



Regular Council Meeting
Town of Sundre Municipal Council Chambers
May 13, 2024
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 May 13, 2024
 - 3.2 Councillor Absence (none)
4. **Adoption of Previous Minutes**
 - 4.1 April 29, 2024 Regular Meeting of Council Pg. 1
5. **Delegation:**
 - 5.1 RFD Late Payment Penalty Waiver Request Pg. 7
 - 5.2 RFD Road Issues Pg. 52
6. **Bylaws/Policies:** None
7. **Old Business:** None
8. **New Business:**
 - 8.1 RFD SPRUCE Request to Waive Facility Rental Fee Pg. 53
 - 8.2 RFD Event Preparedness, Relaxation of Community Standards Bylaw for Music Event Pg. 55
9. **Administration:** None
10. **Council Committee Reports:** None
11. **Council Invitations / Correspondence:**
 - 11.1 RFD Council Correspondence Pg. 57
 - 11.2 RFD Invitation to Participate in Innisfail’s Rodeo Parade Pg. 63
12. **Closed Meeting:**
 - 12.1 Advice From Officials, *FOIPP Act, Section 24*
13. **Adjournment**

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The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, April 29, 2024, commencing at 6:00 p.m.

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

ABSENT: None

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Economic Development Officer, Jonathan Allan
Legislative Executive Assistant, Betty Ann Fountain

PUBLIC: 7, including representatives of KPMG LLP, Colin Mitchell and Samuel Straka

PRESS: 1

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

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 133-29-04-24 MOVED by Councillor Vardas that the agenda be approved as amended as follows:
1. Move Item 11.2 under Administration to 1st Item under New Business.

CARRIED

Councillor Absence: None

ADOPTION OF THE PREVIOUS MINUTES:

Res. 134-29-04-24 MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on April 08, 2024, be approved as presented.

CARRIED

Res. 135-29-04-24 MOVED by Councillor Dalke that the Minutes of the Strategic Advisory Committee Meeting of April 19 – 21, 2024, be approved as presented.

CARRIED

CLOSED MEETING:

Res. 136-29-04-24 MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:05 p.m., with the Mayor Warnock advising that the public is welcome to return to the Regular Council Meeting at the conclusion of the closed meeting.

CARRIED

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

- Staff: Linda Nelson, Chief Administrative Officer
- Chris Albert, Director Corporate Services
- Public: KPMG LLP representatives Colin Mitchell and Samuel Straka

Topic of Closed Meeting

6.1 Management Letter Discussion, *FOIPP Act Section 24(1)(b)*.

*CAO Linda Nelson and Director of Corporate Services, Chris Albert, left the closed meeting at 6:18 p.m.
CAO Linda Nelson and Director of Corporate Services, returned to the closed meeting at 6:43 p.m.*

RETURN TO OPEN MEETING:

Res. 137-29-04-24 MOVED by Councillor Isaac that Council return to an open meeting at 6:45 p.m.

IN ATTENDANCE:

- Mayor Richard Warnock
- Councillor Connie Anderson
- Councillor Owen Petersen
- Councillor Todd Dalke
- Councillor Jaime Marr
- Councillor Paul Isaac
- Councillor Chris Vardas

ABSENT:

None

STAFF:

- Chief Administrative Officer, Linda Nelson
- Director Corporate Services, Chris Albert
- Director Community Development, Benazir Thaha Valencia
- Economic Development Officer, Jonathan Allan
- Legislative Executive Assistant, Betty Ann Fountain

PUBLIC:

7, including representatives of KPMG LLP, Colin Mitchell and Samuel Straka

PRESS:

1

DELEGATION:

KPMG LLP, 2023 Financial Audit

Res. 138-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council thank the representatives of KPMG LLP and accept the Audited Financial Statements and Financial Information Return, as information.

CARRIED

2023 Audited Financial Statements, Auditor's Report and Financial Information Return

Res. 139-29-04-24

MOVED by Councillor Marr that the Town of Sundre Council move to approve the 2023 Auditor's Report and the 2023 Audited Financial Statements and the 2023 Financial Information; and

Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the Municipal Government Act.

CARRIED

BYLAWS / POLICIES:

None

OLD BUSINESS:

None

KPMG Representatives, Colin Mitchell and Samuel Straka, left the meeting at 6:53 p.m.

