel Per Diem	\$	120.00
Feb 17-19	Edmonton	Int'l Indigenous Tourism Conf	Registration	\$	1,575.00
Feb 17-19	Edmonton	Int'l Indigenous Tourism Conf	Per Diem	\$	280.00
18-Feb-26	Edmonton	Int'l Indigenous Tourism Conf	Per Diem	\$	280.00
19-Feb-26	Edmonton	Int'l Indigenous Tourism Conf	Per Diem	\$	280.00
feb 16 - 19	Edmonton	Int'l Indigenous Tourism Conf	Accommodations	\$	1,587.04
11-Mar-26	Sundre	Aquatic Society meeting	Per Diem	\$	40.00
18-Mar-26	Sundre	Aquatic Society meeting and	Per Diem	\$	80.00
9-Apr-26	Red Deer	Strategic Advisory Committee M	Mileage	\$	84.32
9-Apr-26	Red Deer	Strategic Advisory Committee M	Travel Per Diem	\$	25.00
10-Apr-26	Red Deer	Strategic Advisory Committee	Per Diem	\$	280.00
11-Apr-26	Red Deer	Strategic Advisory Committee	Per Diem	\$	280.00
12-Apr-26	Red Deer	Strategic Advisory Committee	Mileage	\$	84.32

**Councillor Isaac Con't**

12-Apr-26	Red Deer	Strategic Advisory Committee	Travel Per Diem	\$ 25.00	Isaac to Date
12-Apr-26	Red Deer	Strategic Advisory Committee	Per Diem	\$ 240.00	

**Councillor Cheri Buchan***Annual Allowance:***\$9,500**

Date	Hosting Tow	Description	Expense (less Tax)	Cost	
17-Jan	Sundre	Strategic Planning	Per Diem	\$ 280.00	
22-Jan-26	Sundre	RhPAP Seminar	Per Diem	\$ 40.00	
22-Jan-26	Sundre	Munis 101	Per Diem	\$ 140.00	
29-Jan-26	Sundre	Munis 101	Per Diem	\$140.00	
Jan 22 & 29	Sundre	EOEP Course - Munis 101	\$ 295	\$ 295.00	
12-Feb-26	Sundre	Virtual Presentation - Brownl	Registration	\$ 145.95	
12-Feb-26	Sundre	Virtual Presentation - Brownlee Emerging Trends	Per Diem	\$ 280.00	
26-Feb-26	Sundre	Joint ICC Meeting	Per Diem	\$ 60.00	
09-Apr-26	Red Deer	Strategic Advisory Committee Spring Workshop (return trip)	Mileage	\$ 160.97	
09-Apr-26	Red Deer	Strategic Advisory Committee Spring Workshop	Travel Per Diem	\$ 20.00	
10-Apr-26	Red Deer	Strategic Advisory Committee Spring Workshop	Per Diem	\$ 280.00	
11-Apr-26	Red Deer	Strategic Advisory Committee Spring Workshop	Per Diem	\$ 280.00	
12-Apr-26	Red Deer	Strategic Advisory Committee Spring Workshop	Per Diem	\$ 240.00	Buchan to Date
12-Apr-26	Sundre	Strategic Advisory Committee Spring Workshop	Travel Per Diem	\$ 20.00	



**DEPARTMENTAL REPORT**

<b>DEPARTMENT:</b>	<b>Corporate Services</b>
<b>SUBMITTED BY:</b>	<b>Ray MacIntosh</b>
<b>COUNCIL DATE:</b>	<b>June 22, 2026</b>
<b>FOR MONTH OF:</b>	<b>May, 2026</b>

