



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
June 27, 2022  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing: None**
3. **Agenda – Amendments and Adoption**  
3.1 June 27, 2022 Regular Council Meeting
4. **Adoption of Previous Minutes**  
4.1 June 13, 2022 Regular Council Meeting Pg. 1
5. **Delegation:**  
5.1 Sundre Car Wash Representative Pg. 10  
5.2 SIM Lab (Gerald Ingeveld) Pg. 11  
5.3 Bike'n Ski Club – Pump Track Proposal Pg. 12
6. **Bylaws/Policies:**  
6.1 Bylaw 2022-05 Brookside Outline Plan and Land Use Redesignation Pg. 21
7. **Old Business: None**
8. **New Business**  
8.1 RFD 10<sup>th</sup> Street S.W. Negotiations Pg. 52
9. **Administration**  
9.1 Planning and Development Process Presentation Pg. 53  
9.2 Departmental Reports Pg. 67
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports** Pg. 115  
11.1 Mayor Warnock's Report Pg. 116  
11.2 Councillor Marr's Report Pg. 118
12. **Council Invitations / Correspondence - None**
13. **Closed Meeting**  
13.1 Advice from Officials, *FOIPP Act Section 24*
14. **Adjournment**

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Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
June 13, 2022

A closed meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 13, 2022, commencing at 5:30 p.m.

**CALL TO ORDER:** The closed meeting was called to order at 5:30 p.m.

**CLOSED MEETING**

*Res. 175-13-06-22* MOVED by Councillor Petersen that Council go into closed meeting at 5:30 p.m.

**CARRIED**

**Topic of Closed Meeting**

**1.1 Disclosure Harmful to Intergovernmental Relations, FOIPP Act Section 21(1)**

The following were in attendance for the closed meeting session:

**IN ATTENDANCE:** Mayor Richard Warnock  
Councillor Connie Anderson (via telephone)  
Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Chris Vardas

**ABSENT:**

Staff: Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Director Infrastructure, Justin Caslor  
Senior Planner, Benazir Thaha Valencia  
Operations Manager, Jim Hall

Delegation:  
Jeff Holmes, CAO Mountain View County  
Ryan Morrison, MVC Director Operational Services

*Res. 176-13-06-22* MOVED by Councillor Vardas that Council come out of the closed meeting at 5:55 p.m.

**CARRIED**

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 13, 2022, commencing at 6:01 p.m.

**IN ATTENDANCE:** Mayor Richard Warnock  
Councillor Connie Anderson (via telephone)

Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Chris Vardas

**ABSENT:**

**STAFF:**

Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Director Infrastructure, Justin Caslor  
Senior Planner, Benazir Thaha Valencia  
Operations Manager – Jim Hall  
Administrative Support, Betty Ann Fountain

**PUBLIC:**

There was 1 member of the public in attendance, and 1 member of the Press.

**CALL TO ORDER:**

The meeting was called to order at 6:01 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:**

None

**AGENDA – AMENDMENTS AND ADOPTION:**

Res. 177-13-06-22

MOVED by Councillor Dalke that the agenda be approved as amended as follows:

1. 7.3 correction to RFD subject, to read Policy B-012-001-POL and Motion to be corrected to read “Policy B-012-001-POL Multi-Year Business Planning and Budgeting.
2. 9.11 Supplemental – Grants to Organizations

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**

Res. 178-13-06-22

MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on May 16, 2022, be approved as amended as follows:

1. Amend header to read “regular” meeting.

**CARRIED**

**DELEGATION:**

**RCMP**

Res. 179-13-06-22

MOVED by Councillor Petersen that the Town of Sundre Council accept the Quarterly Report as information.

**CARRIED**

**BYLAWS/POLICIES:**

**Bylaw 2022-06 Council Procedural Bylaw**

Res. 180-13-06-22

MOVED by Councillor Isaac that the Town of Sundre Council give First Reading to Bylaw 2022-06 “Council Procedural Bylaw”, being a bylaw to establish procedures for Council and Council Committee meetings.

**CARRIED**

- Res. 181-13-06-22*      MOVED by Councillor Dalke that the Town of Sundre Council give Second Reading to Bylaw 2022-06 “Council Procedural Bylaw”, being a bylaw to establish procedures for Council and Council Committee meetings.  
**CARRIED**
- Res. 182-13-06-22*      MOVED by Councillor Vardas that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2022-06 “Council Procedural Bylaw”, being a bylaw to establish procedures for Council and Council Committee meetings.  
**CARRIED**
- Res. 183-13-06-22*      MOVED by Councillor Petersen that the Town of Sundre Council gives Third and Final Reading to Bylaw 2022-06 “Council Procedural Bylaw”, being a bylaw to establish procedures for Council and Council Committee meetings.  
**CARRIED**  
That the Town of Sundre Council rescind Bylaw 2019-01 and amendments thereto.
- Bylaw 2022-07 Municipal Emergency Management Bylaw**
- Res. 184-13-06-22*      MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2022-07 “Municipal Emergency Management Bylaw”, being a bylaw respecting the safety, health and welfare of people and the protection of people and property.  
**CARRIED**
- Res. 185-13-06-22*      MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2022-07 “Municipal Emergency Management Bylaw”, being a bylaw respecting the safety, health and welfare of people and the protection of people and property.  
**CARRIED**
- Res. 186-13-06-22*      MOVED by Councillor Petersen that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2022-07 “Municipal Emergency Management Bylaw”, being a bylaw respecting the safety, health and welfare of people and the protection of people and property.  
**CARRIED**
- Res. 187-13-06-22*      MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2022-07 “Municipal Emergency Management Bylaw”, being a bylaw respecting the safety, health and welfare of people and the protection of people and property.  
**CARRIED**  
That the Town of Sundre Council rescind Bylaw 2020-02 and amendments thereto.
- Policy B-012-001-POL Multi-Year Business Planning and Budgeting**
- Res. 188-13-06-22*      MOVED by Councillor Petersen that the Town of Sundre Council approve Policy B-012-001-POL Multi-Year Business Planning and Budgeting.  
**CARRIED**



**Policy A-012-00-POL Grants to Organizations**

*Res. 189-13-06-22* MOVED by Councillor Marr that the Town of Sundre Council approve Policy A-012-00-POL Grants to Organizations

**CARRIED****Postponement of Public Hearing, Bylaw 2021-05 Sundre Hills Area Structure Plan**

*Res. 190-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council postpone the Public Hearing scheduled for June 27, 2022, for Bylaw 2021-05, the Sundre Area Structure Plan to a future date.

**CARRIED**

**OLD BUSINESS:** None

**NEW BUSINESS:** **2022 Q1 Financial Reports**

*Res. 191-13-06-22* MOVED by Councillor Isaac that the Town of Sundre Council accept the Q1 2022 Quarterly Financial Reports as information.

**CARRIED**

*Mayor Warnock called a 5-minute break at 6:50 p.m.*

*Mayor Warnock called the meeting to order at 6:55 p.m.*

**2022 Tax Sale**

*Res. 192-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council accept the report from the Director Corporate Services as information.

**CARRIED****Tax Recovery Sale – Roll No. 114000**

*Res. 193-13-06-22* MOVED by Councillor Petersen that the Town of Sundre Council set a reserve bid of **\$675,000** for **Portion of Lot 14, Block -, Plan 268GV, Sundre AB** and furthermore,

The Property identified by **Roll No. 114000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED****Tax Recovery Sale – Roll No. 1359000**

*Res. 194-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of **\$270,000** for **Lot 24, Block 10, Plan 7611274, Sundre AB** and furthermore,

The Property identified by **Roll No. 1359000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED**

**Tax Recovery Sale – Roll No. 165000**

*Res. 195-13-06-22*      MOVED by Councillor Vardas that the Town of Sundre Council set a reserve bid of **\$160,000 for Lot 51, Block 3, Plan 8010730, Sundre AB** and furthermore,

The Property identified by **Roll No. 1650000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED**

**Tax Recovery Sale – Roll No. 1655000**

*Res. 196-13-06-22*      MOVED by Councillor Anderson that the Town of Sundre Council set a reserve bid of **\$165,000 for Lot 56, Block 3, Plan 8010730, Sundre AB** and furthermore,

The Property identified by **Roll No. 1655000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED**

**Tax Recovery Sale – Roll No. 1731000**

*Res. 197-13-06-22*      MOVED by Councillor Marr that the Town of Sundre Council set a reserve bid of **\$120,000 for Lot 23, Block 6, Plan 8010730, Sundre AB** and furthermore,

The Property identified by **Roll No. 1731000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED**

#### **Tax Recovery Sale – Roll No. 2426000**

*Res. 198-13-06-22* MOVED by Councillor Vardas that the Town of Sundre Council set a reserve bid of **\$2,000,000** for **Lot 1, Block 1, Plan 1410559, Sundre AB** and furthermore,

The Property identified by **Roll No. 2426000** will be offered for sale by public auction, at the Town Office on **Tuesday, October 25<sup>th</sup>, 2022 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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

**CARRIED**

#### **Event Preparedness (Rodeo)**

*Res. 199-13-06-22* MOVED by Councillor Isaac that the Town of Sundre Council approves the request for the 2022 Sundre Rodeo and Parade Events by the relaxation of Noise Bylaw 818 s.16(b), and Use of Firearms, Weapons and Fireworks Bylaw 763 s.3.01 for period not to exceed June 24 – 26, 2022.

**CARRIED**

#### **AHS Lease of Firehall Space**

*Res. 200-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council supports the extension of lease agreement with Alberta Health Services for an additional five-year term from August 1, 2022 – July 31, 2027.

**CARRIED**

#### **Grants to Organizations**

*Res. 201-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre & District Cemetery in the amount of \$1,000.00.

**CARRIED**

- Res. 202-13-06-22*      MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for the Sling Shot Garage in the amount of \$1,500.00.  
**CARRIED**
- Res. 203-13-06-22*      MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Rodeo & Race Association in the amount of \$5,000.00.  
**CARRIED**
- Res. 204-13-06-22*      MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Pickleball in the amount of \$2,200.00.  
**CARRIED**
- Res. 205-13-06-22*      MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Bulls & Wagons in the amount of \$3,000.00.  
**CARRIED**
- Res. 206-13-06-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Bike n Ski Club in the amount of \$4,050.00.  
**CARRIED**
- Res. 207-13-06-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Curling Club in the amount of \$11,616.00 pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Programs through the Province.  
**CARRIED**
- Res. 208-13-06-22*      MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Daycare in the amount of \$2,000.00.  
**CARRIED**
- Res. 209-13-06-22*      MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for Play 4 Sundre Kidz in the amount of \$500.00.  
**CARRIED**

**Sundre Library Board Appointments**

- Res. 210-13-06-22*      MOVED by Councillor Isaac that the Town of Sundre Council remove the appointment of Councillor Isaac as an alternate to the Library Board.  
**CARRIED**
- Res. 211-13-06-22*      MOVED by Councillor Dalke that the Town of Sundre Council rescind motion number 234-07-09-21 to appoint Anton Walker and Wendy Murphy to the Library Board for a 3-year term ending on October 31, 2024.  
**CARRIED**

*Res. 212-13-06-22* MOVED by Councillor Petersen that the Town of Sundre Council rescind motion number 261-20-09-2021 to appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board for a 3-year term ending on October 31, 2024.

**CARRIED**

*Res. 213-13-06-22* MOVED by Councillor Vardas that the Town of Sundre Council appoint Anton Walker and Wendy Murphy to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.

**CARRIED**

*Res. 214-13-06-22* MOVED by Councillor Dalke that the Town of Sundre Council appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.

**CARRIED**

**ADMINISTRATION:** **None**

**Municipal Area Partnership (MAP): None**

**COUNCIL INVITATIONS/CORRESPONDENCE:**

**Parkland Regional Library Board Reports**

*Res. 215-13-06-22* MOVED by Councillor Isaac that the Town of Sundre Council accept the Parkland Regional Library Board reports as information

**CARRIED**

**Letter to Council – Shadow Minister for Rural Economic Development**

*Res. 216-13-06-22* MOVED by Councillor Petersen that the Town of Sundre Council accept the letters to Mayor and the CAO from the Shadow Minister for Rural Economic Development as information

**CARRIED**

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.

*Mayor Warnock called a 5 minute recess at 7:40 p.m.*

**CLOSED MEETING**

*Res. 217-13-06-22* MOVED by Councillor Vardas that Council go into closed meeting at 7:49 p.m.

**CARRIED**

**Topic of Closed Meeting**

**13.1 Business Interests of a Third Party, FOIPP Act Section 16**

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, CAO

**Topic of Closed Meeting**

**13.2 Advice from Officials, FOIPP Act Section 24**

Staff: Linda Nelson, CAO

*Res. 218-13-06-22* MOVED by Councillor Petersen that Council return to an open meeting at 9:02 p.m.

**CARRIED**

**Curling Club Funding**

*Res. 219-13-06-22* MOVED by Councillor Vardas that the Town of Sundre Council approve one-time funding for the Sundre Curling Club in the amount of \$18,384.00 for the emergent roof repair of the facility, pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Program through the Province, and that the funding be drawn from the General Corporate Stabilization Restricted Surplus Account.

**CARRIED**

**ADJOURNMENT**

*Res. 220-13-06-22* MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 9:05 p.m.

**CARRIED**

\_\_\_\_\_  
Initials

These Minutes approved this 27<sup>th</sup> Day of June 2022.

\_\_\_\_\_

Mayor, Richard Warnock

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



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>Delegation: Sundre Car Wash, Tax Roll #: 420000</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.1</b>

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### **BACKGROUND/PROPOSAL:**

1584058 Alberta Ltd., o/a Sundre Car Wash has made a request to address Council regarding matters related to the 2022 Tax Bill, Roll No. 420000. The Civic Address of this property is 412 Main Avenue West, legally described as Plan 7447ER, Block C, Lots 5 & 6.

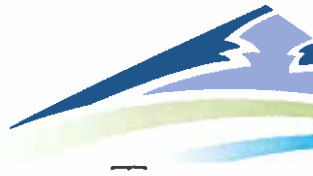
### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

### **OPTIONS / ALTERNATIVES**

### **MOTION:**

Date Reviewed: June 23, 2022

Acting CAO: Chris Allen



## REQUEST FOR DECISION

**COUNCIL DATE** June 27, 2022  
**SUBJECT** Delegation Sim Lab  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM**

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### **BACKGROUND/PROPOSAL:**

The CAO and the Fire Chief have been working with the Hospital Futures Group, Alberta Health Services eSIM Provincial Simulation Program, and the Myron Thompson Health Centre, in a joint undertaking of the Partners, with a mandate to utilize simulation as an educational modality to the best of its abilities. Representatives from the Joint Simulation Operation Committee will be providing Council with an update of the work done to date.

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

The eSIM Provincial Simulation Program is the overarching program that provides leadership for healthcare simulation across Alberta Health Services (AHS). The main goals of the program are to promote best practice, prevent harm and enhance quality of care when it comes to simulation-based education and research. The eSIM Program's ultimate mission is to lead simulation along the continuum of care within AHS by enhancing patient, workforce, system and performance outcomes. This has been operationalized within AHS by establishing site-based simulation training spaces as well as program-level simulation programs.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the presentation by the representatives of the Joint Simulation Operation Committee as information.

### **MOTION:**

The Town of Sundre Council accept the presentation by the representatives of the Joint Simulation Operation Committee as information.

Date Reviewed: June 17, 2022

CAO:





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>Delegation – Sundre Bike’n Ski Club</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.3</b>

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### **BACKGROUND/PROPOSAL**

Representatives of the Sundre Bike’n Ski Club have requested to speak to Council with a proposal to build a “ Pump Track” (cycling facility).

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

See attached documentation from the Bike’n Ski Club

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 1 of the Strategic Plan

### **ADMINISTRATION RECOMMENDATIONS**

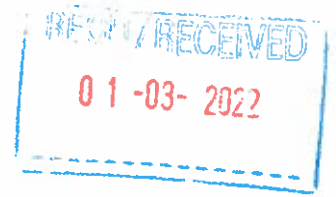
That Council accept the information on the proposal from the Sundre Bike and Ski Club as information.

### **MOTION**

That the Town of Sundre Council thank the representatives of the Sundre Bike’n Ski Club for attending the Council meeting and accept the proposal for the construction of a “pump track”, as information.

Date Reviewed: June 21, 2022

CAO: Linda Neuman



5.3a

March 1, 2022

Linda Nelson, Chief Administrative Officer  
Town of Sundre  
717 Main Avenue West  
Box 420  
Sundre, Alberta T0M1X0

Ms Nelson:

RE: PUMP TRACK PROPOSAL

The enclosed document outlines the Bike'nSki Club's plan to build a cycling facility. Proceeding is contingent primarily on Council's approval and, to a lesser extent, financial support from the Town – that can be allocated in a lump sum or incrementally. The Club expects that the project will be financed through grants available to community-based not-for-profit organizations.

The Club appreciates the opportunity to work in cooperation with the relevant departments to determine a suitable location and schedule a safe, efficient build. We would be pleased to meet with anyone from Administration to discuss the proposal.

Sincerely,

Katie Jo Munro, Secretary  
SundreBike'nSki Club

# **Pump Track Proposal**

## **Executive Summary**

The cycling community in Sundre would benefit from a safe, fun, and challenging place to congregate and practice bike handling skills. A pump track is a versatile recreation option for riders of all ages and abilities. It is a closed loop consisting of rollers (a series of small hills) and berms (banked turns) that can be ridden using body movement in a pumping action or by pedalling. As well as adding to Sundre's recreation opportunities, a pump track will take some of the pressure off of the skate park with a facility more appropriate to bicycles.

Construction cost will be kept to a minimum by utilizing an off-the-shelf design, locally sourced donated materials, and equipment and volunteer labour. Signage, sheltering foliage, and some special material will need to be purchased. The combined resources of the Club, local donations, and a contribution from the Town that falls well within its budget that supports community organizations make the project easily achievable.

Since 2015, the Sundre Bike'nSki Club has undertaken mountain-bike trail building and maintenance, groomed trails for cross-country skiing and fat biking, and cross-country ski lessons for children and youth. A growing cadre of volunteers has enabled the Club to undertake new initiatives such as the recent successful mountain-bike race and partnering with another club from the region for a cyclocross race.

## Description

### Goals and Objectives

1. To provide another recreational opportunity for Sundre and area residents
  - a. Promote healthy outdoor physical activity.
  - b. Create a gathering area for the cycling community.
  - c. Provide an affordable and accessible venue.
2. To contribute to the diversification of Sundre's outdoor recreation marketing.
  - a. Help promote the town as a community of donors and volunteers.
  - b. Create a facility for great family fun.
3. To develop a sustainable recreation facility with minimal environmental impact.
  - a. Low initial cost through locally sourced material and volunteer labour.
  - b. Low maintenance cost from utilizing sturdy materials and simple design.
  - c. Lessen (or hopefully eliminate) casual development in unsafe areas.

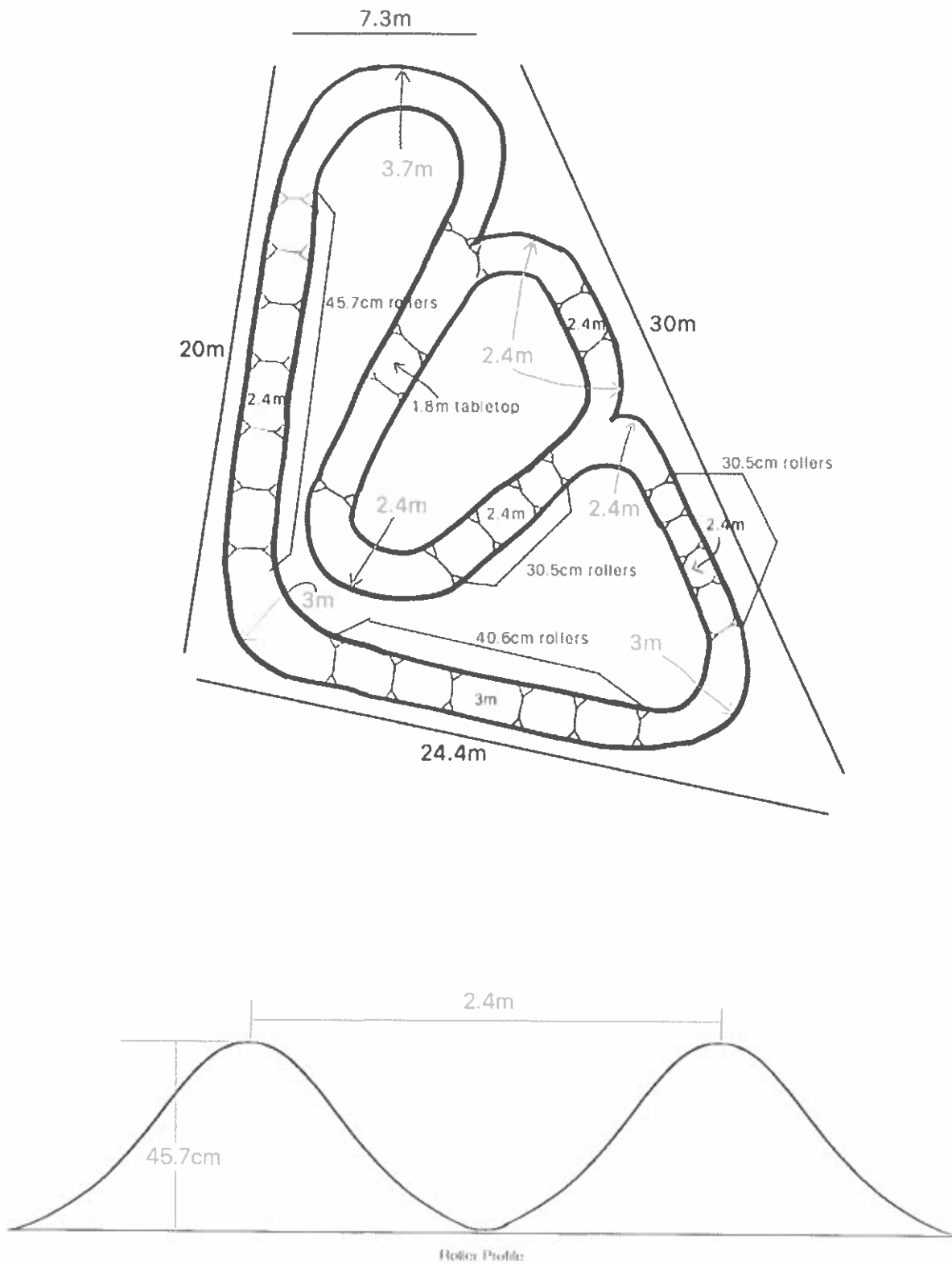
Sundre is home to many cyclists of all ages, abilities and interests. Some are casual riders seen on the quiet side streets or young children on strider bikes or daring mountain bikers on the Snake Hill and river valley single tracks. The Administration promotes the town as a cycling destination.

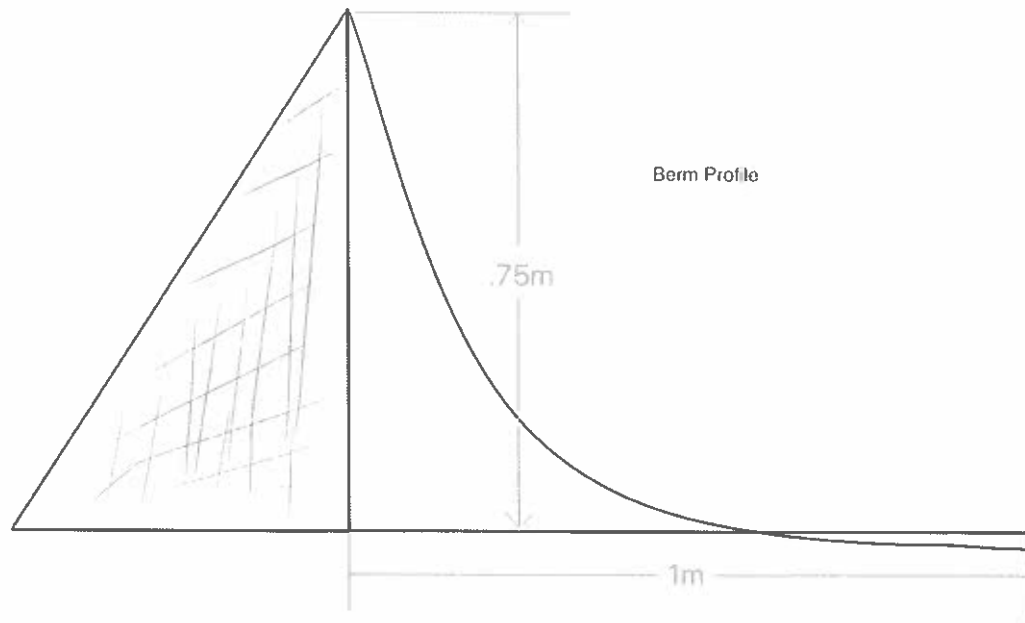
What is lacking is a gathering or focal point for this community of two-wheel enthusiasts - a place to meet, practice skills and appreciate the shared experience. A pump track can be the starting point for a complex that includes a skills park, a jump track and information kiosks.

