



Regular Council Meeting
VIA TELECONFERENCING
November 9, 2020
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
3.1 November 9, 2020 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 October 26, 2020 Organizational Meeting Pg. 1
4.2 October 26, 2020 Regular Council Meeting Pg. 4
5. **Delegation**
5.1 Bike and Ski Club – Mr. Paul Shippy Pg. 7
6. **Bylaws/Policies**
6.1 Council Code of Conduct Bylaw 2020-07 Pg. 8
7. **Old Business**
7.1 2021 Meeting Calendar Pg. 21
8. **New Business**
8.1 Q3 2020 Financial Reports Pg. 23
8.2 Gas Alberta Rebate Pg. 24
8.3 Sub Classes for Taxes Pg. 28
9. **Administration:**
9.1 Sundre Search and Rescue, Alberta Emergency Services Medal Recipients Pg. 31
10. **Municipal Area Partnership (MAP):** None
11. **Council Committee Reports**
11.1 Councillor Warnock Pg. 32
12. **Council Invitations / Correspondence**
12.1 Letter, Honourable Jason Nixon Pg. 35
12.2 Letter to Minister Panda, Minister of Infrastructure Pg. 36
13. **Closed Meeting**
13.1 Advice from Officials, *FOIPP Act Section 24*
14. **Return to Open Meeting**
15. **Adjournment**

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 .



Organizational Council Meeting
VIA TELECONFERENCING
Minutes
October 26, 2020
5:30 p.m.

The organizational meeting of Council of the Municipality of Sundre was held via Teleconferencing on Monday, October 26, 2020, commencing at 5:30 p.m.

IN ATTENDANCE Mayor Terry Leslie

Councillor Cheri Funke
Councillor Paul Isaac
Councillor Charlene Preston
Councillor Richard Warnock
Councillor Rob Wolfe, joined the meeting at 5:41 p.m.
Councillor Todd Dalke, joined the meeting at 5:53 p.m.

STAFF

Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Administrative Support, Betty Ann Fountain
Communications, Chelsea Kruger

ABSENT

PUBLIC

There were no members of the public who dialed-in by phone to the meeting.

CALL TO ORDER

Mayor Leslie called the meeting to order at 5:30 p.m.,

AGENDA ITEM 2.

ASSIGNMENT OF SEATING

Res.237-26-10-20

MOVED by Councillor Funke that the Town of Sundre Council maintain the current seating arrangement.

CARRIED

AGENDA ITEM 3.

BYLAW 2019-01 COUNCIL PROCEDURAL

Res.238-26-10-20

MOVED by Councillor Warnock that the Town of Sundre Council accept the brief overview of Council Procedural Bylaw 2019-01 as information.

CARRIED

AGENDA ITEM 4.

BYLAW 2017-15 COUNCIL CODE OF CONDUCT

Res.239-26-10-20

MOVED by Councillor Funke that the Town of Sundre Council accept the review of Council Code of Conduct Bylaw 2017-15 as information.

CARRIED

AGENDA ITEM 5.

DEPUTY MAYOR APPOINTMENT

Res.240-26-10-20

MOVED by Councillor Preston that the Town of Sundre Council approve the Deputy Mayor schedule as amended.

Councillor Isaac

October 2020 – April 2021

Councillor Warnock

April 2021 – October 2021

CARRIED

AGENDA ITEM 6. **2021 Meeting Calendar**

Res.241-26-10-20 MOVED by Councillor Wolfe that the Town of Sundre Council approve the 2021 Meeting Calendar as amended.

CARRIED

AGENDA ITEM 7.1 **COUNCIL APPOINTMENTS**

2020-2021 Council Appointments

Res.242-26-10-20 MOVED by Councillor Warnock that the Town of Sundre Council approve the following appointments to Council Committees, Boards and Commissions for a one year term, 2020-2021.

CARRIED

Councillor Funke, Councillor Warnock, and Councillor Dalke to the Grant Review Committee for a one year term, 2020-2021.

Councillor Dalke to the Vision for Sundre Committee for a one year term, 2020-2021.

Councillor Wolfe and Councillor Dalke as Alternative, to the FCSS (Greenwood Neighbourhood Place) Board for a one year term, 2020-2021.

Councillor Warnock and Councillor Dalke as Alternative, to the Sundre Municipal Library Board for a one year term, 2020-2021.

Mayor Leslie, Councillor Funke, and Councillor Warnock to the Intermunicipal Collaboration Committee for a one year term, 2020-2021.

Councillor Warnock, and Councillor Funke as Alternative, to Mountain View Seniors' Housing for a one year term, 2020-2021.

Mayor Leslie, and Councillor Preston as Alternative, to the Mountain View Regional Waste Management Committee for a one year term, 2020-2021.

Mayor Leslie, and Councillor Wolfe to the Intermunicipal Planning Commission for a one year term, 2020-2021.

Councillor Preston, and Councillor Funke as Alternative, to the Sundre & District Aquatic Society for a one year term, 2020-2021.

Councillor Dalke as the Liaison between Council and the Central Alberta Economic Partnership for a one year term, 2020-2021.

Councillor Funke to Citizens on Patrol for a one year term, 2020-2021.

Councillor Wolfe to Sundre Search & Rescue for a one year term, 2020-2021.

Mayor Leslie, and Councillor Warnock as Alternative, to the Red Deer River Municipal Users Group for a one year term, 2020-2021.

Initials

Organizational Council Meeting Minutes – October 26, 2020

Councillor Funke, and Councillor Warnock as Alternative, to Red Deer River Watershed Alliance for a one year term, 2020-2021.

Councillor Wolfe, and Councillor Isaac as Alternative, to the Sundre & District Chamber of Commerce for a one year term, 2020-2021.

Councillor Warnock, and Councillor Funke as Alternative, to the Sundre & District Historical Society for a one year term, 2020-2021.

Councillor Isaac to Sundre Forest Products / West Fraser for a one year term, 2020-2021.

Councillor Funke as Sundre School Liaison for a one year term, 2020-2021.

