



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
January 26, 2026  
**5:00 p.m.**

- 1. Call to Order**  
Moment of Reflection
- 2. Public Hearing:**
- 3. Agenda – Amendments and Adoption**
  - 3.1 January 26, 2026
  - 3.2 Councillor Absence (if applicable)
- 4. Adoption of Previous Minutes**

4.1 January 12, 2026 Regular Meeting of Council Minutes	Pg. 1
4.2 January 17, 2026 Special Closed Meeting of Council Minutes	Pg. 5
- 5. Delegation:**

5.1 RFD Sundre Rodeo & Race Association	Pg. 7
5.2 RFD Sundre & District Chamber of Commerce	Pg. 34
- 6. Bylaws/Policies:**

6.1 RFD Bylaw 2026-01 Borrowing Bylaw	Pg. 38
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- 7. Old Business:** None
- 8. New Business:**

8.1 RFD Appointment of Mountain View County Councillor to Sundre Municipal Library Board	Pg. 49
8.2 RFD Appointment to Sundre Municipal Library Board	Pg. 52
8.3 RFD Wear Red Canada Day Proclamation	Pg. 54
8.4 RFD P3 Advocacy Agreement	Pg. 57
- 9. Administration:**

9.1 RFD Departmental Reports December 2025	Pg. 58
9.2 RFD 2025 Year-End Departmental Reports	Pg. 115
9.3 RFD CAO Accomplishment	Pg. 139
- 10. Council Committee Reports:** None
- 11. Council Invitations / Correspondence:** None
- 12. Closed Meeting:**
  - 12.1 Advice From Officials, *Access To Information Act, Section 29*
  - 12.2 Advice From Officials, *Access To Information Act, Section 29*
- 13. Adjournment**

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Regular Council Meeting Minutes  
 Town of Sundre  
 Municipal Council Chambers  
 January 12, 2026  
**5:00 P.M.**

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, January 12, 2026, commencing at 5:00 p.m.

**IN ATTENDANCE:** Mayor Richard Warnock  
 Councillor Jaime Marr  
 Councillor Connie Anderson  
 Councillor Todd Dalke  
 Councillor Owen Petersen  
 Councillor Cheri Buchan

**ABSENT:** Councillor Paul Isaac

**STAFF:** Chief Administrative Officer, Linda Nelson  
 Director Community Development, Benazir Thaha Valencia  
 Project Manager, Carl McDonnell  
 Jon Allan, Economic Development Officer  
 Legislative Executive Assistant, Betty Ann Formstone

**PUBLIC:** **2**

**DELEGATION:** Sundre Curling Club representative, Glen Smith  
 Sundre Health Professions Retention & Attraction Committee representatives, Gerald Ingeveld and Joyce Wicks

**PRESS:** **1**

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

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 001-12-01-26* MOVED by Councillor Dalke that the agenda be approved as presented.

**CARRIED**

**Councillor Absence:** *Councillor Isaac advised the CAO in compliance of s.14.6 of Council's Procedural Bylaw.*

**ADOPTION OF THE PREVIOUS MINUTES:***Res. 002-12-01-26*

MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on December 22, 2025 be approved as amended as follows:

1. *Under Adjournment Motion 447-22-12-25: Remove data entry error 5:45:*  
**CARRIED**

**DELEGATION:***Res. 003-12-01-26***Sundre Curling Club**

MOVED by Councillor Buchan that the Town of Sundre Council accept the presentation from the representatives of the Sundre Curling Club as information and thank the Sundre Club members for the services and recreation programs they provide to the community.

**CARRIED****Sundre Health Professions Attraction & Retention Committee (SHPARC)***Res. 004-12-01-26*

MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the representatives of the Sundre Health Professions Attraction and Retention Committee as information and thank the members of the committee for their commitment to ensure our residents benefit from their work in attracting health professionals to serve our community.

**CARRIED****BYLAWS/POLICIES:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:****Central Alberta Economic Resilience Taskforce Survey***Res. 005-12-01-26*

MOVED by Councillor Petersen that the Town of Sundre Council accept the report from the Economic Development Officer pertaining to the results of the survey conducted by the Central Alberta Economic Resilience Taskforce as information.

**CARRIED****ADMINISTRATION:**

None

**COUNCIL:****Council Committee Reports***Res. 006-12-01-26*

MOVED by Councillor Buchan that the Town of Sundre Council accept Councillor Anderson's verbal report for December 2025 as information.

**CARRIED***Res. 007-12-01-26*

MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Buchan's verbal report for December 2025 as information.

**CARRIED**

*Res. 008-12-01-26* MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Dalke's verbal report for December 2025 as information.

**CARRIED**

*Res. 009-12-01-26* MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Marr's written report for December 2025 as information.

**CARRIED**

*Res. 010-12-01-26* MOVED by Councillor Buchan that the Town of Sundre Council accept Councillor Petersen's verbal report for December 2025 as information.

**CARRIED**

*Res. 011-12-01-26* MOVED by Councillor Marr that the Town of Sundre Council accept Mayor Warnock's written report for December 2025 as information.

**CARRIED**

**COUNCIL:**

**Council Key Messages December 2025**

*Res. 012-12-01-26* MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of December 2025 as information.

**CARRIED**

**COUNCIL CORRESPONDENCE:**

**Letter – Honourable Ric McIver**

*Res. 013-12-01-26* MOVED by Councillor Buchan that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Speaker of the Legislative Assembly of Alberta as information.

**CARRIED**

**Letter – Mayor of the City of Red Deer**

*Res. 014-12-01-26* MOVED by Councillor Petersen that the Town of Sundre Council accept the letter from the Mayor of the City of Red Deer as information.

**CARRIED**

**RCL 223 Invitation to Mayor Warnock**

*Res. 015-12-01-26* MOVED by Councillor Dalke that the Town of Sundre Council accept the invitation for Mayor Warnock to attend the annual Installation of Officers on January 17, 2026 at 6:00 p.m. at the Royal Canadian Legion Branch 223 as information.

**CARRIED**

Regular Council Minutes – January 12, 2026

**CLOSED MEETING:**

*Res. 016-12-01-26*

MOVED by Councillor Anderson that the Town of Sundre Council go into a Closed Meeting at 6:32 p.m.

*Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council expected.*

*Mayor Warnock called a break at 6:32 p.m.*

*Mayor Warnock reconvened the closed meeting at 6:40 p.m.*

The following were in attendance for the Closed Meeting:

Chief Administrative Officer, Linda Nelson

Project Manager, Carl McDonnell

**Topic of Closed Meeting**

12.1 Disclosure Harmful to Personal Privacy, Access To Information Act, Section 20(2)(d)

*Project Manager left the Closed Meeting at 7:18 p.m.*

12.2 Advice from Officials, Access To Information Act, Section 29

12.3 Advice from Officials, Access To Information Act, Section 29

12.4 Advice from Officials, Access To Information Act, Section 29

*Res. 017-12-01-26*

MOVED by Councillor Dalke that Council return to an open meeting at 7:40 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 018-12-01-26*

MOVED by Councillor Anderson, being that the agenda matters having been concluded, the meeting adjourned at 7:41 p.m.

**CARRIED**

These Minutes approved this 26<sup>th</sup> Day of January, 2026.

  
Mayor, Richard Warnock

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

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Initials



Special Closed Council Meeting  
Minutes

Town of Sundre Municipal Council Chambers  
Saturday, January 17, 2026  
9:00 a.m. – 4:00 p.m.

The Special Closed Meeting of Council of the Municipality of Sundre was held in Municipal Council Chambers on Saturday, January 17, 2026, commencing at 9:00 a.m.

**ATTENDING:** Mayor Richard Warnock  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Connie Anderson  
Councillor Todd Dalke  
Councillor Owen Petersen  
Councillor Cheri Buchan

**Absent:** None

**Administration:** Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert  
Director Community Development, Benazir Thaha Valencia  
Legislative Executive Assistant, Betty Ann Formstone

**CALL TO ORDER** The Special Meeting of Council was called to order at 9:00 a.m.

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 019-17-01-26* MOVED by Councillor Isaac that the agenda be approved as presented.

**CARRIED**

**CLOSED MEETING**

*Res. 020-17-01-26* MOVED by Councillor Petersen that Council go into Closed Meeting at 9:04 a.m.

**CARRIED**

**TOPIC OF CLOSED MEETING**

3.1 Advice from Officials, *Access To Information Act, Section 29*

Initials

Special Closed Council Meeting Minutes – January 17, 2026

*Mayor Warnock called a break at 10:11 a.m.*

*Mayor Warnock reconvened the Closed Meeting at 10:30 a.m.*

*Mayor Warnock called a lunch break at 12:13 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 1:00 p.m.*

## **ADJOURNMENT OF CLOSED MEETING**

Res. 021-17-01-26 MOVED by Councillor Marr that Council come out of Closed Meeting at 3:10 p.m.  
**CARRIED**

Res. 022-17-01-26 MOVED by Councillor Buchan that Council adjourn the Closed Meeting at 3:11 p.m.

## **RETURN TO OPEN MEETING**

Res. 023-17-01-26 MOVED by Councillor Dalke that Council return to Open Meeting at 3:12 p.m.  
**CARRIED**

## **ADJOURNMENT**

Res. 024-17-01-26 MOVED by Councillor Buchan being that the agenda matters have been concluded the meeting adjourned at 3:13 p.m.

## CARRIED

These Minutes approved this 26<sup>th</sup> day of January 2026

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Mayor, Richard Warnock

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### Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>Delegation: Sundre Rodeo &amp; Race Association</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.1</b>

### **BACKGROUND/PROPOSAL:**

Representatives of the Sundre Rodeo & Race Association have requested to address the Town of Sundre Council to discuss “all things rodeo” and the upcoming 2026 season.

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

Verbal and PowerPoint presentation.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council’s Strategic Plan Pillar 1: Community Development and Pillar 2: Community Wellness.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accepts the Sundre Rodeo & Race Association presentation as information.

### **COSTS/FUNDING:**

n/a

### **MOTION:**

That the Town of Sundre Council thank the Sundre Rodeo & Race Association representatives for their presentation and thank the Board and Volunteers for the events they organize for the enjoyment of our citizens and visitors to our community.

### **ATTACHMENT: PowerPoint Presentation**

Date Reviewed: January 20, 2026

CAO: Linda Nelson



5.1a

THE 46<sup>th</sup> ANNUAL  
SUNDRE PRO RODEO  
JUNE 18-21, 2026

# Why Are We Here Tonight?

- The Sundre Rodeo & Race Association (SRRA) Committee wishes to continue to be transparent with the Town of Sundre Council
- Provide a current update on the Rodeo, Facilities and Planning
- Reinforce the relevance and importance of this professional rodeo and its impact on the Town of Sundre
- Work to improve our partnership with the Town of Sundre
- Express our gratitude for the support we receive from the Town Of Sundre

# Who Are We? - 2026 Sundre Rodeo and Race Association Directors

- President – Shane Crouch
- Vice President – Scott Smith
- Secretary – Kelsey Simpson
- Treasurer – Kayla Caldwell
- Bookkeeper – Lorey Marsden (Paid Position)
- 12 Directors Include: Jenn Anderson, Gordon Crouch, Alisa Brace-Hays, Carter McIntyre, Kris Burkholder, Shannon Cummings, Hannah Burrell, Scott Erickson and the four elected executives above. All Directors are voted in during the SRRA fall Annual General Meeting
- In addition to the elected directors there are 30 SRRA committee members and over 65 volunteers who work with the committee and contribute countless hours prior to the rodeo and throughout the rodeo weekend
- We are all volunteers with no one being paid for their work with the exception of the Bookkeeper
- The SRRA is extremely fortunate to have such a strong group of committee volunteers who are passionate about rodeo, ensuring a strong future for this professional rodeo and are community orientated with the Town of Sundre's best interests at heart!

# A BRIEF HISTORY

- Sundre Rodeo and Race Association (SRRA) oversees the Sundre Pro Rodeo
- Early rodeo's in Sundre date back to 1909
- The Sundre Professional Rodeo started in 1979 and was initially known as the Gary Logan Memorial Rodeo
- Since 1979 the Sundre Pro Rodeo has been a sanctioned pro rodeo under the Canadian Professional Rodeo Association (CPRA) the Professional Rodeo Cowboys Association (PRCA) and recently the Women's Professional Rodeo Association (WPRA)
- The rodeo has continued to grow and evolve over the last 45 years to become one of the best rodeos in Canada

# The SRRA Mission Statement

“To Produce, Promote and Present a Professional Rodeo For the Sundre Community With Utmost Safety For The People And Animals Involved And The Utmost Professionalism In Its Presentation. To Continually Maintain And Upgrade The Rodeo Grounds, Facilities And Preserve Our Western Heritage Through The Promotion Of Rodeo And Other Equine Events”

# Growth of the Sundre Pro Rodeo

- In 2025 the Sundre Pro Rodeo was the fifth highest paying rodeo in all of Canada as confirmed by the Canadian Professional Rodeo Association (The Calgary Stampede and Canadian Finals Rodeo are excluded from this list)
- Top Five Paying Rodeos in Canada (2025):
  - Ponoka Stampede \$588,630.00
  - Strathmore Stampede \$314,853.00
  - Wainwright Stampede \$214,582.00
  - Williams Lake BC \$213,184.00
  - Sundre Pro Rodeo \$193,665.00

- Prize money of \$10,000.00 is offered in each of the eight major events in Sundre. This includes \$10,000.00 to both team roping positions (header and heeler)
- The prize money now offered underscores the SRRA commitment to attracting top-tier cowboys and cowgirls to compete in Sundre
- It also underscores the SRRA commitment to raising the competition level for our fans to enjoy and to continue to attract more fans to Sundre
- Due to rising contestant numbers and fan attendance over the last several years a fourth rodeo performance was required to be added
- As of 2025 the Sundre Pro Rodeo has grown into a four day rodeo with the addition of a Thursday evening performance

# Rodeo Grounds & Facilities Update

- In keeping with our Mission Statement the SRRA has continued to reinvest income to Maintain And Upgrade the Rodeo Grounds and Facilities
- As the SRRA is a Not For Profit Society all revenues are required to be spent
- Grounds and Facilities Upgrades over the last several years have included, additional clearing and beautification of rodeo grounds, concrete sidewalk work, new 2W bucking chutes, IT backbone & Starlink satellite (for broadcasting of the rodeo on the Cowboy Channel), Priefert Roping Chute, Street Lamp Banners, NW grandstand and a Timed Event cattle sorting system



- The original VIP Grandstand (pictured at left) was constructed in 1983 behind bucking chutes 1 through 4
- In 2025, a new VIP Grandstand was built replacing the original grandstand



- Due to the need to provide SRRA sponsors with a better experience and expanded seating, a new VIP grandstand was constructed in 2025.
- This grandstand offers wider aisles for access to the seating, excellent sightlines of the infield, better acoustics, a bar built within the grandstand and a 360 degree announcer's booth with upgraded electrical and wiring for improved broadcasting capabilities.



- The original VIP Grandstand was relocated to the south end of the infield and now provides covered fan seating behind the timed events end.
- The new VIP grandstand has increased the overall covered seating capacity to 2,478.

# Planning for 2026

- This year's rodeo weekend dates are: Thursday, June 18 through Sunday, June 21, 2026
- After completing a significant new capital project in 2025 (the new VIP Grandstand) the SRRA does not have any capital projects planned for 2026 for the first time in several years
- Parade – After a relocation of the parade to the north end of Sundre due to infrastructure and road work in 2025, the SRRA is excited to see the parade returning to traditional Main Avenue route
- The Freson Bros. Pancake Breakfast and Rodeo Parade are an important part of the rodeo weekend and will be held in conjunction with one another again in 2026
- Weather permitting a return of the fireworks on Friday following the rodeo performance has also been planned



- Out of the four days of rodeo performances in 2025, rain fell three days. This had a big impact on our overall gate attendance.
- There will be no new fundamental changes to the rodeo in 2026. The SRRA is hoping for hot, dry weather to increase our attendance and recover financially from a down year in 2025

# Sundre Rodeo and Race Association Subcommittees include:

- The 'Go Wild Go West Riders Drill Team' Subcommittee
- Miss Rodeo Sundre Subcommittee
- Parade Subcommittee



- Go Wild! Go West! Drill Team
- This Subcommittee is overseen by Shannon Harris and Tracy Wilson
- The Go Wild! Go West! Drill team play a big part in the opening ceremonies of each rodeo performance and carry the all-important sponsors flags
- They participate and represent the Sundre Pro Rodeo in the parade



- 2025 Miss Rodeo Sundre – Jesse Miller
- This Subcommittee is overseen by Alisa Brace-Hays
- The Sundre Pro Rodeo has had a successful royalty program for many years
- Through the years there have been many young ladies who have been excellent queens and represented the Sundre Pro Rodeo and the Town of Sundre throughout Alberta, Canada and the USA.



- The Sundre Rodeo Parade Subcommittee is overseen by Moe Fahey and Heidi Overguard
- Hosting the parade on Main Avenue in 2026 will again recreate the synergy between the Freson Bros. pancake breakfast and the parade that has been so important in the past
- The parade includes a number of bands, participation by local businesses, society and club entries and recognizes locals and parade dignitaries.

# Relevance, Importance and Impact on the Town of Sundre

- The Sundre Pro Rodeo remains one of the biggest annual events in the Town of Sundre and draws fans from all over during the rodeo weekend
- The Rodeo weekend has a significant economic impact on the Town of Sundre
- Visitors to the Sundre Pro Rodeo support local businesses
- Visitors to the rodeo eat in restaurants, fuel up their cars, shop, stay in town hotels and motels and camp in local campgrounds
- Visitors become personal ambassadors when they share their Sundre rodeo and Town of Sundre experience with others outside the community

# The SRRA Economic Benefit To the Town of Sundre and Businesses

- The SRRA Committee buys and rents anything we can locally to host and present the rodeo
- In 2025 the SRRA Committee spent the following locally
  - Equipment rentals to help run and host the rodeo weekend \$14,700
  - Booked hotel rooms for contract acts, announcers, VIP's \$5,000
  - Alcohol and food purchased locally \$31,500
  - Stock Feed – Local Hay and Grain \$3,500
  - Tools, Equipment and Materials (Including Home Hardware) \$11,600

The SRRA Committee continues to welcome other user groups who wish to use the rodeo grounds and facilities

- The SRRA Committee is proud of the incredible rodeo grounds and facilities we have and takes great care in continually maintaining and upgrading the rodeo grounds and facilities to preserve this legacy.
- The SRRA is user friendly with the rodeo grounds and facilities, some other events hosted on the rodeo grounds include:
  - Barrel Racing Jackpots
  - Weddings and Family Reunions
  - High School Rodeo
  - Jack Rabbits Ski Club

# Continued...

- Shady Grove Bluegrass Festival
- RCMP and GNP Movie Nights
- Bulls and Wagons
- Harvest Festival
- Junior Rodeo Clinics
- ATV Safety Clinics
- Farmers Markets

# Rodeo Weekend Participation

- The SRRA Committee has worked at engaging local businesses in Sundre to participate during the rodeo weekend and 'Go Wild Go West'
- Best Dressed Business Contest
- Storefront Window Painting
- Business Parade Floats
- Encouraging business owners and staff to Dress Western for the rodeo weekend
- Popular Pre Rodeo BS Bingo Event

# The SRRA is Grateful and Would Like To Expresses its Thanks To The Town Of Sundre For...

- The 2025 Town of Sundre Grant of \$5,000
- Working with and allowing the SRRA to relocate the 'Cowboy Cabaret' indoors to the Sundre Arena due to inclement weather in 2025
- Grading of the road prior to the rodeo weekend beneath Snake Hill
- Street Sweeping along 2<sup>nd</sup> Avenue NW and the parade route
- Town Operations Staff participation to make the parade route safe; i.e.: barricade placement
- Hanging of the Sundre Pro Rodeo banners on the street lamp poles around Sundre prior to the rodeo weekend
- Allowing the Sundre Rodeo banner to hang on the fencing around the Derrick on the east of town
- Permitting the Fire Department to washout and clean the main grandstand prior to the rodeo
- Allowing a Sundre Pro Rodeo banner to be placed on the sign stand on the boulevard in front of the Town of Sundre office

# How can the Town of Sundre Further Help?

- The SRRA Committee would like to ask for your consideration and further help with the following:
- Request for Town Councilors Participation in the 2026 Sundre Rodeo Parade
- Agree to work on a new 'Banner Agreement', the previous agreement ran from March 2019 to March 2025. The SRRA believe these banners help promote the Sundre Pro Rodeo but also help with town beautification
- Provide a new Town of Sundre Flag that would be flown in the Rodeo infield



- Request for councilors to attend the SRRA Sponsors Appreciation BBQ on Saturday, May 30, 2026
- Review of our Sponsorship Package and consideration of a Platinum Sponsorship in 2026



- Thank you for allowing the Sundre Rodeo & Race Association to make this presentation to council



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>Delegation: Sundre &amp; District Chamber of Commerce</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.2</b>

### **BACKGROUND/PROPOSAL:**

A Representative of the Sundre and District Chamber of Commerce will address Council to share information pertaining to the Chamber's activities and programs in 2025 and future plans for 2026. This is a mandatory requirement under the Recurring Funding Agreement. Also included is a copy of the Chambers Financial Position from their financial statements.

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

See the Chamber's presentation included in Council's Agenda package.

### **ALIGNMENT WITH STRATEGIC PLAN**

This aligns with Council's Strategic Plan under Pillars 1 Community Development, Pillar 2 Community Wellness, and Pillar 5 Sustainable & Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the presentation from the representative of the Sundre & District Chamber of Commerce as information.

### **MOTION:**

That the Town of Sundre Council accept the presentation from the representative of the Sundre & District Chamber of Commerce as information and thank the Chamber Board for the services and programs they provide to the business community.

Attachment: Sundre and District Chamber of Commerce presentation

Date Reviewed: January 22, 2026

CAO: Amber Nelson

## **Sundre & District Chamber of Commerce**

### **Annual Activities Report to the Town of Sundre**

#### **Reporting Period: 2025**

#### **Overview**

The Sundre & District Chamber of Commerce continues to play an active role in supporting local businesses, enhancing visitor experiences, and strengthening community connection. Throughout 2025, our focus has been on community engagement, business promotion, youth initiatives, digital innovation, and collaboration with partners to ensure Sundre remains a vibrant and welcoming community for residents and visitors alike.

#### **Leadership & Organizational Development**

##### **Executive Director Appointment**

In Summer 2025, Kerry Newton was welcomed as the new Executive Director, bringing energy and focus to strengthening member outreach and advancing initiatives such as the Discover Sundre App.

##### **Student Support & Capacity Building**

Summer students Ali and Dani Blackhurst made significant contributions by improving the Visitors Information Centre (interior and exterior painting), organizing and maintaining tourism literature, updating the Discover Sundre App, supporting community events, and creating a Community Resource Directory within the app. Their work created long-term value for both residents and visitors and strengthened the Chamber's operational capacity.

#### **Business Support & Promotion**

##### **Small Business Week (October 19–25, 2025)**

The Chamber hosted Content Creator Mandy Magnan to produce professional social media content for Chamber members, increasing business visibility and strengthening digital marketing efforts.

##### **Ongoing Business Promotion & Digital Reach**

The Chamber actively shared member promotions, events, and announcements across social media platforms, tagging businesses for mutual and maximum reach.

##### **Membership Growth**

In 2025, the Chamber welcomed over 30 new members, reflecting strong engagement and growing confidence in the Chamber's value.

##### **Member Outreach & Growth**

Membership renewals and upgrades for 2026 were promoted with flexible options and enhanced value opportunities.

## **Community Events & Economic Impact**

### **High School Career Fair**

The Chamber experienced significant growth and impact over the past year. Our Career Fair expanded dramatically, growing from just 12 exhibitors in 2024 to 54 exhibitors after partnering with CAN and the Careers Network. This collaboration brought universities, colleges, and a wide range of professions—including the RCMP, Army, Navy, Alberta Wildfire, and helicopter rescue pilots—giving high school students an authentic, hands-on career exploration experience.

YouthFest 2025 was a highly successful community event featuring family activities, entertainment, and strong business and volunteer participation.

### **Sundown in Sundre (December 5, 2025)**

A new Elf Treasure Hunt campaign through the Discover Sundre App encouraged residents and visitors to explore local businesses.

### **SPOG Neighbors' Day Tradeshow**

The Chamber supported planning and delivery of this regional event, strengthening partnerships and collaboration.

## **Digital Innovation: Discover Sundre App**

Key advancements included updated business listings, creation of a Community Resource Directory, and development toward integrated event calendars. The app now serves as a stronger tool for economic development, visitor navigation, and resident connection.

## **Youth & Education Support**

The Chamber awarded two \$500 scholarships to graduates Austin Nixon and Sam Botheras, recognizing academic excellence and community contribution.

## **Facility Improvements & External Recognition**

The Chamber received \$500 through the FireSmart Canada Best Pic Contest, which was reinvested into lighting upgrades at the Visitors Information Centre.

## **Conclusion**

Throughout 2025, the Sundre & District Chamber of Commerce supported business growth, strengthened tourism and economic activity, expanded digital tools, invested in youth and staff development, and enhanced the Visitor Information Centre. We value our continued partnership with the Town of Sundre and look forward to ongoing collaboration.

**Statement of Financial Position**  
**Sundre & District Chamber of Commerce**  
**As of January 31, 2025**

**5.2b**

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
<b>Current Assets</b>	
Cash and Cash Equivalent	
ATB Community Spirit Account	\$16,960.71
Cash Register Float	\$236.70
Undeposited Funds	\$0.00
<b>Total for Cash and Cash Equivalent</b>	<b>\$17,197.41</b>
Accounts Receivable (A/R)	
Accounts Receivable	\$10,187.50
<b>Total for Accounts Receivable (A/R)</b>	<b>\$10,187.50</b>
Advanced Payroll clearing	\$0.00
GST/HST Receivable	\$0.25
Inventory Asset	\$0.00
Prepaid expense	\$0.00
Uncategorized Asset	\$0.00
VIC Inventory Asset	\$1,241.38
<b>Total for Current Assets</b>	<b>\$28,626.54</b>
Non-current Assets	
Property, plant and equipment	
Buildings and Improvements	\$0.00
<b>Total for Property, plant and equipment</b>	<b>\$0.00</b>
<b>Total for Non-current Assets</b>	<b>\$0.00</b>
<b>Total for Assets</b>	<b>\$28,626.54</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable	\$1,038.42
<b>Total for Accounts Payable (A/P)</b>	<b>\$1,038.42</b>
Chamber Bucks	\$0.00
Collected in Trust	\$0.00
Deferred revenue	\$2,129.75
GST/HST Payable	\$743.45
High School Scholarship Liability	\$860.94
Payroll Liabilities	\$0.00
Receiver General (GST) Suspense	\$0.00
<b>Total for Current Liabilities</b>	<b>\$4,772.56</b>
<b>Total for Liabilities</b>	<b>\$4,772.56</b>
<b>Equity</b>	
Opening Balance Equity	\$0.00
Unrestricted Net Assets	\$8,723.43
Profit for the year	\$15,130.55
<b>Total for Equity</b>	<b>\$23,853.98</b>
<b>Total for Liabilities and Equity</b>	<b>\$28,626.54</b>



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>Debenture Borrowing Bylaw 2026-01</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>6.1</b>

### **BACKGROUND/PROPOSAL:**

See Report to Council for further details

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

See Report to Council for further details

### **ADMINISTRATION RECOMMENDATIONS:**

To ensure timely access to qualified contractors and adequate funding, Council should begin the process with first reading of Bylaw No. 2026-01 at the January 26, 2026 Council meeting.

### **COSTS/SOURCE OF FUNDING:**

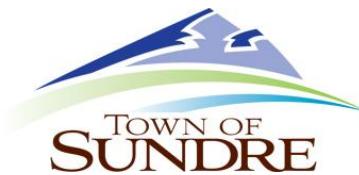
See Report to Council for further details

### **MOTION:**

That Town of Sundre Council give First reading of Bylaw No. 2026-01, being a bylaw authorizing the Council of the Town of Sundre to incur indebtedness by the issuance of a debenture in the amount of \$1,400,000 for the purpose of Centre Street North Upgrade.

Date Reviewed: January 21 2026

CAO: Linda Neban



## REPORT TO COUNCIL

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>Debenture Borrowing Bylaw 2026-01</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>6.1a</b>

### **BACKGROUND:**

Council passed by Motion 437-22-12-25 the Four-Year Operating and Ten-Year Capital Plan at the Regular Council meeting held on December 22, 2025.

A portion of the Ten-Year Capital Plan included the Centre Street North Upgrade project. In addition to the \$800,000 Restricted Surplus allocation, \$200,000 CCBF Grant funding and \$1,000,000 MSI / LGFF – Capital funding, is the requirement to borrow \$1,400,000.

Whenever a municipality is going to borrow funds it must adhere to the requirement laid out in the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 Section 251 – 263.

Section 251 sets out the requirements of a borrowing bylaw. It must include the following:

- the amount of money to be borrowed;
- the purpose for the borrowing;
- maximum rate of interest;
- the term of the borrowings;
- the terms of repayment;
- the sources of monies to be used to repay the principal and interest;
- the borrowing bylaw must be advertised.

Section 258(1) states “this section applies to a borrowing made for the purpose of financing a capital property when the term of the borrowing exceeds 5 years”.

Section 606 requires the borrowing bylaw to be advertised at least once a week for two consecutive weeks in at least one newspaper circulating within the Town of Sundre. Such advertising must include the following:

- a statement of the general purpose of the proposed bylaw;
- address where a copy of the proposed bylaw can be inspected;
- the procedures for anyone wishing to file a petition;
- the date, time and place when it will be approved.

Finally, Section 273 recognizes the borrowing bylaw as being valid after receiving all three readings provided “no application has been made to the Court of King’s Bench to have the bylaw declared invalid within 30 days after the bylaw has been passed”.

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

In consideration of cash flow purposes, the anticipated project start date may precede the receipt of the debenture funding. This cash flow planning is accepted under the current regulations.

During the 2026 Fiscal Year, no existing debentures will be retiring. The effect of retiring debts on the 2026 cash requirements of the municipality, as well as the resulting increased payment costs of the new debenture, have been incorporated into the 2026 budget year of the Four-Year Operating Budget.

The following schedule ensures that Council meets all the requirements as laid out in the MGA.

January 26, 2026 Council gives First Reading to Bylaw No. 2026-01;  
February 3, 2026 Proposed borrowing bylaw is advertised in the local Sundre newspaper;  
February 10, 2026 Proposed borrowing bylaw is advertised in the local Sundre newspaper;  
February 25, 2026 Completion of the 15-day period elector can petition to have a vote on the bylaw;  
March 9, 2026 Council gives Second and Third readings of Bylaw 2026-01;  
April 9, 2026 Thirty-day period expired;

Currently, the Alberta Treasury Board interest rates for 20-year debentures is 4.30%. This may change as final rates are normally set within a couple of weeks of the drawdown date. Using the current rate of 4.30%, the semi-annual payments will be approximately \$55,000 or \$110,000 annually. The annual cost is the approximate equivalent of 0.30 mills and was incorporated into the 2026 forecast year of the Four-Year Operating Budget. The semi-annual debenture payments will most likely begin in October 2026.

**ALIGNMENT WITH STRATEGIC PLAN**

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

**ADMINISTRATION RECOMMENDATIONS:**

To ensure timely access to qualified contractors and adequate funding, Council should begin the process with first reading of Bylaw No. 2026-01 at the January 26, 2026 Council meeting.

