



Regular Council Meeting
Town of Sundre Municipal Council Chambers
April 13, 2026
5:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 April 13, 2025
 - 3.2 Councillor Absence (if applicable)
4. **Adoption of Previous Minutes**
 - 4.1 March 23, 2026 Regular Meeting of Council Minutes Pg. 1
5. **Delegation:** None
6. **Bylaws/Policies:**
 - 6.1 RFD Tax Rate Bylaw 2026-04 Pg. 5
7. **Old Business:** None
8. **New Business:**
 - 8.1 RFD Affordable Housing Property Tax Exemption Pg. 10
 - 8.2 RFD Fire Smart Community Project Pg. 11
 - 8.3 RFD Awarding Centre Street North Upgrade Project Tender Pg. 15
9. **Administration:** None
10. **Council Committee Reports:** March 2026
 - 10.1 RFD Council Committee Reports (written or verbal) Pg. 17
 - 10.1a_Councillor Anderson
 - 10.1b_Councillor Buchan
 - 10.1c_Councillor Dalke
 - 10.1d_Councillor Isaac
 - 10.1e_Councillor Marr
 - 10.1f_Councillor Petersen
 - 10.1g_Mayor Warnock Pg. 18
 - 10.2 RFD Key Messages of Council, March 2026 Pg. 21
11. **Council Invitations / Correspondence:** RFD Correspondence/Invitations Pg. 23
 - 11.1 Chinook's Edge School Division Board Highlights Pg. 24
12. **Closed Meeting:**
 - 12.1 Advice From Officials, *Access To Information Act*, Section 29
13. **Adjournment**

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Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
March 23, 2026
5:00 P.M.

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, March 23, 2026, commencing at 5:00 p.m.

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

ABSENT: None

STAFF: Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Project Manager, Carl McDonnell
Operations Manager, Jim Hall
Water/Wastewater Operator, Shane Vollett
Legislative Executive Assistant, Betty Ann Formstone

PUBLIC: 4

DELEGATION: R.C.M.P. Sundre Detachment Commander, Sgt. Courtney Harding

PRESS: 0

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

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 101-23-03-26 MOVED by Councillor Dalke that the agenda be approved as amended, as follows:

MOVE: Item 8.4 Awards, to 8.1

ADD: Item 8.6, RFD Grants to Organizations

CARRIED

Councillor Absence: None

ADOPTION OF THE PREVIOUS MINUTES:

Res. 102-23-03-26 MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on March 9, 2026 be approved as presented. **CARRIED**

DELEGATION: **Sundre R.C.M.P. Detachment Commander – Q3 Report**

Res. 103-23-03-26 MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accepts the Sundre quarterly Policing Report and Crime Statistics as information. **CARRIED**

BYLAWS/POLICIES: **Bylaw 2026-05, Committees of Council Bylaw, Amendments to Schedule “D”**

Res. 104-23-03-26 MOVED by Councillor Buchan that the Town of Sundre Council give First Reading to Bylaw 2026-05, “Council Committees Bylaw”, by amending Schedule “D” the Terms of Reference for the “Sundre Community Health Advocacy Committee”. **CARRIED**

Res. 105-23-03-26 MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2026-05, “Council Committees Bylaw”, by amending Schedule “D” the Terms of Reference for the “Sundre Community Health Advocacy Committee”, **CARRIED**

Res. 106-23-03-26 MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2026-05, “Council Committees Bylaw”, by amending Schedule “D” the Terms of Reference for the “Sundre Community Health Advocacy Committee”.
In Favour: Mayor Warnock, Councillor Anderson, Councillor Marr
Opposed: Councillor Isaac, Councillor Dalke, Councillor Petersen, Councillor Buchan
DEFEATED

OLD BUSINESS: None

NEW BUSINESS: **Awards**

Res. 107-23-03-26 MOVED by Councillor Isaac that the Town of Sundre Council accept the CAO’s verbal update and formally recognize the achievements of the Sundre Team and its partners. **CARRIED**

2025 Q4 Financial Reports

Res. 108-23-03-26 MOVED by Councillor Isaac that the Town of Sundre Council accept the Q4 2025 Quarterly Financial Reports as information. **CARRIED**

_____ Initials

Regular Council Minutes – March 23, 2026

Mayor Warnock called a break at 6:21 p.m.
Mayor Warnock reconvened the meeting at 6:25 p.m.

