



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
June 14, 2021  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing:** None.
3. **Agenda – Amendments and Adoption**  
3.1 June 14, 2021, Regular Council Meeting
4. **Adoption of Previous Minutes**  
4.1 May 31, 2021, Regular Council Meeting Pg.1
5. **Delegation:**  
5.1 West Country Sustainability Group and Pg. 6  
Alberta Freshwater Alliance Society Presentation Pg. 16
6. **Bylaws/Policies:**  
6.1 RFD Asset Management Policy Pg. 23  
6.2 RFD Human Resource – Best Practices Policy Pg. 28  
6.3 RFD Social Media Policy Pg. 32  
6.4 RFD Council Remuneration Policy Pg. 38
7. **Old Business:** None.
8. **New Business**  
8.1 RFD Q1 RSA Report Pg. 44  
8.2 RFD Q1 Financial Reports Pg. 48  
8.3 RFD Grants to Organizations Pg. 81  
8.4 RFD Roads Project Pg. 94  
8.5 RFD License of Occupation Pg. 103
9. **Administration**  
9.1 RFD Projects for 2021 and 2022 Pg. 104
10. **Municipal Area Partnership (MAP):** None.
11. **Council Committee Reports** Pg. 105  
11.1 Mayor’s Report to Council-May Pg. 106  
11.2 Councillor Warnock’s Report to Council-April and May Pg. 107
12. **Council Invitations / Correspondence:** None
13. **Closed Meeting**  
13.1 Advice from Officials, *FOIPP Act Section 24*
14. **Adjournment**  
*Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 or email: townmail@sundre.com*

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, May 31, 2021 commencing at 6:00 p.m.

**IN ATTENDANCE:** Mayor Terry Leslie  
Councillor Richard Warnock  
Councillor Rob Wolfe  
Councillor Charlene Preston  
Councillor Todd Dalke  
Councillor Cheri Funke

**ABSENT:** Councillor Paul Isaac

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Director Ec. Development & Planning, Mike Marko (by phone)  
Sr Development Officer, Betty Ann Fountain  
Executive Legislative Clerk, Anne-Marie Jonke  
Communications, Chelsea Kruger

**PUBLIC:** There were 3 members of the public in attendance.

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 147-31-05-21* MOVED by Councillor Wolfe that the Agenda be approved as presented.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 148-31-05-21* MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council and Joint Public Hearing held on May 26, 2021 be approved as presented/amended.

**CARRIED**

*Res. 149-31-05-21* MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on May 10, 2021 be approved as presented.

**CARRIED**

*Res. 150-31-05-21* MOVED by Councillor Dalke that the Minutes of the Special Meeting of Council held on May 6, 2021 be approved as presented.

**CARRIED**

**DELEGATIONS:** None

*Councillor Wolfe abstained from voting, as he was not in attendance at the Public Hearing, as per Section 184(a) of the MGA.*

**BYLAWS/POLICIES:**

**Bylaw 2021-02 Intermunicipal Development Plan (IDP), 2<sup>nd</sup> and 3<sup>rd</sup> Reading**

*Res. 151-31-05-21*

MOVED by Councillor Warnock that the Town of Sundre Council give Second Reading to Bylaw 2021-02 the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

**CARRIED**

*Councillor Funke arrived to the meeting at 6:08 p.m.*

*Res. 152-31-05-21*

MOVED by Councillor Funke that the Town of Sundre Council give Third and Final Reading to Bylaw 2021-02 being the Intermunicipal Development Plan bylaw between the Town of Sundre and Mountain View County.

**CARRIED**

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Tax Recovery Sale – Roll No. 4009.000**

*Res. 153-31-05-21*

MOVED by Councillor Wolfe that the Town of Sundre Council The Town of Sundre Council moves to set a reserve bid of \$193,000 for Lot 10, Block 1, Plan 0312972, Sundre, AB, and furthermore,

The property identified by Roll No. 4009.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, 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.

**CARRIED**

**Tax Recovery Sale – Roll No. 1341.000**

*Res. 154-31-05-21*

MOVED by Councillor Funke that the Town of Sundre Council The Town of Sundre Council moves to set a reserve bid of \$237,000 for Lot 6, Block 10, Plan 7611274, Sundre, AB, and furthermore

The property identified by Roll No. 1341.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, 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.

**CARRIED**

**Pickleball**

*Res. 155-31-05-21*

MOVED by Councillor Warnock that the Town of Sundre Council approve the additional \$5000.00 to the Pickleball group, with funds to be drawn from General Corporate Stabilization.

**CARRIED**

\_\_\_\_\_  
Initials

**Request to Name a Park**

*Res. 156-31-05-21* MOVED by Councillor Dalke that the Town of Sundre Council approve naming the Park located at Plan 5908E0, Block OT, as the “Knott’s Glen Memorial Park.”

**CARRIED**

**Dehumidifier - Arena**

*Res. 157-31-05-21* MOVED by Councillor Preston that the Town of Sundre Council approve the purchase of the dehumidifier at a cost of \$7,500.00 from the City of Red Deer with the funding coming from the Municipal New Project (RSA) Restricted Surplus Account.

**CARRIED**

**Cleaning Contract**

*Res. 158-31-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council approve the cleaning services contract for Angela’s Janitorial Services Ltd., for a three (3) year term, ending May 31, 2024, with an option to renew for an additional year, at an annual operating cost of \$59,530.00 plus GST.

**CARRIED**

**June is Recreation and Parks Month Proclamation**

*Res. 159-31-05-21* MOVED by Councillor Warnock that the Town of Sundre Council proclaim June 2021 as Recreation and Parks Month in the Town of Sundre.

**CARRIED**

**World Elder Abuse Awareness Day Proclamation**

*Res. 160-31-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council proclaim June 15, 2021, as World Elder Abuse Awareness Day in the Town of Sundre and to give permission to the committee to fly the Elder Abuse Awareness Day Flag at the Town of Sundre office that day.

**CARRIED**

**AUMA Council Candidate Pledge**

*Res. 161-31-05-21* MOVED by Councillor Funke that the Town of Sundre Council support the voluntary Pledge for Council Candidates to commit to Keep Local Elections Local, Maintain Independence and Non-Partisanship, Demonstrate Transparency, and Engage in Respectful Behavior.

**CARRIED**

**ADMINISTRATION: April 2021 Department Reports**

*Res. 162-31-05-21* MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for April 2021 as information.

**CARRIED**

**MUNICIPAL AREA PARTNERSHIP:** None

**COUNCIL REPORTS Council Committee Reports - April**

*Res. 163-31-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council accept Councillor Funke’s April 2021 report as information.

**CARRIED**

**COUNCIL INVITATIONS/CORRESPONDENCE:**

**Correspondence from the Municipality of Crowsnest Pass**

*Res. 164-31-05-21*      MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Municipality of Crowsnest Pass as presented, as information.

**CARRIED**

**Correspondence from the Town of Raymond**

*Res. 165-31-05-21*      MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from the Town of Raymond as presented, as information.

**CARRIED**

**Correspondence from the Town of Redcliff**

*Res. 166-31-05-21*      MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Town of Redcliff as presented, as information.

**CARRIED**

**Correspondence from the Village of Rycroft**

*Res. 167-31-05-21*      MOVED by Councillor Funke that the Town of Sundre Council accept the letter from the Village of Rycroft as presented, as information.

**CARRIED**

**Certificate of Appreciation from Legion**

*Res. 168-31-05-21*      MOVED by Councillor Dalke that the Town of Sundre Council accept the certificate of appreciation from *Legion* as presented, as information.

**CARRIED**

Mayor Leslie excused all public members at 7:05 p.m. and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

*Mayor Leslie called a recess at 7:05 p.m.*

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

Public: None

**CLOSED MEETING**

**Topic of Closed Meeting**

13.1 Advice from Officials, *FOIPP Act Section 24*;

13.2 Local Public Body Confidences, *FOIPP Act Section 23*;

*Res. 169-31-05-21*      MOVED by Councillor Funke that Council go into closed meeting at 7:20 p.m.

**CARRIED**

*Chris Albert left the closed meeting at 8:15 p.m.*

*Councillor Funke left the closed meeting at 9:00 p.m.*

*Linda Nelson left the closed meeting at 9:05 p.m.*

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Initials

*Res. 170-31-05-21*      MOVED by Councillor Wolfe that Council return to open meeting at 9:48 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 171-31-05-21*      MOVED by Councillor Warnock being that the agenda matters have been concluded the meeting adjourned at 9:48 p.m.

**CARRIED**

These Minutes approved this 14 day of June, 2021

Mayor, Terry Leslie

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Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

|                               |  |
|-------------------------------|--|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>   |
| <b>SUBJECT</b>                | <b>Delegation: West Country Sustainability Group and<br/>Alberta Fresh Water Alliance Society Presentation</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>  |
| <b>AGENDA ITEM</b>            | <b>5.1</b>   |

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### **BACKGROUND/PROPOSAL:**

Jim Stelfox, from the West Country Sustainability Group and Brenda McKenzie, from the Alberta Fresh Water Alliance Society will be presenting to Council on behalf of their organizations.

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

The Procedural Bylaw limits the time for delegations to present, however, West Country Sustainability Group and the Alberta Fresh Water Alliance Society have asked for 20 minutes. This is at Council's discretion.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being

3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the presentation from the West Country Sustainability Group and the Alberta Fresh Water Alliance Society as information

### **MOTION:**

That the Town of Sundre Council thank the West Country Sustainability Group and the Alberta Fresh Water Alliance Society for their presentations and accept the presentations as information.

Date Reviewed: June 11, 2021

CAO: Linda Nelson

## Open-pit coal mines in the Eastern Slopes: Siltation, Selenium and Salmonids

### Presenter: Jim Stelfox (retired fisheries biologist)

- I worked for Alberta's Fish and Wildlife Division for 35 years, managing the fisheries in the Eastern Slopes west of Calgary.
- My Dad, David Stelfox, was born and raised in Rocky Mountain House—one of Henry and Janet Stelfox's 9 children.
- The influence that my father and grandfather had on me, by introducing me to the great outdoors, was a factor in my decision to become a fisheries biologist.
- Since the 1950s, I've spent a lot of time in the Rocky area with my parents, siblings, relatives and friends—fishing, camping, hiking, canoeing, hunting and building a cabin by the Clearwater River.
- When not recreating in the Eastern Slopes, I'm often working on our pasture west of Rocky, where we've been conducting rotational grazing for 50+ years.



**Siltation + Selenium =  
↓ Salmonids (i.e. Trout  
and Whitefish)**



**Cutthroat Trout from Ram River**



Photo credit: Dean Baayens

**Bull Trout from Ram River**



Photo credit: Dean Baayens

**Bull Trout are listed as a  
Threatened species**

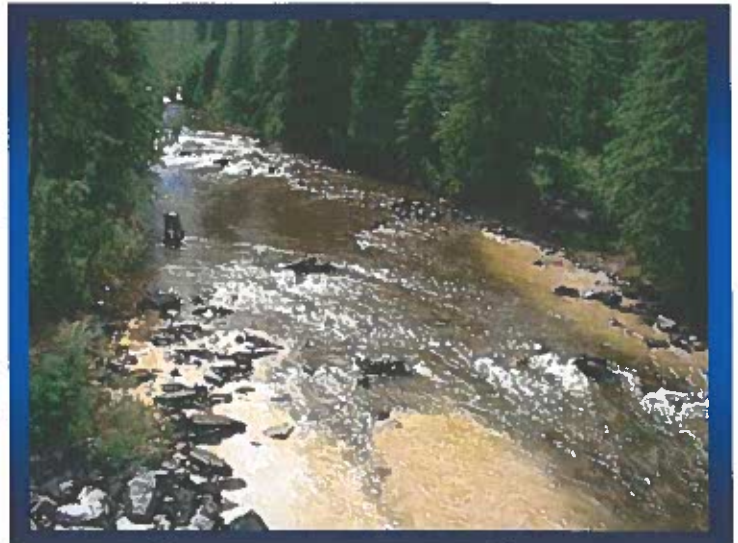
**Mountain Whitefish**



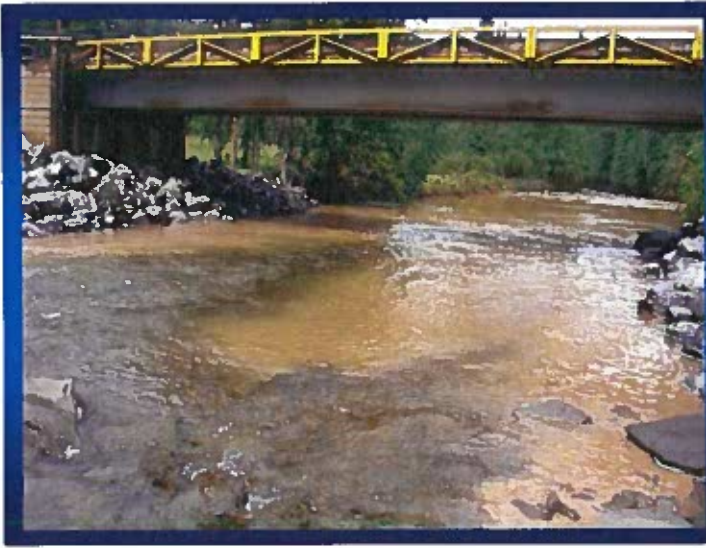
**Mountain Whitefish**  
-Most abundant  
sportfish in the rivers  
in the west country  
-Are an important food  
source for Bull Trout

**Siltation**  
affects salmonids by  
suffocating their eggs and  
reducing their food supply  
(e.g. aquatic invertebrates)

Sediment Plumes in Fallentimber Creek at Benjamin Creek Road  
from OHV Trail (after light rainfall)  
Photos from Clearwater Environmental Consultants Inc.







**If a light rainfall can  
cause this much  
siltation in a stream,  
*imagine what happens  
when the berm at a coal  
mine settling or tailings  
pond fails!***

**Richard Quinlan, a Habitat  
Protection Biologist for the  
Fish and Wildlife Division  
in Edson from 1982 to 1989,  
answers that question.**

When Richard visited the site of one spill to collect water samples, he found that sediment had so completely filled the creek that there was no surface flow!

He had to go 50 meters below the spill site (where surface flow resumed) in order to collect a water sample.

In this case, despite the magnitude of the siltation, the coal mining company was not prosecuted, because a senior official in Edmonton 'stayed' the charges!

In fact, of the ~20 investigations that Richard undertook, none of them resulted in any of the coal mining companies being fined!

Was the lack of fines a contributing factor in the massive spill that occurred at the Coal Valley Resources Inc. (CVRI) Obed mine?

- CVRI had no prior convictions, but had received 'administrative penalties' for sediment releases at another of their open-pit coal mines in 2010 and 2013.
- Catastrophic failure of one of the berms at CVRI's Obed mine on October 31, 2013 resulted in 670,000,000 L of fluid mine waste and 90,000 tonnes of sediment being dumped into Apetowun Creek, Plante Creek and ultimately the Athabasca River.
- Primary cause of the berm failure was that the water level in a containment pond was allowed to exceed the permitted level by more than 5 m, resulting in the berm, which was 20 m high, being overtopped and washing out.

**Selenium** is a naturally occurring element, vital in small amounts but toxic in excess. Water quality guidelines for selenium are 1 ppb (Canada) and 2 ppb (Alberta).

**Below Teck's mine in BC,** where selenium levels higher than 100 ppb have been recorded, the population of adult Cutthroat Trout declined by 93% in the Fording River, from 2017 to 2019.

**Selenium levels higher than 40 ppb** have been recorded below open-pit coal mines south of Hinton.

**Reduced survival and deformities of Rainbow Trout** have been documented in waters below the open-pit coal mines south of Hinton.



Lemly (2019) points out that provincial and federal regulators have failed in the past to guard against selenium contamination. High levels from existing coal mines in Alberta have failed to produce regulatory action, he writes, although the problem has been known for *more than two decades*.

Environment Canada's database shows no fines for selenium contamination at existing Alberta mines have ever been issued.

"Selenium has a strong ability to bioaccumulate and biomagnify, that is, to progressively increase in concentration as it is absorbed from water by primary producers (plankton and algae) and passed up the food chain through successive trophic levels, culminating in greatest concentrations in the tissues of fish and wildlife." (Lemly 2019)

"The province's 2019 five-year monitoring plan shows stations on two rivers and a creek polluted with selenium from coal mines *were mothballed*. That was despite more than two decades of readings that Alberta Environment guidelines suggest should have led to closer attention. The only station still operating is on the McLeod River about 200 kilometres downstream of the old Cheviot mine."

Bob Weber - The Canadian Press - Posted Feb 01, 2021

Jason Nixon has stated that  
Alberta has 'world-class  
environmental regulations'.

However, this is of little benefit if  
the regulations are not enforced!

Who do you think will end up paying  
to operate the water treatment  
plants for decades after the coal  
mines have closed and the  
companies have left our province  
with their profits?



"There is also the major problem of  
calcite deposition in receiving waters  
as a by-product of coal cleaning,  
which coats the stream bottom and,  
in effect,  
turns it into concrete that is uninhabitable  
to invertebrates that form the base of the  
aquatic food chain, and also eliminates the  
loose gravels necessary for successful fish  
spawning." (Lemly 2019)

Simply put, the risks greatly outweigh the gains from open-pit coal mining in the Eastern Slopes

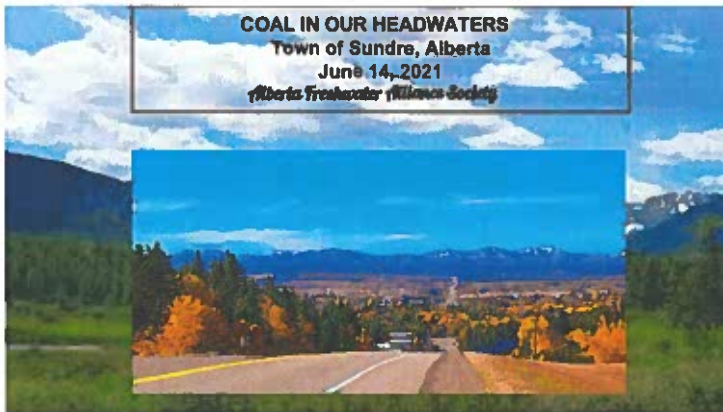
What do you want for our future generations? This!?!??...