**COST/SOURCE OF FUNDING**

Any cost for the two weeks of advertisements to be funded utilizing the Corporate Services operational budget.

**ATTACHMENTS:** Proposed Bylaw 2026-01

Draft of Advertisement

Draft of Debt Limit Worksheet



## BYLAW NO. 2026-01

### A BYLAW OF THE TOWN OF SUNDRE TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF \$1,400,000 FOR THE PURPOSE OF CENTRE STREET NORTH UPGRADE.

**WHEREAS** the Council of the Municipality has decided to issue a bylaw pursuant to Section 258 (*Capital Property – Long Term Borrowing*) of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Centre Street North Upgrade.

Plans and specifications have been prepared, and the total cost of the project is estimated to be \$3,400,000 and the Municipality estimates the following grants and contributions will be applied to the project:

Capital Reserves	\$800,000
Provincial Grants ( <i>if applicable</i> )	\$1,200,000
Debenture(s)	\$1,400,000
Total Cost	\$3,400,000

In order to complete the project, it will be necessary for the Municipality to borrow the sum of \$1,400,000, for a period not to exceed 20 years, through the Province of Alberta Local Authority Loans program or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of 20 years.

The principal amount of the outstanding debt of the Municipality at December 31, 2024 is \$4,345,454 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained, and the project is in compliance with all *Acts and Regulations* of the Province of Alberta

#### **NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of constructing the Centre Street North Upgrade the sum of ONE MILLION, FOUR HUNDRED THOUSAND DOLLARS (\$1,400,000) be borrowed, through the Province of Alberta Local Authority Loans program or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of ONE MILLION, FOUR HUNDRED THOUSAND DOLLARS (\$1,400,000) is to be paid by the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Centre Street North Upgrade.

3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate of interest fixed by the Alberta Treasury Board or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

Read for a First time on this \_\_\_\_\_ day of \_\_\_\_\_, 2026; Motion No. \_\_\_\_\_;

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

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

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

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

# Loan to Local Authorities Debt Limit Worksheet

## Municipal Authorities and Regional Services Commissions

Protected A (when completed)

Loans to Local Authorities

Please read the instructions below and fill in the fields in absolute values. For definitions on 'borrowing', please refer to Section 241(a.1) of the *Municipal Government Act*.

For the  of  Jurisdiction Name

Calculation of Debt Limit and Debt Service Limit as at:  (Enter Today's Date / Calculation Date)

Bylaw Number(s)

Loan Amount

(If there is more than one loan application for the same borrowing date, please include the aggregate loan amount.)

### Part 1

Total debt as at December 31,  (prior year) being the aggregate of (a) + (b) + (c) - (d):

(a) Principal balances outstanding on debenture borrowing from the Province

(b) Principal balances outstanding on all other borrowing and as detailed in the Summary of Credit Facilities at the end of the worksheet.

(c) Principal outstanding at the calculation date on loans guaranteed by the municipality that are in good standing plus the amount (principal and interest) that the municipality is liable to pay between January 1,  (current year) to  (calculation date) on loans it has guaranteed that are not in good standing.

#### LESS:

(d) Amounts recoverable from another municipality in respect of (a) + (b) above:

**Sub-Total**

(e) Principal repayment of debt from January 1,  (current year) to  (calculation date):

(f) Early payout of debt (principal only) occurring January 1,  (current year) to

(calculation date):

#### PLUS:

(g) Debt issued from January 1,  (current year) to  (calculation date):

(h) Less amount recoverable from another municipality in respect of (g) if applicable:

(i) Debt issue applied for under Bylaw number(s):

**Total debt for calculation of debt limit as at  (calculation date): (i)**

## Part 2

Total revenue as defined by Alberta Regulation No. 255/2000, for the year ended December 31, **2024** (prior year), excluding government transfers for capital purposes and excluding amounts reported as contributed or donated tangible capital assets if those amounts are included in the total revenue:

**\$10,139,557.00**

## Debt Limit

Most municipalities: 1.5 times revenue

City of Calgary, City of Edmonton, City of Medicine Hat, and Regional Municipality of Wood Buffalo: 2 times revenue

Regional Service Commissions:

- providing public utility services: 2 times revenue
- providing non-public utility services: 0.5 times revenue

(ii) **\$15,209,335.50**

## Part 3

Service on debt being the aggregate of:

(a) Total payments of principal and interest on borrowing to December 31, **2024** (prior year)

required to be paid to the Province between January 1 and December 31, **2025** (current year):

**\$515,345.78**

(b) Total payments of principal and interest required to be paid on all other loans (including demand loans)

between January 1 and December 31, **2025** (current year):

**\$0.00**

(c) Pro-rata (Go to Part 5 Pro-rata calculation) portion of principal and interest amount in respect of borrowing

where no principal payments are required during the next 12 months:

(d) Amount estimated to become due during the next 12 months as a result of guarantees referred to in

Section 266 of the *Municipal Government Act* that are not in good standing:

**\$0.00**

### LESS:

(e) Amounts recoverable from another municipality in respect of (a) + (b) + (c) above:

**\$0.00**

(f) Total payments of principal and interest on loans from Province that matured between

January 1, **2025** (current year) to **December 31, 2025** (calculation date):

**\$0.00**

### PLUS:

(g) Annual payment of principal and interest payable on loans issued by the Province between

January 1, **2025** (current year) to **December 31, 2025** (calculation date):

**\$0.00**

(h) Less amount recoverable from another municipality in respect of (g):

**\$0.00**

(i) Annual payment of principal and interest payable on the debt issue under Bylaw number(s):

**2026-01**

**\$110,000.00**

[Click here for Loan Calculator to generate an estimated annual payment calculated at current lending rate](#)

**Total service on debt for calculation of service on debt limit as at**

(iii) **\$625,345.78**

**December 31, 2025**

## Part 4

Total revenue as defined by Alberta Regulation No. 255/2000, for the year ended December 31, **2024** (prior year):

excluding government transfers for capital purposes and excluding amounts reported as contributed or donated

tangible assets if those amounts are included in the total revenue:

**\$10,139,557.00**

(same as Part 2)

## Service on Debt Limit

Most municipalities: 0.25 times revenue

City of Calgary, City of Edmonton, City of Medicine Hat, and Regional Municipality of Wood Buffalo: 0.35 times revenue

Regional Service Commissions:

- providing public utility services: 0.35 times revenue
- providing non-public utility services: 0.1 times revenue

(iv) **\$2,534,889.25**

## Part 5 - Pro-Rata Calculation as at the calculation date

**(if required, i.e. if loan outstanding is more than 12 months)**

This Part 5 is in reference to [Part 3\(c\)](#) if required. Pro-rata calculation includes, for example, a loan where only interest payments are required for a portion of the term

Pro-rata amount to be included in the debt service calculation being the aggregate of:

(a) Principal balance outstanding at the calculation date on borrowings that do not require any principal payments during the next 12 months:

**\$0.00**

**PLUS:**

(b) Interest payments required from the calculation date to the end of the amortization period

(If the actual rate of interest under a borrowing is not known at the calculation date the current lending rates should be used):

**\$0.00**

**LESS:**

(c) Amounts recoverable from another municipality in respect of (a) or (b):

**\$0.00**

**EQUALS:**

(d) Total principal and interest from the calculation date to the end of the amortization period (a) + (b) - (c):

**\$0.00**

(e) Number of months from the calculation date to the end of the amortization period:

**0**

**Pro-rata amount equals (d) multiplied by 12 divided by (e):**

## Summary of Debt Limit and Debt Service

Debt Limit (ii)	\$15,209,335.50	100.00%
Total Debt (i)	\$5,377,199.00	35.35%
Debt Limit Remaining	\$9,832,136.50	64.65%
Service on Debt Limit (iv)	\$2,534,889.25	100.00%
Total Service on Debt (iii)	\$625,345.78	24.67%
Total Service on Debt Limit Remaining	\$1,909,543.47	75.33%
Does the total debt for calculation of debt limit (i) exceed debt limit (ii)?		No
Does total service on debt (iii) exceed service on debt limit (iv)?		No
<b>If answer to either question is yes, please attach approval of the borrowing by the Minister of Municipal Affairs.</b>		

Supplement to Part 1(b) and (c)

### Summary of authorized credit facilities (excluding debentures held by the Province):

Include operating lines of credit, revolving loans, credit card facilities, capital leases, and/or capital/term loans. Also include any loans guaranteed by the municipality.

Lender	Type of Credit Facility*	Authorized Limit**	Outstanding amount as at Year-End Date***	Outstanding as at Calculation Date
Totals		\$0.00	\$0.00	\$0.00

\*E.g. Operating line, capital loan, capital lease, loan guarantee, revolving capital loan.

\*\*For reducing facilities, use the amount outstanding as at the calculation date. For revolving facilities, use the authorized limit.

\*\*\*This amount should equal the amount entered in part 1(b) and 1(c) of the worksheet above.

**PUBLIC NOTICE TO ELECTORS OF THE  
TOWN OF SUNDRE  
BYLAW 2026-01**

**SECTION 251 - *THE MUNICIPAL GOVERNMENT ACT***

**TAKE NOTICE** that the Council of the Town of Sundre, in the Province of Alberta, has given first reading to borrowing Bylaw No. 2026-01 which will, upon final passage and approval, authorize the proper officer of the said Town to borrow monies from a qualified lender by way of debenture issue, to pay for the cost of the following municipal purpose, namely Centre Street North Upgrade in Sundre;

The total estimated cost of the aforesaid project amounts to \$3,400,000. After deducting from this cost the amount of \$1,200,000 to be received by way of grants from the Alberta Government and \$800,000 from Municipal Restricted Surplus Accounts, the new amount to be borrowed on the credit and security of the municipality at large by the issue of debentures is \$1,400,000. The debentures are to be repayable in forty (40) equal consecutive semi-annual installments of combined principal and interest, the annual interest not to exceed eight per centum (8%), or the interest rate as fixed from time to time by a qualified lender;

**NOW THEREFORE NOTICE** is hereby given by the Council of the Town of Sundre that, unless a petition of the owners for a vote on By-law No. 2026-01 is demanded, as provided for by the terms of Section 231 of the *Municipal Government Act*, the said Council may pass the said borrowing bylaw at the Council meeting held on March 9, 2026 at 5:00 p.m. in the Town of Sundre Municipal Council Chambers, located at 717 Main Avenue West.

All persons interested are hereby notified and they are required to govern themselves accordingly.

A copy of Bylaw No. 2026-01 can be inspected by the public at the Town Office, 717 Main Avenue West, Sundre, Alberta.

DATED at the Town of Sundre, in the Province of Alberta, this \_\_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2026.

## INFORMATION FOR ELECTORS

Pursuant to Section 1(1) of the *Municipal Government Act* an “elector” means:

A person who is eligible to vote at an election for a councillor under the *Local Authorities Election Act*.

Pursuant to section 47(1) of the Local Authorities Election Act a person is eligible to vote in an election if he:

- a) is at least 18 years old,
- b) is a Canadian citizen, and
- c) resides in Alberta and person’s place of residence is located in the local jurisdiction on election day.

A poll may be demanded in the Town of Sundre by electors equal in number to at least

- a) In the case of a municipality other than a summer village, by electors of the municipality equal in number to at least 10% of the population,  
in accordance with the provisions of section 223 of the *Municipal Government Act* and in accordance with the provisions of section 251 of the *Municipal Government Act*.

The petition for a vote must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page “an accurate and identical statement of the purpose of the petition”. (Further requirements of the petition are provided in section 224 of the *Municipal Government Act*.)

DATE of the last publication of this notice is the \_\_\_\_<sup>th</sup> day of \_\_\_\_, 2026.



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>RFD Appointment of MVC Councillor to Sundre Library Board</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

### **BACKGROUND/PROPOSAL:**

The *Library Act* s. 4 states " the municipal Council that established the library board has the authority to appoint members to the board.

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

Mountain View County (MVC) notified the Town of Sundre that Councillor Tiffany Nixon was appointed by MVC Council to as their representative to the Sundre Library Board at its Organizational meeting held on October 29, 2025.

This information was brought to Town of Sundre Council as information under correspondence received.

In order to officially appoint Councillor Nixon to the Sundre Library Board, the Town of Sundre Council must appoint Councillor Nixon by a Motion of Council for a term of one year, commencing, on October 30, 2025, ending October 29, 2026.

### **ALIGNMENT WITH STRATEGIC PLAN**

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

### **ADMINISTRATION RECOMMENDATIONS:**

That Council appoint Mountain View County Councillor Tiffany Nixon to the Sundre Library Board for a term of one year commencing on October 30, 2025, ending October 29, 2026.

### **COSTS/FUNDING:** n/a

### **MOTION:**

That the Town of Sundre Council appoint Mountain View County Councillor Tiffany Nixon to the Sundre Library Board for a term of one year commencing on October 30, 2025, ending October 29, 2026.

### **ATTACHMENTS:** Fact Sheet; Copy of MVC Notice of Appointment

Date Reviewed: January 20, 2026

CAO: Tiffany Nixon

## Appointing Councillors to the Municipal or Intermunicipal Library Board

### A Fact Sheet for Alberta Library Boards and Municipal Councils

#### Introduction

Municipal councils select individuals from their communities to sit on the municipal or intermunicipal library board. These individuals are appointed to the library board to ensure comprehensive and efficient library services are provided to the community. Councils appoint individuals with unique skills and perspectives to create a competent, well-rounded library board.

secretary, treasurer, etc.), and are ultimately jointly responsible for managing the affairs of the library board.

#### Councillor Appointments

*S.4(1)  
Act.*

Councils may appoint up to two councillors to a municipal library board. In the case of an intermunicipal library board, no more than 40% of the total number of members may be members of council of any municipality that is party to the agreement. Councillors from neighbouring municipalities appointed to the board do not count against the two councillor limit. It is not mandatory that council appoint any councillors to the library board. Only the municipal council that established the library board has the authority to appoint members.

Councillors, like any other board member, are appointed for a term not exceeding 3 years. If council wishes to have an individual on the board for longer than 3 terms, a 2/3 majority of council must vote in favour of re-appointing that individual for another term. This 2/3 majority vote must occur every time the individual is re-appointed.

Councillors appointed to the library board have the same role and responsibilities as all other board members and should not be referred to as "council representative" or similar. An individual on the library board who also happens to be a councillor does not automatically become the liaison to council. Typically, the library board chair is the individual delegated to communicate with council. Board members who are also councillors can vote, may be elected by their fellow board members to positions (such as chair,

#### Board Member Responsibilities

Municipal councils appoint individuals to library boards, not representatives or positions. There is no seat on a municipal or intermunicipal library board reserved for council. All board members are responsible to act in the best interest of the library and the community it serves, regardless of any other roles or positions they may hold. They should not act as a representative of the municipality or any other group or organization. Board members may bring skills and knowledge from these other roles but represent only themselves and their own views when it comes time to vote or make decisions.

The library board is an autonomous corporation. It is a separate body from the municipality and has full management and control of library services in the community. When a councillor is appointed to the library board, they are appointed as an individual. Thus, should they cease to be on council, it is important to note that they remain appointed to the library board until their term expires or council unappoints that individual. Should a board member miss three consecutive library board meetings without approval by motion of the rest of the board, said board member will automatically be removed from the library board.

#### Support and Resources

If you have any questions, please contact the Public Library Services Branch by phone at 780-427-4871 (toll free by dialing 310-0000 first), or by email at [libraries@gov.ab.ca](mailto:libraries@gov.ab.ca). Information is also available on the PLSB website at [www.albertalibraries.ca](http://www.albertalibraries.ca).



October 31, 2025

Via Email: [linda.n@sundre.com](mailto:linda.n@sundre.com)

Linda Nelson  
 Chief Administrative Officer  
 Town of Sundre  
 Box 420  
 Sundre, AB T0M 1X0

RE: 2025-2026 Mountain View County Appointments

Mountain View County Council, at its Organizational Council Meeting held on October 29, 2025, appointed the following representatives to the Inter-Municipal Collaboration Committee and the Sundre Library until the October 2026 Organizational meeting:

**Inter-Municipal Collaboration Committee**

Reeve	Angela Aalbers	403-507-1057	<a href="mailto:aaalbers@mvcountry.com">aaalbers@mvcountry.com</a>
Councillor	Peggy Johnson	403-586-6273	<a href="mailto:pjohnson@mvcountry.com">pjohnson@mvcountry.com</a>
Councillor	Tiffany Nixon	403-507-9153	<a href="mailto:tnixon@mvcountry.com">tnixon@mvcountry.com</a>

**Sundre Library**

Councillor	Tiffany Nixon	403-507-9153	<a href="mailto:tnixon@mvcountry.com">tnixon@mvcountry.com</a>
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Please update your records and forward any information pertaining to this matter to the appointed representatives.

If you have any questions concerning the above, I would be happy to discuss them with you.

Sincerely,

Christofer Atchison, Director  
 Legislative, Community and Agricultural Services  
 /cd

**COPY**

T 403.335.3311 1.877.264.9754 F 403.335.9207  
 10-1408 - Twp Rd 320 Postal Bag 100 Didsbury, AB, Canada T0M 0W0  
[www.mountainviewcounty.com](http://www.mountainviewcounty.com)



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2025</b>
<b>SUBJECT</b>	<b>RFD Appointment to Sundre Municipal Library Board</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

### **BACKGROUND/PROPOSAL:**

The Sundre Municipal Library Board is requesting that Council consider the appointment to a new member to the board. The Library Act, s. 4 states “ the municipal Council that established the library board has the authority to appoint members to the board”; and further, s.4(5) states that “appointment to a municipal library board shall be for a term of up to 3 years.

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

The Library Board has recruited a new board member. In selecting candidates, the Board strives to have members with a wide range of backgrounds to reflect the varied make-up of the Sundre community and area. Please refer to the letter provided by the Board Chair.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council’s Strategic Plan Pillar 2, Community Wellness and Pillar 5, Sustainable & Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council appoint Mr. Robert (Rob) Weeks to the Sundre Municipal Library Board for a term of 3 years, beginning on January 27, 2026, ending January 26, 2029.

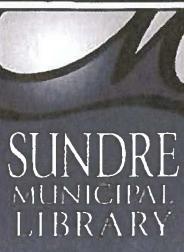
### **COSTS/FUNDING:** n/a

### **MOTION:**

That the Town of Sundre Council appoint Mr. Robert (Rob) Weeks to the Sundre Municipal Library Board for a term of 3 years, beginning on January 27, 2026, ending January 26, 2029.

### **ATTACHMENTS:** Copy of January 16, 2026 letter

Date Reviewed: <u>Jan 21</u> , 2026	CAO: <u>Linda Nib</u>
-------------------------------------	-----------------------



## Sundre Municipal Library

403-638-4000 [prl.ab.ca/sundre](http://prl.ab.ca/sundre)

January 16, 2026

Attention: Linda Nelson, CAO of Town of Sundre

Re: Appointment of Robert (Rob) Weeks for a term on the Sundre Municipal Library Board

Dear Linda;

Rob Weeks has graciously offered to serve a three-year term on the Sundre Municipal Library Board. Rob has shown a keen interest in the library and our operations and is a regular library patron.

The Library Board voted enthusiastically to welcome him and the new, valuable perspective he will bring to the group.

On behalf of the Board, I would like to recommend and respectfully request that Town Council appoint Rob for a three-year term on the Library Board beginning February 2026.

Warm regards,

Wendy Murphy

Chair of Sundre Municipal Library Board



## REQUEST FOR DECISION

COUNCIL DATE	January 26, 2026
SUBJECT	RFD Wear Red Canada Day Proclamation
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.3

### **BACKGROUND/PROPOSAL:**

Wear Red Canada is celebrated annually across Canada on February 13<sup>th</sup> to raise awareness about women's cardiovascular health. Organized events held across the country serve as a reminder for everyone, especially women, to be mindful, curious and proactive in the management of their heart health and wellness.

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

Heart disease is the number one killer of women worldwide and the leading cause of premature death in women in Canada. The Canadian Women's Heart Health Alliance (CWHHA) is composed of over 140 women's heart health professionals, patients, and scientists from across Canada.

The CWHHA is requesting Councils support and advocate for improving health outcomes for women by proclaiming February 13, 2026 as *Wear Red Canada Day* in Sundre.

### **ALIGNMENT WITH STRATEGIC PLAN**

Item aligns with Council's Strategic Plan Pillar 2, Community Wellness.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council proclaim February 13, 2026 as Wear Red Canada Day in the Town of Sundre.

### **COSTS/FUNDING:**

n/a

### **MOTION:**

That the Town of Sundre Council proclaim February 13, 2026 as Wear Red Canada Day in the Town of Sundre, and further that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre.

### **ATTACHMENTS:**

CWHHA Letter  
Proclamation

Date Reviewed: January 20 2026	CAO: <i>Donna Nebr</i>
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January 3, 2026

Dear Town of Sundre,

Heart disease is the number one killer of women worldwide and the leading cause of premature death in women in Canada. Globally, cardiovascular diseases affect 1 out of 3 women, yet women everywhere are under-studied, under-diagnosed, under-treated, and under-aware when it comes to their cardiovascular health. Worse, considering that 80% of a woman's risk factors are within her control, heart disease is largely preventable.

**Wear Red Canada** is celebrated annually across Canada on February 13<sup>th</sup> to raise awareness about women's cardiovascular health. Organized events held across the country serve as a reminder for everyone, especially women, to be mindful, curious and proactive in the management of their heart health and wellness.

Powered by the Canadian Women's Heart Health Centre (CWHHC), the **Canadian Women's Heart Health Alliance** (CWHHA) is composed of over 140 women's heart health professionals, patients and scientists from across Canada. Our mission is to share evidence-based strategies that will transform clinical practice and enhance collaborative action concerning women's heart health in Canada.

Each year, the CWHHA develops a national Wear Red Canada awareness campaign with the ultimate goal of improving the heart health of women in Canada of all ages. We invite you to learn more about Wear Red Canada Day at [WearRedCanada.ca](http://WearRedCanada.ca).

I write to you today, as the Past President of the Wear Red Canada Club at the University of Calgary and an advocate for improving health outcomes for women in Canada, to request your assistance in proclaiming February 13 as Wear Red Canada day in Sundre.

We would also like to request a 2-3 minute pre-recorded video message to all of Canada on behalf of the town of Sundre. We will provide you with all the needed briefing documents and remain at your disposal to answer any questions.

We want to see improved awareness of the greatest health risk to women in our communities, and, most importantly, fewer women dying prematurely from heart disease—and we believe we can achieve this with your help.

Thank you for your time, and for your consideration. Do not hesitate to contact me if I can provide further information.

Yours sincerely,

**CreeAnn Phillips, BHSc**

Past President, Wear Red Canada Club, University of Calgary

Master's Student in Medical Sciences Specializing in Medical Imaging

**WEAR RED CANADA DAY****February 13, 2026**

**WHEREAS**, Heart disease is the number one killer of women worldwide and the leading cause of premature death for Canadian women, a fact unknown to many women and their healthcare providers; and

**WHEREAS**, The Canadian Women's Heart Health Alliance is an organization of volunteer health professionals and patients working hard to improve women's heart health; and

**WHEREAS**, Wear Red Canada Day is celebrated annually to raise awareness for all Canadians, but especially Canadian women, to be mindful, curious, and proactive in the management of their heart health and wellness; and

**WHEREAS**, We want to see better prevention, diagnosis, and care and fewer women dying prematurely from heart disease;

**JOURNÉE TOUT LE MONDE EN ROUGE****13 février 2026**

**ATTENDU QUE** la maladie du cœur est la première cause de décès chez les femmes dans le monde et la première cause de décès prématûr chez les Canadiennes, ce dont beaucoup de femmes et de soignants n'ont pas conscience; et

**ATTENDU QUE** l'Alliance canadienne de santé cardiaque pour les femmes est un groupe de spécialistes de la santé et de patientes qui travaillent bénévolement à améliorer la santé cardiaque des femmes; et

**ATTENDU QUE** la Journée Tout le monde en rouge est célébrée chaque année pour encourager les Canadiens — et tout particulièrement les Canadiennes — à se renseigner sur leur santé cardiaque et à en prendre soin; et

**ATTENDU QUE** nous souhaitons mieux prévenir, diagnostiquer et traiter la maladie du cœur, et réduire le nombre de femmes qui en décèdent prématurément;

**PAR CONSÉQUENT**, je, Richard Warnock, maire de Sundre, proclame par la présente le **13 février 2026** la **Journée Tout le monde en rouge** à, Sundre, Alberta, Canada

**The Town of Sundre commends the work of the Canadian Women's Heart Health Alliance (CWHHA) in raising awareness and understanding of women's heart health**

**I, Mayor Richard Warnock, on behalf of the Council and Citizens of the Town of Sundre, hereby proclaim February 13, 2026 as "Wear Red Canada Day" in Sundre**

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Mayor Richard Warnock



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>RFD P3 Agreement</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.4</b>

### **BACKGROUND/PROPOSAL:**

On January 6, 2025, Council approved administration to enter into an agreement with P3 Capital Partners, and further that the CAO be authorized to sign the agreement.

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

The work with P3 Partners continues and a new agreement is required. P3 is providing Advisory and Advocacy Services with respect to public policy, programs and regulation & government relations, Provincially and Federally including making contacts with government representatives on behalf of the Town relevant to the replacement of the current Hospital in Sundre, advocacy with Health and government infrastructure and capital funding with the Government of Alberta, and review and advice related to the RFEOL issued in late 2025.

In the 2025 agreement, the Town contributed 1/3 of the cost of the contract, Hospital Futures contributed 1/3 and Mountain View County contributed 1/3. Mountain View County has not yet committed to 1/3 of the costs as the request will need to go before Hospital Futures contributed 1/3 and Mountain View County contributed 1/3. Mountain Council for decision.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council's Strategic Plan Pillar 2, Community Wellness and Pillar 5 Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council approve the advisory agreement for a one-year term, at a cost of \$90,000.00, with ½ of the costs coming from the Legislative Services Operating Budget and ½ of the costs contributed by Sundre Hospital Futures.

### **COSTS/FUNDING:**

\$90,000.00

### **MOTION:**

That Council approve the advisory agreement for a one-year term, at a cost of \$90,000.00, with the Town's portion of \$45,000.00 coming from the Legislative Services Operating Budget, and further, that the CAO be authorized to sign the agreement on behalf of the Town.

Date Reviewed: January 22, 2026

CAO: Linda Nelson



## REQUEST FOR DECISION

COUNCIL DATE	January 26, 2025
SUBJECT	RFD Departmental Reports – December 2025
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for December 2025 are being provided to Council for their review and information:

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

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

Verbal Report by CAO.

### **ALIGNMENT WITH STRATEGIC PLAN**

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

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the December 2025 Departmental Reports as information.

### **MOTION:**

That the Town of Sundre Council accept the December 2025 Departmental Reports as information.

### **ATTACHMENTS:**

December 2025 Departmental Reports

Date Reviewed: January 21, 2026

CAO: Linda Nelson

	#/D/M/Y	January 06, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	2
001	06-01-25	MOVED by Councillor Anderson that the agenda be approved as presented				
<i>Councillor Attendance by Phone: Councillor Dalke notified CAO in compliance of s.14.6 of Council's Procedural Bylaw</i>						
002	06-01-25	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on December 16, 2024 be approved as presented				
003	06-01-25	MOVED by Councillor Petersen that the Town of Sundre Council thank Mr. Stevenson for attending Council and accept his presentation as information	Pillar 5: Sustainable & Responsible Governance			
004	06-01-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the year-end report from the CAO on the successes achieved by the Community Services Department and congratulate and thank each member of the team for their commitment and dedication to our community	Pillar 3: Environmental Stewardship, Pillar 4: Supportive Infrastructure, Pillar 5: Sustainable & Responsible Governance			
005	06-01-25	MOVED by Councillor Marr that the Town of Sundre Council accept the year-end report from the CAO on the successes achieved by the Planning and Development Department and congratulate and thank each member of the team for their commitment and dedication to our community	Pillar 3: Environmental Stewardship; Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance			
006	06-01-25	MOVED by Councillor Petersen that the Town of Sundre Council proclaim the week of June 2 - 8, 2025 as "Senior Week" in the Town of Sundre and that the Mayor be authorized to sign the declaration on behalf of Council and the citizens of Sundre	Pillar 2: Community Wellness	Legislative Services	Completed Appendix #1	
007	06-01-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the partnership between the Town of Sundre and the Hospital Futures Committee, in collaboration with P3 Capital Partners to further the efforts of the Town of Sundre in seeking avenues for the construction of a new hospital/campus of care in the Town of Sundre, and further, that Council approve funding in the amount of \$22,500.00 in support of this initiative, with funds to be drawn from the General Corporate Stabilization Restricted Surplus Account	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance			
008	06-01-25	MOVED by Councillor Isaac that the Town of Sundre Council authorize the CAO to sign the agreement with the Sundre Hospital Futures Committee and P3 Capital Partners				
009	06-01-25	MOVED by Councillor Anderson that the Town of Sundre Council go into a closed meeting at 4:52 p.m.				
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>						
<i>Mayor Warnock called a break at 4:52 p.m.</i>						
<i>Mayor Warnock reconvened the closed meeting at 4:57 p.m.</i>						
<i>The Director of Corporate Services left the Closed Meeting at 5:25 p.m.</i>						
010	06-01-25	MOVED by Councillor Anderson that Council return to an open meeting at 6:07 p.m.				
011	06-01-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:08 p.m.				
	#/D/M/Y	January 20, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	10
012	20-01-25	MOVED by Councillor Marr that the agenda be approved as amended as follows: 1. Replace Pg. 3 of January 20th Agenda, due to error in Minutes of January 6, 2025				
013	20-01-25	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on January 6, 2025 be approved as amended: 1. Revise Motion Number Res. 007-06-01-25 to reflect the correct amount of funding for P3 Partnership from \$25,000.00 to \$22,500.00				
014	20-01-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the year-end report from the CAO on the successes achieved by the Sundre Fire Department, and congratulate and thank each member of the department for putting your lives on hold to respond at a moment's notice to an emergency, for putting yourself in danger on a continuous basis, for participating in community events and educating the public on fire safety, and for your commitment and dedication to our community	Pillar 3: Environmental Stewardship; Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance			
015	20-01-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the year-end report from the CAO on the successes achieved by the Community Peace Officer / Bylaw Officer, and congratulate and thank each member of the team for their commitment and dedication to our community, and for ensuring our community is a safe and secure place where we can live, work, play and raise our families	Pillar 3: Environmental Stewardship; Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance			
016	20-01-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the December 2024 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance			
017	20-01-25	MOVED by Councillor Vardas that the Town of Sundre Council give first reading to Bylaw 2025-02 being a bylaw to amend the Land Use Bylaw and further;	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance			

018	20-01-25	MOVED by Councillor Isaac that the Town of Sundre Council set Monday, February 24, 2025 at 4:00 p.m. for a Public Hearing to Bylaw 2025-02 Land Use Bylaw Amendment			
019	20-01-25	MOVED by Councillor Petersen that the Town of Sundre Council support the application to Alberta Seniors, Community and Social Services for the Town to co-host the Seniors' Week launch on June 2, 2025	Pillar 1: Community Development; Pillar 2: Community Wellness		
020	20-01-25	MOVED by Councillor Vardas that the Town of Sundre Council accept the report from the Director of Corporate Services as information	Pillar 5: Sustainable & Responsible Governance		
021	20-01-25	MOVED by Mayor Warnock that the Town of Sundre Council directs administration to bring the existing Social Media Policy to the Bylaw Policy Review Committee for review for the purpose of clarification to information that has come forward	Pillar 5: Sustainable & Responsible Governance	Legislative Services	Completed February 24, 2025
022	20-01-25	MOVED by Councillor Anderson that the Town of Sundre Council accept Mayor Warnock's report for December 2024 as information	Pillar 5: Sustainable & Responsible Governance		
023	20-01-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's reports for October, November and December 2024 as information	Pillar 5: Sustainable & Responsible Governance		
024	20-01-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Anderson's report for November and December 2024 as information	Pillar 5: Sustainable & Responsible Governance		
025	20-01-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Key Messages of Council for the Year 2024 as information	Pillar 5: Sustainable & Responsible Governance		
026	20-01-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 5:05 p.m.			

*Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected*

*Mayor Warnock called a break at 5:05 p.m.*

*Mayor Warnock reconvened the closed meeting at 5:12 p.m.*

*CAO left the Closed Meeting at 5:45 p.m.*

027	20-01-25	MOVED by Councillor Anderson that Council return to an open meeting at 6:28 p.m.			
028	20-01-25	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 6:29 p.m.			
	#/D/M/Y	February 10, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		
Res. #	Date	Council Motion		Action	Status
029	10-02-25	MOVED by Councillor Petersen that the agenda be approved as presented			3

*Councillor Absence: Councillor Vardas and Councillor Anderson notified the CAO in compliance of s.14.6 of Council's Procedural Bylaw*

030	10-02-25	MOVED by Councillor Isaac that the Minutes of the Regular Council Meeting of Council held on January 20, 2025 be approved as presented			
031	10-02-25	MOVED by Councillor Dalke that the Town of Sundre Council thank the representatives of West Fraser for the very informative presentation and to continue to work together to maintain our good neighbour relationship	Pillar 3: Environmental Stewardship; Pillar 5: Sustainable & Responsible Governance		
032	10-02-25	MOVED by Councillor Marr that the Town of Sundre Council proclaim February 13, 2025 as Wear Red Canada Day in the Town of Sundre, and further that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre	Pillar 2: Community Wellness	Legislative Services	Appendix #2
033	10-02-25	MOVED by Councillor Marr that the Town of Sundre Council approve the accounting firm of Sunstone Chartered Professional Accountants as the Sundre Municipal Library's financial reviewers	Pillar 5: Sustainable & Responsible Governance		
034	10-02-25	MOVED by Councillor Petersen that the Town of Sundre Council proclaim March 26, 2025 as "Purple Day" in the Town of Sundre, and further that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre	Pillar 2: Community Wellness	Legislative Services	Appendix #3
035	10-02-25	MOVED by Councillor Isaac that the Town of Sundre Council approve the request for a relaxation to the Community Standards Bylaw 2023-09, Part 2 Noise, on certain days to be determined, to enable the Highway 27 construction contractor to work before 7:00 a.m. and after 10:00 p.m. during concrete pours and asphalt work	Pillar 5: Sustainable & Responsible Governance		
036	10-02-25	MOVED by Councillor Petersen that the Town of Sundre Council support the grant application for the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program, for the purpose of developing a wildfire management plan / preparedness guide	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
037	10-02-25	MOVED by Councillor Isaac that the Town of Sundre Council to fund the rental fee of \$367.50 for the use of the Sundre Community Centre for a Celebration of Life for Mr. Marty Butts on March 15, 2025, with funds to be drawn from Council's Discretionary Contributions to Local Organizations	Pillar 5: Sustainable & Responsible Governance		
038	10-02-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the thank-you card from the Sundre & District Historical Society as information and appreciation	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		

039	10-02-25	MOVED by Councillor Marr that the Town of Sundre Council accepts the invitation for Mayor Warnock and members of Council to attend the Annual Women in Business Awards Luncheon on March 7, 2025 and requests that administration purchase the required number of tickets for the Councillors who wish to attend. Individual Councillor to advise administration of their availability to attend. <i>Opposed: Councillor Isaac</i>	Pillar 2: Community Wellness	Legislative Services	
040	10-02-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 5:16 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are not Motions of Council expected</i>					
<i>Mayor Warnock called a break at 5:16 p.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 5:22 p.m.</i>					
<i>The following were in attendance for the closed meeting session: Acting Chief Administrative Officer Chris Albert and Director of Community Development, Benazir Thaha Valencia</i>					
<i>Director of Community Development left the closed meeting at 5:43 p.m.</i>					
<i>Acting Chief Administrative Officer left the Closed Meeting at 6:05 p.m.</i>					
041	10-02-25	MOVED by Councillor Petersen that Council return to an open meeting at 6:37 p.m.			
042	10-02-25	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 6:38 p.m.			
	#/D/M/Y	February 24, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		
Res. #	Date	Council Motion		Action	Status
043	24-02-25	MOVED by Councillor Anderson that the Council of the Town of Sundre has received sufficient information to close Public Hearing No. 20250224 pertaining to Bylaw 2025-02 being a bylaw to amend Land Use Bylaw 2018-10			
044	24-02-25	MOVED by Councillor Petersen that the agenda be approved amended as follow: ADD 3.3 CAO introduction of new staff member: Finance & Grants Coordinator, Pam Bewick			
<i>Councillor Absence: Councillor Dalke notified CAO that he would be attending the meeting by phone (google meets) in compliance of Council's Procedural Bylaw</i>					
<i>CAO introduced Pam Bewick, Finance and Grants Coordinator to Council</i>					
045	24-02-25	MOVED by Councillor Vardas that the Minutes of the Regular Meeting of Council held on February 10, 2025 be approved as presented			
046	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2025-02 being a bylaw to amend the Land Use Bylaw 2018-10	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
047	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council give Third Reading to Bylaw 2025-02 being a bylaw to amend Land Use Bylaw 2018-10			
048	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2025-01 "Council Committees Bylaw" by adding Schedule "G", the Ad Hoc Downtown ARP Committee	Pillar 5: Sustainable & Responsible Governance		
049	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council give Second Reading to Bylaw 2025-01 "Council Committees Bylaw" by adding Schedule "G", the Ad Hoc Downtown ARP Committee			
050	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2025-01 "Council Committees Bylaw" by adding Schedule "G", the Ad Hoc Downtown ARP Committee			
051	24-02-25	MOVED by Councillor Petersen that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-01 "Council Committees Bylaw" by adding Schedule "G", the Ad Hoc Downtown ARP Committee			
052	24-02-25	MOVED by Councillor Vardas that the Town of Sundre approve Policy A-013-00-POL, Naming Policy a recommended by the Bylaw & Policy Review Committee as presented. <i>Opposed: Councillor Dalke</i>	Pillar 5: Sustainable & Responsible Governance		
053	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2025-03, being the Wildlife Feeding and Attractant Management Bylaw, a bylaw that supports the prevention and implementation of corrective measures to reduce the risks related to Human-Wildlife conflict.	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
054	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2025-03, being the Wildlife Feeding and Attractant Management Bylaw, a bylaw that supports the prevention and implementation of corrective measures to reduce the risks related to Human-Wildlife conflict.			
055	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give Unanimous Consent to proceed to third reading to Bylaw 2025-03, being the Wildlife Feeding and Attractant Management Bylaw, a bylaw that supports the prevention and implementation of corrective measures to reduce the risks related to Human-Wildlife conflict.			
056	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-03, being the Wildlife Feeding and Attractant Management Bylaw, a bylaw that supports the prevention and implementation of corrective measures to reduce the risks related to Human-Wildlife conflict.			

Councillor Isaac left the meeting at 5:19 p.m.

Councillor Isaac returned to the meeting at 5:21 p.m.

057	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the amendments to Policy A-008-POL, Flag Policy, as amended, as recommended by the Bylaw & Policy Review Committee	Pillar 5: Sustainable & Responsible Governance		
058	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council approve the amendments to Policy A-007-01-POL, Social Media Policy as recommended by the Bylaw and Policy Review Committee	Pillar 5: Sustainable & Responsible Governance		
059	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council give First Reading to Bylaw 2025-05, being the Civic Addressing Bylaw, a bylaw to establish consistent civic addressing and street naming system, and to regulate the display of civic addresses in order to identify properties and to accommodate the delivery of municipal and emergency services	Pillar 5: Sustainable & Responsible Governance		
060	24-02-25	MOVED by Councillor Isaac that the Town of Sundre Council give Second Reading to Bylaw 2025-05, being the Civic Addressing Bylaw, a bylaw to establish a consistent civic addressing and street naming system, and to regulate the display of civic addresses in order to identify properties and to accommodate delivery of municipal and emergency services			
061	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council give Unanimous Consent to proceed to third reading to Bylaw 2025-05, being the Civic Addressing Bylaw, a bylaw to establish a consistent civic addressing and street naming system, and to regulate the display of civic addresses in order to identify properties and to accommodate the delivery of municipal and emergency services			

Mayor Warnock called a break at 5:43 p.m. in order to re-connect with Councillor Dalke via phone

Mayor Warnock reconvened the Council Meeting at 5:49 p.m.

062	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-05, being the Civic Addressing Bylaw, a bylaw to establish a consistent civic addressing and street naming system, and to regulate the display of civic addresses in order to identify properties and to accommodate the delivery of municipal and emergency services			
063	24-02-25	MOVED by Councillor Anderson that the Town of Sundre approve the Grants to Organizations funding for The Sundre Men's Shed in the amount of \$1000. <i>Opposed: Councillor Dalke</i>	Pillar 1: Community Development; Pillar 2: Community Wellness;	Legislative Services	Appendix #'s 4-21
064	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Olds & District Kiwanis Music Festival in the amount of \$500		Legislative Services	Appendix #'s 4-21
065	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for West Country Cruisers in the amount of \$1,000		Legislative Services	Appendix #'s 4-21
066	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Greenwood Neighbourhood Place (Sundre Senior's Connection ) in the amount of \$1,000		Legislative Services	Appendix #'s 4-21
067	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for GNP The Den S.Y.C. in the amount of \$2,000		Legislative Services	Appendix #'s 4-21
068	24-02-25	MOVED by Councillor Anderson that the Town of sundre Council approve the Grants to Organizations funding for Sundre Royal Canadian Legion in the amount of \$5,000		Legislative Services	Appendix #'s 4-21
069	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Aquaplex in the amount of \$1,000 to be used for the cost of EMS and Lifeguards for the Triathlon. <i>Opposed: Councillor Dalke</i>		Legislative Services	Appendix #'s 4-21
070	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Rockit Vocal Studios in the amount of \$420 for one-weekend rental fee of the Community Centre. <i>Opposed: Councillor Marr</i>		Legislative Services	Appendix #'s 4-21
071	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Rockit Vocal Studios in the amount of \$0.00. <i>In Favour: Mayor Warnock, Councillor Anderson, Councillor Vardas. Opposed: Councillor Marr, Councillor Dalke, Councillor Petersen, Councillor Isaac. DEFEATED</i>		Legislative Services	Appendix #'s 4-21
072	24-02-25	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Rockit Vocal Studios in the amount of \$1,000 to be awarded at the discretion of Council. <i>In Favour: Councillor Marr, Councillor Petersen, Councillor Isaac, Councillor Dalke. Opposed: Mayor Warnock, Councillor Vardas, Councillor Anderson. CARRIED</i>		Legislative Services	Appendix #'s 4-21
073	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre & District Historical Society in the amount of \$4,000. <i>Opposed: Councillor Petersen</i>		Legislative Services	Appendix #'s 4-21
074	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Broncs, Bulls & Wagons in the amount of \$3,000		Legislative Services	Appendix #'s 4-21

075	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Mainavekidzclub in the amount of \$500. <i>Opposed: Councillor Dalke</i>		Legislative Services	Appendix #'s 4-21
076	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Community Choir in te amount of \$0.00. <i>Opposed: Councillor Petersen</i>		Legislative Services	Appendix #'s 4-21
077	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Rodeo & Race Association in the amount of \$5,000		Legislative Services	Appendix #'s 4-21
078	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Volunteer Search & Rescue in the amount of \$0.00. <i>Opposed: Councillor Dalke</i>		Legislative Services	Appendix #'s 4-21
079	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Bluegrass Music Festival in the amount of \$1,500		Legislative Services	Appendix #'s 4-21
080	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Slingshot Garage in the amount of \$0.00. <i>Opposed: Councillor Petersen, Councillor Marr, Councillor Dalke</i>		Legislative Services	Appendix #'s 4-21
081	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Seniors SPRUCE in the amount of \$500. <i>Opposed: Councillor Marr</i>		Legislative Services	Appendix #'s 4-21
082	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for sundre Citizens on Patrol in the amount of \$500		Legislative Services	Appendix #'s 4-21
083	24-02-25	MOVED by Councillor Isaac that the Town of Sundre Council approve the fee waiver for the Arena in an amount not to exceed \$1,706.25 (GST included), to be funded from Council's Discretionary Contributions to Local Organizations, for the 2025 Grad Class Celebratin, June 23-28, 2025. <i>In Favour: Mayor Warnock, Councillor Vardas, Councillor Anderson, Councillor Isaac, Councillor Dalke. Opposed: Councillor Petersen, Councillor Marr. CARRIED</i>	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance	Legislative Services	Appendix #22
084	24-02-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the January 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
085	24-02-25	MOVED by Councillor Petersen that the Town of Sundre Council accept Mayor Warnock's report for January 2025 as information	Pillar 5: Sustainable & Responsible Governance		

*Councillor Vardas requested that the Chair approve the inclusion of a verbal report. Accepted*

086	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Marr's report for January 2025 as information	Pillar 5: Sustainable & Responsible Governance		
087	24-02-25	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Vardas's verbal report for January 2025 as information	Pillar 5: Sustainable & Responsible Governance		
088	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of January 2025 as information	Pillar 5: Sustainable & Responsible Governance		
089	24-02-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the thank you card from the U9 Huskie Howl Black and White Squads with appreciation and as information	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
090	24-02-25	MOVED by Councillor Marr that the Town of Sundre Council accept the thank you letter from the Sundre Municipal Library with appreciation and as information	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
091	24-02-25	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 7:54 p.m.			

*Councillor Dalke disconnected (Google Meets) from the meeting at 7:54 p.m.*

*Mayor Warnock excused all members of the public and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are not Motions of Council expected*

*Mayor Warnock called a break at 7:55 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 8:00 p.m.*

*Chief Administrative Officer left the Closed Meeting at 8:09 p.m.*

Res. #	Date	Council Motion	Action	Status	# of Public Attending Council
094	10-03-25	MOVED by Councillor Isaac that the agenda be approved as amended as follows: ADD Item 8.2, Verbal Report, Survey by Minister of Jobs for the Childcare Needs Assessment			1
095	10-03-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on February 24, 2025 be approved as presented			
096	10-03-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the Q4 2024 RCMP Sundre Provincial Community Report as information	Pillar 5: Sustainable & Responsible Governance		
097	10-03-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Acting CAO's verbal report as information	Pillar 5: Sustainable & Responsible Governance		

*Mayor Warnock called a break at 5:22 p.m.*

<i>Mayor Warnock reconvened the meeting at 5:27 p.m.</i>					
098	10-03-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Q4 (2024) Quarterly Financial Report as information	Pillar 5: Sustainable & Responsible Governance		
099	10-03-25	MOVED by Councillor Marr that the Town of Sundre Council support Councillor Marr's active role in completing the Childcare Assessment Survey	Pillar 2 Community Wellness		
100	10-03-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter of concern as information	Pillar 5: Sustainable & Responsible Governance		
101	10-03-25	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 5:56 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>					
<i>Mayor Warnock called a break at 5:56 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 6:03 p.m.</i>					
102	10-03-25	MOVED by Councillor Isaac that Council return to an open meeting at 6:29 p.m.			
103	10-03-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:30 p.m.			
	#/D/M/Y	March 24, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion	Action	Status	9
104	24-03-25	MOVED by Councillor Isaac that the agenda be approved as amended as follows: <i>REPLACE: Under Item 9.2, Pages 81-99, Emergency Preparedness and Response Program; Safety and Loss Management System (SLMS); and 2022 Integrity Management Program (IMP) with the 2025 Integrity Management Program.</i>			
105	24-03-25	MOVED by Councillor Petersen that the Minutes of the Regular Meeting of Council held on March 10, 2025 be approved as presented			
106	24-03-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the year-end report from the CAO on the successes achieved by the Legislative Department, Economic Development and Corporate Services, and congratulate and thank each member of the departments for their professionalism, commitment and dedication to our community	Pillar 3: Environmental Stewardship, Pillar 4: Supportive Infrastructure, Pillar 5: Sustainable & Responsible Governance		
107	24-03-25	MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the representative of Wild Rose Assessment Services as information	Pillar 5: Sustainable & Responsible Governance		
<i>Mayor Warnock called a break at 5:22 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 5:29 p.m.</i>					
108	24-03-25	MOVED by Councillor Vardas that the Town of Sundre Council direct administration to make provisions for the portable toilet to remain in place at the ball diamonds to the end of September 2025, with the funding for the additional costs to be drawn from the Community Services Stabilization Restrictive Surplus Account, in an amount up to \$1,530.37 (GST included) and the \$85.00 fee for delivery and pick up. <i>Opposed: Councillor Dalke</i>	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
109	24-03-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation from Greenwood Neighbourhood Place as information with appreciation for the contributions of GNP to our community	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
110	24-03-25	MOVED by Councillor Anderson that the Town of Sundre Council provide direction on proceeding with the annexation process in partnership with Mountain View County for parcels within NW 10-33-5-W5M, the parcel within NE 10-33-5-W5M and adjacent roads.	Pillar 5: Sustainable & Responsible Governance		
111	24-03-25	MOVED by Councillor Vardas that the Town of Sundre Council approve the Mayor and CAO to sign the Quality Management Plan (QMP) and the 2025 Integrity Management Plan (IMP), noting that Council, the CAO and the Operations Manager have reviewed the QMP and the IMP in their entirety, and the urban gas utility hereby accepts the responsibility for compliance of their distribution system with these plans	Pillar 5: Sustainable & Responsible Governance		
<i>Mayor Warnock called a break at 6:38 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 6:43 p.m.</i>					
112	24-03-25	MOVED by Councillor Dalke that the Town of Sundre Council approve the selection of Superior Safety Codes Inc. as the Town of Sundre's Accredited Safety Codes Agency, for a term of three years, ending on March 31, 2028, and that the CAO be authorized to sign the contract on behalf of the Town of Sundre	Pillar 5: Sustainable & Responsible Governance	Legislative Services, P&D	Appendix 23-25
113	24-03-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the February 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
114	24-03-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's report for February 2025 as information	Pillar 5: Sustainable & Responsible Governance		
115	24-03-25	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report for February 2025 as information	Pillar 5: Sustainable & Responsible Governance		

116	24-03-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the Key Messages of Council for the month of February 2025 as information	Pillar 5: Sustainable & Responsible Governance		
117	24-03-25	MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 6:52 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>					
<i>Mayor Warnock called a break at 6:53 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 6:59 p.m.</i>					
118	24-03-25	MOVED by Councillor Dalke that Council return to an open meeting at 7:15 p.m.			
119	24-03-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:16 p.m.			
#/D/M/Y		April 7, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion		Action	Status
120	07-04-25	MOVED by Councillor Marr that the agenda be approved as amended as follows: ADD Item 11.1 RFD Invitation to Mayor for Volunteer Appreciation Dinner			
121	07-04-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on March 24, 2025 be approved as presented			
122	07-04-25	MOVED by Councillor Vardas that the Town of Sundre Council thank the members of the Cowboy Trail 4-H Club for attending the Council meeting and accept their presentations as information and wish each member much success in their future endeavours	Pillar 2: Community Wellness		
123	07-04-25	MOVED by Councillor Marr that the Town of Sundre Council accept the presentation as information and further, support the proactive steps by the Alberta Forest Products Association to ensure the resilience and long-term sustainability of Sundre's forestry sector, and that the Mayor sign the letter addressed to the Premier on behalf of Council and the citizens of Sundre. <b>TABLED</b>	Pillar 1: Community Development		
124	07-04-25	MOVED by Councillor Petersen that the Town of Sundre Council table Motion Number 123-07-04-25 until the Mayor and Chief Administrative Officer have had an opportunity to meet with a representative of Sundre's West Fraser facility, and further, to bring back the Alberta Forest Products Association letter to the Premier, at the April 28 Regular Council Meeting. <b>CARRIED</b>	Pillar 5: Sustainable & Responsible Governance		
125	07-04-25	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2025-04 being the 2025 Tax Rate Bylaw	Pillar 5: Sustainable & Responsible Governance		
126	07-04-25	MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2025-04, being the 2025 Tax Rate Bylaw			
127	07-04-25	MOVED by Councillor Anderson that the Town of Sundre Council give Unanimous Consent for third and final reading to Bylaw 2025-04, being the 2025 Tax Rate Bylaw			
128	07-04-25	MOVED by Councillor Vardas that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-04, being the 2025 Tax Rate Bylaw, as presented			
129	07-04-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the Sundre Municipal Library Year-End Financial Report as information	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
130	07-04-25	MOVED by Councillor Petersen that the Town of Sundre Council direct administration to bring forward to the next Regular Council meeting a Bylaw establishing the 2025 Municipal Tax Levy and Mountain View Seniors Tax Levy for properties designated as Affordable Housing the Minister of Seniors, Community and Social Services at 100% of the levies established under Bylaw 2025-04. <b>Opposed: Unanimous</b>	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
131	07-04-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the report from the Director of Corporate Services as information. <b>Opposed: Councillor Dalke</b>	Pillar 5: Sustainable & Responsible Governance		
132	07-04-25	MOVED by Councillor Marr that the Town of Sundre accept the invitation from Greenwood Neighbourhood Place for Mayor Warnock or designate, to participate and give opening remarks at the Friday, April 25, 2025 at 6:00 p.m., Volunteer Event at the Sundre Legion	Pillar 2: Community Wellness		
133	07-04-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 5:47 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>					
<i>Mayor Warnock called a break at 5:47 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 6:00 p.m.</i>					
134	07-04-25	MOVED by Councillor Isaac that Council return to an open meeting at 6:05 p.m.			
135	07-04-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:06 p.m.			
#/D/M/Y		April 12, 2025 Strategic Advisory Committee Meeting	STRATEGIC PLAN PILLAR		Public - 0
Res. #	Date	Council Motion		Action	Status

136	12-04-25	MOVED by Councillor Petersen that the agenda be approved as presented			
137	12-04-25	MOVED by Councillor Anderson that Council go into a closed meeting at 9:03 a.m.			
<i>Mayor Warnock called a break at 10:03 a.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 10:16 a.m.</i>					
<i>Mayor Warnock called a break at 11:10 a.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 11:18 a.m.</i>					
<i>Mayor Warnock called a break for lunch at 11:57 p.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 12:41 p.m.</i>					
<i>Mayor Warnock called a break at 2:10 p.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 2:20 p.m.</i>					
<i>Mayor Warnock called a break at 3:40 p.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 3:50 p.m.</i>					
<i>Mayor Warnock called for a motion to come out of closed meeting at 4:37 p.m.</i>					
138	12-04-25	MOVED by Councillor Marr that the Town of Sundre Council come out of Closed Meeting at 4:37 p.m.			
139	12-04-25	MOVED by Councillor Anderson to adjourn the meeting at 4:38 p.m.			
#/D/M/Y			STRATEGIC PLAN PILLAR		Public - 0
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>		<b>Action</b>	<b>Status</b>
<i>Mayor Warnock called the April 13 Strategic Advisory Committee Meeting to order at 9:10 a.m.</i>					
<i>Mayor Warnock called for a motion to go into Closed Meeting</i>					
140	12-04-25	MOVED by Councillor Isaac that Council go into Closed Meeting at 9:10 a.m.			
<i>Mayor Warnock called a break for lunch at 12:01 p.m.</i>					
<i>Mayor Warnock reconvened the closed meeting at 12:45 p.m.</i>					
<i>Mayor Warnock called for a motion to come out of closed meeting</i>					
141	12-04-25	MOVED by Councillor Isaac that Council come out of Closed Meeting at 1:40 p.m.			
142	12-04-25	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 1:43 p.m.			
#/D/M/Y			STRATEGIC PLAN PILLAR		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>		<b>Action</b>	<b>Status</b>
143	28-04-25	MOVED by Councillor Isaac that the agenda be approved as amended as follows: 1. ADD under Old Business, 9.1 RFD Letter of Support			
<i>Councillor Absense: Councillor Petersen notified CAO in compliance of s. 14.6 of Council's Procedural Bylaw</i>					
144	28-04-25	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on April 7, 2025, be approved as presented			
145	28-04-25	MOVED by Councillor Dalke that the Minutes of the Strategic Advisory Committee Meeting of April 12-13, 2025, be approved as presented			
146	28-04-25	Moved by Councillor Isaac that the Town of Sundre Council thank the representatives of KPMG LLP and accept the Audited Financial Statements and Financial Information Return for 2024 as information	Pillar 5: Sustainable & Responsible Governance		
<i>CLOSED MEETING: Mayor Warnock advised the public that they are welcome to remain in the Council Chambers until Council returns from the Board Room</i>					
147	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 4:08 p.m.			
<i>The following were in attendance for the Closed Meeting: 7 Council members, CAO, Director Corporate Services, 2 representatives of KPMG LLP</i>					
<i>Topic of the Closed Meeting: Management Letter Discussion, FOIPP Act Section 24(1)(b)</i>					
<i>CAO and Director Corporate Services left the closed meeting, returning to the Council Chambers at 4:32 p.m.</i>					
<i>Mayor Warnock, Council and representatives of KPMG returned to the Council Chambers at 4:44 p.m.</i>					
148	28-04-25	MOVED by Councillor Anderson that Council return to an open meeting at 4:45 p.m.			
149	28-04-25	MOVED by Councillor Anderson that the Town of Sundre Council move to approve the 2024 Auditor's Report and the 2024 Audited Financial States and the 2024 Financial Information Return; and furthermore	Pillar 5: Sustainable & Responsible Governance		
150	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council direct Administration to forward said documents to the Minister as prescribed by Section 278 of the Municipal Government Act			
<i>KPMG Representatives, Colin Mitchell and Samuel Straka, left the meeting at 5:06 p.m.</i>					
151	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council give Frist Reading to Bylaw 2025-08, being the Council Procedural Bylaw	Pillar 5: Sustainable & Responsible Governance		
152	28-04-25	MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2025-08, being the Council Procedural Bylaw			
153	28-04-25	MOVED by Councillor Vardas that the Town of Sundre give Unanimous Consent for Third and Final Reading to Bylaw 2025-08, being the Council Procedural Bylaw			

154	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-08, being the Council Procedural Bylaw			
155	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council rescind Bylaw 2023-01; and			
156	28-04-25	MOVED by Councillor Vardas that the Town of Sundre Council give First Reading to Bylaw 2025-07, being a Bylaw to adopt the Mountain Springs Area Structure Plan, and furthermore	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
157	28-04-25	MOVED by Councillor Anderson that the Town of Sundre Council set Monday, June 9, 2025 at 4:00 p.m. for Public Hearing to Bylaw 2025-07			
158	28-04-25	MOVED By Councillor marr that the Town of Sundre Council that Council supports the signing of the Alberta Forest Products Association's letter to the Premier by Mayor Warnock on behalf of Council and the citizens of Sundre	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance	Leg. Services	Complete Appendix # 26

*Mayor Warnock called a break at 5:21 p.m.*

*Mayor Warnock reconvened the meeting at 5:27 p.m.*

159	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council supports and is committed to safe workplaces by observing the National Day of Mourning, and by promoting safe work environments for all members of our community	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
160	28-04-25	MOVED by Councillor Vardas that the Town of Sundre Council proclaim the week of May 19 - 23, 2025 as "Alberta Disability Services Professionals Appreciation Week" in the Town of Sundre and that the Mayor be authorized to sign the proclamation on behalf of Council and the citizens of Sundre	Pillar 2: Community Wellness		
161	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council approve funding not to exceed \$100,000.00, which includes the budget overrun for the crushing and rehabilitation of a number of laneways, with funds to be withdrawn from the General Corporate Stabilization Restricted Surplus Account. <i>Opposed: Councillor Anderson</i>	Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance		
162	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council support the submission of a resolution for "Rural Participation on the Integration Council for Refocusing Alberta's Health Care System" to the 2025 Alberta Municipalities Conference by June 30, 2025	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
163	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the March 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
164	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's report for March 2025 as information	Pillar 5: Sustainable & Responsible Governance		
165	28-04-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of March 2025 as information	Pillar 5: Sustainable & Responsible Governance	Leg. Services	Posted to Website
166	28-04-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the correspondence from Parkland Regional Library System as information			
167	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the Alberta Declaration for Nursing Week, May 12 - 18, 2025, from the Honourable Adriana Lagrange, as information, with a special thank you to all nurses serving in our community			
168	28-04-25	MOVED by Councillor Isaac that the Town of Sundre Council congratulate Mayor Warnock on achieving the Municipal Elected Leaders Certificate	Pillar 5: Sustainable & Responsible Governance		

*Mayor Warnock advised the public that they are welcome to stay in the Council Chambers as Council retreats to the Board Room. There are no Motions of Council expected*

169	28-04-25	MOVED by Councillor Anderson that the Town of Sundre Council go into a closed meeting at 5:56 p.m.	
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*Mayor Warnock called a break at 5:57 p.m.*

*Mayor Warnock reconvened the closed meeting at 6:05 p.m.*

170	28-04-25	MOVED by Councillor Isaac that Council return to an open meeting at 6:08 p.m.			
171	28-04-25	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 6:09 p.m.			
#/D/M/Y	May 12, 2025 Regular Council Meeting		STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion		Action	Status

*Councillor Absence: Councillor Isaac advised the Acting CAO in compliance of s. 14.6 of Council's Procedural Bylaw*

173	12-05-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on April 28, 2025 be approved			
174	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council give First Reading to Bylaw 2025-10, being a bylaw to amend the Municipal Development plan; and further	Pillar 1: Community Development		
175	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council set Monday, May 26, 2025, at 4:00 p.m. for a Public Hearing to Bylaw 2025-10			

176	12-05-25	MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2025-09, being a bylaw to amend the Land Use Bylaw Map to redesignate the Estate Residential District (R-4) lot, legally described as Plan 8410936, Block 3, Lot 6 (Civic Address of 1107 1 Ave NE), to General Residential (R-2); and further	Pillar 1: Community Development		
177	12-05-25	MOVED by Councillor Petersen that the Town of Sundre Council set Monday, May 26, 2025, at 4:00 p.m. for a Public Hearing to Bylaw 2025-09			
178	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council sponsor the 2025 Mountain View Seniors' Housing Foundation's annual golf tournament, with funds to be drawn from the Council Discretionary Fund, as a GOLD sponsor. <i>In Favour: Councillor Vardas. Opposed: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr</i> DEFEATED			
179	12-05-25	MOVED by Mayor Warnock that the Town of Sundre Council sponsor the 2025 Mountain View Seniors' Housing Foundation's annual golf tournament, with funds to be drawn from the Council Discretionary Fund, as a SILVER sponsor. <i>In Favour: Mayor Warnock, Councillor Vardas, Councillor Petersen, Councillor Anderson, Councillor Dalke. Opposed: Councillor Marr</i> CARRIED	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance	Legislative Services	
180	12-05-25	MOVED by Councillor Marr that the Town of Sundre Council appoint Ms. Laura K. Kutz of Kutz Law Office, to the Ad-Hoc Downtown ARP Committee for the term of the Committee	Pillar 5: Sustainable & Responsible Governance	Legislative Services	Complete Appendices # 27-33
181	12-05-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint Mr. Aaron Melin - Citizen and Project Manager for McElhanney Ltd., to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
182	12-05-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint Mr. Tom Boucher - Citizen, to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
183	12-05-25	MOVED by Councillor Dalke that the Town of Sundre Council appoint Mr. Brad Lindeburgh - Citizen, to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
184	12-05-25	MOVED by Councillor Marr that the Town of Sundre Council appoint Ms. Corynn Wylie - Citizen and Educator, to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
185	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council appoint Mr. Steve Bouchet - local business operator and land developer, to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
186	12-05-25	MOVED by Mayor Warnock that the Town of Sundre Council appoint Mr. Cam Bowman - General Manager Freson's Bros., to the Ad-Hoc Downtown ARP Committee for the term of the Committee		Legislative Services	Complete Appendices # 27-33
187	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council approve, contingent on appropriate funding from Mountain View County, proceeding with the scoped projects, with a Town contribution not to exceed \$115,000 to be drawn from the Municipal Infrastructure Lifecycling Restricted Surplus Account.	Pillar 4: Supportive Infrastructure		
188	12-05-25	MOVED by Councillor Marr that the Town of Sundre Council approve an electronic recording of the key messages and the message from the Office of Council by the Mayor and have the recording posted on the Town's website and social media page	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
189	12-05-25	MOVED by Councillor Petersen that the Town of Sundre Council accepts the invitation for Mayor Warnock or designated representative to participate in the annual Canada Day Flag Raising on July 1st from 10:30 a.m. to 11:30 a.m. at the Sundre & District Museum		Legislative Services	Complete Appendix #34
190	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council accepts the invitation for Mayor Warnock or designated representative to participate and present the "Mayor's Choice Award" for best in show, at the 6th Annual Sundre Canada Day Car Show on June 29, 2025 at 3:00 p.m.		Legislative Services	Complete Appendix #35
191	12-05-25	MOVED by Councillor Petersen that the Town of Sundre Council accepts the invitation to participate in the Sundre Seniors' Supportive Living Facility's celebration on June 4, 2025, providing a speech and written message to be included in a "time-capsule" to be opened in 2035, <i>Mayor sends his regrets, Deputy Mayor to attend</i>		Legislative Services	Complete Appendix #36
192	12-05-25	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 4:55 p.m.			
193	12-05-25	MOVED by Councillor Petersen that the Council return to an open meeting at 5:25 p.m.			
194	12-05-25	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 5:26 p.m.			