## **Work Plan**

1. Consult with appropriate Town staff to clarify approval steps and determine an appropriate location.
2. Contract an experienced professional to design a suitable pump track for the selected location. The design will be overlaid on the Town map and used to calculate the amount of building material required: compacted clay and sand overlaid with street treated with a soil binder laid over drainage pipes.
3. Approach potential donors of material and equipment, presenting them with a detailed design and material estimates
4. Schedule the build.
  - a. Site preparation:
    - i. Erect a sign notifying the public of impending build.
    - ii. Measure and mark the build area.
    - iii. Clear any debris, obstacles and remove sod.
    - iv. Install security fencing (if required).
  - b. Select work dates and notify volunteers.
  - c. Receive and secure build materials on site.
5. The build!
  - a. Locate contractor's equipment on site.
  - b. Assemble the volunteers and their tools.
  - c. Assign tasks commensurate with abilities and age.
6. Post build.
  - a. Remove excess material.
  - b. Remove security fencing (if installed).

## Sample Pump Track Design





## Budget

### Expenses

Item	Description	Amount
Design/Consultation	Site measurement; prepare architectural/engineering plans	\$3000.00
Signage	Project description installed before build	\$300
Fill	Clay and sand used to form the track	\$50,000
Drainage	Perforated perimeter drain pipe	\$3,000
Soil binder	A chemical that assures the long-term integrity of the track	\$800
Foliage	A visual and sound barrier for nearby homes	\$3000
Security fence	Protect the build until it's safe to use	\$1200
Construction	Contracted labour, equipment and project management	\$20,000
Fuel	Fuel for contractor's equipment	\$2,000
Portable toilette	For construction day(s) only	\$300
Volunteer Labour	180-person hours for preparation and construction	Donated
Total:		\$83,600

### Revenue

Bike'nSki Club	funds on hand	\$5,000
Town of Sundre	Grants to community organizations budget	\$6,000
Govt of Alberta	Community Enhancement Grant	\$20,000
Benevity	Benevity managed grants and other donors	\$52,600
Total:		\$83,600



## **Organization details – Sundre Bike’nSki Club**

Troy Fee, President

Katie Jo Munro, Secretary

Katie Yalte, Treasurer

Josh Rozenhart, Project Manager

Bryan McBain, Logistics Coordinator

## **Conclusion**

Sundre’s natural setting lends itself to people seeking an active outdoor lifestyle and its marketability as a recreation destination. Successful implementation of this project will add to the arsenal of attractions. Although the expected primary users will be children and youth, it will be a facility suitable for all ages of cyclists.



**COUNCIL DATE:** June 27, 2022

**SUBJECT:** Bylaw 2022-05 Brookside Outline Plan and Land Use Redesignation

**ORIGINATING DEPARTMENT:** Planning and Development

**AGENDA ITEM:** 6.1

**BACKGROUND/PROPOSAL:**

Bylaw 2021-05 is to implement the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation (BEOP) for approximately 6.89 hectares (17.12 acres) of land located west of the Red Deer River and the Riverside RV Village and directly east of 6 Street SW.

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

The proposed BEOP aligns with the Town's Municipal Development Plan (MDP) and Parks, Trails and Open Space Plan. The MDP identifies these lands for future residential.

The Developer subdividing and/or developing will be required to construct to urban standards and pay special area assessments and offsite levies and will be required to connect to municipal services.

**ALIGNMENT WITH STRATEGIC PLAN:**

The BEOP aligns with Pillars 1 and 2 of the Strategic Plan.

**ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council give First Reading to Bylaw 2021-05 and set a Public Hearing date for September 12, 2022.

**COSTS/SOURCE OF FUNDING:**

N/A

**MOTION:**

THAT the Town of Sundre Council give First Reading to Bylaw 2021-05, being a Bylaw to adopt the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation.

THAT the Town of Sundre Council schedule a Public Hearing for Bylaw 2021-05 on September 12, 2022.

**ATTACHMENTS:**

Bylaw 2021-05 (Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation)

Date Reviewed: June 23, 2022

Acting CAO: Chris Allet



**TOWN OF SUNDRE**

**BYLAW 2022 - 05**

BEING A BYLAW OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA TO AMEND THE LAND USE BYLAW 2018-10 OF THE TOWN OF SUNDRE.

**WHEREAS** pursuant to the *Municipal Government Act* R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, provides that a Council must pass a Land Use Bylaw;

**WHEREAS** the Council deems it desirable to amend Bylaw 2018-10 to allow the development of Block 1, Plan 9411097 of NE-33-32-05-W5M.

**NOW THEREFORE THE COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, AND PURSUANT TO THE AUTHORITY CONFERRED UPON IT BY THE MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, C. M-26, AS AMENDED, ENACTS AS FOLLOWS:**

1. That Schedule A – Land Use District Map of the Land Use Bylaw 2018-10 be amended by redesignating portions of Block 1, Plan 9411097 of NE-33-32-05-W5M from Urban Reserve (UR) to General Residential (R2) and Public Services District (PS) as shown on attached Schedule “A” attached to and forming part of this Bylaw.
2. That Schedule “B” – “Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation” be adopted as shown on attached Schedule “B” attached to and forming part of this Bylaw.
3. This Bylaw comes into full force and takes effect on the date of third and final reading.

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_ 2022 Motion No. \_\_\_\_\_

PUBLIC HEARING HELD this \_\_\_\_ day of \_\_\_\_ 2022

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_ 2022 Motion No. \_\_\_\_\_

READ A THIRD AND FINAL TIME this \_\_\_\_ day of \_\_\_\_ 2022 Motion No. \_\_\_\_\_

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

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

**SCHEDULE "A"**  
**Bylaw 2022-05**  
**Land Use Bylaw Amendment**



**Legend**

- Subject Lands
- General Residential (R2)
- Public Service (PS)







BROOKSIDE ESTATES

# PHASE 4 & 5 OUTLINE PLAN AND LAND USE REDESIGNATION

"Schedule B"



EVERBLUE NURSERY

Submitted to:  
**TOWN OF SUNDRE**

Submitted by:  
**B&A PLANNING GROUP**

Revised on:  
**JUNE 21, 2022**

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# 1.0

## SECTION 1.0

# Overview

---

This Report has been prepared by B&A Planning Group, with a team of technical experts, on behalf of Everblue Nursery in support of the Brookside Land Use Redesignation and Outline Plan for approximately 6.89 hectares (17.02 acres) of land in the Town of Sundre. The Brookside Outline Plan area is delineated within two phases, Phase 4 and Phase 5, to be developed sequentially.



## 1.1 BACKGROUND

The Brookside residential development was originally contemplated by a different development group in 1999. A team of professional consultants developed a proposed residential subdivision, phasing, and servicing plan for the lands. Earlier Brookside phases immediately north of the plan area began building out in the early 2000s and the Sundre Senior's Supportive Living Centre, on the west side of the Plan area, opened in 2016. Since that time the plan area has remained vacant and undeveloped. Before development of this area the lands were used for agricultural purposes.

## 1.2 PLAN RATIONALE

The Brookside Outline Plan area is 6.89 hectares (17.02 acres) in size, which is proposed to be developed in two (2) phases (Phase 4 and Phase 5, respectively). The Phase 4 area is expected to develop gradually with 8-12 lots brought on (registered) per year based on market conditions. This approach ensures fiscally responsible and contextually appropriate development for the Town. Continuation of the previously developed Brookside residential phases is the logical progression for residential development in Sundre.

## 1.3 VISION

Brookside Estates is envisioned to be a high-quality, contiguous, residential neighbourhood that complements the unique environmental features and established community structure in which it is situated. Residents of this Brookside development will benefit from access to beautiful natural areas, and manicured open spaces, with pathways connecting the neighbourhood to its surrounding communities. Single detached homes will complement previous Brookside phases and reflect the small town values of Sundre. Semi-detached and townhome development in Phase 5 will provide housing diversity for the Town, and support the Senior's Centre in providing opportunities for downsizing, or aging-in-place. Development within Brookside may echo the natural beauty of Sundre with the use of natural colours and materials, livening the streets with trees and neighbourhood destinations. Exact details regarding built form will be confirmed at the Development Permit stage.





## SECTION 2.0

# Context

## 2.1 LOCATION AND OWNERSHIP

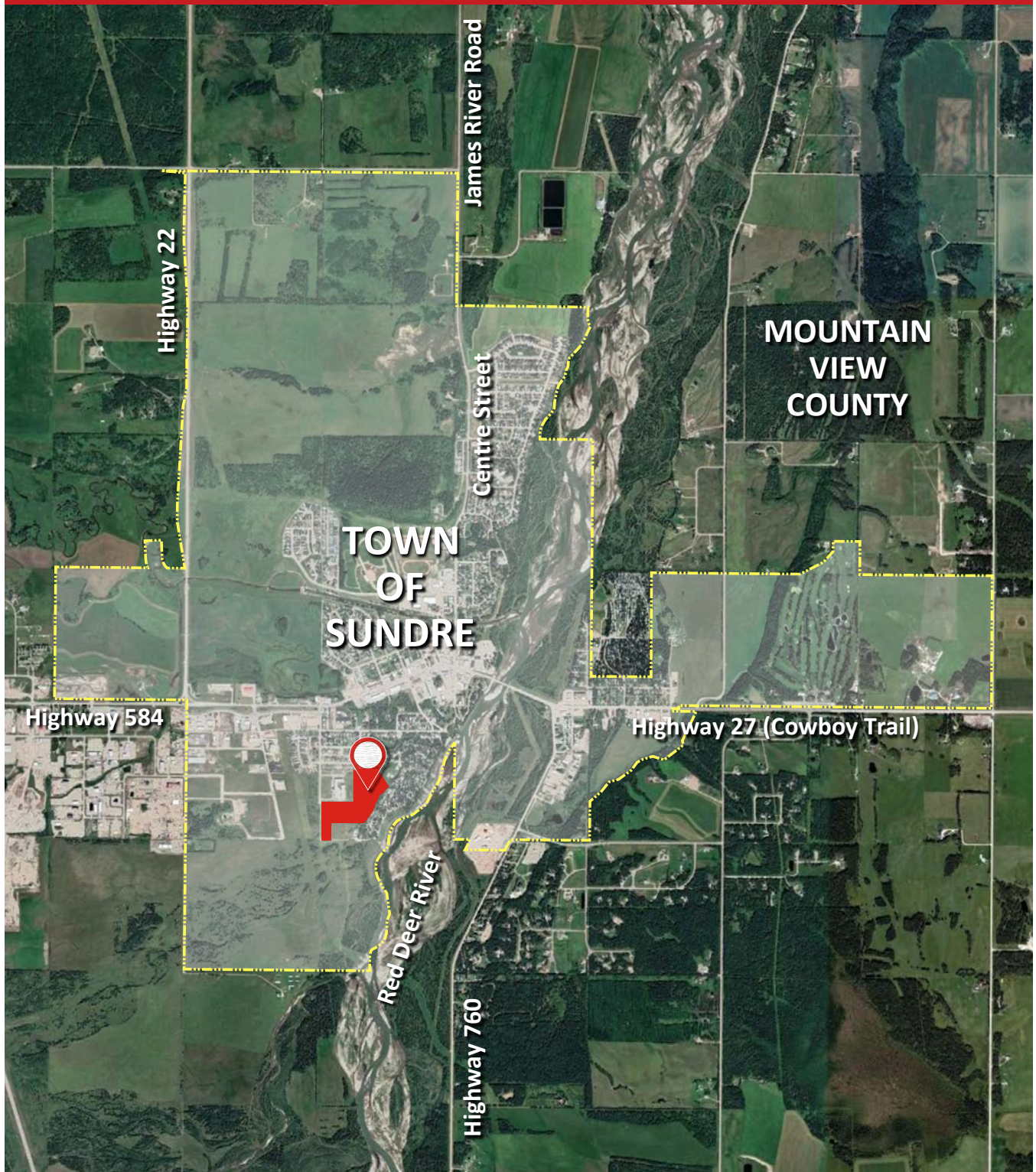
The Brookside plan area is an irregular shaped parcel located in the Town of Sundre, southwest of the downtown area, and west of the Red Deer River. These 6.89 hectares (17.02 acres) are accessed via 5 Street SW and 6 Street SW which is only developed to the southern boundary of the existing Senior's Facility. The subject lands are bordered by the Sundre Senior's Supportive Living Centre to the west, existing residential development to the north, and seasonal residential development known as the Riverside RV Village to the east between the plan area and the Red Deer River. A single residential parcel also borders the plan area to the south and beyond that is vacant land. The plan area comprises a single legal parcel as follows:

Table 1: **Ownership**

Legal Description	Hectares	Acres	Ownership
Block 1, Plan 9411097 of NE-33-32-05-W5M	6.89	17.02	Steve Bouchet-Bert



Figure 1: Location





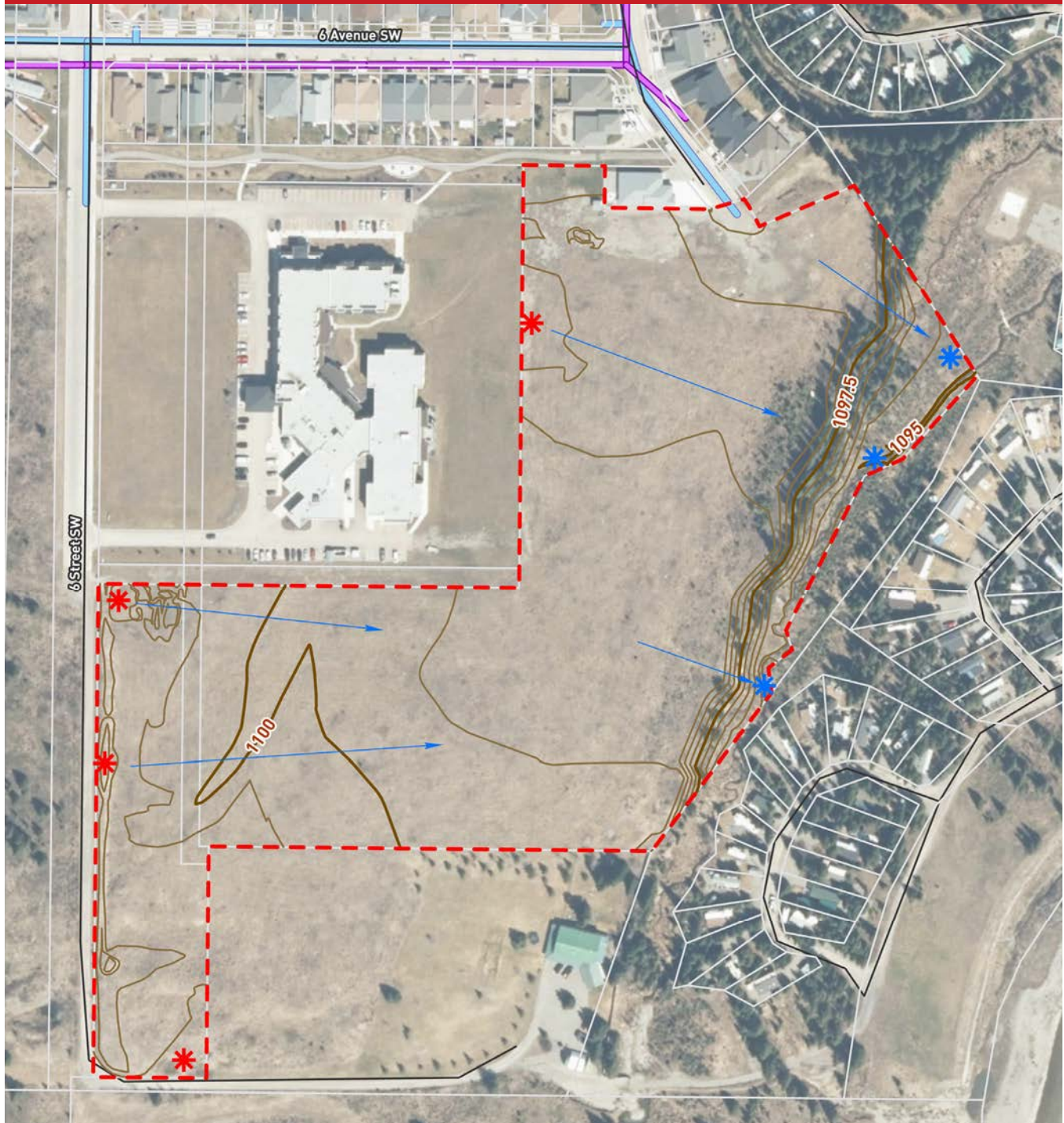
## 2.2 EXISTING CONDITIONS

The subject site consists of undeveloped natural land that is generally flat. Trees border the site along the east property line. Fencing is located along the property lines that are adjacent to neighbouring residential sites. A tributary to the Red Deer River is approximately 360 m north of the subject site and the Red Deer River is approximately 130 m east of the subject site. The general area slopes east towards the Red Deer River. There are no oil and gas wells, pipelines, or facilities at the subject site now or in the past.





Figure 2: Existing Conditions



- |   |   |   |
|---|---|---|
| <span style="color: red;">---</span> Subject Site | <span style="color: brown;">---</span> Cadastral Linework   | <span style="color: black;">---</span> Road   |
| <span style="color: red;">*</span> High Point     | <span style="color: blue;">→</span> Flow Direction          | <span style="color: purple;">---</span> Sanitary Main   |
| <span style="color: blue;">*</span> Low Point     | <span style="color: brown;">---</span> Major Contour (1m)   | <span style="color: blue;">---</span> Water Main  |
|   | <span style="color: brown;">---</span> Minor Contour (0.2m) | <span style="border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span> Quarter Section Grid |



## 2.3 TECHNICAL REVIEW

### 2.3.1 Geotechnical

A geotechnical evaluation was completed by Almor Testing Services Ltd. In September 1998. The findings of this report were verified by Almor during a site visit on March 4, 2022, and reported in an Addendum to the original [1998] report. Recommendations include frost wall footing construction at a depth of 1.2-1.5m below grade to a maximum depth of 1.5-2.0m (if basements are proposed). Weeping tile and a sump pump system will be required. The predominate material to be a mixture of free draining silty sandy gravel soils. Based on these conditions an asphalt pavement structural design is proposed to consist of 'Type B' asphaltic concrete with granular base course crushed gravel and granular sub-base gravel. The prepared sub-grade is to be proof-rolled and loose areas are to be replaced with approved materials. It is recommended not to install subgrade drains if conditions are verified during construction.

Almor Testing reviewed the contour plan for the east side of the subject site, adjacent to a creek valley bed, and reported their findings on June 15, 2022. Based on site observations, building envelopes are to be setback a minimum of 7.0m from the rear yard property line and crest-of-slope, which aligns with the Town's Land Use Bylaw. Solid vegetation on and above the slope does not indicate any creep or movement on the slope, and there are no indications of slumping or shallow instability.

### 2.3.2 Phase I Environmental Site Assessment

A Phase 1 ESA was completed by Environmental Diagnostics Inc. on December 15th 2021. No evidence was found of the presence and/or a significant release of any hazardous substance, hazardous waste, petroleum products and other potential contamination at the subject property now or in the past. No adjacent properties of major environmental concern were identified, and no further environmental work is recommended for the subject site.



### 2.3.3 Biophysical Impact Assessment (BIA)

A BIA was completed for the plan area by Trace Associates Inc. on May 2, 2022. This investigation found that the terrain is nearly level throughout most of the site, sloping gradually from the southwest corner to the northeast. On the east side of the site, the topography slopes towards two unnamed small permanent watercourses the flow north to a tributary of the Red Deer River. Based on the Agricultural Region of Alberta Soil Information Database, soils on site are comprised of Orthic Dark Grey Chernozems and Orthic Regosols, not ideal for agricultural production. One potential wetland was identified within the plan area, a temporary graminoid marsh and two unnamed watercourses located within the proposed MR. The extent and classification of these features are to be confirmed through a field assessment. The site consists primarily of non-native grassland, a temporary marsh, and coniferous forestland bordering the marsh. No rare plant species or rare ecological communities were reported. The site is within no provincially mapped key wildlife layers and does not contain an Important Bird Area.

### 2.3.4 Historical Resource Inventory

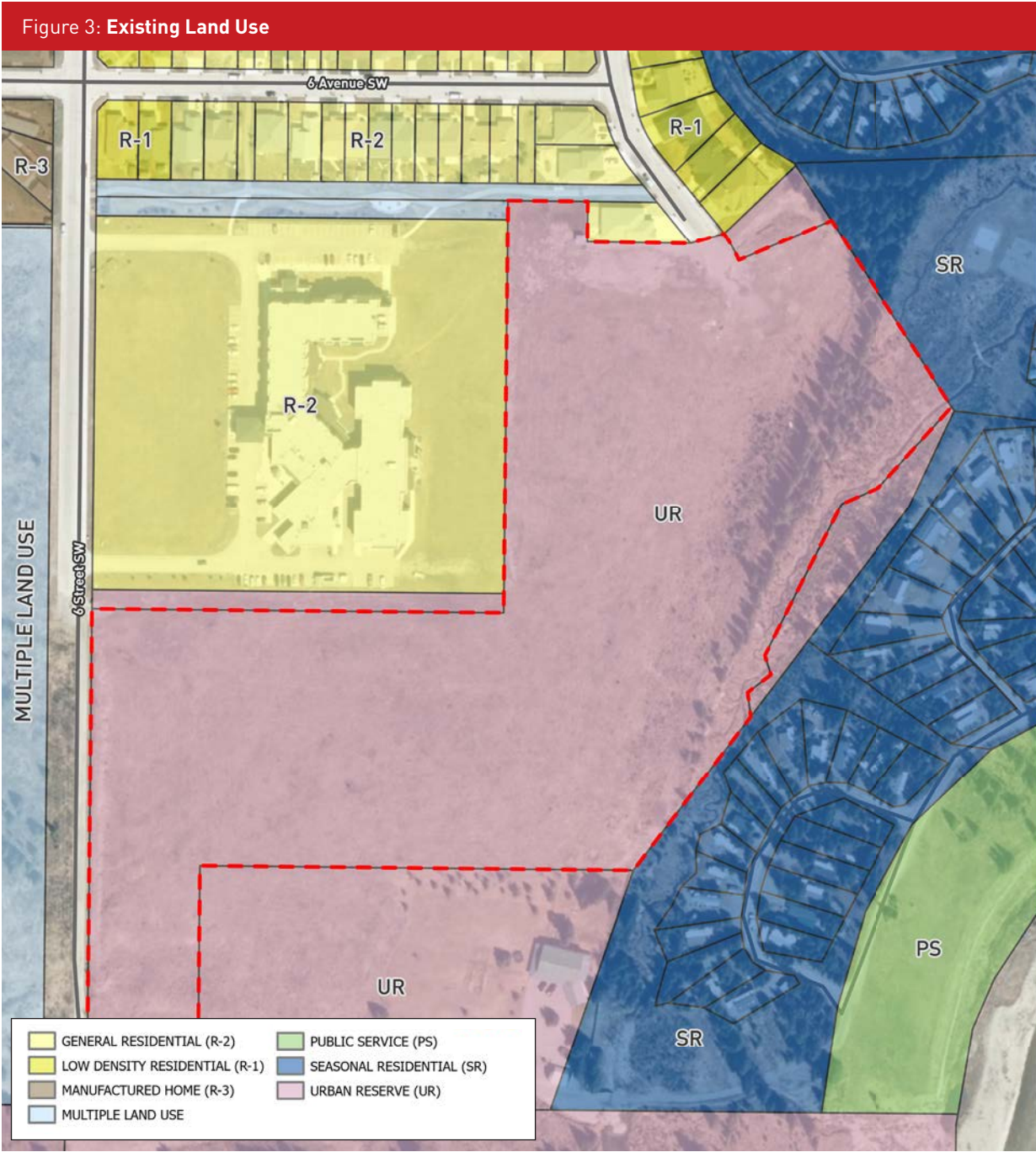
Historic Resources Act approval was granted for the proposed development concept on May 6 2022. In the event that any historic resource is uncovered during excavation the developer shall forthwith notify the Minister of the discovery.





# 2.4 EXISTING AND ADJACENT LAND USES

The properties surrounding the subject site are residential (R2), seasonal RV (SR), a senior's complex that was developed in the last few years (R2), and natural land. The Sundre Land Use Bylaw (2018-10) designates the plan area as Urban Reserve (UR), intended to reserve land for future subdivision and development until an overall plan is prepared and approved by Council.



## **2.5 PLANNING CONTEXT AND POLICY ALIGNMENT**

### **2.5.1 Town of Sundre Municipal Development Plan (MDP) Bylaw 2021-07**

The Town of Sundre's MDP was approved in September 2013 and amended as recently as September of 2021. Looking forward to 2035, the Town strives to be a community known for its beautiful natural environment, offering residents a high quality of life and prosperous economy. Responsible growth is a key responsibility of the Town, the Brookside phasing strategy supports the Town in this goal by proposing contiguous development and developing incrementally and responding directly to current conditions. The MDP identifies the plan area as future residential land use and outlines a goal for residential development that accommodates a wide variety of lifestyles, ages and incomes. Phase 4 is proposed to include single-family detached residential development, and the built form of Phase 5 is to be determined at the time of subdivision at the developer's discretion based on current market demands. It is likely that Phase 5 will include a mix of housing forms supported by the proposed R2 land use district. Residential development in proximity to the Seniors Facility will create opportunities for aging in place, and for residents to stay in the same area as they downsize, or transition towards supportive living.