The decision Albertans need to make is a bit like Scrooge in "A Christmas Carol", who wakes up from his nightmare and realizes that the future doesn't have to be that way—*provided that he is willing to change.*

The question for Albertans is, do we have the will to change...  
*do we want to leave the land (and water) better than we found it?*





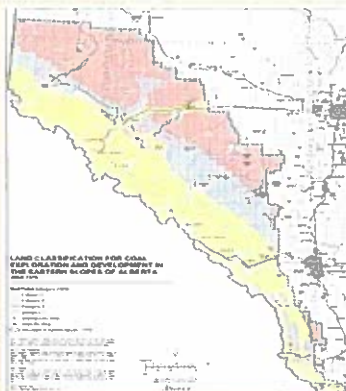
*I wish to respectfully acknowledge that the land on which we gather is Treaty 6 & 7 Territory and a traditional meeting ground and home for many Indigenous Peoples, whose histories, languages and cultures continue to influence our vibrant community. We recognize the land as an act of reconciliation and gratitude to those whose Territory we reside on or are visiting*

## Coal Development Policy 1976

in relation to where coal leasing and Coal mining is permitted:

- Category 1: No Exploration or Coal Mines
- Category 2: Strict Limited Exploration Surface Mining Banned
- Category 3&4: Fewer Restrictions

Only Category 4 continued to be accessed for Coal Leases



## The Coal Development Policy (1976) recognized the value of the Eastern Slopes

Forward thinking Premier Peter Lougheed, had a vision for our Eastern Slopes when it came to Industrial Development and a single resource: Coal

After nearly 6 years of exhaustive consultation, June 15, 1976, the Coal Development Policy (1976) was released

Albertans overwhelmingly said the Eastern Slopes should be dedicated to watershed protection, recreation and tourism in spite of any potential economic benefits.

The Policy PROTECTED the HEADWATERS and the DOWNSTREAM WATER SUPPLY FOR ALBERTANS.

There has NOT been a coal mine approved on Category 2 lands since the Coal Development Policy 1976 was introduced

https://alberta.ca/news/2011/02/08/Coal-Development-Policy-1976-Updated/  
https://alberta.ca/2011/02/08/Coal-Development-Policy-1976-Updated/  
https://alberta.ca/2011/02/08/Coal-Development-Policy-1976-Updated/

## Protecting Alberta's Eastern Slopes - Nothing New

The idea of protecting the Eastern Slopes is nothing new.

In 2007, a coalition of nearly 10,000 ranchers, landowners and environmentalists, wrote a letter to the Stelmach Government for a "time-out" on development in the Eastern Slopes.

The Coalition stated: "Sacrificing renewable resources, threatening ecological integrity and creating a future economic and ecological debt is not in Alberta's best interest."

The NDP announced the Bighorn Country Proposal in November, 2018.

The \$40-million in Provincial funding was to be spread over the five years for operations and capital infrastructure.

The Province estimated the consultation process would have taken five or more years to complete.

According to a poll in 2019, 73% of Albertans supported the protection of our Eastern Slopes.

The Eastern Slopes had long been recognized for the need of legislated protection, other than from coal development, which was protected, we thought, by the 1976 Coal Policy.

<https://www.alberta.ca/protecting-albertas-eastern-slopes.aspx>

<https://www.alberta.ca/protecting-albertas-eastern-slopes.aspx>

<https://www.alberta.ca/protecting-albertas-eastern-slopes.aspx>

United Conservative Party Wins Election April, 2019

WITHOUT ANY public consultation - the UPC cancels Bighorn Proposal 6 days after sworn in - May 6, 2019

"It was the worst consultation process that I've seen."

Minister of Environment on the Bighorn Country Proposal



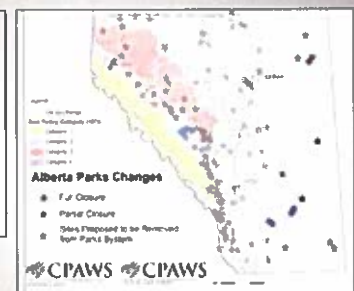
## ...Alberta Open For Business®

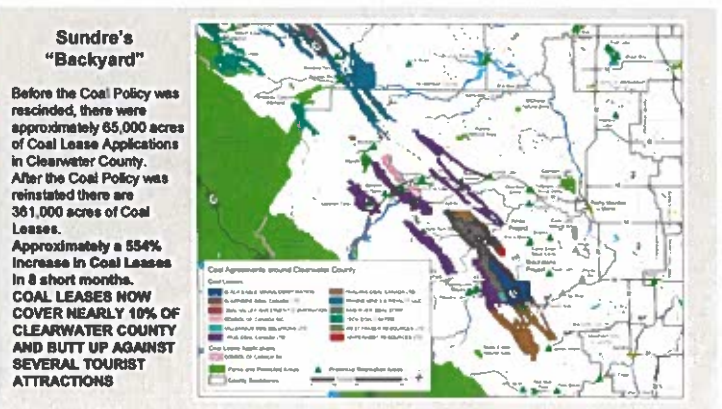
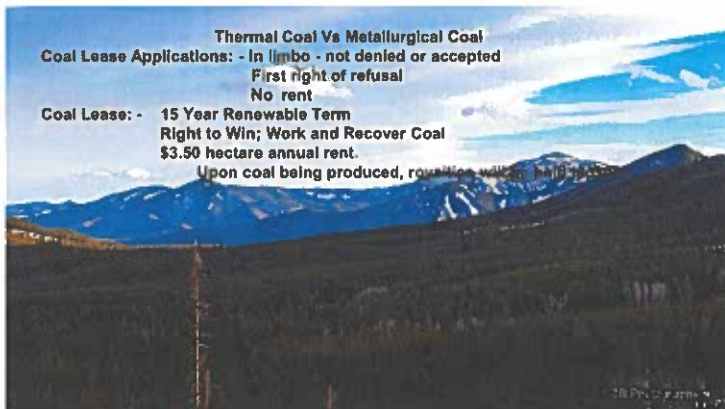
The UCP cheered on coal development in Category 2 Lands Before Restrictions Were Dropped

<https://www.alberta.ca/protecting-albertas-eastern-slopes.aspx>



Early in 2020, once again without any Public Consultation, the UCP announced the proposed removal of 164 sites from Alberta's Park System.





**WHO OWNS OUR WEST COUNTRY?**

After the CDP was rescinded, June 1, 2020, the UCP contacted all Coal Lease Application holders, in Category 2 Lands, to convert their 406 quarters (65,000 ac.) to Active Coal Leases by paying a \$650.00 application fee and \$3.50/ha/\$1.42 ac. annual rent.

The UCP then approved an additional 296,000 acres of Coal Leases or 1850 quarters of land.

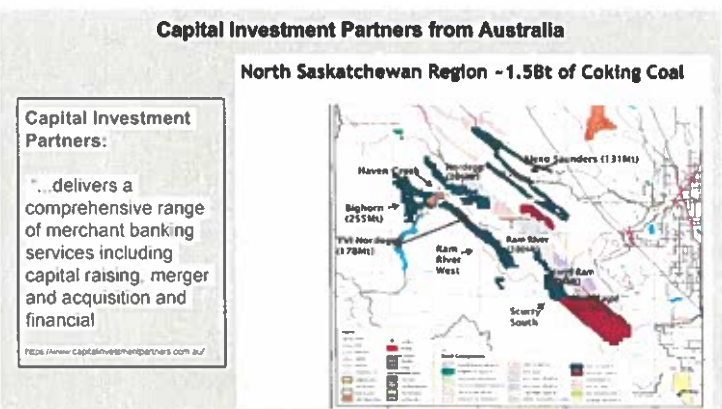
Annual Rent = \$227.00 per quarter/per year  
No Royalties paid to Government of Alberta until Coal is being produced

\$513,474.00/year for 2262 quarters of Coal Leases In Category 2 Lands  
15 Year Renewable Leases  
with the rights to the Coal

Although the Coal Development Policy was reinstated in February, 2021, the UCP NEVER RETURNED the 406 quarter sections back to Coal Applications or TOOK BACK the 1856 quarter sections of Coal Lease they approved in the Interim!

There are NOW 2262 quarters of Coal Leases in Category 2 Lands in Clearwater County alone.

**WHO OWNS OUR WEST COUNTRY - AUSTRALIAN COAL MINING CORPORATIONS**





## Valory Resources Inc. - Australian Coal Mining Corporation

### Valory Resources:

Held a large volume of Coal Lease Applications

Met with the UCP October 11, 2019

Presented to the Town of Rocky Mountain House on June 9, 2019 (9 days after Coal Policy was rescinded)

Proposing to surface and underground coal mine west of Caroline by the Corkscrew Mountain The Clearwater River, the North Saskatchewan's main tributary, runs through some of the coal leases

Now holds Coal Leases with a 15 Year right to coal.

Valory Applied for Exploration Permits - which are believed to have been approved!

COAL EXPLORATION INVOLVES EXTENSIVE CLEARCUTTING OF ROADWAYS AND DRILLING SITES; BUILDING KILOMETRES OF ROADS, DRILLING TENS, MAYBE HUNDREDS OF CORE SAMPLES, POSSIBLY LEAVING EACH OF THE PIPE CASING STICKING OUT OF THE GROUND.

Coal Exploration opens up wildlife areas that once provided protection from predators and human encroachment.

## Ram River Coal Corp - Black Center Area is Proposed Surface Mining Area



### Ram River Coal Corp Investor Presentation

**COAL MINING IS EXTREMELY WATER INTENSIVE!!**

12.7 million tonnes of coal/year projected  
1000 litres of water is required to WASH one tonne of coal  
They propose to use 750 litres of recycled water per WASH

**12.7 MILLION TONNES OF COAL x 250 litres freshwater = 3.17 BILLION Liters freshwater destroyed**

3.17 Billion litres of freshwater per year to "wash" 12.7 million tonnes of coal PER YEAR

= enough freshwater for 13,045 families or 52,000 people per year

Freshwater, used for human consumption is returned to the hydrological cycle - the CONTAMINATED fresh water used to wash coal will not be returned.

**UNLESS this POISONED WATER LEAKS or LEACHES from the RETENTION PONDS**  
into the Rivers and creeks that provide communities  
further down river with freshwater for human consumption!

**REMEMBER THIS IS ONLY ONE MINE!**

### The Alberta Energy Regulator

Alberta Energy Regulator's former CEO (Jim Ellis) grossly mismanaged public funds to create international centre.

three provincial probes found Alberta's energy regulator "recklessly" threw \$5.4 million at a project outside its mandate

RED TAPE REDUCTION

RED TAPE REDUCTION

RED TAPE REDUCTION

"Close to 60 pages of emails between Alberta Energy Regulator officials have revealed that oil and gas companies in the province lobbied the agency...In some cases, decisions to delay environmental monitoring were justified on "purely economic reasons," ..."

"Some of these temporary changes included suspending requirements for remote monitoring done by automated machines such as cameras."

**"The real problem is that as a regulator, the AER is losing the ability to protect people, property and the environment."**

**"The real problem is that as a regulator, the AER is losing the ability to protect people, property and the environment."**

**REQUEST FOR CONSIDERATION OF THE TOWN OF SUNDRE**

The Town of Sundre consider a Motion for Council to draft and send a letter to the Alberta Government in regards to the town's position on open-pit coal mining.

The letter from the Town of Sundre may request from the Alberta Government:

- to be consulted as a major stakeholder on future decisions by the Province on coal development, and in the development of a new, legally binding plan that addresses all industrial development, and land use opportunities for Alberta's Eastern Slopes.
- All new Coal Leases sold since June 1, 2020 be cancelled All Lease Application converted to Lease be converted back to Coal Applications.
- A thorough and complete modeling of watershed-scale impacts from mining, including assessing the cumulative effects of mining if multiple projects in the same watershed basin are approved This should include but not limited to cumulative impacts on social, economic and environmental features on the land, and be used to determine areas inappropriate for mining
- Absolutely No WATER LICENSES be ISSUED to these Coal Mining Companies by the Alberta Energy Regulator before any mines are approved.

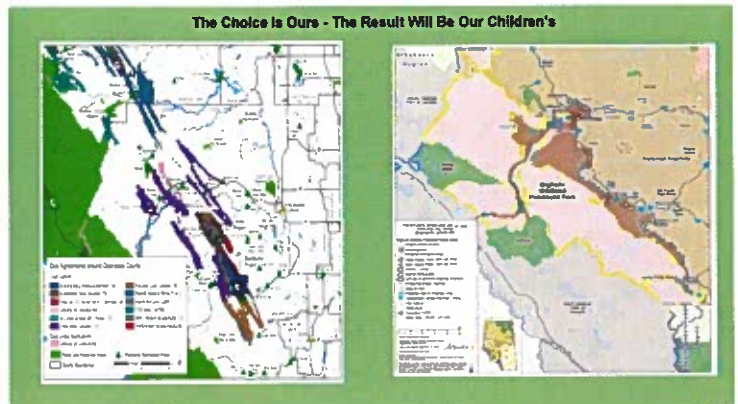
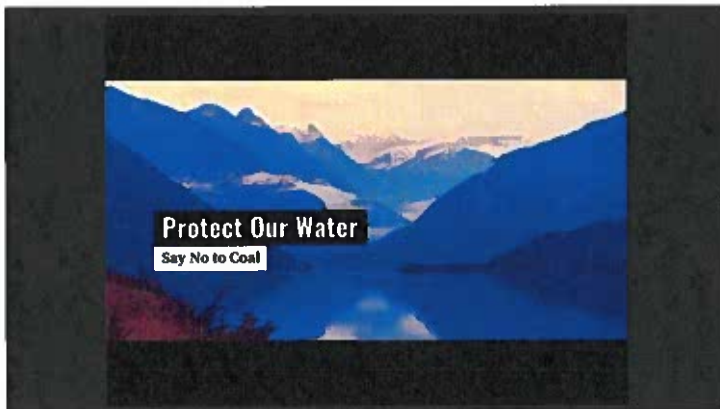
**WE ARE THE KEEPERS**

**We, as the residents, are  
the Keeper's of Alberta's Central West Country.**

**We are the first and last line of defense for the Eastern Slopes in this area. Since before Alberta was even a Province, The Eastern Slopes have been recognized as one of Alberta's most important resources as it is here that the Headwaters lie. The very Headwaters that provide not only us, the residents, with high quality, clean, healthy freshwater, but also for so many other Albertans.**

**We are blessed to live here and need to stand - to protect these vulnerable lands.**

**OF ALL the Water on Earth THERE IS ONLY 3% FRESHWATER  
OF THAT 3%, THERE IS ONLY 1% THAT IS ACCESSIBLE  
NO TO COAL - WATER IS LIFE**









## REQUEST FOR DECISION

|                               |                                |
|-------------------------------|--------------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>           |
| <b>SUBJECT</b>                | <b>Asset Management Policy</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>    |
| <b>AGENDA ITEM</b>            | <b>6.1</b>                     |

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### **BACKGROUND/PROPOSAL:**

The Asset Management Policy is a guideline for Council to assist in keeping up with the Town's Assets and the maintenance of those Assets.

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

The Bylaw and Policy Review Committee has discussed the updates and changes to the document attached Asset Management Policy.

The attached Policy provides a framework for a consistent approach to planning and decision-making to properly manage municipal infrastructure assets, through the development of practices that are aligned with the municipality's strategic goals.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.
- 4. Financial Stability

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve the Policy as present.

### **MOTION:**

The Town of Sundre Council approves Policy #B-025—00-POL, being the Asset Management Policy as presented.

|  |
|--|
| Date Reviewed: <u>June 11, 2021</u> CAO: <u>Linda Nelson</u> |
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**TOWN OF SUNDRE POLICY #**  
**POLICY NAME: Asset Management**

| TOWN OF SUNDRE POLICY INDEX     |                         |
|---------------------------------|-------------------------|
| Policy Number                   | B-025—00-POL            |
| Policy Title                    | Asset Management Policy |
| Approval Date                   |                         |
| Resolution Number               |                         |
| Revision Date                   |                         |
| Date of Review                  |                         |
| Responsible Department          | Corporate Services      |
| Related Bylaws/Acts/Regulations |                         |

**1. Policy Statement**

The Town of Sundre shall adopt a holistic and integrative approach to asset management in delivering levels of service to its residents and customers in a sustainable and cost-effective manner. This policy details the key principles and guidelines to achieve financial sustainability and an effective long-term management of the Town of Sundre's assets in support of a healthy, growing and prospering community.

**2. Purpose**

Purpose of this policy is:

- To provide leadership in a commitment to the development and implementation of the Town's asset management program
- Intended to guide the consistent and coordinated use of asset management across the Town. The Town will implement an organization-wide asset management program through all departments
- To facilitate logical and evidence-based decision-making for the management of municipal assets and;
- To support the delivery of sustainable community services now and in the future

This policy demonstrates an organization-wide commitment to the good stewardship of municipal infrastructure assets.

**3. Scope**

This policy applies to the lifecycle management activities of tangible capital assets that are owned by the Town, which may have a material impact on the capital and / or operating budget. This policy is the bridge between the Organizational Strategic Plan and the Asset Management Strategy.

**4. Definitions**

**Asset Management:** an integrated, lifecycle approach to effective stewardship of infrastructure assets to maximize benefits, manage risk and provide satisfactory levels of service to the electors in a sustainable manner.

**Level of Service:** is a measure of the quality, quantity, and/or reliability of a service from the perspective of residents, businesses, and electors in the municipality. The desire of Council or the electors for a particular Level of Service will directly affect utility fees or taxation.

**Life Cycle Cost:** The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, renewal, and disposal costs.

**Risk:** analysis of the 'likelihood' and the 'consequences' of a given event. Establishing the risk associated with lower infrastructure performance due to Levels of Service or postponement of asset replacement will identify system vulnerabilities and assist in prioritizing work. For example, puddles on a gravel walkway may have a high likelihood of occurring but the consequences are not significant. In comparison, an ageing sanitary main may have a medium likelihood of failure and the consequences of a break may be significant.

**Sustainable:** meeting the needs of the present without compromising the ability of future generations to meet their own needs. In relation to Asset Management a sustainable approach takes into consideration the current and future benefits and costs of existing and new assets or services.

**Tangible Capital Asset:** Physical assets, typically vehicles, machinery & equipment, buildings, engineered structures, land and land improvements owned by the municipality. These assets must be operated, maintained, managed, and, with the exception of land, ultimately replaced as they wear out.

## **5. Guiding Principles**

To effectively use asset management to support achievement of the Town's organizational goals, Administration should ensure the following principles are applied within the Town's Asset Management System:

- **Service Focused:** clearly defined Levels of Service focused on outcomes and service delivery while balancing elector expectations with risk and affordability.
- **Holistic:** a comprehensive approach to investment planning and decision-making that looks at the "big picture" and considers the combined impact of the entire asset life cycle.
- **Systematic:** adopt a formal, consistent, repeatable approach to the management of its assets that will ensure services are provided in the most effective manner.
- **Risk-based:** manage asset risk associated with attaining levels of service and focusing resources, expenditures and priorities based on risk and associated cost/benefit.
- **Evidence-Based Decision Making:** a formal and consistent process when evaluating competing factors to ensure a defensible outcome is achieved. The Town will make decisions based on balancing service, risk and whole life cost through project business cases and prioritized investment decisions in a way that maintains elector confidence in how the Town manages its assets on behalf of electors.
- **Sustainable:** a long-term, lifecycle-based approach in estimating asset investment and activities, thus developing effective asset management strategies for the long term. Where applicable, the Town will incorporate social, financial, and environmental considerations into asset decisions to meet anticipating needs, regulatory requirements, and climate change obligations.

- **Environmentally conscious:** minimize the impact of infrastructure on the environment and manage risks, and the increased cost required to manage risks, due to climate change.
- **Innovation and Continual Improvement:** continually improve its asset management approach, by driving innovation in the development of tools, practices, and solutions.
- **Integrated:** coordinate the above principles to ensure the delivery of justified services and well-defined outcomes.
- **Aligned:** ensure that the Asset Management System complements the strategic objectives of The Town, as well as all legislation, regulatory and statutory requirements.