Request to Reverse Utility Service Charges for Re-fill of Aquatic Centre

Res. 109-23-03-26 MOVED by Councillor Anderson that the Town of Sundre Council waive the February 2026 Utility Billing for the Sundre & District Aquatic Society in an amount not to exceed \$2,220.60.
CARRIED

Transfer of Westside Lands for Round-a-Bout

Res. 110-23-03-26 MOVED by Councillor Petersen that the Town of Sundre Council approve the sale and transfer of +/- 0.116 acres of land to Transportation and Economic Corridors for the sum of \$1.00 for the purpose of constructing a Round-a-Bout at Highway 27 and Highway 22 and that the CAO be authorized to sign the offer to sell on behalf of the municipality.
CARRIED

Request for Council Representation on an Organizing Committee

Res. 111-23-03-26 MOVED by Councillor Buchan that the Town of Sundre Council appoint Councillor Todd Dalke to the Shady Grove Bluegrass Organizing Committee for a term ending at the Organizational Meeting in October 2026.
In Favour: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Buchan
Opposed: Councillor Petersen
CARRIED

Grants to Organizations

Res. 112-23-03-26 MOVED by Councillor Isaac that the Town of Sundre Council approve the recommendations of the Grants to Organizations Committee to fund seventeen (17) applicants for a total amount of \$29,247.
In Favour: Councillor Marr, Councillor Isaac, Councillor Anderson, Mayor Warnock, Councillor Dalke, Councillor Petersen
Opposed: Councillor Buchan
CARRIED

ADMINISTRATION:

Departmental Reports February 2026

Res. 113-23-03-26 MOVED by Councillor Dalke that the Town of Sundre Council accept the February 2026 Departmental Reports as information.
CARRIED

**COUNCIL COMMITTEE
REPORTS:**

None

_____ Initials

COUNCIL KEY MESSAGE: None

**COUNCIL INVITATIONS /
CORRESPONDENCE:** **Parkland Regional Library System**

Res. 114-23-03-26 MOVED by Councillor Petersen that the Town of Sundre Council accept the Parkland Regional Library System’s Board Talk and Draft Meeting Minutes as information.

CARRIED

CLOSED MEETING:

Res. 115-23-03-26 MOVED by Councillor Buchan that the Town of Sundre Council go into a Closed Meeting at 7:41 p.m.

*Mayor Warnock called a break at 7:41 p.m.
Mayor Warnock reconvened the closed meeting at 7:43 p.m.*

The following were in attendance for the Closed Meeting:

Chief Administrative Officer, Linda Nelson

- 12.1 Advice From Officials, *Access to Information Act, Section 29*
- 12.2 Advice From Officials, *Access to Information Act, Section 29*
- 12.3 Advice From Officials, *Access to Information Act, Section 29*

Res. 116-23-03-26 MOVED by Councillor Dalke that Council return to an open meeting at 8:19 p.m.

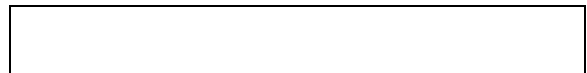
CARRIED

ADJOURNMENT

Res. 117-23-03-26 MOVED by Councillor Buchan being that the agenda matters have been concluded the meeting adjourned at 8:20 p.m.

CARRIED

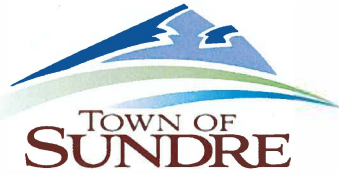
These Minutes approved this 13th Day of April 2026.



Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson

Initials



REQUEST FOR DECISION

COUNCIL DATE	April 13, 2026
SUBJECT	RFD 2026-04 Tax Rate Bylaw
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

The Town of Sundre Council must pass a property tax bylaw annually. Administration is recommending all three (3) readings of the Bylaw to give residents ample time to submit payments prior to the June 30th tax deadline.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council for further details.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Pillar 5 of the Strategic Plan, Sustainable and Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that the Town of Sundre Council approve Bylaw 2026-04, being the 2026 Tax Rate Bylaw, as presented, for all three readings.

MOTION:

That the Town of Sundre Council give first reading to Bylaw 2026-04, being the 2026 Tax Rate Bylaw, and

That the Town of Sundre Council give second reading to Bylaw 2026-04, being the 2026 Tax Rate Bylaw, and

That the Town of Sundre Council give Unanimous Consent for third and final Reading to Bylaw 2026-04, being the 2026 Tax Rate Bylaw.

That the Town of Sundre Council give third and final reading to Bylaw 2026-04, being the 2026 Tax Rate Bylaw, as presented.

Attachments:

Bylaw 2026-04
Report to Council

Date Reviewed: April 08, 2026	CAO: <u><i>Donda Nelson</i></u>
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REPORT TO COUNCIL

COUNCIL DATE: April 13, 2026
SUBJECT: Bylaw 2026-04 “2026 Tax Rate Bylaw”
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 6.1a

BACKGROUND/PROPOSAL:

Division 2 – Property Tax of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the setting of a tax rate bylaw.