Mayor Leslie, and Councillor Preston to the Sundre Petroleum Operators Group for a one year term, 2020-2021.

Councillor Preston to Sundre Coordinated Community Response for a one year term, 2020-2021.

AGENDA ITEM 7.2**APPOINTMENT OF PUBLIC MEMBER(s)****Parkland Regional Library Board***Res.243-26-10-20*

MOVED by Councillor Funke that the Town of Sundre Council appoint Mrs. Patricia Toone to the Parkland Regional Library Board for a term ending at the Organizational Meeting in October 2021.

CARRIED**AGENDA ITEM 8.****ADJOURNMENT OF ORGANIZATIONAL MEETING***Res.244-26-10-20*

MOVED by Councillor Dalke to adjourn the October 26, 2020 Organizational Meeting of Council, and revert to a Regular Council Meeting at 6:12 p.m.

CARRIED

These Minutes approved this 9th day of November, 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson

Initials



Regular Council Meeting
VIA TELECONFERENCING
 Minutes
 October 26, 2020

The regular meeting of Council of the Municipality of Sundre was held via Teleconferencing on Monday, October 26, 2020 commencing at 6:12 p.m.

IN ATTENDANCE

Mayor Terry Leslie
 Councillor Todd Dalke
 Councillor Cheri Funke
 Councillor Paul Isaac
 Councillor Charlene Preston
 Councillor Richard Warnock
 Councillor Rob Wolfe

STAFF

Chief Administrative Officer, Linda Nelson
 Director of Corporate Services, Chris Albert
 Administrative Support, Betty Ann Fountain
 Communications, Chelsea Kruger

ABSENT

PUBLIC

There were 3 member(s) of the public who dialed-in by phone to the meeting.

CALL TO ORDER

The meeting was called to order at 6:12 p.m., with a moment of reflection on the business of the evening.

PUBLIC HEARING

None

AGENDA – AMENDMENTS AND ADOPTION

Res.245-26-10-20 MOVED by Councillor Preston that the Agenda be approved as presented.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. 246-26-10-20 MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on October 13, 2020 be approved as presented.

CARRIED

DELEGATION

None

BYLAWS & POLICIES

None

OLD BUSINESS

None

NEW BUSINESS

Res. 247-26-10-20 **Compost**

MOVED by Councillor Funke that the Town of Sundre Council TABLE the motion in regard to the transport of organics from the Town of Sundre to Stickland Farms in Penhold at an extra transporation cost of \$115 per pick-up and an increase of \$12.75 per MT.

CARRIED

 Initials

ADMINISTRATION**Departmental Reports – September**

Res. 248-26-10-20 MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for September 2020 as information.

CARRIED**2019 Municipal Indicators Report**

Res. 249-26-10-20 MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from Assistant Deputy Minister, Gary Sandberg, the verbal report and supplementary information provided by Administration as information.

CARRIED**MUNICIPAL AREA PARTNERSHIP***None***COUNCIL REPORTS***None***COUNCIL INVITATIONS/CORRESPONDENCE**

Res. 250-26-10-2020 **Letter of Support – Mountain View Seniors Housing**

MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter of support to Mountain View Seniors Housing as information.

CARRIED**CLOSED MEETINGS – NOTICE TO PUBLIC**

Mayor Leslie excused all public members and staff at 7:06 p.m. and advised that they are welcome to wait on the line to rejoin the council meeting after the closed meeting session concludes.

Mayor Leslie called a recess at 7:07 p.m.

The following, including 7 Council members were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Public: None

CLOSED MEETING**Topic of Closed Meeting**

13.1 Advice from Officials Section 24(1) (g) of the *FOIP Act*

Res. 251-26-10-2020 MOVED by Councillor Wolfe that Council go into closed meeting at 7:13 p.m.

CARRIED**RETURN TO OPEN MEETING**

Res. 252-26-10-2020 MOVED by Councillor Warnock that Council return to open meeting at 7:35 p.m.

CARRIED**ADJOURNMENT**

Res. 253-26-10-2020 MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:35 p.m.

CARRIED

These Minutes approved this 9th day of November 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson

Initials



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Delegation – Sundre Bike & Ski Club
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL

Mr. Paul Shippy has requested to address Council with an update from the Sundre Bike and Ski Club.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Community Well-being

- 3.1 Continue to work with and value community groups

ADMINISTRATION RECOMMENDATIONS

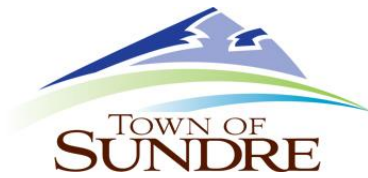
That Council accept the update on the Sundre Bike and Ski Club from Mr. Paul Shippy as information.

MOTION

That the Town of Sundre Council thank Mr. Paul Shippy for his presentation and accept the update on the Sundre Bike and Ski Club as information.

Date Reviewed: November 5, 2020

CAO: *Linda Nelson*



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Bylaw 2020-07 Council Code of Conduct
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

The Council Code of Conduct Bylaw has been reviewed by the Bylaw Policy Review Committee and Council.

Bylaw 2020-07 will replace the existing Council Code of Conduct Bylaw. The bylaw has been reviewed by the Town's legal council and Administration is recommending approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Bylaw 2020-07

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council give First, Second, Unanimous and Third Readings of Council Code of Conduct Bylaw 2020-07.