The benefits of using these principles in Asset Management will better position the Town to:

- Deliver services at approved levels of service;
- Improve decision-making accountability and transparency;
- Better demonstrate the long-term consideration of short-term decisions;
- Improve service;
- Reduce the life cycle costs while maintaining acceptable levels of service and;
- Link infrastructure investment decisions to service outcomes.

#### 6. **Responsibilities**

Council is responsible for:

- Adopting an Asset Management Policy;
- Providing high level oversight of the delivery of the organization's Asset Management Strategy;
- Allocating resources for the delivery of the organization's asset management strategy and plans;
- Adopt asset funding through financial plans; and
- Establishing levels of service and risk tolerance.
- Adhering to the principals of Asset Management

The Chief Administrative Officer has overall responsibility for:

- Ensuring that organizational resources are appropriately allocated and utilized to support the implementation of the Asset Management program (i.e. strategies, plans and procedures);
- Reporting to Council and updating the municipality regularly on the status, effectiveness, and performance of work related to the implementation of this Asset Management policy;
- Review policies on an ongoing basis to ensure that they continue to be relevant and current; and
- Aligning Asset Management in all other corporate plans (i.e. Strategic Plans).

**7. Related Documentation**

Town TCA policy B-019-00-POL

Financial Framework

10 & 20 year Capital plan

Utility Master Plan

Town Municipal Development Plan

Town Open Spaces & Trail Plan

Recreation Master Plan

Town Strategic Plan

Town Vision/Guiding principles

Asset Management Strategy, (To be developed)

Asset Management Plans, (Including reporting, to be developed)

**8. End of Policy**

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**Mayor**

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**Chief Administrative Officer**



## REQUEST FOR DECISION

|                               |  |
|-------------------------------|--|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>                       |
| <b>SUBJECT</b>                | <b>Human Resource Best Practice Policy</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>                |
| <b>AGENDA ITEM</b>            | <b>6.2</b>                                 |

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### **BACKGROUND/PROPOSAL:**

The Human Resource Best Practice Policy is a guideline for Council to assist in managing the Human Resources. This policy clarifies the role of Human Resources in the Town of Sundre Office, and the role that is played by the Employee Standards of Alberta and Occupational Health and Safety's role in the legislation of employee standards.

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

The Bylaw and Policy Review Committee has discussed the updates and changes to the attached policy. The current policies were created many years ago, prior to important changes to legislation such as Occupational Health and Safety Act, Employment Standards, the Human Rights Act, and while these changes have been incorporated into daily practice when the legislation changed, the policies as they are currently written do not comply with recent legislation amendments.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve Policy as present.

### **MOTION:**

The Town of Sundre Council approves Policy #C-002(a)-00 POL Human Resources Best Practices Policy as presented.

The Council rescind the list of Policies attached to the Policy #C-002(a)-00 POL Human Resources Best Practices Policy.

Date Reviewed: \_\_\_\_\_

CAO: Aminda Nelson



**TOWN OF SUNDRE POLICY C-002(a)-00 POL**  
**POLICY NAME: Human Resources Management – Best Practices**

|                                 |   |
|---------------------------------|---|
| Policy Number                   | C-002(a)-00 POL                             |
| Policy Title                    | Human Resources Management – Best Practices |
| Approval Date                   | NEW   |
| Resolution Number               |   |
| Date to be Reviewed             | June 2025                                   |
| Responsible Department          | Legislative Services                        |
| Related Bylaws/Acts/Regulations |   |

**1. Policy Statement**

- 1.1 The Town values and encourages a respectful, positive, and fair working environment for all employees. Establishing clear and consistent HR guidelines and practices, which are compliant with all applicable employment laws, is an essential part of that environment.

**2. Purpose for Policy**

- 2.1 The *Municipal Government Act (MGA)* is the legislative framework under which all municipalities and municipal entities across the Province of Alberta operate. It is the most applicable piece of legislation for municipalities. The MGA provides the governance structure for cities, towns, villages, municipal districts, specialized municipalities, and other forms of local government. It lays the foundation for how municipalities operate, and how municipal councils function, and the roles and responsibilities of the Chief Administrative Officer (CAO).

The *Employment Standards Code* establishes Alberta's minimum standards of employment in many areas including payment of wages, hours of work, overtime, vacation and holidays, leave, and termination of employment. It establishes the processes by which an employee can seek recourse if the standards have not been met.

The *Occupational Health and Safety Act* protects the health and safety of workers. More specifically, OHS laws promote and maintain the highest level of physical, psychological and social well-being of workers, prevent work site accidents, injuries, illnesses and diseases, protect workers from conditions that negatively affect their health and safety, and ensure that workers have certain rights. The laws also set out responsibilities for different work site parties, minimum standards for work sites, how the laws are to be enforced (investigations, etc.), and penalties (fines) for work site parties who do not follow the laws.

The Alberta Human Rights Act prohibits discrimination in employment based on the protected grounds of race, colour, ancestry, place of origin, religious beliefs, gender, gender identity, gender expression, age, physical disability, mental disability, marital status, family status, source of income, and sexual orientation. Employers are expected to create an inclusive workplace that respects the dignity of every individual. Employees can play an important role in creating an inclusive workplace by understanding their rights and responsibilities under the *AHR Act*.

- 2.2 The MGA, s. 207 establishes the authority of the CAO. The CAO is the administrative head of the municipality, and Council's only employee. The CAO Bylaw places sole authority and responsibility for personnel management and supervision on the CAO, as set out in the MGA.

### **3. Policy in Practise**

- 3.1 Development, revisions and updates of administrative personnel policies and procedures are to be initiated and managed by the CAO.
- 3.4 The administrative personnel policies and procedures shall be made available for access by all employees.
- 3.5 The CAO shall approve and implement administrative personnel policies and procedures. Staff shall be informed on any changes to administrative personnel policies and procedures to ensure all employees have read and understand the information.

### **4. References to other Policy and Legislation**

- 2.1 Municipal Government Act  
Employment Standards Code  
Occupational Health and Safety Act  
Alberta Human Rights Act

### **5. Rescinded Policies**

By virtue of Council approval of Policy C-002(a) –Human Resources Management – Best Practises, the following policies will be rescinded.

| Policy Number | Policy Name                  | Date Rescinded |
|---------------|------------------------------|----------------|
| C-002         | Code of Ethics               |                |
| C-003         | Employee Selection           |                |
| C-004         | Employee Process             |                |
| C-005         | Employee Age Restrictions    |                |
| C-006         | Discrimination Clause        |                |
| C-007         | Attendance                   |                |
| C-008         | Hours of Work                |                |
| C-009         | Overtime Policy              |                |
| C-010         | Employee Benefits LAPP       |                |
| C-011         | Pay Period                   |                |
| C-012         | Employee Benefits            |                |
| C-013         | Benefits While on Disability |                |
| C-014         | Sick Leave Entitlements      |                |
| C-015         | Worker's Compensation        |                |
| C-016         | Holidays                     |                |

|           |   |  |
|-----------|---|--|
| C-017     | Annual Vacation                             |  |
| C-018     | Court Leave                                 |  |
| C-019     | Maternity /Paternity Leave/ Adoption        |  |
| C-020     | Leave of Absence Bereavement                |  |
| C-021     | Termination of Employment                   |  |
| C-022     | Warning, Suspension, Dismissal              |  |
| C-023     | Employee Performance Appraisals             |  |
| C-024     | Grievance Procedure                         |  |
| C-025     | Training and Educational Assistance         |  |
| C-026     | Call-Outs                                   |  |
| C-027     | Confidentiality                             |  |
| C-029     | Acting Incumbent                            |  |
| C-030     | Compensation                                |  |
| C-031     | Municipal Health and Safety policy          |  |
| C-032     | Health and Wellness Policy                  |  |
| C-033     | Working Alone                               |  |
| C-034     | Prevention of Workplace Violence            |  |
| C-035     | Employee/Councillor Computer Purchase       |  |
| C-037     | Personal Expense Reimbursement              |  |
| C-038     | Personal Protective Equipment               |  |
| C-040     | Compressed Workweek/Earned Days off         |  |
| F-001 125 | Mileage Reimbursement for Personal Vehicles |  |

**6. Persons Affected**

All Employees.

**7. Review/Revision History and Author**

Developed by Legislative Services, June 2021

Original approval date: XXXXXXXX)

**8. End of Policy**

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**Mayor**

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**Chief Administrative Officer**





## REQUEST FOR DECISION

|                               |                             |
|-------------------------------|-----------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>        |
| <b>SUBJECT</b>                | <b>Social Media Policy</b>  |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b> |
| <b>AGENDA ITEM</b>            | <b>6.3</b>                  |

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### **BACKGROUND/PROPOSAL:**

The Social Media Policy is a guideline for Council and Staff to assist in managing Town Social Media sites for positive outcomes.

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

The Bylaw and Policy Review Committee has discussed the updates and changes to the attached document. The majority of the amendments are modernization of language, and the addition of a clause to formalize the correction of incorrect information.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve the Policy as presented.

### **MOTION:**

The Town of Sundre Council approves the amended Policy #A-007-01-POL, being the Social Media Policy, as presented.

|   |
|---|
| Date Reviewed: <u>June 11, 2021</u> CAO: <u>Donna Nebel</u> |
|---|



**TOWN OF SUNDRE POLICY #A-007-01-POL**  
**POLICY NAME: Social Media**

| TOWN OF SUNDRE POLICY INDEX     |                                  |
|---------------------------------|----------------------------------|
| Policy Number                   | A-007-01-POL                     |
| Policy Title                    | Social Media                     |
| Approval Date                   | January 21, 2013                 |
| Resolution Number               | 35/13                            |
| Revision Date                   | June 2021                        |
| Date of Review                  | 2023                             |
| Responsible Department          | Legislative/Economic Development |
| Related Bylaws/Acts/Regulations | MGA                              |

**1. Policy Statement**

The Town of Sundre values and encourages communication with its residents and businesses and supports the use of social media as an additional communication tool for sharing information, encouraging dialogue with its citizens, and facilitating engagement by and with the community on Town hosted social media vanues. Social media shall be a tool for relaying the initiatives, strategies and goals of the Town, publishing news stories and events in a timely fashion, correcting false or misleading information, and promoting the Town of Sundre as a place to Visit. Live. Explore.

**2. Purpose**

This Policy will establish guidelines and protocols that the Town of Sundre (including Council and all employees), will follow primarily in the use of its social media profiles, with additional guidance on the use of personal accounts, in order to:

- Promote a positive "voice" online.
- Set expectations in accordance with best practices.
- Mitigate risk, and
- Manage elector expectations.

**3. Definitions**

- 3.1 "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Sundre.
- 3.2 "Director" or "Manager" means the staff member accountable for their department.
- 3.3 "Employee" means a person who is filling a position for the town. This includes a permanent, part time, casual employees, and paid on call positions.
- 3.4 "Message" means any online communications including posts, blog posts, wall posts, tweets, document posting, video posting, comments, replies, direct messages, events, invitations, and any other means of online communication.
- 3.5 "Official correspondence" means communications written, faxed, or emailed to the Town of Sundre that include the writer's name and contact information.
- 3.6 "Social Media channels" means technologies and on-line sites used by the Town to share opinions and information, promote discussion, and build relationships, including, but not limited to:

Microblogging: Twitter  
Blogging: all branded and non-branded platforms  
Video sharing: YouTube  
Photo sharing: Flickr, Picasa, Photobucket, Document  
sharing: Google docs, SlideShare, Bookmarking: dig, reddit  
Social Networking: LinkedIn, Facebook, Myspace, Twitter  
Forums  
Wikipedia  
Geo-mapping: Google maps, Bing maps

- 3.7 "Regular business hours" means 8:00 am - 4:00 pm, Monday - Friday, exclusive of statutory holidays, or as amended by Council from time to time.
- 3.8 "Social media user" means the people who post comments or questions on the social media channels populated by the town.
- 3.9 "Town" means the Town of Sundre as incorporated under the *Municipal Government Act* R.S.A. 2000, C.M-26 as amended.

#### **4. Responsibilities**

- 4.1 Town Council to:
- 4.1.1 approve this policy and any amendments by resolution.
  - 4.1.2 consider the allocation of resources for successful implementation of this policy in the annual budget process.
  - 4.1.3 understand and adhere to this policy.
- 4.2 Chief Administrative Officer to:
- 4.2.1 administer this policy and approve procedures.
  - 4.2.2 ensure policy and procedure reviews occur.
  - 4.2.3 verify the implementation of this policy and its procedures.
- 4.3 Director or Manager to:
- 4.3.1 ensure that all Department employees are familiar with the policy.
  - 4.3.2 administer the policy within the Department.
  - 4.3.3 recommend changes in policy and procedures.
- 4.4 Dedicated Social Media Personnel to:
- 4.4.1 populate, manage, monitor, and maintain the Town's online presence (including website and social media)
  - 4.4.2 ensure the use of social media complies with all approved policies and procedures.
- 4.5 Employees to:
- 4.5.1 understand and adhere to this policy and procedure.
  - 4.5.2 ensure any use of social media related to Town business is only for the purpose of fulfilling job duties.

#### **5. Scope**

This policy applies to all Town of Sundre departments, functions, employees, paid volunteers, consultants or contractors working on behalf of or as a representative of the Town, who use any official Town social media accounts.

This Policy applies to Staff and Council. If Councilors establish their own social media accounts, a disclaimer stating that the opinions presented are their own and do not reflect the official position of the Town. This policy does not relieve Councilors of their legal obligations under the Municipal Government Act, the Council Code of Conduct Bylaw, or any other applicable legislation.

**6. Single Entity and Voice**

- 6.1 The Town will conduct itself on social media sites as a single entity identified as the Town of Sundre in the username.
- 6.2 Town Departments shall participate in social media through preparing information regarding important events and communications for posting in Town social media sites through the dedicated social media personnel.
- 6.3 Town social media accounts will be maintained with a single "voice" being representative of the Town as a whole organization and be maintained as consistently as possible with the broader communication goals of the Town in mind.
- 6.4 The Town may use associated social media accounts for specific projects provided that the account is clearly linked to the Town's main social media accounts, is consistent with this policy, is maintained with the same principles as the main accounts and is limited to the lifespan and scope of the project. Information that may be "sensitive" shall be approved by the CAO prior to posting.
- 6.5 Dedicated Social Media Personnel will develop a social media "persona" for each area of social media activity i.e., a guideline for tone, language, attitude, writing style and other specifications for interacting with the community.

**7. General Provisions**

- 7.1 Social media messages of any kind will not be considered official correspondence.
- 7.2 Messages of any kind will not be considered official records of public opinion and will not be recorded as such. In some cases, comments may be forwarded to administration for information purposes.
- 7.3 The Town of Sundre cannot commit to replying to every comment; however, Dedicated Social Media Personnel will make every effort to respond to questions and comments posted on Town Social Media sites as quickly as possible during regular business hours as appropriate.
- 7.4 Posts and comments to and from the Town in connection with the transaction of public business are subject to the Freedom of Information and Protection of Privacy Act and may be disclosed to third parties.
- 7.5 While endeavoring to allow free and unfettered conversation, the Town will not tolerate comments that are offensive to an individual or organization, rude in tone, or abusive as determined by the Town. Content, comments, or links containing any of the following will not be allowed on the Town's social media channels and the Town reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.
  - Comments not topically related to the particular social media article being commented on or to the social media site in general;
  - Slanderous or defamatory remarks, obscene language or sexual content;
  - Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
  - Promotion of commercial services or products other than significant sponsors, affiliations or business partnerships;
  - Comments in support of or opposition to political campaigns;

- Promotion of illegal activities;
  - Information that may compromise the safety or security of the public or public systems;
  - Content that violates a legal ownership interest of any other party;
  - Content written in a language other than the official languages of Canada; or
  - Any other content deemed unsuitable for the social media site.
- 7.6 Should a comment or post contravene any of the guidelines listed above, Dedicated Social Media Personnel shall make a copy of the comment for the record and delete the post. The offending user may be blocked from the Town's social media channels at the discretion of Town Administration.
- 7.7 All content created by employees using Town Social Media channels must be professional, accurate, and consistent with the Town's policies and meet the Town's visual standards.
- 7.8 Town social media profiles will all contain a disclaimer with information about the hours when responses can be expected, and the kind of dialogue permitted on the site. Dedicated Social Media Personnel will set up disclaimers when the social media account is set up.
- 7.9 The Town of Sundre Council is committed to transparency and is accountable to the electors of the municipality. The public have a right to know when information is incorrect or is deliberately posted to misrepresent or mislead the public.
- 7.9.1 Rather than using digital tools to inform people and elevate civic discussion, social and digital platforms have been used to deceive, mislead, or harm others through creating or disseminating information that is incorrect, malicious, or one sided, with the intent to cause harm. In this case, the Town may correct the information by posting a Council statement on the Town of Sundre Website.
- 7.9.2 In situations where misinformation is related to information that the Town is legally obligated to protect, such as where an individual's rights to privacy may be violated through the release of such information, the Town may correct the information by posting a Council statement on the Town of Sundre Website, to the extent that is legally permissible. Where information is protected, the Town of Sundre will at a minimum state the information is incorrect, and provide details related to legal responsibilities for protecting the information.

## **8. Ethical Social Media Conduct**

- 8.1 Town Social Media channels shall be used for business communication and for the purpose of fulfilling job duties in accordance with Town goals and objectives and not for personal use.
- 8.2 Employees participating in any online discussion on their own are expected to conduct themselves at all times in accordance with accepted ethical conduct and practices. Use professional judgment even when on personal social media profiles. Employees are perceived as a representative of the Town, due to the nature of municipal government.

8.3 Ethical Social Media conduct includes:

- Participant protection and respect are paramount;
- Employees will use every effort to keep their interactions factual and accurate;
- Employees will strive for transparency and openness in interactions;
- Employees will provide links to credible sources of information to support their interactions, when possible;
- Employees will publicly correct any information that is later found to be in error;
- Employees will protect privacy and permissions;
- Employees will respect the rules of the social media site;
- Employees will exercise caution and discretion when commenting publicly on issues, programs and policies related to Town activities, or any activities of other levels of government and shall not use their position to lend weight to the public expression of any personal views.

8.4 When participating online as their own person, employees should use a disclaimer. Inform people that your views are your own, and do not necessarily reflect the views of the Town of Sundre.

8.5 This policy is subject to the provisions of the Town of Sundre Employee Handbook.

9. **End of Policy**

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**Mayor, Terry Leslie**

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**Chief Administrative Officer, Linda Nelson**



## REQUEST FOR DECISION

|                               |                             |
|-------------------------------|-----------------------------|
| <b>COUNCIL DATE</b>           | June 14, 2021               |
| <b>SUBJECT</b>                | Council Remuneration Policy |
| <b>ORIGINATING DEPARTMENT</b> | Legislative Services        |
| <b>AGENDA ITEM</b>            | 6.4                         |

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### **BACKGROUND/PROPOSAL:**

The purpose of the Council remuneration policy is to clearly provide guidelines when determining the remuneration and compensation distribution available to the Town of Sundre elected officials in the performance of their duties. The primary objective is to establish a fair and equitable method of remuneration and compensation distribution for the elected officials.