### **2.5.2 Town of Sundre Parks, Open Space, and Trails Plan (Policy 171/18)**

This Plan establishes a vision and guiding policy for Sundre's community parks, natural spaces and pedestrian linkages. According to the definitions of this Plan, Brookside Phase 4 proposes to include two 'Sub-Neighbourhood Parks' providing local recreation opportunities for the immediate neighbourhood. Amenities within these parks may include informal play areas, benches, or children's play structures. A 'Natural Park' is proposed along the eastern side of the Plan area along the top of slope where an existing water course resides. Amenities within this space will be limited due to the existing slope. A 'Linear Park' is proposed adjacent to the existing MR along the south side of Sundre Seniors Supportive Living, a path will continue this connection between properties and 6 Street SW. Within Phase 5 a linear MR is envisioned along the existing Utility Right-of-Way to connect the existing Senior's Facility with the lands to the south and the Red Deer River.

### **2.5.3 Town of Sundre and Mountain View County Intermunicipal Development Plan (IDP)**

Although the plan area is not included in within the IDP as a referral area, fringe area, or urban referral area, the Brookside Phase 4 and 5 Outline Plan area will support the goals of the IDP to enable the Town to grow in an orderly manner.



# 3.0

## SECTION 3.0

# Brookside Concept Plan

## 3.1 RESIDENTIAL

Brookside Estates is to be a residential neighbourhood consisting of single detached, semi-detached, and town homes. Phase 4 contemplates approximately Thirty-three (33) residential lots ranging in size from 50 feet to 60 feet wide. This is consistent with previous Brookside phases and reflects an efficient development pattern. The proposed land use district is the General Residential District (R-2). R-2 allows a variety of dwelling types and uses compatible with a residential area, all of which are connected to the municipal sewer and water systems. Permitted uses include duplex dwellings, semi-detached dwellings, single-detached dwellings, and public parks. Phase 4 is anticipated to be single-detached dwellings, and Phase 5 is envisioned to consist of a potential Townhouse site and additional semi-detached or single-family development.



Table 2: **Development Concept Statistics**

	Hectares	Acres	%
Total Area	6.89	17.02	
Non-Developable Area (ER)	0.63	1.55	
Gross Developable Area (Total Area - ER)	6.26	15.47	100%
MR / Storm Retention (PS)	0.61	1.51	10%
Residential (R-2)	4.75	11.74	76%
Roads	0.90	2.22	14%

Figure 4: **Proposed Land Use**

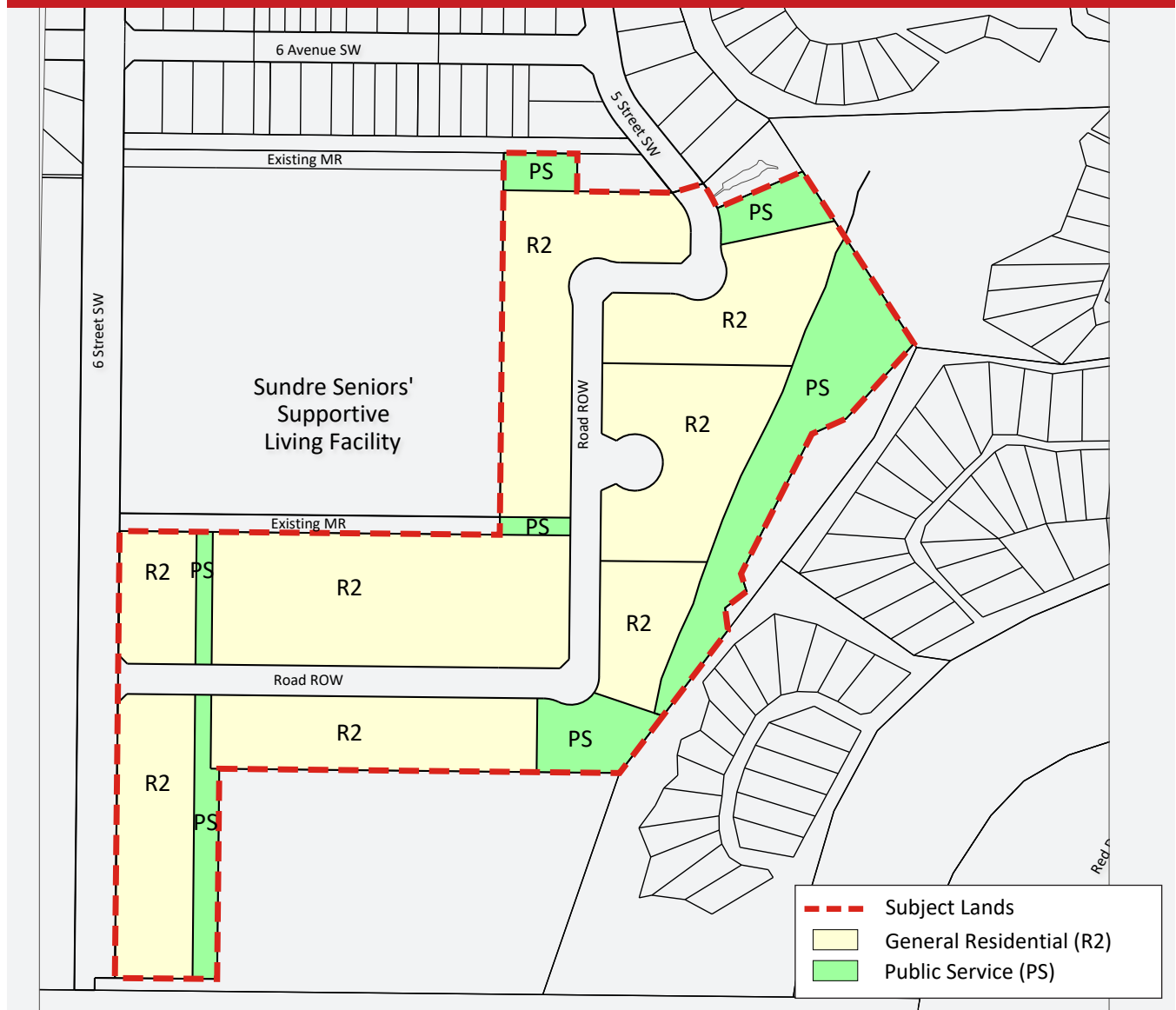
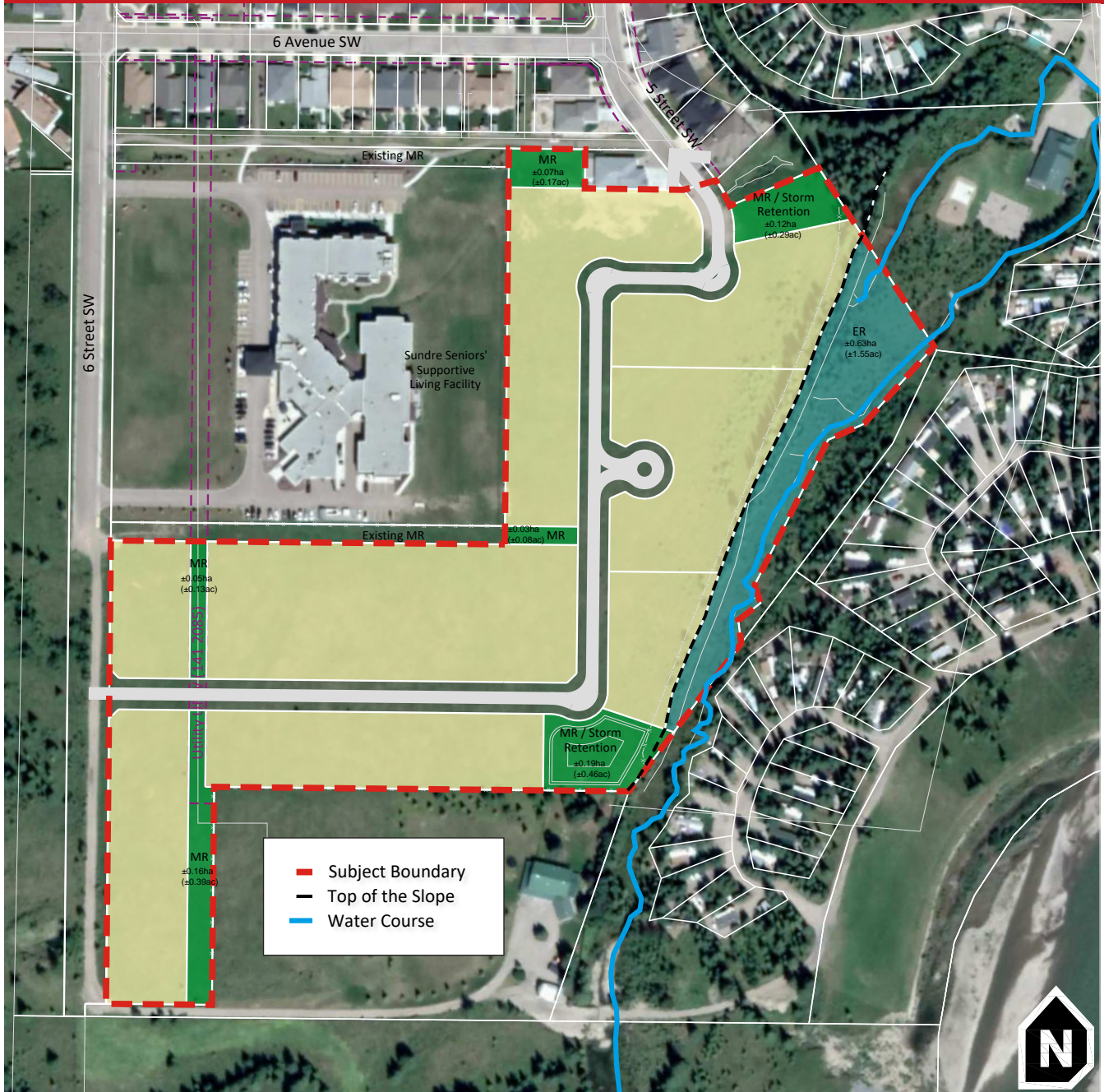


Figure 5: Development Concept



## 3.2 MUNICIPAL & ENVIRONMENTAL RESERVE

Municipal Reserve within the plan area will be dedicated by land to be used as open space for passive and active recreational use by surrounding residents and for storm retention. Within Brookside Estates, the total land area to be dedicated as MR accounts for nearly 10% of the Gross Developable Area. This exceeds the 0.306 hectares (0.756 acres) of Deferred Reserve owing from previous subdivisions as per Deferred Reserve Caveat 171253332 (2017). These lands will be designated Public Service District (PS) in accordance with the Sundre Land Use Bylaw (2018-10). This district is intended to provide an area for the development of land for preservation of public land in its natural state and other uses which are compatible with the area such as public parks.

Approximately 0.63 hectares (1.55 acres) of natural lands on the eastern edge of the plan area will be dedicated as Environmental Reserve in alignment with the Municipal Government Act and Sundre Parks, Open Space and Trails Plan. These lands are considered undevelopable due to slopes, vegetation, and the presence of a water course. As per the Sundre Land Use Bylaw, these lands will also be dedicated PS.

Table 3: **Proposed Municipal Reserve Disposition**

Dedication	Hectares	Acres	%
Total Area	6.89	17.02	
Non-Developable (Environmental Reserve)	0.63	1.55	
Gross Developable Area	6.26	15.47	100%
Deferred Reserve Owing	0.306	0.756	5%
Proposed MR Dedication by Land	0.61	1.51	10%



**The MR/ER dedication is allocated amongst four (4) types of open spaces:**

**1** *Neighbourhood Park*

- This open space will be used as neighbourhood destination for passive recreation. Programming within this space may consist of a play structure, picnic area, or landscaped area.

**2** *Storm Retention*

- Within these open spaces it is proposed to extend an existing storm pond on the northeast boundary of the Phase 4 lands, which was previously dedicated as MR. An additional storm pond is proposed for Phase 5 in the southeast corner of the site, where those lands naturally drain.

**3** *Linear Open Space*

- As a continuation of the existing MR dedication along the southern boundary of the Sundre Seniors Supportive Living Facility, two linear open spaces with future north-south and east-west trails will connect pedestrians between 6 Street SW, Brookside, the existing Senior's Facility, and 5 Street SW.

**4** *Natural Open Space*

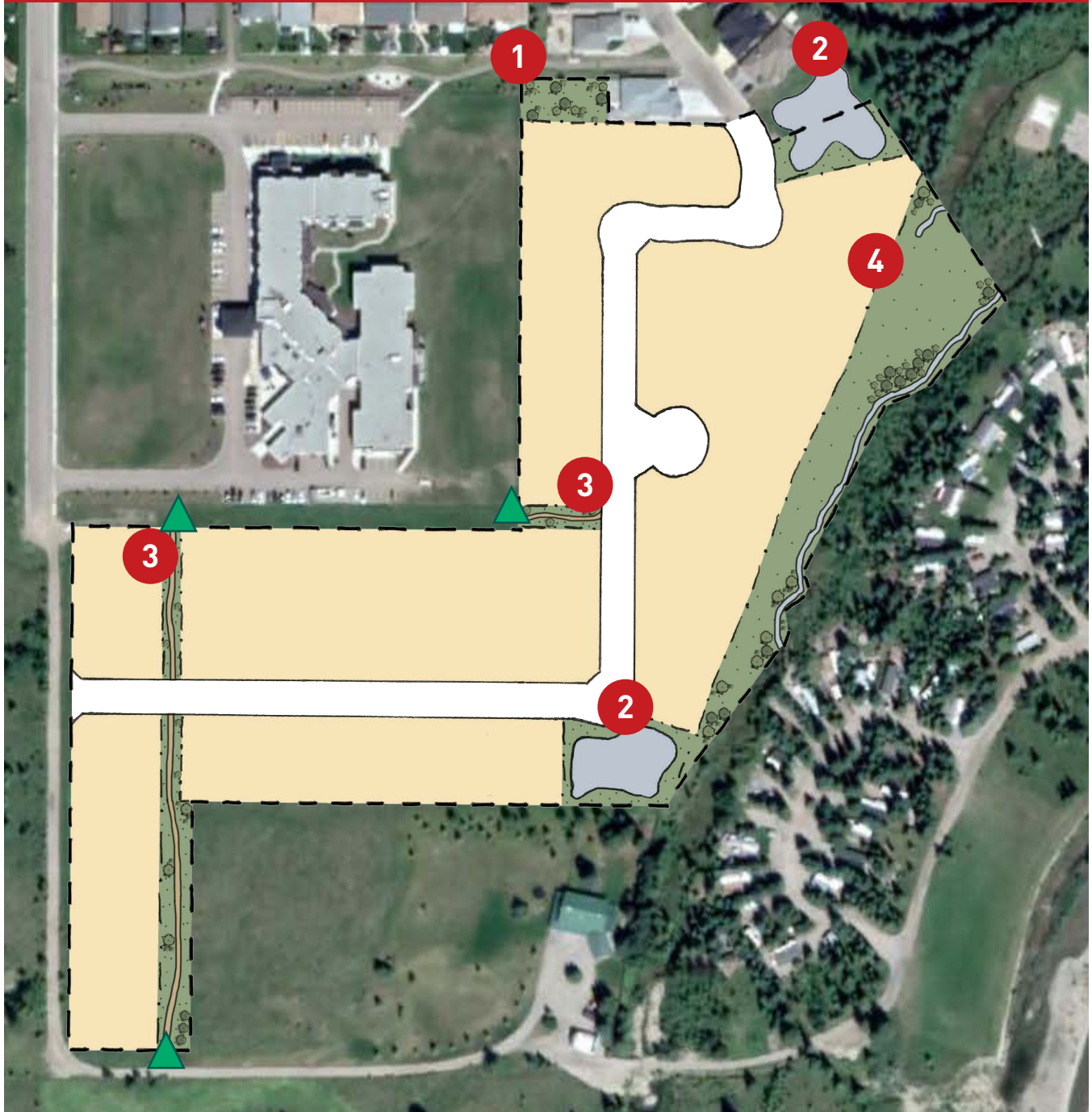
- An existing watercourse and slope exist in this open space. The top of slope was determined by a Topographic Survey completed by Tagish Engineering. This open space will remain in a naturalized state, acting as a buffer between the Riverside RV community and Brookside.



## FireSmart

As per the Town of Sundre Parks, Open Space & Trails Plan, FireSmart Canada is an initiative to lessen the risk of wildfires. This program helps highlight the shared responsibility of those who live and work in or near forested areas. Residents and developers of Brookside are encouraged to visit [www.firesmartcanada.ca](http://www.firesmartcanada.ca) to learn more about recommendations and tools to implement FireSmart and protect their home, their community, and the natural environment.

Figure 6: **Open Space**



▲ Future Trail / Pathway Connections

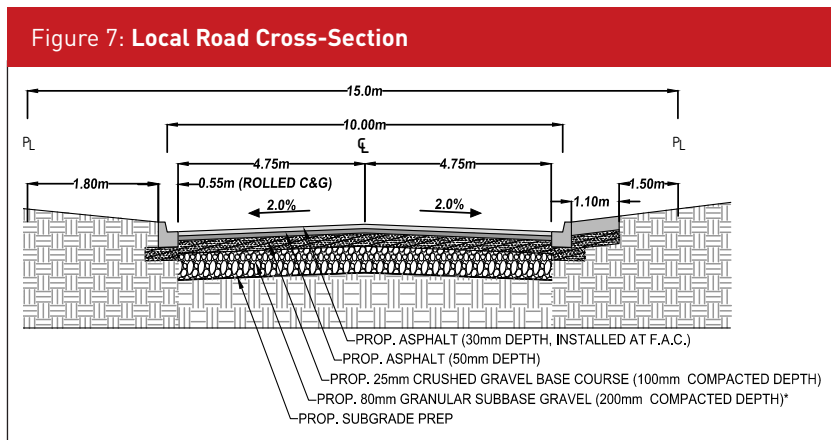
## 3.3 TRANSPORTATION

### 3.3.1 Regional Transportation

The plan area's primary access roads, 5 Street and 6 Street SW, connects with Highway 27 approximately 0.5 km northwest of the plan area. Highway 27 provides access to the Sundre downtown and regional connection to nearby municipalities such as the Town of Olds. The CastleGlenn Highway 27 Study recommended Highway 27 be upgraded to a four lane cross-section with a raised median and separate left turn lanes up to the 6 Street SW intersection. Highway 27 intersects with Highway 22 at the western edge of the Town of Sundre, where Highway 22 provides a regional northern connection. Highway 22 continues south at an intersection with Highway 27 approximately 8 km east of the Sundre Town limits.

### 3.3.2 Local Transportation

Access to the plan area is provided by an extension of 5 Street SW, continuing the 15.0 m right-of way providing a paved road for two-way local traffic and a sidewalk on one side. This extension is proposed to continue south, ultimately connecting with an extension of 6 Street SW, through the Phase 5 area.

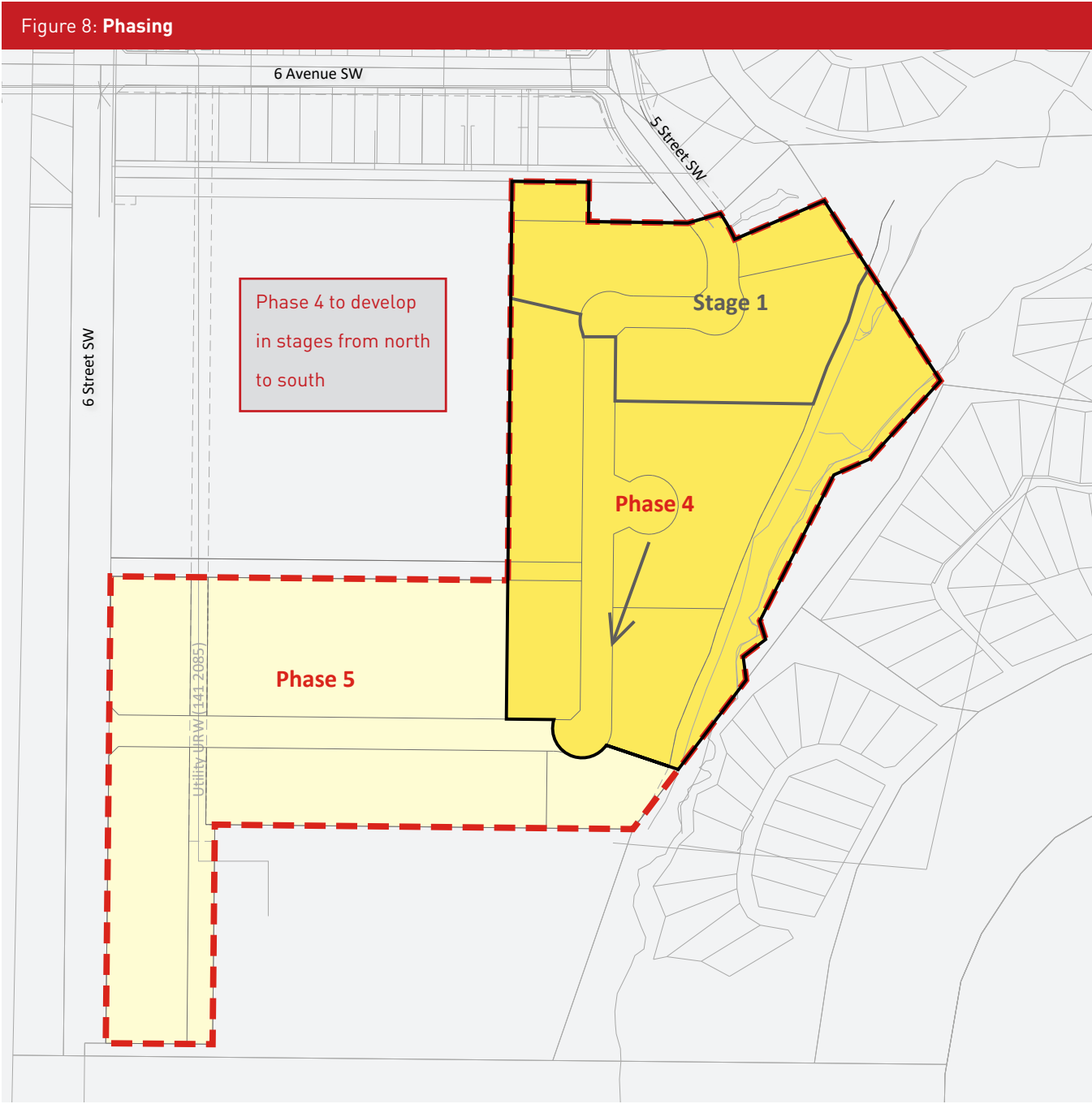


### 3.3.3 Transportation Impact Assessment

A Transportation Impact Assessment was completed by Bunt & Associates on May 3, 2022. This study included an analysis of forecasted trip generation based on the proposed residential development, collision history analysis, and an analysis of the 6 Street SW and Highway 27 intersection. Based on this analysis the report concludes that the study area intersection continues to operate acceptably with additional site traffic long term after development completion, and that an upgraded crossing treatment is not warranted. The study area intersection is already fully illuminated with street lighting and no further safety analysis is required for the highway.

# 3.4 PHASING

The plan area will be developed in two phases (Phase 4 and 5). Phase 4 will be developed first, with approximately 8-12 lots brought on (registered) per year based on market conditions. The overall development pattern of Phase 5 is to be determined at the detailed design and subdivision stage for that phase and will reflect current market conditions based on the progression of Phase 4.





## **3.5 SERVICING**

### **3.5.1 Water Servicing**

Potable water servicing within the Phase 4 area is proposed to connect with the existing 200 mm water main within the 5 Street SW ROW. Prior to development of Phase 5, a temporary blow off is proposed at the terminus of the 5 Street SW extension. Two water hydrants are proposed throughout Phase 4 to accommodate fire safety.