<b>TOPIC</b>	Customer Service – phone calls, walk-in, tax certificates
	<p>Statistics that will be tracked and reported monthly (May start):</p> <ul style="list-style-type: none"> <li>• 462 Phone calls responded</li> <li>• 263 walk-in customers assisted</li> <li>• 27 tax certificates issued</li> </ul>
<b>TOPIC</b>	Budgeting and Reporting
	<p>Q1 Report to Council provided on June 8                      January to April reports sent to Directors on May 19                      No budget amendments before Council</p>
<b>TOPIC</b>	Human Resources
	<p>One vacancy for a bylaw officer advertised in May with interviews expected in June.</p>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Fire Department</b>
<b>SUBMITTED BY</b>	<b>Ross Clews Fire Chief</b>
<b>COUNCIL DATE</b>	<b>June 22, 2026</b>
<b>FOR MONTH(S) OF 911 DISPATCHES:</b>	<b>May 2026</b>
	<b>Emergency Response Numbers, 175 Year to Date May 2026 – 48</b>
<b><u>Response Types:</u></b>	<ul style="list-style-type: none"> <li>➤ Rubbish or Grass Fire (no dollar loss) – 11</li> <li>➤ Motor Vehicle Collision – 2</li> <li>➤ Medical First Response – 25</li> <li>➤ Gas Leak – Natural Gas – 2</li> <li>➤ Gas Leak – Carbon Monoxide – 1</li> <li>➤ Alarm No Fire – Smoke or Steam Mistaken – 6</li> <li>➤ Alarm No Fire – Detector Activated – 1</li> </ul>
<b><u>Results:</u></b>	➤ All incidents Responded, Managed and Resolved by SFD Members
<b><u>TRAINING &amp; ACTIVITIES</u></b>	
<b><u>In-Hall/Weekly:</u></b>	<p><b><u>May 2026 consisted of the following:</u></b></p> <ul style="list-style-type: none"> <li>➤ Officer Meeting</li> <li>➤ General Meeting/Truck Checks</li> <li>➤ PPE Training and SCBA</li> <li>➤ High School Cadet program 2026 complete All students passed</li> <li>➤ Hall Duties, office, storage room, rearrange vehicle parking in hall</li> <li>➤ 1001's <ul style="list-style-type: none"> <li>○ Chapter 9,10,11,12 Review/Exam</li> </ul> </li> <li>➤ Forcible Entry training</li> <li>➤ Ventilation training positive/negative and natural</li> <li>➤ Bunker Gear Timed Competition</li> <li>➤ New Truck Outfit</li> <li>➤ 2-minute drills</li> </ul> <p><b><u>Community/Public Relations Events</u></b></p> <ul style="list-style-type: none"> <li>➤ Sundre Council Units # 560 &amp; 540, show &amp; review June 8, 2026</li> <li>➤ County Council Units # 560 &amp; 540, show &amp; review June 17, 2026</li> <li>➤ Kindergarten Fire Hall Tours June 19,2026</li> <li>➤ Plains Tabletop Mock exercise June 24, 2026</li> <li>➤ Grad Parade, June 26, 2026</li> <li>➤ Tall Timber Bike parade June 27, 2026</li> <li>➤ Canada Day Fireworks Fire Watch, July 1, 2026</li> <li>➤ Sundre High School PARTY Program VX Demonstration Complete</li> <li>➤ Aspen Ranch Grade 4 Farm Safety Program 2 Days Complete</li> <li>➤ Alberta Fire Chiefs Conference 4 days - Complete</li> <li>➤ Sundre Rodeo Parade, Traffic control, Grandstand wash, and Fireworks in June 2026</li> <li>➤ Assist with Fish and Wildlife Animal Attack Course</li> </ul>

	<ul style="list-style-type: none"> <li>➤ SOPG Neighbors Day changed to Regional showcases places and dates TBD</li> </ul>
<b><u>Formal Courses in-Progress/Upcoming:</u></b>	<ul style="list-style-type: none"> <li>➤ 2 Swift Water Rescue Courses, Booked August 21,22,23,24 and 28,29,30</li> <li>➤ NFPA 1001 Level I – In Progress</li> <li>➤ NFPA 1001 Level II – Q3 &amp; Q4</li> <li>➤ Red Cross Advanced First Aid course Q3 &amp; Q4</li> </ul>
<b><u>Fire Hall:</u></b>	
<b><u>Building/Maintenance:</u></b>	<ul style="list-style-type: none"> <li>➤ Bunker gear Drier gas and electrical installation complete</li> <li>➤ Wiring completed in new bay for Rescue Trailer</li> <li>➤ Changes to internet at Fire Hall complete</li> <li>➤ Grating reinforcement for new 560 completed</li> </ul>
<b><u>SFD Units - Equipment</u></b>	
<b><u>Units:</u></b>	<ul style="list-style-type: none"> <li>➤ Unit # 560 Delivered and in service</li> <li>➤ Unit # 540 Delivered and in service</li> <li>➤ Unit # 541 failed, repairs completed</li> <li>➤ Unit # 550 to be unit # 580 SFD Support Unit</li> <li>➤ Unit swap Old 510 to 550 and 550 to 580 Completed</li> </ul>
<b><u>Safety Codes:</u></b>	
<b><u>Inspections -Occupancies</u></b>	<ul style="list-style-type: none"> <li>➤ Inspections scheduled on Request – Complaint Basis</li> <li>➤ 5 members to receive Alberta Safety codes Fire inspection training and certification start Q-2 2026</li> </ul>
<b><u>Status:</u></b>	