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

Council remuneration should be discussed at least each term of Council, prior to the election. Although the policy has been discussed, it has not changed since 2014, apart from the Cost-of-Living Increase. The attached policy, as written, will not change the annual amount allocated to Council on an annual basis, meaning there is no increase to the budget. Numbers have been adjusted to reflect the time commitments of each individual Councillor and the Mayor, meaning the honorarium is based on numbers of hours for each individual, but not the budget. Changes also include per diems being paid based on hours, rather than ½ day and full day.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve the Policy as presented.

### **MOTION:**

The Town of Sundre Council approves Policy # A-002-01-POL being the Council Remuneration Policy as presented.

|  |
|--|
| Date Reviewed: <u>June 11, 2021</u> CAO: <u>dmca Neub-</u> |
|--|



**TOWN OF SUNDRE POLICY #A-002-01-POL**  
**POLICY NAME: Council Remuneration**

| TOWN OF SUNDRE POLICY INDEX     |                      |
|---------------------------------|----------------------|
| Policy Number                   | A-002-01-POL         |
| Policy Title                    | Council Remuneration |
| Approval Date                   | April 7, 2014        |
| Resolution Number               | 52/14                |
| Revision Date                   | June 2021            |
| Date of Review                  | 2021                 |
| Responsible Department          | Legislative Services |
| Related Bylaws/Acts/Regulations |                      |

### Purpose

To clearly provide guidelines when determining the remuneration and compensation distribution available to the Town of Sundre elected officials in the performance of their duties. The primary objective is to establish a fair and equitable method of remuneration and compensation distribution for the elected officials.

Council shall receive remuneration and a monthly honorarium, and reimbursement of all expenses while undertaking Town related business in accordance with this policy and within approved annual budget allocations.

### 1. Council Honorarium

Monthly allowance paid to all Council members for their time and service. Mayor and Council must notify the CAO if they will be absent from their duties for more than 2 weeks. The monthly honorarium covers the following basic services:

- Attendance at all Regular Council Meetings;
- Attendance at all Special Council Meetings;
- Attendance at all Committee of Council Meetings;
- Attendance at the Organizational Meetings;
- Monthly Council Committee Reports (Second meeting of each month)
- Dealing and responding to elector concerns;
- Meetings with CAO for information or other;
- Open Houses and/or Public Meetings dealing with Town business;
- Attendance at Town functions, including staff functions, retirement recognitions, etc.
- Attendance at ceremonies, banquets, grand openings, social functions, as a Town representative, if in Town.

Honorariums shall be paid in accordance with Schedule "A".

Mileage and travel time shall be paid in accordance with Schedule "B".



## **2. Per Diems**

Allowances paid to members of Council on a partial or full day basis for their attendance at the following:

- Board and Committee Meetings that are not defined as a “Committee of Council”;
- Conferences related to Council duties;
- Professional development related to Council duties;
- Spring and Fall Council workshops;
- Meetings related to Committee and Board appointments approved at the Annual Organizational meeting;
- Attendance at out of Town meetings where the Town is being represented by the Councillor.

Per Diems paid for by a third party are not eligible for a per diem from the Town.

Note \*When attending more than one meeting on the same day, the rates are based on the combined time of each meeting.

## **3. Expenses**

Eligible expenses paid to members of Council include the following:

- Meals for out of Town meetings
- Accommodation for out of Town meetings
- Conference Fees
- Registration Fees
- Parking Fees related to Town business
- Travel Time to and from out of Town business (Schedule “B”)
- Mileage to and from out of Town business (Schedule “B”)
- Other travel related expenses such as taxi, bus, airplane.

Note \*When attending more than one out of Town meeting on the same day, the rates are based on the combined time and kilometres to the furthest location.

## **4. Professional Development**

Council members shall submit a professional development training plan identifying any conferences or courses for the following year to administration for budget purposes. All conferences and training must be applicable to the roles of a Councillor. This does not preclude any other one-time offerings that may arise throughout the year.

## **4. Meals – Breakfast, Lunch and Dinner Receipts Required**

Meal expense includes an amount for gratuity to a maximum of 15% or group surcharge. Meals claimed on a receipt basis shall exclude any charges for alcoholic beverages.

**5. Cell phone/ Data Plan/Internet**

The Mayor and Councillors may be provided with a cell phone by the Town or a payment equal to an amount in lieu of average cost to supply a cell phone/data plan. This will be paid on a monthly basis to a maximum of \$100.00 per month. The phone number associated with the cell phone may then be advertised and distributed as the contact information for Council.

**6. General**

Administration shall distribute payment according to this policy. Honorariums shall be paid as per the bi-weekly payroll schedule.

Per diem, expenses and shall be submitted on a form provided by the Town and submitted as they are incurred, and not more than 3 months after the date the expense was incurred. All expense claims, per diem requests, and payment requests require the signature of the Mayor or Deputy Mayor, or in the absence of both, a member of Council.

All expense claims, per diems and requests for repayment shall be accompanied by meeting minutes showing opening and closing of meeting as verification of attendance and time.

Council members are encouraged to ride share to reduce costs whenever possible. Council members are encouraged to use Town vehicles for all out of Town meetings.

**7. Policy Review**

The Council Remuneration Policy shall be reviewed by March 1 of the same year as a general municipal election:

Monetary changes resulting from this policy shall be reviewed and incorporated into the annual operating budget for the Town.

**8. Force and Effect**

This policy will come into force and effect on January 1, 2022.

**9. End of Policy**

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**Mayor, Terry Leslie**

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**Chief Administrative Officer, Linda Nelson**

### **Schedule “A” to Policy A-001 Council Remuneration**

#### **Annual Base Pay**

Mayor                      \$21,500.00

Councillor                \$12,650.00

#### **Per Diem Rates**

\$40.00 per hour to a minimum of 2 hours and a maximum of 7 hours (Does not include travel time)

## Schedule “B” to Policy A-001 Council Remuneration

All Kilometres and travel time are round trip from Sundre.

Mileage is paid at the rate determined by Revenue Canada annually.

Allowance is paid at \$20.00 per hour, (rounded up to closest ½ hour)

Typical Trips are calculated as follows:

| Destination                 | Kilometres | Travel Allowance |
|-----------------------------|------------|------------------|
| Mountain View County Office | 100        | \$30.00          |
| Old’s                       | 80         | \$20.00          |
| Didsbury                    | 110        | \$30.00          |
| Carstairs                   | 130        | \$30.00          |
| Cremona                     | 80         | \$20.00          |
| Drumheller                  | 340        | \$80.00          |
| Calgary                     | 240        | \$60.00          |
| Red Deer                    | 210        | \$50.00          |
| Edmonton                    | 510        | \$120.00         |

Note 1. All other destinations as determined by GoogleMaps.ca



## REQUEST FOR DECISION

|                               |  |
|-------------------------------|--|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>                             |
| <b>SUBJECT</b>                | <b>Non-budgeted Restricted Surplus Transfers</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Corporate Services</b>                        |
| <b>AGENDA ITEM</b>            | <b>8.1</b>                                       |

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### **BACKGROUND/PROPOSAL:**

See attached Report to Council.

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

See attached Report to Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.
- 4. Financial Stability

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve the transfers as outlined.

### **MOTION:**

The Town of Sundre Council approves the allocation of the \$1,476,776 of 2019 and 2020 operational surpluses for transfer as follows: \$831,978 to General Corporate Stabilization RSA, \$53,216 to Corporate Services Stabilization RSA, \$13,041 to Protective Services Stabilization RSA, \$35,904 to Municipal Operations Stabilization RSA, \$30,584 to Development Stabilization RSA, \$75,411 to Community Services Stabilization RSA, \$421,489 to Utility Infrastructure Lifecycling RSA and \$15,153 to Shared Fire Operating RSA.

|   |
|---|
| Date Reviewed: <u>June 11, 2021</u> CAO: <u>Andrea Nothen</u> |
|---|

**REPORT TO COUNCIL**

**COUNCIL DATE:** June 14, 2021

**SUBJECT:** Non-Budgeted Restricted Surplus Transfers

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:**

**BACKGROUND/PROPOSAL:**

Restricted Surplus Account Policy B-023-00 outlines the distributions of the annual surplus, with 50% of a functional department's surplus being retained in that function's Stabilization RSA and the remainder allocated to General Stabilization. The total operating surpluses for 2019 and 2020 were \$572,467 and \$904,309, respectively. The attached document outlines the recommended distribution of those surpluses as per the RSA Policy, in addition to adjustments to those recommendations based on a prudent approach.

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

Operating surpluses are the result of several factors, such as salaries for temporarily vacant positions, prudent spending practices, incomplete projects and unanticipated grant funding or other sources of revenue. In both 2019 and 2020, staff turn-over and vacant positions comprised a significant portion of the realized surplus. In addition, in 2020 the Province of Alberta provided substantial unanticipated funding in response to COVID-19.

Adjustments have been recommended to the policy-based calculation in order to account for extraneous factors which may have had an effect on a functional area surplus. To account for the uncontrollable and time-limited nature of savings from vacant positions, the largest annual surplus amount for Corporate Services, Development and Community Services have been re-allocated to the General Stabilization. In contrast, due to the on-going effect of COVID-19 on a number of our facilities, a portion of the removed surplus has been returned to Community Services. Regarding the utility functions, given the upcoming projects it was determined that it would be prudent to transfer the full amount to lifecycling.

The proposed allocation of surpluses does not preclude Council from utilizing funds as it deems appropriate in the future. This methodology allows for the identification and segregation of normally consolidated capital in anticipation of future initiatives and projects that align with Council's priorities. Council has identified additional 2021 initiatives, which are currently being researched by Administration and may be submitted for consideration to use some of the available funding.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

This supports Council's strategic priorities of improved communication and transparency with our stakeholders, as well as financial stability.

**ADMINISTRATIVE RECOMMENDATION:**

Administration recommends Council approve the transfers as outlined

**COSTS/SOURCE OF FUNDING:**

N/A

**ALTERNATIVE ACTIONS:**

Council can choose to authorize adjustments of transfers into or out of reserves at a level different than proposed by administration.

**ATTACHMENTS:**

Recommended Allocations of Surpluses

Recommended Allocations of Surpluses

| <u>Restricted Surplus Account Name</u> | <u>2019<br/>Surplus Allocation</u> | <u>2020<br/>Surplus Allocation</u> | <u>Adj to Calc</u> | <u>Revised<br/>Allocation</u> |
|--|------------------------------------|------------------------------------|--------------------|-------------------------------|
| General Corporate Stabilization        | 180,937                            | 403,538                            | 247,503            | 831,978                       |
| Corporate Services Stabilization       | 116,108                            | 53,216                             | (116,108)          | 53,216                        |
| Protective Services Stabilization      | 13,418                             | (377)                              | -                  | 13,041                        |
| Municipal Operations Stabilization     | 14,409                             | 21,495                             | -                  | 35,904                        |
| Utilities Stabilization                | 164,841                            | 256,648                            | (421,489)          | -                             |
| Development Stabilization              | 30,584                             | 51,395                             | (51,395)           | 30,584                        |
| Community Services Stabilization       | 45,424                             | 109,987                            | (80,000)           | 75,411                        |
| Municipal "New" Projects               | -                                  | -                                  | -                  | -                             |
| Utility "New" Projects                 | -                                  | -                                  | -                  | -                             |
| Municipal Infrastructure Lifecycling   | -                                  | -                                  | -                  | -                             |
| Utility Infrastructure Lifecycling     | -                                  | -                                  | 421,489            | 421,489                       |
| Municipal Cash-in-Lieu                 | -                                  | -                                  | -                  | -                             |
| Shared Fire - Capital                  | -                                  | -                                  | -                  | -                             |
| Shared Fire - Operating                | 6,746                              | 8,407                              | -                  | 15,153                        |
| Sundre Golf Society                    | -                                  | -                                  | -                  | -                             |
| Transportation Off-Site Levy           | -                                  | -                                  | -                  | -                             |
| Water Off-Site Levy                    | -                                  | -                                  | -                  | -                             |
| Wastewater Off-Site Levy               | -                                  | -                                  | -                  | -                             |
| Storm Drainage Off-Site Levy           | -                                  | -                                  | -                  | -                             |
|  | <u>572,467</u>                     | <u>904,309</u>                     | <u>-</u>           | <u>1,476,776</u>              |





## REQUEST FOR DECISION

|                               |                                  |
|-------------------------------|----------------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>             |
| <b>SUBJECT</b>                | <b>2021 Q1 Financial Reports</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Corporate Services</b>        |
| <b>AGENDA ITEM</b>            | <b>8.2</b>                       |

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### **BACKGROUND/PROPOSAL:**

Included are the four quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions, and capital expenditures as at March 31, 2021.

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

Revenue and Expenses: The presented information was combined on a pro-forma basis and includes comparison data for the same time frame in 2020, as well as corresponding budget information.

Cash Balances: As at March 31, 2021, there is approximately \$1.3M in the operating account, which is a \$400k decrease over the previous quarter ending balance. There is also approximately \$860k in investment accounts and \$6.3M in Restricted Surplus identified accounts, for total holdings of just under \$8.5M.

Restricted Surplus Accounts: These accounts are a mechanism to track resources allocated by Council towards specific projects or for future life-cycling expenditures and emergent issues. The resources identified are not intended to reflect a specific bank account balance, as they may incorporate various accounts or investments.

Capital Expenditures: project specific comments are included in the schedule

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the Q1 2021 Quarterly Financial Reports, as information.

### **MOTION:**

That the Town of Sundre Council accept the Q1 2021 Quarterly Financial Reports, as information.

Date Reviewed: June 11, 2021 CAO: David Nelson

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

**SUMMARY**

|   | <u>Q1</u>        | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | Variance (Budget V. Actual)<br>(Over) / Under Budget |
|---|------------------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| <b>Taxes and Other Revenue</b>                      |                  |           |           |           |                           |                           |                             |  |
| Municipal Taxes                                     | -                | -         | -         | -         | -                         | 45,092                    | -                           | -  |
| FortisAlberta Franchise Fee                         | 39,954           | -         | -         | -         | 39,954                    | 52,204                    | 50,000                      | (10,046)   |
| MSI - Operating                                     | -                | -         | -         | -         | -                         | -                         | 30,000                      | (30,000)   |
| <b>Total Taxes and Other Revenue</b>                | <b>39,954</b>    | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>39,954</b>             | <b>97,296</b>             | <b>80,000</b>               |  |
| <b>Less Interest, Requisitions and Transfers</b>    |                  |           |           |           |                           |                           |                             |  |
| ASFF & MVSH Requisitions                            | (341,044)        | -         | -         | -         | (341,044)                 | (330,452)                 | -                           | (341,044)  |
| Interest on Long-Term Debt                          | (33,098)         | -         | -         | -         | (33,098)                  | (70,773)                  | (51,250)                    | 18,152   |
| Provincial Police Funding Model                     | -                | -         | -         | -         | -                         | -                         | (60,000)                    | 60,000   |
| FortisAlberta Infrastructure Reserve Transfer       | -                | -         | -         | -         | -                         | -                         | -                           | -  |
| <b>Total Taxes and Other Revenue for Operations</b> | <b>(334,188)</b> | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>(334,188)</b>          | <b>(303,929)</b>          | <b>(31,250)</b>             |  |
| <b>Net Operational Excess/(Shortfall)</b>           |                  |           |           |           |                           |                           |                             |  |
| 11 - Legislative                                    | (41,172)         | -         | -         | -         | (41,172)                  | (62,990)                  | (132,067)                   | 90,895   |
| 12 - Corporate Services                             | (9,081)          | -         | -         | -         | (9,081)                   | (26,467)                  | (184,525)                   | 175,444  |
| 17 - Census   | -                | -         | -         | -         | -                         | -                         | -                           | -  |
| 18 - Elections                                      | -                | -         | -         | -         | -                         | -                         | -                           | -  |
| 21 - Municipal Enforcement                          | (25,483)         | -         | -         | -         | (25,483)                  | (30,512)                  | (41,489)                    | 16,006   |
| 23 - Fire   | 29,156           | -         | -         | -         | 29,156                    | 53,116                    | 16,446                      | 12,710   |
| 24 - Emergency Management                           | (7,300)          | -         | -         | -         | (7,300)                   | (5,758)                   | (13,445)                    | 6,145  |
| 26 - Animal Control                                 | 205              | -         | -         | -         | 205                       | 1,071                     | (858)                       | 1,063  |
| 32 - Roads  | (59,711)         | -         | -         | -         | (59,711)                  | (71,433)                  | (215,020)                   | 155,309  |
| 35 - Shop   | (76,995)         | -         | -         | -         | (76,995)                  | (61,633)                  | (156,772)                   | 79,777   |
| 41 - Water  | 138,914          | -         | -         | -         | 138,914                   | 136,359                   | (17,006)                    | 155,920  |
| 42 - WasteWater                                     | 101,331          | -         | -         | -         | 101,331                   | 104,486                   | 63,118                      | 38,213   |
| 43 - Solid Waste                                    | 35,987           | -         | -         | -         | 35,987                    | 32,950                    | 22,080                      | 13,907   |
| 51 - FCSS   | -                | -         | -         | -         | -                         | (17,871)                  | -                           | -  |
| 61 - Planning & Development                         | (37,851)         | -         | -         | -         | (37,851)                  | (58,601)                  | (83,059)                    | 45,208   |
| 63 - Economic Development                           | (11,243)         | -         | -         | -         | (11,243)                  | (35,401)                  | (61,977)                    | 50,734   |
| 75 - Library  | (47,715)         | -         | -         | -         | (47,715)                  | (47,658)                  | (32,250)                    | (15,465)   |
| 77 - Sundre Community Centre                        | (17,184)         | -         | -         | -         | (17,184)                  | (10,738)                  | (59,006)                    | 41,822   |
| 80 - Arena  | (67,130)         | -         | -         | -         | (67,130)                  | (31,979)                  | (72,772)                    | 5,642  |
| 82 - Greenwood Campground                           | (9,860)          | -         | -         | -         | (9,860)                   | (11,344)                  | (7,580)                     | (2,280)  |
| 84 - Parks  | (33,528)         | -         | -         | -         | (33,528)                  | (34,511)                  | (107,240)                   | 73,712   |
| 85 - Recreation & Culture                           | (66,359)         | -         | -         | -         | (66,359)                  | (66,116)                  | (68,981)                    | 2,622  |
| 86 - Community Services                             | (22,804)         | -         | -         | -         | (22,804)                  | (53,842)                  | (113,000)                   | 90,196   |
| 87 - Trails   | (13,735)         | -         | -         | -         | (13,735)                  | (8,782)                   | (26,996)                    | 13,261   |
| 89 - Outdoor Recreation                             | (14,679)         | -         | -         | -         | (14,679)                  | (11,577)                  | (35,007)                    | 20,328   |
| 91 - Gas  | 240,264          | -         | -         | -         | 240,264                   | 189,045                   | 15,136                      | 225,128  |
| <b>Total Net Operational Excess/(Shortfall)</b>     | <b>(15,973)</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>(15,973)</b>           | <b>(130,186)</b>          | <b>(1,312,270)</b>          |  |
| <b>Year End Surplus/(Deficit)</b>                   | <b>(350,161)</b> | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>(350,161)</b>          | <b>(434,115)</b>          | <b>(1,343,520)</b>          |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