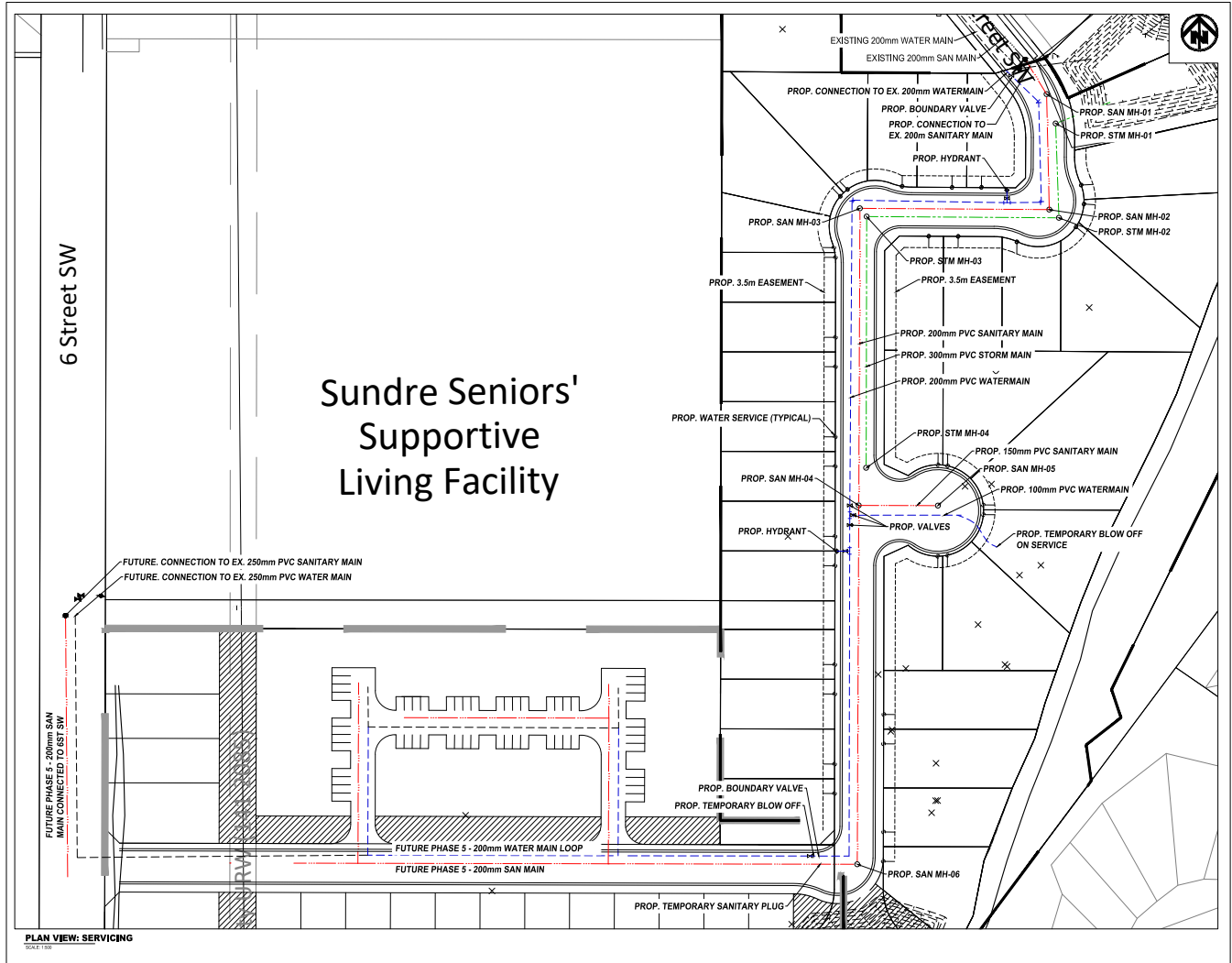
### **3.5.2 Wastewater servicing**

Wastewater servicing within the Phase 4 area is proposed to connect to existing 200 mm sanitary main within the 5 Street SW ROW. A temporary sanitary plug is proposed at the terminus of the Phase 4 road extension until such time as Phase 5 commences development.

### **3.5.3 Stormwater Servicing**

Stormwater within the Phase 4 area is proposed to be managed by an extension of the existing storm retention pond adjacent to the northeast plan area boundary. Expansion of this pond will maintain a 1.5 m depth and accommodate overland drainage from the plan area as well as drainage captured by a proposed 300 mm storm water main within the road ROW. A future Phase 5 storm pond is proposed in the location of the temporary gravel turnaround to accommodate additional overland drainage from Phase 5 development.

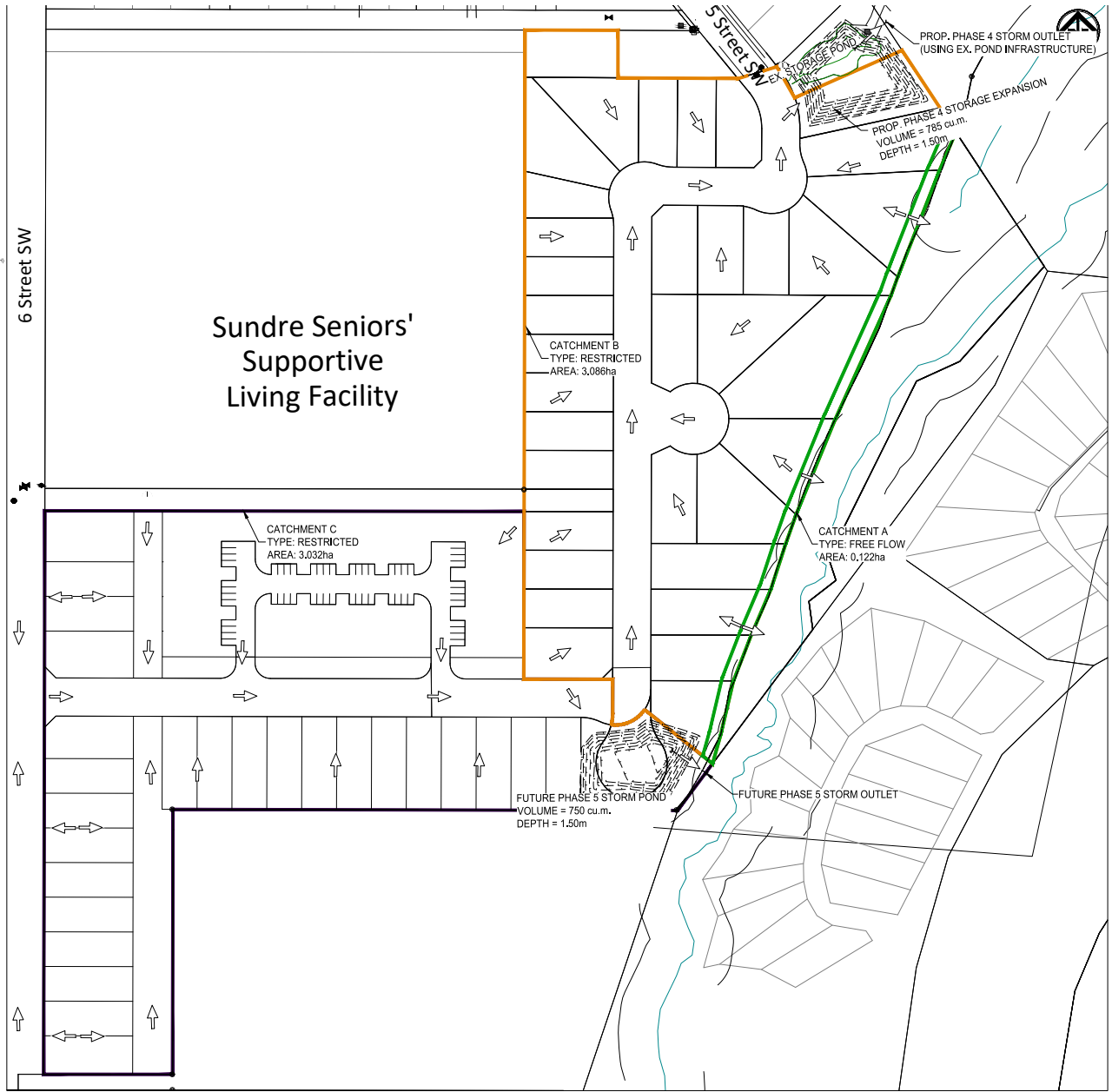
Figure 9: Water Servicing & Wastewater Servicing



# LEGEND

DESCRIPTION	EXISTING	PROPOSED
BLOCK PROPERTY LINE (W/ PI)		
LOT PROPERTY LINE (W/ PI)		
RIGHT OF WAY		
MAJOR ELEVATION CONTOURS		
MINOR ELEVATION CONTOURS		
MONOWALK (W/ PARARAMP)	(LOG)	(LOG)
CURB & GUTTER (W/ DROP)	(BOW)	(BOW)
EDGE OF ASPHALT SURFACE	(LOG)	(LOG)
EDGE OF GRAVEL SURFACE	(BOC)	(BOC)
CENTERLINE W/ FLOW & PI	EOA	EOA
LIGHT STANDARD	EOG	EOG
POWERPOLE W/ ANCHOR		
FENCELINE		
UTILITY MAIN W/ FLOW & MH		
UTILITY VERT. DEF. & PLUG		
WATER SERVICE CURB		
COCK		
WATER HYDRANT		
WATER VALVE		
WATER MAIN W/ REDUCER & TEE		
OVERHEAD POWER LINE		
PHASE 4 BOUNDARY		
PHASE 5 BOUNDARY		

Figure 10: Stormwater Servicing



PLAN VIEW: STORMWATER DRAINAGE  
SCALE: 1:750

**LEGEND**

DESCRIPTION	EXISTING	PROPOSED
BLOCK PROPERTY LINE (W/ PI)	—+—	—+—
LOT PROPERTY LINE (W/ PI)	—+—	—+—
MAJOR ELEVATION CONTOURS	—+—	—+—
MINOR ELEVATION CONTOURS	—+—	—+—
STORM OVERLAND FLOW DRAINAGE DIRECTION	→	→

# 4.0

## SECTION 4.0

# Implementation

## 4.1 LAND USE REDESIGNATION

A land use redesignation application has been submitted to the Town of Sundre proposing redesignation of the existing Urban Reserve District (UR) land use to General Residential District (R-2) for the entirety of Block 1, Plan 9411097. The R-2 District permits development of duplex, semi-detached, and single detached dwellings providing opportunity for flexibility to respond to market conditions and to provide a mix of housing typologies.



The Land Use Redesignation is proposed as follows:.

Table 4: **Land Use Redesignation Statistics**

Land Use	To	Land Use	Hectares	Acres
R-2	To	PS	0.07	0.17
UR	To	R-2	4.75	11.74
UR	To	PS	1.17	2.89
UR	To	Road ROW	0.90	2.22
<b>Total</b>			<b>6.89</b>	<b>17.02</b>

## 4.2 NEXT STEPS

Following approval of the Land Use Redesignation Application the developer will proceed with subsequent applications for subdivision, and development permit approval prior to commencement of any construction on site. Earth works are anticipated to begin in Fall 2022 with residential development beginning in 2023. Development of Phase 5 is anticipated to begin within 3-5 years.

## SECTION 5.0

# Public Consultation

In early May 2022, a letter was circulated to neighbours surrounding the project site, see Figure 11 Notification Zone. The notification letter provided details about the proposed Brookside Phase 4 project as well as contact information for questions and comments. Seven stakeholders contacted the project team with feedback on the project. Some stakeholders were reaching out to discuss price, timing, and availability of lots. Several stakeholders had questions and concerns about the impacts of increased traffic from the new development for existing residents.

The Sundre Seniors Supportive Living Facility and the Riverside RV Village were sent the notification letter directly by email on May 13, 2022. A representative from Sundre Seniors Supportive Living Facility responded to express support for the proposal.

The project team will continue to respond to stakeholder comments and questions about the project.





Figure 11: **Notification Zone**



BROOKSIDE PHASES 4 & 5 OUTLINE PLAN & LAND USE REDESIGNATION





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>10<sup>th</sup> Street S.W. Negotiations</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND/PROPOSAL:**

MVC is planning to utilize county owned land legally described as Portion of SE ¼ 32-32-5-W5M for the purpose of aggregate extraction.

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

MVC has identified 10<sup>th</sup> Street S.W. as a potential route for trucking of the extracted aggregate to locations within the western portions of Mountain View County.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council direct Administration to commence discussion with Mountain View County regarding the use of 10<sup>th</sup> Street S.W. as trucking route from the Airport Pit location SW of Sundre.

### **MOTION:**

That the Council of the Town Sundre direct Administration to commence discussion with Mountain View County regarding the use of 10<sup>th</sup> Street S.W. as trucking route from the Airport Pit location SW of Sundre.

Date Reviewed: June 23, 2022

Acting CAO: \_\_\_\_\_

*Chris Allert*



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>Planning and Development Process Presentation</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Planning and Development, Sr. Planner</b>
<b>AGENDA ITEM</b>	<b>9.1</b>

---

### **BACKGROUND/PROPOSAL:**

Planning and Development is mandated to provide effective and efficient management of land uses and development for Council. The Planning and Development Department embraces a "Continuous Improvement Strategy" and in conjunction with Council's Strategic Plan strives to work collaboratively with stakeholders to deliver quality results to ensure Sundre is the best place to live, work, play and prosper.

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

Please see attached.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillars 1, 2, 3, 4 and 5 of the Strategic Plan

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the presentation by Sr. Planner Benazir Thaha Valencia as information.

### **MOTION:**

That the Town of Sundre Council That Council accept the presentation by Sr. Planner Benazir Thaha Valencia as information.

### **ATTACHMENTS:**

P & D Process Presentation to Council

Date Reviewed: June 23, 2022

Acting CAO



# COUNCIL INFORMATION

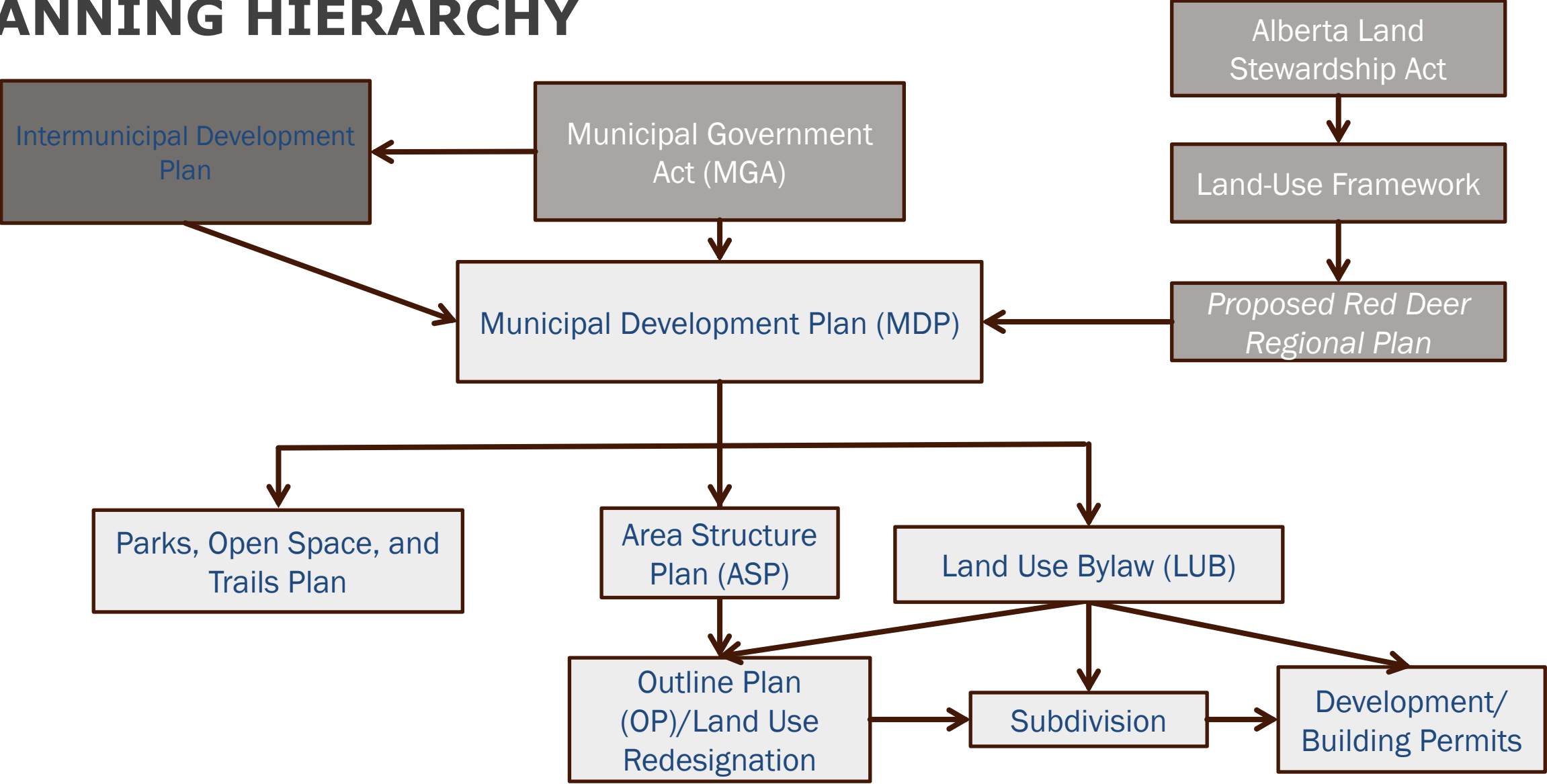
## PLANNING & DEVELOPMENT IN THE TOWN OF SUNDRE

STAFF PRESENTATION

JUNE 27, 2022

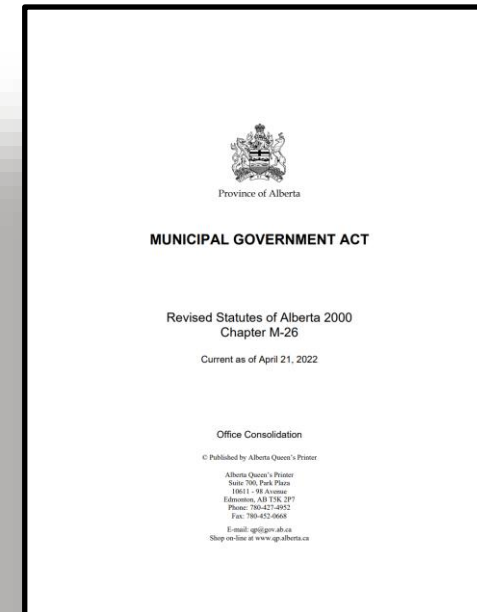


# PLANNING HIERARCHY



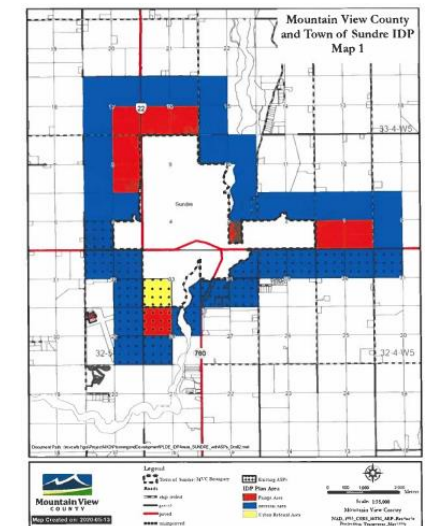
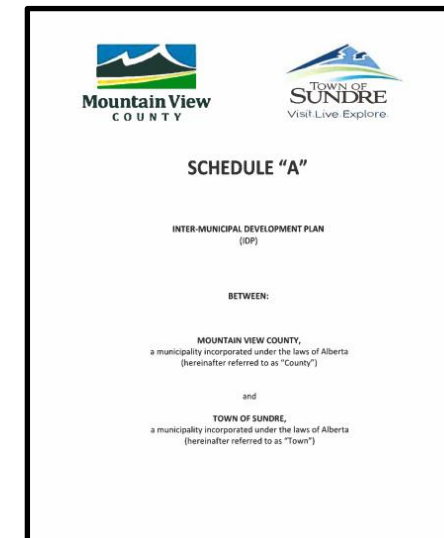
# MUNICIPAL GOVERNMENT ACT (MGA)

- The legislative framework in which all municipalities across the Province operate
- Lays the foundation for how municipalities operate and function
- Contains three major areas of focus:
  - governance
  - **planning and development**
  - assessment and taxation



# INTERMUNICIPAL DEVELOPMENT PLAN (IDP)

- Between two or more municipalities
- Addresses the manner of proposals for future development, environment, transportation, coordination of intermunicipal programs and any other matters the councils consider necessary
- Must include:
  - A procedure to resolve conflict between municipalities
  - A procedure to amend or repeal the plan
  - Provisions relating to the administration of the plan





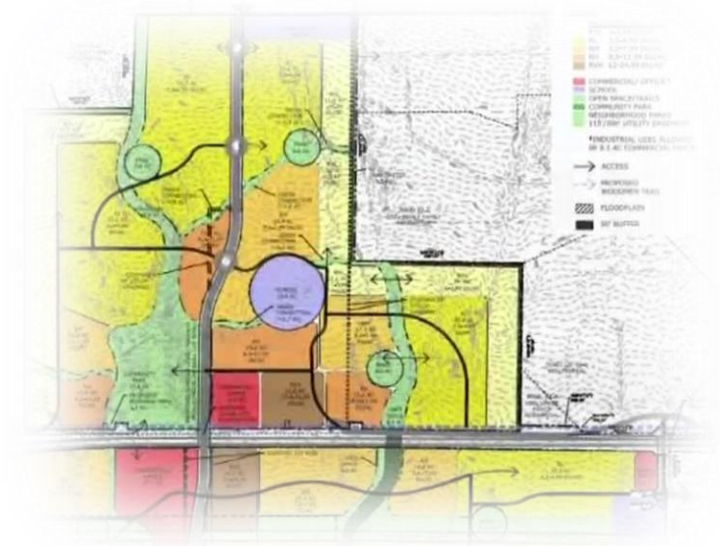
# TOWN OF SUNDRE MDP (2013)

## 11.0 IMPLEMENTATION OF THE PLAN

*Section 11.1.7 The MDP is intended to be able to adapt to the **priorities, goals, and aspirations of the community** as the Town changes, and to meet changes in development commitments, budget constraints, and market conditions. Generally, in order to **ensure that the MDP is current**, the entire Plan should be reviewed approximately every five years and **rewritten every ten years**, to add additional policies, to strengthen policies, or to delete outdated or unworkable policies.*

# AREA STRUCTURE PLANS

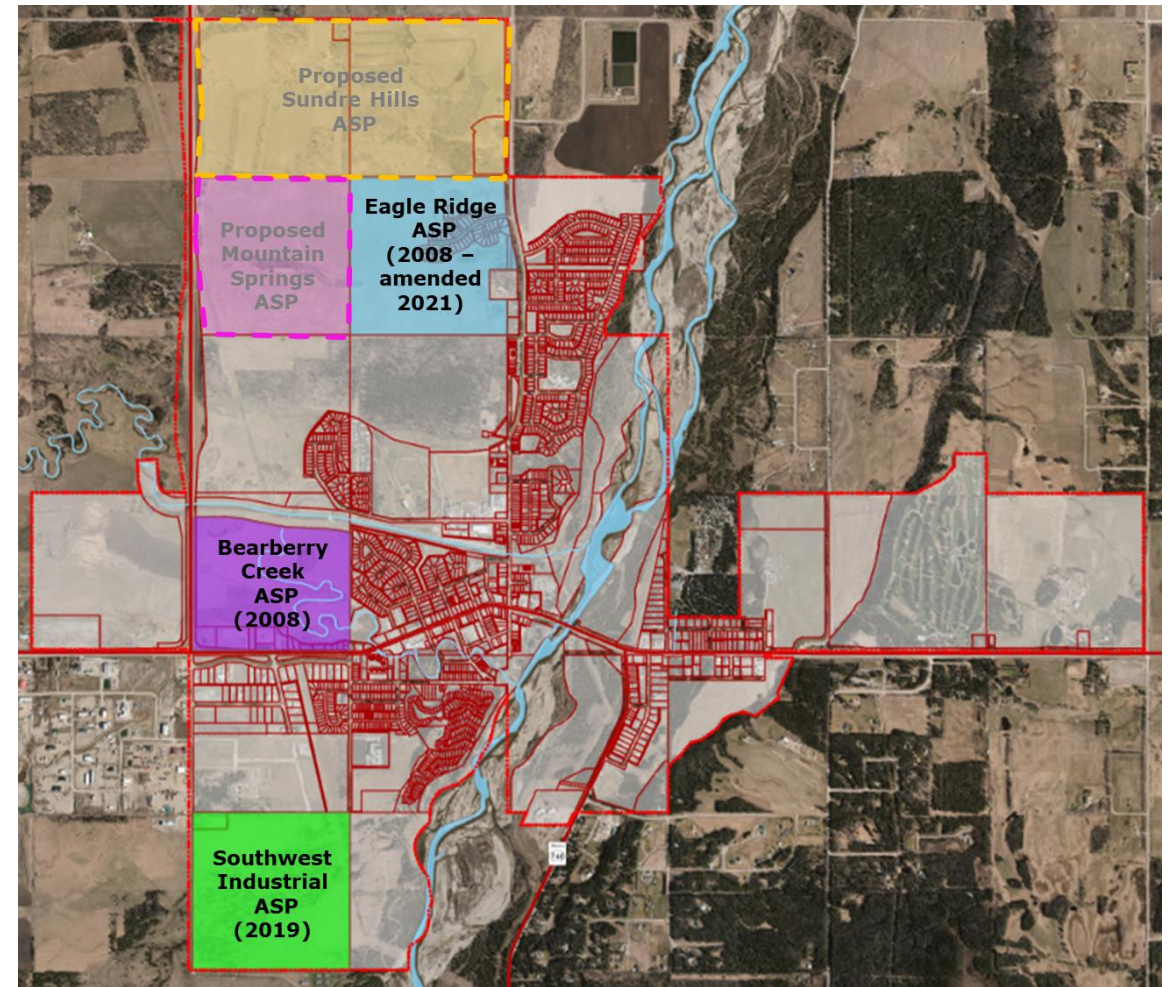
- Must contain:
  - Sequence of development
  - Land uses proposed
  - Density of population proposed
  - General location of major transportation routes and public utilities
- May contain any other matters that Council considers necessary:
  - School reserve
  - Municipal reserve
  - Parks and pathways
  - Urban design and built form