MOTION:

That the Town of Sundre Council give first reading to Bylaw 2020-07, the Council Code of Conduct Bylaw;

That the Town of Sundre Council give second reading to 2020-07, the Council Code of Conduct Bylaw;

That the Town of Sundre Council give unanimous consent to proceed to a third reading for 2020-07, the Council Code of Conduct Bylaw;

That the Town of Sundre Council give third and final reading to 2020-07, the Council Code of Conduct Bylaw;

Date Reviewed: November 5. 2020

CAO: *Linda Nelson*

TOWN OF SUNDRE

BYLAW NO. 2020-07

BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL

WHEREAS section 146.1(1) of the *Municipal Government Act* provides that a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS the *Code of Conduct for Elected Officials Regulation* provides that a code of conduct must contain certain provisions;

AND WHEREAS section 153(e.1) of the *Municipal Government Act* provides that councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Town of Sundre;

AND WHEREAS the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE the Council of the Town of Sundre, in the Province of Alberta, duly assembled, enacts as follows:

PART I – INTERPRETATION AND APPLICATION

1. Short Title

1.1. This Bylaw may be referred to as the “Council Code of Conduct Bylaw”.

2. Definitions

2.1. In this Bylaw, words have the meanings set out in the Act, except that:

- (a) “Act” means the *Municipal Government Act*, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- (b) “Administration” means the administrative and operational arm of the Town of Sundre, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;
- (c) “Chief Administrative Officer” means the chief administrative officer of the Town of Sundre, or their delegate;

- (d) "Council" means the duly elected council of the Town of Sundre;
- (e) "Councillor" means a member of Council and includes the Mayor;
- (f) "FOIP Act" means the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25, and associated regulations, as amended;
- (g) "Investigator" means Council or the individual or body appointed or retained by the Town to investigate and report on formal complaints made pursuant to this Bylaw; and
- (h) "Town" means the municipal corporation of the Town of Sundre.

3. Purpose

- 3.1. The purpose of this Bylaw is to establish standards for the ethical conduct of Councillors relating to their roles and obligations as representatives of the Town and a procedure for the investigation and enforcement of those standards.

PART II – STANDARDS OF ETHICAL CONDUCT

4. Representing the Municipality

- 4.1. Councillors shall:
 - (a) act honestly and, in good faith, serve the welfare and interests of the Town as a whole;
 - (b) perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
 - (c) conduct themselves in a professional manner with decorum and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
 - (d) conduct themselves in a manner that promotes public confidence.
- 4.2. No Councillor shall record any proceedings of Council or any committee of Council or any other body to which the Councillor is appointed by Council, without the express prior permission of the applicable body.

5. Communicating on Behalf of the Municipality

- 5.1. A Councillor must not imply or claim to speak on behalf of Council unless authorized to do so.
- 5.2. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.

- 5.3. A Councillor who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position. Unless the communication is of a routine nature, or is a matter of such urgency that an immediate response is required, all correspondence on behalf of Council must be reviewed and supported by Council prior to being issued.
- 5.4. No Councillor shall make a statement when they know that statement is false.
- 5.5. No Councillor shall make a statement with the intent to mislead Council or members of the public.

6. Use of Social Media

- 6.1. As public figures and representatives of the Town, Councillors must exercise sound judgment and be prudent in what material they post on social media. As with any other communications, Councillors are accountable for content and confidentiality. Councillors should exercise caution when engaging in debate or making comments on contentious matters, as feelings and emotions can become enflamed very quickly.
- 6.2. Councillors shall not attempt to disguise or mislead as to their identity or status as an elected representative of the Town when using social media.
- 6.3. Councillors shall not use social media to publish anything that is dishonest, untrue, unsubstantiated, offensive, disrespectful, constitutes harassment or is misleading in any way.

7. Respecting the Decision Making Process

- 7.1. Decision making authority lies with Council, and not with any individual Councillor. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Councillor shall, attempt to bind the Town or give direction to any employee in Administration, agent, contractor, consultant or other service provider or prospective vendor to the Town, and must not, with or without Council authorization, exercise a power or function or perform a duty that has been delegated to the Chief Administrative Officer.
- 7.2. Councillors shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in a closed session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 7.3. Councillors shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

8. Adherence to Policies, Procedures and Bylaws

- 8.1. Councillors shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.

- 8.2. Councillors shall respect the Town as an institution, its bylaws, policies and procedures and shall encourage public respect for the Town, its bylaws, policies and procedures.
- 8.3. A Councillor must not encourage disobedience of any bylaw, policy or procedure of the Town in responding to a member of the public, as this undermines public confidence in the Town and in the rule of law.

9. Respectful Interactions with Councillors, Staff, the Public and Others

- 9.1. Without limiting the ability of a Councillor to hold a position on an issue and respectfully express their opinion, Councillors shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 9.2. Councillors shall treat one another, employees of the Town, and members of the public with courtesy, dignity and respect and without abuse, harassment, bullying or intimidation. Councillors have a duty to ensure that their work environment is free from discrimination and harassment and are governed by the *Alberta Human Rights Act* and the *Occupational Health and Safety Act*.
- 9.3. No Councillor shall use indecent, abusive, or insulting words or expressions toward another Councillor, any employee of the Town or any member of the public.
- 9.4. No Councillor shall speak or act in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 9.5. Councillors shall respect the fact that employees in Administration work for the Town as a body corporate and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Councillor or group of Councillors.
- 9.6. Councillors must not:
 - (a) involve themselves in matters of Administration, which fall within the jurisdiction of the Chief Administrative Officer;
 - (b) attempt to obtain information about the operation or administration of the Town from any employee other than the Chief Administrative Officer;
 - (c) discuss Town business with any employee of the Town, other than the Chief Administrative Officer, outside of a duly constituted Council or Council committee meeting, subject to any procedures authorized by the Chief Administrative Officer regarding the interaction of Councillors and staff in Administration;
 - (d) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Town with the intent of interfering in the employee's duties; or
 - (e) maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Town.