00 - General Services / Taxation

|   | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <u>Variance (Budget V. Actual)</u><br><u>Over / (Under) Budget</u> |
|---|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                                      |           |           |           |           |                           |                           |                             |  |
| Municipal Taxes                               | -         | -         | -         | -         | -                         | 45,092                    | -                           | -  |
| FortisAlberta Franchise Fee                   | 39,954    | -         | -         | -         | 39,954                    | 52,204                    | 50,000                      | (10,046)   |
| MSI - Operating                               | -         | -         | -         | -         | -                         | -                         | 30,000                      | (30,000)   |
| Expenses                                      |           |           |           |           |                           |                           |                             |  |
| Requisitions                                  | (341,044) | -         | -         | -         | (341,044)                 | (330,452)                 | -                           | (341,044)  |
| Interest on Long-Term Debt                    | (33,098)  | -         | -         | -         | (33,098)                  | (70,773)                  | (51,250)                    | 18,152   |
| Provincial Police Funding Model               | -         | -         | -         | -         | -                         | -                         | (60,000)                    | 60,000   |
| FortisAlberta Infrastructure Reserve Transfer | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                             | (334,188) | -         | -         | -         | (334,188)                 | (303,929)                 | (31,250)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

**11 - Legislative Services**

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | 90                        | -                           | -  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (30,469)  | -         | -         | -         | (30,469)                  | (43,394)                  | (108,417)                   | 77,948   |
| Contracted Services              | (2,168)   | -         | -         | -         | (2,168)                   | (99)                      | (14,125)                    | 11,957   |
| Materials & Supplies             | (8,535)   | -         | -         | -         | (8,535)                   | (19,587)                  | (9,525)                     | 990  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (41,172)  | -         | -         | -         | (41,172)                  | (62,990)                  | (132,067)                   |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

12 - Corporate Services

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 73,234    | -         | -         | -         | 73,234                    | 61,720                    | 47,625                      | 25,609   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (34,806)  | -         | -         | -         | (34,806)                  | (22,888)                  | (47,077)                    | 12,271   |
| Contracted Services              | 3,478     | -         | -         | -         | 3,478                     | (2,821)                   | (75,375)                    | 78,853   |
| Materials & Supplies             | (46,285)  | -         | -         | -         | (46,285)                  | (57,579)                  | (104,050)                   | 57,765   |
| Utilities                        | (4,702)   | -         | -         | -         | (4,702)                   | (4,899)                   | (5,648)                     | 946  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (9,081)   | -         | -         | -         | (9,081)                   | (26,467)                  | (184,525)                   |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

18 - Elections

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | Variance (Budget V. Actual)<br>Over / (Under) Budget |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Materials & Supplies             | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | -         | -         | -         | -         | -                         | -                         | -                           |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

**21 - Municipal Enforcement**

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 1,037     | -         | -         | -         | 1,037                     | 1,078                     | 5,000                       | (3,963)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (19,717)  | -         | -         | -         | (19,717)                  | (22,259)                  | (29,276)                    | 9,559  |
| Contracted Services              | (339)     | -         | -         | -         | (339)                     | (272)                     | (550)                       | 211  |
| Materials & Supplies             | (6,464)   | -         | -         | -         | (6,464)                   | (9,059)                   | (16,663)                    | 10,199   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (25,483)  | -         | -         | -         | (25,483)                  | (30,512)                  | (41,489)                    |  |



**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

**23 - Fire Services**

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)<br/>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 74,438    | -         | -         | -         | 74,438                    | 131,530                   | 112,492                     | (38,054)   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (5,048)   | -         | -         | -         | (5,048)                   | (7,390)                   | (44,313)                    | 39,265   |
| Contracted Services              | (2,847)   | -         | -         | -         | (2,847)                   | (19,512)                  | (11,276)                    | 8,429  |
| Materials & Supplies             | (34,184)  | -         | -         | -         | (34,184)                  | (48,178)                  | (36,866)                    | 2,682  |
| Utilities                        | (3,203)   | -         | -         | -         | (3,203)                   | (3,334)                   | (3,591)                     | 388  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | 29,156    | -         | -         | -         | 29,156                    | 53,116                    | 16,446                      |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

24 - Emergency Management

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <u>Variance (Budget V. Actual)</u><br><u>Over / (Under) Budget</u> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (6,561)   | -         | -         | -         | (6,561)                   | (4,785)                   | (10,245)                    | 3,684  |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Materials & Supplies             | (739)     | -         | -         | -         | (739)                     | (973)                     | (3,200)                     | 2,461  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (7,300)   | -         | -         | -         | (7,300)                   | (5,758)                   | (13,445)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

26 - Animal Control

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 5,165     | -         | -         | -         | 5,165                     | 5,362                     | 6,550                       | (1,385)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Contracted Services              | (4,830)   | -         | -         | -         | (4,830)                   | (4,200)                   | (6,838)                     | 2,008  |
| Materials & Supplies             | (130)     | -         | -         | -         | (130)                     | (91)                      | (570)                       | 440  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | 205       | -         | -         | -         | 205                       | 1,071                     | (858)                       |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

32 - Roads

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 22,964    | -         | -         | -         | 22,964                    | 21,006                    | 22,125                      | 839  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (60,813)  | -         | -         | -         | (60,813)                  | (69,478)                  | (104,210)                   | 43,397   |
| Contracted Services              | -         | -         | -         | -         | -                         | (450)                     | (66,895)                    | 66,895   |
| Materials & Supplies             | (7,360)   | -         | -         | -         | (7,360)                   | (7,713)                   | (26,040)                    | 18,680   |
| Utilities                        | (14,502)  | -         | -         | -         | (14,502)                  | (14,798)                  | (40,000)                    | 25,498   |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (59,711)  | -         | -         | -         | (59,711)                  | (71,433)                  | (215,020)                   |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

35 - Shop

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | 10,000                    | -                           | -  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (5,227)   | -         | -         | -         | (5,227)                   | (4,999)                   | (6,241)                     | 1,014  |
| Contracted Services              | (12,725)  | -         | -         | -         | (12,725)                  | (4,539)                   | (16,380)                    | 3,655  |
| Materials & Supplies             | (57,658)  | -         | -         | -         | (57,658)                  | (60,540)                  | (132,126)                   | 74,468   |
| Utilities                        | (1,385)   | -         | -         | -         | (1,385)                   | (1,555)                   | (2,025)                     | 640  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (76,995)  | -         | -         | -         | (76,995)                  | (61,633)                  | (156,772)                   |  |



**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

**41 - Water**

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 222,265   | -         | -         | -         | 222,265                   | 231,732                   | 232,250                     | (9,985)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (42,025)  | -         | -         | -         | (42,025)                  | (49,324)                  | (66,690)                    | 24,665   |
| Contracted Services              | (3,354)   | -         | -         | -         | (3,354)                   | (323)                     | (104,043)                   | 100,689  |
| Materials & Supplies             | (26,772)  | -         | -         | -         | (26,772)                  | (27,963)                  | (56,523)                    | 29,751   |
| Utilities                        | (11,200)  | -         | -         | -         | (11,200)                  | (17,763)                  | (22,000)                    | 10,800   |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | 138,914   | -         | -         | -         | 138,914                   | 136,359                   | (17,006)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

42 - WasteWater

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 181,328   | -         | -         | -         | 181,328                   | 184,687                   | 200,200                     | (18,872)   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (39,501)  | -         | -         | -         | (39,501)                  | (47,004)                  | (64,194)                    | 24,693   |
| Contracted Services              | (20,700)  | -         | -         | -         | (20,700)                  | (11,654)                  | (36,700)                    | 16,000   |
| Materials & Supplies             | (9,556)   | -         | -         | -         | (9,556)                   | (8,161)                   | (18,375)                    | 8,819  |
| Utilities                        | (10,240)  | -         | -         | -         | (10,240)                  | (13,382)                  | (17,813)                    | 7,573  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | 101,331   | -         | -         | -         | 101,331                   | 104,486                   | 63,118                      |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

43 - Solid Waste

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 80,768    | -         | -         | -         | 80,768                    | 80,822                    | 80,950                      | (182)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (9,647)   | -         | -         | -         | (9,647)                   | (10,125)                  | (13,770)                    | 4,123  |
| Contracted Services              | (18,022)  | -         | -         | -         | (18,022)                  | (18,846)                  | (31,850)                    | 13,828   |
| Materials & Supplies             | (240)     | -         | -         | -         | (240)                     | (398)                     | (250)                       | 10   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | (16,872)  | -         | -         | -         | (16,872)                  | (18,503)                  | (13,000)                    | (3,872)  |
| Surplus (Deficit)                | 35,987    | -         | -         | -         | 35,987                    | 32,950                    | 22,080                      |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

51 - FCSS

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 20,636    | -         | -         | -         | 20,636                    | 2,530                     | 2,750                       | 17,886   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Materials & Supplies             | (2,762)   | -         | -         | -         | (2,762)                   | (2,530)                   | (2,750)                     | (12)   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | (17,874)  | -         | -         | -         | (17,874)                  | (17,871)                  | -                           | (17,874)   |
| Surplus (Deficit)                | -         | -         | -         | -         | -                         | (17,871)                  | -                           |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

61 - Planning & Development

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 8,552     | -         | -         | -         | 8,552                     | 4,844                     | 21,450                      | (12,898)   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (43,587)  | -         | -         | -         | (43,587)                  | (53,195)                  | (80,704)                    | 37,117   |
| Contracted Services              | (101)     | -         | -         | -         | (101)                     | (6,778)                   | (17,275)                    | 17,174   |
| Materials & Supplies             | (2,715)   | -         | -         | -         | (2,715)                   | (3,472)                   | (6,530)                     | 3,815  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (37,851)  | -         | -         | -         | (37,851)                  | (58,601)                  | (83,059)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

63 - Economic Development

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 33,220    | -         | -         | -         | 33,220                    | 25,352                    | 40,000                      | (6,780)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (20,752)  | -         | -         | -         | (20,752)                  | (27,648)                  | (48,252)                    | 27,500   |
| Contracted Services              | (45)      | -         | -         | -         | (45)                      | (119)                     | (750)                       | 705  |
| Materials & Supplies             | (13,666)  | -         | -         | -         | (13,666)                  | (22,680)                  | (42,975)                    | 29,309   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | (10,000)  | -         | -         | -         | (10,000)                  | (10,306)                  | (10,000)                    | -  |
| Surplus (Deficit)                | (11,243)  | -         | -         | -         | (11,243)                  | (35,401)                  | (61,977)                    |  |



**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

75 - Library

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 19,672    | -         | -         | -         | 19,672                    | 19,979                    | -                           | 19,672   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (29,470)  | -         | -         | -         | (29,470)                  | (29,720)                  | -                           | (29,470)   |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Materials & Supplies             | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | (37,917)  | -         | -         | -         | (37,917)                  | (37,917)                  | (32,250)                    | (5,667)  |
| Surplus (Deficit)                | (47,715)  | -         | -         | -         | (47,715)                  | (47,658)                  | (32,250)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

77 - Sundre Community Centre

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 19,310    | -         | -         | -         | 19,310                    | 27,278                    | 22,904                      | (3,594)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (9,770)   | -         | -         | -         | (9,770)                   | (8,345)                   | (15,018)                    | 5,248  |
| Contracted Services              | (1,803)   | -         | -         | -         | (1,803)                   | (1,732)                   | (7,617)                     | 5,814  |
| Materials & Supplies             | (16,636)  | -         | -         | -         | (16,636)                  | (18,501)                  | (47,943)                    | 31,307   |
| Utilities                        | (8,285)   | -         | -         | -         | (8,285)                   | (9,438)                   | (11,332)                    | 3,047  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (17,184)  | -         | -         | -         | (17,184)                  | (10,738)                  | (59,006)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

80 - Arena

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 4,521     | -         | -         | -         | 4,521                     | 54,896                    | 59,285                      | (54,764)   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (39,411)  | -         | -         | -         | (39,411)                  | (41,925)                  | (58,215)                    | 18,804   |
| Contracted Services              | (2,070)   | -         | -         | -         | (2,070)                   | (4,998)                   | (10,986)                    | 8,916  |
| Materials & Supplies             | (22,324)  | -         | -         | -         | (22,324)                  | (26,487)                  | (39,694)                    | 17,370   |
| Utilities                        | (7,846)   | -         | -         | -         | (7,846)                   | (13,465)                  | (23,162)                    | 15,316   |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (67,130)  | -         | -         | -         | (67,130)                  | (31,979)                  | (72,772)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

82 - Greenwood Campground

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <u>Variance (Budget V. Actual)</u><br><u>Over / (Under) Budget</u> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | 57,469                      | (57,469)   |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (5,193)   | -         | -         | -         | (5,193)                   | (5,092)                   | (7,387)                     | 2,194  |
| Contracted Services              | (144)     | -         | -         | -         | (144)                     | (1,000)                   | (35,480)                    | 35,336   |
| Materials & Supplies             | (3,649)   | -         | -         | -         | (3,649)                   | (4,393)                   | (20,269)                    | 16,620   |
| Utilities                        | (874)     | -         | -         | -         | (874)                     | (859)                     | (1,913)                     | 1,039  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (9,860)   | -         | -         | -         | (9,860)                   | (11,344)                  | (7,580)                     |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

84 - Parks

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | 7,242                       | (7,242)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (28,731)  | -         | -         | -         | (28,731)                  | (30,613)                  | (42,410)                    | 13,679   |
| Contracted Services              | (83)      | -         | -         | -         | (83)                      | (83)                      | (10,716)                    | 10,633   |
| Materials & Supplies             | (4,714)   | -         | -         | -         | (4,714)                   | (3,815)                   | (61,356)                    | 56,642   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (33,528)  | -         | -         | -         | (33,528)                  | (34,511)                  | (107,240)                   |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

85 - Recreation & Culture

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | Variance (Budget V. Actual)<br>Over / (Under) Budget |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Materials & Supplies             | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | (66,359)  | -         | -         | -         | (66,359)                  | (66,116)                  | (68,981)                    | 2,622  |
| Surplus (Deficit)                | (66,359)  | -         | -         | -         | (66,359)                  | (66,116)                  | (68,981)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

86 - Community Services

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | 1,560                     | 6,700                       | (6,700)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (17,099)  | -         | -         | -         | (17,099)                  | (17,383)                  | (22,836)                    | 5,737  |
| Contracted Services              | (200)     | -         | -         | -         | (200)                     | (400)                     | (7,354)                     | 7,154  |
| Materials & Supplies             | (5,505)   | -         | -         | -         | (5,505)                   | (9,586)                   | (37,510)                    | 32,005   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | (28,033)                  | (52,000)                    | 52,000   |
| Surplus (Deficit)                | (22,804)  | -         | -         | -         | (22,804)                  | (53,842)                  | (113,000)                   |  |



**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

87 - Trails

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | (4,369)   | -         | -         | -         | (4,369)                   | -                         | -                           | (4,369)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (5,739)   | -         | -         | -         | (5,739)                   | (5,698)                   | (10,937)                    | 5,198  |
| Contracted Services              | -         | -         | -         | -         | -                         | -                         | (5,000)                     | 5,000  |
| Materials & Supplies             | (3,627)   | -         | -         | -         | (3,627)                   | (3,084)                   | (11,059)                    | 7,432  |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (13,735)  | -         | -         | -         | (13,735)                  | (8,782)                   | (26,996)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

89 - Outdoor Recreation

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | <b>Variance (Budget V. Actual)</b><br><b>Over / (Under) Budget</b> |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | -         | -         | -         | -         | -                         | -                         | 1,300                       | (1,300)  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (11,083)  | -         | -         | -         | (11,083)                  | (8,972)                   | (18,065)                    | 6,982  |
| Contracted Services              | (78)      | -         | -         | -         | (78)                      | (75)                      | (2,627)                     | 2,549  |
| Materials & Supplies             | (3,518)   | -         | -         | -         | (3,518)                   | (2,530)                   | (14,732)                    | 11,214   |
| Utilities                        | -         | -         | -         | -         | -                         | -                         | (883)                       | 883  |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | (14,679)  | -         | -         | -         | (14,679)                  | (11,577)                  | (35,007)                    |  |

**Town of Sundre**  
**2021 Quarterly Pro-Forma Statement of Revenue and Expenses**

91 - Gas

|                                  | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2021</u><br><u>YTD</u> | <u>2020</u><br><u>YTD</u> | <u>YTD</u><br><u>Budget</u> | Variance (Budget V. Actual)<br>Over / (Under) Budget |
|----------------------------------|-----------|-----------|-----------|-----------|---------------------------|---------------------------|-----------------------------|--|
| Revenues                         | 537,067   | -         | -         | -         | 537,067                   | 455,997                   | 372,237                     | 164,830  |
| Expenses                         |           |           |           |           |                           |                           |                             |  |
| Salaries & Wages                 | (57,564)  | -         | -         | -         | (57,564)                  | (63,226)                  | (88,306)                    | 30,742   |
| Contracted Services              | (24)      | -         | -         | -         | (24)                      | (17,893)                  | (57,650)                    | 57,626   |
| Materials & Supplies             | (237,559) | -         | -         | -         | (237,559)                 | (184,448)                 | (184,795)                   | (52,764)   |
| Utilities                        | (1,656)   | -         | -         | -         | (1,656)                   | (1,385)                   | (26,350)                    | 24,694   |
| Transfers to Local Organizations | -         | -         | -         | -         | -                         | -                         | -                           | -  |
| Surplus (Deficit)                | 240,264   | -         | -         | -         | 240,264                   | 189,045                   | 15,136                      |  |