NEW BUSINESS:

Mountain View Regional Film Office Award & Economic Development Week Proclamation May 6 – 10, 2024

Res. 140-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council accept the report from Sundre's Economic Development Officer and congratulate all members of the Mountain View Regional Film Office for the award, and declare May 6 – 10, 2024 as Economic Development Week in Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

CARRIED

Purchase of Harley Rake

Res. 141-29-04-24

MOVED by Councillor Vardas that the Town of Sundre Council approve the purchase of a Virnig "Harley Rake" at a cost not to exceed \$19,950 plus GST, with funds from the Municipal New Projects Restricted Surplus Account.
OPPOSED: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr, Councillor Isaac

DEFEATED

Purchase of Harley Rake

Res. 142-29-04-24

MOVED by Councillor Vardas that the Town of Sundre Council approve the purchase of a “Harley Rake” at a cost not to exceed \$19,950 plus GST, with funds from Municipal New Projects Restricted Surplus Account.

OPPOSED: Councillor Dalke

CARRIED

Confined Space Entry Equipment

Res. 143-29-04-24

MOVED by Councillor Petersen that the Town of Sundre Council approve the purchase of the “Confined Space Entry Equipment” in the amount not to exceed \$17,981.25 plus GST with funds from the General Corporate Stabilization Restricted Surplus Account.

OPPOSED: Councillor Marr

CARRIED

Vertical In-Line Pump and Motor

Res. 144-29-04-24

MOVED by Councillor Marr that the Town of Sundre Council approve proceeding with the purchase of a “Vertical In-Line Pump and Motor” and installation at the discretion of the Chief Administrative Officer, with final costing and funding information to be provided once complete.

CARRIED

Enhanced Festivals and Events

Res. 145-29-04-24

MOVED by Councillor Dalke that the Town of Sundre Council transfer \$50,000 from the Community Services Stabilization Restricted Surplus Account to the Community Services Operating budget to support enhanced festivals and events in the Town of Sundre.

CARRIED

Safety Codes Council 2023 Annual Internal Review

Res. 146-29-04-24

MOVED by Councillor Marr that the Town of Sundre Council accept the letter from the Safety Codes Council approving the results of the 2023 Annual Internal Review for the building, plumbing, gas, electrical and fire disciplines for the Town of Sundre as presented.

CARRIED

Proclamation, Alberta Disability Workers Association, May 20-26, 2024

Res. 147-29-04-24

MOVED by Councillor Anderson that the Town of Sundre Council proclaim the week of May 20 – 26, 2024 as “Alberta Disability Services Professionals

Appreciation Week” in the Town of Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

CARRIED

Senior’s Week June 3 – 9, 2024

Res. 148-29-04-24

MOVED by Councillor Petersen that the Town of Sundre proclaim the week of June 3 – 9, 2024 as “Senior’s Week” in the Town of Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

CARRIED

Mayor Warnock called a 5 minute recess at 7:30 p.m.

Mayor Warnock reconvened the meeting at 7:35 p.m.

ADMINISTRATION:

Departmental Reports March 2024

Res. 149-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council accept the March 2024 Departmental Reports and the additional verbal report by the CAO presented.

CARRIED

COUNCIL COMMITTEE

REPORTS:

Council Reports March 2024

Res. 150-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock’s report for March 2024 as information.

CARRIED

Res. 151-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr’s report for March 2024 as information.

CARRIED

COUNCIL KEY MESSAGE:

Council Key Messages, March 2024

Res. 152-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council accept the Key Messages of Council for the month of March 2024 as information.

CARRIED

**COUNCIL INVITATIONS/
CORRESPONDENCE:**

Council Correspondence

Res. 153-29-04-24

MOVED by Councillor Dalke that the Town of Sundre Council accept the PRLS 2023 Annual Report Infographic as information.

CARRIED

Councillor Anderson left the meeting at 8:04

Councillor Anderson returned to the meeting at 8:07p.m.

Res. 154-29-04-24

MOVED by Councillor Petersen that the Town of Sundre accept Rebecca Schulz, Minister of Environment and Protected Area’s letter to Water License Holders as information and commit to a 5-10% reduction in the water use in the Town of Sundre.

CARRIED

CLOSED MEETING:

Res. 155-29-04-24

MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 8:08 p.m.

Mayor Warnock called a 5 minute recess at 8:08 p.m.

Mayor Warnock reconvened the closed meeting at 8:13 p.m.