*Mayor Warnock excused all members of the public and advised that they may leave or remain the Council Chambers as Council retreats to the board room. There are no Motions of Council expected*

*Mayor Warnock called a break at 4:55 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 5:01 p.m.*

*Acting CAO left the closed meeting at 5:08 p.m.*

	#/D/M/Y	May 26, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	4
195	26-05-25	MOVED by Councillor Isaac that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250526(1) pertaining to Bylaw 2025-09 being a bylaw to amend the Land Use Bylaw Map				
196	26-05-25	MOVED by Councillor Anderson that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250526(2) pertaining to Bylaw 2025-10 being a bylaw to amend the Municipal Development Plan				
197	26-05-25	MOVED by Councillor Vardas that the agenda be approved as amended, as follows: ADD: 11.7 Invitation to Council to attend the Guild of Filipino-Canadian of Sundre Alberta and Area Meet & Greet Fundraiser Event, May 31, 2025, from 11:00 a.m. to 5:00 p.m. at the Sundre Community Centre.				
<i>Councillor Absence: Councillor Dalke did not advise the Acting CAO that he would be late or not attending the meeting in compliance of s.14.6 of Council's Procedural Bylaw. Councillor Dalke joined the meeting at 4:43 p.m.</i>						
198	26-05-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on May 12, 2025, be approved as presented				
199	26-05-25	MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2025-09, being a bylaw to amend the Land Use Bylaw Map to redesignate the Estate Residential District (R-4) lot, legally described as Plan 8410936, Block 3, Lot 6 (Civic Address of 1107 1 Ave. NE), to General Residential District (R-2)	Pillar 1: Community Development			
200	26-05-25	MOVED by Councillor Petersen that the Town of Sundre Council give Third Reading to Bylaw 2025-09, being a bylaw to amend the Land Use Bylaw Map to redesignate the Estate Residential District (R-4) lot, legally described as Plan 8410936, Block 3, Lot 6 (Civic Address of 1107 1 Ave. NE), to General Residential District (R-2)				
<i>Mayor Warnock called a break at 4:45 p.m.</i>						
<i>Mayor Warnock reconvened the meeting at 4:50 p.m.</i>						
201	26-05-25	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2025-10, being a bylaw to amend the Municipal Development Plan	Pillar 1: Community Development			
202	26-05-25	MOVED by Councillor Vardas that the Town of Sundre Council give Third Reading to Bylaw 2025-10, being a bylaw to amend the Municipal Development Plan				
203	26-05-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Acting Chief Administrative Officer's verbal report regarding the Facility Funding received from Mountain View County as information				
204	26-05-25	MOVED by Councillor Marr that the Town of Sundre Council accept the April 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance			
205	26-05-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's report for April 2025 as information	Pillar 5: Sustainable & Responsible Governance			
206	26-05-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's reports for March and April 2025 as information	Pillar 5: Sustainable & Responsible Governance			
207	26-05-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of April 2025 as information	Pillar 5: Sustainable & Responsible Governance			
208	26-05-25	MOVED by Councillor Vardas that the Town of Sundre Council acknowledge Alberta Rural Health Week, May 26-30, 2025, with a special thank you to all health professionals who serve in our community		Legislative Services	Completed Appendix #37 Posted to Town's website & social media page	
209	26-05-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the Parkland Regional Library System 2024 Financial Statement and Report to the Audit Committee as information				
210	26-05-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation for the Mayor or the Deputy Mayor to attend the Opening of the Sundre Seniors' Fair on Tuesday, June 3, 2025 <i>Mayor send his regrets, Deputy Mayor will attend</i>		Legislative Services	Completed Appendix #38	
211	26-05-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the invitation for Mayor Warnock to attend the Ponoka Stampede on Friday, June 27 as information, and direct administration to send the RSVP on behalf of the Mayor		Legislative Services	Completed Appendix #39	
212	26-05-25	MOVED by Councillor Petersen that the Town of Sundre Council decline with regret, the invitation to participate in the 25th Annual Kickin' Country Parade, Thursday, July 31, 2025		Legislative Services	Completed Appendix #40	
213	26-05-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the invitation to participate in the Town of Bowden Daze Rodeo Parade on Saturday, July 12, 2025 <i>Councillor Petersen &amp; Councillor Anderson</i>		Legislative Services	Completed Appendix #41	
214	26-05-25	MOVED by Councillor Vardas that the Town of Sundre Council accept the invitation for the Deputy Mayor to attend the Guild of Filipino-Canadian of Sundre Alberta and Area Meet & Greet Fundraiser Event, on Saturday, May 31, 2025 from 11:00 a.m. to 5:00 p.m. <i>Mayor sends his regrets, Deputy Mayor will attend</i>		Legislative Services	Completed Appendix #42	

215	26-05-25	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 5:30 p.m.				
	#/D/M/Y	June 9, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>		<b>Action</b>	<b>Status</b>	<b>8</b>
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>						
216	09-06-25	MOVED by Councillor Petersen that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250609 pertaining to Bylaw 2025-07 being a bylaw to adopt the Mountain Springs Area Structure Plan				
217	09-06-25	MOVED by Councillor Marr that the agenda be approved as amended as follows: <b>ADD 11.2 Correspondence &amp; Invitations: Greenwood Neighbourhood Place 25th Anniversary, June 18, 2025</b>				
<i>Councillor Absence: Councillor Vardas and Councillor Isaac advised the Acting CAO in compliance of s.14.6 of Council's Procedural Bylaw</i>						
218	09-06-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on May 26, 2025 be approved as presented				
219	09-06-25	MOVED by Councillor Anderson that the Town of Sundre Council thank the Detachment Commander for attending Council and accepts the Sundre Quarterly Provincial Community Report and Crime Statistics for January to March 2021 to 2025 as information	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance			
220	09-06-25	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2025-07 as amended, being a bylaw to adopt the Mountain Springs Area Structure Plan	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance			
221	09-06-25	MOVED by Councillor Petersen that the Town of Sundre Council give Third Reading to Bylaw 2025-07 as amended, being a bylaw to adopt the Mountain Springs Area Structure Plan				
222	09-06-25	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2025-6, being a bylaw to amend the Land Use Bylaw Map by redesignating five residential lots, legally described as Plan 991 2954, Block 18, Lots 2 - 6, from Low Density Residential (R-1) to General Residential (R-2), and further	Pillar 1: Community Development			
223	09-06-25	MOVED by Councillor Marr that the Town of Sundre set Monday, June 23, 2025, at 4:00 p.m. for a Public Hearing to Bylaw 2025-06				
224	09-06-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Q1 2025 Quarterly Financial Reports as information	Pillar 5: Sustainable & Responsible Governance			
225	09-06-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the report from the Director of Corporate Services as information	Pillar 5: Sustainable & Responsible Governance			
226	09-06-25	MOVED by Councillor Petersen that the Town of Sundre Council moves to set a reserve bid of \$153,000 for Lot 74, Block 3, Plan 8010730 Sundre, AB; and furthermore The property identified by Roll No. 1673.000 will be offered for sale by public auction, at the Town Office on October 15, 2025 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque; and furthermore A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by the new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid	Pillar 5: Sustainable & Responsible Governance			
227	09-06-25	MOVED by Councillor Dalke that the Town of Sundre Council moves to set a reserve bid of \$175,000 for Lot 12, Block 1, Plan 8910856, Sundre AB; and furthermore The property identified by Roll No. 1812.000 will be offered for sale by public auction, at the Town Office on October 15, 2025 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque; and furthermore A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by the new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid	Pillar 5: Sustainable & Responsible Governance			
228	09-06-25	MOVED by Councillor Marr that the Town of Sundre Council moves to set a reserve bid of \$140,000 for Lot 1, Block 2, Plan 9610892, Sundre AB; and furthermore The property identified by Roll No. 2501.000 will be offered for sale by public auction, at the Town Office on October 15, 2025 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque; and furthermore A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by the new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid	Pillar 5: Sustainable & Responsible Governance			

229	09-06-25	MOVED by Councillor Anderson that the Town of Sundre Council moves to set a reserve bid of <b>\$188,000</b> for Lot 30, Block 3, Plan 9610892, Sundre AB; and furthermore The property identified by Roll No. 2538.000 will be offered for sale by public auction, at the Town Office on <b>October 15, 2025</b> at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque; and furthermore A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by the new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid	Pillar 5: Sustainable & Responsible Governance		
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*Mayor Warnock called at break at 5:17 p.m.*

*Mayor Warnock reconvened the meeting at 5:21 p.m.*

230	09-06-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the Town of Sundre's Director of Emergency Management's verbal debrief of the June 5, 2025 Emergency Management Regional Functional Exercise as information	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
231	09-06-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the following documents provided by Parkland Regional Library System: 2024 Return on Investment Report, PRLS Board Talk and Draft Board Minutes of May 15, 2025 as information			
232	09-06-25	MOVED by Councillor Anderson that Councillor Dalke and Councillor Petersen attend the Greenwood Neighbourhood Place 25th Anniversary Celebratin event on Wednesday, June 18, 2025 at 1:00 p.m.		Legislative Services	Appendix #43
233	09-06-25	MOVED by Councillor Dalke that the Town of Sundre Council go into a closed meeting at 5:50 p.m.			

*Mayor Warnock advised the public in the Council Chambers that they are welcome to remain in the Council Chambers as Council retreats to the Board Room, and that the live-stream has ended. There are no Motions of Council expected*

*Mayor Warnock called a break at 5:40 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 5:45 p.m.*

234	09-06-25	MOVED by Councillor Anderson that Council return to an open meeting at 6:03 p.m.			
235	09-06-25	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 6:04 p.m.			
	#/D/M/Y	June 23, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>		<b>Action</b>	<b>Status</b>

*Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.*

236	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250623 pertaining to Bylaw 2025-06 being a Bylaw to amend the Land Use Bylaw Map			
237	23-06-25	MOVED by Councilor Vardas that the agenda be approved as presented			

*Councillor Absence: Councillor Isaac advised the Acting CAO in compliance of s. 14.6 of Council's Procedural Bylaw*

238	23-06-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on June 9, 2025 be approved as presented			
239	23-06-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the verbal presentation regarding the fundraising event as information	Pillar 2: Community Wellness		
240	23-06-25	MOVED by Councillor Vardas that the Town of Sundre Council accept the presentation from Sundre Petroleum Operators Group and at Council's discretion assist with the Neighbourhood Day Breakfast from 8:00 a.m. to 9:30 a.m. on Friday, August 22, 2025	Pillar 2: Community Wellness	Legislative Services	Appendix #44
241	23-06-25	MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2025-06, being a Bylaw to amend the Land Use Bylaw Map by redesignating five residential lots, legally described as Plan 9912954, Block 18, Lots 2-6, from Low Density Residential (R-1) to General Residential (R-2)	Pillar 1: Community Development		
242	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council give Third Reading to Bylaw 2025-06, being a Bylaw to amend the Land Use Bylaw Map by redesignating five residential lots, legally described as Plan 9912954, Block 18, Lots 2-6, from Low Density Residential (R-1) to General Residential (R-2)			

*Mayor Warnock called a break at 4:56 p.m.*

*Mayor Warnock reconvened the meeting at 5:00 p.m.*

243	23-06-25	MOVED by Councillor Petersen that the Town of Sundre Council accept for information the report from the Economic Development Officer on behalf of the Mountain View Regional Film Office	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance		
244	23-06-25	MOVED by Councillor Anderson that the Town of Sundre Council approves the tranfer of additional funding in the amount of \$1,693 from the Utilities Lifecycling RSA for the Gas Line Heater capital project	Pillar 5: Sustainable & Responsible Governance		

245	23-06-25	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$8,286 to the Fire Capital RSA in unspent funding for the Superior Pumper Unit Replacement capital project			
246	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$405,089 to the Utilities Lifecycling RSA in unspent funding for the Hwy. 27 Water & Wastewater Upgrades capital project			
247	23-06-25	MOVED by Councillor Dalke that the Town of Sundre Council approves the transfer of \$12,833 to the Municipal Lifecycling RSA in unspent funding for the Unit 145 capital project			
248	23-06-25	MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of \$2,156 to the General Corporate Stabilization RSA in unspent funding for the Confined Space Entry Equipment capital project			
249	23-06-25	MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$1,203 to the Municipal New Projects RSA in unspent funding for the 1 Avenue N.W. Swale capital project			
250	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$6,877 to the Municipal New Project RSA in unspent funding for the Sewer Flushing Equipment capital project			
251	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council accept the May 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
252	23-06-25	MOVED by Councillor Vardas that the Town of Sundre Council accept Mayor Warnock's report for May 2025 as information	Pillar 5: Sustainable & Responsible Governance		
253	23-06-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the Key Messages of Council for the month of May 2025 as information	Pillar 5: Sustainable & Responsible Governance		
254	23-06-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter from the Honourable Todd Loewen, Minister of Forestry and Parks pertaining to the Town of Sundre's letter of April 29 to the province in support of the efforts of the Alberta Forest Products Association to ensure a sustainable forestry industry in Alberta, as information			
255	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council accept the letter of resignation of Nila E. Stringer from the Sundre Municipal Library Board, and thank Ms. Stringer for her years of service to our community		Legislative Services	Appendix #45
256	23-06-25	MOVED by Councillor Vardas that the Town of Sundre Council accept the invitation for the Mayor or a Designated Councillor to attend the Sundre Pickleball Association's Celebration (Repaving Completion) event on Monday, June 30, 2025 at 9:30 a.m., at the pickleball court; and further direct administration to send an RSVP to the association. Opposed: Unanimous; DEFEATED			
257	23-06-25	MOVED by Councillor Marr that the Town of Sundre Council accept the invitation for the Mayor and Council to attend the Sundre Pickleball Association's Celebration (Repaving Completion) event on Monday, June 30, 2025 at 9:30 a.m., at the pickleball court; and further direct administration to send an RSVP to the association		Legislative Services	Appendix #46
258	23-06-25	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 5:44 p.m.			
	#/D/M/Y	July 10, 2025 Special Closed Council Meeting	STRATEGIC PLAN PILLAR		
Res. #	Date	Council Motion		Action	Status
259	10-07-25	MOVED by Councillor Isaac that the agenda be approved a presented			
260	10-07-25	MOVED by Councillor Dalke that the Town of Sundre Council go into Closed Meeting at 6:07 p.m.			
<i>Legislative Executive Assistant left the meeting at 6:07 p.m.</i>					
261	10-07-25	MOVED by Councillor Vardas that the Special Closed Meeting of Council be adjourned at 7:11 p.m.			
<i>Legislative Executive Assistant, Betty Ann Formstone, returned to the Council Chambers at 7:13 p.m.</i>					
<i>Mayor Warnock called a break at 7:14 p.m. in order to give Councillor Anderson opportunity to join via phone</i>					
<i>Mayor Warnock reconvened the meet at 7:20 p.m.</i>					
262	10-07-25	MOVED Unanimously that the Town of Sundre Council to go back into an Open Meeting at 7:23 p.m.			
263	10-07-25	MOVED by Councillor Petersen that the Town of Sundre Council give \$24,999 to the Sundre & District Historical Society for operations, payable in three installments of \$8,333 on the last day of July, August, and September, 2025; contingent on the Museum remaining open, with funds to be drawn from the Community Services Stabilization Restricted Surplus Account. In Favour: Councillor Petersen, Councillor Marr, Councillor Vardas, Councillor Isaac, Mayor Warnock, and Councillor Anderson. Opposed: Councillor Dalke			
264	10-07-25	MOVED by Mayor Warnock that the Town of Sundre Council direct administration to work with the Board of the Sundre & District Historical Society and the sitting Council member to the Sundre & District Historical Society Board with a report to come to Council at a later date.			
265	10-07-25	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:52 p.m.			

	#/D/M/Y	September 8, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	1
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>						
266	08-09-25	MOVED by Councillor Isaac that the agenda be approved as presented				
<i>Councillor Absence: Councillor Vardas advised the CAO in compliance of s.14.6 of Council's Procedural Bylaw</i>						
267	08-09-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on June 23, 2025 be approved as presented				
268	08-09-25	MOVED by Councillor Petersen that the Minutes of the Special Meeting of Council held on July 10, 2025 be accepted as presented				
269	08-09-25	MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accept the Sundre Provincial Community Report and Crime Statistics as information and congratulates Sgt. Harding on her promotion and appointment as detachment commander.	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance			
270	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H" the Naming Committee	Pillar 5: Sustainable & Responsible Governance			
271	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H" the Naming Committee				
272	08-09-25	MOVED by Councillor Dalke that the Town of Sundre gives Unanimous Consent for Third and Final Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee				
273	08-09-25	MOVED by Councillor Anderson that the Town of Sundre gives Third and Final Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee				
274	08-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the Q2 2025 Quarterly Financial Reports as information	Pillar 5: Sustainable & Responsible Governance			
275	08-09-25	MOVED by Councillor Anderson that the Town of Sundre Council appoints KPMG as the Town's auditors for the 2025 fiscal year	Pillar 5: Sustainable & Responsible Governance			
276	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council support the grant application to the Forest Improvement Association of Alberta (FRIA) FireSmart Program, for the purpose of implementing a vegetation management plan	Pillar 5: Community Wellness; Pillar 5 Sustainable & Responsible Governance			
277	08-09-25	MOVED by Councillor Isaac that the Town of Sundre Council proclaims the week of September 23 to 26, 2025 as Alberta Development Officers Week in the Town of Sundre, and further, that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre		Legislative Services	Completed, posted on website and front reception	
278	08-09-25	MOVED by Councillor Dalke that the Town of Sundre Council proclaim October 9, 2025 as National Depression Screening Day in Sundre and further, that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre, and further, that Council directs administration to post the proclamation on the Town's website with web link to obtain more information	Pillar 2: Community Wellness	Legislative Services	Completed, posted on website and front reception	
279	08-09-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Chief Administrative Officer's verbal report on the achievement of a member of administration as information and further, congratulate the member of administration on her achievements	Pillar 1: Community Development; Pillar 5: Sustainable & Responsible Governance			
<i>Mayor's Request: Mayor Warnock requested that each Councillor present a verbal report on their committee / board participation over the past four years at the final meeting of the current Council on October 6, 2025. This report is intended to inform all members of Council and the public about the work done on various committees and boards. Accepted by Concensus</i>						
280	08-09-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the letter of introduction from the new Commanding Officer of the Alberta Royal Canadian Mounted Police, Deputy Commissioner Trevor Daroux, as information				
281	08-09-25	MOVED by Councillor Marr that the Town of Sundre Council accept the letter from the Sundre & District Aquatic Society regarding the cancellation of the Triathlon as information				
282	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the letter of support to the Sundre Rodeo & Race Association as information				
283	08-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the sponsorship letter from the Sundre Hospital Futures Committee pertaining to the November 15, 2024 Gala as information				

284	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council directs administration to purchase 1 table of 8 at a cost of \$800.00 for the Gala on November 15, 2025, with \$426.25 drawn from Council's Discretionary Fund to Local Organizations and the balance of the funds required in the amount of \$373.75 to be drawn from the Community Services Operating Budget. <i>In Favour: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Marr, Councillor Isaac. Opposed: Councillor Dalke</i>		Legislative Services	Completed
285	08-09-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 5:14 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the board room. There are no Motions of Council expected, and that at this time the Live Stream is ending</i>					
<i>Mayor Warnock called a break at 5:14 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 5:20 p.m.</i>					
286	08-09-25	MOVED by Councillor Dalke that Council return to an open meeting at 6:40 p.m.			
287	08-09-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:41 p.m.			
#/D/M/Y		September 22, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion		Action	Status
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>					
288	22-09-25	MOVED by Councillor Dalke that the agenda be approved as amended: 1. ADD 5.2 Delegation: History of Knot Family and Land Donation			
289	22-09-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on September 8, 2025 be approved as presented			
290	22-09-25	MOVED by Councillor Marr that the Town of Sundre Council accept the information pertaining to Knot's Glen Memorial Park as information, and further; That the Town of Sundre Council direct administration to place this item on the next Naming Committee meeting agenda	Pillar 2: Community Wellness	Legislative Services	Naming Committee Meeting date TBD
291	22-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the information regarding the history pertaining to the land that was donated to the Town by the Knot Family, and further; That the Town of Sundre Council direct administration to bring this information forward to the next Naming Committee meeting agenda	Pillar 2: Community Wellness	Legislative Services	Naming Committee Meeting date TBD
292	22-09-25	MOVED by Councillor Anderson that the Town of Sundre Council maintain the Fortis Franchisee Fee at 12% effective January 1, 2026	Pillar 5: Sustainable & Responsible Governance		
293	22-09-25	MOVED by Councillor Petersen that the Town of Sundre Council grant permission to the University of Alberta Library to digitize the Town's history book "The Little Town that Could", under an Attribution-NonCommercial-No Derivatives License (CC By-NC-ND); and further, that Council authorizes the Chief Administrative Officer to sign and submit the required documents to the University of Alberta Library	Pillar 5: Sustainable & Responsible Governance		
<i>Mayor Warnock called a break at 4:48 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 4:53 p.m.</i>					
294	22-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the June, July and August 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
295	22-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the CAO's verbal report for further discussion	Pillar 5: Sustainable & Responsible Governance		
296	22-09-25	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for June and July 2025 as information	Pillar 5: Sustainable & Responsible Governance		
297	22-09-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's reports for May, June, July and August as information	Pillar 5: Sustainable & Responsible Governance		
298	22-09-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the Key Messages of Council for the months of June, July and August 2025 as information	Pillar 5: Sustainable & Responsible Governance		
299	22-09-25	MOVED by Councillor Marr that the Town of Sundre Council accept the letter from Mountain View County dated September 12, 2025 pertaining to Bill 50 and ICF impacts as information			
300	22-09-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the letter to APEGA Summit Awards Committee dated September 12, 2025 as information			
301	22-09-25	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 5:47 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the board room. There are no Motions of Council expected, and that at this time the Live Stream is ending</i>					
<i>Mayor Warnock called a break at 5:47 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 5:52 p.m.</i>					
302	22-09-25	MOVED by Councillor Dalke that Council return to an open meeting at 6:15 p.m.			
303	22-09-25	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 6:16 p.m.			

	#/D/M/Y	October 6, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	8
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>						
304	06-10-25	MOVED by Councillor Isaac that the agenda be approved as presented				
305	06-10-25	MOVED by Councillor Vardas that the Minutes of the Regular Meeting of Council held on September 22, 2025 be approved as presented				
306	06-10-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the presentation from the representative of the Sundre Bike n' Ski Club as information; and further, The Parks, Trails and Open Spaces Plan be incorporated into the spring planning sessions in the future for Council's information and review	Pillar 1: Community Development; Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance	Legislative Services	Pending Spring Session, April 2026	
307	06-10-25	MOVED by Councillor Marr that the Town of Sundre Council proclaim October 5-11, 2025 as Fire Prevention Week, and urge all the citizens of Sundre to ensure Lithium-Ion Batteries are being used safely in their homes and businesses and to support the many efforts of Sundre's Fire and Emergency Services; and further that the Mayor, on behalf of Council and Citizens of Sundre, sign the Fire Prevention Week Proclamation	Pillar 2: Community Wellness	Legislative Services	Completed: Posted on website/FB/front reception	
308	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Play for Sundre Kidz in the amount of \$500.00 to be awarded at the discretion of Council	Pillar 1: Community Development; Pillar 2: Community Wellness	Legislative Services	Appendices 55-61 Completed	
309	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for West Country Seniors Centre in the amount of \$5,000.00 to be awarded at the discretion of Council. <i>In Favour: Councillor Anderson, Councillor Petersen, Councillor Marr, Councillor Isaac, Councillor Vardas, Mayor Warnock. Opposed: Councillor Dalek</i>		Legislative Services	Appendices 55-61 Completed	
310	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre & District Aquatic Society in the amount of \$5,000.00 to be awarded at the discretion of Council		Legislative Services	Appendices 55-61 Completed	
311	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for McDougall Flats Community Hall Association in the amount of \$0.00 to be awarded at the discretion of Council. <i>In Favour: Councillor Anderson, Councillor Petersen, Councillor Dalek, Councillor Isaac, Councillor Vardas, Mayor Warnock. Opposed: Councillor Marr</i>		Legislative Services	Appendices 55-61 Completed	
312	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Travel & Tourism Information Centre in the amount of \$0.00 to be awarded at the discretion of Council		Legislative Services	Appendices 55-61 Completed	
313	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Volunteer Search & Rescue in the amount of \$1,080.00 to be awarded at the discretion of Council		Legislative Services	Appendices 55-61 Completed	
314	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Hope 4 MVC Kids Society in the amount of \$3,000.00 to be awarded at the discretion of Council		Legislative Services	Appendices 55-61 Completed	
315	06-10-25	MOVED by Councillor Vardas that the Town of Sundre approve the waiving of the Community Centre Rental Fee in an amount not to exceed \$262.50 (GST included) with funds to be withdrawn from the Community Services, Grants to Organizations 2025 budget	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance	Legislative Services	Appendices 55-61 Completed	
316	06-10-25	MOVED by Councillor Dalek that the Town of Sundre Council approve the Parkland Regional Library Board's proposed 2026 budget with a per capita rate of \$9.99	Pillar 5: Sustainable & Responsible Governance	Legislative Services	Completed	
317	06-10-25	MOVED by Councillor Marr that the Town of Sundre Council accept the verbal report from the CAO, and further, directs administration to amend the 2025 Council Calendar to remove the Regular Council meeting date of October 27, 2025 from the 2025 Council Calendar	Pillar 5: Sustainable & Responsible Governance	Legislative Services	Completed	
318	06-10-25	MOVED by Councillor Isaac that the Town of Sundre Council accept each Councillor's verbal report on their four years of work on various committees and boards, as information	Pillar 5: Sustainable & Responsible Governance			
319	06-10-25	MOVED by Councillor Dalek that the Town of Sundre Council accept the September 11, 2025 Parkland Regional Library Board Meeting Minutes and the PRLS Board Talk newsletter, as information				
320	06-10-25	MOVED by Councillor Anderson that the Town of Sundre Council go into closed meeting at 5:38 p.m.				
321	06-10-25	MOVED by Councillor Vardas that Council return to an open meeting at 6:13 p.m.				
322	06-10-25	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 6:14 p.m.				

	#/D/M/Y	October 27, 2025 Organizational Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status	8
<i>Chief Administrative Officer called the meeting to order at 4:00 p.m. and conducted the meeting until all Elected Officials were sworn in and signed the Oath of Office Certificate</i>						
<i>CAO addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>						
<i>Mayor Warnock having completed the Oath of Office and the signing of the Oath of Office Certificate conducted the meeting from this point forward</i>						
323	27-10-25	MOVED by Councillor Anderson that the Town of Sundre Council adopt the Organizational Meeting of Council agenda as presented				
324	27-10-25	MOVED by Councillor Marr that the Town of Sundre Council accept the review by the CAO of Council Procedural Bylaw 2025-08 as information	Pillar 5: Sustainable & Responsible Governance			
<i>Agenda Item 5.1, Assignment of Seating, deferred for decision until the Deputy Mayor appointment(s) confirmed</i>						
325	27-10-25	MOVED by Councillor Marr that the Town of Sundre Council appoint a Deputy Mayor for the full 4-year term. DEFEATED				
326	27-10-25	MOVED by Mayor Warnock that the Town of Sundre Council adopt the Deputy Mayor appointments as follows and further that the Deputy Mayor sit to the right of the Mayor. <i>In Favour: Mayor Warnock, Councillor Dalke, Councillor Marr, Councillor Isaac, Councillor Petersen, Councillor Buchan. Opposed: Councillor Anderson.</i> CARRIED	Pillar 5: Sustainable & Responsible Governance			
<i>The Deputy Mayor Appointments for the 2025-2029 term of Council are as follows:</i>						
<i>Councillor Anderson, October 2025 to June 2026</i>						
<i>Councillor Dalke, July 2026 to February 2027</i>						
<i>Councillor Isaac, March 2027 to October 2027</i>						
<i>Councillor Marr, November 2027 to June 2028</i>						
<i>Councillor Petersen, July 2028 to February 2029</i>						
<i>Councillor Buchan, March 2029 to October 2029</i>						
327	27-10-25	MOVED by Mayor Warnock that the Town of Sundre Council adopt the seating arrangement for the period of October 2025 to October 2026 as seen from the public gallery as follows: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen, Councillor Buchan	Pillar 5: Sustainable & Responsible Governance			
328	27-10-25	MOVED by Councillor Isaac that the Town of Sundre Council designate the following individuals to have signing authority for the Town of Sundre: Mayor Richard Warnock, Councillor Todd Dalke, Councillor Owen Petersen, Councillor Connie Anderson, Councillor Jaime Marr, Councillor Paul Isaac, Councillor Cheri Buchan, Chief Administrative Officer Linda Nelson, Director of Corporate Services Chris Albert	Pillar 5: Sustainable & Responsible Governance			
329	27-10-25	MOVED by Councillor Marr that the Town of Sundre Council accepts Administration's verbal presentation for information	Pillar 5: Sustainable & Responsible Governance			
330	27-10-25	MOVED by Councillor Buchan that the Town of Sundre Council approve the 2026 Meeting Calendar as presented. <i>In Favour: Mayor Warnock, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen, Councillor Buchan. Opposed: Councillor Marr</i>	Pillar 5: Sustainable & Responsible Governance			
331	27-10-25	MOVED by Mayor Warnock that the Town of Sundre Council defer the appointments to Council Committees to the Regular Meeting of Council to be held on November 10, 2025.	Pillar 5: Sustainable & Responsible Governance			
332	27-10-25	MOVED by Councillor Petersen to adjourn the October 27, 2025, Organizational Meeting of Council at 5:13 p.m.				
	#/D/M/Y	November 1, 2025 Strategic Advisory Committee Meeting - Red Deer	STRATEGIC PLAN PILLAR		Public - 0	
<i>Mayor Warnock called the November 1, 2025 Strategic Advisory Committee Meeting to order at 9:00 a.m.</i>						
333	27-10-25	MOVED by Councillor Buchan that the agenda be approved as presented				
334	27-10-25	MOVED by Councillor Anderson that Council go into closed meeting at 9:02 a.m. on November 1, 2025				
<i>Councillor Isaac left the meeting at 9:55 a.m.</i>						
<i>Councillor Isaac returned to the meeting at 10:01 a.m.</i>						
<i>Mayor Warnock called a break at 10:11 a.m.</i>						
<i>Mayor Warnock reconvened the meeting at 10:31 a.m.</i>						
<i>Councillor Petersen left the meeting at 11:24 a.m.</i>						
<i>Councillor Petersen returned to the meeting at 11:27 a.m.</i>						
<i>Councillor Isaac left the meeting at 11:40 a.m.</i>						
<i>Councillor Isaac returned to the meeting at 11:44 a.m.</i>						
<i>Mayor Warnock called a break in the meeting for lunch at 12:10 p.m.</i>						
<i>Mayor Warnock reconvened the meeting at 12:45 p.m.</i>						
<i>Mayor Warnock called a break at 2:00 p.m.</i>						
<i>Mayor Warnock reconvened the meeting at 2:15 p.m.</i>						
<i>Mayor Warnock called a break at 3:00 p.m.</i>						
<i>Mayor Warnock reconvened the meeting at 3:15 p.m.</i>						
<i>Councillor Isaac left the meeting at 3:37 p.m.</i>						
<i>Councillor Isaac returned to the meeting at 3:46 p.m.</i>						
<i>Mayor Warnock called for a motion that Council come out of closed meeting at 4:36 p.m.</i>						
335	27-10-25	MOVED by Councillor Petersen that Council come out of closed meeting at 4:37 p.m.				
336	27-10-25	MOVED by Councillor Buchan that the meeting be adjourned at 4:38 p.m.				