**TOWN OF SUNDRE**  
**CASH STATEMENT**  
Month Ending March 31, 2020

|                                      |              |
|--------------------------------------|--------------|
| Net Balance at End of Previous Month | 1,748,915.22 |
| ADD: Receipts for the Month          | 696,507.01   |
| Sub-Total                            | 2,445,422.23 |
| LESS: Disbursements for the Month    | 1,124,840.84 |
| Net Balance at End of Month          | 1,320,581.39 |
| Bank Balance at End of Month         | 1,312,195.06 |
| ADD: Outstanding Deposits            | 16,781.46    |
| Sub-Total                            | 1,328,976.52 |
| LESS: Outstanding Cheques            | 8,395.13     |
|                                      | 0.00         |
| Balance at End of Month              | 1,320,581.39 |

| INVESTMENTS  |                   |
|--|-------------------|
| 31 Day Municipal Notice Demand Account             | 104,621.24        |
| 90 Day Municipal Notice Demand Account             | 754,636.82        |
| Commercial Bank Account CB-25 (T-Bill 0.5% - OPEN) | 0.00              |
| <b>TOTAL INVESTMENTS</b>                           | <b>859,258.06</b> |

| RESTRICTED SURPLUS ACCOUNTS           |                     |
|---------------------------------------|---------------------|
| Account Name                          | Amount              |
| Commercial Bank Acct CB-02            | 723,057.14          |
| Commercial Bank Acct CB-03            | 314,414.14          |
| Commercial Bank Acct CB-04            | 2,867,960.56        |
| Commercial Bank Acct CB-06            | 56,456.97           |
| Commercial Bank Acct CB-10            | 30,563.45           |
| Commercial Bank Acct CB-11            | 526,655.92          |
| Commercial Bank Acct CB-15            | 10,614.05           |
| Commercial Bank Acct CB-19            | 21,829.79           |
| Commercial Bank Acct CB-23            | 245,010.02          |
| Commercial Bank Acct CB-27            | 7,648.88            |
| Commercial Bank Acct CB-28            | 55,411.00           |
| Commercial Bank Acct CB-29            | 356,332.17          |
| Commercial Bank Acct CB-32            | 57,225.60           |
| Commercial Bank Acct #00127611500     | 64,031.08           |
| <b>TOTAL TOWN RESTRICTED SURPLUS</b>  | <b>5,337,210.77</b> |
| Commercial Bank Account #00006915900  | 0.00                |
| Commercial Bank Acct CB-20            | 653,087.42          |
| Commercial Bank Acct CB-22            | 278,893.78          |
| Commercial Bank Acct CB-24            | 36.56               |
| Commercial Bank Acct CB-31            | 35,924.37           |
| <b>TOTAL GRANT RESTRICTED SURPLUS</b> | <b>967,942.13</b>   |
| <b>TOTAL RESTRICTED SURPLUS</b>       | <b>6,305,152.90</b> |

**TOTAL INVESTMENTS & RESTRICTED SURPLUS      7,164,410.96**

**TOWN OF SUNDRE**  
**2021 Restricted Surplus Continuity Schedule**  
**As at March 31, 2021**

| <u>RSA Designation</u> | <u>Restricted Surplus Account Name</u> | <u>Opening<br/>Balance</u> | <u>Interest</u> | <u>Increase</u> | <u>Decrease</u> | <u>Intra-Fund<br/>Transfer</u> | <u>Ending<br/>Balance</u> |
|------------------------|--|----------------------------|-----------------|-----------------|-----------------|--------------------------------|---------------------------|
| A.1                    | General Corporate Stabilization        | 610,251.71                 | 493.31          | -               | -               | -                              | 610,745.02                |
| A.2                    | Corporate Services Stabilization       | -                          | -               | -               | -               | -                              | -                         |
| A.3                    | Protective Services Stabilization      | -                          | -               | -               | -               | -                              | -                         |
| A.4                    | Municipal Operations Stabilization     | -                          | -               | -               | -               | -                              | -                         |
| A.5                    | Utilities Stabilization                | -                          | -               | -               | -               | -                              | -                         |
| A.6                    | Development Stabilization              | -                          | -               | -               | -               | -                              | -                         |
| A.7                    | Community Services Stabilization       | -                          | -               | -               | -               | -                              | -                         |
| B.1                    | Municipal "New" Projects               | 1,185.00                   | -               | -               | -               | -                              | 1,185.00                  |
| B.2                    | Utility "New" Projects                 | -                          | -               | -               | -               | -                              | -                         |
| C.1                    | Municipal Infrastructure Lifecycling   | 685,193.07                 | 1,977.75        | -               | -               | -                              | 687,170.82                |
| C.2                    | Utility Infrastructure Lifecycling     | 506,163.81                 | 1,487.65        | -               | -               | -                              | 507,651.46                |
| D.1                    | Municipal Cash-in-Lieu                 | 63,960.08                  | 71.00           | -               | -               | -                              | 64,031.08                 |
| D.2                    | Shared Fire - Capital                  | 738,731.81                 | 590.16          | -               | -               | -                              | 739,321.97                |
| D.3                    | Shared Fire - Operating                | 103,029.04                 | 67.59           | -               | -               | -                              | 103,096.63                |
| D.4                    | Sundre Golf Society                    | 55,370.72                  | 40.28           | -               | -               | -                              | 55,411.00                 |
| D.5                    | Transportation Off-Site Levy           | -                          | -               | -               | -               | -                              | -                         |
| D.6                    | Water Off-Site Levy                    | 314,065.53                 | 348.61          | -               | -               | -                              | 314,414.14                |
| D.7                    | Wastewater Off-Site Levy               | -                          | -               | -               | -               | -                              | -                         |
| D.8                    | Storm Drainage Off-Site Levy           | -                          | -               | -               | -               | -                              | -                         |
| <b>Totals</b>          |  | <b>3,077,950.77</b>        | <b>5,076.35</b> | <b>-</b>        | <b>-</b>        | <b>-</b>                       | <b>3,083,027.12</b>       |

\* May differ slightly from Notes to Financial Statements due to rounding

| Town of Sundre Capital Project Listing |              |                |   |                                    |                        |                     |  |  | 8.2 d |
|--|--------------|----------------|---|------------------------------------|------------------------|---------------------|--|--|-------|
| As at March 31, 2021                   |              |                |   |                                    |                        |                     |  |  |       |
| Approval Date                          | Motion #     | PROJECT CODE # | Project Description                           | Source of Funding                  | Estimated Project Cost | Total Spent to Date | Comments (as at May 20, 2021)  |  |       |
| 2011                                   |              | OP11-01        | Red Deer River Bank Stabilization             | Provincial Municipal Affairs Grant | 2,400,000.00           | 2,287,053.15        | Stabalization spurs completed 2014   |  |       |
|  |              | OP11-01A       | Fish Habitat Compensation Requirement         | Provincial Municipal Affairs Grant |                        | 141,943.39          | Applied for an extension to Sep 2021 and extension was granted. Additional testing & landscaping required in upcoming years. Funding for over-budget from interest earned. Replanting of low% areas completed July 2020. Waiting on 3rd year testing post construction.            |  |       |
|  |              |                |   |                                    | 2,400,000.00           | 2,428,996.54        |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| Nov 21/16                              | 366/16       | OP16-01        | Upgrade Centre Street                         | Municipal Lifecycling RSA          | 95,000.00              | 95,000.00           | Roadwork complete; turned over to CS for landscaping; anticipated to complete Spring 2021. Delayed due to Covid constraints. Anticipated to be on Budget.  |  |       |
|  |              |                |   | Municipal Lifecycling RSA          | 150,000.00             | 150,000.00          |  |  |       |
|  |              |                |   | Off-Site Levies RSA                | 240,000.00             | 89,521.80           |  |  |       |
|  |              |                |   | MSI Capital                        | 715,000.00             | 715,000.00          |  |  |       |
|  |              |                |   | Debenture                          | 1,000,000.00           | 1,000,000.00        |  |  |       |
|  |              |                |   | Total                              | 2,200,000.00           | 2,049,521.80        |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| Feb 12/18                              | 65/18        | CS18-01        | Enhanced Trail Connections                    | Federal Gas Tax Fund               | 70,000.00              | 4,369.00            | Signage for Snake Hill and Trail parking signage will be complete October 2020. Additional planning to occur in early 2021 is required to implement GIS identification and additional trail signage planning.  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| Feb 12/18                              | 65/18        | OP18-01        | Main Avenue West (Ph1)                        | Debentures                         | 1,688,700.00           | 1,483,000.00        | Roadwork complete in 2019. Landscaping completed August 2020 with the exception of eastside access path from walkway to patio. Estimated completion Spring 2021  |  |       |
|  |              |                |   | Municipal Lifecycling RSA          | 420,014.00             | 504,809.77          |  |  |       |
|  |              |                |   | MSI Capital                        | 650,000.00             | 650,000.00          |  |  |       |
|  |              |                |   | Total                              | 2,758,714.00           | 2,637,809.77        |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| 19-Mar-2019                            | 124-18-03-19 | FD10-01        | Fire Dept - replace unit 581 ATV Utility Cart | Fire Capital RSAs                  | 20,000.00              | 0.00                | Purchase on hold   |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| 19-Mar-2019                            | 124-18-03-19 | OP19-01        | Old Town Shop Remediation                     | Municipal Lifecycling RSA          | 105,000.00             | 25,653.44           | Study conducted in 2020. Remediation has been deffered to 2021 pending new technolgy anticipate next year. Soil Sampling complete. Engineering to provide scope. Remediation has been placed on hold due to regulatory requirments and cost. Engineer will provide options in 2021 |  |       |
|  |              |                |   |                                    | 105,000.00             | 25,653.44           |  |  |       |
|  |              |                |   |                                    |                        |                     |  |  |       |
| 19-Mar-2019                            | 124-18-03-19 |                | Sewer Lagoon - critical equipment upgrade     | Utilities Lifecycling RSA          | 1,110,000.00           | 1,151,019.47        | Budget Increased by \$190,000 per motions 279-24-06-19. Complete- Oct 6, 2020.   |  |       |
| 20-Mar-2020                            | 84-20-03-20  |                | lagoon grinder replacement                    | Utilities Lifecycling RSA          | 161,642.00             | 161,642.00          | Complete Sept 2020. Commissioned Oct 6, 2020   |  |       |
| 9-Jul-2020                             | 422-16-12-19 | OP19-07        | Refurbish Lagoon Lift Station                 | Utilities Lifecycling RSA          | 42,000.00              | 42,000.00           |  |  |       |
|  |              |                |   | MSI Capital                        | 100,000.00             | 100,000.00          |  |  |       |
|  |              |                |   | Federal Gas Tax Fund               | 125,000.00             | 125,000.00          |  |  |       |

|             |              |         |   |                            |               |              |   |
|-------------|--------------|---------|---|----------------------------|---------------|--------------|---|
|             |              |         |   |                            | 1,538,642.00  | 1,579,661.47 | Project Complete all costs are in. Over Budget \$40,885.07. Operations has completed 3 checks with CIMA and operations staff and has not identified the cause for overage This engineering review shows project under by \$120,738.93 |
|             |              |         |   |                            |               |              |   |
| 19-Mar-2019 | 124-18-03-19 | OP19-02 | Main Avenue (phase 2)                         | Municipal Lifecycling RSA  | 400,065.00    | 341,952.05   | Infrastructure work complete July 2020. Turnover to CS for landscaping with estimated completion Spring 2021. Waiting on quote, excavating for shrubs began May 17. On budget.  |
|             |              |         |   | MSI Capital                | 280,000.00    | 280,000.00   |   |
|             |              |         |   | MSI Capital                | 151,456.00    | 151,456.00   | added boardwalk and OGS per motion 175-15-04-19   |
|             |              |         |   | Debentures                 | 1,307,200.00  | 1,307,200.00 |   |
|             |              |         |   |                            | 2,138,721.00  | 2,080,608.05 |   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | OP19-03 | Bearberry Creek Bridge Upgrades               | Municipal Lifecycling RSA  | 50,225.00     |              | Upgrades Complete May 2021. Final costs are anticipated to be under budget.   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | OP19-04 | Gas Line Heater                               | Utilities Lifecycling RSA  | 80,000.00     |              | Unknown completion date. Equipment at end of life, still functioning. Upgrading depends on development, will be required on short notice.   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | OP19-05 | Gas Piping Change Out                         | Utilities Lifecycling RSA  | 50,000.00     | 24,716.77    | Ongoing. The exposed has main relocation is underway Anticipated completion June 2021   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | OP19-06 | electrofusion welder replacement for Gas Dept | Utilities Lifecycling RSA  | 11,000.00     | 4,610.00     | A better unit was found that meets our needs for a significantly lower cost. Final costs under Estimated Proj Cost. Complete under budget.  |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | FD10-02 | 2004 Honda Quad Unit 570                      | Fire RSA                   | 10,000.00     |              |   |
|             |              |         |   | MVC Fire                   | 10,000.00     |              | Purchase on hold  |
|             |              |         |   |                            | 20,000.00     | 0.00         |   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | CS19-01 | tree planting program                         | Municipal Lifecycling RSA  | 20,000.00     | 0.00         | Cancelled   |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | CS19-02 | install Port-a-Potties                        | Municipal Lifecycling RSA  | 9,792.00      | 0.00         | Awaiting quotes from contractors  |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | CS19-03 | upgrade Greenwood Campground power services   | Municipal Lifecycling RSA  | 100,000.00    | 0.00         | Cancelled   |
|             |              |         |   |                            |               |              |   |
| 23-Dec-19   | 422-16-12-19 | CS19-04 | Replace Arena Ice Plant                       | Municipal Lifecycling RSA  | 1,000,000.00  | 715,277.88   | Complete Nov 2020; waiting on final inspection costs for amonia & fire alarm systems  |
|             |              |         |   |                            |               |              |   |
| 16-Dec-2019 | 422-16-12-19 | OP19-08 | Sewer Lagoon Upgrade/Expansion                | Utilities Lifecycling RSA  | 2,100,000.00  | 0.00         | Discussion with Alberta Environment and Alberta Transport ongoing. Permit for testing new technology approved.  |
|             |              |         |   | MSI Capital                | 800,000.00    | 0.00         |   |
|             |              |         |   | Federal Gas Tax Fund       | 150,000.00    | 0.00         |   |
|             |              |         |   | Debentures                 | 4,000,000.00  | 0.00         |   |
|             |              |         |   | other funding TBD          | 5,950,000.00  | 0.00         |   |
|             |              |         |   |                            | 13,000,000.00 | 0.00         |   |
|             |              |         |   |                            |               |              |   |
| 13-Aug-2020 | 166-13-08-20 | OP21-01 | Centre St South repaving                      | Municipal Stimulus Program | 220,000.00    | 0.00         |   |



|             |              |            |   |                            |            |           |  |
|-------------|--------------|------------|---|----------------------------|------------|-----------|--|
|             |              |            |   |                            |            |           |  |
| 13-Aug-2020 | 166-13-08-20 | PARKS21-01 | Phase 1 Campground / recreation project | Municipal Stimulus Program | 104,000.00 | 0.00      |  |
|             |              |            |   |                            |            |           |  |
| 21-Dec-20   | 321-21-12-20 | OP21-02    | Replace Unit #139                       | Municipal Lifecycling RSA  | 40,000.00  | 0.00      | complete   |
|             |              |            |   |                            |            |           |  |
| 21-Dec-20   | 321-21-12-20 | CORP21-01  | Upgrade Council Chambers                | Municipal New RSA          | 40,000.00  |           | Furniture and equipment installed May 2021. Awaiting final cimmissioning and testing, anticipated to be on budget and covered by MOST funding. |
|             |              |            |   | Municipal Oper Support Trf | 80,000.00  | 30,976.96 |  |
|             |              |            |   |                            | 120,000.00 | 30,976.96 |  |
|             |              |            |   |                            |            |           |  |
| 21-Dec-20   | 321-21-12-20 | OP21-03    | Main Lift Station Controls              | Utilities Lifecycling RSA  | 25,000.00  | 0.00      | In progress with anticipated completion July 2021  |
| 12-Apr-21   | 101-12-04-21 |            | VFD Upgrade                             | Utilities Lifecycling RSA  | 11,000.00  |           | In progress with anticipated completion July 2021  |
|             |              |            |   |                            | 36,000.00  | 0.00      |  |
|             |              |            |   |                            |            |           |  |
| 21-Dec-20   | 321-21-12-20 | OP21-04    | Gas Department Pipe Storage             | Utilities Lifecycling RSA  | 16,200.00  | 0.00      | Materials purchased on budget and in stock awaiting weather and staff schedule in construct  |



## REQUEST FOR DECISION

|                               |                                |
|-------------------------------|--------------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>           |
| <b>SUBJECT</b>                | <b>Grants to Organizations</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>    |
| <b>AGENDA ITEM</b>            | <b>8.3</b>                     |

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### **BACKGROUND/PROPOSAL:**

The Grants to Organizations Policy #A-012-00-POL allows for two (2) in-takes of applications for funding for non-profit organizations and charities that meet the criteria set out in the policy.

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

Council approved \$19,642.00 in funding for the 1<sup>st</sup> Intake (January 31) for the 2021 Grants to Organizations program. The balance available for the funding of the 2<sup>nd</sup> Intake applications due by May 31<sup>st</sup> is \$30,358.

Five (5) applications for the 2<sup>nd</sup> Intake were received on or before the deadline of May 31<sup>st</sup> with a total request of \$10,156.29

The Grant Review Committee met on June 10<sup>th</sup> to review the applications and makes the following recommendations for four (4) of the applicants in the amount of \$7,956.29 per Schedule "A".

The Committee recommends that the amount to be awarded to Hope 4 MVC Kids Society be at Council's discretion.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 3. Community Well-being

*Goal 3.3 Continue to work with and value community groups.*

### **ADMINISTRATION RECOMMENDATIONS:**

That Council approve the recommended funding by the Grant Review Committee in the total amount of \$7,956.29 as shown on Schedule "A", and furthermore funding at Council's discretion to be awarded to Hope 4 MVC Kids Society in the amount of \$\_\_\_\_\_.

### **MOTION:**

That the Town of Sundre Council approve the Grants to Organizations Funding for the 2<sup>nd</sup> in-take for 2021 in the amount of \$7,956.29 as shown on Schedule "A", and furthermore, funding at Council's discretion to be awarded to Hope 4 MVC Kids Society in the amount of \$\_\_\_\_\_.

Attachment: Copy of Hope 4 MVC Kids Society Application  
Grants to Organizations Budget Sheet  
Schedule "A"

Date Reviewed: June 14, 2021

CAO: Amela Nuban



Town of Sundre  
717 Main Avenue West – PO Box 420  
Sundre AB T0M 1X0

#### APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

|                                   |  |
|-----------------------------------|--|
| Name of Applicant Organization:   | Hope 4 MVC Kids Society                    |
| Contact Person:                   | Danielle King - Grants Director            |
| Telephone Numbers:                | 403-975-0026                               |
| Mailing Address & Civic Address   | Site 15, Box 14 RR2, Olds, AB, T4H 1P3     |
| Email Address                     | grants@hope4mvckids.org                    |
| Website (if applicable)           | hope4mvckids.org                           |
| Charitable Society Registration # | CRA # 817674039R2001 Society # 50178913889 |

☒ Please ensure your application includes the following information:

- ☒ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☒ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☒ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☒ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☒ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site [www.sundre.com](http://www.sundre.com) or may be obtained by calling (403) 638-3551.