Section 353(1) requires “Each council must pass a property tax bylaw annually.”

Section 353(2) sets out what the revenue raised in taxes can be used for: “The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers set out in the budget of the municipality, and the requisitions.

Section 354(1) requires any tax rate bylaw to “...must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).”

Section 355 provides direction on how to calculate the tax rate by “dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.”

Section 356 provides direction on how to calculate the amount of tax to be raised on “a property is calculated by multiplying the assessment for the property by the tax rate to be imposed on that property.”

On December 22, 2025, Motion No. 437-2-12-25 was passed. The Town of Sundre Council moved to re-affirms the adoption of the 2023 – 2026 Four-Year Operating Budget as amended, and 2026 – 2035 Ten-Year Capital Plan as amended, with total operating cash expenditures of \$10,103,273 and total operating revenues of \$5,480,350 in 2026. With the remaining \$4,622,923 to be funded through taxation, Fortis Franchise Fee, LGFF Operating Grant and Restricted Surplus Accounts where identified.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Tax Rate in the attached bylaw (also known as the Mill Rate) is the product of the funds required by the Town to provide services (The Budget) distributed across all property owners based on the relative value of their property (Assessment). Changes to the Tax Rate do not directly translate to an actual dollar impact on property owners, as it also depends on the

proportion of total assessment and other information. In addition, there are amounts collected which affect the property taxes payable and are outside the control of the Town, such as Education Funding, Senior’s Housing, and Police Funding.

To meet the cash requirements outlined in the adopted 2026 operating budget, Administration is recommending setting the 2026 Tax Rate at 7.1141 for Residential and 10.7779 for Non-Residential. If different rates were proposed, each 0.05 change would result in a compounding \$27,000 budget effect projected for the year and on a \$400,000 residential property would adjust the taxes due by the owner by \$20 for the year.

The proposed rates continue to utilize the tax ratio of non-residential and residential properties of 1.515:1, which approximates the use of after income tax dollars for residential properties. The maximum ratio allowable under the MGA is 5:1.

ALIGNMENT WITH STRATEGIC PLAN

The passing of an annual property tax bylaw is a regulatory requirement. In addition, it aligns with Pillar 5 of the Strategic Plan, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends the Town of Sundre Council approve Bylaw 2026-04 “2026 Tax Rate Bylaw” as presented for all three readings.

ALTERNATIVE ACTIONS

After 2nd Reading, a Councillor may make a motion to direct Administration to change an aspect of the Bylaw, as determined by Council.

COSTS/SOURCE OF FUNDING:

Not Applicable

ATTACHMENTS:

Bylaw 2026-04 “2026 Tax Rate Bylaw”

Date Reviewed: April 8, 2026	CAO: <u>Linda Nelson</u>
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BYLAW NO. 2026-04

A BYLAW OF THE TOWN OF SUNDRE TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST THE ASSESSABLE PROPERTY WITHIN THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA FOR THE 2026 TAXATION YEAR.

Whereas, the Town of Sundre in the Province of Alberta has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on December 22, 2025; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Town of Sundre for 2026 total \$10,103,273; and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$6,190,350 and the balance of \$3,912,923 to be raised by general municipal taxation; and

Whereas, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$0; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$1,042,044
Non-Residential	\$ 424,209
Designated Industrial Properties	\$ 1,068
Mountain View Seniors Housing	\$ 177,873
Municipal Operations & Debt Charges	<u>\$3,912,923</u>
	<u>\$5,558,117</u>

Whereas, the Council of the Town of Sundre is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and;

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Town of Sundre as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$390,781,210
Affordable Housing (non-taxable)	\$ 4,784,200
Non-Residential	\$104,928,030
Farmland	\$ 154,000



REQUEST FOR DECISION

COUNCIL DATE April 13, 2026
SUBJECT RFD 2026 Affordable Housing property tax exemption
ORIGINATING DEPARTMENT Corporate Services
AGENDA ITEM 8.1

BACKGROUND/PROPOSAL:

Effective January 1, 2025, amendments to the *Municipal Government Act* make affordable housing accommodations, as designated by the Minister of Seniors, Community and Social Services, exempt from municipal and education property taxes. For 2026, the apartment building located at 503 – 6 Street SW has had \$1,085,000 of the total \$2,196,000 building assessment designated as affordable housing. Additionally, the Mountain View Seniors’ Housing complex located at 749 – 6 Street SW has had \$3,699,200 of the total \$21,760,000 designated. Based on the rates recently passed under Bylaw 2026-04, these designations removed approximately \$34,000 from the municipal tax levy and \$1,700 from the seniors tax levy, which was considered in the setting of rates and is recovered from all other rate payers.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council has the ability to remove the exemption through bylaw, but the education tax portion will remain exempt. A consideration for removing the exemption, is that residents of the accommodations continue to have access to Town resources. Should any portion of the exemption be removed, the previously approved tax rates will not be modified.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council’s Strategic Plan Pillar 1, Community & Economic Growth and Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that the Town of Sundre Council accept the report as information.