#/D/M/Y	November 2, 2025 Strategic Advisory Committee Meeting - Red Deer		STRATEGIC PLAN PILLAR		Public - 0
<i>Mayor Warnock called the November 2, 2025 Strategic Advisory Committee Meeting to order at 9:00 a.m.</i>					
<i>Mayor Warnock called for a motion for Council to go back into closed meeting on November 2, 2025</i>					
337	27-10-25	MOVED by Councillor Anderson that Council go into closed meeting at 9:00 a.m.			
<i>Mayor Warnock called a break at 10:00 a.m.</i>					
<i>Mayor Warnock reconvened the meeting at 10:15 a.m.</i>					
<i>Mayor Warnock called a break at 11:00 a.m.</i>					
<i>Mayor Warnock reconvened the meeting at 11:15 a.m.</i>					
<i>Mayor Warnock called a break for lunch at 12:00 p.m.</i>					
<i>Mayor Warnock called a break at 2:00 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 2:15 p.m.</i>					
<i>Mayor Warnock called a break at 3:00 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 3:15 p.m.</i>					
<i>Mayor Warnock called for a motion for Council to come out of closed meeting at 4:40 p.m.</i>					
338	27-10-25	MOVED by Councillor Isaac that Council come out of close meeting at 4:41 p.m.			
339	27-10-25	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 4:42 p.m. on November 2, 2025.			
#/D/M/Y	November 10, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR			# of Public Attending Council
Res. #	Date	Council Motion		Action	Status
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>					
340	10-11-25	MOVED by Councillor Petersen that the agenda be approved as amended as follows: ADD: 12.2 Advice to Officials, Access To Information Act, Section 29 ; REVISE: 12.2 as 12.3 Confidential Evaluations, Access To Information Act, Section 22			
<i>Councillor Absence: Councillor Dalke did not the CAO that he would be late or not attending the meeting in compliance of s.14.6 of Council's Procedural Bylaw.</i>					
341	10-11-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on October 6, 2025 be approved as presented			
342	10-11-25	MOVED by Councillor Marr that the Minutes of the Organizational Meeting of Council held on October 27, 2025 be approved as presented			
343	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation from the representatives of the Sundre & District Aquatic Society as information and thank the Society and Aquatic Centre staff for services and programs they provide to our community	Pillar 1: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
344	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc), and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).	Pillar 5: Sustainable & Responsible Governance		
345	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council give Second Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).			
346	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).			
347	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council gives Third and Final Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).			
348	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council direct Administration to defer recovery of tax arrears on the 49 lots designated as Eagle Ridge until such time as the properties are developable or the end of this Council Term, whichever occurs first	Pillar 5: Sustainable & Responsible Governance	Corporate Services	Completed
349	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the report from the CAO for Lot 27, Block 2, Plan 8010730 as information	Pillar 5: Sustainable & Responsible Governance		

350	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council grant the extension for the use of the 2025 Grants to Organizations funding in the amounts of \$420.00 and \$1,000.00 to the spring of 2026 for Rockit Vocal Studios	Pillar 5: Sustainable & Responsible Governance	Community Services	Appendix #76 Completed, Notification to Applicant. Event Feb 2026
351	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council provide direction on proceeding with the action items from the 2025 Fall Strategic Advisory Committee workshop	Pillar 5: Sustainable & Responsible Governance		
352	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to the <b>Bylaw &amp; Policy Review Committee</b> Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.	Pillar 5: Sustainable & Responsible Governance	Legislative Services	
353	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>Sundre Emergency Advisory Committee</b> , Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.			
354	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>Sundre Strategic Advisory Committee</b> , Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.			
355	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council appoint to the <b>Naming Committee</b> , Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.			
356	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>Grant Review Committee</b> , Mayor Warnock, Councillor Isaac, Councillor Marr and Councillor Dalke for a one-year term, 2025-2026.			
357	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>Sundre Wellness Advocacy Committee</b> , Mayor Warnock and Councillor Buchan for a one-year term, 2025-2026.			
358	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council appoint to the <b>Sundre Hospital Steering Committee</b> , Mayor Warnock and Councillor Petersen for a one-year term, 2025-2026.			
359	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>FCSS (Greenwood Neighbourhood Place) Committee</b> , Mayor Warnock and Councillor Marr as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
360	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to the <b>Sundre Municipal Library Board</b> , Councillor Dalke for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
361	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council appoint to the <b>Intermunicipal Collaboration Committee</b> , Mayor Warnock, Councillor Marr and Councillor Buchan for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
362	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to the <b>Mountain View Regional Waste Management Committee</b> , Councillor Dalke and Mayor Warnock as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
363	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>Intermunicipal Planning Commission</b> , Mayor Warnock and Deputy Mayor Designate for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
364	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>Mountain View Seniors' Housing Board</b> , Mayor Warnock, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
365	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>RAC 10 (AB Health Rural Advisory Council)</b> , Mayor Warnock, for a one-year term, 2025-2026.			
366	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>MTMC (Mid-sized Mayor's Caucus)</b> , for a one-year term, 2025-2026.			
367	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>Central Alberta Mayor's and Reeves Meeting</b> , Mayor Warnock, for a one-year term, 2025-2026.			
368	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to the <b>Sundre &amp; District Aquatic Society</b> , Councillor Isaac and Councillor Dalke as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
369	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the <b>Central Alberta Economic Partnership</b> , Councillor Anderson as the Liaison between Council and the CAEP, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
370	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council appoint to <b>Citizens on Patrol</b> , Councillor Dalke for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
371	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council appoint to the <b>Sundre Hospital Futures Advisory Committee (Attraction/Retention)</b> , Councillor Petersen for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
372	10-11-25	MOVED by Councillor Anderson that the Town of Sundre Council appoint to the <b>Red Deer River Municipal Users Group</b> , Mayor Warnock and Councillor Dalke as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
373	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council appoint to the <b>Red Deer River Watershed Alliance</b> , Mayor Warnock, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed

374	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to the Sundre & District Chamber of Commerce, Mayor Warnock and Councillor Isaac as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
375	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council appoint to the Sundre & District Historical Society, Councillor Marr and Councillor Anderson as Alternate, for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
376	10-11-25	MOVED by Councillor Petersen that the Town of Sundre Council appoint to Sundre Forest Products / West Fraser, Councillor Isaac for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
377	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council appoint to the Parkland Regional Library Board, Councillor Dalke for a one-year term, 2025-2026.		Legislative Services	Appendices 62-76 Completed
378	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the letter and Annual Report from the Red Deer River Watershed Alliance as information; and further:			

Councillor Dalke arrived and joined the meeting at 5:22 p.m.

380	10-11-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from Mountain View County as information.			
381	10-11-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the letter from the Town of Carstairs as information.			
382	10-11-25	MOVED by Councillor Marr that the Town of Sundre Council accept the letter of congratulations from the Honourable Dan Williams, Minister of Municipal Affairs, as information.			

Mayor Warnock excused all members of the public and advised they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council exp

Mayor Warnock called a break at 5:23 p.m.

Mayor Warnock reconvened the Closed Meeting at 5:30 p.m.

CAO, Linda Nelson left the Closed Meeting at 5:55 p.m.

Mayor Warnock called a break at 5:55 p.m.

Mayor Warnock reconvened the Closed Meeting at 6:00 p.m.

384	10-11-25	MOVED by Councillor Buchan that Council return to an open meeting at 6:12 p.m.			
385	10-11-25	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:13 p.m.			
	#/D/M/Y	November 24, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		

# of Public  
Attending  
Council

Res. #	Date	Council Motion	Action	Status	# of Public Attending Council
Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.					
386	24-11-25	MOVED by Councillor Dalke that the agenda be approved as amended as follows: AMEND: Item 4.2, November 10, 2025 Minutes - remove Councillor Vardas, add Councillor Buchan; REVISE: 7.1a Report to Council Arena Upgrades (printed copy provided); ADD Supplemental: 9.1b Fire Department Report, September & October 2025			

Councillor Absence: Councillor Paul Isaac advised the Director of Corporate Services of his absence in compliance of s.14.6 of Council's Procedural Bylaw

387	24-11-25	MOVED by Councillor Buchan that the Minutes of November 1 & 2, 2025 Strategic Advisory Committee Meeting be approved as presented			
388	24-11-25	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on November 10, 2025 be approved as amended			
389	24-11-25	MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accepts the Sundre Quarterly Policing Report and Crime Statistics as information	Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
390	24-11-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the Director of Community Development update on the Arena Renovations Project as information and directs Administration to share a copy of the report with Mountain View County	Pillar 1, Community Development; Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance		Competed; Report sent to MVC Corporate Services
391	24-11-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Q3 2025 Quarterly Financial Reports as information	Pillar 5: Sustainable & Responsible Governance		

Mayor Warnock called a break at 4:52 p.m.

Mayor Warnock reconvened the meeting at 4:59 p.m.

392	24-11-25	MOVED by Councillor Petersen that the Town of Sundre Council approve the addition of \$15,000 to the 2026 Operating Budget for mapping updates	Pillar 4: Supportive Infrastructure; Pillar 5: Sustainable & Responsible Governance		
393	24-11-25	MOVED by Councillor Marr that the Town of Sundre Council approves the addition of \$6,000 to the 2026 Operating Budget for the replacement of personal gas monitors	Pillar 5: Sustainable & Responsible Governance		

394	24-11-25	MOVED by Councillor Buchan that the Town of Sundre Council direct administration to continue with the Festivals and Events Pilot project as a contracted position for 2026 at a cost not to exceed \$80,000; and further directs administration to create a reporting platform providing statistics to include number of events, number of participants, volunteers, in-kind and grant contributions. <i>In Favour: Councillor Buchan, Councillor Marr, Councillor Anderson, Councillor Petersen, Mayor Warnock. Opposed: Councillor Dalke</i>		Legislative Services	Pending 2026 Events
395	24-11-25	MOVED by Councillor Petersen that the Town of Sundre Council approves the addition to the 2026 Operating Budget to increase by .5 (half-time) the Administrative Assistant position at a cost of \$35,000 peer year. <i>In Favour: Councillor Petersen, Councillor Anderson, Councillor Marr, Mayor Warnock. Opposed: Councillor Dalke, Councillor Buchan</i>			
396	24-11-25	MOVED by Councillor Buchan that the Town of Sundre Council reduce the budget for Federation of Canadian Municipalities (FCM) from \$12,000 per year to \$6,000 per year for Mayor or designate and CAO or designate to attend the annual conference. <i>In Favour: Councillor Buchan, Councillor Marr, Councillor Anderson, Councillor Petersen, Mayor Warnock. Opposed: Councillor Dalke</i>			
397	24-11-25	MOVED by Councillor Petersen that the Town of Sundre directs Administration to present the final proposed budget documents to Council on December 8, 2025		Corporate Services	Pending. Budget Decision deferred to Dec. 22, 2025
<i>Mayor Warnock called a break at 6:41 p.m.</i>					
<i>Mayor Warnock reconvened the meeting at 6:46 p.m.</i>					
398	24-11-25	MOVED by Mayor Warnock that the Town of Sundre Council direct administration to proceed with posting the Request for Expression of Interest on the Alberta Purchasing Connection		Corporate Services	Completed Dec. 1, 2025
399	24-11-25	MOVED by Councillor Marr that the Town of Sundre Council approve the change to the commencement time for Regular Council Meetings from 4:00 p.m. to 5:00 p.m. starting on January 12, 2026. <i>In Favour: Councillor Marr, Councillor Buchan, Councillor Dalke, Councillor Petersen, Mayor Warnock. Opposed: Councillor Anderson</i>	Pillar 5: Sustainable & Responsible Governance		
400	24-11-25	MOVED by Councillor Dalke that the Town of Sundre Council give approval to Mayor Warnock to write a letter of concern to the Alberta Electoral Boundaries Commission pertaining to the proposed changes to the Rimbev-Rocky Mountain House-Sundre electoral boundary; and further	Pillar 5: Sustainable & Responsible Governance		Appendix #77
401	24-11-25	MOVED by Councillor Dalke that the Town of Sundre direct the Chief Administrative Officer to write a letter of concern to the Alberta Electoral Boundaries Commission pertaining to the proposed changes to the Rimbev-Rocky Mountain House-Sundre electoral boundary		Legislative Services	Appendix 78 Completed
402	24-11-25	MOVED by Councillor Anderson that the Town of Sundre Council accept the September and October 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
403	24-11-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the Key Messages of Council for the months of September and October, 2025, as information	Pillar 5: Sustainable & Responsible Governance		
404	24-11-25	MOVED by Councillor Petersen that the Town of Sundre Council reaffirm their commitment and support to participate in a 1-day strategic planning session lead by the Chief Administrative Officer on January 17, 2026 commencing at 9:00 a.m.	Pillar 5: Sustainable & Responsible Governance		
405	24-11-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the letter from the Alberta Museum Association as information			
406	24-11-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a close meeting at 8:17 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council expected, and that at this time the Live Stream is ending</i>					
<i>Mayor Warnock called a break at 8:17 p.m.</i>					
<i>Mayor Warnock reconvened the Closed Meeting at 8:26 p.m.</i>					
<i>The following were in attendance for the Closed Meeting: Director of Corporate Services, Chris Albert and Virtually, KPMG LLP representatives, Colin Mitchell and Samuel Straka</i>					
<i>The KPMG Representatives left the Closed Meeting at 8:43 p.m.</i>					
407	24-11-25	MOVED by Councillor Dalke that Council return to an open meeting at 9:07 p.m.			
408	24-11-25	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 9:08 p.m.			
#/D/M/Y		December 8, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion		Action	Status
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>					
409	08-12-25	MOVED by Councillor Anderson that the agenda be approved as presented			1

410	08-12-25	MOVED by Councillor Marr that the Minutes of the Regular Meeting of Council held on November 24, 2025 be approved as presented			
411	08-12-25	MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the representative of the Sundre Municipal Library as information and thank the Sundre Library Board and staff for the services and programs they provide to the community	Pillar 1: Community Development; Pillar 2: Community Wellness; Pillar 5: Sustainable & Responsible Governance		
412	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council accept Mr. Richard's presentation as information. <i>In Favour: None; Opposed: Unanimous.</i> DEFEATED			
413	08-12-25	MOVED by Councillor Petersen that the Town of Sundre Council is unable to support Mr. Richard's request to waive the outstanding bulk water charges in the amount of \$258.06. <i>In Favour: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen, Councillor Buchan.</i> CARRIED	Pillar 5: Sustainable & Responsible Governance		
414	08-12-25	MOVED by Councillor Isaac that the Town of Sundre Council give First Reading to Bylaw 2025-13, being the Council Procedural Bylaw, as presented.	Pillar 5: Sustainable & Responsible Governance		
415	08-12-25	MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2025-13, being the Council Procedural Bylaw, as presented. <i>In Favour: None; Opposed: Unanimous.</i> DEFEATED			
416	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council amend Bylaw 2025-13, s. 22.4, being the Council Procedural Bylaw, to state "the CAO shall record the names of those who vote against a motion in the Minutes". <i>In Favour: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Petersen, Councillor Buchan; Opposed: Councillor Dalke.</i> CARRIED			
417	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council give Second Reading to Bylaw 2025-13 as amended, being the Council Procedural Bylaw			
418	08-12-25	MOVED by Councillor Marr that the Town of Sundre Council give Unanimous Consent for Third an Final Reading to Bylaw 2025-13 as amended, being the Council Procedural Bylaw			
419	08-12-25	MOVED by Councillor Petersen that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-13 as amended, being the Council Procedural Bylaw. <i>In Favour: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Petersen, Councillor Buchan; Opposed: Councillor Dalke.</i> CARRIED			
420	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council be reimbursed \$75.00 per month for cell phone use, keeping in line with administration's reimbursement amount; and further, that individual Councillors must submit quarterly phone bills for reimbursement otherwise that Councillor will lose the privilege for reimbursement. <i>In Favour: Councillor Buchan; Opposed: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen.</i> DEFEATED			
421	08-12-25	MOVED by Councillor Dalke that the Town of Sundre Council maintain the \$100.00 per month cell phone allowance with each Councillor submitting copies of cell phone bills Monthly or Quarterly to receive reimbursement. <i>In Favour: Councillor Marr, Councillor Isaac, Mayor Warnock, Councillor Dalke, Councillor Petersen; Opposed: Councillor Buchan, Councillor Anderson.</i> CARRIED	Pillar 5: Sustainable & Responsible Governance		
422	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council appoint Mayor Warnock as Chair to the Visitor Information Centre Research Review Committee (Ad Hoc) until such time as discussions have been concluded and the Ad Hoc Committee is disbanded	Pillar 5: Sustainable & Responsible Governance		
423	08-12-25	MOVED by Mayor Warnock that the Town of Sundre Council appoint Councillor Isaac to the Visitor Information Centre Research Review Committee (Ad Hoc) until such time as discussions have been concluded and the Ad Hoc Committee is disbanded			
424	08-12-25	MOVED by Mayor Warnock that the Town of Sundre Council appoint Councillor Petersen to the Visitor Information Centre Research Review Committee (Ad Hoc) until such time as discussions have been concluded and the Ad Hoc Committee is disbanded			
425	08-12-25	MOVED by Councillor Marr that the Town of Sundre Council commits to monthly Council reports either written or verbal at the first Regular Council meeting of each month commencing on January 12, 2026. <i>In Favour: Councillor Marr, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen, Councillor Buchan; Opposed: Councillor Isaac</i>	Pillar 5: Sustainable & Responsible Governance		

426	08-12-25	MOVED by Councillor Buchan that the Town of Sundre council amend the 2023 - 2026 Four-Year Operating Budget to reflect that the \$80,000 cost of the Pilot Festival and Events Coordinator Project be supported by funds to be drawn from the General Corporate Stabilization Restricted Surplus Account, not the Operating Budget as presented. <i>In Favour: Councillor Marr, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Buchan; Opposed: Councillor Isaac, Councillor Petersen.</i> CARRIED	Pillar 5: Sustainable & Responsible Governance		
427	08-12-25	MOVED by Councillor Anderson that the Town of Sundre Council defer decision of the 2023 - 2026 Four-Year Operating Budget and 2026 - 2035 Ten-Year Capital Plan to the December 22, 2025 Regular Meeting of Council. <i>In Favour: Councillor Marr, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen, Councillor Buchan; Opposed: Councillor Isaac.</i> CARRIED	Pillar 5: Sustainable & Responsible Governance		
428	08-12-25	MOVED by Councillor Dalke that the Town of Sundre Council accept the Mayor's letter to the Provincial Electoral Boundaries Commission as information			
429	08-12-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the Chief Administrative Officer's letter to the Provincial Electoral Boundaries Commission as information			
430	08-12-25	MOVED by Councillor Marr that the Town of Sundre Council accept the invitation for the Mayor and Deputy Mayor to attend the Guild of Filipino-Canadian of Sundre Alberta's Christmas celebration at the Sundre Community Centre commencing at 2:00 p.m. on December 27, 2025			
431	08-12-25	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:14 p.m.			
<i>Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council expected, and that at this time the Live Stream is ending</i>					
432	08-12-25	MOVED by Councillor Anderson that Council return to an open meeting at 7:00 p.m.			
433	08-12-25	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:01 p.m.			
Res. #	#/D/M/Y	December 22, 2025 Regular Council Meeting	STRATEGIC PLAN PILLAR		# of Public Attending Council
Res. #	Date	Council Motion		Action	Status
<i>Mayor Warnock addressed the public sitting in the Council Chambers and welcomed the public attending the meeting by Live-Stream. We are serving notice that this meeting is being live-streamed. The camera will focus only on Council, not individuals sitting in the gallery.</i>					
434	22-12-25	MOVED by Councillor Dalke that the agenda be approved as presented			
435	22-12-25	MOVED by Councillor Buchan that the Minutes of the Regular Meeting of Council held on December 8, 2025 be approved as amended as follows: <i>Under Closed Meeting : Remove Director of Corporate Services as he was not in attendance</i>			
436	22-12-25	MOVED by Councillor Buchan that the Town of Sundre Council amend the 2023-2026 Four-Year Operating Budget to reflect a change in the amount of funding to the Festivals and Events Pilot Project from \$80,000 to \$90,000	Pillar 5: Sustainable & Responsible Governance		
437	22-12-25	MOVED by Councillor Marr that the Town of Sundre Council reaffirms the adoption of the 2023-2026 Four-Year Operating Budget as amended, and the 2026-2035 Ten-Year Capital Plan as amended, with total operating cash expenditures of \$10,103,273 and total operating revenues of \$5,480,350 in 2026. With the remaining \$4,622,923 to be funded through taxation, Fortis Franchise Fee, LGFF Operating Grant and Restricted Surplus Accounts where identified	Pillar 5: Sustainable & Responsible Governance		
438	22-12-25	MOVED by Councillor Isaac that the Town of Sundre Council accept the November 2025 Departmental Reports as information	Pillar 5: Sustainable & Responsible Governance		
439	22-12-25	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for November 2025 as information	Pillar 5: Sustainable & Responsible Governance		
440	22-12-25	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac's report for November 2025 as information	Pillar 5: Sustainable & Responsible Governance		
441	22-12-25	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's reports for September, October and November as information	Pillar 5: Sustainable & Responsible Governance		
442	22-12-25	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of November 2025 as information	Pillar 5: Sustainable & Responsible Governance		
443	22-12-25	MOVED by Councillor Buchan that the Town of Sundre Council accept the documents provided by Parkland Regional Library System as information			
444	22-12-25	MOVED by Councillor Petersen that the Town of Sundre Council accept the letter from Mountain View County as information and that Council will discuss and prepare a report to be sent to Mountain View County pertaining to the request for the municipality to provide its top three priority areas by January 31, 2026			
445	22-12-25	MOVED by Councillor Anderson that the Town of Sundre Council go into a Closed Meeting at 4:44 p.m.			

<i>Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council expected, and that at this time the Live Stream is ending</i>			
<i>Mayor Warnock called a break at 4:44 p.m.</i>			
<i>Mayor Warnock reconvened the meeting at 5:00 p.m.</i>			
446	22-12-25	MOVED by Councillor Buchan that Council return to an open meeting at 5:30 p.m.	
447	22-12-25	MOVED by Councillor Dalke that the agenda matters having been concluded, the meeting adjourned at 5:40 p.m.	

*This concludes the Motions of Council for 2025.*

***Council Strategic Plan: Pillars (per RFD's)***

*Pillar 1* Community Development: 25

*Pillar 2* Community Wellness: 34

*Pillar 3* Environmental Stewardship: 6

*Pillar 4* Supportive Infrastructure: 9

*Pillar 5* Sustainable & Responsible Governance: 144



December Appendix #80

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

## Fwd: Christmas invitation

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

Tue, Dec 9, 2025 at 10:11 AM

To: gofilcansundre@gmail.com

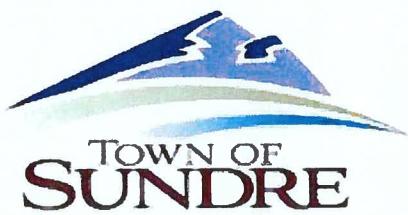
Cc: Richard Warnock <richard.w@sundre.com>, Connie Anderson <connie.a@sundre.com>, Linda Nelson <linda.n@sundre.com>

Good Morning Digna,

It is with great pleasure that Mayor Warnock accepts your kind invitation to attend the Filipino-Canadians of Sundre Christmas Celebration at 2:00 p.m. on December 27 at the Sundre Community Centre.

Deputy Mayor Anderson will also be attending. Deputy Mayor Anderson has fond memories of attending your celebration last year.

Merry Christmas and Wishes for a Happy New Year to All Members of the Guild.  
Betty Ann



**BETTY ANN FORMSTONE**

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

www.sundre.com

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

From: Go FilCans Sundre <gofilcansundre@gmail.com>

Date: Wed, Dec 3, 2025 at 7:46 PM

Subject: Christmas invitation

To: <richard.w@sundre.com>

Cc: <townmail@sundre.com>

Guild of Filipino-Canadian of Sundre, Alberta and Area

38 Noblefernway SW

Sundre, AB, T0M1X0

December 3, 2025

Honourable Mayor Richard Warnock  
717 Main Avenue West  
Sundre, Alberta T0M 1X0

Dear Mr. Warnock,

On behalf of Guild of Filipino-Canadian Of Sundre Alberta and Area, I am pleased to extend an invitation to you to attend our annual Christmas celebration. We would be honoured to have your presence as

we celebrate the holiday season with members of the community. We would be grateful if you would offer brief message for us.

We sincerely hope you will be able to join us for this festive occasion.