10. Confidential Information

- 10.1. Councillors must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 10.2. In the course of their duties, Councillors may also become privy to confidential information received outside of a closed session meeting. Councillors must not:
- (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council;
 - (b) access or attempt to gain access to confidential information in the custody or control of the Town unless it is necessary for the performance of the Councillor's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;
 - (c) use confidential information for personal benefit or for the benefit of any other individual or organization.
- 10.3. Confidential information includes information in the possession of, or received in confidence by, the Town that the Town is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under the FOIP Act or any other legislation, or any other information that pertains to the business of the Town, and is generally considered to be of a confidential nature, including but not limited to information concerning:
- (a) the security of the property of the Town;
 - (b) a proposed or pending acquisition or disposition of land or other property;
 - (c) a tender that has or will be issued but has not been awarded;
 - (d) contract negotiations;
 - (e) employment and labour relations;
 - (f) draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
 - (g) law enforcement matters;
 - (h) litigation or potential litigation, including matters before administrative tribunals; and
 - (i) advice that is subject to solicitor-client privilege.
- 10.4. To respect the confidentiality of closed session meetings, if Councillors make notes during a closed session meeting, they shall provide the notes to Administration for secure destruction and shall return all confidential documents to Administration at the conclusion of the closed session meeting.

11. Conflicts of Interest

- 11.1. Councillors have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act, and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 11.2. Councillors are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 11.3. Councillors shall approach decision-making with an open mind that is capable of persuasion.
- 11.4. No Councillor shall initiate, endorse, support or otherwise participate in any proceeding being brought against Council or the Town.
- 11.5. It is the individual responsibility of each Councillor to seek independent legal advice, at the Councillor's sole expense, with respect to any situation that may result in a pecuniary or other conflict of interest.

12. Improper Use of Influence

- 12.1. No Councillor shall use the influence of the Councillor's office for any purpose other than for the exercise of the Councillor's official duties.
- 12.2. No Councillor shall act as an agent for any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 12.3. Councillors shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Town.
- 12.4. Councillors shall refrain from using their positions to obtain employment with the Town for themselves, family members or close associates. Councillors are ineligible to apply or be considered for any position with the Town while they hold their elected position and for one year after leaving office.

13. Use of Municipal Assets and Services

- 13.1. Councillors shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Councillor, subject to the following limited exceptions:
 - (a) municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Councillor for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges; and
 - (b) electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, which are supplied by the Town to a Councillor, may be used by the Councillor for personal use, subject to the terms and conditions described below.
- 13.2. Electronic communication devices provided to Councillors by the Town are the property of the Town, and shall, at all times, be treated as the Town's property.

Councillors are hereby notified that they are to have no expectation of privacy in the use of these devices and further that:

- (a) all emails or messages sent or received on Town devices are subject to the FOIP Act;
- (b) all files stored on Town devices, all use of internal email and all use of the Internet through the Town's firewall may be inspected, traced or logged by the Town;
- (c) in the event of a complaint pursuant to this Bylaw, the Investigator may require that any or all of the electronic communication devices provided by the Town to Councillors may be confiscated and inspected as part of the investigation including downloading information which is considered relevant to the investigation. All email messages or Internet connections may be retrieved.

13.3. No Councillor shall use any Town property, equipment, services or supplies, including email, Internet services, or any other electronic communication device, if the use could be offensive or inappropriate.

13.4. Upon ceasing to hold office, a Councillor shall immediately deliver to the Town any money, book, paper, thing or other property of the Town that is in the Councillor's possession or under the Councillor's control including, without restriction, any record created or obtained by virtue of the Councillor's office other than a personal record or constituency record as those terms are used in the FOIP Act.

14. Orientation and Other Training Attendance

14.1. Every Councillor must attend the orientation training offered by the Town within 90 days after the Councillor takes the oath of office.

14.2. Unless excused by Council, every Councillor must attend any other training organized at the direction of Council for the benefit of Councillors throughout the Council term.

15. Remuneration and Expenses

15.1. Councillors are stewards of public resources and shall avoid waste, abuse and extravagance in the use of public resources.

15.2. Councillors shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

16. Gifts and Hospitality

16.1. Councillors shall not accept gifts, hospitality or other benefits that would be or reasonably appear to be, to influence, directly or indirectly, Councillors' performance of their duties as Councillors, or otherwise to go beyond the necessary and appropriate public functions involved. For these purposes, a gift or benefit provided with the Councillor's knowledge to a member of the Councillor's family that is connected directly or indirectly to the performance of the Councillor's duties is deemed to be a gift to that Councillor.

16.2. For further clarity, the following are recognized as acceptable gifts or benefits:

- (a) such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation, provided that the value of the gift or benefit does not exceed \$250.00.
- (b) a political contribution otherwise reported by law;
- (c) a suitable memento of a function honouring the Councillor;
- (d) food, lodging, transportation, event tickets or entertainment provide by provincial, or local governments, by the Federal government or by a foreign government within a foreign county, or by a conference, seminar or event organizer where the Councillor is either speaking or attending in an official capacity on behalf of the Town;
- (e) food and beverages consumed at banquets, receptions, or similar events, if:
 - i. attendance serves a legitimate purpose;
 - ii. the person extending the invitation or a representative of the organization is in attendance; and
 - iii. the value is reasonable and the invitations infrequent.

16.3. Gifts received by a Councillor on behalf of the Town as a matter of official protocol which have significance or historical value for the Town shall be left with the Town when the Councillor ceases to hold office.

16.4. An invitation to attend a function where the invitation is directly or indirectly connected with the Councillor's duties of office is not considered to be a gift but is the fulfillment of an official function or duty. An invitation to attend a charity golf tournament or fund-raising gala, provided the Councillor is not consistently attending such events as a guest of the same individual or corporation, is also part of the responsibilities of holding public office. Likewise, accepting invitations to professional sports events, concerts or dinners may serve a legitimate business purpose.

16.5. Any doubts about the propriety of a gift or benefit should be resolved in favour of not accepting it or not keeping it.

17. Election Campaigns

17.1. Councillors are required to follow the provisions of the *Local Authorities Election Act* and are accountable under the provisions of that statute. Councillors should not make inquiries of, or rely on, staff in Administration to interpret or provide advice to Councillors regarding the requirements placed on candidates for the office of Councillor. Councillors shall be respectful of the role of the Returning Officer in managing the election process and must not interfere with how the Returning Officer's election duties are carried out.