MOTION:

That the Town of Sundre Council accept the report from the Director of Corporate Services as information.

ALTERNATIVE MOTION:

That the Town of Sundre Council direct Administration to bring forward to the next Regular Council Meeting a Bylaw establishing the 2026 Municipal Tax Levy and Mountain View Seniors Tax Levy for properties designated as Affordable Housing by the Minister of Assisted Living and Social Services at ___% of the levies established under Bylaw 2026-04.

Date Reviewed: April 08, 2026

CAO: Amide Nelson



REQUEST FOR DECISION

COUNCIL DATE	April 13, 2026
SUBJECT	RFD Fire Smart Community Project
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

Representatives of the Fire Smart Community Project Committee have requested to address Council to provide an update on an upcoming Fire Smart Project to be conducted in 2026-2027. Starting in June of 2025, the operations department focused on creating the necessary requirements to submit to the FRIAA (Forest Resource Improvement Association of Alberta) grant process approved by Council. One of the recommendations from the approved 2016 Wildfire Mitigation Strategy report was to develop a community based Fire Smart committee to build the program. A committee was formed in July of 2025 and proceeded with the application of the grant proposal. A Fire Smart consultant specialist was hired to assist in the technical aspects of the grant requirements. Sundre Fire Smart met all the conditions for the grant process and has been awarded \$49,200 in funds to complete a vegetation management project.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Fire Smart Community Project Committee has developed a fire smart plan to be implemented in July 2026 and to be concluded in 2027. The 2026 plan includes a vegetation management program for several areas as shown on the map included in the report. Implementation of the 2026 plan will mitigate the risk of a wildfire near the Town's water treatment plant, the Myron Thompson Health Centre, residential housing located in the 800 block of 1 Street N.W. and residential housing adjacent to the wooded area surrounding Knott's Glen Memorial Park.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council Strategic Plan Pillar 2 Community Well-being, Pillar 3 Environmental Stewardship and Pillar 5 Sustainable and Responsible Governance.

ADMINISTRATION to:

That Council thank the representatives of the Fire Smart Community Project Committee for the update and support the proposed 2026 Fire Smart Community Project, and future development of Fire Smart plans to mitigate the risk of wildfire for the protection of citizens and property in our community.

COSTS/FUNDING:

n/a

MOTION:

That the Town of Sundre Council thank the representatives of the Fire Smart Community Project Committee for the update and support the proposed 2026 Fire Smart Community Project, and future development of Fire Smart plans to mitigate the risk of wildfire for the protection of citizens and property in our community.

Date Reviewed: April 08, 2026

CAO: *Janet Nebr*

Sundre Fire Smart Committee

2026-2027 VEGETATION MANAGEMENT PROJECT



INTRODUCTION

Starting in June of 2025, the operations department focused on creating the necessary requirements to submit to the FRIAA (Forest Resource Improvement Association of Alberta) grant process approved by Council. One of the recommendations from the approved 2016 Wildfire Mitigation Strategy report was to develop a community based Fire Smart committee to build the program. A committee was formed in July of 2025 and proceeded with the application of the grant proposal. A Fire Smart consultant specialist was

hired to assist in the technical aspects of the grant requirements. Sundre Fire Smart met all the conditions for the grant process and has been awarded \$49,200 in funds to complete a vegetation management project.

2026/27 Vegetation Management Project

The project scope comprises of a total of 4.2 hectares of vegetation located on the east side of Snake Hill and a section east of Knott's Glen Memorial Park. The project targets fuel reduction of a small section of conifers adjacent to residences of 1st Street NW between 6A -Ave NW and 8th Ave NW. The remainder of the project aims at fuel reduction practices such as hand pruning and removal of "dead and down" vegetation.