Warm regards,

Digna Almonte

President/4036361494



## 2025 PUBLIC ATTENDANCE TRACKING

9.1a(i)

YEAR 2025

<u>DATE OF MEETING</u>	<u>TYPE OF MEETING</u>	<u>TOPIC(s)</u>	<u>PUBLIC IN ATTENDANCE</u>
06-Jan	REGULAR	Delegation: Conservative Party of Canada Candidate; CAO Year-end reports - Comm. Services, P & D; Declaration Seniors Week 2025; Funding for PP3 Partnership	2
20-Jan	REGULAR	CAO's Yr. End Reports - Fire Dept & CPO; 1st Reading LUB Amendment Bylaw; Expression to host Sr's Week; Tax Recovery Sale Info; Social Media Policy; Council Reports; Yr-end Key Messages	10
10-Feb	REGULAR	West Fraser Delegation; 2 proclamations; Hwy 27 Noise Relaxation; Comm Ctr Rental Fee waiver	3
24-Feb	REGULAR	Public Hearing for LUB Bylaw 2025-02; Schedule G of Council Committees Bylaw; Naming Policy; Flag Policy; Social Media Policy; Grants to Organizations; January Departmental Reports; Council Committee Reports; Thank you notes	9
10-Mar	REGULAR	RCMP Q4 Report, Q4 (2024) Financial Report, Childcare Assessment Survey Report (Councillor Marr), Letter of Concern(Coal Mining)	1
24-Mar	REGULAR	CAO's Yr. End Report - Legislative Dept., Economic Dev., and Corporate Services; Sundre Pickleball request for access to portable toilet at ball diamonds; GNP yr-end report; annexation of NE area surrounding Town lagoon site; Gas Dept QMP / IMP; selection of Superior Safety Codes Inc for safety codes services; Feb. Departmental Reports; Council committee reports, Key Messages February;	9

07-Apr	REGULAR	Cowboy Trail 4-H; Alberta Forest Products Association; Bylaw 2025-04 the 2025 Tax Rate Bylaw; Affordable Housing Tax Rate (as information only); invitation to Volunteer dinner	1
28-Apr	REGULAR	Financial Audit (KPMG); 2024 Financial Statements; Auditor's Report, FIR; Council Procedural Bylaw amendments; 1st reading Mountain Springs ASP, setting PH date; recognition National Day of Mourning; ADWA Declaration; Lagoon Materials update; MVC RMA Resolution; March Departmental Reports; Council Reports; March Key Messages; Correspondence and Mayor's EOEP Certificate	1
12-May	REGULAR	1st Reading MDP Amendment and setting PH date; 1st Reading LUB Map amendment and setting PH date; sponsorship MVSH Fdn Golf Tournament; appointments to ARP ad hoc committee; MVC funding for facility rehabilitation; Mayors monthly recording of key messages; invitations to Canada Day, annual car show, Sundre Sr. Living 75th anniversary	2
26-May	REGULAR	2 Public Hearings - MDP Amendment & Redesignation R4 to R2; 2 Bylaws - MDP amendment & Land Use Redesignation; Verbal Report - receipt of MVC Facility Funding; April Departmental Reports; April Council reports; April Key Messages; Correspondence/Invitations - AB Rural Health Week, PRLS Audited Financials; Invitations to - Sundre Sr. Fair, Ponoka Stampede, Camrose Parade, Bowden Daze Parade	4

09-Jun	REGULAR	Public Hearing Mountain Springs ASP; RCMP Quarty Report; 2 Bylaws - Mountain Springs ASP, 1st Reading LUB Map Amendment R-1 to R-2; Q1 Financial Report; Tax Recovery Sales; Regional Emergency Exercise Debrief; Correspondence - PRLS Reports	8
23-Jun	REGULAR	Public Hearing-Bylaw 2025-06 Redesignation R-1 to R-2 Aspen Subdivision; Delegations: Information pertaining to an upcoming fundraising Fun Run & SPOG update; 2nd & 3rd Reading Bylaw 2025-06;Mountain View Regional Film Office update; 2024 Capital Spending RSA Transfers;May 2025 Departmental Reports, Council Committee Reports and Key Messages;Correspondence	0
08-Sep	REGULAR	Sundre Detachment Provincial & Community Report; Bylaw 2025-11 Council Committee Bylaw, adding Schedule H Naming Committee; Q2 Finaincial Reporting; appointment of KPMG as 2025 auditors; support for grant application FireSmart Program to implement vegetation management plan; Proclamation - Development Officers Week; Proclamation - National DespreSSION Screening Day; achievement of member of adminstration - ALUP; Correspondence - new K Div Commander, cancellation of triathlon, support for Sundre Rodeo & Race, 2025 Hospital Futures Gala - purchase 1 table	1

			21
22-Sep	REGULAR	Presentation Knots Glen Memorial Park renaming request; historical report Knots Family; 2026 Fortis Franchise Fee; digitizing Sundre History Book "Little Town that Could"; June - August Departmental Reports; CAO's report - Lagoon Project; Mayor and Councillor reports; Council Key Messages June - August; Correspondence - MVC letter pertaining to Bill 50 and APEGA Summit Awards Committee	
06-Oct	REGULAR	Bike n' Ski Club presentation; Proclamation 2025 Fire Prevention Week; awarding Grants to Organizations Funding - 2nd Intake of Application; Hospital Futures - waiving of Comm. Ctr. Rental fee; Parkland Regional Library Board 2026 budget; amendment to 2025 Council Calendar; Councillor committee & boards verbal reports; Correspondence - PRLS board minutes and newsletter	8
27-Oct	ORGANIZATIONAL	Review of Council Procedural Bylaw; Deputy Mayor Appointment; Assignment of Seating; Signing Authority; Related Party Identification and Disclosures; Schedule of Meetings; Review of Committees;	8
10-Nov	REGULAR	Delegation: Sundre & District Aquatic Society; Council Committees Bylaw - adding Schedules I, J & K; Eagle Ridge Subdivision - Deferral of Tax Recovery; Report on Tax Recovery Sale of Property; Grants to Organizations Request to Extend Use of Funds; Action Items - Fall Strategic Planning Workshop; Council Appointments to Committees, Boards and Commissions; Correspondence	1

24-Nov	REGULAR	Delegation: Sundre RCMP Detachment Commander; Update on Arena Renovations Project; 2025 Q3 Financial Reports; 2023-2026 Four-Year Operating Budget and Ten-Year Capital Plan (2026 Version); Expression of Interest - Campus of Care; Council Meeting Time; Proposed Changes to Provincial Electoral Boundary; Departmental Reports Sept & Oct; Council Key Messages Sept & Oct; Date for Strategic Planning Session; Correspondence	3
08-Dec	REGULAR	Delegation: Sundre Municipal Library; Delegation: Chubb's Water Hauling Service; Bylaw 2025-13 Council Procedural Bylaw; Council's Cell Phone Allowance; Council Committee Appointments; Council Reporting at Council Meetings; 2023-2026 Four-Year Operating Budget and Ten-Year Capital Plan (2026 Version) - Decision deferred to Dec. 22, 2025; Mayor's Letter to Provincial Electoral Boundaries Commission; CAO's Letter to Provincial Electoral Boundaries Commission; Invitation to Guild of Filipino-Canadians of Sundre Christmas Celebration	1
22-Dec	REGULAR	Council re-affirmed the 2023-2026 Operating Budget as amended and the 2026-2035 Ten-Year Capital Plan as amended; Departmental Reports November; Council Committee Reports - Sept. Oct. & Nov.; Council Key Messages November; Correspondence - Parkland Regional Library & MVC requesting Sundre's top 3 priorities	2

<b>TOTAL 2025</b>	<b>95</b>
<b>TOTAL 2024</b>	<b>90</b>
<b>TOTAL 2023</b>	<b>45</b>
<b>TOTAL 2022</b>	<b>34</b>



## CAO's NEW BUSINESS REPORT TO COUNCIL

COUNCIL DATE:

January 26, 2026

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

### **New Business, Re-location or Closure of Business: January 1 – December 31, 2025**

- Adam's Army Charitable Foundation – Thrift Store; 101 – 3 ST SW
- SunMart Convenience Store; 586 Main Ave W, #2 (formerly Sunshine Vapes; moved one bay east).
- Shining Stars Kids Centre; 205 Main Ave W (childcare centre still under renovations/construction);
- Fusion Controls; 138 6 St SE (moved into Town from County);
- HomeTown Storage; 114 6 St SE;
- 2470252 Alberta Ltd. (medical cannabis, 819 5 Ave. SW);
- Sunnyside Suds Laundromat (commercial component of Sunnyside Apartments (re-development of Parkwood Motel);
- Pet Supply Depot – 117 Centre St. S;
- Direct Outdoor Gear Corp. – 102 – 6 ST NW;
- Boondox Family Restaurant (moved to new location) – 101 3 ST SW;
- Shalor Environmental Consulting – 805 – 5 AVE SW;
- Mystic Alien moved from Centre St. N. to 708 Main Ave. W;
- Royal Lepage moving to 104 – 6 St. NW;
- Live Elements Yoga moving to 104 – 6 ST NW (upper level);
- Move Yourself Dance moved into 407 Main Ave. W. (alley access);
- Mad Dog Mutts – Dog Grooming – Bay 10, 200 Main Ave. W.
- Bear's Den Courier Depot – moved to 1005 Main Ave. E. (previously located at the VIC)
- Complete Home Collective – moved to 102 Centre St. N.
- Bow River Physio – 116 Centre St. N.

### **Under New Management:**

- Kings Motel – open for business under new management
- J Tamer Trading Co. (Knife Shop) under new management & relocated from Centre St. N. to 586 Main Ave. West

### **Home Office to Date (Permitted Use in Residential Districts):**

- Electrical Contractor (Salvador Electric)
- General Contractor (home renovations)
- Tax / Delivery Company
- E-Commerce Service
- Women's Boutique – online sales
- Mobile Foot Care
- Digital Design & Manufacturing

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

- Nail Salon
- Barber Shop Service

**SCHEDULE A - 2025 Expenditures to Date****TOTAL COUNCIL BUDGET 2025: \$79,000****TOTAL EXPENDITURES TO DATE December 31, 2025 \$57,995.16****BALANCE: \$21,004.84****Mayor Richard Warnock**

Date	Hosting Town	Description	Expense (less Tax)	Cost
8-Jan-25	Edmonton	Meeting with Minister Schulz	Mileage	\$ 385.56
8-Jan-25	Edmonton	Meeting with Minister Schulz	Accommodations	\$ 239.17
8-Jan-25	Edmonton	Meeting with Minister Schulz	Per Diem	\$ 120.00
8-Jan-25	Edmonton	Meeting with Minister Schulz	Travel Per Diem	\$ 120.00
9-Jan-25	Sundre	Mayors Caucus - Teams Meeting	Per Diem	\$ 120.00
14-Jan-25	MVC	MVC Sundre Airport	Per Diem	\$ 100.00
14-Jan-25	MVC	MVC Sundre Airport	Travel Per Diem	\$ 30.00
17-Jan-25	Sundre	RDRWA - Zoom Meeting	Per Diem	\$ 120.00
23-Jan-25	Sundre	MTMC - Minister McIver - Teams Meeting	Per Diem	\$ 80.00
23-Jan-25	Sundre	Sundre Chamber of Commerce Meeting	Per Diem	\$ 80.00
28-Jan-25	Red Deer	Red Deer Polytechnic	Mileage	\$ 158.76
28-Jan-25	Red Deer	Red Deer Polytechnic	Per Diem	\$ 80.00
28-Jan-25	Red Deer	Red Deer Polytechnic	Travel Per Diem	\$ 50.00
29-Jan-25	MVC	MVC - Hospital	Mileage	\$ 75.60
29-Jan-25	MVC	MVC - Hospital	Per Diem	\$ 80.00
29-Jan-25	MVC	MVC - Hospital	Travel Per Diem	\$ 30.00
Feb 5-6	Calgary	Brownlee	Registration	\$ 219.45
Feb 5-6	Calgary	Brownlee	Accommodations	\$ 186.37
Feb 5-6	Calgary	Brownlee	Per Diem	\$ 280.00
Feb 5-6	Calgary	Brownlee	Travel Per Diem	\$ 60.00
19-Feb-25	Sundre	SPRUCE Meeting at Legion	Per Diem	\$ 60.00
20-Feb-25	Sundre	ABMunis EOEP Zoom	Per Diem	\$ 100.00
26-Feb-25	MVC Office	MVC All Council Meeting	Mileage	\$ 75.60
26-Feb-25	MVC Office	MVC All Council Meeting	Per Diem	\$ 80.00
26-Feb-25	MVC Office	MVC All Council Meeting	Travel Per Diem	\$ 30.00
27-Feb-25	Sundre	ABMunis EOEP Zoom	Per Diem	\$ 100.00
March 4-6	Edmonton	ABMunis Presidents Summit/Spring Caucus	Mileage	\$ 385.56
March 4-6	Edmonton	ABMunis Presidents Summit/Spring Caucus	Per Diem	\$ 720.00

<b>Mayor Warnock con't</b>				
March 4-6	Edmonton	ABMunis Presidents Summit/Spring Caucus	Travel Per Diem	\$ 120.00
March 4-6	Edmonton	ABMunis Presidents Summit/Spring Caucus	Registration	\$ 375.00
March 4-6	Edmonton	ABMunis Presidents Summit/Spring Caucus	Accommodations	\$ 1,422.78
8-Mar-25	Sundre	MTMC Board Meeting - Zoom	Per Diem	\$ 80.00
12-Mar	Banff	AWWOA Conference	Registration	\$ 525.00
12-Mar-25	Banff	AWWOA Conference	Mileage	\$ 266.11
12-Mar-25	Banff	AWWOA Conference	Accommodations	\$ 449.53
12-Mar-25	Banff	AWWOA Conference	Per Diem	\$ 520.00
12-Mar-25	Banff	AWWOA Conference	Travel Per Diem	\$ 80.00
17-Mar-25	Edmonton	AB Muni's EOEP - Strat Plan	Mileage	\$ 385.56
17-Mar-25	Edmonton	AB Muni's EOEP - Strat Plan	Per Diem	\$ 280.00
17-Mar-25	Edmonton	AB Muni's EOEP - Strat Plan	Travel Per Diem	\$ 120.00
20-Mar-25	Innisfail	Mayors/Reeves	Mileage	\$ 114.91
20-Mar-25	Innisfail	Mayors/Reeves	Per Diem	\$ 80.00
20-Mar-25	Innisfail	Mayors/Reeves	Travel Per Diem	\$ 40.00
21-Mar-25	Sundre	RDRWA Board meeting - Zoom	Per Diem	\$ 80.00
27-Mar-25	Sundre	ABMunis EOEP - Public Engagement	Per Diem	\$ 100.00
3-Apr-25	Sundre	EOEP Public Engagement	Per Diem	\$ 100.00
7-Apr-25	Sundre	MTMC Meeting - Zoom	Per Diem	\$ 40.00
10-Apr-25	Sundre	EOEP Public Engagement	Per Diem	\$ 100.00
11-Apr-25	Red Deer	Council Strategic Advisory Committee Meeting	Travel Per Diem	\$ 50.00
12-Apr-25	Red Deer	Council Strategic Advisory Committee Meeting	Per Diem	\$ 280.00
13-Apr-25	Red Deer	Council Strategic Advisory Committee Meeting	Per Diem	\$ 240.00
13-Apr-25	Red Deer	Council Strategic Advisory Committee Meeting	Travel Per Diem	\$ 40.00
1-May-25	Red Deer	P3Partnership - Premier's Dinner	Mileage	\$ 158.76
1-May-25	Red Deer	P3Partnership - Premier's Dinner	Per Diem	\$ 80.00
1-May-25	Red Deer	P3Partnership - Premier's Dinner	Travel Per Diem	\$ 50.00
13-May-25	MVC	Sundre Forest / AFPA	Mileage	\$ 30.24
13-May-25	MVC	Sundre Forest / AFPA	Per Diem	\$ 80.00
13-May-25	MVC	Sundre Forest / AFPA	Travel Per Diem	\$ 20.00
15-May-25	Sundre	MTMC Regular Meeting	Per Diem	\$ 80.00
23-May-25	Sundre	RDRWA Meeting - Teams	Per Diem	\$ 120.00

**Mayor Warnock Con't**

28-May-25	Ottawa	FCM Annual Conference - Travel	Travel Per Diem	\$ 140.00
29-May-25	Ottawa	FCM Annual Conference - Sessions	Per Diem	\$ 280.00
30-May-25	Ottawa	FCM Annual Conference - Sessions	Per Diem	\$ 280.00
31-May-25	Ottawa	FCM Annual Conference - Sessions	Per Diem	\$ 280.00
1-Jun-25	Ottawa	FCM Annual Conference - Sessions	Per Diem	\$ 280.00
6-Jun-25	Ottawa	FCM Annual Conference - Travel	Travel Per Diem	\$ 140.00
18-Jun-25	Didsbury	AB Muni's	Mileage	\$ 83.16
18-Jun-25	Didsbury	AB Muni's	Per Diem	\$ 80.00
18-Jun-25	Didsbury	AB Muni's	Travel Per Diem	\$ 30.00
20-Jun-25	Red Deer	RDRWA AGM Red Deer	Mileage	\$ 158.76
20-Jun-25	Red Deer	RDRWA AGM Red Deer	Per Diem	\$ 140.00
20-Jun-25	Red Deer	RDRWA AGM Red Deer	Travel Per Diem	\$ 50.00
26-Jun	Devon	AB Muni's Summer Caucus	Mileage	\$ 362.88
26-Jun-25	Devon	AB Muni's Summer Caucus	Per Diem	\$ 220.00
26-Jun-25	Devon	AB Muni's Summer Caucus	Travel Per Diem	\$ 100.00
26-Jun-25	Sundre	Chamber of Commerce Meeting	Per Diem	\$ 60.00
10-Jul-25	Sundre	MTMC Board Meeting - Zoom	Per Diem	\$ 80.00
17-Jul-25	Joffre	RDRMUG Tour & Meeting	Mileage	\$ 189.00
17-Jul-25	Joffre	RDRMUG Tour & Meeting	Per Diem	\$ 160.00
17-Jul-25	Joffre	RDRMUG Tour & Meeting	Travel Per Diem	\$ 60.00
24-Jul-25	Didsbury	MTMC Minister Meeting	Mileage & Meal	\$ 100.49
27-Jul-25	Didsbury	MTMC Minister Meeting	Per Diem	\$ 120.00
27-Jul-25	Didsbury	MTMC Minister Meeting	Travel Per Diem	\$ 30.00
6-Aug-25	Red Deer	RDRWA Meeting	Mileage	\$ 151.20
6-Aug-25	Red Deer	RDRWA Meeting	Per Diem	\$ 80.00
6-Aug-25	Red Deer	RDRWA Meeting	Travel Per Diem	\$ 50.00
13-Aug-25	Sundre	Rural Advisory Council	Per Diem	\$ 80.00
27-Aug-25	Calgary	RDRWA/WPAC Meeting	Mileage	\$ 172.80
27-Aug-25	Calgary	RDRWA/WPAC Meeting	Per Diem	\$ 240.00
27-Aug-25	Calgary	RDRWA/WPAC Meeting	Travel Per Diem	\$ 60.00
9-Sep-25	Ponoka	MTMC Meeting	Mileage	\$ 234.36
9-Sep-25	Ponoka	MTMC Meeting	Per Diem	\$ 120.00
9-Sep-25	Ponoka	MTMC Meeting	Travel Per Diem	\$ 60.00
10-Sep-25	MVC Office	Sundre Airport @ MVC	Mileage	\$ 75.60
10-Sep-25	MVC Office	Sundre Airport @ MVC	Per Diem	\$ 80.00
sept 10,2025	MVC Office	Sundre Airport @ MVC	Travel Per Diem	\$ 30.00
12-Sep-25	Sundre	RAC 10 Mtg. @ zoom	Per Diem	\$ 40.00
19-Sep-25	Sundre	RDRWA Mtg. @ Teams	Per Diem	\$ 120.00

<b>Mayor Warnock Con't</b>				
19-Sep-25	Sundre	MTMC Caucus @ zoom	Per Diem	\$ 80.00
7-Oct-25	Edmonton	MLA Yao Edm Legislature	mileage	\$ 367.20
7-Oct-25	Edmonton	MLA Yao Edm Legislature	Per Diem	\$ 80.00
7-Oct-25	Edmonton	MLA Yao Edm Legislature	Travel Per Diem	\$ 120.00
8-Oct-25	Red Deer	RDRWA Fall Forum	mileage	\$ 151.20
8-Oct-25	Red Deer	RDRWA Fall Forum	Per Diem	\$ 240.00
8-Oct-25	Red Deer	RDRWA Fall Forum	Travel Per Diem	\$ 50.00
15-Oct-25	Sundre	RAC10 Primary Care	Per Diem	\$ 80.00
		Sundre Chamber of Commerce Meeting		
16-Oct-25	Sundre		Per Diem	\$ 80.00
17-Oct-25	Sundre	RAC10 Primary Care	Per Diem	\$ 80.00
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
27-Oct-25	Sundre	RAC10 - Assisted Living	Per Diem	\$ 100.00
12-Nov-25	Calgary	AB Muni's Convention	Registration	\$ 660.00
		Council Strategic Advisory Committee Meeting		
1-Nov-25	Red Deer		Travel Per Diem	\$ 50.00
		Council Strategic Advisory Committee Meeting		
1-Nov-25	Red Deer		Per Diem	\$ 280.00
		Council Strategic Advisory Committee Meeting		
2-Nov-25	Red Deer		Per Diem	\$ 280.00
4-Nov-25	Sundre	RAC 10 Training - Teams	Per Diem	\$ 100.00
4-Nov-25	Sundre	RAC 10 Training - Teams	Per Diem	\$ 80.00
11-Nov-25	Calgary	AB Muni's Convention Hotel	Accommodations	\$ 1,326.53
11-Nov-25	Calgary	AB Muni's Convention	Travel Per Diem	\$ 60.00
11-Nov-25	Calgary	AB Muni's Convention	Meal	\$ 269.99
12-Nov-25	Calgary	AB Muni's Convention	Per Diem	\$ 280.00
13-Nov-25	Calgary	AB Muni's Convention	Per Diem	\$ 280.00
14-Nov-25	Calgary	AB Muni's Convention	Per Diem	\$ 200.00
17-Nov-25	Edmonton	RMA Convention	Registration	\$ 1,045.00
17-Nov-25	Edmonton	RMA Convention	Accommodations	\$ 1,026.23
18-Nov-25	Edmonton	RMA	mileage	\$ 367.20
18-Nov-25	Edmonton	RMA	Travel Per Diem	\$ 120.00
18-Nov-25	Edmonton	RMA	Per Diem	\$ 280.00
19-Nov-25	Edmonton	RMA	Per Diem	\$ 280.00
20-Nov-25	Sundre	RDRWA - Teams	Per Diem	\$ 80.00
20-Nov-25	Sundre	GNP Board Meeting	Per Diem	\$ 100.00
21-Nov-25	Sundre	RDRWA Board - Teams	Per Diem	\$ 80.00
27-Nov-25	Rocky Mtn House	CAEP AGM	Per Diem	\$ 160.00
		Sundre Chamber of Commerce Meeting		
11-Dec-26	Sundre		Per Diem	\$ 80.00
16-Dec-26	Sundre	GNP Board Meeting	Per Diem	\$ 80.00
18-Dec-26	Red Deer	Mayor & Reeves Meeting	Mileage	\$ 151.20
18-Dec-26	Red Deer	Mayor & Reeves Meeting	Travel Per Diem	\$ 50.00
18-Dec-26	Red Deer	Mayor & Reeves Meeting	Per Diem	\$ 80.00

## Councillor Connie Anderson

Date	Hosting Town	Description	Expense (less Tax)	Cost
16-Jan-25	Red Deer	CAEP Meeting	Milage	\$ 158.76
16-Jan-25	Red Deer	CAEP Meeting	Per Diem	\$ 120.00
16-Jan-25	Red Deer	CAEP Meeting	Travel Per Diem	\$ 40.00
17-Jan-25	Sundre - Painted Wa	Sundre Tourism Assn.	Milage	\$ 43.85
17-Jan-25	Sundre - Painted Wa	Sundre Tourism Assn.	Per Diem	\$ 120.00
17-Jan-25	Sundre - Painted Wa	Sundre Tourism Assn.	Travel Per Diem	\$ 20.00
20-Mar-25	Red Deer	CAEP Meeting	Milage	\$ 154.35
20-Mar-25	Red Deer	CAEP Meeting	Per Diem	\$ 120.00
20-Mar-25	Red Deer	CAEP Meeting	Travel Per Diem	\$ 40.00
9-Apr-25	Sundre	CAEP Meeting	Per Diem	\$ 40.00
11-Apr-25	Red Deer	Strategic Advisory Committee	Milage	\$ 79.38
11-Apr-25	Red Deer	Strategic Advisory Committee	Travel Per Diem	\$ 20.00
12-Apr-25	Red Deer	Strategic Advisory Committee	Per Diem	\$ 280.00
13-Apr-25	Red Deer	Strategic Advisory Committee	Per Diem	\$ 240.00
13-Apr-25	Red Deer	Strategic Advisory Committee	Milage	\$ 79.38
13-Apr-25	Red Deer	Strategic Advisory Committee	Travel Per Diem	\$ 20.00
17-Apr-25	Sylvan Lake	CAEP Board Meeting	Milage	\$ 74.84
17-Apr-25	Sylvan Lake	CAEP Board Meeting	Per Diem	\$ 100.00
17-Apr-25	Sylvan Lake	CAEP Board Meeting	Travel Per Diem	\$ 40.00
29-Apr-25	Innisfail	Chinook's Edge Meeting	Milage	\$ 110.38
29-Apr-25	Innisfail	Chinook's Edge Meeting	Per Diem	\$ 80.00
20-Apr-25	Innisfail	Chinook's Edge Meeting	Travel Per Diem	\$ 40.00
15-May-25	Innisfail	CAEP Meeting	Milage	\$ 110.38
15-May-25	Innisfail	CAEP Meeting	Travel Per Diem	\$ 20.00
15-May-25	Innisfail	CAEP Meeting	Per Diem	\$ 180.00
15-May-25	Innisfail	CAEP Meeting	Meal	\$ 51.45
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
31-Oct-25	Red Deer	Council Strategic Advisory	Milage	\$ 151.20
1-Nov-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
2-Nov-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
2-Nov-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 40.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Registration	\$ 660.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Accommodations	\$ 1,484.03
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Milage	\$ 86.40
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 30.00
12-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
13-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 200.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Milage	\$ 86.40
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 30.00
27-Nov-25	Rocky Mtn House	CAEP Meeting	Milage	\$ 59.00
27-Nov-25	Rocky Mtn House	CAEP Meeting	Travel Per Diem	\$ 20.00
27-Nov-25	Rocky Mtn House	CAEP Meeting	Milage	\$ 59.00
<b>Councillor Anderson Con't</b>				

27-Nov-25	Rocky Mtn House	CAEP Meeting	Travel Per Diem	\$ 20.00
27-Nov-25	Rocky Mtn House	CAEP Meeting	Per Diem	\$ 200.00

### Councillor Owen Petersen

Date	Hosting Town	Description	Expense (less Tax)	Cost
16-Jan-25	Sundre	Library Board Meeting	Per Diem	\$ 80.00
Feb 5-6	Calgary	Brownlee Emerging Trends	Registration	\$ 219.45
Feb 5-6	Calgary	Brownlee Emerging Trends	Accommodations	\$ 186.37
Feb 5-6	Calgary	Brownlee Emerging Trends	Per Diem	\$ 280.00
Feb 5-6	Calgary	Brownlee Emerging Trends	Travel Per Diem	\$ 60.00
Feb 5-6	Calgary	Brownlee Emerging Trends	Mileage	\$ 181.44
20-Feb-25	Sundre	Sundre & District Historical	Per Diem	\$ 80.00
26-Feb-25	Sundre	Sundre Municipal Library	Per Diem	\$ 80.00
26-Feb-25	Didsbury	MVC / TOS All Council Meeting	Per Diem	\$ 100.00
26-Feb-25	Didsbury	MVC / TOS All Council Meeting	Travel Per Diem	\$ 30.00
3-Apr-25	Stony Nakoda	Tourim Town Hall	Mileage	\$ 123.98
3-Apr-25	Stony Nakoda	Tourim Town Hall	Per Diem	\$ 160.00
3-Apr-25	Stony Nakoda	Tourim Town Hall	Travel Per Diem	\$ 40.00
11-Apr-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 20.00
12-Apr-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
13-Apr-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 240.00
13-Apr-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 20.00
17-Apr-25	Sundre	Library Board Meeting	Per Diem	\$ 100.00
17-Apr-25	Sundre	Museum Board Meeting	Per Diem	\$ 80.00
29-Apr-25	Innisfail	Chinook's Edge Meeting	Travel Per Diem	\$ 40.00
29-Apr-25	Innisfail	Chinook's Edge Meeting	Per Diem	\$ 80.00
15-May-25	Sundre	Museum Board Meeting	Per Diem	\$ 40.00
23-May-25	Sundre	Library Board Meeting	Per Diem	\$ 80.00
28-May-25	Ottawa	FCM - Ottawa	Travel Per Diem	\$ 140.00
29-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
30-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
31-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
1-Jun-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
5-Jun-25	Ottawa	FCM - Ottawa	Travel Per Diem	\$ 140.00
17-Jul-25	Sundre	Sundre & District Historical	Per Diem	\$ 80.00
16-Oct-25	Sundre	Library Board Meeting	Per Diem	\$ 80.00
23-Oct-25	Sundre	SDHS AGM	Per Diem	\$ 80.00
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Registration	\$ 660.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Accommodations	\$ 1,326.53
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Mileage	\$ 172.80
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 60.00
12-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
13-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 200.00
9-Dec-25	Sundre	Hospital Futures Meeting	Per Diem	\$ 80.00

### Councillor Jaime Marr

<b>Date</b>	<b>Hosting Town</b>	<b>Description</b>	<b>Expense (less Tax)</b>	<b>Cost</b>
26-Feb-25	MVC	MVC All Council Meeting	Per Diem	\$ 80.00
April 12-13	Red Deer	Council Strategic Advisory Comm	Mileage	\$ 154.35
April 12-13	Red Deer	Council Strategic Advisory Comm	Trave Per Dien	\$ 40.00
April 12-13	Red Deer	Council Strategic Advisory Comm	Per Diem	\$ 520.00
29-Apr-25	Innifail	Meeting with Chinooks Edge Sch	Per Diem	\$ 80.00
28-May-25	Ottawa	FCM - Ottawa	Travel Per Diem	\$ 140.00
29-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
30-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
31-May-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
1-Jun-25	Ottawa	FCM - Ottawa	Per Diem	\$ 280.00
2-Jun-25	Ottawa	FCM - Ottawa	Travel Per Diem	\$ 140.00
6-Jun-25	Sundre	Elected Ladies Room Rental	Accommodations	\$ 150.00
6-Jun-25	Sundre	Elected Ladies Refreshments	Accommodations	\$ 16.00
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
1-Nov-25	Red Deer	Council Strategic Advisory Comm	Mileage	\$ 73.50
1-Nov-25	Red Deer	Council Strategic Advisory Comm	Travel Per Diem	\$ 20.00
2-Nov-25	Red Deer	Council Strategic Advisory Comm	Per Diem	\$ 280.00
2-Nov-25	Red Deer	Council Strategic Advisory Comm	Per Diem	\$ 280.00
2-Nov-25	Red Deer	Council Strategic Advisory Comm	Mileage	\$ 73.50
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Registration	\$ 660.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Accommodations	\$ 1,326.53
12-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 20.00
12-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
13-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 200.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 20.00

### Councillor Paul Isaac

<b>Date</b>	<b>Hosting Town</b>	<b>Description</b>	<b>Expense (less Tax)</b>	<b>Cost</b>
Feb 5-6	Calgary	Brownlee	Registration	\$ 219.45
Feb 5-6	Calgary	Brownlee	Accommodations	\$ 186.37
Feb 5-6	Calgary	Brownlee	Per Diem	\$ 280.00
Feb 5-6	Calgary	Brownlee	Travel Per Diem	\$ 40.00
Feb 5-6	Calgary	Brownlee	Mileage	\$ 240.00
11-Apr-25	Red Deer	Council Strategic Advisory	Mileage	\$ 79.38
11-Apr-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 30.00
12-Apr-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
13-Apr-25	Red Deer	Council Strategic Advisory	Mileage	\$ 79.38
13-Apr-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 240.00
13-Apr-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 30.00
29-Apr-25	Innisfail	Meeting with Chinook's Edge	Mileage	\$ 110.38
29-Apr-25	Innisfail	Meeting with Chinook's Edge	Per Diem	\$ 80.00

<b>Councillor Isaac Con't</b>				
29-Apr-25	Innisfail	Meeting with Chinook's Edge	Travel Per Diem	\$ 40.00
13-May-25	Schott's Lake	AB Forest Products Dinner	Travel Per Diem	\$ 20.00
13-May-25	Schott's Lake	AB Forest Products Dinner	Per Diem	\$ 80.00
15-May-25	Caroline	Spirit Meeting	Mileage	\$ 63.50
15-May-25	Caroline	Spirit Meeting	Per Diem	\$ 120.00
15-May-25	Caroline	Spirit Meeting	Travel Per Diem	\$ 20.00
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
1-Nov-25	Red Deer	Council Strategic Advisory	Mileage	\$ 151.20
1-Nov-25	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 40.00
1-Nov-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
2-Nov-25	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Registration	\$ 660.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Accommodations	\$ 1,484.03
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 30.00
12-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 280.00
13-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Per Diem	\$ 200.00
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Mileage	\$ 187.20
14-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Travel Per Diem	\$ 30.00

### **Councillor Cheri Buchan**

<b>Date</b>	<b>Hosting Town</b>	<b>Description</b>	<b>Expense (less Tax)</b>	<b>Cost</b>
25-Oct-25	Sundre	Council Orientation	Per Diem	\$ 280.00
26-Oct-25	Sundre	Council Orientation	Per Diem	\$ 160.00
01-Nov-25	Red Deer	Council Strategic Advisory Comr	Per Diem	\$ 280.00
02-Nov-25	Red Deer	Council Strategic Advisory Comr	Per Diem	\$ 280.00
31-Oct-25	Red Deer	Council Strategic Advisory Comr	Mileage	\$ 75.60
31-Oct-25	Red Deer	Council Strategic Advisory Comr	Travel Per Diem	\$ 20.00
02-Nov-25	Red Deer	Council Strategic Advisory Comr	Mileage	\$ 75.60
02-Nov-25	Red Deer	Council Strategic Advisory Comr	Travel Per Diem	\$ 20.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Registration	\$ 660.00
11-Nov-25	Calgary	AB Muni's Convention Nov 11 -	Accommodations	\$ 1,326.53

### **Councillor Chris Vardas**

<b>Date</b>	<b>Hosting Town</b>	<b>Description</b>	<b>Expense (less Tax)</b>	<b>Cost</b>
17-Jan-25	Sundre	Painted Warriors - Sundre Touri	Per Diem	\$ 120.00
17-Jan-25	Sundre	Painted Warriors - Sundre Touri	Travel Per Diem	\$ 20.00
17-Jan-25	Sundre	Painted Warriors - Sundre Touri	Mileage	\$ 43.85
Jan. 22-24	Calgary	ITA Gathering 2025	Registration	\$150.00
Jan. 22-24	Calgary	ITA Gathering 2025	Accommodations	\$329.56
Jan. 22-24	Calgary	ITA Gathering 2025	Per Diem	\$ 360.00
Jan. 22-24	Calgary	ITA Gathering 2025	Travel Per Diem	\$ 40.00
22-Jan-25	Calgary	ITA Gathering 2025	Mileage	\$ 181.44