## Schedule A

The criteria questions are scored by the Grant Review Committee; the questions are provided for the applicant's information only.

| Evaluation Criteria – Grant Application |   | Score |   |
|---|---|-------|---|
| <b>1.</b>                               | <b>Municipal Mission</b>  |       |   |
|   | <u>Vital</u> – Fundamental to the Town's Strategic Plan & Level of Service Priorities       | H     | 3 |
|   | <u>Notable</u> – Identified in the Town's Level of Service Priority                         | M     | 2 |
|   | <u>Non-Critical</u> – Some relevance to Level of Service, but not Strategic Plan Priorities | L     | 1 |
| <b>3.</b>                               | <b>Public Need</b>  |       |   |
|   | <u>Community at Large</u> – General need, benefit the community as a whole                  | H     | 3 |
|   | <u>Multiple Interests</u> – Some need, a limited number of areas                            | M     | 2 |
|   | <u>Vested Interests</u> – Special interest group(s) localized                               | L     | 1 |
| <b>4.</b>                               | <b>Public Benefit</b>   |       |   |
|   | <u>Public Interest</u> – All residents may derive benefit                                   | H     | 3 |
|   | <u>Mixed Interest</u> – Some residents derive benefit                                       | M     | 2 |
|   |   | L     | 1 |
| <b>5.</b>                               | <b>Human Development &amp; Inclusion – Volunteer Participation</b>                          |       |   |
|   | <u>High</u> – Equality of access and opportunities (demographic, geographic)                | H     | 3 |
|   | <u>Moderate</u> – Range of demographic groups and/or development potential                  | M     | 2 |
|   | <u>Low</u> limited opportunity, access or development potential                             | L     | 1 |
| <b>6.</b>                               | <b>Quality of Life</b>  |       |   |
|   | <u>Livable Community</u> – Important to livable/sustainable community                       | H     | 3 |
|   | <u>Community Pride</u> – Instills pride, sense of community                                 | M     | 2 |
|   | <u>Community Image</u> – Enhances image or public perception                                | L     | 1 |
| <b>7.</b>                               | <b>Alternate Providers</b>  |       |   |
|   | <u>Limited</u> – No other potential providers   | H     | 3 |
|   | <u>Some</u> – Some potential alternate providers  | M     | 2 |
|   | <u>Many</u> – Many potential or existing providers  | L     | 1 |

1. Please check (V) a grant category and sub-category that applies to your application:

| Category (Check All that Apply)                                   | Sub-Category (Check All that Apply)  |
|---|--|
| <input checked="" type="checkbox"/> Community Based Organizations | <input checked="" type="checkbox"/> Community/Local                                  |
| <input type="checkbox"/> Recreation, Parks & Culture Grants       | <input type="checkbox"/> Community-based Recreation Programming                      |
|   | <input type="checkbox"/> Property Development/Community Facilities                   |
|   | <input type="checkbox"/> Leadership Development                                      |
|   | <input type="checkbox"/> Community Based Arts (e.g. visual, performing)              |
| <input type="checkbox"/> Community Festival and Events Grant      | <input type="checkbox"/> Festival and Events hosted by local Community Organizations |

2. Please check (V) the type of grant you are applying for and indicate the amount:

| Type of Grant (Check One)                          | Amount of Grant Requested  |
|--|--|
| <input checked="" type="checkbox"/> One-Time Grant | \$ 2200 (Total)  |
| <input type="checkbox"/> In Kind Grants            | Equipment: \$1200 (laptop) - purchase, to include office.  |
|  | Staff Time: \$1000 (volunteer funding, info night and a reward + recognition program) - requested funds for our use to purchase. |
|  | Services: include information packages,  |

3. Have you applied for other funding for this project/program/service/event? (Please List) for our use to purchase.

| Funding Body  | Requested | Confirmed |
|---|-----------|-----------|
| Federal Government (List Department/Agencies)   | \$ —      | \$ —      |
| Other Local Government Bodies <i>Wu 20 Grant</i><br>(i.e.: Mountain View County) <i>MVC Health Care Grant</i> | \$ 19,950 | \$ 0      |
| Other Funding Bodies  | \$ —      | \$ —      |
|   | \$ —      | \$ —      |
| Total   | \$ 19,950 | 0         |

4. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

Hope 4 MVC Kids Society assists families across MVC with children in medical need by providing 6 clear programs; assisting with various costs the family might incur during this period. With the shift from in person communication to a more virtual world, we are in need of equipment to help process and support families and their applications to us. Additionally; as we are run solely by volunteers, we are in need of funding for our volunteers to continue their growth, recognition and knowledge. Volunteers play a key role in our organization and enable us to continue to meet the needs of our local families. Please refer to attached document "Appendix A" for our program outline and history overview.

5. Please describe the community, area and/or group(s) your organization serves:

Rural community - MVC, children in medical need and persons with disabilities.

\* 6. What benefits will your project, program or service provide to the community/municipality?

We are able to provide a resource to families during a difficult period in their lives. We will be able to continue helping by adapting to the needs of our community, work with families safely (virtual platform, rather than in person) and develop our volunteer base to provide more people in the community with knowledge + key understanding.

\* 7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?  
How many volunteers participate?

We currently have a total of 38 volunteers, including the board, who all play varying roles. from liaising with families + processing applications, fundraising, advocating, raising awareness and a wide range of administrative tasks to ensure the continued operations of the organization.

8. Does your organization receive other forms of assistance from the Town?

N/A

9. List the in-kind contributions that your organization will provide to this project/program/service.

N/A

\* Please refer to attachment named "Appendix B" for further details.


10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

| BUDGET   |           |                              |           |
|--|-----------|------------------------------|-----------|
| Revenue  |           | Expenditure                  |           |
| Revenue Source Details                           | \$ Amount | Expenditure Details          | \$ Amount |
| Organization \$ Contribution<br>(existing funds) | 25,000    | Event costs                  | 10,000    |
| Fundraising                                      | 20,000    | Volunteer program + training | 2,000     |
| Donations  | 15,000    | Insurance                    | 1,600     |
| In Kind (if applicable)                          | —         | office supplies              | 3,000     |
| Other Municipalities (if applicable) Grants      | 19,750    | Operating costs              | 3,500     |
| Borrow (if applicable)                           | —         | Advertising                  | 1,700     |
| Grant Request                                    | 2,200     | Bank fees                    | 150-      |
| Other Specify -                                  | —         | Family applications          | 60,000    |
| Other Specify -                                  | —         |                              |           |
|  |           |                              |           |
| Total Estimated Revenue                          | \$81,950  | Total Estimated Expenditures | \$81,950  |



**11. Authorization**

**This application must be signed by an authorized signing officer of the Board of Directors:**

|                                       |  |                                     |                             |
|---------------------------------------|--|-------------------------------------|-----------------------------|
| Application Prepared By:<br>(Contact) | <br>Signature | <u>DANIELLE KING</u><br>Print Name  | <u>May 26, 2021</u><br>Date |
| Board Authorization:                  | <br>Signature  | <u>Jennifer Reber</u><br>Print Name | <u>May 26, 2021</u><br>Date |

*Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.*

**Please mail, drop off, or email your application form and any supporting materials to:**

The Town of Sundre  
717 Main Avenue West  
PO Box 420  
Sundre AB  
T0M 1X0  
[townmail@sundre.com](mailto:townmail@sundre.com)

### Hope 4 MVC Kids Society Overview and Program Outline.

Hope 4MVC Kids was built by community members with a focus on collaborating to bridge a gap and meet the needs of vulnerable members of our community. Working collaboratively has always been critical in expanding our civil society capacity. Having been established for 7 years we also have strong ties within our rural community, creating solid partnerships with individuals and local organizations to further our success on our current goals and beyond.

During this period, we have met the needs of over 70 individuals and families who are considered amongst the vulnerable population within a rural community and provided information and resources to countless more. Our programs, outlined below, detail the ways in which we might help families, which includes support during hospital stays, specialized equipment and support for therapy and prescriptions.

Specialized equipment and therapy are essential for independent living and can dramatically improve the quality of life for children at home and in school. This results in fewer hospital stays with minimum dependence upon the healthcare system. The Hope 4 MVC Kids Society provides vital assistance when alternative forms of funding have failed. We ask that our applicants try to access medical insurance and Alberta Health Care before seeking our help.

It is evident through personal and professional experiences and working with our clients that many families face isolation within a rural setting and have less access to resources than those within urban communities.

Hope 4MVC Kids has always had a focus on bridging the gap amongst the vulnerable population and the COVID 19 pandemic has increased that need further due to a reduction in resources and funding opportunities. The population included within our reach includes Rural Mountain View County at 13379, 9184 in Olds, Carstairs at 4077, Didsbury at 5268, Sundre at 2729 and Cremona at 444. (Statistics from 2016 Statistics Data)

Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs:

**PROGRAM 1:** can assist if a local child is hospitalized (admitted). The program can assist with car parking, meals, fuel, and sibling care. If it is a long-term admission there is the potential for additional supports such as rent/mortgage/utility assistance.

**PROGRAM 2:** can assist a local child that needs adaptive equipment for home or school that is not covered by other sources.

**PROGRAM 3:** can assist a local child that requires home adaptations due to illness or disability. That is not covered by other sources.

**PROGRAM 4:** can assist a local child who requires therapy, such as counseling, private o/t, p/t, mental health needs, alternative therapy not covered by health insurance or other sources.

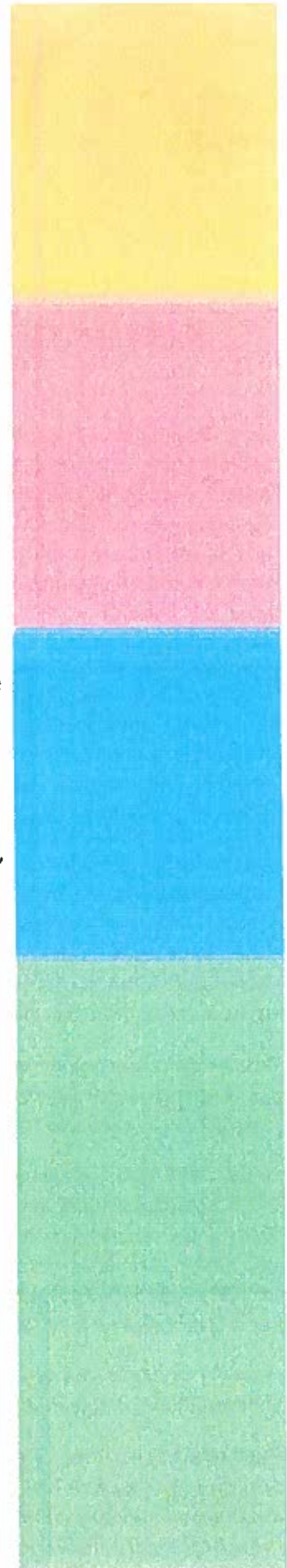
**PROGRAM 5:** can assist a local child that requires prescription supports not covered by health insurance or other sources. In relation to programs 1-5 supporting documentation from a medical professional is required.

**PROGRAM 6:** The program can assist local families with support, advocacy, and information. Navigating a child's illness or diagnosis can be overwhelming.

If successful with our application, we would like to purchase a laptop for our Applications Director to use for processing family applications in a safe and confidential manner. The purchase of a laptop will also include Microsoft Office and anti-virus program, totalling \$1200.

We would also like to use the remaining funds for our volunteers in areas such as Welcome/Information packages (\$250) that will outline the work we do and how volunteer can help, host Information Nights (\$250), which will allow us to recruit more volunteers and expand our fundraising opportunities and lastly, some funding (\$500) that will allow us to facilitate the reward and recognition of all of our volunteers.

We know it is important to arm volunteers with information and knowledge, especially as fundraising is heavily impacted by the pandemic and we also understand the need to recognise those individuals who go above and beyond in our communities for the work that they continue to do.





DR #2, SPO 15, Box 14  
 Clark, AB T4R 1P3  
[info@hope4mvpkids.org](mailto:info@hope4mvpkids.org)  
 Tel: 403-507-2299  
<http://hope4mvpkids.org>

Hope 4 MVC Kids Society assists children and families in Mountain View County when a child is in medical need. Run solely by volunteers, all our board members generously donate their time to meet the ever-increasing need for support in Mountain View County.

Our volunteers contribute in multiple ways, such as working on special fundraising projects, such as our Smile Cookie campaign and our annual Gala. Additionally, we ask for a commitment from our volunteer board members for a minimum time each month to include work in areas such as marketing, maintaining the organizations finances, overseeing our volunteer base, coordinating our IT and much more!

The funding would help facilitate us processing further family applications in a secure and virtual way with the purchase of a laptop. This ensures our volunteer board member (Applications Director) can work safely, without the need of meeting families during this particular time of uncertainty around COVID 19. It also ensures families data is kept secure and confidential, especially as we process sensitive information.

Having knowledgeable volunteers available for our fundraising efforts will also allow us to continue raising more awareness and funds for our organization to help families in need in Mountain View County. We would like to continue to grow our volunteer base so we can continue to help as many families as we can. We currently have 38 active volunteers, including the members of our board.

We have been able to help families in many ways, such as providing funding for a much-needed therapy service dog, a wig during chemotherapy, equipment supports to help a child communicate and many, many more. These are just some of the ways we are able to help families in our community and via our 6 clear programs.

You can read more about the families we have helped and their testimonials by visiting our Gallery of Hope page here: [Gallery of Hope | Hope 4 MVC Kids](#)



"We have always held to the hope, the belief, the conviction that  
 there is a better life, a better world, beyond the horizon"

-Franklin D. Roosevelt

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**Fwd: Hope 4MVC Kids Grant Application**

1 message

Sundre Townmail <townmail@sundre.com>

Mon, May 31, 2021 at 8:14 AM

To: Betty Ann Fountain <bettyann.f@sundre.com>

----- Forwarded message -----

From: **Danielle King** <danielle.king@hope4mvckids.org>  
Date: Fri, May 28, 2021 at 4:38 PM  
Subject: Hope 4MVC Kids Grant Application  
To: <townmail@sundre.com>, <annemarie.j@sundre.com>

Hello,

I wanted to introduce myself as the new Grants Director for Hope 4MVC Kids! I have joined the board recently, so please let me know if you have any questions at all regarding our application for the Town of Sundre Grant.

Attached you will find our application with two appendix documents to help further support our application. I have detailed as much as I can in the application, but expanded to the attached appendices to ensure we have provided a wider scope of detail about our organization and the work that we do.

As we are navigating the virtual world and signing things off, please let me know if anything is incorrect once you receive it, or if you have any additional questions, I would be happy to answer them.

We look forward to hearing from you and please let me know if you require further information from me at all.

Kind Regards,  
Danielle

--

Danielle King  
Grants Director  
Hope 4 MVC Kids Society  
403 975 0026




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**3 attachments**

 **Sundre Grant Application - FINAL SIGNED.pdf**  
146K

 **Appendix A - Sundre Grant Program Outline - Hope for MVC Kids Overview.pdf**  
155K

 **Appendix B - Sundre Grant Benefits and Volunteer Roles - Hope for MVC Kids.pdf**  
189K

2021-018



## 2021 GRANTS TO ORGANIZATIONS

Budget 2021 \$50,000

31-Jan-21

1st Intake January 31, 2021 \$25,000

| Grant No.                 | Organization                           | Description   | Amount Requested | Amount Approved | BALANCE      | Letter Sent (date) | Advised Project has Commenced | Info to A/P for Cheque | PAID BACK or NOT REQUIRED DUE TO CANCELLED EVENT |
|---------------------------|--|---|------------------|-----------------|--------------|--------------------|-------------------------------|------------------------|--|
| Balance                   | 31-Jan-21                              | Approved by Council February 8, 2021 Motion # 042-08-02-21 \$19,642 |                  |                 | \$25,000     |                    |                               |                        |  |
| 2021-001                  | Emeralds & Lace (Moe Fahey)            | Property Development / Improvement                                  | \$ 2,500.00      | \$ 1,900.00     | \$ 23,100.00 | 2021-02-19         |                               |                        |  |
| 2021-004                  | Sundre Pickleball                      | Rehabilitation of Tennis Courts (with school board consultation)    | \$ 15,000.00     | \$ 5,000.00     | \$ 18,100.00 | 2021-02-20         |                               |                        |  |
| 2021-005                  | Boondox Family Restaurant              | Property Development / Improvement                                  | \$ 3,000.00      | \$ 1,500.00     | \$ 16,600.00 | 2021-02-21         |                               |                        |  |
| 2021-006                  | Sundre Volunteer Search & Rescue       | To enable purchase of medical / rescue equipment                    | \$ 6,484.00      | \$ 3,242.00     | \$ 13,358.00 | 2021-02-22         |                               |                        |  |
| 2021-011                  | Sundre Daycare                         | To enable enhancement of programming                                | \$ 3,000.00      | \$ 2,500.00     | \$ 10,858.00 | 2021-02-23         |                               |                        |  |
| 2021-013                  | Byrna Land & Cattle Ltd. (Penny Byrna) | Property Development / Improvement                                  | \$ 25,000.00     | \$ 3,000.00     | \$ 7,858.00  | 2021-02-24         |                               |                        |  |
| 2021-014                  | Sundre Rodeo & Race Association        | Advertising campaign for annual rodeo event                         | \$ 5,000.00      | \$ 2,500.00     | \$ 5,358.00  | 2021-02-25         |                               |                        |  |
| FUNDS APPROVED BY COUNCIL |  |   | \$ 59,984.00     | \$ 19,642.00    | \$ 5,358.00  |                    |                               |                        | \$ -   |

## 2021 GRANTS TO ORGANIZATIONS

Budget 2021 \$50,000

31-May-21

2nd Intake May 31, 2021 \$25,000 + Balance Forward from 1st Intake \$5,358

| Grant No.                 | Organization                  | Description  | Amount Requested | Amount Approved         | BALANCE      | Letter Sent (date) | Advised Project has Commenced | Info to A/P for Cheque | PAID BACK or NOT REQUIRED DUE TO CANCELLED EVENT |
|---------------------------|-------------------------------|--|------------------|-------------------------|--------------|--------------------|-------------------------------|------------------------|--|
| Balance                   | 31-May-21                     | Approved by Council _____, 2021 Motion # _____ \$ _____                                |                  |                         | \$30,358     |                    |                               |                        |  |
| 2021-015                  | Sundre Municipal Library      | Community based recreation Programming - Story Walk                                    | \$956.29         | \$ 956.29               | \$ 29,401.71 |                    |                               |                        |  |
| 2021-016                  | Play 4 Sundre Kidz            | Community based recreation Programming - funding for children to participate in sports | \$ 500.00        | \$ 500.00               | \$ 28,901.71 |                    |                               |                        |  |
| 2021-017                  | Brenda Ware Memorial Bench    | Rec / Community based arts - unique carved bench at Community Gazebo                   | \$ 1,500.00      | \$ 1,500.00             | \$ 27,401.71 |                    |                               |                        |  |
| 2021-018                  | Hope 4 MVC Kids Society       | Community based Organization - purchase of laptop, programming                         | \$ 2,200.00      | at Council's Discretion | \$ 25,201.71 |                    |                               |                        |  |
| 2021-019                  | Greenwood Neighbourhood Place | Community based Organization - Youth Centre  | \$ 5,000.00      | \$ 5,000.00             | \$ 20,201.71 |                    |                               |                        |  |
| FUNDS APPROVED BY COUNCIL |                               |  | \$ 10,156.29     | \$ 7,956.29             |              |                    |                               |                        | \$ -   |
| AT COUNCIL'S DISCRETION   |                               |  |                  |                         |              |                    |                               |                        |  |

Grants to Organizations  
2<sup>nd</sup> Intake May 31, 2021  
SCHEDULE "A"

**8.3c**

| <b>Grant Application #</b>  | <b>Organization (by order of date received)</b> | <b>Type of Grant</b>   | <b>Amount Recommended</b>      |
|---|---|--|--------------------------------|
| 2021-015  | Sundre Municipal Library                        | Community Based Recreation Programming – Story Walk  | \$956.29                       |
| 2021-016  | Play 4 Sundre Kidz                              | Community Based Recreation Programming – funding for children to participate in sports   | \$500                          |
| 2021-017  | Brenda Ware Memorial Bench                      | Community Based Arts – memorial bench and scholarship for continuing education   | \$1500                         |
| 2021-018  | Hope 4 MVC Kids Society                         | Community Based Support – purchase of laptop (\$1200), volunteer funding, information packages, info night & reward / recognition program (\$1000) | <b>At Council's Discretion</b> |
| 2021-019  | Greenwood Neighbourhood Place (GNP)             | Community Based Support – Youth Centre   | \$5000                         |
| <b>Total Amount Recommended (adjustment to total at Council's discretion)</b> |   |  | <b>\$7,956.29</b>              |



## REQUEST FOR DECISION

|                               |                                    |
|-------------------------------|------------------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>               |
| <b>SUBJECT</b>                | <b>Road Upgrades</b>               |
| <b>ORIGINATING DEPARTMENT</b> | <b>Operations Roads Department</b> |
| <b>AGENDA ITEM</b>            | <b>8.4</b>                         |

### **BACKGROUND/PROPOSAL:**

There are a number of gravel roads and access points located adjacent to Town businesses within the Town that require attention.