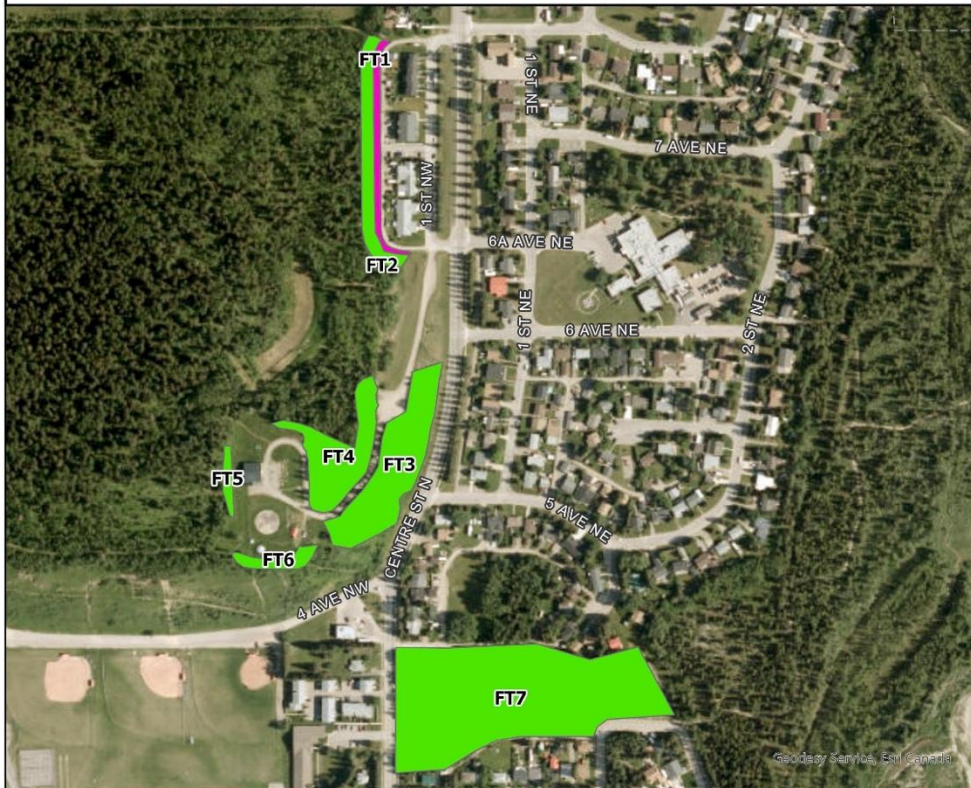
The project is scheduled to begin in July 2026 with communication to directly impacted residents, stakeholder and public consultation.

September 2026 entails contractor selection and startup and additional public consultation.

February 2027 anticipates that 50% of the work to be completed .

Final completion of the project anticipated by June 2027.

Town of Sundre Fuel Treatment Operations Map



Legend

Treatment

- Fuel Reduction
- Fuel Removal

Name	Treatment	Area
FT1	Fuel Removal	0.1
FT2	Fuel Reduction	0.3
FT3	Fuel Reduction	0.7
FT4	Fuel Reduction	0.6
FT5	Fuel Reduction	0.1
FT6	Fuel Reduction	0.1
FT7	Fuel Reduction	2.3
Total		4.2

Next Steps

With Council direction and approval, future projects and strategies will be developed following the seven core disciplines of Fire Smart and guidelines from the approved 2016 report. The program encompasses Education, Vegetation Management, Legislation and Planning, Development Considerations, Interagency Cooperation, Cross Training and Emergency Planning.

A successful Fire Smart Program will aid in the future wildfire risks for Sundre residents, businesses and critical infrastructure.



Example of dead and down (understory) FT3 zone



Example of vegetation for Ft2 Ft3 for fuel removal and reduction (thinning/pruning)



Example of dead standing and vegetation encroachment of WTP FT4 zone



2020 Operations & Community Services Fire Smart completion
2020 at Knot's Glen Memorial park FT7 Zone



REQUEST FOR DECISION

COUNCIL DATE	April 13, 2026
SUBJECT	RFD Awarding Centre St. N. Upgrade Construction Tender
ORIGINATING DEPARTMENT	Operations
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

McElhanney Engineering Ltd. and Town administration have completed an evaluation of the tender submissions received for the Center Street North Surface works Improvements Project. The tender closed on Tuesday, March 31, 2026, at 2:00 p.m.

A total of six tenders were received. One bid was received after the closing time and was deemed non-compliant and not reviewed further. Of the remaining five tenders, all were deemed compliant following review for completeness and adherence to the tender requirements.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

Grindstone Paving & Excavating scored the highest in overall score with the lowest price and the highest score in local reference projects. Grindstone Paving & Excavating has demonstrated the ability to successfully deliver projects of similar scope and complexity in small Towns throughout Alberta and has prior experience working with the Town of Sundre. Their experience demonstrates they can manage and execute complex, multidisciplinary projects. It is McElhanney's and administration's recommendation to award the project to Grindstone Paving & Excavating.