<b>Councillor Vardas Con't</b>				
Feb 5-6	Calgary	Brownlee	Registration	\$ 219.45
Feb 5-6	Calgary	Brownlee	Accommodations	\$ 186.37
Feb 9-12	Edmonton	Tourism Industry Assoc. of Alberta	Registration	\$ 891.45
Feb 9-12	Edmonton	Tourism Industry Assoc. of Alberta	Accommodations	\$ 1,151.90
Feb 9-12	Edmonton	Tourism Industry Assoc. of Alberta	Mileage	\$ 382.54
Feb 9-12	Edmonton	Tourism Industry Assoc. of Alberta	Per Diem	\$ 560.00
Feb 9-12	Edmonton	Tourism Industry Assoc. of Alberta	Travel Per Diem	\$ 100.00
15-Apr-25	Sundre	Hospital Futures Meeting	Per Diem	\$ 80.00
29-Apr-25	Innisfail	Mtg Chinook School Board	Mileage	\$ 110.37
29-Apr-25	Innisfail	Mtg Chinook School Board	Travel Per Diem	\$ 40.00
29-Apr-25	Innisfail	Mtg Chinook School Board	Per Diem	\$ 80.00
<b>No further claims will be submitted by C. Vardas</b>				

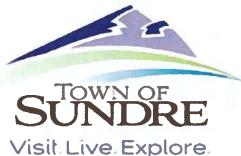
## DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	January 26, 2026
FOR MONTH(S) OF 911 DISPATCHES:	December 2025
	<b>Emergency Response Numbers, 440 Year to Date</b> <b>December 2025 - 33</b>
<u>Response Types:</u>	<ul style="list-style-type: none"> <li>➢ Alarm – No Fire – Detector Activated - 1</li> <li>➢ Alarm – No Fire – Steam or Smoke Mistaken - 7</li> <li>➢ Controlled Burn – Arrived on Scene – 1</li> <li>➢ Fire – Cooking Incident – 1</li> <li>➢ Fire - Structure – Garden Shed - 1</li> <li>➢ Investigation of Smoke - 1</li> <li>➢ Medical First Response - 17</li> <li>➢ Motor Vehicle Collision – 3</li> <li>➢ Outside Fire – Investigation - 1</li> </ul>
<u>Results:</u>	<ul style="list-style-type: none"> <li>➢ All incidents Responded, Managed and Resolved by SFD Members</li> </ul>
<b>TRAINING &amp; ACTIVITIES</b>	
<u>In-Hall/Weekly:</u>	<p><b>December 2025 consisted of the following:</b></p> <ul style="list-style-type: none"> <li>➢ Officer Meeting</li> <li>➢ General Meeting/Truck Checks <ul style="list-style-type: none"> <li>○ Fueled Unit #530 and Unit #550</li> <li>○ Unit #521 was filled up with Water</li> </ul> </li> <li>➢ Wash Units #520, #521, #530, #560 and #580</li> <li>➢ Pull Tools, Clean Tools, Cabinets, and clean cabs on Unit #521 and Unit #520</li> <li>➢ Decorate Meeting Room for Christmas and Santa Claus Day</li> <li>➢ Hall Cleanup, Unit #530 Cleanup</li> <li>➢ Prep for Holiday Work</li> </ul> <p><b>Community/Public Relations Events</b></p> <ul style="list-style-type: none"> <li>➢ Santa Claus Day – 13 Dec 2025</li> <li>➢ Flood Bergen Church Outdoor Ice rink</li> <li>➢ SFD Member Family Appreciation and Awards Supper January 24 26</li> </ul>
<u>Formal Courses in- Progress/Upcoming:</u>	<ul style="list-style-type: none"> <li>➢ ICS 200 – Completed December 2025</li> <li>➢ H2S – January 2026</li> <li>➢ Advanced First Aid and CPR Recertification, Completed Nov 2025</li> <li>➢ New Member ICS 100 online as individuals Completed December 2025</li> <li>➢ New Member BEM online as individuals Completed December 2025</li> <li>➢ Member Hearing Testing – Q1 – 2026</li> <li>➢ New NFPA 1001 – Start Q1 – 2026</li> <li>➢ SFD High School Cadet Program/New member Basic training Start Q1 2026</li> </ul>

<u>Fire Hall:</u>	
<u>Building/Maintenance:</u>	<ul style="list-style-type: none"> <li>➤ Waiting for Associated Fire to repair leak on SCBA Compressor, compressor, a Unit still functional in manual mode.</li> <li>➤ Christmas lights purchased to replace strings that have reached end of life</li> </ul>
<u>SFD Units - Equipment</u>	
<u>Units:</u>	<ul style="list-style-type: none"> <li>➤ Unit #560-Factory acceptance and performance testing Completed Nov 23-26, 2026 – Unit at factory until deficiencies corrected. Estimated Late January delivery to RMP Red Deer Expected Late February Delivery to SFD</li> <li>➤ New Unit #540 Unit factory completion in progress, estimated delivery to RMP Red Deer Mid-February -2026 Estimated mid-March to SFD</li> <li>➤ Unit #550 – retained as second Wildland Unit, Until Unit #540 is delivered.</li> <li>➤ Unit #550 to be Unit 580 SFD Support unit</li> </ul>
<u>Safety Codes:</u>	
<u>Inspections -Occupancies</u>	<ul style="list-style-type: none"> <li>➤ Fire Inspections completed at 2 Sundre day care centers and 2 restaurants</li> <li>➤ 1 additional SDF Member granted Alberta Safety Codes Fire Inspection designation of powers for the Town of Sundre</li> <li>➤ Inspections scheduled on Request – Complaint Basis</li> </ul>
<u>Status:</u>	

#### Attachments: Incident Location Breakdown

## Sundre Fire Departmental Report Attachments

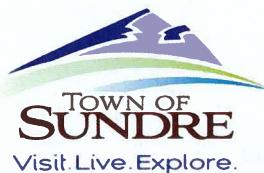


## Sundre Fire Department Incident Location Breakdown



01-31 December 2025

INCIDENTS	Town of Sundre incidents	Mountain View County	Clearwater County	Bighorn MD	Month(s) Total	Year to Date Total
Outside Fires - Investigation		1			1	3
Controlled Burn - Arrived on scene		1			1	5
Controlled Burn - No Response					0	1
Fire - Electrical					0	1
Fire - Motor Vehicle					0	4
Fire - Structure		1			1	6
Fire - Miscellaneous (Burnt Kettle, Enercham Hot Oil Tank, Chimney, Tractor Trailer)	1				1	5
Investigation of Smoke	1				1	3
Alarm -No Fire - Steam or Smoke mistaken	5	2			7	47
Alarm -No Fire - detector activated	1				1	9
Alarm No Fire - accidental miscellaneous					0	2
False Alarm - Confirmed telephone					0	14
False Alarms-internal or local alarm system					0	2
False Alarms-verbal report to fire station					0	3
False Alarm - miscellaneous					0	1
Gas Leak Odor - Natural Gas -Investigated					0	2
Incident Unclassified (Crane jumped guard rail)					0	4
Medical Assist					0	1
Medical First Response	7	4	3		14	183
Medical - Stood Down	3				3	57
Motor Vehicle Collision		3			3	42
Mutual Aid Request					0	3
Public Hazard - Citizens Locked in or Out					0	1
Public Hazard - Electrical					0	1
Public Hazard - Gasoline or Fuel					0	0
Public Service - Miscellaneous					0	4
Rescue - Miscellaneous					0	4
Rubbish or grass Fire (no dollar loss)					0	32
<b>Total</b>	<b>18</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>33</b>	<b>440</b>

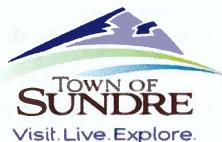


## DEPARTMENTAL REPORT

<b>DEPARTMENT:</b>	Community Development - Planning & Development
<b>SUBMITTED BY:</b>	Benazir Thaha Valencia, Director of Community Development
<b>COUNCIL DATE:</b>	January 26, 2026
<b>FOR MONTH OF:</b>	December 2025
<b>TOPIC / PROJECT #1</b>	<b>Development Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Development permits ensure land use aligns with local planning, zoning, and safety regulations.
<b>ACTION/SUCCESES:</b>	<p>Total of 4 Development Permits:</p> <ul style="list-style-type: none"> <li>• Home Occupation- Nail Salon</li> <li>• Temporary Sign Permit</li> <li>• Single Detached Dwelling</li> <li>• Home Occupation- Barber Services</li> </ul>
<b>TOPIC / PROJECT #2</b>	<b>Building Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Building permits are required to ensure construction meets safety codes, standards and regulations.
<b>ACTION/SUCCESES:</b>	<p>A total of 1 Building Permit was issued for:</p> <ul style="list-style-type: none"> <li>• Single Detached Dwelling</li> </ul>
<b>TOPIC / PROJECT #3</b>	<b>Safety Code Permits</b>
<b>Status of Project:</b> <b>Ongoing</b>	Safety code permits ensure that construction and installations comply with technical safety standards to protect public health and safety.
<b>ACTION/SUCCESES:</b>	<p>A total of 1 Safety Code Permit was issued for residential upgrades/renovations and new residential developments</p> <p>Electrical Permits: 0 Gas Permits: 1 Plumbing: 0</p>
<b>TOPIC / PROJECT #4</b>	<b>Compliance Stamps/Letters (from Real Property Reports)</b>
<b>Status of Project:</b> <b>Ongoing</b>	RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of the property. The role of Administration is to assist property owners to solve non-compliant issues.
<b>ACTION/SUCCESES:</b>	Total 2 Compliances completed.
<b>TOPIC / PROJECT #5</b>	<b>Downtown Area Redevelopment Plan</b>
<b>Status of Project:</b> <b>Ongoing</b>	Currently in Phase 3 of the Downtown ARP project – Stakeholder Consultation Phase 1
<b>ACTION/SUCCESES:</b>	<p>Staff and ARP Committee members met to discuss the following:</p> <ul style="list-style-type: none"> <li>• Reviewed contents for the ARP document</li> <li>• Update on the Centre ST North 2026 project</li> <li>• Committee 'Vision for Downtown' activity with white boards.</li> <li>• Gateways to the Downtown area</li> </ul>
<b>TOPIC / PROJECT #6</b>	<b>Flood Risk Area Development</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Upper Red Deer Flood Study conducted by the province will guide how and where types of development can occur. The purpose of the Bylaw is to manage, regulate and protect flood prone areas.

<b>ACTION/SUCCESSES:</b>	<ul style="list-style-type: none"> <li>• Review and background research on flood risk definitions and best practices around the province.</li> <li>• Amendment to Land Use Bylaw map and flood overlay section is underway.</li> </ul>
<b>TOPIC / PROJECT #7</b>	<b>Administration</b>
<b>Status of Project:</b> <b>Ongoing</b>	Focused on strengthening internal operations with efforts resulting in improved efficiency, enhanced knowledge sharing, and stronger team cohesion.
<b>ACTION/SUCCESSES:</b>	<b>Director and Development Associate completed their 'One Year' Plans for 2026</b> - The purpose of the One Year Plan is to identify and outline the main objectives and roles of each of the positions in Planning and Development to ensure that there is clear direction in place for both intangible and tangible goals (i.e. communication, expectations, professional development, etc.).

**ATTACHMENT: Dec 2025 Building Permit Statistics**



9.1c(i)

## MEMO

TO: Linda Nelson, CAO  
FROM: Chelsea Kruger, Development Assistant  
RE: December 2025 Commercial, Industrial, Institutional Projects

<u>Development / Building Permit No.</u>	<u>District</u>	<u>Address</u>	<u>Project</u>	<u>Value</u>
2025-D61	R1	306 – 1 ST NE	Home Occupation – Nail Salon	n/a
2025-D64	R3	19 Noblefern Way SW	Home Occupation – Barber Services	n/a

Legend:

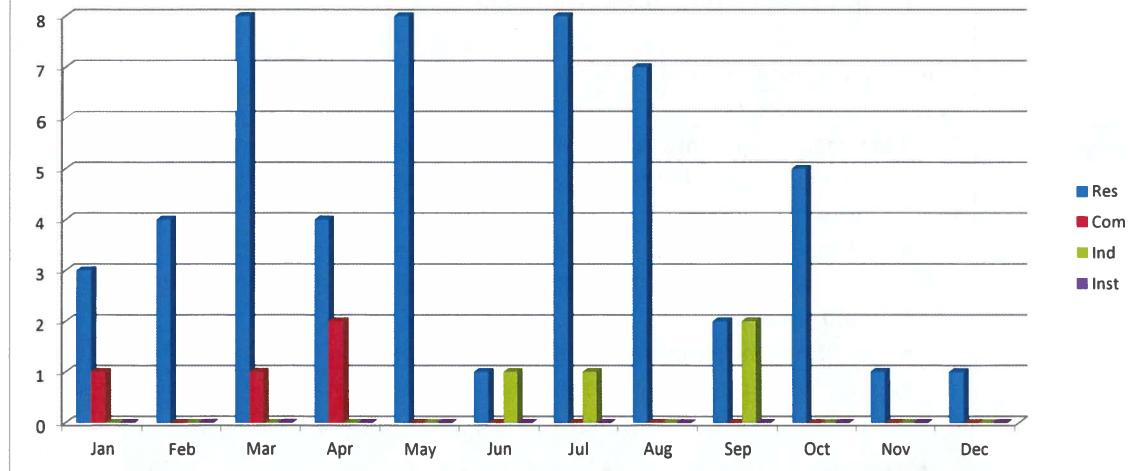
C-1 Central Commercial  
C-2 Highway Commercial  
C-3 Neighbourhood Commercial  
I-1 Light Industrial  
I-2 Flood Plain Industrial  
PS Public Service

Value: n/a = no building permit required

**MONTHLY BUILDING REPORT**  
**FOR THE MONTH OF DECEMBER 2025**

**YEAR END REPORT**

	Dec. 2025			2025 Year To Date			DEC. 2024 Year to Date				
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building		
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value		
<b>RESIDENTIAL</b>											
Two-Storey	1	1	\$ 450,000	1	1	\$ 450,000	0	0	\$ -		
Bungalows				2	2	\$ 730,000	3	3	\$ 1,180,000		
Bi-Level	0	0	\$ -	4	4	\$ 1,700,000	0	0	\$ -		
Duplex/Semi Det.				0	0	\$ -	0	0	\$ -		
Multi-Family				7	7	\$ 1,640,000	6	6	\$ 1,360,000		
Mobile Homes				12	6	\$ 2,580,000	36	21	\$ 3,200,000		
Accessory Buildings				3	3	\$ 605,000	2	2	\$ 200,000		
Renovation/Addition		0	\$ -	0	11	\$ 194,200		1	\$ 3,850		
	0	0	\$ -	0	18	\$ 523,900	0	17	\$ 300,370		
				0	0	\$ -					
<b>Sub-Total</b>	1	1	\$ 450,000	29	52	\$ 8,423,100	47	31	\$ 6,244,220		
<b>COMMERCIAL</b>											
Building Starts											
Renovation/Addition											
	<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>
	Permits				Permits				Permits		
	0	\$ -			1	350000			0	\$ -	
	0	\$ -			3	\$ -			8	\$ 1,026,937	
	0	\$ -			4	\$ 350,000			8	\$ 1,026,937	
<b>INDUSTRIAL</b>											
Building Starts											
Renovation/Addition											
	<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>
	Permits				Permits				Permits		
	0	\$ -			1	\$ 55,000			0	\$ -	
	0	\$ -			2	\$ 15,000			0	\$ -	
	0	\$ -			3	\$ 70,000			0	\$ -	
<b>INSTITUTIONAL</b>											
Building Starts											
Renovation/Addition											
	<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>		<b>No. of</b>	<b>Building</b>	<b>Value</b>
	Permits				Permits				Permits		
	0	\$ -			0	\$ -			0	\$ -	
	0	\$ -			2	\$ 90,000			0	\$ -	
	0	\$ -			2	\$ 90,000			0	\$ -	
<b>TOTAL</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>	<b>Dwelling</b>	<b>No. of</b>	<b>Building</b>		
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value		
	1	\$ 1	\$ 450,000	29	62	\$ 9,158,600	47	39	\$ 7,271,157		

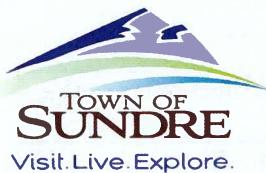


## COMMUNITY DEVELOPMENT REPORT- COMMUNITY SERVICES

<b>DEPARTMENT</b>	Community Development- Community Service
<b>SUBMITTED BY</b>	Geoff Whittaker
<b>DATE</b>	January 26, 2026
<b>FOR MONTH OF</b>	December 2025

<b>TOPIC #1</b>	<b>Community Centre</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Community Centre is a well-used facility with regular user groups, special events, and community meetings, supported by daily gym floor maintenance to ensure a clean and functional space for all activities.
<b>ACTION/SUCSESSES:</b>	<p>Regular User Groups keeping gym busy –</p> <ul style="list-style-type: none"> <li>● Tae Kwon Do</li> <li>● Gymnastics</li> <li>● Walking Club</li> <li>● Pickleball</li> <li>● Volleyball</li> </ul> <p>Other bookings –</p> <ul style="list-style-type: none"> <li>● Christmas Carol</li> <li>● Birthday parties</li> <li>● River Valley School</li> <li>● Family Christmas event</li> </ul>
<b>TOPIC #2</b>	<b>Arena</b>
<b>Status of Project:</b> <b>Ongoing</b>	The Arena continues to support seasonal programming and events, with ongoing maintenance ensuring the facility remains in good condition for both public use and organized activities.
<b>ACTION/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>● U11 and U13 Sundre Minor Hockey tournaments</li> <li>● Christmas hockey parties in the clubroom</li> <li>● Private ice times booked around Christmas</li> <li>● Installed some new advertisement signs</li> </ul> <p>Arena mid-season maintenance schedule for January 6<sup>th</sup>.</p>
<b>TOPIC # 3</b>	<b>Parks and Amenities</b>
<b>ACTION/SUCSESSES:</b>	Parks are regularly maintained to support seasonal use, with upkeep focused on cleanliness, landscaping, and ensuring safe, accessible spaces for public enjoyment and recreation.
<b>Status of Project:</b> <b>Ongoing</b>	<ul style="list-style-type: none"> <li>● Made ice and opened both the permanent and temporary outdoor rinks near the beginning of December during the first cold snap.</li> <li>● Continuous maintenance of both outdoor rinks</li> <li>● Plenty of snow removal this month</li> </ul> 

<b>TOPIC # 4</b>	<b>Administration</b>
<b>ACTION/SUCCESSES:</b>	Various administration tasks to ensure the smooth functioning of the Community Services Department
<b>Status of Project:</b> <b>Ongoing</b>	<b>CS staff completed their 'One Year' Plans for 2026</b> - The purpose of the One Year Plan is to identify and outline the main objectives and roles of each of the positions in Community Services to ensure that there is clear direction in place for both intangible and tangible goals (i.e. communication, expectations, professional development, etc.).



## DEPARTMENTAL REPORT

DEPARTMENT:	Municipal Enforcement
SUBMITTED BY:	Peace Officer Sam Zhao
COUNCIL DATE:	January 26, 2026
FOR MONTH OF:	December 2025

<b>TOPIC #1</b>	Calls for Service – December
<b>STATUS OF PROJECT</b> <b>Completed:</b>	Assist Fire – 3 Assist Other Agency – 2 Assist RCMP – 5 Assist Resident – 3 Assist Town Dept – 6 Bylaw Violation: Cat Bylaw – 2 Bylaw Violation: Dog Bylaw – 7 Bylaw Violation: Feeding Wildlife Bylaw – 1 Bylaw Violation: Land Use Bylaw – 1 Bylaw Violation: Traffic Bylaw – 1 Community Cleanup – 1 Damage to Property – 1 Directed Patrol – 4 General Patrol – 15 General Patrol Off Hours – 4 Injured Animal – 3 Provincial Violation: Traffic Safety Act – 18 School Zone Patrol – 6 Towed Vehicle – 1 Traffic Complaint – 5 Traffic Control – 5 Traffic Enforcement – 13 Traffic Enforcement Off Hours – 5
<b>Action Steps / Successes</b>	Municipal Enforcement responded to 112 calls for service in the month of December 2025

<b>Attachment #1</b>	<p>Municipal Enforcement continues to support Sundre RCMP by managing non-injury motor vehicle collisions and completing associated police reports. This assistance allows RCMP members to prioritize criminal investigations. In addition, Peace Officers provided essential traffic control during several severe weather events this month.</p>
	 

<b>Attachment #2</b>	<p>Ahead of the holidays, Municipal Enforcement is targeting unsafe driving and high-speed violations. Peace Officers continue to enforce the Traffic Safety Act to ensure all motorists are driving according to road conditions</p>
	 <p>A photograph taken from the perspective of a police officer in a moving vehicle, showing a red car ahead on a snowy road at night. The speedometer in the foreground displays a speed of 129.8 km/h.</p>



## DEPARTMENTAL REPORT

DEPARTMENT:	Operations
SUBMITTED BY:	Jim Hall
COUNCIL DATE:	January 26, 2026
FOR MONTH OF:	December 2025

<b>TOPIC / PROJECT #1</b>	<b>Gas Department Servicing and emergency Calls</b>
<b>STATUS OF PROJECT</b> <b>In progress:</b> <b>Completed: Yes</b>	All services requested in 2025 are completed and invoicing submitted. Collaborating with the builder for a new 4-plex, a main install was completed.
<b>Action Steps / Successes</b>	<b>All calls were responded to in a timely manner with positive outcomes</b>
<b>TOPIC / PROJECT #2</b>	<b>Water Distribution WasteWater Treatment</b>
<b>STATUS OF PROJECT</b> <b>In progress:</b> <b>Completed: Yes</b>	The department continues to monitor the drinking water flow outputs and lagoon receiving cu/m/day. Significant reduction in pump run times and chlorine usage are noted with leak repairs.
<b>Action Steps / Successes</b>	<b>Reporting daily has allowed the department to monitor potential spikes resulting from leaks and how the system reacts daily to consumer seasonal usage. Continued monitoring in the field will continue.</b>
<b>TOPIC / PROJECT #3</b>	<b>2026 Planned Projects by Department</b>
<b>STATUS OF PROJECT</b> <b>In progress: Yes</b> <b>Completed:</b>	The roads, fleet, water /wastewater and gas department prepare plans for tasks and projects for the next year
<b>Action Steps / Successes</b>	<b>This report sets out the timelines and description of specific tasks and special projects for the year 2026. Examples are gas meter change outs, storm system maintenance and schedules for potential Road work projects. Wastewater plans for flushing sewer lines are included</b>
<b>TOPIC / PROJECT #4</b>	<b>Roads Department</b>
<b>STATUS OF PROJECT</b> <b>In progress:</b> <b>Completed: Yes</b>	Chinook weather with significant warming caused ice build-up on roads and lanes.
<b>Action Steps / Successes</b>	<b>Crews continue to monitor the conditions, and apply sand at intersections, on priority roads, and lanes as appropriate</b>
<b>TOPIC / PROJECT #5</b>	<b>Emergency Management AEMA Survey</b>
<b>STATUS OF PROJECT</b> <b>In progress:</b> <b>Completed: Yes</b>	As requested by the Province a survey was completed by the DDEM to provide on needs from the community on improvements to legislation/standards, new tools and systems and to identify emerging trends and capabilities
<b>Action Steps / Successes</b>	<b>The completed survey ensured that the Sundre needs for the future were addressed. A report for outcomes of the survey will be requested to the Sundre Field Officer in 2026</b>
<b>TOPIC / PROJECT #6</b>	<b>Gas Department Safety Loss Management System (SLMS)</b>
<b>STATUS OF PROJECT</b> <b>In progress:</b> <b>Completed: Yes</b>	This living document is required by regulating agencies such as AER, Rural Utilities and Fed Gas audit. This is a large undertaking for the Department
<b>Action Steps / Scheduled Events / Successes</b>	<b>The program has been initiated with described directives that detail how the department addresses as examples, system life cycle approach, construction practices and record management</b>

**DEPARTMENTAL REPORT**

<b>DEPARTMENT:</b>	<b>Economic Development</b>
<b>SUBMITTED BY:</b>	<b>Jon Allan</b>
<b>COUNCIL DATE:</b>	<b>January 26, 2025</b>
<b>FOR MONTH OF:</b>	<b>December 2025</b>

<b>TOPIC #1</b>	<b>Business Attraction, Retention and Expansion</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work conducted to support business development and diversification within Sundre.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"><li>1) Under the Alberta Advantage Immigration Program,<ol style="list-style-type: none"><li>a. Worked with successful Rural Entrepreneur Stream program candidate from China, in preparation for their move to Sundre in 2026.</li><li>b. Conducted a tour for a RES prospect, making introductions to commercial landlords.</li><li>c. Responded to multiple RES-related emails.</li></ol></li><li>2) The Downtown Area C-1 vacancy increased to 4.3%. Potential new investments in the new year may lower the rate to 3%.</li></ol>
<b>TOPIC #2</b>	<b>Mountain View Regional Film Office</b>
<b>STATUS OF PROJECT</b> <b>In progress</b>	Film development in support of economic diversification, workforce development, and awareness generation about Sundre and our partners.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"><li>1. MVRFO partners met with Alberta Film Commission.</li></ol>
<b>TOPIC #3</b>	<b>Tourism Development and Promotion</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work conducted to promote Sundre and expand partnerships and tourism service opportunities in the area.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"><li>1. Continued online promotion of Sundre through social media.</li><li>2. Hired local content producer (3 Peaks Studios) to begin generating new content for marketing and social media.</li><li>3. Commenced work to prepare the new 2026 Visitor Guide.</li><li>4. Conducted a <i>Proprietors' Series</i> photo shoot with local business that was on town social media pages.</li></ol>
<b>TOPIC #4</b>	<b>Community Development</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Work completed to support the development of amenities, education/workforce and quality of living in the Town of Sundre.
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"><li>1. Continue to collaborate with Director Community Development on Downtown Area Redevelopment Plan (ARP)</li></ol>
<b>TOPIC #5</b>	<b>Events and Festivals</b>
<b>STATUS OF PROJECT</b> <b>Ongoing</b>	Events & Festivals of note
<b>Action Steps / Successes</b>	<ol style="list-style-type: none"><li>1) Winterfest planning ongoing.</li></ol>



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>January 26, 2026</b>
<b>SUBJECT</b>	<b>RFD Departmental Year-End Reports</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.2</b>

### **BACKGROUND/PROPOSAL:**

Monthly departmental reports are provided to Council at the second Council meeting of each month. Year-end reports are provided to Council showcasing the successes achieved by each department of the Town of Sundre.

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

Each department has prepared a year-end report. See attached.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with all Pillars of Council's Strategic Plan.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the 2025 year-end reports showcasing the successes achieved by each department of the Town of Sundre and congratulate and thank each staff member for their commitment and dedication to our community.

### **MOTION:**

That the Town of Sundre Council accept the 2025 year-end reports showcasing the successes achieved by each department of the Town of Sundre and congratulate and thank each staff member for their commitment and dedication to our community.

Date Reviewed: January 23, 2026

CAO: Linda Nelson

## CORPORATE SERVICES

- Providing strong financial accountability
  - Achieved through focus on 4 areas - planning, execution, oversight, evaluation
  - Key successes include better control over spending, proactive problem-solving, improved decision-making, and adaptable strategies for evolving community needs
- Proper Planning
  - Strategic Direction: provides a clear sense of direction and measurable goals for both elected officials and staff, ensuring that daily operations align with our long-term vision
  - Spring & fall workshops involving Council & staff serve to continually re-focus everybody's efforts towards Council's strategy
  - Budget
    - We are entering into our final year of the multi-year budgeting process, which involves a 4-year operating budget, and the 10 year capital plan. The Corporate Services Department follows the Financial Framework and a number of Financial Policies, which have led to clear direction and better resource allocation for infrastructure and services, achieved through strategic, multi-year plans with public input, performance goals, and a focus on long-term financial stability and growth.
    - Realistic based on front-line knowledge
- Reliable execution
  - Manage unexpected changes / items
  - Fiscal Prudence: We have initiated processes where we have achieved moderate operating surpluses through effective budget management, ensuring future financial health and avoiding fiscal crises. Proactive infrastructure maintenance avoids larger, more expensive emergency repairs later.
  - Improved Infrastructure and Services: The multi year process we have put into place provides the financial roadmap for maintaining essential assets like roads, and water and wastewater systems. Effective execution ensures adequate funding to meet demands and maintain high service levels
  - Enhanced Efficiency and Resource Allocation: A well-executed budget eliminates redundant spending and guides resource allocation to priority areas, allowing us to do more with less where possible. Multi-year budgeting also allows for longer-term procurement planning and more stable contracts
  - Attached Financial Indicators substantiate execution
    - 14.20% contribution to capital replacement

- 38.32% of budget supported by taxation (over 60% user-pay model)
- Balanced capital financing composition between past and future rate payers, not over-reliant on grant funding
- Consistent and timely use of capital funding contributions
- Oversight
  - Council
    - consistent quarterly reporting
    - relevant, concise information
  - Audit
    - provides professional knowledgeable oversight on behalf of public
    - no issues identified
    - strong trust built
    - streamlined process
- Evaluation
  - Happens at end of current cycle (2026)
  - 3 years of current cycle have proven processes to be valuable

## SUNDRE FIRE DEPARTMENT



- ❖ 440 emergency response calls received in 2025
- ❖ Total SFD Member emergency response hours for 2025: 2090.5 Hours
- ❖ 2025 Sundre High School Cadet program, largest class in SFD history
- ❖ SFD Basic Fire Training, New member entry program
- ❖ Formal certification courses
  - NFPA 1071 Hazmat Awareness and operations
  - ICS 100 and ICS 200
  - Basic emergency management
- ❖ Completed requested Fire inspections
- ❖ Participation in MVREMA 2025 Mock Disaster
- ❖ AFCA Conference Provincial Networking & Industry changes for Chief and Deputies
- ❖ Participation in 3 Industry Tabletop Mock Disasters
- ❖ 77 Sessions of in Hall Training Topics were delivered to members in 2025
  - 2025 Total Member Training Encompassed 80 subjects equating to 322 Training Hours
  - Training delivered encompassed
    - MAYDAY communications
    - Search and Rescue
    - Radio Communications, Required Documentation Reviews
    - Truck Operations including the New Unit
    - Ladders
    - Vehicle Extraction and Stabilization
    - Operation Health and Safety Briefings and Processes
    - Water and Hose line Tactics and Management
    - Donning PPE and SCBA competently
    - Boat Operations
    - Swift and River Water Rescue
    - Hydrants, Dry Hydrants, Tagging Hydrants, Reviews
    - Nozzles, Sprinklers, Ropes and Ops
    - Fish and Wildlife Course, Officers Course, Canadian Pacific Railway Operations, Hazmat Awareness and Operations
    - Wildland Operations
    - Building Construction, Forcible Entry, Roofs, Confined Entry
    - Ventilation Basics and Horizontal Procedures
  - Medical Training delivered encompassed
    - Standard and Advanced First Aid with CPR
    - Oxygen Provider
    - Basic Life Support
    - High Performance CPR Resuscitation

## **Community/Public Relations Events**

- ❖ Sundre Fire Department members participated in over 350 hours of Community/Public Relations Events in 2025. Members attended, hosted and encompassed
  - Tours – Daycare, Kindergarten, Library, Play School
  - SPOG Booth and ‘Want to be a Firefighter” Hands on opportunity for the public to try firefighter tasks
  - Parades – Grad, Rodeo Parade
  - Cenotaph Opening and Remembrance Day
  - Sundre Pro Rodeo and Canada Day Fireworks
  - High School Career Day
  - SIM Lab Open House
  - Skills Day
  - Pumpkin Carving, Halloween Candy Hand Out,
  - Santa Claus Day at the Firehall

**COMMUNITY DEVELOPMENT**  
**PLANNING, DEVELOPMENT & BUILDING**

**Land Use Bylaw Amendments**

- **Bylaw 2025-02 Land Use Bylaw Amendment (Text Amendments)**
  - The Text amendments intend to enhance housing options, improve regulatory clarity, and address enforcement challenges within the Town of Sundre's Land Use Bylaw, these include:
    - Options for accessory suites, and single and semi-detached dwellings in the Low Density Residential (R-1), Estate Residential (R-4), and Serviced Estate Residential (R-4A) districts.
    - Update to regulations in the Manufactured Home (R-3) district.
    - Update to the Seasonal Residential District (S-R) Regulations
    - Amendment to the Flood Plain Industrial District (I-2)
    - Removal of a Site-Specific Regulation in the Highway Commercial (C-2) District
  - Public Hearing was held on February 24, 2025. Second and third Reading were given by Council.