# SUNDRE AREA STRUCTURE PLANS

- Sundre MDP:
  - *Section 6.2.4 Area structure plans shall be required for development areas of 30+ hectares (74 acres).*



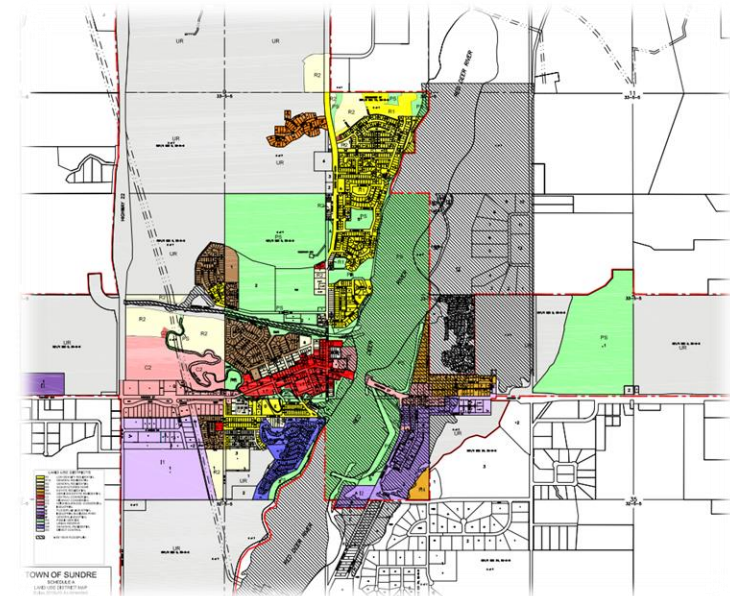
# OUTLINE PLANS

- Sundre MDP:
  - *The Town shall require an Outline Plan when the development of an area is over 10 hectares (24.7 acres).*
- Submissions are part of a re-designation application and are attached to the land use amendment bylaw



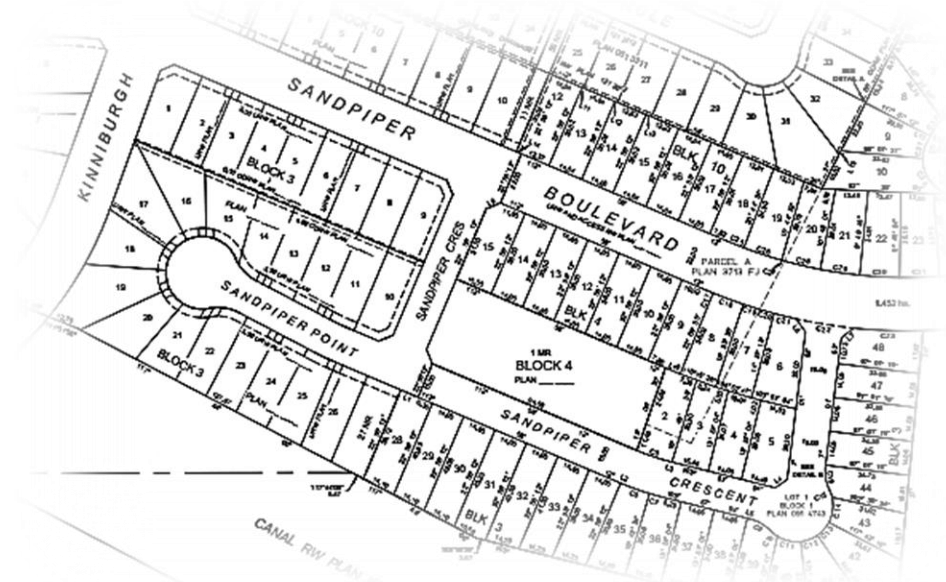
# LAND USE REDESIGNATIONS

- Application to change the land use district of a property to allow for a particular development
- Can happen with or without Outline Plans for multiple parcels and development concepts
- Council is the approving authority for all land use redesignations



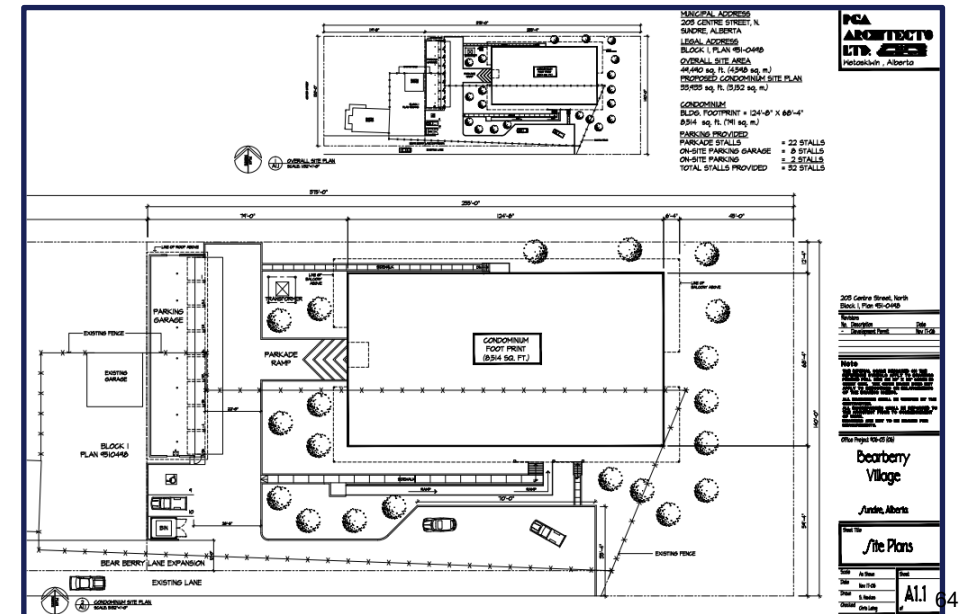


- Division of land (a lot, parcel, etc.) into multiple lots
- Follows land use redesignation
- Must receive endorsement from the municipality
- Final lots are registered with Alberta Land Titles
- Subdivisions can vary in magnitude
  - From single lot into two OR entire phase of an outline plan into 50 or more lots



# DEVELOPMENT PERMIT

- Approves use of site, size and location of buildings/structures
- Obtained for new construction, renovations, businesses, and changes of use to existing buildings
- Approval from Town that plans are in accordance with the LUB and other relevant policies or plans
- Required before a building permit
- Can be issued by a Development Officer, the SDAB, or Council (Direct Control)
- Conditions attached to the approval of a DP





# BUILDING PERMIT

- The Building Permit (BP) process for all buildings is based on the Safety Codes Act, Permit Regulation and Alberta Building Code
  - Building codes are provincially administered regulations that cannot be altered by any Albertan municipality
- Plan reviews and site inspections are provided to ensure all residents are safe
- Other trade permits for electrical, plumbing, gas and mechanical may be required
  - Each trade follows its own set of codes and work must be completed by a qualified tradesperson



**QUESTIONS?**





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>Departmental Reports – May / June 2022</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.2</b>

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### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for May / June 2022 are provided to Council for their review and information:

- a) Linda Nelson, Chief Administrative Officer
- b) Chris Albert, Director Corporate Services
- c) Justin Caslor, Director Infrastructure
- d) Ross Clews, Fire Chief
- e) Benazir Thaha Valencia, Senior Planner
- f) Sam Zhao, Community Peace/Bylaw Officer
- g) Jon Allan, Economic Development Officer
- h) Karen Tubb, Sundre Municipal Library

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

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the attached Departmental Reports as information.

### **MOTION:**

That the Town of Sundre Council accept the Departmental Reports for May 2022 as information.

### **ATTACHMENTS:**

Department Reports

Date Reviewed: June 23, 2022

Acting CAO Chris Albert

#/D/M/Y	January 10, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
001-10-01-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
002-10-01-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on December 20, 2021, be approved as presented.		
003-10-01-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Mountain View Regional Parks, Recreation, and Culture Master Plan and presentation as information.		
004-10-01-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the Council Orientation Public Participation Policy review as presented for information.		
005-10-01-22	MOVED by Councillor Petersen that the Town of Sundre Council waive the whole fee of the assessed penalties on Roll 909000 in the amount of \$3,014.76.		
	<b>MEMBER</b>	<b>IN FAVOUR</b>	<b>OPPOSED</b>
	Mayor Richard Warnock		√
	Councillor Connie Anderson		√
	Councillor Owen Petersen	√	
	Councillor Todd Dalke		√
	Councillor Jaime Marr	√	
	Councillor Paul Isaac		√
	Councillor Chris Vardas		√
	<b>TOTAL VOTES</b>	<b>2</b>	<b>5</b>
			<b>DEFEATED</b>
006-10-01-22	MOVED by Councillor Dalke that the Town of Sundre Council waive a portion of the assessed penalties on Roll 909000 in the amount of \$1908.00.		
	<b>MEMBER</b>	<b>IN FAVOUR</b>	<b>OPPOSED</b>
	Mayor Richard Warnock		√
	Councillor Connie Anderson		√
	Councillor Owen Petersen	√	
	Councillor Todd Dalke	√	
	Councillor Jaime Marr	√	
	Councillor Paul Isaac		√
	Councillor Chris Vardas		√
	<b>TOTAL VOTES</b>	<b>3</b>	<b>4</b>
			<b>DEFEATED</b>
007-10-01-22	MOVED by Councillor Marr that the Town of Sundre Council waive a portion of the assessed penalties on Roll 909000 in the amount of \$1,008.00.		
	<b>MEMBER</b>	<b>IN FAVOUR</b>	<b>OPPOSED</b>



	Mayor Richard Warnock	v	
	Councillor Connie Anderson	v	
	Councillor Owen Petersen		v
	Councillor Todd Dalke		v
	Councillor Jaime Marr	v	
	Councillor Paul Isaac	v	
	Councillor Chris Vardas	v	
	TOTAL VOTES	5	2
			<b>CARRIED</b>
008-10-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence from the National Police Federation as presented, as information.		
009-10-01-22	MOVED by Councillor Isaac that Council go into closed meeting at 7:31 p.m.		
010-10-01-22	MOVED by Councillor Dalke that Council return to an open meeting at 8:34 p.m.		
011-10-01-22	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 8:35 p.m.		
#/D/M/Y	January 24, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
	CAO, Linda Nelson introduced to Council, Benazir Thaha Valencia, Senior Planner, welcoming Benazir to the Team.		
012-24-01-22	MOVED by Councillor Vardas that the agenda be approved as presented.		
013-24-01-22	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on January 10, 2022, be approved as presented.		
014-24-01-22	MOVED by Councillor Dalke that the Town of Sundre Council approve the amendment to Schedule "H", the Terms of Reference for the Sundre Wellness Advocacy Committee. Opposed: Councillor Marr		
015-24-01-22	MOVED by Councillor Isaac that the Town of Sundre Council appoint Mr. Gerald Ingeveld and Mrs. Joyce Wicks to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2022.	Leg. Serv. Completed	Appendix 1 & 2
016-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the enclosed documents on the Regional Rail for passenger rail services between Edmonton and Calgary as information.		
017-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council direct Administration to draft a letter of support for the proposed Regional Rail service between Edmonton and Calgary.	Leg. Serv. Completed	Appendix 3
018-24-01-22	MOVED by Councillor Vardas that the Town of Sundre Council directs Administration to compose a letter of support for the "Origins" project.	Leg. Serv. Completed	Appendix 4



019-24-01-22	MOVED by Councillor Petersen that the Town of Sundre Council reaffirm support for a facilitated strategic planning session for the Town of Sundre on April 9th and 10th, 2022.		
020-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the 2021 Year End Departmental Reports as information.		
021-24-01-22	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report as information.		
022-24-01-22	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Anderson's report as information.		
023-24-01-22	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Isaac's report as information.		
024-24-01-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Petersen's report as information.		
025-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept Councillor Vardas's report as information.		
026-24-01-22	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr's report as information.		
027-24-01-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the correspondence from Mountain View Senior's Housing as presented, as information.		
028-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence to Didsbury Mayor Rhonda Hunter regarding a Regional Chili Cook-Off, as information.	Leg. Serv. Complete	<a href="#">Appendix 5</a>
029-24-01-22	MOVED by Councillor Marr that Council go into closed meeting at 6:49 p.m.		
030-24-01-22	MOVED by Councillor Isaac that Council return to an open meeting at 7:58 p.m.		
031-24-01-22	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:58 p.m.		
#/D/M/Y	February 7, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
	CAO, Linda Nelson introduced to Council, Justin Caslor, Director of Infrastructure, welcoming Justin to the Team.		
032-07-02-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
	CAO, Linda Nelson, acknowledged that Councillor Isaac adhered to the MGA and notified the CAO earlier of his absence this evening.		
033-07-02-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on January 24, 2022, be approved as presented.		
034-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Citizens on Patrol in the amount of \$1,000.		
035-07-02-22	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Olds and District Music Festival in the amount of \$500.		

036-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Seniors Walking Club in the amount of \$1,136.		
037-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Municipal Library in the amount of \$270.		
038-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Shady Grove Bluegrass Festival in the amount of \$1,500.		
039-07-02-22	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for 2022 Sundre Pro Rodeo Parade Committee in the amount of \$3,000.		
040-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Historical Society and Chamber of Commerce Winterfest in the amount of \$2,825.		
041-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Greenwood Neighbourhood Place – The Den Youth Centre in the amount of \$2,250.		
042-07-02-22	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Arts Society in the amount of \$4,000.		
043-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre West Country Centre in the amount of \$1,000.		
044-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre U13 Provincial Ice Hockey Tournament in the amount of \$3,000 in kind.		
	MEMBER	IN FAVOUR	OPPOSED
	Mayor Richard Warnock	√	
	Councillor Connie Anderson	√	
	Councillor Owen Petersen		√
	Councillor Todd Dalke		√
	Councillor Jaime Marr		√
	Councillor Paul Isaac	x	x
	Councillor Chris Vardas	√	
	TOTAL VOTES	3	3
		<b>DEFEATED</b>	
045-07-02-22	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre U13 Provincial Ice Hockey Tournament in the amount of \$1653 in kind.		
	MEMBER	IN FAVOUR	OPPOSED
	Mayor Richard Warnock	√	

	Councillor Connie Anderson	√	
	Councillor Owen Petersen	√	
	Councillor Todd Dalke		√
	Councillor Jaime Marr		√
	Councillor Paul Isaac	x	x
	Councillor Chris Vardas	√	
	TOTAL VOTES	4	3
			<b>CARRIED</b>
046-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Pickleball Group in the amount of \$0.00.		
047-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council approve the QMP for the Sundre Gas Utility and that the Mayor and CAO be authorized to sign on behalf of Council.	Leg Serv. Complete	<a href="#">Appendix 6</a>
048-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council proclaim the week of May 9 to 13, 2022 as "Economic Development Week" in Sundre.	Leg. Serv. Complete	<a href="#">Appendix 7</a>
049-07-02-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation by staff as information.		
050-07-02-22	MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence from the Town of Gibbons as presented, as information.		
051-07-02-22	MOVED by Councillor Vardas that the Town of Sundre Council accept the correspondence to Alberta Regional Rail in Support of Regional Rail in MVC as presented as information.		
052-07-02-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the correspondence to Enhanced Energy Inc. in support of CCU as presented as information.		
053-07-02-22	MOVED by Councillor Dalke that Council go into closed meeting at 7:21 p.m.		
054-07-02-22	MOVED by Councillor Anderson that Council return to an open meeting at 8:10 p.m.		
055-07-02-22	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 8:10 p.m.		
<b>#/D/M/Y</b>	<b>February 28, 2022 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
056-28-02-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
057-28-02-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on February 7, 2022, be approved as presented.		
058-28-02-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Sundre RCMP presentation, as information.		

059-28-02-22	MOVED by Councillor Petersen that the Town of Sundre Council extends their gratitude to the former mayor and councillors for their years of service to this community.		
060-28-02-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the broadband report as information.		
061-28-02-22	MOVED by Councillor Marr that the Town of Sundre accept update on the Wastewater Treatment Facility Pilot project as information.		
062-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council appoint Councillor Marr to the Sundre Communities in Bloom Ad hoc Committee.	Leg Serv. Complete	<a href="#">Appendix 8</a>
063-28-02-22	MOVED by Councillor Marr that the Town of Sundre Council accept the report on the Regional Film Production and Tech Information Database and Website as information.		
<b>Councillor Dalke out of meeting at 6:49 p.m.</b>			
<b>Councillor Dalke returned to meeting at 6:50 p.m.</b>			
064-28-02-22	MOVED by Councillor Anderson that the Town of Sundre Council proclaim March 8, 2022, as International Women's Day in the Town of Sundre.	Leg Serv. Complete	<a href="#">Appendix 9</a>
065-28-02-22	MOVED by Councillor Marr that the Town of Sundre Council accept the Departmental Reports for January 2022 as information.		
<b>Councillor Isaac out of meeting at 6:54 p.m.</b>			
066-28-02-22	MOVED by Councillor Petersen that the Town of Sundre Council accept Mayor Warnock's report as information.		
067-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Isaac's report as information.		
068-28-02-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report as information.		
<b>Councillor Isaac returned to meeting 6:57 p.m.</b>			
069-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council direct administration to contact our neighbouring municipalities and to discuss the viability of hosting one of the two Alberta Games events.		Report given at March 14, 2022 RCM
070-28-02-22	MOVED by Councillor Petersen that Council go into closed meeting at 7:12 p.m.		
<b>Chris Albert and Third-Party attendee left the closed meeting at 8:00 p.m.</b>			
071-28-02-22	MOVED by Councillor Isaac that Council return to an open meeting at 9:24 p.m.		
072-28-02-22	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 9:24 p.m.		
#/D/M/Y	March 14, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
073-14-03-22	MOVED by Councillor Anderson that Council go into closed meeting at 5:28 p.m.		

074-14-03-22	MOVED by Councillor Dalke that Council return to an open meeting at 6:00 p.m.		
075-14-03-22	MOVED by Councillor Vardas that the agenda be approved as presented.		
076-14-03-22	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on February 28, 2022, be approved as presented.		
077-14-03-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation on the current mental health and wellness climate in Sundre as information.		
078-14-03-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation from the SPOG representative as information.		
079-14-03-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the update as information.		
080-14-03-22	MOVED by Councillor Marr that the Town of Sundre Council accept the Q4 2021 Quarterly Financial reports as information.		
081-14-03-22	MOVED by Councillor Anderson that the Town of Sundre Council table this topic to the March 28 regular council meeting.	Form 26 Local Authorities Election Act - Tabled & Moved to March 28	See Motion: 094-28-03-22
082-14-03-22	MOVED by Councillor Isaac that the Town of Sundre Council support the request to enter into an Engineering Services Agreement with McElhanney Inc. for a period of two years (2), with two options to renew for two years for each term, and that the CAO be authorized to sign the Agreement on behalf of the Town.		
083-14-03-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the correspondence from Alberta Municipalities (formerly AUMA) on the pending resolution entitled "Cannabis Assessment and Taxation" as information.		
084-14-03-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the correspondence from the Minister of Municipal Affairs on Budget 2022 as presented as information.		
085-14-03-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the correspondence from the Mayor of Red Deer, letter of gratitude, as presented as information.		
086-14-03-22	MOVED by Councillor Petersen that Council go into closed meeting at 7:35 p.m.		
087-14-02-22	MOVED by Councillor Petersen that Council return to an open meeting at 8:50 p.m.		
088-14-03-22	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:50 p.m.		
#/D/M/Y	March 28, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status



089-28-03-22	MOVED by Councillor Petersen that the agenda be approved as amended as follows: 1) Change to Item 5.4; the delegation for Sundre Strong had to cancel due to illness and will reschedule for another date.		
090-28-03-22	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on March 14, 2022, be approved as presented.		
091-28-03-22	MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the Sundre SPRUCE will take the challenge and choose a date to meet with SPRUCE.		
092-28-03-22	MOVED by Councillor Vardas that the Town of Sundre Council accept the presentation from the Sundre & District Historical Society representative as information.		
093-28-03-22	MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the Sundre Aquaplex representative as information.		
094-28-03-22	MOVED by Councillor Petersen that the Town of Sundre Council does not choose to pursue collection of the monies at this time, but that we set a date that it be paid in a year from today.		
095-28-03-22	MOVED by Councillor Marr that the Town of Sundre Council approve the increase in the Capital Budget to \$85,000 for the installation of lighting along the Lions Park and Prairie Creek Pathways, with funding to be drawn from the Gas Tax and the Community Revitalization Fund.		
096-28-03-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the verbal presentation as information.		
097-28-03-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for February 2022 as information.		
098-28-03-22	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report as information.		
099-28-03-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Vardas' report as information.		
100-28-03-22	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr's report as information.		
101-28-03-22	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Petersen's report as information.		
102-28-03-22	MOVED by Councillor Dalke that the Town of Sundre Council participate in the Bowden Daze Parade.	Leg. Serv. To advise # of attendees	Appendix 10
103-28-03-22	MOVED by Councillor Petersen that Council go into closed meeting at 7:20 p.m.		
104-28-03-22	MOVED by Councillor Dalke that Council return to an open meeting at 7:40 p.m.		
105-28-03-22	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 7:40 p.m.		
#/D/M/Y	April 11, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status

106-11-04-22	MOVED by Councillor Isaac that the agenda be approved as presented or amended as follows: 1. Remove Item 5 Delegation - Sundre Strong unable to attend meeting.		
107-11-04-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on March 28, 2022, be approved as presented.		
108-11-04-22	MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2022-04 the 2022 Tax Rate Bylaw.		
109-11-04-22	MOVED by Councillor Anderson that the Town of Sundre Council give second reading to Bylaw 2022-04 the 2022 Tax Rate Bylaw.		
110-11-04-22	MOVED by Councillor Marr that the Town of Sundre Council give unanimous consent for Third and Final Reading to Bylaw 2022-04 the 2022 Tax Rate Bylaw.		
110-11-04-22	MOVED by Councillor Vardas that the Town of Sundre Council give third and final reading to Bylaw 2022-04 the 2022 Tax Rate Bylaw.		
111-11-04-22	MOVED by Councillor Vardas that the Town of Sundre Council give third and final reading to Bylaw 2022-04 the 2022 Tax Rate Bylaw.		
112-11-04-22	MOVED by Councillor Anderson that the Town of Sundre Council proclaim the week of May 12 to 21, 2022 as "National Public Works Week" in Sundre.		
113-11-04-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the invitation to participate in the pancake breakfast for Aggie Days on May 14, 2022, and in gratitude proclaim May 14, 2022, as "Thank a Farmer Day" in the Town of Sundre.	Leg. Serv. to advise MVC # of attendees	
114-11-04-22	MOVED by Councillor Vardas that the Town of Sundre Council accept the letter from the Safety Codes Council regarding the 2021 Annual Internal Review under the Fire Discipline as information.		
115-11-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the verbal report delivered by the Chief Administrative Officer regarding the Provincial U13 Hockey Tournament held at the Sundre Arena, March 31 to April 3, 2022, as information.		
116-11-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Town of Fox Creek as information and that Administration prepare a letter in support of the Town of Fox Creek to the Alberta Utilities Commission.	Leg. Serv. Complete	Appendix 11
117-11-04-22	MOVED by Councillor Isaac that Council go into closed meeting at 6:50 p.m.		
118-11-04-22	MOVED by Councillor Anderson that Council return to an open meeting at 7:20 p.m.		
119-11-04-22	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:20 p.m.		
#/D/M/Y	April 25, 2022 Regular Council Meeting		

Res. #	Council Motion	Action	Status
120-25-04-22	MOVED by Councillor Isaac that the agenda be approved as presented.		
121-25-04-22	MOVED by Councillor Dalke that the Minutes of the Regular Council Meeting of Council held on April 11, 2022, be approved as presented.		
122-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation from the Sundre Strong representative as information.		
	<i>Councillor Isaac left the meeting at 6:23 p.m.</i>		
	<i>Councillor Isaac returned to the meeting at 6:25 p.m.</i>		
123-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council thank the representatives of Price Waterhouse Cooper, LLP and accept their presentation as information.		
	Mayor Warnock excused all public members at 6:36 p.m. and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.		
	<i>Mayor Warnock called a 5 minute recess at 6:36 p.m.</i>		
	The following, including 7 Council members, were in attendance for the closed meeting session:		
	Staff: Linda Nelson, Chief Administrative Officer, Chris Albert, Director of Corporate Services		
	Public: PriceWaterhouseCoopers LLP Representatives - Angela Loo, and Joy Dutta		
CLOSED MEETING	Topic of Closed Meeting - Advise from Officials FOIPP Act Section 24		
124-25-04-22	MOVED by Council 6:36 p.m. that Council go into closed meeting at 6:41 p.m.		
	<i>Linda Nelson, CAO and Chris Albert left the closed meeting at 6:45 p.m.</i>		
125-25-04-22	MOVED by Councillor Anderson that Council return to open meeting at 6:52 p.m.		
126-25-04-22	MOVED by Councillor Anderson that the Town of Sundre Council move to accept the 2021 Auditor's Report and 2021 Audited Financial Statements; and		
127-25-04-22	MOVED by Councillor Dalke that the Town of Sundre Council move to accept the 2021 Financial Information Return as presented by Price Waterhouse Cooper LLP; and furthermore		
128-25-04-22	MOVED by Councillor Marr that the Town of Sundre Council direct Administration to forward said documents to the Minister as prescribed by Section 278 of the <i>Municipal Government Act</i> .	Corporate Services Completed	
129-25-04-22	MOVED by Councillor Marr that the Town of Sundre Council supports the selection of Wild Rose Assessment Services Inc. for a three-year term from May 1, 2022 - April 30, 2025 with (2) optional two-year renewal terms; and furthermore		
	That the Town of Sundre appoints Kevin Bohlken of Wildrose Assessment Inc. as the Town's designated officer to perform the Town of Sundre's assessment duties.		
130-25-04-22	MOVED by Councillor Anderson that the Town of Sundre Council proclaim June 19, 2022 as the Longest Day of SMILES® in Sundre	Leg. Service Post to Website on June 1	Appendix 12

	<i>In Favour: Mayor Warnock, Councillor Anderson, Councillor Marr, Councillor Isaac</i> <i>Objection: Councillor Dalke</i>		
131-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council proclaim May 30 to June 3, 2022 as Alberta Rural Health Week in Sundre.	Leg. Service Post to Website on May 24	<a href="#">Appendix 13</a>
132-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Departmental Reports for March 2022 as information.		
	<i>Councillor Isaac left the meeting at 7:11 p.m.</i>		
	<i>Councillor Isaac returned to the meeting at 7:13 p.m.</i>		
133-25-04-22	Mayor Warnock's report as information.		
134-25-04-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report as information.		
135-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Petersen's report as information.		
136-25-04-22	MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Isaac's report as information.		
137-25-04-22	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Anderson's report as information.		
	<i>Mayor Warnock called a recess at 7:17 p.m.</i>		
138-25-04-22	MOVED by Councillor Isaac that Council go into closed meeting at 7:17 p.m.		
139-25-04-22	MOVED by Councillor Isaac that Council return to an open meeting at 7:49 p.m.		
140-25-04-22	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:50 p.m.		
#/D/M/Y	May 16, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
141-16-05-22	MOVED by Councillor Dalke that the agenda be approved as amended as follows:		
	1. Add 8.4_Draft Strategic Plan;		
	2. Add 11.4_Councillor Anderson's Report - April.		
142-16-05-22	MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on April 14, 2022 be approved as presented.		
	<i>Councillor Vardas joined the meeting at 6:10 p.m.</i>		
143-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council thank Ms. Doolaeghe of Sage Analytics and accept the presentation as information.		
144-16-05-22	MOVED by Councillor Isaac that the Town of Sundre Council give First Reading to Bylaw 2021-05, being a Bylaw to adopt the Sundre Hills Area Structure Plan and that the Town of Sundre Council schedule a Public Hearing for Bylaw 2021-05 on June 27, 2022.		
145-16-05-22	MOVED by Councillor Isaac that the Town of Sundre Council approves the transfer of \$31,543 to the Utilities Lifecycling RSA in unspent funding for the Lagoon Critical Equipment Upgrade capital project.		
146-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of \$5,235 to the Municipal Lifecycling RSA in unspent funding for the Bearberry Creek Bridge Upgrade capital project.		
147-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$2,683 to the Utilities Lifecycling RSA in unspent funding for the Gas Piping Change Out capital project.		