17.2. Councillors shall not use Town resources, including property, equipment, services, supplies and staff time, for any election-related activities, whether local, provincial or federal. Online resources hosted, supplied or funded by the Town, including but not

limited to Councillor electronic newsletters, Councillor websites linked through the Town's website and Councillor social media accounts used for communication related to Town business shall not be used for any election campaign or campaign-related activities. No Councillor shall use the Town's logo for campaign purposes.

PART III – COMPLAINT PROCESS AND ENFORCEMENT

18. Complaint System

- 18.1. Any person who has identified or witnessed conduct by a Councillor that the person reasonably believes, in good faith, is in contravention of this Bylaw, may make a complaint. It is recognized that complaints may vary in severity, complexity, and whether they are admitted or denied. As a result, complainants are given the option of an informal or formal complaint process.

19. Informal Complaint Process

- 19.1. An informal complaint is appropriate for quick problem solving where the parties can seek agreement and a shared understanding of how to avoid problems in the future.
- 19.2. Any person who reasonably believes, in good faith, that a Councillor is in contravention of this Bylaw may address the prohibited conduct by:
- (a) advising the Councillor in person that the conduct violates this Bylaw and encouraging the Councillor to stop;
 - (b) requesting the Mayor to assist in informal discussion of the alleged complaint with the Councillor in an attempt to resolve the issue. In the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.
- 19.3. Individuals are encouraged to pursue the informal complaint process as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

20. Formal Complaint Process

- 20.1. Any person who reasonably believes, in good faith, that a Councillor is in contravention of this Bylaw may file a formal complaint in the following manner:
- (a) formal complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - (b) all complaints shall be addressed to Council, attention of the Mayor, or, if the Mayor is the subject of, or is implicated in a complaint, to the attention of the Deputy Mayor; and

- (c) the complaint must set out reasonable and probable grounds for the allegation that the Councillor has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation.
- 20.2. Any Councillor to whom a formal complaint is directed shall be notified of the fact and nature of the complaint.
- 20.3. Upon receipt of a formal complaint under this Bylaw, Council shall meet, in closed session, excluding the Councillor concerned, to conduct a preliminary review of the complaint as follows to determine whether to proceed to investigate, dismiss or decide the complaint:
- (a) If the complaint is not, on its face, a complaint of misconduct under this Bylaw or is covered by other legislation or another complaint procedure, Council shall advise the complainant and the Councillor alleged to have breached this Bylaw that the matter is not within the jurisdiction of Council;
 - (b) If Council is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, Council may choose not to investigate and may dismiss the complaint in a summary manner. In that event, the complainant and the Councillor alleged to have breached this Bylaw shall be notified of Council's decision;
 - (c) If Council is of the opinion that the material facts are not in dispute and the complaint can be decided without further investigation, Council may, after giving the Councillor in question an opportunity to respond to the allegations, proceed to decide the complaint;
 - (d) If Council decides to investigate the complaint, Council shall take such steps as it may consider appropriate, which may include retaining a third party to investigate the complaint, or seeking legal advice, or both.
- 20.4. The Investigator shall take such steps as is considered appropriate to investigate, and may attempt to settle, the complaint. All proceedings of the Investigator regarding the investigation shall be confidential.
- 20.5. If the Investigator is someone other than Council, the Investigator shall, upon conclusion of the investigation, provide Council and the Councillor who is the subject of the complaint, the results of the Investigator's investigation.
- 20.6. A Councillor who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations, within a reasonable time, before Council deliberates and makes any decision or any sanction is imposed.
- 20.7. A Councillor who is the subject of an investigation is entitled to be represented by legal counsel, at the Councillor's sole expense.

21. Compliance and Enforcement

- 21.1. Councillors shall uphold the letter and the spirit and intent of this Bylaw.

21.2. Councillors are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.

21.3. No Councillor shall:

- (a) retaliate against anyone, including other Councillors, who participate or provide information, in good faith, in a formal complaint investigation under this Bylaw;
- (b) obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.

21.4. Sanctions that may be imposed on a Councillor, by Council, upon a finding that the Councillor has breached this Bylaw may include:

- (a) a letter of reprimand addressed to the Councillor;
- (b) requesting the Councillor to issue a letter of apology;
- (c) publication of a letter of reprimand or request for apology and the Councillor's response;
- (d) requiring the Councillor to attend specified training;
- (e) suspension or removal of the appointment of a Councillor as the Deputy Mayor or Acting Mayor under section 152 of the Act;
- (f) suspension or removal of the Mayor's presiding duties under section 154 of the Act;
- (g) suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
- (h) reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
- (i) any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction must not prevent a Councillor from fulfilling the legislated duties of a councillor.

21.5. Nothing in this Bylaw requires Council to impose a sanction for any substantiated complaint or contravention.

PART IV – GENERAL

22. Review

22.1. This Bylaw shall be brought forward for review within 60 days from the beginning of each term of Council, and, thereafter, annually at the Council organizational meeting, when relevant legislation is amended, and at any other time that Council considers

appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Councillors.

23. Severability and Effective Date

23.1. Should any provision of this Bylaw be invalid, then the invalid provision shall be severed, and the remainder of this Bylaw shall remain in effect.

23.2. This Bylaw shall come into force and take effect upon being passed.

23.3. This Bylaw repeals Bylaw #No. 15.17 Council Code of Conduct Bylaw.

READ a First time this ____ day of _____ 2020.

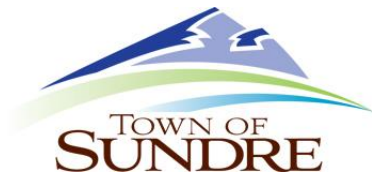
READ a Second time this ____ day of _____ 2020.

READ a Third time this ____ day of _____ 2020.

SIGNED AND PASSED this ____ day of _____ 2020.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Schedule of Council Meetings
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

At the October 26, 2020 Organizational Meeting, Council recommended several amendments to the Schedule of Meetings as presented.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ALTERNATIVES:

That Council approve the 2021 Meeting Calendar as amended.

MOTION:

At Council's discretion.