**Land Use Redesignations**

The two approved redesignation applications align with the Town's broader planning objectives and offers a balanced approach to addressing current housing needs. The applications support higher-density residential development and contributes to addressing the need for multi-unit housing.

- **Bylaw 2025-06 Land Use Redesignation of Parcel, R-4 to R-2**
  - Land Use Redesignation from Estate Residential District (R-4) to General Residential District (R-2) to accommodate a 4-unit townhouse development along 11 Street NE.
  - PH held on May 23, 2025. Second and third Reading was passed by Council.
- **Bylaw 2025-06 Land Use Redesignation of Parcels, R-1 to R-2**
  - The redesignation of five residential lots, from Low Density Residential (R-1) to General Residential (R-2), to accommodate four eight-unit apartment buildings.
  - PH held on June 23, 2025. Second and third Reading was passed by Council.



## **Municipal Development Plan (MDP) Textual Amendment**

- An administrative amendment was approved to include policy language in the Commercial section of the MDP to address transitional areas situated between higher-intensity commercial or institutional uses and adjacent lower-intensity residential neighborhoods.

## Lagoon Lands Annexation

- Council provided direction to proceed with the annexation process in partnership with Mountain View County.
- Met with affected landowners and discussed the following topics:
  - Background
  - Council Direction
  - Annexation Process
  - Annexation Rationale
  - Subdivision and Development regulations
  - Landowner Perspectives and Concerns
- Next steps: Continue discussions with MVC



## Subdivisions

Received and processed 6 subdivision applications in 2025. The Subdivisions applications were assessed to ensure alignment with municipal planning policies and infrastructure capacity. They support orderly growth and allow for new housing and development.

- 2025-SD01
  - This subdivision application is to create three separate parcels from a  $\pm 23.09$  ha (58.07 ac) for the purpose of resale.
- 2025-SD02
  - Subdivision (boundary adjustment) of 5 separate parcels into 4 separate parcels to accommodate 4 apartment buildings.
- 2025-SD03
  - Subdivision of one parcel into four separate lots to accommodate a 4-unit townhouse development.
- 2025-SD04
  - Subdivision (boundary adjustment) of two separate lots to create one lot.
- 2025-SD05
  - A Bareland Condominium Plan comprising  $\pm 0.139$  ha (0.343 ac) for 8 Residential units and common property.
- 2025-SD06
  - Creation of thirteen single detached housing lots and one Municipal Reserve lot.

Currently, the applications are at various stages in the subdivision process.

## **Mountain Spring ASP**

- The Area Structure Plan (ASP) process included extensive consultation and collaboration with the applicant, as well as internal and external agencies, over the past four years to prepare it for Council approval.
- Planning and Engineering comments were shared with Developer's Consultants providing an opportunity to make final amendments to the ASP prior to PH on June 9, 2025.
- ASP is consistent with the Town's Municipal Development Plan and offers a framework to guide the future land use of the subject area.



## **Downtown Area Redevelopment Plan**

- Background Research and project setup (Project Management Plan).
  - Updates to this project will be provided to Council via Council workshops similar to the process taken with the MDP re-write.
- Selection of Ad-Hoc Committee
  - Terms of Reference for an Ad-Hoc Committee has been prepared
  - Ad for expressions of interest for committee members posted on Town's website and social media.
  - Selection of committee members
  - Selected Committee members who will be consulted on ideas for the revitalizing the downtown area.
- Staff and ARP Committee members walked the downtown area and discussed opportunities which included the following:
  - Enhance the side streets
  - landscaping, trees, art, and heritage elements to strengthen downtown character.
  - Improve sidewalk connectivity and pedestrian safety.
  - Create public gathering spaces and activate alleys for community use
- Members discussed the vision for the downtown area and contents for the draft ARP document.



### **Town Stakeholder Engagement**

- Meetings with the Bike and Ski Club included walking the river valley trail system to better understand trail connectivity and identify potential locations for future signage.
- These discussions helped clarify the club's needs and mandate.
- A Memorandum of Understanding was drafted to support future collaboration.

### **Flood Risk Area Development**

- Commenced with the background research to update the Land Use Bylaw on the Flood Risk Area Development section.
- Added a layer to GIS to reflect the changes made to the flood map as per the Province of Alberta
- Amendment to Land Use Bylaw map and flood overlay section is underway.
- 

### **2025 Permits Issued:**

	<b>Development</b>	<b>Building</b>	<b>Safety Codes</b>
<b>January</b>	- Change of Use – Professional Offices; Office Support Services - Change of Use – Eating, Drinking Establishment, Minor - Temporary Portable Sign – Tim Hortons	- Mixed Use conversion to Residential/Commercial.	Electrical Permits: 6 Gas Permits: 2 Plumbing Permits: 1
<b>February</b>	- Fascia Commercial Sign (Tim Hortons) - Home Office		Electrical Permits: 1 Gas Permits: 1 Plumbing Permits: 2
<b>March</b>	- 2 Home Offices - Fascia Sign - Change of Use to General Industrial Uses – Minor Impact - 2 Three Unit Rowhouse Condos (Prairie Creek Condominiums)		Electrical Permits: 2 Gas Permits: 4 Plumbing Permits: 1
<b>April</b>		- A basement development - a wood stove - 12 Unit Residential Apartment - Demolition of a detached dwelling and a detached garage.	Electrical Permits: 1 Gas Permits: 1 Plumbing Permits: 1
<b>May</b>	- a single detached dwelling with a front attached garage	- a single detached dwelling with a front attached garage and a detached	Electrical Permits: 6

	<ul style="list-style-type: none"> <li>- A detached garage,</li> <li>- a residential rear attached garage,</li> <li>- a change of use for a liquor store,</li> <li>- a restaurant new front entrance portico, and</li> <li>- another commercial new front entrance portico and a veranda.</li> </ul>	<ul style="list-style-type: none"> <li>garage,</li> <li>- improvements for a liquor store,</li> <li>- a restaurant new front entrance portico</li> <li>- another commercial new front entrance portico and a veranda,</li> <li>- a hot tub.</li> </ul>	
<b>June, July, August</b>	<ul style="list-style-type: none"> <li>- 7x Change of Use - professional office, retail, personal services, auto sales</li> <li>- 1x covered deck</li> </ul>	<ul style="list-style-type: none"> <li>- 2x Rooftop solar panels</li> <li>- 1x Residential addition</li> <li>- 1x Covered deck</li> <li>- 1x Change of use to dance studio</li> </ul>	Electrical Permits: $1+6+6=13$ Gas Permits: $1+7+0=8$ Plumbing Permits: $1+7+0=8$
<b>September</b>	<ul style="list-style-type: none"> <li>- 2x Single Detached Dwellings</li> <li>- 2x Park Models (Riverside RV Village)</li> </ul>	<ul style="list-style-type: none"> <li>- 2x Single Detached Dwellings</li> <li>- 2x Park Models (Riverside RV Village)</li> </ul>	Electrical Permits: 5
<b>October</b>	<ul style="list-style-type: none"> <li>- Custom Manufacturing</li> <li>- Sign</li> <li>- Change of Use to 'retail'</li> <li>- Accessory Building</li> </ul>	<ul style="list-style-type: none"> <li>- Pedestal Sign</li> <li>- Accessory Building</li> <li>- Rooftop Solar Panels</li> <li>- Change of Use to 'retail'</li> </ul>	Electrical Permits: 3 Gas Permits: 2 Plumbing: 1
<b>November</b>	- Fascia Sign	- Rooftop Solar Panels	Electrical Permits: 5
<b>December</b>		- 4x rooftop solar panels	Electrical Permits: 4 Plumbing: 1

**Interesting To Note:** 52 residential building permits were issued in 2025. These permits included 26 dwelling units (single family and multi-family), 3 manufactured homes and 29 permits for minor residential projects, resulting in construction values of \$8.4 million.

Commercial, Industrial and Institutional projects resulted in construction values of \$510,000 for new starts and renovations to existing structures.

**Compliance Stamps/Letters:** 15 Real Property Reports for residential and commercial properties were received with request to review for compliance to the Land Use Bylaw.

## COMMUNITY DEVELOPMENT - COMMUNITY SERVICES

Arena Upgrades

- Rubber Matting replaced in all changerooms and hallways
  - Existing Matting was old and had worn through to concrete. Lots of patches throughout
  - New matting is all uniform and provides skate protection.



- Replace Tiles in Showers
  - Existing tiles were worn and unlevel in areas not allowing water to get to the drains.
  - New Tiles installed with proper water flow to the drains



- Make up Air Unit Replacement
  - Existing Make Up Air Unit was beyond its life expectancy.
  - Replacement will be more efficient and up to code.



- Concession Grill Panels
  - Stainless steel panels added behind concession grill.
  - Existing panels were painted and posed a safety hazard.



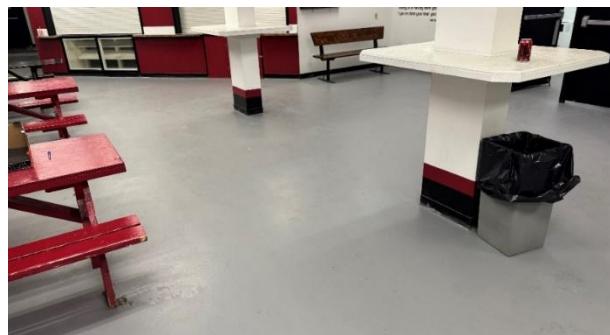
- Ammonia Plant Room Heater
  - During extreme cold the existing heaters could not provide enough heat, and some plant room lines would freeze.
  - New Heaters will prevent any freezing, allowing the plant to operate efficiently.



- Bleacher Stand Heaters
  - Previous heaters were the wrong design for the function. Only provided heat at the very ends and not throughout.
  - New heaters were engineered and provide even heat throughout the stands.



- Lobby Floor
  - Lobby floor was leveled and repainted.
  - There were a lot of holes and dips that collected dirt.
  - With the leveling it will now be much easier to clean



## Arena General

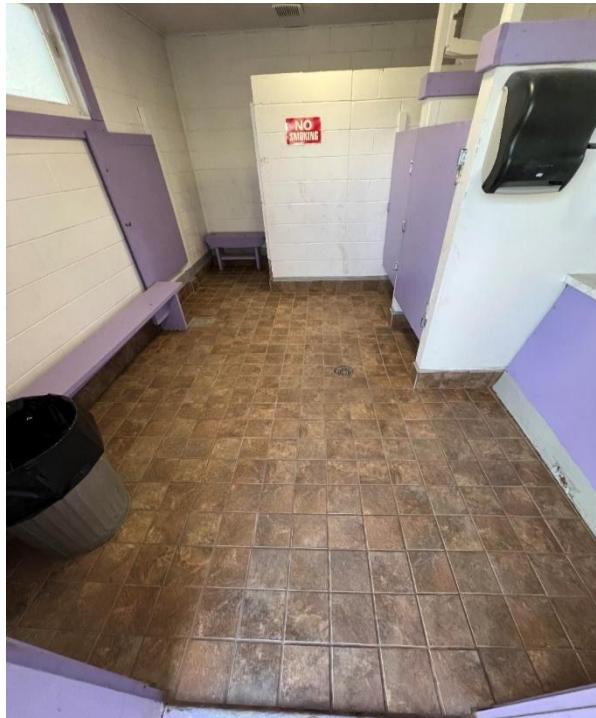
- All hockey tournaments completed with no major issues
- Adult skate and adult shinny added to regular arena schedule
- Private bookings added where available
- SPOG hosted in the arena
- Rodeo Cabaret was hosted in the arena this year

## Digital sign

- New digital sign at the school purchased, installed, setup and accepting advertising opportunities

## **Campground**

- New tiles purchased and installed on bathroom floors replacing a painted concrete floor
- Fence installed by pathway to guide trail walkers around campsites
- Several sites refreshed with new gravel, grass seed, and hazard tree removal
- Lots of bookings this year and good reviews left on the booking website



## **Trees**

- Several dangerous trees removed as needed
- Tree replacements put in and maintained in several areas around town (West Boulevard, Linear Park, Town office, Cenotaph, East side sign)
- Mayday trees with black-knot in 59 lot removed and replaced with a different variety - grass around trees levelled out and seeded
- Hazard tree cutback by Fortis near all power lines has been completed



## **West Boulevard**

- Solar lights added to larger trees along the west boulevard
- Lights for the billboard purchased and installed
- Second billboard planned for next spring
- Fully adjustable lights installed on the gazebo
- Solar bollard lights purchased for install next spring
- Spruce tree uplighting installed by gazebo
- Benches installed in the gazebo
- Leveled area near gazebo and laid sod/grass seed for 2026 markets

## **Parks**

- Old edging replaced on several parks
- Regular maintenance performed and gravel has been loosened up using our roto tiller
- GNP purchased two benches to celebrate 25 years.
  - Staff installed benches and planted the donated tree.



- New mulch added to several garden beds sound town
- All garden beds and hanging planters planted and maintained by the team throughout the summer

## **Pathways**

- Paved pathways created at Linear Park and future park, in alignment with the Enhanced Trail Connections project.



- Pathways dug up by Xplornet fiber optic project have been repaired

## **Cenotaph**

- Assisted with preparation of area for new monument
- Brought new picnic benches to site in preparation for Remembrance Day
- Helped with design of new monument

## **Events**

- Assisting with setup and takedown of weekly pop-up markets by the Town Office
- Assisting with setup and takedown of Harvest Festival
- Supported for major town events such as Canada Day, Winterfest, Parade, and mountain bike races on Snake Hill

## **Community Center**

- Regular user groups use most of the available time during the week (Pickleball, Taekwondo, Gymnastics, Library, Daycare, Walking Group)
- Added volleyball to our list of regular groups
- Bookings for Christmas parties, markets, wedding and grad dress consignment, and other seasonal events (i.e.. Tri Ball, Town Halloween event, Hospital Gala)

## **Baseball Diamonds**

- Regular use of the Harley machine in the diamonds kept the shale soft and better draining.



- Consistent maintenance and weeding performed on the diamonds for the entirety of the season

## **Snow removal**

- Snow removal performed consistently to remove snow from sidewalks, bridges, facilities, and outdoor rinks

## **Misc**

- Moved all remaining new garbage/recycling/compost bins from storage at the lagoon to our yard
- Christmas lights installed on streetlights, campground, and town Office.
- Star on Derrick was reused due to contractor issues but is planned to be redone for next year
- Street light banners put up to showcase Sundre areas and community and rodeo

## COMMUNITY PEACE OFFICER

### 2025 Municipal Enforcement Highlights

- Significant Growth in Service Capacity: Calls increased to 2,441, representing a 21% increase over 2024 and doubling the volume from 2023.
- Proactive Enforcement & Public Safety:
  - 431 Bylaw violations managed.
  - 262 Provincial violations issued.
  - 72 School zone patrols conducted.
  - 15 Found encampments addressed.
- Community Presence & Engagement:
  - Organized 24 community cleanups.
  - Completed 55 foot patrols to maintain a consistent local presence.
- Strategic Infrastructure Support: Assisted Alberta Transportation and Economic Corridors with the Hwy 27 construction project, managing detours and traffic flow.
- Professional Development & Emergency Readiness:
  - Officers earned Director of Emergency Management and Operations Section Chief certifications.
  - Active participation in the Mountain View Regional Emergency Management Agency and corporate OH&S initiatives.
- Future Commitment: Continued expansion of the Community Peace Officer program through ongoing staff development and professional management.

### 2025 TOTAL CALLS FOR SERVICE

<u>TYPE OF CALL</u>	<u>#</u>		<u>TYPE OF CALL</u>	<u>#</u>
Abandoned Vehicle	8		Assist Fire	99
Assist Other Agency	47		Assist RCMP	77
Assist Resident	145		Assist Town Dept	102
Bike Patrol	9		Bylaw Violation	436

<u>Type Of Call</u>	<u>#</u>		<u>Type Of Call</u>	<u>#</u>
Community Cleanup	25		Community Engagement	41
Damage To Property	15		Deer Carcass Disposal	3
Directed Patrol	103		Flight From Peace Officer	1
Foot Patrol	55		Found Animal	55
Found Encampment	15		General Patrol	167
General Patrol - Off Hours	154		Illegal Dumping	2
Injured Animal	39		Joint Force Operation	6
Neighbour Dispute	18		Provincial Violation	262
School Zone Patrol	72		Threaten Peace Officer	4
Towed Vehicle	12		Traffic Complaint	92
Traffic Control	103		Traffic Enforcement	143
Traffic Enforcement - Off Hours	46		Traffic Safety Initiative	80
Wanted Party	5			

## OPERATIONS

### **Gas department**

- Completed installation of system SCADA devices that monitor and alarm the RMO pressures, gas volumes, district pressures and anti-corrosion systems in real time. This provides accurate usage and alarms;
- Completed a pipeline integrity survey on the high pressure supply line that provides gas to the Town as part of the IMP. Report noted positive condition;
- Successfully completed a first ever AER pipeline Audit. Next audit 2028;
- Completed 15 services for new development and third party projects;
- Completed 280 Alberta One Calls assisting in mitigation of line strikes.

### **Roads Department**

- Completed Harley raking of all graveled back alleys;
- The entire street network had all paved streets swept, including assistance to the Hwy 27 project;
- Installation of additional concrete swale and major maintenance on oil grit separator in the east section of 4<sup>th</sup> Ave SW improved storm and ground water drainage by 70 %;
- Alleys from 10<sup>th</sup> Ave SW to 2<sup>nd</sup> St SW including the Old Hotel parking lot received an overlay of asphalt millings reducing potholes and dust issues;
- Completion of a major storm system upgrade of the lane and lot adjacent to Cedars Pub and the Sundre Motor inn. This fully improved the drainage and damage to the lane;
- The lagoon clean-up project including crushed asphalt and concrete, burn pile, new access road network, and vegetation management was completed;
- A long term issue of material build for HWY 27 sanding was initiated providing curb line exposure and removal of over burden from 11<sup>th</sup> ST NE to 10<sup>th</sup> ST NE;
- Milling overlay was completed for the 10<sup>th</sup> St NE (feed mill) providing a smooth surface and improved drainage;
- The hiring of a summer staff member created the ability for all noted works to be completed allowing operators to enjoy some time off.

### **Water Department**

- Found and repaired 10 water leaks, and a completed a full monitoring project which resulted in a 600-900 c/m/d of treated water loss;
- All 400+ valves and 120 hydrants were repaired, flushed and winterized;
- 100+ water meter investigations were completed assisting in leak reduction and billing accuracy;
- Upgraded the Scada system at the Water Treatment Plant to eliminate any potential risk or water outages;
- Successfully completed the AE&P annual water system inspection with no compliance issues;
- All hydrants with the exception of one non-critical unit are operational for fire suppression.

### **Wastewater Department**

- Completed flushing 70 % of the manhole and pipeline system under the annual schedule;
- The water leak reductions also provided a reduction in flow into the lagoon from 1300 c/m/day to 800 c/m/d;
- The Main Lift Station upgrade project was completed in November including the addition of new wastewater pumps and commercial surface painting on all pipes. The supplier/contractor completed the work within 4 day time frame with no system issues.

### **Emergency Management**

- Sundre chaired the 2025 MVREMA regional meetings and successfully completed the annual AEMA audit. A second emergency egress for evacuation was developed for the Greenwood Campground into the SW with assistance from the Roads Department.

### **Emergency Full Scale**

- Exercise with the MVREMA team was held to practice EM response and study outcomes/improvements.

### **Fire Smart Initiative**

- A 6 member committee with members from the community was formed to guide the submission of a grant to FRIAA for the vegetation reduction strategies outlined in Sundre's 2016 approved report. As of November 2025, the Town of Sundre has been shortlisted completing the final requirements for the grant (Expected approval date - Q1 2026).

## ECONOMIC DEVELOPMENT

### Key Wins:

- Rural Entrepreneur Stream paying off with international investors opening new businesses.
- C-1 Vacancy rate at historic lows – estimated average for the year was 2.5%.
- Over \$250,000 in estimated film spending within Sundre, County and the West Country area in work supported by the Mountain View Regional Film Office.
- CAERT group initiated and chaired by Sundre Economic Development.
- Health Care Aide program proceeded again, in partnership between Town of Sundre, Campus Alberta Central, Sundre Health Professions Attraction & Retention Committee, and Greenwood Neighbourhood Place.
- Construction values of \$8.4 million for residential construction (new dwelling units & minor projects), the highest values from the last 15 years.

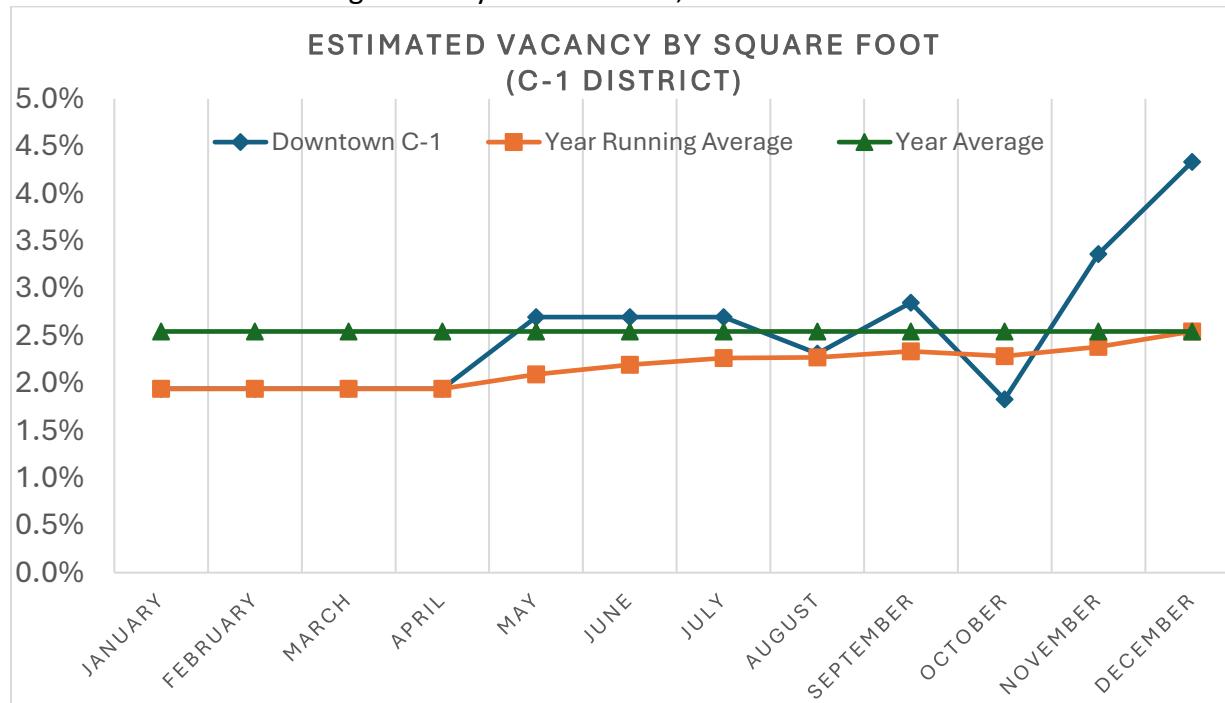
### Business Development

#### Rural Entrepreneur Stream (RES)

- Over 530 actions related to the RES, including emails, tours, and investor meetings conducted in 2025.
- Two new businesses secured commercial spaces and hired local residents:
  - Direct Outdoor Gear (opening February 2026)
  - Pet Supply Depot
- A third business was approved and is intending to secure a commercial unit for rent in Q1 2026.

#### Vacancy Rates

- Estimated C-1 commercial (downtown) vacancy rate fluctuated between 1.9% and 4.3%.
- 2025 Annual average vacancy rate was 2.5%, a historic low.



### Mountain View Regional Film Office (MVRFO)

- Strategic Organizational Development Plan was completed by Nordicity.
- Attended the Banff World Media Festival, where 30 meetings were held with producers and directors.
- Attended Alberta Film Locations summit in Banff (paid for by Alberta Film Commission, Calgary Economic Development, and Edmonton Screen Office).
- There were 5 serious film & TV-related inquiries in Sundre in 2025.
- Two productions were filmed in Sundre, or in the greater Sundre area (i.e. the West Country).
  - award-winning *Eyes in the Woods*, for OutTV, which was filmed at the Sundre Museum, Greenwood Park, and Schotts Lake. Economic impact from this was \$30,000 spent directly in the Sundre area.
  - an episodic documentary for Netflix (confidential project name), which was filmed in the Clearwater County/MD Big Horn area, west of Sundre. Economic impact was undisclosed, but based on industry standards, it is safe to assume it was in the \$250,000 range when incorporating estimates for helicopter rental, equipment rentals, technical crew, safety consultants, hospitality, catering, etc.
- 2025 economic impact for Sundre and immediate area is estimated to be in the range of \$250,000 to \$300,000, an increase over 2024's \$25,000 in generated economic activity, and \$40,000 generated in 2023. (Note: this does not include economic activity generated in Didsbury and area)
- A grant was jointly applied for by the MVRFO's partners to secure supplemental Marketing Communications funding in 2026.

### Central Alberta Economic Resilience Taskforce

- New taskforce, one of the first of its kind in Alberta, was initiated by and is chaired by Sundre Economic Development.
- Ten municipalities sit on the taskforce, with two observer organizations (CAEP and Province of Alberta).
- Survey was conducted to determine four key things: 1) proportion of inputs coming from USA and tariff-exposed countries; 2) proportion of trade with USA and China; 3) perceived interprovincial and intranational barriers to trade in Canada; 4) what businesses would like as support.

### Business Licences

- 270+ business licences were issued to a combination of temporary, home-based, in-town, out-of-town, and contractor businesses.

### **Tourism Development**

- 2025 Visitor Guide produced.
- Attended Calgary Outdoor Adventure & Travel Show.
- Online advertising campaign continued for the entire year, with support from In Front Marketing, a company that assists us with content generation, scheduling, and programmatic advertising.
- Awarded \$50,000 Travel Alberta grant for festivals and events, which was allocated toward the Harvest Festival.
- Deal signed with a local production company, 3 Peaks Studios, to help generate new visual content for social media and marketing in 2026.

## Community Development

- Winterfest & the Mountain Survivalist Competition was organized and hosted by the Sundre Museum and the Town of Sundre, in partnership with area community groups. The Family Day Weekend festival attracted around 900 people, despite temperatures reaching -30 degrees Celsius.



- Worked on modifications to the existing trails map, which we are trying to do approximately every two years. New trails will be added in partnership with the Sundre Bike n Ski Club in the 2026 version of the trails map.
- Participated in meetings with the of the Downtown ARP Committee under development by the Planning department.
- Red Deer Polytechnic Health Care Aide program, taught under a partnership with Campus Alberta Central (originally initiated by Sundre Economic Development in 2018), proceeded in Sundre.



## REQUEST FOR DECISION

COUNCIL DATE	January 26, 2025
SUBJECT	RFD: CAO Scholastic Achievement
ORIGINATING DEPARTMENT	Legislative Executive Assistant
AGENDA ITEM	9.3

### **BACKGROUND/PROPOSAL:**

The Chief Administrative Officer has achieved a significant milestone in her ongoing continuous improvement plan. The Interim Executive Director of the Foundation of Administrative Justice wrote in a letter addressed to the Chief Administrative Officer "Congratulations upon your successful completion of the Advanced Certificate in Tribunal Administration Justice. This achievement represents a noteworthy professional milestone and reflects your sustained dedication to advancing administrative justice. I am pleased to acknowledge your admission into a distinguished and select group of professionals across Canada who have earned this designation. We commend your commitment to excellence and extend our best wishes for your continued success in your ongoing professional endeavours". In addition, and notable, Ms. Nelson is the first Alberta student to graduate from the advanced program.

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

An Advanced Certificate in Tribunal Administrative Justice (ACTAJ™) is a specialized professional development program for experienced tribunal members. The program, building on the basic CT AJ™ certificate, focuses on advanced skills in decision-making, evidence, legislation interpretation, and writing for complex administrative justice cases. The program is offered by the Foundation of Administrative Justice (FOAJ) to enhance fairness and proficiency in quasi-judicial roles.

### **ALIGNMENT WITH STRATEGIC PLAN**

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

### **ADMINISTRATION RECOMMENDATIONS:**

That Council congratulate the Chief Administrative Officer on this significant achievement.

### **COSTS/FUNDING:** n/a

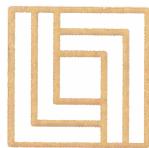
### **MOTION:**

That the Town of Sundre Council congratulate the Chief Administrative Officer for achieving the Advanced Certificate in Tribunal Administration and the designation of ACTAJ™ a significant milestone achievement in her ongoing continuous improvement plan.

### **ATTACHMENTS:** Copy of Letter and Advanced Certificate in Tribunal Administrative Justice

Date Reviewed: January 21, 2026

CAO: L. Nelson



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July 24, 2025

**Private and Confidential**

Dear Linda,

**Re: Advanced Certificate in Tribunal Administrative Justice™ (ACTAJ™)**

Please accept my most sincere congratulations upon your successful completion of the Advanced Certificate in Tribunal Administrative Justice™ (ACTAJ™). This achievement represents a noteworthy professional milestone and reflects your sustained dedication to advancing administrative justice.

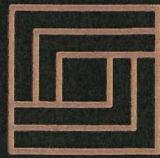
Enclosed is your Certificate, formally attesting to the attainment of this credential.

On behalf of the Foundation Staff, Faculty, and the Board of Directors, I am pleased to acknowledge your admission into a distinguished and select group of professionals across Canada who have earned this designation. We commend your commitment to excellence and extend our best wishes for your continued success in your ongoing professional endeavours.

Yours truly,

**Carol Zukiwski**  
Interim Executive Director

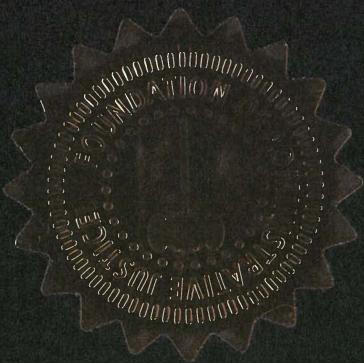
FOUNDATION of  
ADMINISTRATIVE  
JUSTICE



# Advanced Certificate in Tribunal Administrative Justice™.

This certificate is awarded to:

*Andrea Nelson*



for successfully completing the requirements for the  
Advanced Certificate in Tribunal Administrative Justice™.

*C. J. Walker*

Executive Director

9.3b

07-24-25

Date