148-16-05-22	MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$6,390 to the Utilities Lifecycling RSA in unspent funding for the Electrofusion Welder capital project.		
149-16-05-22	MOVED by Councillor Dalke that the Town of Sundre Council approves the transfer of \$20,000 to the Municipal Lifecycling RSA in unspent funding for the Tree Planting Program capital project.		
150-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$100,000 to the Municipal Lifecycling RSA in unspent funding for the Upgrade to Greenwood Campground Power Services capital project.		
151-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$284,722 to the Municipal Lifecycling RSA in unspent funding for the Replacement of the Arena Ice Plant capital project.		
152-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$2,468 to the Utilities Lifecycling RSA in unspent funding for the Main Lift Station Controls capital project.		
153-16-05-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter from the Safety Codes Council regarding the 2021 Annual Internal Review under the Building, Electrical, Gas and Plumbing Disciplines as information.		
154-16-05-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the report on the Community Centre gym floor as information.		
155-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council adopt the Town of Sundre 2022-2026 Strategic Plan as presented by Sage Analytics.		
156-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council accept the brochure regarding the MVSH Foundation's Rustic Family Fair as information. In Favour: Councillor Marr, Councillor Dalke. Against: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Isaac, Councillor Vardas. <b>DEFEATED</b>		
157-16-05-22	MOVED by Councillor Anderson that the Town of Sundre Council sponsor the MVSH Foundation's Rustic Family Fair at Gold Level in the amount of \$1,500 with funds to be taken from Council's Discretionary Fund for Grants. In Favour: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Isaac, Councillor Vardas. Against: Councillor Marr <b>CARRIED</b>		
158-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council proclaim the week of June 6 - 12, 2022 as "Senior's Week" on behalf of the citizens of Sundre.		
159-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council proclaim June 15, 2022 as World Elder Abuse Awareness Day in the Town of Sundre. In Favour: Councillor Marr. Against: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Isaac, Councillor Vardas. <b>DEFEATED</b>		



	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
197-13-06-22	MOVED by Councillor Marr that the Town of Sundre Council set a reserve bid of \$120,000 for Lot 23, Block 6, Plan 8010730, Sundre AB and furthermore,		
	The Property identified by Roll No. 1731000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		
	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
198-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council set a reserve bid of \$2,000,000 for Lot 1, Block 1, Plan 1410559, Sundre AB and furthermore,		
	The Property identified by Roll No. 2426000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		
	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
199-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council approves the request for the 2022 Sundre Rodeo and Parade Events by the relaxation of Noise Bylaw 818 s.16(b), and Use of Firearms, Weapons and Fireworks Bylaw 763 s3.01 for period not to exceed June 24 - 26, 2022.	Leg. Services	Appendix 16
201-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre & District Cemetery in the amount of \$1,000.00.		
202-13-06-22	MOVED By Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for the Sling Shot Garage in the amount of \$1,500.00.		
203-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Rodeo & Race Association in the amount of \$5,000.00.		
204-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council approve the grants to Organizations Funding for Sundre Pickleball in the amount of \$2,200.00.		
205-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations Fundind for Sundre Bulls & Wagons in the amount of \$3,000.00.		
206-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Bike n Ski Club in the amount of \$4,050.00.		

191-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Q1 2022 Quarterly Financial Reports as information.		
	<i>Mayor Warnock called a 5-minute break at 6:50 p.m.</i>		
	<i>Mayor Warnock called the meeting to order to 6:55 p.m.</i>		
192-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the report from the Director Corporate Services as information.		
193-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council set a reserve bid of \$675,000 for Portion of Lot 14, Block -, Plan 268GV, Sundre AB and furthermore,		
	The Property identified by Roll No. 114000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		
	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
194-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of \$270,000 for Lot 24, Block 10, Plan 7611274, Sundre AB and furthermore,		
	The Property identified by Roll No. 1359000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		
	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
195-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council set a reserve bid of \$160,000 for Lot 51, Block 3, Plan 8010730, Sundre AB and furthermore,		
	The Property identified by Roll No. 1650000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		
	A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.		
196-13-06-22	MOVED by Councillor Anderson that the Town of Sundre Council set a reserve bid of \$165,000 for Lot 56, Block 3, Plan 8010730, Sundre AB and furthermore,		
	The Property identified by Roll No. 1655000 will be offered for sale by public auction, at the Town Office on Tuesday, October 25th, 2022 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,		

177-13-06-22	MOVED by Councillor Dalke that the agenda be approved as amended as follows: 1. 7.3 correction to RFD subject, to read Policy B012-001-POL and Motion to be corrected to read "Policy B012-001-POL Multi-Year Business Planning and Budgeting; 2. 9.11 Supplemental - Grants to Organizations.		
178-13-06-22	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on May 16, 2022, be approved as amended as follows: 1. Amend header to read "regular" meeting.		
179-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the Quarterly Report as information.		
180-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council give First Reading to Bylaw 2022-06 "Council Procedural Bylaw", being a bylaw to establish procedures for Council and Council Committee meetings.		
181-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council give Second Reading to Bylaw 2022-06 "Council Procedural Bylaw", being a bylaw to establish procedures for Council and Council Committee meeting.		
182-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2022-06 "Council Procedural Bylaw, being a bylaw to establish procedures for Council and Council Committees meetings.		
183-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council gives Third and Final Reading to Bylaw 2022-06 "Council Procedural Bylaw", being a bylaw to establish procedures for Council and Council Committee meetings.		
184-13-06-22	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2022-07 "Municipal Emergency Management Bylaw ", being a bylaw respecting the safety, health and welfare of people and the protection of people and property.		
185-13-06-22	MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2022-07 "Municipal Emergency Management Bylaw ", being a bylaw respecting the safety, health and welfare of people and the protection of people and property.		
186-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2022-07 "Municipal Emergency Management Bylaw ", being a bylaw respecting the safety, health and welfare of people and the protection of people and property.		
187-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council give Third and Final Reading to Bylaw 2022-07 "Municipal Emergency Management Bylaw ", being a bylaw respecting the safety, health and welfare of people and the protection of people and property.		
188-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council approve Policy B012-001-POL Multi-Year Business Planning and Budgeting.		
189-13-06-22	MOVED by Councillor Marr that the Town of Sundre Council approve Policy A-012-00-POL Grants to Organizations.		
190-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council postpone the Public Hearing scheduled for June 27, 2022 for Bylaw 2021-05, the Sundre Hills Area Structure Plan to a future date.		

160-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council proclaim June 15, 2022, as World Elder Abuse Awareness Day in the Town of Sundre and permit the committee to fly the Elder Abuse Day Flag at the Town of Sundre office that day. In Favour: Mayor Warnock, Councillor Anderson, Councillor Isaac, Councillor Vardas. Against: Councillor Petersen, Councillor Dalke, Councillor Marr <b>CARRIED</b>		
161-16-05-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter of appointment for Benazir Thaha Valencia, Sr. Planner as a Development and Subdivision Authority for the Town of Sundre as information.		
162-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the Departmental Reports for April 2022 as information.		
163-16-05-22	MOVED by Councillor Isaac that the Town of Sundre Council accepts Mayor Warnock's report as information.		
164-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council accepts Councillor Marr's report as information.		
165-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council accepts Councillor Isaac's report as information.		
166-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council accepts Councillor Anderson's report as information.		
167-16-05-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the April 21, 2022, letter from the Honourable Jason Nixon, MLA as information.		
168-16-05-22	MOVED by Councillor Vardas that the Town of Sundre Council accept the May 9, 2022, letter from the Town of Coaldale as information.		
169-16-05-22	MOVED by Councillor Marr that the Town of Sundre Council accept the May 9, 2022, letter from the Town of Mundare as information.		
170-16-05-22	MOVED by Councillor Petersen that the Town of Sundre Council direct administration to draft a letter of support of the Village of Caroline's seniors housing project to be signed on behalf of Council by Mayor Warnock.	Leg. Services	<a href="#">Appendix 14</a>
171-16-05-22	MOVED by Councillor Dalke that the Town of Sundre Council accept the May 12, 2022, letter to the Sundre & District Historical Society in support of a grant application for Alberta Culture Days 2022 as information.	Leg. Services	<a href="#">Appendix 15</a>
<i>Mayor Warnock called a recess at 7:13 p.m.</i>			
172-16-05-22	MOVED by Councillor Isaac that Council go into closed meeting at 7:26 p.m.		
173-16-05-22	MOVED by Councillor Dalke that Council return to an open meeting at 9:37 p.m.		
174-16-05-22	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 9:37 p.m.		
#/D/M/Y	June 13, 2022 Closed Council Meeting		
Res. #	Council Motion	Action	Status
175-13-06-22	MOVED by Councillor Petersen that Council go into closed meeting at 5:30 p.m.		
176-13-06-22	MOVED by Councillor Vardas that Council come out of the closed meeting at 5:55 p.m.		
#/D/M/Y	June 13, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status

207-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for the Sundre Curling Club in the amount of \$11,616.00 pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Programs through the Province		
208-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Daycae in the amount of \$2,000.00.		
209-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for Play 4 Sundre Kidz in the amount of \$500.00.		
210-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council remove the appointment of Councillor Isaac as an alternate to the Library Board.		
211-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council rescind motion number 234-07-09-21 to appoint Anton Walker and Wendy Murphy to the Library Board for a 3-year term ending on October 31, 2024.		
212-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council rescind motion number 261-20-09-2021 to appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board for a 3-year term ending on October 31, 2024.		
213-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council appoint Anton Walker and Wendy Murphy to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.	Leg. Services	
214-13-06-22	MOVED by Councillor Dalke that the Town of Sundre Council appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.	Leg. Services	Appendix 17
215-13-06-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Parkland Regional Library Board reports as information.		
216-13-06-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the letters to the Mayor and the CAO from the Shadow Minister for Rural Economic Development as information.		
Mayor Warnock called a 5-minute recess at 7:40 p.m.			
217-13-06-22	MOVED by Councillor Vardas that Council go into closed meeting at 7:40 p.m.		
218-13-06-22	MOVED by Councillor Petersen that Council return to an open meeting at 9:02 p.m.		
219-13-06-22	MOVED by Councillor Vardas that the Town of Sundre Council approve one-time funding for the Sundre Curling Club in the amount of \$18,384.00 for the emergent roof repair of the facility, pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Program through the Province, and that the funding be drawn from the General Corporate Stabilization Restricted Surplus Account.	Leg. Services	Appendix 18
220-13-06-22	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 9:05 p.m.		



June 16, 2022

Sundre Rodeo and Race Association  
PO Box 1218  
Sundre, AB T0M 1X0  
Attn: Mr. Shane Crouch

Email: crouchies@telus.net

RE: **Request for Event Preparedness - Sundre Pro Rodeo, June 24-26, 2022**

Dear Mr. Crouch,

On June 13, 2022 Council for the Town of Sundre at the Regular Council Meeting received your request for Event Preparedness regarding a relaxation to the Town of Sundre Noise Bylaw 818 and the Use of Firearms, Weapons and Fireworks Bylaw 763. The following Motion of Council was approved:

*Res. 199-13-06-22* MOVED by Councillor Isaac that the Town of Sundre Council approves the request for the 2022 Sundre Rodeo and Parade Events by the relaxation of Noise Bylaw 818 s.16(b), and Use of Firearms, Weapons and Fireworks Bylaw 763 s.3.01 for period not to exceed June 24 – 26, 2022. **CARRIED**

I trust this information provides suitable confirmation, and should you need further assistance, please do not hesitate to contact the Town Office.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

cc: Council

June 16, 2022

Sundre Municipal Library Board  
Box 539  
#2, 96 – 2 Avenue NW  
Sundre, AB T0M 1X0  
Attn: Ms. Karen Tubb

Email: [ktubb@prl.ab.ca](mailto:ktubb@prl.ab.ca)

**Re: Appointment to the Sundre Municipal Library Board**

Dear Ms. Tubb

On June 13, 2022 at the Regular Council Meeting, Town of Sundre Council was presented with several recommendations for five appointed Board members of the Sundre Municipal Library Board and for one alternate appointment of a Councillor to the Library Board. The resolutions noted below relate to the recommendations:

- |                          |   |
|--------------------------|---|
| <b>Res. 210-13-06-22</b> | MOVED by Councillor Isaac that the Town of Sundre Council remove the appointment of Councillor Isaac as an alternate to the Library Board.<br><b>CARRIED</b>  |
| <b>Res. 211-13-06-22</b> | MOVED by Councillor Dalke that the Town of Sundre Council rescind motion number 234-07-09-21 to appoint Anton Walker and Wendy Murphy to the Library Board for a 3-year term ending on October 31, 2024.<br><b>CARRIED</b>                          |
| <b>Res. 212-13-06-22</b> | MOVED by Councillor Petersen that the Town of Sundre Council rescind motion number 261-20-09-2021 to appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board for a 3-year term ending on October 31, 2024.<br><b>CARRIED</b> |
| <b>Res. 213-13-06-22</b> | MOVED by Councillor Vardas that the Town of Sundre Council appoint Anton Walker and Wendy Murphy to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.<br><b>CARRIED</b>   |
| <b>Res. 214-13-06-22</b> | MOVED by Councillor Dalke that the Town of Sundre Council appoint Laura Skorodenski, Simon Ducatel and Lynda Lyster to the Library Board beginning June 13, 2022 and expiring on October 31, 2024.<br><b>CARRIED</b>                                |

If you require additional information, please contact our Legislative Services Department at (403) 638-3551 or email: [townmail@sundre.com](mailto:townmail@sundre.com)

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

cc: Council

June 16, 2022

Sundre Curling Club  
PO Box 993  
Sundre, AB T0M 1X0  
Attn: Mr. Svend Nielsen

**Re: Town of Sundre Grants to Organizations Program**

Dear Mr. Nielsen,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the June 13, 2022 Regular Council Meeting, Council approved your application for funding to be used for the roof repairs in the amount of \$11,616.00.

Please note, Council approved the grant pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Program through the Province.

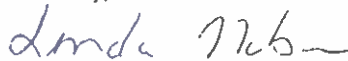
In addition to the Grants to Organization funding, Council approved an additional \$18,384.00 for the emergent roof repair of the facility, pending successful allocation of \$50,000.00 from the Community Facility Enhancement and Alberta Tourism Grant Program through the Province.

With confirmation of receiving the Community Facility Enhancement and Alberta Tourism Grant (*copies of grant allocation, and invoice for expenditures*) a cheque will be mailed to your organization, or the funds will be deposited by electronic funds transfer (EFT) within 2 weeks of receiving this documentation.

This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,



Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

cc: Council

**SCHEDULE A - 2022**

**Mayor Richard Warnock**

\$ 21,500.00

Date	Description	Expense	Cost	Balance
01-20-2022	Red Deer River Municipal Users Group Regular Meeting	Per Diem	\$ 100.00	\$ 21,400.00
01-05-2022	ABMunis EPR Municipal Workshop	Per Diem	\$ 80.00	\$ 21,320.00
01-17-2022	Sundre Wellness Advocacy Committee	Per Diem	\$ 80.00	\$ 21,240.00
01-18-2022	Mayors South Central Alberta Committee	Per Diem	\$ 80.00	\$ 21,160.00
01-19-2022	ABMunis Alberta Provincial Police Service	Per Diem	\$ 80.00	\$ 21,080.00
02-23-2022	SPOG - Meeting Olds	Per Diem	\$ 100.00	\$ 20,980.00
02-02-2022	Keep Alberta RCMP Engagement Meeting - Olds	Per Diem	\$ 120.00	\$ 20,860.00
02-10-2022	AB Provincial Police Transition Study Meeting - Olds	Per Diem	\$ 120.00	\$ 20,740.00
02-14-2022	Sundre Wellness Advocacy Committee - Sundre	Per Diem	\$ 80.00	\$ 20,660.00
02-17-2022	Brownlee LLP Emerging Trends in Municipal Law - Zoom Meeting	Per Diem	\$ 240.00	\$ 20,420.00
02-02-2022	Keep AB RCMP, Provincial Police Study Meeting, MVSH Chair, Succession Meeting, SPOG, CAEP	Mileage/Meals	\$ 337.00	\$ 20,083.00
02-03-2022	Mayor's Meeting	Food	\$ 28.19	\$ 20,054.81
03-09-2022	ABMunis - Leadership Caucus	Mileage	\$ 311.10	\$ 19,743.71
03-09-2022	ABMunis - Leadership Caucus	Meals	\$ 23.15	\$ 19,720.56
03-10-2022	ABMunis - Leadership Caucus	Hotel	\$ 535.99	\$ 19,184.57
03-16-2022	Central Alberta Mayors and Reeves Mtg. Red Deer	Mileage	\$ 64.05	\$ 19,120.52
03-17-2022	Red deer River Municipal Users Group Regular Meeting - Drumheller	Mileage	\$ 197.03	\$ 18,923.49
03-23-2022	Sunpine Fores Products Mtg. - Caroline	Mileage	\$ 48.80	\$ 18,874.69
03-16-2022	Central Alberta Mayors and Reeves Mtg. Red Deer	Per Diem	\$ 140.00	\$ 18,734.69
03-17-2022	Red Deer River MUG Drumheller	Per Diem	\$ 280.00	\$ 18,454.69
03-23-2022	Sunpine SPRIT Meeting - Caroline	Per Diem	\$ 140.00	\$ 18,314.69
03-09-2022	ABMunis Municipal Leadership Caucus Edmonton	Per Diem	\$ 600.00	\$ 17,714.69
03-15-2022	Mayor's South Central Alberta Meeting	Per Diem	\$ 80.00	\$ 17,634.69
03-16-2022	Red Deer Municipal Users Group Reg Meeting - Drumheller	Hotel	\$ 161.32	\$ 17,473.37
9-Apr-22	Council Strategic Planning Session	Per Diem	\$ 280.00	\$ 17,193.37
14-Apr-22	ICC Meeting - Sundre/MVC	Per Diem	\$ 120.00	\$ 17,073.37
14-Apr-22	Sundre Wellness Advocacy Meeting	Per Diem	\$ 80.00	\$ 16,993.37
23-Apr-22	Council Spring Workshop - Red Deer	Per Diem	\$ 280.00	\$ 16,713.37
24-Apr-22	Council Spring Workshop - Red Deer	Per Diem	\$ 240.00	\$ 16,473.37
22-Apr-22	Council Spring Workshop - Travel	Per Diem	\$ 20.00	\$ 16,453.37
22-Apr-22	Council Spring Workshop - Travel	Per Diem	\$ 20.00	\$ 16,433.37
22-Apr-22	ABMunis - Sustainability & Environment	Mileage	\$ 129.23	\$ 16,304.14
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodations	\$ 316.12	\$ 15,988.02
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 53.50	\$ 15,934.52
			\$ 5,565.48	\$ 15,934.52
			<b>Spent</b>	<b>Remaining</b>

**Councillor Todd Dalke**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodation	\$ 316.12	\$ 12,333.88
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 71.00	\$ 12,262.88
			<b>\$ 387.12</b>	<b>\$ 12,262.88</b>
			<b>Spent</b>	<b>Remaining</b>

**Councillor Paul Isaac**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
22-Mar-08	Meeting with Minister Hornier	Per Diem	\$ 80.00	\$ 12,570.00
22-Mar-09	Municipal Leadership Caucus - Edmonton	Per Diem	\$ 640.00	\$ 11,930.00
4-Apr-22	Spring Workshop Red Deer	Per Diem	\$ 640.00	\$ 11,290.00
22-Mar-08	Municipal Leadership Caucus - Edmonton	Mileage	\$ 328.18	\$ 10,961.82
22-Mar-08	Municipal Leadership Caucus - Edmonton	Meal	\$ 63.46	\$ 10,898.36
22-Mar-08	Municipal Leadership Caucus - Edmonton	Cab ride	\$ 16.20	\$ 10,882.16
22-Apr-22	Spring Workshop Red Deer	Mileage	\$ 134.20	\$ 10,747.96
22-Apr-22	Spring Workshop Red Deer	Meal	\$ 14.09	\$ 10,733.87
9-Apr-22	2022 Strategic Planning	Per Diem	\$ 280.00	\$ 12,370.00
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodations	\$ 316.12	\$ 12,053.88
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 55.00	\$ 11,998.88
			<b>\$ 651.12</b>	<b>\$ 11,998.88</b>
			<b>Spent</b>	<b>Remaining</b>

**Councillor Jaime Marr**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
01-19-2022	Library Monthly Meeting	Per Diem	\$ 80.00	\$ 12,570.00
01-18-2022	Aquaplex Monthly Meeting	Per Diem	\$ 80.00	\$ 12,490.00
02-03-2022	ITAC Calgary Conference Registration	Registration	\$ 299.00	\$ 12,191.00
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodation	\$ 316.12	\$ 11,874.88
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 50.00	\$ 11,824.88
			<b>\$ 825.12</b>	<b>\$ 11,824.88</b>
			<b>Spent</b>	<b>Remaining</b>



**Councillor Owen Peterson**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
01-18-2022	Museum Board Meeting	Per Diem	\$ 80.00	\$ 12,570.00
02-15-2022	SDHS Monthly Meeting	Per Diem	\$ 80.00	\$ 12,490.00
03-15-2022	SDHS Monthly Meeting	Per Diem	\$ 80.00	\$ 12,410.00
04-23-2022	Spring Workshop April 22 - 24, 2022 Red Deer	Per Diem	\$ 610.00	\$ 11,800.00
04-19-2022	SDHS Monthly Meeting	Per Diem	\$ 80.00	\$ 11,720.00
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodation	\$ 316.12	\$ 11,403.88
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 51.50	\$ 11,352.38
22-Mar-22	SAR Meeting	Per Diem	\$ 80.00	\$ 11,272.38
			\$ 1,377.62	\$ 11,272.38
			<b>Spent</b>	<b>Remaining</b>

**Councillor Chris Vardas**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
02-17-2022	Sundre to Nexsource Sylvan/CAEP Meeting Red Deer	Mileage	\$ 341.18	\$ 12,308.82
02-17-22	CAEP Nexsource Feb 17 - 23, 2022	Per Diem	\$ 600.00	\$ 11,708.82
02-03-2022	ITAC - Calgary - Conference Registration	Registration	\$ 299.00	\$ 11,409.82
2022-03-07	ITAC Calgary - March 7 - 9, 2022	Per Diem	\$ 680.00	\$ 10,729.82
2022-04-09	2022 Strategic Planning	Per Diem	\$ 280.00	\$ 10,449.82
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodations	\$ 316.12	\$ 10,133.70
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 65.00	\$ 10,068.70
2022-04-22	Spring Workshop April 22 - 24, 2022 Red Deer	Per Diem	\$ 640.00	\$ 9,428.70
			\$ 3,221.30	\$ 9,428.70
			<b>Spent</b>	<b>Remaining</b>

**Councillor Connie Anderson**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Accommodations	\$ 316.12	\$ 12,333.88
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Meals	\$ 51.00	\$ 12,282.88
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Per Diem	\$ 640.00	\$ 11,642.88
22-Apr-22	Spring Workshop April 22 - 24, 2022 Red Deer	Mileage	\$ 134.51	\$ 11,508.37
			\$ 1,141.63	\$ 11,508.37
			<b>Spent</b>	<b>Remaining</b>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Corporate Services</b>
<b>SUBMITTED BY</b>	<b>Chris Albert</b>
<b>DATE</b>	<b>June 22, 2022</b>
<b>FOR MONTH OF</b>	<b>Q2 2022</b>

<b>TOPIC #1</b>	<b>Financial Reporting to Council</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	On June 13 <sup>th</sup> , the Q1 2022 Financial Reports were presented to Council. Utility and fuel related pressures have increased costs in Q1, as well as other unexpected expenditures, but are anticipated to have only a small overall impact on the remainder of 2022. The Town is in a healthy cash position to end Q1.
<b>TOPIC # 2</b>	<b>IT Transition</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	At the beginning of May 2022, we transitioned to a new IT service provider to handle our desktop, server and infrastructure support. The initial changeover saw minimal impact to users and the new provider has begun assessing the systems to ensure proper security and stability.
<b>TOPIC #3</b>	<b>Financial Framework and Policy updating</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	The Financial Framework and various financial policies were recently reviewed with Council to ensure compliance with the Strategic Plan and other Council guidelines. An updated Multi-Year Business Planning and Budgeting Policy was adopted by Council on June 13 <sup>th</sup> . Remaining policies and the updated Financial Framework will be presented at future Council Meetings for adoption.
<b>TOPIC #4</b>	<b>Asset Management</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	An Asset Management policy was approved by Council in June 2021. This is a multi-year project and throughout 2022 participation of all departments and Council will be solicited. Initial discussions have been initiated by the new Director of Infrastructure highlighting the importance of the long-term success and use of the project.
<b>TOPIC #5</b>	<b>2023 – 2026 Budget</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	Preparations have begun for the 2023 – 2026 budget cycle. Information and priorities identified during Council's Spring Workshop have been distributed to departments so they may begin compiling information over the summer. An open house is scheduled for Sept 15 <sup>th</sup> to gather further public input and Council's Fall Workshop is scheduled for Oct 21 <sup>st</sup> to 23 <sup>rd</sup> to discuss options for each priority.