**Attachments: Incident Location Breakdown**



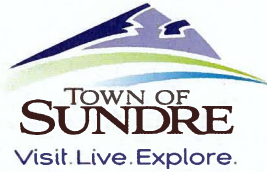
# Sundre Fire Department

## Town of Sundre, Mountain View County and Clearwater County Incident Hours



May 1 - 31, 2026

INCIDENTS	Incident Time in Hours	2026 Town Of Sundre Year to Date				2026 Mountain View County Year to Date				2026 Clearwater County Year to Date			
		Incidents	Hours of Incident	Responders	Total Incident Hours	Incidents	Hours of Incident	Responders	Total Incident Hours	Incidents	Hours of Incident	Responders	Total Incident Hours
Alarm - No Fire - detector activated	1.0	2	2	2	2.0		0		0.0		0		0.0
Alarm - No Fire - Stood Down	1.0	1	1	2	2.0	1	1	0	0.0		0		0.0
Alarm - No Fire - Steam or Smoke mistaken	1.0	4	4	7	7.0	1	1	0	0.0		0		0.0
Alarm - No Fire - Steam or Smoke mistaken - Alarm Misc	1.5		0		0.0	1	1.5	2	3.0		0		0.0
Alarm - No Fire - Detector Activated - Stood Down Enroute	1.0	1	1	1	1.0		0		0.0		0		0.0
Alarm - No Fire - Steam or Smoke mistaken - Alarm False	1.0	1	1	1	1.0		0		0.0		0		0.0
Alarm - No Fire - Smoke or steam mistaken - Alarm Fire	1.0	1	1	1	1.0		0		0.0		0		0.0
Alarm - No Fire - Smoke or steam mistaken - Stood Down	1.0	3	3	4	4.0		0		0.0		0		0.0
No Alarm Fire - Not Responded to by fire dept	1.0	1	1	1	1.0		0		0.0		0		0.0
Controlled Burn - No Response - Stood Down	1.0		0		0.0	1	1	6	6.0		0		0.0
Controlled Burn - Arrived on Scene	1.5		0		0.0	1	1.5	3	4.5		0		0.0
False Alarm - Confirmed telephone	1.0	2	2	1	1.0	2	2	7	7.0		0		0.0
False Alarm - Detector Activated	1.0	1	1	3	3.0		0		0.0		0		0.0
Fire - Investigation	1.5	1	1.5	5	7.5		0		0.0		0		0.0
Fire - Machinery/Equipment	2.0		0		0.0	1	2	9	18.0		0		0.0
Fire - Structure	1.0	1	1	7	7.0	1	1	4	4.0		0		0.0
Fire - Structure	3.0		0		0.0	1	3	7	21.0		0		0.0
Fire - Structure	4.0		0		0.0	1	4	5	20.0		0		0.0
Fire - Structure	5.0	1	5	9	45.0		0		0.0		0		0.0
Gas Leak - Natural Gas Leak	2.5		0		0.0	1	2.5	4	10.0		0		0.0
Gas Leak - Natural Gas - Odour - Misc	1.0	1	1	2	2.0		0		0.0		0		0.0
Gas Leak Miscellaneous	1.0	1	1	1	1.0		0		0.0		0		0.0
Gas Leak - Response to Carbon Monoxide Alarm	2.5		0		0.0	1	2.5	5	12.5		0		0.0
Medical Assist - Stood Down	1.0	5	5	5	5.0		0		0.0		0		0.0
Medical Assist - Stood Down On Scene	1.0	2	2	5	5.0	2	2	5	5.0		0		0.0