Many of these roads are extremely dusty with any traffic travelling by, even at slow speeds, and are riddled with potholes and uneven surfaces. Town staff have sprayed the road with dust control products to mitigate the dust, however, this is not ideal as the product impacts some of the equipment and product owned by the businesses, and the dust control is only effective for a short time period.

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

These areas seem to be consistently moved down the list of priorities as more urgent repairs come forward. The Town of Sundre has received additional MSI funding for 2021, so repairing these areas with a more permanent solution would not impact our budget.

Staff have identified three areas of concern and have had respectful requests from the business owners for a number of years. The three areas are:

- 6<sup>th</sup> Street SE (Located in the Industrial area east of Bergen Road).
- The entranceway to 6<sup>th</sup> St NW, (Located between the Bear's Den and the Children's Emporium).
- The alleyway between 2<sup>nd</sup> Street NW and 3<sup>rd</sup> Street NW, North of Highway 27 on the 300 Block, (Located at the alleyway north of the ATB, Pyros, etc.)

Staff sought quotes to double chip seal the entire length of 6<sup>th</sup> Street SE from Highway 27 to the soccer pitch on 3<sup>rd</sup> Street SE. This option will allow for seamless storm drainage and the damaged surface adjacent to the mobile homes on 6<sup>th</sup> Street SE at a quoted cost of **\$54,984**.

The gravel sections of the business section of 6<sup>th</sup> Street NW and the back lane adjacent to the business district between 3<sup>rd</sup> and 2<sup>nd</sup> Street NW, were quoted for single application of chip seal at a cost of **\$15,015**.



**ALIGNMENT WITH STRATEGIC PLAN**

1. Sustainable Governance
4. Financial Stability
3. Community Wellbeing

**ADMINISTRATION RECOMMENDATIONS:**

That Council approve the project request to improve both 6<sup>th</sup> Street SE, 6<sup>th</sup> Street NW and the back lane between 3<sup>rd</sup> St NW and 2<sup>nd</sup> St NW.

**MOTION:**

That Council approve the project request to improve 6<sup>th</sup> Street SE, 6<sup>th</sup> Street NW and the back lane between 3<sup>rd</sup> St NW and 2<sup>nd</sup> St NW at a combined total cost of \$69,999.00, with funds to be drawn from MSI.

Date Reviewed: June 11, 2021 CAO: Amick Nelson

KOKANEE HEAVY TRUCK AND EQUIPMENT SALES INC.  
P.O. BOX 1708  
SUNDRE, AB T0M 1X0  
TEL: 403-638-7771 FAX: 403-638-9092  
Email: [kht@telus.net](mailto:kht@telus.net)

April 28, 2021

Town of Sundre

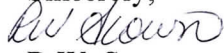
Attn: Jim Hall  
Email: [jim.h@sundre.com](mailto:jim.h@sundre.com)

We are tax payers in the Town of Sundre running a business on a graveled street. We are the only business in town with a graveled street. To run our type of business we need to keep the area clean and dust free. Gravel and dust make it very difficult to do this.

The street was asphalt based cold mix approximately 12 years ago. Since then it has been pounded out over the years and now we are left with a dusty gravel street.

We would appreciate something being done to help our business and also for healthier air.

Thank you for your prompt attention in this matter.

Sincerely,  
  
R.W. Scown

RWS:cs



## REQUEST FOR DECISION

|                               |  |
|-------------------------------|--|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>                   |
| <b>SUBJECT</b>                | <b>License of Occupation Agreement</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>            |
| <b>AGENDA ITEM</b>            | <b>8.5</b>                             |

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### **BACKGROUND/PROPOSAL:**

The Town of Sundre approved outdoor patios during the Pandemic period where indoor dining was restricted. This was well received by the public and the business owners and did assist eating and drinking establishments during this period.

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

Since that time, several eating and drinking establishments have installed temporary patios to ensure business could carry on.

The eating and drinking establishment legally described as Lot 1, Block D, Plan 7447 ER, operating as 583445 Alberta Ltd. (Original T's) has requested that the Town approve the use of the patio for a longer time period, as a semi-permanent structure, via a License of Occupation Agreement. The agreement would allow a structure to partially encroach into a Town Right of Way for a specified period of time. In this case, the agreement would allow the patio to be in place for a 10-year period, with an option for two additional terms. The agreement specifies that if the land within the Right of Way is required for any municipal purpose, that the Town can provide 30 days notice and the structure must be removed by the Licensee at the Licensee's sole cost.

The owner has agreed to the terms within the agreement.

### **ALIGNMENT WITH STRATEGIC PLAN,**

Strategic Plan Priorities

1. Sustainable Governance
2. Service Delivery
3. Community Well Being

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council approve request to enter into a License of Occupation Agreement with 583445 Alberta Ltd. to allow for a patio within a Town Right of Way.

### **MOTION:**

The Town of Sundre Council approve the request to enter into a License of Occupation Agreement with 583445 Alberta Ltd. to allow for a patio within a Town Right of Way at Lot 1, Block D, Plan 7447 ER, for a ten-year term period with an option to renew for an additional two terms, and that the CAO be authorized to sign the agreement on behalf of the Town of Sundre.

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| Date Reviewed: <u>June 11, 2021</u> CAO: <u>Linda Nelson</u> |
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## REQUEST FOR DECISION

|                               |                              |
|-------------------------------|------------------------------|
| <b>COUNCIL DATE</b>           | <b>June 14, 2021</b>         |
| <b>SUBJECT</b>                | <b>Administrative Report</b> |
| <b>ORIGINATING DEPARTMENT</b> | <b>Legislative Services</b>  |
| <b>AGENDA ITEM</b>            | <b>9.1</b>                   |

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### **BACKGROUND/PROPOSAL:**

The CAO will provide a verbal report on projects going forward in 2021 and proposed additional projects for 2022.

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

Discussion to take place at Council Meeting.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

N/A

### **MOTION:**

The Town of Sundre Council accept the CAO verbal report as information.

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| Date Reviewed: <u>June 11, 2021</u> CAO: <u>Derek Nelson</u> |
|--|



## REQUEST FOR DECISION

|                               |                           |
|-------------------------------|---------------------------|
| <b>COUNCIL DATE</b>           | June 14, 2021             |
| <b>SUBJECT</b>                | Council Committee Reports |
| <b>ORIGINATING DEPARTMENT</b> | Legislative Services      |
| <b>AGENDA ITEM</b>            | 11.                       |

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### **BACKGROUND/PROPOSAL:**

Mayor Terry Leslie and Councillor Richard Warnock have provided reports for Council's review and information for both the month of May and April, respectively.

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

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

### **ADMINISTRATION RECOMMENDATIONS:**

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

### **MOTION:**

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

Attachments: 11.1 Mayor Leslie's May report  
11.2 Councillor Warnock's April and May report

Date Reviewed: June 11, 2021, 2021

CAO: Linda Nelson

### **Mayor's Report to Council – May 1 – June 9, 2021**

**Wednesday May 5, 2021 – 2:30 – 3:30 PM via ZOOM – Sundre Wellness Advocacy Committee** – This was the first meeting of the newly formed Advocacy Committee, which consists of 2 Hospital Futures members (Gerald Ingeveld and Joyce Wicks), 2 Mountain View County Council representatives (Angela Aalbers and Peggy Johnson) and Councillor Warnock and me from the Town of Sundre Council. The meeting intent was to review the Terms of Reference and examine the current staffing situation at the Myron Thompson Health Care Centre. A letter was written to Central Zone AHS representatives requesting a meeting to learn more about plans to staff the hospital adequately during the upcoming May long weekend.

**Wednesday May 12, 2021 – 6:30 – 8:00 PM – Telephone Town Hall with Premier Kenney, Minister of Transportation and Municipal Affairs, Honourable Ric Mclver, Honourable Tyler Shandro, Minister of Health, and Dr. Deena Hinshaw, Chief Medical Officer of Health** – Mayors, Reeves and CAOs from across Alberta were invited to hear about recently announced public health restrictions, as well as updates on pandemic and COVID-19 supports. There was time for participants to have questions answered. I forwarded the “slide deck” of the presentation to Council when I received it.

**Friday May 14, 2021 – 1:00 – 2:30 PM – ZOOM Sundre Wellness Advocacy Committee meeting with Central Zone AHS representatives** – This meeting was a follow up meeting in response to the letter sent to Central Zone requesting updates and clarification to staffing concerns at the Myron Thompson Health Care Centre for the upcoming tourist season.

**Tuesday May 18, 2021 – 1:00 – 3:00 PM – Mayors of South-Central Alberta meeting via ZOOM** – Each Mayor reviewed local COVID-19 responses and outlined community issues in a round table format. There was a policing presentation from Brian Sauve, President of the National Police Federation, with presentations from Michelle Boutin, Vice President, and Sarah Nolan, Director of Government Relations. With the Provincial Government talking of developing a Provincial Police Force, and with many municipalities, like ours, wanting to continue with the current RCMP force in our communities, this presentation enabled us to look at why we should stay with the RCMP option.

**Wednesday, June 9, 2021 – 9:00 – 10:30 AM – Sundre Ministerial Meeting in person at Main Avenue Fellowship** – Updates from all in attendance with optimism for upcoming “back to normal” summer plans. (I forwarded the minutes to all Council members)

Please call to ask me if you have any questions about any of the above information 😊

Respectfully submitted by Terry Leslie, Mayor

**April 07 – Town of Sundre Special Council Meeting**

This special meeting was called to work towards assistance to the restaurant businesses in Sundre. – The results were for administration to quickly set up a special permit process for outdoor patios.

**April 07 – ASCHA (Alberta Senior & Community Housing Association Convention****April 08 – ASHCA Convention – Held by Zoom****April 09 – ASCHA Convention – Held by Zoom**

This was a very full agenda for a three day conference – Topics discussed where varied as follows: Coaching Strategies for Leaders, Decoding Capital Funding Options, Combating Outbreaks with air quality measures, Managing risk and reputation recovery, Housing for health, Building a community, What has been learned from the pandemic, Consumer behavior and included a large virtual trade show.

**April 12 – Town of Sundre Regular Council Meeting (Teleconference)**

The regular Council meeting was held at 6pm. The highlights of this meeting included the Federation of Alberta Gas Co-op's 2020 audit for Sundre, with very minor recommendations that all were addressed immediately. As well Council adopted the 2021 O&M Manual provided by the Federation of Alberta Gas Co-op. Please refer to the meeting minutes and agenda section on the webpage for the full minutes at [www.sundre.com](http://www.sundre.com)

**April 13 – MVSH/ASCHA Convention Follow Up Meeting - Zoom**

A short meeting was held to discuss hot topics as well as valuable information that could be presented to the Board of Directors of MVSH that attendees heard and learned at the ASCHA Convention.

**April 14 – SPRUCE – Seniors Protected & Respected By Community Engagement**

I attended as the monthly meeting that centered on the final proof of the printed material so that it can be completed and out in our community in May and June 2021.

**April 14 – AUMA Leadership Caucus****April 15 – AUMA Leadership Caucus – Held by Zoom****April 16 – AUMA Leadership Caucus – Held by Zoom**

I attended the AUMA Spring Leadership Caucus with great topics and discussion on the current and future items in urban communities. Some of the topics were as follows: Red Tape Reduction, Municipal Finances & Reserves, Local Government Fiscal Framework, Provincial policing versus RCMP and a Minister round table question and answer session.

## **COUNCILLOR WARNOCK REPORT 2021 – April – Page 2**

### **April 16 – 18 – Town of Sundre Spring Workshop**

The Council spring workshop was held discussing Social Media Policies, Project's that Administration is working on for completion through the summer season and what needs to be postponed until 2022 for the next Council to make decisions on. The workshop concluded with a good look at Asset Management and how it is incorporated in the Town of Sundre.

### **April 20 – Sundre & District Historical Society Board Meeting (Museum)**

I attended the regular Board meeting that discussed the Executive Directors report, Governance and Bylaws, Remodel Grand Opening under Covid Restrictions, and a Finance committee report.

### **April 21 – Sundre Library Board Meeting**

I attended the April meeting that discussed operations, covid restrictions, what is necessary if covid continues for another 12 months and a review of the current financial situation with the covid pressures on revenue.

### **April 22 – Mountain View Senior Housing Board Retreat – Held by Zoom**

I attended with Sundre alternate Board Member, Councillor Cheri Funke, to review the Strategic Plan, AHS Transition, Business Planning and Budgets. Topics discussed were as follows: Review of Strategic Priorities, Alberta Health Services Transition review, 2021 to 2025 Business Planning, Implementation Planning for 2021 budget and 2021/2025 Business Plan. With the wrap up session discussing next steps necessary to be addressed by the MVSH Board of Directors and Administration.

### **April 26 – Town of Sundre Regular Council Meeting (Teleconference)**

The Regular Council meeting was held at 6pm. The highlights of this meeting included a presentation by Doctor Grant (introduced by Gerald Ingerveld, Chair Hospital Futures Committee) that gave a great overview of the unique Sundre Simulation Lab being built, furnished and soon operational at the Sundre Fire Hall. Then Council was presented with the 2020 Audited Financial Report from the auditors, which again for the second year in a row was a clean audit with no recommendations for Administration. Please refer to the meeting minutes and agenda section on the webpage for the full minutes at [www.sundre.com](http://www.sundre.com)

### **April 27 – Mayors of South Central Alberta Meeting – Held by Zoom**

I attended as Deputy Mayor on behalf of Mayor Leslie the Mayors meeting that discussed high speed internet (fibre optics), senior transportation, provincial policing and utility distribution costs to municipalities.

### **April 28 – Mountain View Regional Parks, Recreation & Culture Master Plan**

The agenda was for the Consultants to present and get feed back from Town Council on recreation, parks and culture in Sundre. Discussion was held on what is available today and programs or facilities needed to meet the demands of the future.



**May 3 to May 7 – AUMA 2021 Public Risk Conference – Virtual Event**

May 3, Funding Disasters: A Discussion on sustainable disaster funding and risk reduction.

May 4, Emerging Risk: HR and the changing landscapes of relations, complaints, and claims.

May 5, Keynote Speaker: Dan Gardner - Why we get risk wrong, and how do we get it right.

May 6, Asset Management: A systems approach to manage assets using good planning and workflow.

May 7, Cyber Security Keynote Speaker: Theresa Payton, former Chief Information Office for the White House.

**May 5 – Sundre Wellness Advocacy Meeting**

Attended the first Sundre Wellness Advocacy meeting with introductions of the Committee Members and discussions surrounding the Sundre Hospital, Myron Thompson Health Center.

**May 10 – Town of Sundre Regular Council Meeting (Teleconference)**

The regular Council meeting was held at 6pm. The meeting started with a delegation presentation presented by Hope 4 MVC Kid's Society which was well received by Council. New business items where: Business Continuity Pandemic Plan, Municipal Emergency Response Plan, Alberta Public Works Proclamation for week off May 17-23, and the celebration of the 95<sup>th</sup> birthday of a citizen in the Sundre area. Please refer to the meeting minutes and agenda section on the webpage for the full minutes at [www.sundre.com](http://www.sundre.com).

**May 12 – ASCHA Webinar – Held by Zoom**

I attended the ASCHA Central Region webinar – Municipal Tools to Support Affordable Housing, presented by CMHC. The key components where: Overview of National Housing Strategy, Municipal Tools for Affordable Housing, and the Housing Supply Challenge.

**May 14 – Sundre Wellness Advocacy and Alberta Health Central Joint Meeting**

The meeting involved discussions around staffing and the increased work loads on weekends and especially long weekends over the summer months.

**May 18 – Sundre and District Historical Society Board Meeting**

I attended the Historical Society (Museum) Board meeting held by Zoom. The agenda items contained updated report from the ED Jamie Marr, Safety policies and procedures and Museum policies and procedures. These are being worked on and more information will be presented in September. The COVID restrictions still had the museum closed and this may have some financial impacts for the Board to deal with soon if the closure continues.

## **COUNCILLOR WARNOCK REPORT 2021 – May – Page 2**

### ***May 19 – Sundre Library Board Meeting***

The agenda items to highlight: Discussion on the Library having laptops to loan out to the public and it was felt that the existing iPad tablets are sufficient at this time, and the second main item was the remodel of the library to redesign the working space for the public computers.

### **May 20 – Mountain View Senior Housing Board Special Meeting**

I attended the second and follow up Strategic Planning & Board Development meeting held by Zoom. The agenda covered processes for CAO Evaluation, CAO Succession, Lodge & Senior Self-contained strategies and the 2022 Budget.

### **May 26 – Mountain View County & Sundre IDP Open House**

This open house was held to allow the public to have make presentations or have input into the Joint Intermunicipal Development Plan.

### **May 27 – SPRUCE Meeting – Held by Zoom**

The Sundre SPRUCE – Seniors Protected and Respected under Community Engagement meeting was held, and the main discussions centered around Elder Abuse Day, June 15, 2021, and the Flag raising ceremony being held at the Town of Sundre.

### **May 30 – Sundre Hospital Futures Fund Raising**

The Hospital Futures Committee has a presentation table at the new Cowboy Trail Farmers Market, and I volunteered to work this table that is set up to make the public aware of the fund raising for the Sundre Hospital and the need for Nurses and Health Care Aides to work there.

### **May 31 – Town of Sundre Regular Council Meeting (Teleconference)**

The Regular Council meeting was held at 6pm. The highlights of this meeting included the second, third reading and the passing of the 2021-02 Intermunicipal Development Plan Bylaw, the opportunity to save the Town substantial money with the purchase of a used Dehumidifier for the Arena from the City of Red Deer, the Town of Sundre proclamation of World Elder Abuse Awareness Day and the Council acceptance of the AUMA Council Candidate Pledge. Please refer to the meeting minutes and agenda section on the webpage for the full minutes at [www.sundre.com](http://www.sundre.com).