The following were in attendance for the closed meeting session:
Staff: Chief Administrative Officer, Linda Nelson

Topic of Closed Meeting

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

Res. 156-09-04-24

MOVED by Councillor Petersen that Council return to an open meeting at 8:37 p.m.

CARRIED


ADJOURNMENT

Res. 157-29-04-24

MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:37 p.m.

CARRIED

These Minutes approved this 13th Day of May 2024.



Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE May 13, 2024
SUBJECT Request to Waive Late Payment Penalty
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 5.1

BACKGROUND/PROPOSAL:

The resident of 20 Noblefern Way S.W. has requested to address Council regarding the application of a late payment penalty to the utility bill of March 2024 and is requesting that Council waive the penalty, as the resident was unable to pay the bill in cash on the due date, as the Municipal Office was closed due to the Easter break.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Under s.7(g) of the *Municipal Government Act*, Council may pass bylaws pertaining to Public Utilities. Bylaw 755 Water Utility Bylaw and Bylaw 757 are the bylaws that currently apply to the provision of utilities (water, sewer, garbage & gas) in Sundre, and Bylaw 2023-09 Fees and Rates, Schedule B defines the rates and fees for these services, which includes a Utility Penalty Charge of 2.50%. The Water Utility Bylaw 755, Part 5, s.5.3 states "rates shall be increased by a penalty as set by the Council of the Town of Sundre if such account is not paid by the last day of the month the billing is issued". The Gas Utility Bylaw 757, Section 3, s3.4 states " all gas utility bills shall be due and payable when rendered by the Municipality", and s3.5 states "in the event that a gas utility bill remains unpaid after the dated fixed for payment, there shall be added thereto, by way of penalty, and amount set by the Council of the Town of Sundre".

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

At Council's discretion.

MOTION:

That the Town of Sundre Council deny the request to waive the \$8.16 penalty applied to the utility billing for 20 Noblefern Way S.W.

OR

That the Town of Sundre Council waive the \$8.16 penalty applied to the utility billing for 20 Noblefern Way S.W.

OR

At Council's discretion.

Date Reviewed: May 13, 2024

CAO: 

Received by Email, April 30, 2024

I'm Nicolas (#4020002) who came by today and talked with you about the late payment penalty that was applied to my account.

You mentioned I could send you an email and you would put it on the agenda for the next council meeting. Could you please confirm receipt of this email and tell me when and where the meeting will be held?

To be clear : it's not about the 8 dollars for me. It's about making sure that cash payments remain a first-class citizen in the "payment options" world, at least in Sundre.

The way I see it, when a payment can not validly be made in cash on the day of the deadline, it should be possible to do it validly on the next business day. A valid payment also should mean getting a receipt proving that the payment was made and the date on which it was made. Debbie mentioned that the reason the deposit box (which I did not know about) is not advertised as such (as a cash deposit box) is for safety reasons. I understand that. It's also why I wouldn't want to use that box for a cash deposit. A payment must be accompanied by a receipt, proving that the payment was made and proving the date on which it was made.

The other option, the way I see it, would be to change the date of the deadline on the invoice so that the last day a cash payment can be validly made is the deadline. In the case of the invoice for the March payment of this year, because of Easter, that would have been the 28th.

I would be fine with either option (option 1 : next business day payments or option 2 : changing the deadline to being the last business day of the month). What I would not be fine with is a situation where a payment can be made on a certain day through the banking system but not through cash. That scenario would mean that cash payments are no longer first-class citizens.

It's about making sure we keep cash options in Sundre.

Thank you very much Betty,
- Nicolas

TOWN OF SUNDRE

PO BOX 420
SUNDRE, AB T0M1X0
(403) 638-3551



DUPLICATE BILL

BILLING DATE
April 05, 2024

NAME 4020002
SAURIOL-LAPALME, NICOLAS
SUNDRE, AB T0M 1X0

Billing Period March 01, 2024 To March 31, 2024

April 1	PENALTY APPLIED	Previous Balance	326.30
April 2	CASH RECEIPT APPLIED	202401929	(326.30)
		Balance Forward	8.16
			8.16

SERVICE ADDRESS
20 NOBLEFERN WAY SW

BASIC CHARGES			
FLAT GARBAGE CHARGE	25.65	25.65	
FLAT GAS SERVICE	26.00	26.00	
FLAT STORM WATER CHARGE	5.25	5.25	
FLAT WASTEWATER RATE	23.00	23.00	
FLAT WATER RATE	23.00	23.00	
Total Basic Charges		102.90	102.90