## INFRASTRUCTURE DEPARTMENTAL REPORT

	<b>Community Services</b>
<b>SUBMITTED BY</b>	<b>Justin Caslor, Director Infrastructure</b>
<b>FOR MONTH OF</b>	<b>May 2022</b>

<b>TOPIC #1</b>	Parks/Playgrounds/Greenspaces
<b>Update</b>	Playground annual inspections and spring maintenance started. Grass cutting is continuing as part of maintenance programs.
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Continue with grass cutting and public requests</li> <li>Develop playground condition rankings for capital replacement</li> </ul>

<b>TOPIC # 2</b>	Greenwood Campground
<b>Update</b>	<ul style="list-style-type: none"> <li>Prepare for season opening; site preparation and landscaping complete</li> <li>Camp Host started May 1<sup>st</sup></li> <li>Small shed/building purchased and placed by Camp host site for Campground Office.</li> </ul>
<b>Next Steps</b>	<p>Campground opened Friday, May 20 for the season, 33 sites were booked. The new office building provided a welcome space for the campers to check in and pay.</p> <p>Gazebo is becoming more popular and reservation requests are more frequent. May 26 the 'HOSTAL' hosted a successful event at the Gazebo.</p>

<b>TOPIC # 4</b>	Baseball Diamonds
<b>Update</b>	<ul style="list-style-type: none"> <li>Sundre Minor Ball (SMB) started using the diamonds on Monday, May 2, Monday through Friday with some weekend home games.</li> <li>Three 1<sup>st</sup> League</li> <li>Seven teams for Baseball, Two 9U, Two 11U, Two 13U, One 18U</li> <li>Six teams for Softball, Two U9, One U11, One U13, One U15, One U17</li> </ul>

	<ul style="list-style-type: none"> <li>• They hosted a Tournament May 13, 14, &amp; 15 with teams from Cremona, Olds, Innisfail, Didsbury, Cranbrook, Lacombe, and Stettler.</li> <li>• Staff member attended Ball Diamond Construction Course in Devon. (May 16)</li> <li>•</li> </ul>
<b>Next Steps</b>	Continue to work with Sundre Minor Ball and respond in a timely manner to requests and concerns.

<b>TOPIC # 5</b>	Community Centre Facility
<b>Update</b>	Rental: <ul style="list-style-type: none"> <li>• Pickleball used the gym until end of May and then moved activities to the outdoor Tennis/Pickleball Court.</li> <li>• Girls Skateboard Clinic – with the floor rehab work scheduled for June we were able to accommodate the skateboard clinic and test the use of skateboards on the floor. Going forward after the floor rehab work is done, no skateboards will be allowed on the gym floor.</li> <li>• May 25, Sundre RCMP information session.</li> </ul>
<b>Next Steps</b>	Continue with facility bookings as requested

<b>TOPIC # 9</b>	Public Requests / Concern Forms
<b>Progress</b>	In the month of May, CS staff has responded to 4 public concerns dealing with trees or safety issues.
<b>Next Steps</b>	Continue to respond quickly and efficiently to public concerns and safety issues



FOR MONTH OF	June 2022
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<b>TOPIC #1</b>	Community Centre Gym Floor Rehabilitation – Capital Project
<b>Update</b>	The gym floor restoration work began on June 13. Work is progressing. All sanding work is complete, work is ongoing for baseboards, floor inserts, and door plates.
<b>Action</b>	Anticipate completion of project by Monday June 27.

<b>TOPIC #2</b>	Parks/Playgrounds/Greenspaces
<b>Update</b>	<ul style="list-style-type: none"> <li>• Weed control was delayed due to the rainy weather.</li> <li>• Playground annual inspections and spring maintenance ongoing.</li> <li>• Tennis/Pickleball Court – put out a garbage can and installed signage regarding court use.</li> <li>• June 7, the hanging flower baskets were installed for the season</li> <li>• June 13 received remaining flowers for planters/beds, rainy weather proved to be a challenge for the planting process.</li> <li>• Trails have been a challenge to inspect due to the rainy and windy weather.</li> <li>• Dr. Hal Irvine Memorial Bench installed along the North River Trail east of 2<sup>nd</sup> Street.</li> </ul> <p>Staff worked diligently to have the Town green spaces and flowers looking their best for Rodeo weekend and Canada Day long weekend.</p>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Continue with grass cutting and public requests</li> <li>• Develop playground condition rankings for capital replacement</li> </ul>

<b>TOPIC # 3</b>	Greenwood Campground
<b>Update</b>	<ul style="list-style-type: none"> <li>• June 14 to June 20, the campground was closed due to rising river levels and flood warning advisory.</li> <li>• Gazebo continues to be an attraction for various activities, family gatherings/celebrations, wedding photos, and also regular use by groups organizing Seniors activities/picnic's.</li> </ul>



<b>Next Steps</b>	Continue to monitor situation(s) to ensure public safety

<b>TOPIC # 4</b>	Baseball Diamonds
<b>Update</b>	Sundre Minor Ball hosted a Baseball 11U and 13U League Tournament June 10, 11, and 12, with teams from Didsbury, Carstairs, Three Hills, and Cremona. There league play is done June 30. Three softball teams, U13, U15, and U17, are hoping to attend provincials July 8-10 in St. Paul, they will be using the diamonds until they go to Provincials.
<b>Next Steps</b>	Continue to maintain relationship with SMB

<b>TOPIC # 5</b>	Community Centre Facility
<b>Update</b>	Rentals: June 4, Miss Rodeo Sundre Fundraiser June 5, Memorial Service June 7, 8, and 9, GNP Seniors CPRA presentations June 11, 'Summer Kick Off' hosted by the Sundre Library Monday, June 13 – Floor Rehab work started and progressing on schedule. Have rentals booked starting Tuesday, July 19
<b>Next Steps</b>	Continue with facility bookings as requested

<b>TOPIC # 9</b>	Public Requests / Concern Forms
<b>Update</b>	In the month of June, CS staff has responded to 3 public concerns dealing with grass or tree trimming.
<b>Next Steps</b>	Continue to respond quickly and efficiently to public concerns and safety issues



	<b>Operations</b>
<b>SUBMITTED BY</b>	<b>Justin Caslor, Director Infrastructure</b>
<b>FOR MONTH OF</b>	<b>May 2022</b>

<b>TOPIC #1</b>	Sanitary Main Lift Station Upgrades – Capital Project
<b>Progress</b>	The Main lift station upgrade project is nearly completed. Work started on May 24, 2022 installing the new MCC control centre, alarms and a new transfer switch for emergency power.
<b>Action</b>	This work will protect the east side, SW and a portion of the NW section from wastewater pumping issues due to power failures or pump failures. Full completion by June 1, 2022

<b>TOPIC # 2:</b>	Gas Valve Maintenance
<b>Progress</b>	The gas department has 181 critical shut down valves in its current system. These are required by our audit process to be maintained and easily located/operated for emergency purposes. The operators have currently located all valves and are completing access depths, and coding the valves with a new numbering system
<b>Next Steps</b>	The valves will be mapped by GIS to provide base mapping for capital planning and quick location during emergent events

<b>TOPIC # 3:</b>	Water main leak repairs
<b>Progress</b>	This spring operations investigated and repaired 3 large volume leaks. This equated to approximately 550-600 c/m/day bringing the daily flow from 2000 c/m/day to 1400 c/m/day. With summer demands the flows have increased as expected and the demand is still under the allowance of our license.
<b>Next Steps</b>	There are 4 locations that are being investigated for potential leaks. Late evening system shutdowns and computer correlating are being utilized to gauge the size of leak. These findings will be planned based on complexity and importance.

<b>TOPIC # 4:</b>	Fleet Department Sweeper
<b>Progress</b>	The new sweeper is scheduled to be delivered June 3, 2022. Operators will receive training on the new unit and prepare to begin sweeping the town streets.
<b>Next Steps</b>	Sweeping will commence in areas that are scheduled for line and curb painting followed by residential areas.

<b>TOPIC # 5:</b>	Fibre optic installations
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<b>Progress</b>	Cross cut drilling is currently working tin the SW area. With concerns and complaints they have very responsive to operations direction to rehabilitate areas disturbed by the installs.
<b>Next Steps</b>	Two additional companies are now scheduling installations of conduit mains and service connections to homes. This has had additional work for operations fore utility locating and site meetings for planning.

<b>TOPIC # 6</b>	Public Requests / Concern Forms
<b>Progress</b>	In the month of May, Operations has responded to 9 public concerns dealing with road issues
<b>Next Steps</b>	Continue to respond quickly and efficiently to public concerns and safety issues



FOR MONTH OF	June 2022
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<b>TOPIC #1</b>	Main Lift Station Upgrades – Capital Project
<b>Progress</b>	The Main lift station upgrade project is completed. Work started on May 24, 2022 installing the new MCC control center, alarms and a new transfer switch for emergency power.
<b>Action</b>	This work will protect the east side, SW and a portion of the NW section from wastewater pumping issues due to power failures or pump failures.

<b>TOPIC #2</b>	Tamarack Underground Sanitary Lift Station
<b>Progress</b>	This lift pump station has failed requiring daily cleanout and monitoring to mitigate sewer backup issues in the 4 <sup>th</sup> street and tamarack crescent section.
<b>Next Steps</b>	Operators are trying solutions to keep the system operational. New equipment is being quoted for replacement. This lift station is scheduled in the 5-year capital plan for replacement. Will need to be fast tracked for replacement.

<b>TOPIC # 3</b>	Utility Locating
<b>Progress</b>	This is a daily requirement for gas, storm, water and wastewater utility locating for the fibre optic project and the normal construction projects common in the summer months
<b>Next Steps</b>	The utility departments are being vigilant in scheduling these tasks and balancing other requirements for day to day work

<b>TOPIC # 4</b>	Water main leak survey
<b>Progress</b>	Suspect areas have been investigated with minimal leakage found.
<b>Next Steps</b>	Correlation surveys will continue throughout town to find leaks. Current daily usage is in the 1700-1800 m3/day. (higher due to watering and water sale increases)

<b>TOPIC # 5</b>	Street Sweeping
<b>Progress</b>	The new sweeper has been delivered

<b>Next Steps</b>	Sweeping has commenced in areas that are scheduled for line and curb painting followed by residential areas. Weather has been an issue.
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<b>TOPIC # 6</b>	Concrete Work – sidewalk repair
<b>Progress</b>	Town staff and S&S masonry will begin repairing a concrete sidewalk on the north side of Centre St., adjacent to Joko's. This will address the drainage and safety issue as requested by Council.
<b>Next Steps</b>	Town staff will continue to develop a sidewalk priority list for Capital replacements and Operating repair items. In July an external contractor will begin an assessment of trip hazards around Town.

<b>TOPIC # 7</b>	Line Painting - crosswalks
<b>Progress</b>	Rainy weather over past few weeks has caused delays in line painting work that works closely with street sweeping operations.
<b>Next Steps</b>	External Contractor (Moore Maintenance) to meet with Operations staff in early July. Priority crosswalk locations will be main avenue west (7 <sup>th</sup> St NW & 6 <sup>th</sup> St NW) and school areas.

<b>TOPIC # 8</b>	Fibre optic installations
<b>Progress</b>	Crosscut is now working in the SW district and will be moving into the Centre street and Hwy 27 section near the end of June
<b>Next Steps</b>	The remediation work required of crosscut has been positive. Concerns are funneled through operations the directed to the field supervisor for contact and completion/scheduling. Remediation includes back lanes, front and back yards where excavating and drilling has occurred

<b>TOPIC # 9</b>	Public Requests / Concern Forms
<b>Progress</b>	In the month of June, Operations has responded to 5 public concerns dealing with potholes, street sweeping, and alleyways
<b>Next Steps</b>	Continue to respond quickly and efficiently to public concerns and safety issues



## DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	June 22, 2022
FOR MONTH OF	May 2022

<b><u>911 DISPATCHES:</u></b>	
	<b>Emergency Response Numbers, 146 Total Year to Date May 2022, Responses – Total 30</b>
<b><u>Response Types:</u></b>	<ul style="list-style-type: none"> <li>➤ Medical Assist - 13</li> <li>➤ Alarms - 4</li> <li>➤ Structure Fire - 1</li> <li>➤ Motor Vehicle Collisions - 4</li> <li>➤ Outside/vegetation fire – 5</li> <li>➤ Outside Tank Fire – 1</li> <li>➤ Smoke Investigation – 1</li> <li>➤ Electrical Hazard - 1</li> </ul>
<b><u>Results:</u></b>	<ul style="list-style-type: none"> <li>➤ All incidents Responded, Managed and Resolved by SFD Members</li> </ul>
<b><u>TRAINING &amp; ACTIVITIES</u></b>	
<b><u>In-Hall/Weekly:</u></b>	<ul style="list-style-type: none"> <li>➤ Medical Training vacuum splints and Opioid overdose</li> <li>➤ Technical Rope Rescue</li> <li>➤ Wildland interface protection and fire Training</li> <li>➤ Kindergarten Fire Hall Tours <b>Completed June</b></li> <li>➤ GNP Charity Check stop <b>Completed June</b></li> <li>➤ Sundre Library Kick Off to Spring <b>Completed June</b></li> <li>➤ Sundre Rodeo Parade <b>June 25<sup>th</sup></b></li> <li>➤ Grad Parade <b>June 30<sup>th</sup></b></li> <li>➤ SPOG Neighbors Day <b>Demonstration August 26<sup>th</sup></b></li> <li>➤ RCMP, AHS, Sundre High School P.A.R.T.Y. program <b>Completed Great Feedback</b></li> <li>➤ Public Naloxone/Overdose Awareness Presentation, in <b>Conjunction with GNP and AHS June 16<sup>th</sup> Well Received</b></li> </ul>
<b><u>Formal Courses in-Progress/Upcoming:</u></b>	<ul style="list-style-type: none"> <li>➤ NFPA 1041 Level I - <b>4 Members Completed and Passed</b></li> <li>➤ NFPA 1041 Level II - <b>2 Member Completed and Passed</b></li> <li>➤ Safety Codes Fire Inspector Level A – <b>3 Members Online Test June 27<sup>th</sup></b></li> <li>➤ Wildland Urban Interface – <b>Date TBD</b></li> <li>➤ NFPA 1002 <b>Differed till Fall Date TBD</b></li> <li>➤ NFPA 1051 Course <b>Complete and Tested</b></li> <li>➤ Farm Extrication &amp; Machinery Entrapment Rescue Symposium <b>4 Members Completed</b></li> </ul>

	<ul style="list-style-type: none"> <li>➤ SFD is Hosting ICS-200 In person Course August 29&amp;30<sup>th</sup> 2022</li> <li>➤ Observe Plains-Midstream Mock disaster pipeline break. <b>May 18<sup>th</sup> Planning additional training with Plains-Midstream</b></li> <li>➤ SFD Member Hearing Test and SCBA Mask fit testing <b>Complete</b></li> </ul>
<b><u>Fire Hall:</u></b>	
<b><u>AHS/E-Sim Lab:</u></b>	Complete - Hospitals Futures Foundation <b>Grand Opening tours July 13<sup>th</sup></b>
<b><u>Building/Maintenance:</u></b>	<ul style="list-style-type: none"> <li>➤ EMS Side Furnace repair <b>quote received</b></li> </ul>
<b><u>SFD Units - Equipment</u></b>	
<b><u>Units:</u></b>	Annual Pumper Service and Testing <b>complete</b>
<b><u>Equipment:</u></b>	<ul style="list-style-type: none"> <li>➤ 3 Sets of Bunker gear to be ordered <b>4-Month Delivery NTR</b></li> </ul>
<b><u>Safety Codes:</u></b>	
<b><u>Inspections -Occupancies</u></b>	<ul style="list-style-type: none"> <li>➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently</li> </ul>
<b><u>Status:</u></b>	<ul style="list-style-type: none"> <li>➤ 3 Members - training to become Safety Codes Officers</li> </ul>

## DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Benazir Thaha Valencia, Sr. Planner
DATE	June 22, 2022
FOR MONTH OF	May and June, 2022

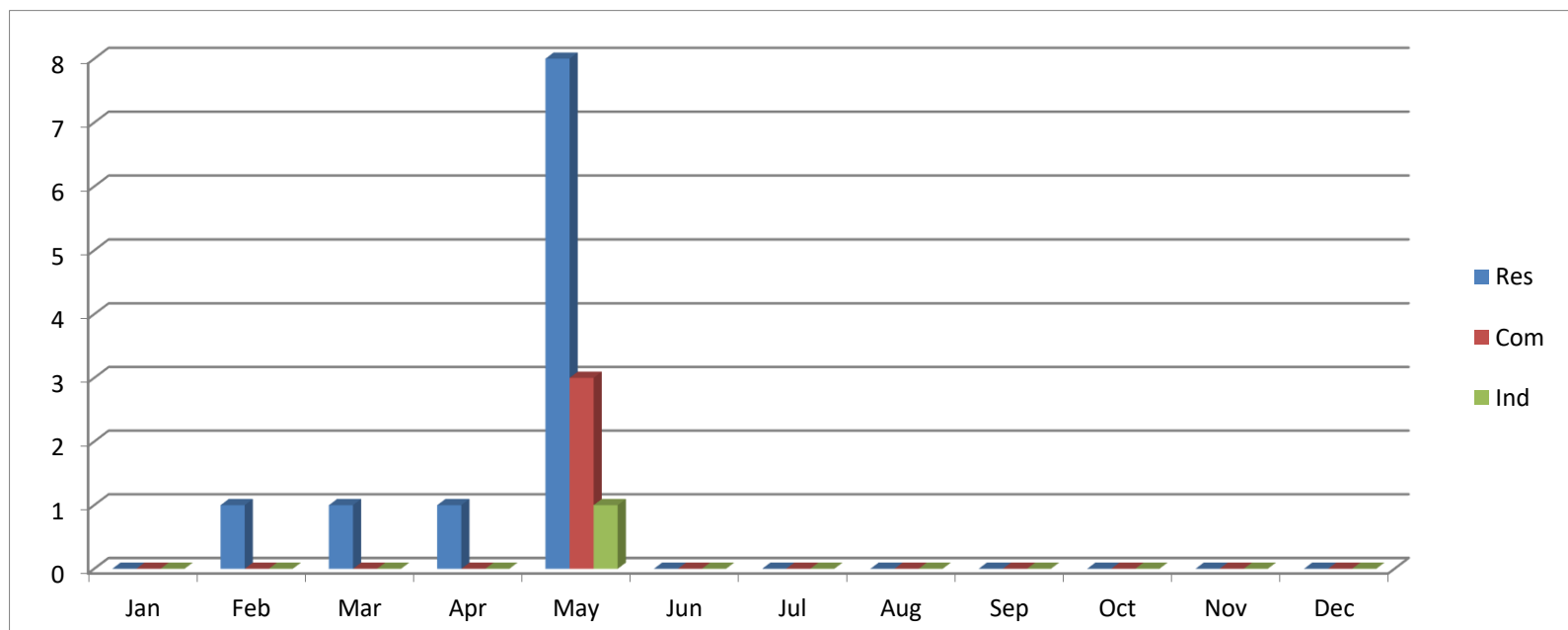
TOPIC #1	Development and Building Permits
ISSUES:	<p><b>Month: May</b></p> <ul style="list-style-type: none"> <li>Development Permits – 4</li> <li>Building Permits – 6</li> <li>Electrical Permits – 9</li> <li>Gas Permits – 4</li> <li>Plumbing Permits – 0</li> </ul> <p><b>June (to date of report)</b></p> <ul style="list-style-type: none"> <li>Development Permits - 4</li> <li>Building Permits - 3</li> <li>Electrical Permits - 6</li> <li>Gas Permits - 1</li> <li>Plumbing Permits - 1</li> </ul>
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>Permitted Development Permits included: <ul style="list-style-type: none"> <li>Change of Use – General Industrial (mechanical shop &amp; RV Sales/Repairs;</li> <li>Signage – SIM Lab at Fire Hall &amp; Temporary signs for xplornet;</li> <li>Residential Projects (semi-detached condo dwellings, roof over deck, sheds,);</li> </ul> </li> <li>Building Permits issued include semi-detached condo units, minor residential projects (sheds, roof over decks), demolition &amp; installation of modular home, renovations to commercial building (grocery store), commercial outdoor patio expansion.</li> <li>Electrical &amp; Gas Permits issued for a variety of residential projects.</li> </ul>
TOPIC #2	Real Property Reports (RPRs)
ISSUES:	<ul style="list-style-type: none"> <li>RPRs - 6</li> </ul>
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of the property. The role of Administration is to assist property owners to solve non-compliant issues.</li> </ul>
TOPIC #3	Area Structure Plans (ASP)
ISSUES:	<ul style="list-style-type: none"> <li>Internal review of two (2) Area Structure Plans ongoing for NW quarter sections (Mountain Spring and Sundre Hills)</li> </ul>
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>Mountain Spring: Planning and Engineering comments will be shared with Developer's Consultants providing opportunity to amend the ASP for Mountain Spring before formal external circulation and first reading of bylaw;</li> <li>Sundre Hills: Planning and Engineering comments will be shared with Developer's Consultant before first reading and public hearing</li> </ul>
TOPIC #4:	Re-designations (amendments to the Land Use Bylaw Map)
ISSUES:	<ul style="list-style-type: none"> <li>1 re-designation applications received in May / June 2022 (Brookside Outline Plan and Redesignation for Phase 4 (Land Use Bylaw Map Amendment forthcoming)</li> </ul>