COSTS/FUNDING: \$1,467,880.27

MOTION:

That the Town of Sundre Council award the Tender for the Centre Street North Upgrade to Grindstone Paving and Excavating in the amount of \$1,467,880.27 plus GST in the amount of \$73,394.03 for a total amount of \$1,541,274.60.

ATTACHMENTS: Report to Council

Date Reviewed: April 08, 2026

CAO: Amala Neban



REPORT TO COUNCIL

COUNCIL DATE	April 13, 2026
SUBJECT	Awarding Centre Street North Upgrade Tender
ORIGINATING DEPARTMENT	Operations
AGENDA ITEM	8.3a

BACKGROUND:

McElhanney Ltd. And Town Staff have completed an evaluation of the tender submissions received for the Center Street North Surface works Improvements Project. The tender closed on Tuesday, March 31, 2026, at 2:00pm.

A total of six tenders were received. One bid was received after the closing time as was thus deemed non-compliant and not reviewed further. Of the remaining five tenders, all were deemed compliant following review for completeness and adherence to the tender requirements.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Submitted tenders were reviewed for compliance to tender documents, price, and history of local projects with similar scope. McElhanney Engineering has reviewed the tender submissions based upon the requirements defined in the tender package issued March 2026, which consisted of the following:

- Tender received on time
- Bid form completed in accordance with the requirements
- Addendums received and acknowledged
- Submissions properly signed/sealed
- Bid Bond provided in accordance with the requirements (10% of Tender Price);
- Consent of Surety's provided confirming that bonding will be provided upon award of tender in the amounts of:
 - o 50% of total tender price for Labour and Materials
 - o 50% of total tender price for Performance
- Proof of Certificate of Recognition Safety Program
- Proof of Clearance Certificate provided by WCB

The benefit of awarding the tender will improve the pedestrian sidewalks, pathways wheelchair accessibility and pedestrian crossings between Highway 27 and 6A Ave NE. Centre Street North and a portion of 1 Ave NW are in critical need of repair, and the asphalt replacement will benefit all residents and visitors that use Centre Street North to access recreation facilities, schools, hospital, businesses and residential areas.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council approve the award of the Centre Street North Upgrade Construction Tender to Grindstone Paving & Excavating.

Date Reviewed: April 08, 2026

CAO: *Donida Neber*



REQUEST FOR DECISION

COUNCIL DATE April 13, 2026
SUBJECT RFD Council Committee Reports, March 2026
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.1

BACKGROUND/PROPOSAL:

Council committed to providing monthly committee reports, either verbally or in writing at the first meeting of each month under Motion of Council 426-08-12-25 at the Regular Council Meeting held on December 8, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached reports.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the verbal or written reports as submitted as information.

MOTIONS:

That the Town of Sundre Council accept Deputy Mayor Anderson's verbal report for March 2026, as information.

That the Town of Sundre Council accept Councillor Buchan's verbal report for March 2026, as information.

That the Town of Sundre Council accept Councillor Dalke's verbal report for March 2026, as information.

That the Town of Sundre Council accept Councillor Isaac's verbal report for March 2026, as information.

That the Town of Sundre Council accept Councillor Marr's verbal report for March 2026, as information.

That the Town of Sundre Council accept Councillor Petersen's verbal report for March 2026, as information.

That the Town of Sundre Council accept Mayor Warnock's written report for March 2026, as information.

ATTACHMENTS:

10.1g Mayor Warnock's report

Date Reviewed: April 9, 2026

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
For the Month of MARCH 2026

Bylaw Policy Review Committee

Date of Meeting: No Meeting

No meeting scheduled

Emergency Management Advisory Committee

Date of Meeting: No Meeting

No meeting scheduled

Intermunicipal Collaboration Committee

Date of Meeting: No Meeting

No meeting scheduled

Mountain View Senior's Housing

Date of Meeting: March 19

Regular Board Meeting held in Olds – The Key Messages are attached.

Sundre & District Chamber of Commerce

Date of Meeting: March 19

Regular Board Meeting held at the VIC with agenda items: Ad Hoc Meeting date, Budget, and Executive Director report.

Intermunicipal Planning Commission

Date of Meeting: No Meeting

No meeting scheduled

Red Deer River Municipal Users Group

Date of Meeting: March 19

Attended the Regular Board Meeting via zoom – Agenda Items : Financial update, Confirmation of Offices of the Association, and a presentation by the Regulatory Assurance Manager for Alberta.