LEGAL DESCRIPTION
Lot
Block
Plan

METER ID 6422112077		WATER CONSUMPTION CHARGES		
Prev Read	2822.300 February 29	Consumption	24.400 m ³	Actual
Curr Read	2846.700 March 30	WATER CONSUMPTION CHARGE		65.88
		WASTEWATER CHARGE		32.94

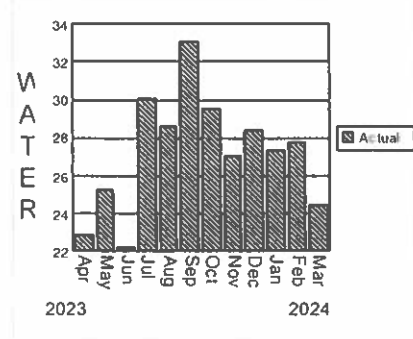
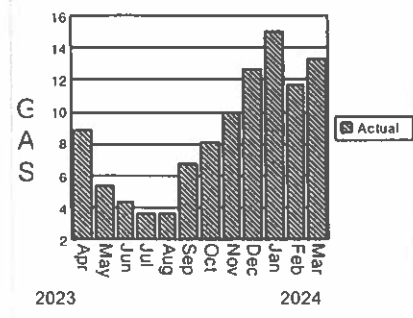
METER ID 743		GAS CONSUMPTION CHARGES		
Prev Read	193.900 February 29	Consumption	13.300 MCF	Actual
Curr Read	207.200 March 30	GigaJoules	13.73642	
		GAS CONSUMPTION CHARGE		52.06
				0.00

FEDERAL FUEL CHARGE	45.70
G S T R108130287RT	6.19
PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE WHEN RENDERED	313.83

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES
*** MARCH'S CONSUMPTION GAS PRICE IS \$2.04 per Gigajoule Plus \$1.50 Distribution Charge and \$0.25 cents per gigajoule System Improvement Charge. Federal Fuel Rate is \$3.3271 per gigajoule ***

TAKE NOTE: Your payments are processed on the day that we receive them in our office. If you are paying through the mail or your bank, please allow time for your payment to reach us by the due date. WE CANNOT BE RESPONSIBLE for delayed payments notification through Canada Post or your Bank.



A COPY HAS BEEN SENT TO

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE

TOWN OF SUNDRE
PO BOX 420
SUNDRE, AB T0M1X0
(403) 638-3551



BILLING DATE
April 05, 2024

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
8.16	305.67	321.47	April 30, 2024	313.83	

SAURIOL-LAPALME, NICOLAS
SUNDRE, AB T0M 1X0

Account Number
4020002

THIS ACCOUNT IS PAYABLE AT MOST FINANCIAL INSTITUTIONS



BEING A BYLAW OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA TO ESTABLISH AND SET FEES AND RATES FOR MUNICIPAL SERVICES.

WHEREAS, the Town of Sundre wishes to incorporate all rates and charges into one Bylaw so as to facilitate regular review and monitoring of the rates and charges, and

WHEREAS, Sections 7 and 8 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto authorizes the Council to repeal or amend any bylaws, and

WHEREAS, Section 61(2) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto authorizes a municipality to charge fees, tolls and charges for the use of its property, and

WHEREAS, Section 481(1) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto authorizes a municipality to establish fees payable by any person wishing to make a complaint to the Assessment Review Board, and

WHEREAS, Section 630.1 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto authorizes a municipality to establish fees for planning functions, and

WHEREAS, Section 6 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto gives a municipality person powers, which imply the power to charge for goods and services provided,

WHEREAS, the prior Bylaw fees and rates are the amounts used until the effective date listed on the Schedule(s).

AND WHEREAS, Schedules A to J are attached to and included in this Bylaw.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE DULY ASSEMBLED AND PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, REVISED STATUTES OF ALBERTA 2000, CHAPTER M-26 ENACTS AS FOLLOWS:

1. TITLE

- 1.1 This Bylaw may be cited as “Fees and Rates Bylaw.”
- 1.2 That the fees and rates specified in the Schedules attached be charged for the goods and services specified.