<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>1 Public Hearing was scheduled for June 27<sup>th</sup> (Sundre Hills ASP) by Council and postponed by Council on May 26<sup>th</sup> until future date.</li> </ul>
	First reading of Redesignation Bylaw forthcoming to Council late June.
<b>TOPIC #3:</b>	<b>Subdivision</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>0 subdivision applications were received and processed:</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Although no subdivision applications were received in May / June 2022, administration anticipates an application will be forthcoming in early fall of 2022 for development in the SW (Brookside).</li> </ul>
<b>TOPIC #5:</b>	<b>Land Use Bylaw</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>No Public Hearings were scheduled.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Administration is reviewing the Land Use Bylaw and “housekeeping” amendments will be forthcoming early fall 2022.</li> </ul>
<b>TOPIC #6</b>	<b>Municipal Development Plan (MDP)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>The Town’s Municipal Plan was drafted and approved by Council in 2013.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Administration is reviewing the MDP. Amendments to the MDP, if proposed, will require public consultation, circulation to developers, internal departments, and external agencies for comment.</li> </ul>
<b>TOPIC # 8:</b>	<b>Administrative</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Filing Project – ongoing.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Improved departmental efficiencies, knowledge, and team building.</li> <li>Improves overall departmental performance, transparency, and stakeholder engagement.</li> <li>Succession planning underway to build capacity within the department.</li> </ul>

<b>Attachments</b>	May / June 2022 Building Permit Statistics CAO’s Development Permit Report
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## MONTHLY BUILDING REPORT FOR THE MONTH OF MAY 2022

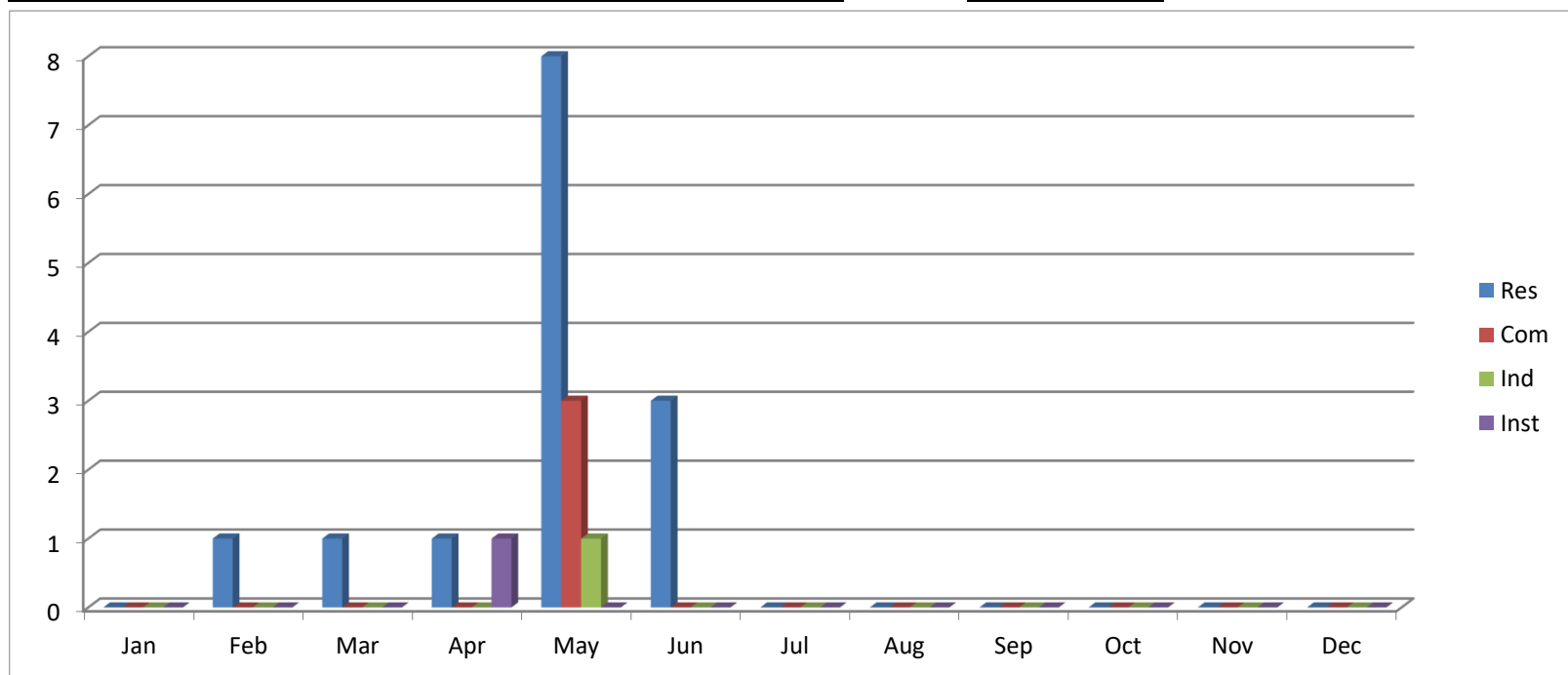
		May-22		2022 Year To Date			2021 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
RESIDENTIAL									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bi-Level			\$ -	0	0	\$ -	0	0	0
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	2	2	\$ 450,000	2	2	\$ 450,000	0	0	\$ -
Multi-Family			\$ -	0	0	\$ -	0	0	0
Mobile Homes	1	1	\$ 350,000	1	1	\$ 350,000	0	0	\$ -
Accessory Buildings		1	\$ 5,000	0	2	\$ 40,000		2	\$ 13,000
Renovation/Addition	0	4	\$ 51,485	0	6	\$ 78,485	0	9	\$ 82,000
				0	0	\$ -			
Sub-Total	3	8	\$ 856,485	3	11	\$ 918,485	0	11	\$ 95,000
COMMERCIAL									
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		3	\$ 28,000		0	\$ 28,000		3	\$ 284,619
Renovation/Addition		3	\$ 28,000		3	\$ 28,000		3	\$ 284,619
INDUSTRIAL									
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		1	\$ 25,000		2	\$ 27,000		0	\$ -
Renovation/Addition		1	\$ 25,000		2	\$ 27,000		0	\$ -
INSTITUTIONAL									
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		2	\$ 118,575
Renovation/Addition		0	\$ -		0	\$ -		2	\$ 118,575
TOTAL	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	3	12	\$ 909,485	3	16	\$ 973,485	0	16	\$ 498,194





Jun  
**MONTHLY BUILDING REPORT**  
**FOR JUNE 2022 (to date of report)**

		Jun. 2022		2022 Year To Date			2021 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
RESIDENTIAL									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bi-Level				0	0	\$ -	0	0	0
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	2	2	\$ 500,000	0	0	\$ -	0	0	\$ -
Multi-Family				0	0	\$ -	0	0	0
Mobile Homes	0	0	0	1	1	\$ 350,000	1	1	\$ 200,000
Accessory Buildings		1	\$ 5,000	0	3	\$ 45,000		2	\$ 13,000
Renovation/Addition	0	0	\$ -	0	6	\$ 78,485	0	13	\$ 127,850
				0	0	\$ -			
Sub-Total	2	3	\$ 505,000	5	14	\$ 1,423,485	1	16	\$ 340,850
COMMERCIAL									
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ 28,000		4	\$ 288,619
Renovation/Addition		0	\$ -		3	\$ 28,000		4	\$ 288,619
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
INDUSTRIAL		0	\$ -		2	\$ 27,000		0	\$ -
		0	\$ -		2	\$ 27,000		0	\$ -
		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
INSTITUTIONAL		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		2	\$ 118,575
		0	\$ -		0	\$ -		2	\$ 118,575
	TOTAL	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits
	2	3	\$ 505,000	5	19	\$ 1,478,485	1	22	\$ 748,044





## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Sr. Development Officer  
RE: May and June 2022 Commercial, Industrial, Institutional Projects

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### COMMERCIAL

<b><u>Development / Building Permit</u></b>	<b><u>District</u></b>	<b><u>Civic Address</u></b>	<b><u>Project</u></b>	<b><u>Value</u></b>
2022-D20	I-2	145 – 6 ST SE	Change of Use – RV Repair and Sales	

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

## DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	Sam Zhao
DATE	2022/06/21
FOR MONTH OF	May 2022

TOPIC #1	Bylaw Complaints
ISSUES:	Unsightly – 4 Dog Bylaw – 1 Weeds – 1 Noise – 1 Motor Vehicle Collision – 1
RESOLUTIONS/SUCCESES:	All complaints received were addressed
TOPIC #2	Community Engagement
ISSUES:	n/a
RESOLUTIONS/SUCCESES:	Attended the following: Sundre RCMP Town Hall – Sundre Community Centre SPOG Neighbor's Day Meeting- Sundre Community Centre RCMP PARTY Program Presentation – Sundre High School
TOPIC #2	Joint Force Operations
ISSUES:	n/a
RESOLUTIONS/SUCCESES:	RCMP - May Long Check-stop
TOPIC #4	
ISSUES:	
RESOLUTIONS/SUCCESES:	

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## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Economic Development and Communications</b>
<b>SUBMITTED BY</b>	<b>Jonathan Allan</b>
<b>DATE</b>	<b>June 17, 2022</b>
<b>FOR MONTH OF</b>	<b>May 2022</b>

<b>TOPIC #1</b>	<b>Community Development, Business Development and Vacancy Rates</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>VACANCY RATES <ul style="list-style-type: none"> <li>May vacancy rate was estimated at 5.5% as a proportion of square footage available in the C1 district downtown.</li> <li>Residential vacancies in buildings with 4+ units are still estimated to be ~1%.</li> <li>Industrial building vacancies are estimated to be &lt;1%.</li> </ul> </li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Continued work with regional partners on Film Promotion FDI project.</li> <li>Met with reps of area municipalities to discuss future of regional economic development website subscriptions with LocalIntel.</li> <li>Facilitated introduction between potential investors.</li> <li>Provided letter of support to Historical Society in support of grant.</li> <li>Began work researching updates needed for economy and industry spotlight booklet</li> <li>Updated traffic count statistics, research shows a 10% increase in traffic counts through town since 2016.</li> <li>Commenced research regarding the requirements for submitting Sundre as candidate community in Rural Entrepreneurship Stream of Alberta Advantage Immigration Program, intended to recruit high value immigrant entrepreneurs to rural Alberta.</li> <li>Attended SPOG Neighbours Day meeting.</li> </ul>
<b>TOPIC #2</b>	<b>Tourism Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Ongoing work on Explore Sundre tourism advertising campaign;</li> <li>Grant application to Travel Alberta submitted;</li> <li>Conducted two Proprietors' Series photo sessions with local businesses.</li> <li>Participated in hot air balloon ride, along with members of Chamber of Commerce (operator interested in providing rides out of Sundre)</li> </ul>
<b>TOPIC # 3:</b>	<b>Broadband Fibre Optic Development</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Xplornet Communications fibre optic deployment ongoing; met with XCI to discuss status of deployment.</li> </ul>
<b>TOPIC # 4:</b>	<b>Other Projects</b>
<b>ISSUES:</b>	N/A

<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Pathway lighting project ongoing; trenching moved to June. Electrification expected by Canada Day.</li> </ul>
<b>TOPIC # 5:</b>	<b>Committees, Meetings, Conferences and Professional Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Attended CAEP meeting in Three Hills.</li> </ul>
<b>TOPIC # 6:</b>	<b>Communications</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Updated website(s) as necessary.</li> <li>• Issued newsletter update about available free support through Digital Service Squad.</li> </ul>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>



## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Sundre Municipal Library</b>
<b>SUBMITTED BY</b>	<b>Karen Tubb</b>
<b>DATE</b>	<b>June 22, 2022</b>
<b>FOR MONTH OF</b>	<b>June</b>

<b>TOPIC #1</b>	Engaging community and area families in summer programming
<b>ISSUES:</b>	Many local organizations offer summer programs and events but getting the word out about programming can be difficult.
<b>RESOLUTIONS/SUCSESSES:</b>	Sundre Library planned, organized and hosted a community event (Summer Kick Off) for families to attend and learn about the variety of summer programs available in the Sundre area for children/youth/families. The library was joined by 9 other organizations (including the Museum, Sundre Aquatic Centre, GNP/The Den, Sundre Daycare, MVFRN and MVCALS) who offer summer programs. Each organization had a table with their group's summer programming information and provided an activity for children and families (i.e., Mini-golf, bean bag toss, face painting, Giant Jenga). RCMP officers from the Sundre Detachment and fire personnel from the Sundre Fire Department were also in attendance with cruisers and a fire truck. The Sundre Ministerial managed the Hot Dog BBQ sponsored by the library. Over 150 people attended the event. It is our hope that this collaboration will both boost awareness of each of these organizations and help families be aware of and engaged in local programming.
<b>TOPIC #2</b>	Fostering continued literacy development in children/among families
<b>ISSUES:</b>	During the summer months, children can experience a slide in literacy and learning.
<b>RESOLUTIONS/SUCSESSES:</b>	With the help of the Town of Sundre Community Grant, Town staff, and support from Sundre Dental we once again have our Storywalk up along Main Avenue W with a lineup of new stories. The Storywalk provides an opportunity for families to take a walk and read a children's book, supporting literacy skills through the summer and engaging families in healthy activity. (And the Storywalks are not only enjoyed by families...we've received positive feedback from adults and seniors as well!) As the books vary in length and do not always require all the posts, those not required for the story are used to draw attention to and promote the Town of Sundre and its local attractions, local businesses and/or programs run by other area organizations (such as GNP/The Den). A map of the town's walking paths is routinely posted as well.

<b>TOPIC # 3:</b>	Technology opportunities
<b>ISSUES:</b>	After the very successful Tech Clubs offered to students ages 8 to 14 during the winter, we wanted to provide opportunities for more tech focused programs through the summer. As well, we are finding Tech Tutoring for Adults continues to be a much sought after service at the library.
<b>RESOLUTIONS/SUCCESES:</b>	We have hired a university student to assist with Tech tutoring and to provide children and family-focused Tech programs through the summer. These will include programs such as coding, 3D printing, Virtual Reality experiences, Minecraft events, and Sphero programming.
<b>TOPIC # 4:</b>	Promoting local creativity
<b>ISSUES:</b>	Local authors and artists benefit from opportunities to showcase their work.
<b>RESOLUTIONS/SUCCESES:</b>	Now that we are once again able to host in-person events we were delighted to welcome local author Noreen Olson for a presentation about her newest book. Over 30 people came to enjoy an evening of readings and humour. We are looking forward to hosting Bergen author, archaeologist Shari Peyerl, in early July. Our partnership with the local art society continues, as they offer classes and seminars at the library and exhibit their work in our 'living room'.

**LIST & PROVIDE ATTACHMENTS:**

**(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

<b>Attachment #1</b>	Summer Kick-Off Community Event
<b>Attachment #2</b>	Noreen Olson author visit
<b>Attachment #3</b>	
<b>Attachment #4</b>	
<b>Attachment #5</b>	









MOUNTAIN VIEW  
Family Resource Network  
MVFRN.ca  
1877-761-0033  
Alberta  
Contact us for more  
information and visit  
social media!  
@mvfrn  
@mvfamilyresourcenetwork

Adventure & Growth



SUNDRE MUNICIPAL LIBRARY

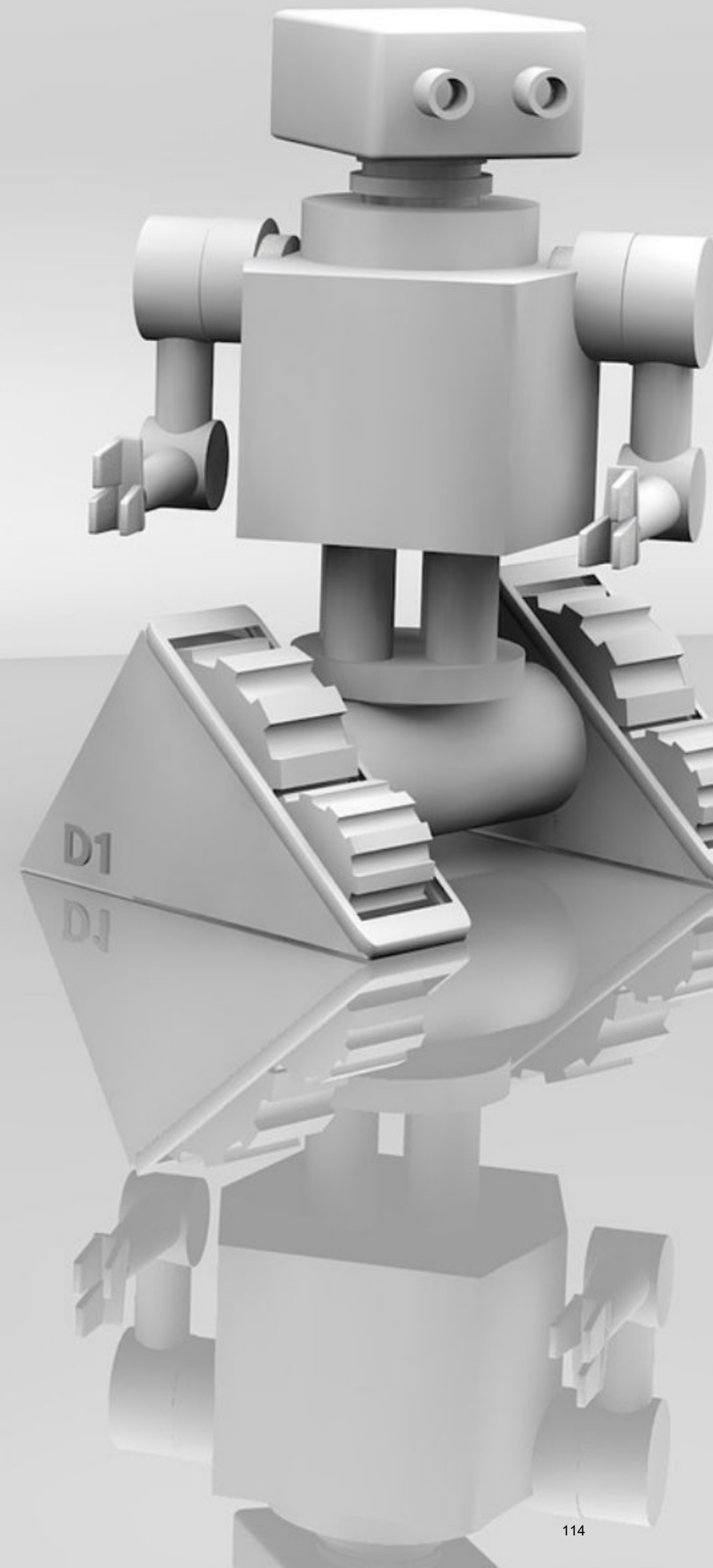
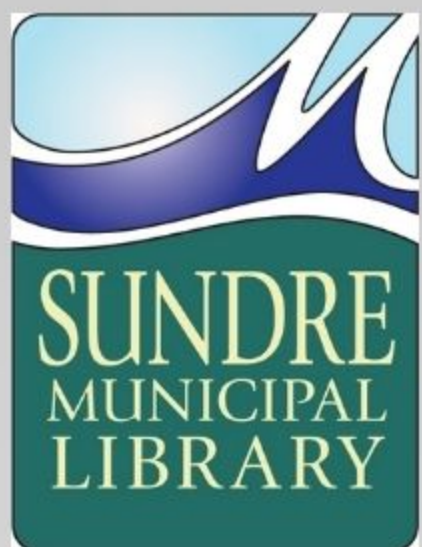
# TECH TUESDAYS

EVERY Tuesday in July & August  
Open to children & families

Join us for Minecraft classes, Sphero  
mazes, Virtual Reality, & Nintendo Wii

**See our website for specific details on  
what tech will be offered and when.**

**[sundre.prl.ab.ca/events](http://sundre.prl.ab.ca/events)**





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>June 27, 2022</b>
<b>SUBJECT</b>	<b>Council Committee Reports - May</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>11.</b>

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### **BACKGROUND/PROPOSAL:**

Councillors have provided reports for Council's review and information for May 2022.

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

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept Mayor Warnock's report as presented.

### **MOTION:**

That the Town of Sundre Council accept Mayor Warnock's report as information.

Attachments: 11.1 Mayor Warnock's report  
11.2 Councillor Marr's report

Date Reviewed: June 21, 2022

CAO: *Linda Nelson*





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

717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

**Intermunicipal Collaboration Committee**

**Date of Meeting:** May 25, 2022

Sundre and Mountain View County held an ICC Committee meeting in Council Chambers.

The meeting discussed the ICC Committee Terms of Reference, Town of Sundre Discussion Requests and Mountain View County Discussion Requests

**Mountain View Senior's Housing**

**Date of Meeting:** May 05, 2022

Note – CAO Interviews were held May 03, 2022 and May 10, 2022.

Regular Board meeting was held May 05 at MVSH Office in Olds. Agenda Items included COVID 19 Pandemic Plan Update, COVID 19 Funding update, Foothills Lodge Asset Disposals, Risk Management, Vacancy/Occupancy Management and a review of the 10-year Strategy to Improve and Expand Affordable Housing.

**Mountain View Regional Waste Management Committee**

**Date of Meeting:** May 02, 2022

Meeting was held at Mountain View County office, Didsbury. The AGM was held immediately prior to the regular meeting, which included the presentation of the 2021 financial statements, the Bomag Packer disposition and the new Shredder acquisition. Landfill Operations Report, Statement of Financials up to March 31, 2022 and a discussion on offsite garbage issues.

Next meeting July 25, 2022 – Regular Meeting

**Red Deer River Municipal Users Group**

**Date of Meeting:** May 19, 2022

Attended the Executive Committee meeting at 10am, followed by the Regular MUG committee meeting held at 1pm. The committee received presentations from Alberta Agriculture and Forestry, which described Current Conditions and Past Information on Alberta's Climate and the second presentation from Alberta Water Council discussed preparations for drought and water management demand control.

Regular Meeting covered the Financial Statements up to April 30, 2022, Executive Committee recommendations on future regional workshops, and the RDRMUG action plan going forward.

**Intermunicipal Planning Commission**

**Date of Meeting:** No May Meeting

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**Red Deer River Watershed Alliance**

**Date of Meeting:** No May Meeting

**Sundre Forest Products**

**Date of Meeting:** No May Meeting

**Sundre Petroleum Operators Group**

**Date of Meeting:** No May Meeting

**Coordinated Community Response**

**Date of Meeting:** No May Meeting

**Sundre Wellness Advocacy Committee**

**Date of Meeting:** No May Meeting

**Other:**

**Date of Meeting:** May 2022

May 02 – Attended the RCMP Engagement Event at the James River Hall – Rural Crime was the main discussion, along with the response times during events.

May 10, 2022 – Attended the Mountain View County, South McDougal Flats Area Structure Plan meeting.

May 16, 2022 – Sundre Regular Council meeting – Agenda and minutes can be read on the Town of Sundre Webpage – [www.sundre.com](http://www.sundre.com)

May 17, 2022 – Attended the South-Central Alberta's Mayors meeting in Innisfail, and had great discussions regarding Chambers of Commerce in our communities.

May 18, 2022 – Sundre Committee of Council – Bylaw and Policy Committee – met to review the Public Participation Policy, the Emergency Management Policy, Capital Finance and Debt Management Policy, Asset Management Policy, Grants to Organizations Policy, Procedural Bylaw, Multi-Year Business Planning and Budgeting Policy, and restricted Surplus Account Policy.

May 25, 2022 – Attended the RCMP Engagement Event held in Sundre – Rural Crime was the main discussion, with community members asking for more speed control on certain streets in Sundre.

May 26, 2022 – Attended the Sundre Hospital Long Service Awards. This was a very well planned and attended early evening event, with BBQ supper prepared by the Sundre Ministerial/Hospital Futures Committee. We are so grateful for the continuous reliable and dedicated staff that work at our hospital.



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

717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

**Communities in Bloom Committee**

Date of Meeting: TBD

No meeting in May.

**Events and Festivals Committee**

Date of Meeting: TBD

No meeting in May.

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

Date of Meeting: TBD

Nothing to report.

**Grant Review Committee**

Date of Meeting: TBD

No meeting in May.

**Sundre Municipal Library Board (TRUSTEE)**

Date of Meeting: May 18, 2022

I was unable to attend this meeting but received the agenda in advance, gave my regrets and will have the meetings minutes available for next month's report.

**Sundre & District Aquatic Society**

Date of Meeting: TBD

Nothing to report.

**Sundre & District Historical Society (ALTERNATE)**

Date of Meeting: TBD

Nothing to report.

**Sundre Petroleum Operators Group**

Date of Meeting: TBD

No meeting in May.

**Other**

April 8-10, 2022 – Strategic Planning Session in Red Deer

May 11, 2022 – 9:00am Ronald McDonald House Charity; Volunteer at local McDonalds for 1hr

May 11, 2022 – 6:00pm Regular Council Meeting (Agenda & Minutes on Town Website)

May 12, 19, & 26 2022 – 2:00 to 4:00pm Classes 1,2 and 3 out of 4 “Land Use and Development Approvals” for Elected Officials Education Program (EOEP)

May 17, 2022 - 5:00pm Alberta Health Services (AHS), Connect Care; A new way of using and sharing health information to improve patient care

May 18, 2022 – 12:00pm Bylaw Review Committee meeting