ATTACHMENTS:

2021 Council Meeting Calendar

Date Reviewed: November 5, 2020

CAO: *Linda Nelson*

Town of Sundre Meeting Calendar 2021

January						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
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28						

March						
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28	29	30	31			

April						
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May						
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30	31					

June						
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August						
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29	30	31				

September						
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31						

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26	27	28	29	30	31	1

Regular Council Meeting
Summer Regular Council Meeting (if required)
Holidays
New Year's Day - Jan 1
Family Day - Feb 15
Good Friday - April 2
Easter Monday - Apr 5
Victoria Day - May 24
Canada Day - July 1
Heritage Day - Aug 2
Labour Day - Sept 6
Thanksgiving - Oct 11
Remembrance Day - Nov 11
Christmas Day - Dec 25
Boxing Day - Dec 26
Council Hiatus
AUMA Convention
Spring Workshop
Fall Workshop
Open House
Election Day
Budget Open House



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	2020 Q3 Financial Reports
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

Forthcoming will be the four quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions and capital expenditures as of September 30, 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Revenue and Expenses: The presented information was combined on a pro-forma basis and includes comparison data for the same time frame in 2019, as well as corresponding budget information.

Cash Balances: As of September 30, 2020, there is approximately \$2.9M in the operating account, which is a \$600K decrease over the previous quarter ending balance. There is also approximately \$855k in investment accounts and \$6.3M in Restricted Surplus identified accounts, for total holdings of just over \$10.1M. In Q2, interest rates paid on bank accounts declined significantly to approximately a third of the previous rates and have remained low for Q3.

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

Capital Expenditures: project specific comments are included in the schedule

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the 2020 Quarterly Financial Reports, as information.

MOTION:

That the Town of Sundre Council accept the 2020 Quarterly Financial Reports, as information.



REQUEST FOR DECISION

COUNCIL DATE: November 9, 2020

SUBJECT: Gas Alberta Inc. 2020 Gas Cost Refund

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

See Report to Council for further details.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details.

ALIGNMENT WITH STRATEGIC PRIORITIES:

See Report to Council for further details.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass on the refund to the Town's utility customers through a one-time per gigajoule credit associated with the amount of gigajoules used during November 2020.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details.

MOTION:

That the Town of Sundre Council approves a per gigajoule credit to be applied on utility bills issued in December 2020 for natural gas consumption used in November 2020. The per gigajoule rebate rate is dependent upon the total number of gigajoules sold.

OR

That the Town of Sundre Council transfers the Gas Alberta Inc. gas cost refund of \$15,347.59 to the Gas Department Lifecycling Restricted Surplus Account.

OR

That the Town of Sundre Council directs Administration to record the Gas Alberta Inc. gas cost refund of \$15,347.59 as an additional revenue item for the Gas Department in 2020.

Date Reviewed: November 5, 2020

CAO: *Linda Nelson*



COUNCIL DATE: November 9, 2020

SUBJECT: Gas Alberta Inc 2020 Gas Cost Refund

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.2a

BACKGROUND/PROPOSAL:

Gas Alberta Inc. is the Town of Sundre's gas supplier, and the Town is a shareholder of this company. Due to gas management and hedging activities during the fiscal year ending June 30, 2020, Gas Alberta is refunding \$6 million to its shareholders.

As a shareholder the Town customers have benefited from lower gas rates than if the Town purchased gas from investor owned utility companies. In addition to this ongoing savings, the Town has received a gas cost refund of \$15,347.59 based on Town of Sundre gas purchases from Gas Alberta Inc. between July 1, 2019 and June 30th, 2020.

In 2017, 2018 and 2019, the Town also received a refund which was passed on to the Town's utility customers through a per gigajoule refund.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council can direct administration to record the refund as gas revenue received in 2020 with the amount becoming a part of the Gas Department's budget. If a surplus arose from the additional revenues, it would be administered according to the Restricted Surplus Account Policy. Such an approach would provide the greatest latitude in determining the best use of the refund for 2020 expenses; however the Town's gas customers would receive no gas refund on their bill this year.

Council can direct administration to transfer the amount to the Gas Department's Lifecycling Restricted Surplus Account to be used for future gas projects. The additional funds would continue to be used for gas projects reducing the need to increase gas rates to fund future gas projects, but the Town's gas customers would not receive a gas refund on their bill this year.

Council can direct administration to credit utility customers accounts with a one-time per gigajoule rebate on the December 2020 bills. Such action would have an insignificant impact on the gas budget, as the reduction in utility revenue would be the same as the amount received from Gas Alberta. To determine the per gigajoule credit, administration will divide the actual gas consumption measured for sale to all users during the month of November 2020 into the

total gas cost refund of \$15,347.59. The total refund would be distributed over all natural gas customers based on how many gigajoules they use during the month of November 2020. Using November 2018 usages as a guideline, it is estimated an average residential customer could see approximately a \$7.00 gas rebate. Higher demand customers will see a higher rebate because they have incurred higher costs to purchase their gas supply during Gas Alberta's fiscal year ending June 30, 2020. The Town's gas customers will receive the direct benefit of a refund as the funds will be distributed to the customers based on gas consumption.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic priorities of financial stability and community well-being.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass on the refund to the Town's utility customers through a one-time gigajoule credit associated with the number of gigajoules used during November 2020.

COSTS/SOURCE OF FUNDING:

Refund received from Gas Alberta Inc. in September 2020.

ATTACHMENTS:

Gas Alberta Inc. September 20, 2020 letter



Suite 350, 2618 Hopewell Place NE
Calgary, Alberta T1Y 7J7
Telephone: (403) 509-2600
Toll-free: 1 (877) 509-7258
Fax: (403) 509-2611
www.gasalberta.com

September 22, 2020

To: Jim Hall, Manager of Operations
Town of Sundre

Re: Gas Cost Refund

We are pleased to inform you that Gas Alberta Inc. is refunding a total of \$2.0 million to its shareholders as a result of gains that were generated by the Company's gas management activities during the fiscal year ending June 30, 2020.