Red Deer River Watershed Alliance

Date of Meeting: March 04 & March 20

RDRWA Spring Forum was held at Rochon Sands Community Center, Buffalo Lake. The Forum started with the overview of the work on the State of the Watershed Report. Then staff presented on the Wetlands and Riparian Areas, the rest of the day held great presentations by Thompson Aquatic, Alberta Lake Management Society, Alberta Geological Survey, and University of Alberta. March 20 – Regular Board Meeting held via Zoom with agenda items: Financial fiscal update, Budget approval, and funding for future developments. In addition, attendance at the WPAC summit and the upcoming AGM on June 19, 2026.

Greenwood Neighborhood Place

Date of Meeting: March 10 & March 17

March 10 – GNP Budget 2026/2027 Review to prepare to present Budget to Board. March 17 the regular board meeting was held with agenda items: Executive Director report, Budget approval, GIC investments, summer students and Communication Fund Raising Committees.

Sundre Wellness Advocacy Committee

Date of Meeting: March 09

Committee meeting was held to review the Terms of Reference that sets the purpose and direction of the committee going forward. Positive steps were discussed and a revised Terms of Reference was completed to be presented to Town of Sundre council for approval.

Other:

Date of Meeting: March 2026

March 06 – Attended the Mountain View and Neighbours Women in Business Awards held in Olds. This event recognizes the women who are making a remarkable difference across our rural communities

March 09 – Attended the Minister’s Awards from Alberta Transportation & Economic Corridors with Sundre to be recognized for two awards for the Highway Overlay Project.

March 11 – Attended the Rocky Mountain House Ministerial Prayer Breakfast with Councillor Anderson and Minister Nixon.

March 12 – Attended the Alberta Mid Sized Towns Mayors’ Caucus meeting to discuss a membership drive, future meeting dates and ask for a Minister of Municipal Affairs Meeting.

March 20 – Attended the Town of Sundre Grants to Organizations Committee that reviewed the applications received for the first intake that was extensively over subscribed. The committee prepared a report to present to Council for possible approval.

March 24 – Attended by Invitation an Alberta Environment and Protected Areas - Red Deer Basin Water Information round table that was held to focus on building a shared understanding of drought stages and setting a foundation for working together moving forward.

March 25&26 – Attended the Alberta Municipalities Spring Municipal Leaders’ Caucus in Edmonton

This was an agenda loaded two days with our Premier and Opposition Leader speaking as well as a large Minister attended question period. In addition, there were four Requests for Decisions on the Lacombe Research facility, Police Funding Model, Ground Ambulance and Francise Fee GST removal.



ADMINISTRATION OFFICE

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BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of March 19, 2026.

Key Messages

- The Board held their regular meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-3:00 pm.
- The Board was pleased with the overall audit outcome and summary with special thanks to RSM Canada LLP and MVSH finance for all the hard work.
- The Board was appreciative of the budget support from the Government of Alberta, Alberta Social Housing Corporation for the increase in funding to local housing programs.
- The Board appreciates the continued enhancement of the Lodge Assistance Program funding as well as additional support for the Rent Assistance Benefit program.
- The Board is happy to know that ongoing collaborative work with operators and the Ministry team continues to happen in support of the recommendations from the Lodge Review.
- The Board is excited to host its annual Board strategic planning retreat in April at the Heritage Centre in Cremona, Alberta.

Next MVSH Board Meetings

The annual Board strategic planning retreat will be held on Thursday April 23, 2026 starting at 9:00 AM in the Heritage Centre in Cremona, Alberta.

The next regular Board meeting will be held on Thursday, June 25, 2026 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

If you require any information or there are any questions related to this communication, please contact a Board Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at stacey.stilling@mvsh.ca



REQUEST FOR DECISION

COUNCIL DATE April 13, 2026
SUBJECT RFD Council Key Messages March 2026
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.2

BACKGROUND/PROPOSAL:

Each month the key messages from the Office of Council is included in the mailing of the Town of Sundre's Utility bills, posted on the Town's website, and an electronic version of the message is posted to the website and the Town's social media site.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Key Messages will be incorporated monthly into the Town of Sundre Regular Council Meeting Agenda at the first meeting of Council of each month to ensure we reach as many residents as possible.

ALIGNMENT WITH SRATEGIC PLAN

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

MOTION:

That the Town of Sundre Council accept the Key Messages of Council for the month of March 2026 as information.

ATTACHMENTS:

Key Messages from the Office of Council for March 2026.

Date Reviewed: April 08, 2026

CAO: *Anda Nelson*

FROM THE OFFICE OF THE COUNCIL

For the Month of March 2026

March 9, 2026

Council gave Second and Third Reading for the Borrowing Bylaw to incur indebtedness by the issuance of a debenture for the purpose of the Centre Street North Upgrade.

Council held a Public Hearing, and gave Third and Final Reading to Bylaw 2026-03, which redesignates land along Highway 27, on the east side, to Highway Commercial, in alignment with the Town's Municipal Development Plan.