2. EFFECTIVE DATE

- 2.1 All Schedules A-J attached are part of and form part of this Bylaw.
- 2.2 This Bylaw shall come into full force and effect upon the date of January 1, 2024.

3. REPEAL

- 3.1 Bylaw 2022-09 is hereby repealed on the date that this Bylaw comes into force and effect.

READ A FIRST TIME this 20th day of November 2023, Motion No. 312-20-11-23.

READ A SECOND TIME this 20th day of November 2023, Motion No. 314-20-11-23.

GIVEN Unanimous Consent to Proceed to a THIRD READING this 20th day of November 2023,
Motion No. 315-20-11-23

READ A THIRD AND FINAL TIME this 20th day of November 2023, Motion No. 316-20-11-23



Mayor, Richard Warnock



Chief Administrative Officer, Linda Nelson

SCHEDULE B – UTILITY RATES
Effective January 1, 2024

WATER

Water Flat Fee (per month)	\$23.00
Water Consumption (per m ³ consumed)	\$2.70
Water Automatic Meter Reading Equipment (new metered service)	Cost recovery
Water Meter Measurement Testing	\$200.00
Water Reconnection Fee	\$100.00
Bulk Water (per m ³)	\$10.00
Bulk Water minimum water charge (10 m ³ per month)	\$100.00

WASTEWATER

Wastewater Flat Fee	\$23.00
Wastewater Consumption (per m ³ consumed)	\$1.35
Lagoon Charge (per m ³)	\$10.00
Lagoon Key Lock Deposit	\$100.00

STORMWATER

Stormwater (per month)	\$5.25
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SOLID WASTE

Garbage/Recycling/Compost Flat Fee (per month and per residential dwelling unit)	\$25.65
Extra Garbage Bags for pick-up with Black Cart (per bag)	\$4.00
Multiple Compost Cart pick-up – separate purchase of additional carts required (per additional cart per month)	\$6.00
Replacement of Roll-out Cart (for at fault damage)	Cost recovery

GAS

Gas Flat Rate (per month)	\$26.00
Gas Consumption (per GJ)	\$1.50 in addition to Town's purchase price
Gas System Improvement Charge (per GJ consumed)	\$0.25
Gas Automatic Meter Reading Equipment	Cost recovery
Gas Reconnection Fee	\$100.00
Gas Meter Measurement Testing	\$200.00
Commercial Gas Meter	At cost plus 10% mark up

OTHER FEES

Utility Arrears Final Notice Administration Fee	\$26.30
Utility Penalty Charge	\$2.50%

Schedule "B" to Bylaw Number 755

Offences listed in Schedule "B" are subject upon conviction in a court of competent jurisdiction to a maximum of not more than \$2,500.00 or in event of non-payment of the fine, imprisonment for a period not exceeding six months unless such fine is sooner paid.

COURT APPEARANCE

Section 3.2(a)

Illegal use of alternate water supply.

Section 3.2©

Illegal connection of alternate water supply to the water system.

Section 10.16

Interfere or tamper with the operation of a water meter.

Section 12.3

Failure to comply with order issued by the Chief Administrative Officer respecting an illegal cross connection or back flow connection.

Section 13.3(7)

Turn on water service supply prior to inspection.

2.3

Schedule "A" to Bylaw Number

Violations listed in Schedule "B" are subject to the following specified penalties.

Violation Tickets

Penalty

**Section 13.1(a)
Wastage of water
\$250.00**

**Section 13.1(b)
Violation of emergency water allocation regulations
\$250.00**

**Section 13.2(1)
Unauthorized drawing of water from fire hydrant
\$250.00**

**Section 13.2(2)(b)
Withdrawal of water from a fire hydrant without
the use of an approved backflow prevention device.
\$250.00**

**Section 13.3(7)
Turn off or on water service valve without
authorization
\$250.00**

Phil

PART 15.0 BYLAW ENACTMENT

15.1 Bylaw #720 is hereby repealed.

15.2 This Bylaw shall come into force upon receiving third reading.

**READ A FIRST, SECOND AND THIRD TIME IN COUNCIL THIS 25th DAY OF
JUNE, 2001, AND FINALLY PASSED**

Mayor 


Chief Administrative Officer

13.4 Contravention: Any person who contravenes this Section may forfeit the right to be supplied with water and shall be guilty of an offence and liable on Summary Conviction to a fine of not less than One Hundred Dollars (\$100.00) nor greater than Twenty-Five Hundred Dollars (\$2,500.00).