Each shareholder will receive a portion of this refund based on their gas purchase volume for the period July 1, 2019 to June 30, 2020.

The refund for your organization was calculated as follows:

Total gas purchases by all shareholders: **33,155,959 GJs**

Total gas purchases by your organization: **254,432 GJs**

Pro-rated Refund Amount: **\$15,347.59**

GST: **\$767.38**

Total Refund Amount: **\$16,114.97**

The above refund will be credited to your account via EFT on September 30, 2020. If you have any questions regarding the above, please contact me at (403) 509-2601.

Regards,

A handwritten signature in blue ink, appearing to read "Paul Dunsmore".

Paul Dunsmore
President and CEO



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Sub-Classes for Taxation
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

At the June 8, 2020 Regular Council Meeting, Council heard from the delegation of Angela and Walter Hasselmann regarding matters related to the 2020 Tax Bill. Council made a motion to direct Administration to research alternatives to taxation and sub-classes.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached Report to Council

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

OPTIONS / ALTERNATIVES:

That Council not implement a taxation sub-class for properties affected by the 2010 annexation

OR

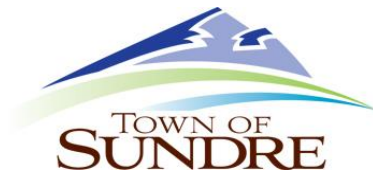
That Council determine an appropriate sub-class criteria and direct Administration to incorporate that sub-class into the 2021 Tax Rate Bylaw

MOTION:

At Council's discretion.

Date Reviewed: November 5, 2020

CAO: *Arinda Nelson*



REPORT TO COUNCIL

COUNCIL DATE: November 9, 2020

SUBJECT: Sub-Classes for Taxation

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.3a

BACKGROUND/PROPOSAL:

At the June 8, 2020 Regular Council Meeting, Council heard from the delegation of Angela and Walter Hasselmann regarding matters related to the 2020 Tax Bill. Council made a motion to direct Administration to research alternatives to taxation and sub-classes.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The principals associated with property taxation are to raise the revenue required to satisfy the expenditures and transfers set out in the budget of the municipality, and rates should reflect a fair and equitable application across all property classes.

Section 297(2) of the MGA stipulates *"A council may by bylaw divide class 1 into sub-classes on any basis it considers appropriate..."*. Class 1 is identified as residential property.

Administration has conducted research to determine if any other municipalities have created sub-classes on the basis of annexation, to maintain favorable rates after an annexation agreement has expired. Didsbury, Olds, Carstairs, Crossfield, Penhold, Rocky Mountain House, City of Red Deer and Rimbey are some of the municipalities queried.

Some municipalities have created distinct sub-classes such as Multi-Family Residential or vacant land, where rates have been both higher or lower than the primary class. The Town of Rimbey did create a residential sub-class for the purposes of complying with an annexation order stipulating County rates are to apply, but this is a special circumstance as the annexation agreement has no expiry date. In addition, the Town of Carstairs had a ten-year annexation agreement, very similar to the one for the Town of Sundre, which also expired at the end of 2019. Administration for the Town of Carstairs has not received a request, or direction from their Council, to implement a sub-class for those annexed properties.

During our research, Sundre Administration also consulted our independent assessor, who inquired of his colleagues that perform assessment services for multiple municipalities in Central Alberta, if they were aware of any sub-classes created for the purpose of extending the rates applicable under an expired annexation agreement. They were not aware of such a circumstance.

Administration has considered various criteria to substantiate a sub-class categorization, such as lack of access to utilities, lot size, annexation, age of home, condition of property, and proximity to amenities. However, all the examined criteria are either considered in the assessment of the property's value or are conditions that would be applicable to other properties within the Town.

Should Council choose to establish a sub-class for annexed residential properties, a sub-class for commercial annexed properties should also be considered. Utilizing the Mountain View County and Town of Sundre property tax rates outlined in the 2019 Tax Rate Bylaw as a basis of calculation, reinstituting the County rates for the 2010 annexed properties would result in an approximately \$24,000 reduction to revenue.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

OPTIONS / ALTERNATIVES:

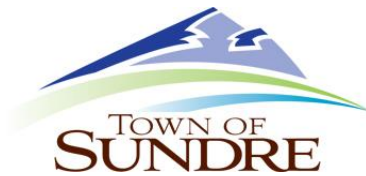
That Council not implement a taxation sub-class for properties affected by the 2010 annexation

OR

That Council determine an appropriate sub-class criteria and direct Administration to incorporate the identified sub-classes into the 2021 Tax Rate Bylaw

COSTS/SOURCE OF FUNDING:

Reduced taxation revenue from properties meeting sub-class criteria would need to be compensated for by increasing tax rates on remaining primary class properties.



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Recognition to Sundre Search & Rescue Members Alberta Emergency Services Medal Recipients
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

Sundre Search and Rescue is an association of volunteer search and rescue specialists operating in Sundre and Area. Search and rescue in Alberta began in the early 1990's as a grass roots response to an identified need for trained people to look for lost individuals in wilderness settings. Search & Rescue Sundre is 100% volunteer organized and operated.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Sundre Volunteer Search and Rescue Association members (current and past) have recently been recognized with the Alberta Emergency Services Medal:

- Roger Tetreault - 22 year award; years of service 1995-2020;
- George Jackson - 22 year award; years of service 1996-2020;
- Helen Jackson - 22 year award; years of service 1996-2020;
- James Jackson - 12 year award; years of service 1996-2020;
- Connie Berling - 12 year award; years of service 1999-2020, and
- Bob Bewick - 12 year award, years of service 2005-2020.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Community Well-being

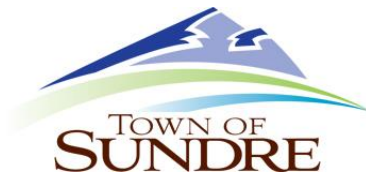
- 3.1 Continue to work with and value community groups

MOTION:

That the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SARs Member for their continued service to their community.

Date Reviewed: November 5, 2020

CAO: *Linda Nelson*



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.