Medical Assist - Stood Down En Route	1.0	0	0	0	0.0	1	1	2	2.0		0		0.0
Medical Assist - Stood Down On Scene	2.0		0		0.0	1	2	3	6.0	1	2	5	10.0
Medical Assist - Stood Down En Route	1.5		0		0.0	1	1.5	3	4.5		0		0.0
Medical Assist - Echo	1.0		0		0.0	1	1	3	3.0		0		0.0
Medical First Response	1.0	23	23	63	63.0	17	17	49	49.0		0		0.0
Medical First Response	1.5	3	4.5	10	15.0	17	25.5	44	66.0		0		0.0
Medical First Response	2.0	1	2	3	6.0	4	8	9	18.0		0		0.0
Medical Stood Down	1.0	10	10	24	24.0	3	3	9	9.0		0		0.0
Medical Stood Down	1.5		0		0.0	1	1.5	4	6.0		0		0.0
Motor Vehicle Collisions	1.0	1	1	8	8.0	3	3	20	20.0	1	1	6	6.0
Motor Vehicle Collisions	1.5	2	3	7	10.5		0		0.0		0		0.0
Motor Vehicle Collisions	2.0		0		0.0	3	6	19	38.0		0		0.0
Motor Vehicle Collisions	2.5	1	2.5	6	15.0	2	5	14	35.0		0		0.0
Motor Vehicle Collisions	5.5	1	5.5	6	33.0		0		0.0		0		0.0
Motor Vehicle Collisions	6.0		0		0.0	1	6	5	30.0		0		0.0
Motor Vehicle Collision - Stood Down Enroute	3.5		0		0.0		0		0.0	1	3.5	5	17.5
Mutual Aid Request	1.5		0		0.0	1	1.5	8	12.0		0		0.0
Mutual Aid Request	1.0		0		0.0	1	1	2	2.0		0		0.0
Outside Fires - Investigation	1.0		0		0.0	1	1	5	5.0		0		0.0
Public Hazard - Electrical	1.0		0		0.0	1	1	6	6.0		0		0.0
Public Hazard - Electrical	1.5		0		0.0	1	1.5	5	7.5		0		0.0
Rubbish or grass Fire (no dollar loss)	1.0		0		0.0	4	4	25	25.0		0		0.0
Rubbish or grass Fire (no dollar loss)	1.5	1	1.5	3	4.5	3	4.5	13	19.5		0		0.0
Rubbish or grass Fire (no dollar loss)	2.0		0		0.0	1	2	4	8.0	2	4	8	16.0
Rubbish or grass Fire (no dollar loss)	2.5		0		0.0	2	5	11	27.5		0		0.0
Rubbish or grass Fire (no dollar loss)	3.0		0		0.0	2	6	9	27.0		0		0.0
Rubbish or grass Fire (no dollar loss)	3.5		0		0.0	1	3.5	7	24.5	1	3.5	1	3.5
Rubbish or grass Fire (no dollar loss)	6.5		0		0.0	1	6.5	8	52.0		0		0.0
Rubbish or grass Fire (no dollar loss)	9.5		0		0.0		0		0.0	1	9.5	3	28.5
Rubbish or grass Fire (no dollar loss) - Stood Down	1.0		0		0.0		0		0.0	1	1	3	3.0
Rubbish or grass Fire (no dollar loss) - Stood Down Enroute	1.0		0		0.0	1	1	6	6.0	1	1	8	8.0
Public Hazard - Electrical	3.5	1	3.5	7	24.5		0		0.0		0		0.0
<b>Total</b>	<b>-N/A-</b>	<b>73.0</b>	<b>86.5</b>	<b>187.0</b>	<b>274.5</b>	<b>90.0</b>	<b>143.0</b>	<b>344.0</b>	<b>613.5</b>	<b>9.0</b>	<b>23.5</b>	<b>28.0</b>	<b>81.5</b>