March 23, 2026

Administration presented the 4th Quarter financial report from 2025. Council was pleased with the report, and noted that the Town is in a good financial position.

The RCMP Detachment Commander presented the 3rd Quarter Policing report. The RCMP will be holding 2 open houses for the public; April 16th, from 7:00 to 9:00 pm at the Harmattan Community Centre, and on April 21st, from 7:00 to 9:00 pm at the Sundre Legion. They will be discussing crime trends, and detachment priorities.

Council approved grants to organizations in the amount of \$29,247.00.

Dear Residents:

I am very pleased to share some outstanding news with our community.

The Town of Sundre has been honoured with two Minister Dreesen Awards from Alberta Transportation and Economic Corridors in recognition of the success of the Main Avenue Overlay Project. The first award was the Minister's Award for Transportation Innovation, and the second was the Partnering Award for Excellence – Highway Construction, with our partners; Transportation and Economic Corridors, PME and AECOM.

This project was a significant investment in our downtown core—improving safety, accessibility, and the overall experience for residents, businesses, and visitors alike. Receiving this recognition highlights the strength of collaboration between Council, administration, the Government of Alberta, contractors, and our community throughout the project.

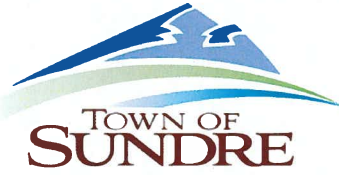
In addition, the Town has also been recognized by the Association of Professional Engineers and Geoscientists of Alberta (APEGA) with a Provincial award, acknowledging engineering projects that demonstrate leadership, innovation, and tangible contributions to the improvement of society. The recognition reflects the Town of Sundre's vision, commitment to environmental stewardship, and support for technically sound and forward-looking infrastructure solutions. This project represents our commitment to responsible growth, environmental stewardship, and long-term infrastructure planning. The award recognizes implementation under Alberta's first regulatory framework that emphasizes treatment performance rather than prescribing specific technologies. The Sundre Wastewater Treatment project demonstrates how innovation can be applied responsibly in municipal infrastructure. This outcomes-based approach addressed long-standing barriers, such as cost and risk, that have often prevented communities from adopting newer treatment methods.

These awards are a reflection of what we can accomplish together. They speak to the vision of Council, the expertise of our staff and partners, and the patience and support of our residents and business community during construction and implementation.

On behalf of Council, thank you to everyone who played a role in these achievements. Sundre continues to move forward as a community that invests wisely, plans for the future, and takes pride in delivering projects that make a lasting difference.

Sincerely,

Mayor Warnock



REQUEST FOR DECISION

COUNCIL DATE April 13, 2026
SUBJECT RFD Correspondence / Invitations
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 11.

Correspondence and invitations received by, and/or sent by Legislative Services.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence as information by separate motion.

Motion: **Chinook's Edge Board Update & Meeting Highlights**

That the Town of Sundre Council accept Chinook's Edge Board Highlights as information.

ATTACHMENTS:

11.1 Chinook's Edge Board Highlights

Date Reviewed: April 08, 2026

CAO Linda Nelson



Board Highlights

March 24, 2026



Trustees front row L to R: Linda Wagers, Kelly Anne Jobs, Kathy Kemmere, De Anne Hutchison - Vice Chair. Middle / back rows L to R: Janine Waldo, Kathy Williams, Terry Leslie, Holly Bilton - Chair, Melissa Copley

2027-2030 Capital Plan approved with five priorities

- Priority 1 - New high school requested in Carstairs
- Priority 2 - New elementary school requested in Olds
- Priority 3 - Innisfail High School modernization
- Priority 4 - Didsbury Westglen School modernization
- Priority 5 - New school requested in Liberty Landing/Gasoline Alley

Reed Ranch School is in the process of exploring opportunities adding a focus of embedding agricultural programming through place-based education, reflecting the community. Programming will not be an add-on, but embedded within the curriculum at every opportunity.

School Complexity Teams Ecole Olds Elementary School and Ecole Steffie Woima Elementary School each have different approaches to integrating Complexity Teams. Both schools have worked to develop plans based on the parameters outlined by Alberta Education and will report back with results as required.

School Safety Review Division Occupational Health & Safety (OHS) Officer is currently assisting schools and the provincial OHS Officer to conduct a review of safety in Chinook's Edge facilities.

Chinook's Edge School Division Board of Trustees will next meet:

April 28, 2026

MEDIA - For more information, please contact:

Shanna Doupe, Communications | 403-227-7085

Dr. Ryan Sawula, Superintendent | 403-227-7070