BACKGROUND/PROPOSAL:

Councillor Richard Warnock has provided a report for Council's review and information for October 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Councillor Warnock's Report as presented.

MOTION:

That the Town of Sundre Council accept Councillor Richard Warnock's report for October 2020 as information.

Date Reviewed: November 5, 2020

CAO: *Dorinda Nelson*

COUNCILLOR WARNOCK REPORT TO COUNCIL FOR OCTOBER 2020

October 02 – Town Council meeting with Minister Nixon and Minister McIvor to discuss financial opportunities to move forward with the Lagoon upgrade and Highway 22/27 through Sundre.

October 06 – SPRUCE, Seniors Protected and Respected under Community Engagement, I prepared radio and newspaper articles for the recognition of Elder Abuse in our community and forwarded to 96.5 in Old's and The Albertan in Sundre.

October 13 – SPRUCE – Committee meeting number 1 to discuss upcoming Essential Services Collaboration Meeting in November.

October 13 – Attended the Regular Town of Sundre Council meeting. www.sundre.com

October 16 – Attended the Sundre Hospital Alberta Government announcement presented by Premier Kenny, Minister Nixon, and Minister Shandro. It was announced that the Hospital will be renamed to the "Myron Thompson Health Centre".

October 21 – Attended the Sundre Library Board in person meeting, held at the Sundre Library.

October 22 – Attended the Mountainview Senior Housing Board meeting held at the Town of Old's office. – The Foothills Lodge has been sold by the Province and MVSH has sent a letter requesting the funds to be used for the list of deferred capital projects at Provincially owned Senior Self Contained facilities managed by MVSH. Additional Key messages will be prepared and distributed to all member municipalities.

October 23/24/25 – Sundre Fall Workshop to hear from the Town of Sundre senior managers on what their successes and difficulties were in 2020. This information was discussed with possible impacts to the approved 2021 budget as Council worked together with Administration on trying to maintain a cost of living only budget increase. The proposals and discussions held will guide Administration to bring this back to an Open Council meeting for debate and approvals.

October 26 – Town of Sundre Council Organizational meeting to approve committee designations and approve the 2021 Council calendar.

October 26 – Attended the Regular Town of Sundre Council Meeting. www.sundre.com

October 27 – SPRUCE – Committee meeting number 2 to discuss and finalize the agenda for the upcoming Essential Services Collaboration Meeting to be held on November 03, 2020 via zoom.

October 27 – Attended the Sundre Museum special meeting to discuss the Bylaw changes being presented at the annual meeting in January.

October 27 – Attended the Sundre Historical Board Meeting, held at the Museum.



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12

BACKGROUND/PROPOSAL:

Correspondence received by, and/or sent by Legislative Services during the period of October 27 to November 9, 2020.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence as information.

MOTION:

- 12.1** That the Town of Sundre Council accept the letter from the Honourable Jason Nixon as information.
- 12.2** That the Town of Sundre Council accept the letter to the Honourable Prasad Panda, Minister of Infrastructure as information.

ATTACHMENTS:

Copies of 12.1; 12.2

Date Reviewed: November 5, 2020

CAO: *Linda Nelson*



LEGISLATIVE ASSEMBLY
ALBERTA

The Honourable Jason Nixon, MLA

Rimbey-Rocky Mountain House-Sundre
Minister of Environment and Parks
Government House Leader

October 19, 2020

Mayor Terry Leslie
Town of Sundre
Box 420
Sundre, AB T0M 1X0

Dear Mayor Leslie;

I am writing in congratulations of your recent approval for the 2020 Municipal Demonstration Grant Project from Alberta Recycling.

There is no doubt that the Sundre community will enjoy the new playground at Royal Purple Park with the rubber surfacing made from recycled tires. I want to personally thank you for introducing this product to benefit your residents all while consciously benefitting the environment and tire recycling program.

I look forward to seeing the enjoyment of the community at this project for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Nixon'.

Honourable Jason Nixon, MLA
Rimbey-Rocky Mountain House-Sundre



November 2, 2020

Via email infrastructure.minister@gov.ab.ca

Honourable Prasad Panda
Minister of Infrastructure
127 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Panda:

Mountain View County and the Town of Sundre would like to express our support for the creation of a Community Based Rural Health Campus, with a new hospital as the flagship and to request the Minister include this project in the long term infrastructure plan. In line with the support from our MLA, Jason Nixon, we also want to commend the Sundre Hospital Futures Committee for their passion in developing an innovative and forward-thinking project that would fully integrate community rural health care in Alberta.

In addition to a request for inclusion of the Sundre Community Campus in the Provincial long-term infrastructure plan, we also wish to request Ministerial support to the Sundre Hospital Futures Committee in pursuing access to the Federal Social Infrastructure Fund. At the 2018 Federation of Canadian Municipalities conference the Federal Infrastructure Minister of the day stated this fund was set up to promote consolidation of social services in the same location to increase cross learning between organizations and increase the support of social health. This fund is in the order of \$21.9 Billion with a duration of 2017-2027.

We are of the same opinion as our Provincial Government, that Alberta should be receiving additional federal funding, and we feel this project provides a good opportunity to access federal dollars. This project has the potential to demonstrate how collaboration of private sector, all levels of government, educational institutions and the Rural Health Professions Action Plan can strengthen a community, municipalities, and a Province. In order to access federal funds, we would request that the Ministry of Infrastructure administration be directed to work with the Sundre Hospital Futures Committee to map out a way to access federal funding.

Thank you for your consideration.

Sincerely

Bruce Beattie, Reeve
Mountain View County
P O Bag 100
Didsbury, AB T0M 0W0

Terry Leslie, Mayor
Town of Sundre
717 Main Avenue West
Sundre, AB T0M 1X0

cc Earl Dreesen, MP, Red Deer-Mountain View
Tyler Shandro, Minister of Health
Jason Nixon, MLA, Rimbey-Rocky Mountain House-Sundre
Gerald Ingeveld, Sundre Hospital Futures Committee