**DEPARTMENTAL REPORT**

<b>DEPARTMENT:</b>	<b>Community Development - Planning &amp; Development</b>
<b>SUBMITTED BY:</b>	Benazir Thaha Valencia, Director of Community Development
<b>COUNCIL DATE:</b>	June 22, 2026
<b>FOR MONTH OF:</b>	<b>May, 2026</b>
<b>TOPIC / PROJECT #1</b>	<b>Development Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Development permits ensure land use aligns with local planning, zoning, and safety regulations.
<b>ACTION/SUCSESSES:</b>	Total of 4 Development Permits: <ul style="list-style-type: none"> <li>- Detached Garage with Front Yard Variance</li> <li>- Front &amp; Rear Decks</li> <li>- Eating and Drinking Establishment (Minor)- Food Truck</li> <li>- Above Ground Swimming Pool</li> </ul>
<b>TOPIC / PROJECT #2</b>	<b>Building Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Building permits are required to ensure construction meets safety codes, standards and regulations.
<b>ACTION/SUCSESSES:</b>	A total of 3 Building Permits were issued for: <ul style="list-style-type: none"> <li>- Front &amp; Rear Deck</li> <li>- Gazebo</li> <li>- Above Ground Swimming Pool</li> </ul>
<b>TOPIC / PROJECT #3</b>	<b>Safety Code Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Safety code permits ensure that construction and installations comply with technical safety standards to protect public health and safety.
<b>ACTION/SUCSESSES:</b>	A total of 12 Safety Code Permits were issued for residential and commercial upgrades/renovations and new residential developments  Electrical Permits: 2 Gas Permits: 6 Plumbing: 4
<b>TOPIC / PROJECT #4</b>	<b>Compliance Stamps/Letters (from Real Property Reports)</b>
<b>Status of Project:</b> <b>Ongoing</b>	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.
<b>ACTION/SUCSESSES:</b>	Total 1 RPR submitted, compliance still in progress.
<b>TOPIC / PROJECT #5</b>	<b>Subdivisions</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Subdivisions applications are assessed to ensure alignment with municipal planning policies and infrastructure capacity. They support orderly growth and allow for new housing and development.
<b>ACTION/SUCSESSES:</b>	Continued processing of 2025-06 – Brookside Phase 4 <ul style="list-style-type: none"> <li>• Creation of thirteen single detached housing lots and one Municipal Reserve lot.</li> <li>• Signed Development Agreement</li> <li>• Review of Endorsement Package</li> </ul>

<b>TOPIC / PROJECT #6</b>	<b>Downtown Area Redevelopment Plan</b>
<b>Status of Project: Completed</b>	Currently in Phase 3 of the Downtown ARP project – Stakeholder Consultation Phase 1
<b>ACTION/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• ARP Committee meeting held on May 26, 2026: <ul style="list-style-type: none"> <li>▪ Continued discussions on Architectural Guidelines</li> </ul> </li> </ul> Next meeting: June 24, 2026
<b>TOPIC / PROJECT #7</b>	<b>Potential Lagoon Annexation</b>
<b>Status of Project: Completed</b>	Council provided direction to proceed with the annexation process in partnership with Mountain View County
<b>ACTION/SUCCESES:</b>	Continue discussions with MVC
<b>TOPIC / PROJECT #8</b>	<b>Flood Risk Area Development</b>
<b>Status of Project: Ongoing</b>	The Upper Red Deer Flood Study conducted by the province will guide how and where types of development can occur. The purpose of the Bylaw is to manage, regulate and protect flood prone areas.
<b>ACTION/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• First Reading passed on March 9, 2026</li> <li>• PH on May 25, 2026</li> <li>• Second and Third Reading passed on May 25, 2026</li> </ul>

**ATTACHMENT: May 2026 Building Permit Statistics**



9.1d(i)

## MEMO

TO: Linda Nelson, CAO  
FROM: Chelsea Kruger, Associate Development Officer  
RE: May 2026 Commercial, Industrial, Institutional Projects

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<u>Development / Building Permit No.</u>	<u>District</u>	<u>Address</u>	<u>Project</u>	<u>Value</u>
2026-D22	C-2	701 Main Ave. W.	Eating & Drinking Establishment – Minor (Food Truck)	n/a

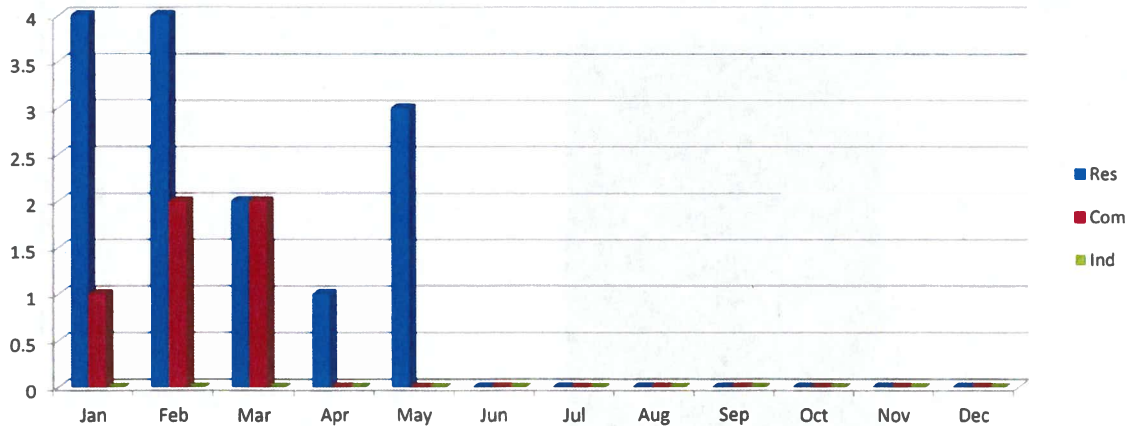
Legend:

- 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

## MONTHLY BUILDING REPORT FOR THE MONTH OF MAY 2026


	May 2026			2026 Year To Date			MAY 2025 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
<b>RESIDENTIAL</b>									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	1	1	\$ 425,000	2	2	\$ 730,000
Bi-Level	0	0	\$ -	0	0	\$ -	0	0	\$ -
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	0	0	\$ -	0	0	\$ -	5	5	\$ 1,240,000
Multi-Family	0	0	\$ -	1	1	\$ 643,000	8	2	\$ 1,600,000
Mobile Homes	0	0	\$ -	0	0	\$ -	1	1	\$ 235,000
Accessory Buildings		1	\$ 3,200	0	1	\$ 3,200		6	\$ 138,700
Renovation/Addition	0	2	\$ 25,630	0	11	\$ 145,525	0	11	\$ 287,000
				0	0	\$ -			
<b>Sub-Total</b>	<b>0</b>	<b>3</b>	<b>\$ 28,830</b>	<b>2</b>	<b>14</b>	<b>\$ 1,216,725</b>	<b>16</b>	<b>27</b>	<b>\$ 4,230,700</b>
<b>COMMERCIAL</b>									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		1	\$ 40,000		1	\$ 350,000
		0	\$ -		4	\$ 380,900		3	\$ 220,500
		0	\$ -		5	\$ 420,900		4	\$ 570,500
<b>INDUSTRIAL</b>									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
<b>INSTITUTIONAL</b>									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		1	\$ 30,000
		0	\$ -		0	\$ -		1	\$ 30,000
<b>TOTAL</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>
	<b>Units</b>	<b>Permits</b>	<b>Value</b>	<b>Units</b>	<b>Permits</b>	<b>Value</b>	<b>Units</b>	<b>Permits</b>	<b>Value</b>
	<b>0</b>	<b>3</b>	<b>\$ 28,830</b>	<b>2</b>	<b>19</b>	<b>\$ 1,637,625</b>	<b>16</b>	<b>32</b>	<b>\$ 4,831,200</b>





**COMMUNITY DEVELOPMENT REPORT- COMMUNITY SERVICES**

<b>DEPARTMENT</b>	<b>Community Development- Community Service</b>
<b>SUBMITTED BY</b>	Jeff Elder, Manager of Community Services
<b>COUNCIL DATE</b>	June 22, 2026
<b>FOR MONTH OF</b>	May 2026

<b>TOPIC #1</b>	<b>Community Centre</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Community Centre is a well-used facility with regular user groups, special events, and community meetings, supported by daily gym floor maintenance to ensure a clean and functional space for all activities.
<b>ACTION/SUCSESSES:</b>	<p>Regular User Groups keeping gym busy –</p> <ul style="list-style-type: none"> <li>● Pickleball</li> <li>● Volleyball</li> <li>● Indoor Walking Group</li> </ul> <p>Other bookings –</p> <ul style="list-style-type: none"> <li>● Birthdays</li> <li>● Basketball</li> <li>● SMH AGM</li> <li>● Conference Room- Various Groups: GNP, SMB, SMS, Gymnastics</li> <li>● MVTKD</li> <li>● Pickleball Last Day- May 7th</li> <li>● Private Pickleball</li> <li>● Pickleball Clinic</li> </ul>
<b>TOPIC # 2</b>	<b>Parks</b>
<b>Status of Project:</b> <b>Ongoing</b>	Parks are regularly maintained to support seasonal use, with upkeep focused on cleanliness, landscaping, and ensuring safe, accessible spaces for public enjoyment and recreation.
<b>ACTION/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>● Tree removals after windstorms</li> </ul> 

	<ul style="list-style-type: none"> <li>Rebuilding planters</li> </ul> 
<b>TOPIC #3</b>	<b>Arena</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Arena continues to support seasonal programming and events, with ongoing maintenance ensuring the facility remains in good condition for both public use and organized activities.
<b>ACTION/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Ongoing painting, deep cleaning and maintenance</li> </ul> Calcium Build Up: 
<b>TOPIC # 4</b>	<ul style="list-style-type: none"> <li><b>Administration</b></li> </ul>
<b>Status of Project:</b> <b>Ongoing</b>	<ul style="list-style-type: none"> <li>Various administration tasks to ensure the smooth functioning of the Community Services Department</li> </ul>
<b>ACTION/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Meeting with ice user groups to plan for the upcoming arena season.</li> </ul>



### DEPARTMENTAL REPORT

<b>DEPARTMENT:</b>	<b>Municipal Enforcement</b>
<b>SUBMITTED BY:</b>	<b>Peace Officer Sam Zhao</b>
<b>COUNCIL DATE:</b>	<b>June 22, 2026</b>
<b>FOR MONTH OF:</b>	<b>May 2026</b>

<b>TOPIC #1</b>	Calls for Service – May
<b>STATUS OF PROJECT</b> <b>Completed:</b>	<ul style="list-style-type: none"> <li>Animal Carcass Disposal – 2</li> <li>Assist Resident – 1</li> <li>Assist Town Dept – 7</li> <li>Bylaw Violation: Dog Bylaw – 8</li> <li>Bylaw Violation: Land Use Bylaw – 2</li> <li>Bylaw Violation: Noise Bylaw – 1</li> <li>Bylaw Violation: Traffic Bylaw – 8</li> <li>Bylaw Violation: Unsightly Bylaw – 2</li> <li>Bylaw Violation: Waste and Recycling Bylaw – 1</li> <li>Bylaw Violation: Weeds Grass Plants Bylaw – 1</li> <li>Community Cleanup – 2</li> <li>Community Engagement – 1</li> <li>Damage to Property – 2</li> <li>Foot Patrol – 1</li> <li>Found Encampment – 2</li> <li>General Patrol – 9</li> <li>General Patrol – Off Hours – 5</li> <li>School Zone Patrol – 5</li> <li>Threaten Peace Officer – 1</li> <li>Traffic Complaint – 5</li> <li>Traffic Safety Initiative – 5</li> </ul>
<b>Action Steps / Successes</b>	Municipal Enforcement responded to 72 calls for service in the month of May 2026

DEPARTMENTAL REPORT

DEPARTMENT:	Operations
SUBMITTED BY:	Jim Hall
COUNCIL DATE:	June 22, 2026
FOR MONTH OF:	May 2026

<b>TOPIC / PROJECT #1</b>	<b>Gas Department</b>
<b>STATUS OF PROJECT</b>	Extended gas mains were installed at Brookside. Phase 4A has 1 lot to build and Phase 4B has 2 lots sold. The gas dept. has another service to install in June
<b>Action Steps / Successes</b>	<b>The main was installed by the gas department's approved contractor. All technical codes and inspections were followed. Gas Department staff completed the shallow services inspection</b>
<b>TOPIC / PROJECT #2</b>	<b>Roads Department</b>
<b>STATUS OF PROJECT</b>	The roads dept. has nearly completed all spring street sweeping. Harley raking of back lanes is underway. Staff anticipate training on the new road repair unit in the near future
<b>Action Steps / Successes</b>	<b>At the conclusion of training, repairs will be completed to damaged areas of the road network</b>
<b>TOPIC / PROJECT #3</b>	<b>Water Treatment /Wastewater Treatment</b>
<b>STATUS</b>	The department has noted treated water with an average of 1200c/m/day. Wastewater values averaged 1000 c/m/day. Note: Frequent rains has increased volumes at the lagoon
<b>Action Steps / Scheduled Events / Successes</b>	<b>The dept. will continue with town leak surveillance and water meter replacements. In May 2025 water volumes were 700 c/m/day higher. Staff are searching for approximately 200 c/m/day loss in the system Hydrants and valve operation are commencing</b>
<b>TOPIC / PROJECT #4</b>	<b>Centre Street North Project</b>
<b>STATUS OF PROJECT</b>	The crews are steadily removing and re-installing concrete in the Phase 1-2 of the downtown district.
<b>Successes</b>	<b>The project is continuing on schedule at this time</b>
<b>TOPIC / PROJECT #5</b>	<b>Emergency Management</b>
	<b>Pine Cliff Pump Jack:</b> At approximately 4:00 a.m., May 24, an oil lease site NW of Town had a failure in their pump jack system. Released gas odours reached the Town.
	<b>The DDEM was contacted by the Alberta Energy Regulator at 8:30 a.m. A spokesperson from Pine Cliff contacted the DDEM at 10:00 a.m. A media release was drafted by Pine Cliff Energy and sent out by the Town's Emergency Management communication team</b>
	<b>Wildfire 036:</b> A wildfire occurred approximately 33 km's NW of Sundre. This fire expanded quickly due to high winds. The area was evacuated and the Village of Bear Berry was alerted.
	<b>The information officer for the wild ire unit updated the Town as the fire progressed. Town staff posted fire updates on social media, in addition to posts from Mountain View County and Clearwater County</b>
	<b>Alberta Emergency Management Agency (AEMA)</b> On June 4, during Seniors Week, members of the public attended a presentation by representatives of AEMA.
<b>Action Steps / Successes</b>	<b>The presentation "how to be prepared" was attended by 20 senior residents, with discussions on how to assist and prepare vulnerable residents.</b>



**DEPARTMENTAL REPORT**

<b>DEPARTMENT:</b>	<b>Economic Development</b>
<b>SUBMITTED BY:</b>	<b>Jon Allan</b>
<b>COUNCIL DATE:</b>	<b>June 22, 2026</b>
<b>FOR MONTH OF:</b>	<b>May 2026</b>

<b>TOPIC #1</b>	<b>Business Attraction, Retention and Expansion</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work conducted to support business development and diversification within Sundre.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"> <li>1) Under the <b>Alberta Advantage Immigration Program</b>,             <ol style="list-style-type: none"> <li>a. Attended opening of a new RES business: MW Fresh Market (corner Hwy 27 &amp; Bergen Rd);</li> <li>b. Welcomed another new family to Sundre under the RES that will soon be opening a local courier and business services firm.</li> <li>c. Responded to multiple RES-related emails.</li> <li>d. New application intakes are on hold due to the critically low vacancy rate, except on a case by case basis.</li> </ol> </li> <li>2) May's Downtown Area C-1 vacancy reached a historic low of <b>0.0%</b>.             <ol style="list-style-type: none"> <li>a. In May, there were ZERO commercial units available to be leased in the downtown area.</li> <li>b. June will see a slight increase in vacancy due to the closures of two businesses.</li> </ol> </li> <li>3) Hosted Central Alberta Economic Resilience Taskforce meeting.</li> <li>4) Assisted an entrepreneur to navigate opening a Food Truck operation.</li> <li>5) Conducted two Proprietors' Series photo shoots;</li> <li>6) Conducted more filming to promote investment attraction and tourism development in Sundre as part of a new monthly video production package to encourage tourism, resident and investment attraction.</li> <li>7) Processed several business licenses</li> <li>8) Attended regional Economic Developers meeting.</li> </ol>
<b>TOPIC #2</b>	<b>Mountain View Regional Film Office</b>
<b>STATUS OF PROJECT</b> <b>In progress</b>	Film development in support of economic diversification, workforce development, and awareness generation about Sundre and our partners.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"> <li>1. May was very busy with the Film Office, with many inquiries, correspondence, and several meetings with production companies.</li> <li>2. Attended Alberta Media Production Industries Association (AMPIA) Power-Up film industry event as a panelist with other film commissioners; many contacts were made.</li> <li>3. Corresponded with dozens of producers in the lead-up to the Banff World Media Festival; multiple producers are interested in our region.</li> </ol>

	4. Produced a presentation deck in response to an inquiry submitted by the Alberta Film Commission for an interested TV series we are hoping to attract to Alberta (and specifically, our region).
<b>TOPIC #3</b>	<b>Tourism Development and Promotion</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work conducted to promote Sundre and expand partnerships and tourism service opportunities in the area.
<b>Action Steps /</b> <b>Successes</b>	<ol style="list-style-type: none"> <li>1. Continued online promotion of Sundre through social media.</li> <li>2. Welcomed President of SeeLocal to Sundre; discussed incorporating Sundre into its tourist app.</li> </ol>
<b>TOPIC #4</b>	<b>Community Development</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work completed to support the development of amenities, education/workforce and quality of living in the Town of Sundre.
<b>Action Steps /</b> <b>Successes</b>	- Collaborating with Director Community Development and Ad Hoc Committee on the Area Redevelopment Plan.