PART 14.0 PENALTY SECTION

14.1 Serving of Notice: Notices issued under the provisions of this Bylaw shall be served by an Enforcement Officer.

14.2 Penalty for Contravention: Except as otherwise provided in this Bylaw and subject to the provisions of Subsection 14.3 of this section, a person who contravenes any provision of this Bylaw and any other person liable for such contravention shall, upon summary conviction before a Court of Competent Jurisdiction, be liable to a fine of not more than Two Thousand Five Hundred (\$2,500.00) Dollars or in event of non-payment of the fine, imprisonment, for a period not exceeding six months unless such fine is sooner paid.

14.3 Issuance of a Violation Ticket: Notwithstanding Subsection 14.2 of this section, whenever an Enforcement Officer has reason to believe or does believe a person has contravened any provisions of this Bylaw, the Enforcement officer may issue a Violation Ticket for each offence.

14.4 Liability for Expenses: Notwithstanding Subsections 14.2 and 14.3 of this section, the imposition of a fine either by issuance of a Provincial Violation Ticket or Summary Conviction in a Court of Competent Jurisdiction shall not relieve any person so fined from any liability to pay to the Town of Sundre any expenses arising from any damage caused by that person to Town of Sundre property.

14.5 Penalty Schedules: Sections of this Bylaw subject to the issuance of a Provincial Violation Ticket are listed with the penalty on Schedule "A". Court appearances will be required for Sections of the Bylaw referred to in Schedule "B".

14.6 Termination of Supply for Contravention: Notwithstanding Subsections 14.2 and 14.3 of this section, a person who contravenes any provision of this Bylaw may forfeit the right to be supplied with water from the Town Water Supply.

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13.3 Interference with the use and operation of service connections:

- (a) No person shall damage, destroy, remove or interfere in any way with any pipe, pipe connection, valve, water meter, seal or other appurtenance forming part of the water system.
- (b) No person shall in any way interfere with or cause any interference with the use of the water system by another consumer and without limiting the generality of the foregoing, no person shall attach any device to any water pipe which may create noise, a pressure surge, backflow or contamination.
- (c) No person shall use any boosting device on any water service connection for the purpose of increasing water pressure without an approved backflow prevention device being installed upstream of the boosting device and the approval of the Chief Administrative Officer.
- (d) No person shall install branch supply lines, outlets, or fixtures on the upstream side of a water meter or shut-off valve, except for fire protection purposes.
- (e) No person shall tamper with, break or remove any seal installed by the Town on any valves or flanged outlets on water service connections or water metering facilities except in case of an emergency.
- (f) In the event a person breaks a seal on a valve in order to obtain a supply of water for emergency purposes, that person shall notify the Chief Administrative Officer within twenty-four hours.
- (g) No person, except someone authorized by the Chief Administrative Officer, shall turn on or off a water service valve or any other valve or valves in the Town's water system.
- (h) No person, except someone authorized by the Chief Administrative Officer, shall turn on a water service valve which has been turned off by the Chief Administrative Officer or any other Town employee.
- (i) Everyone who wishes to operate a specific water service valve on Town property for the purpose of turning on water for testing a new plumbing system, or for replacing or renewing a water shut-off valve or stop-and-waste valve, or for replacing the water service connection or piping on private property, shall first obtain permission from the Chief Administrative Officer.

- (4) Training programs for Fire Fighters employed by the Town's Fire Department;
or
- (5) Such other purpose as may arise from time to time.


13.2 Interference with the use and operation of fire hydrants:

- (a) Except as otherwise authorized by the Chief Administrative Officer, no person shall use water from a fire hydrant except for the purpose of emergency fire protection.
- (b) No person shall connect, cause to be connected, or allow to remain connected, any piping, fixture, fitting, container or appliance to a fire hydrant:
 - (1) in a manner which, under any circumstances, may allow water, waste water or any liquid or substance of any kind to enter the water system; and
 - (2) without using or maintaining a cross connection control device which has been approved by the Chief Administrative Officer.
- (c) No person shall do anything to obstruct access to a fire hydrant or to interfere with the operation of a fire hydrant.
- (d) All persons who own property on which a fire hydrant is located or property which is adjacent to property on which a fire hydrant is located:
 - (1) shall maintain a two (2) meter clearance on the port sides of a fire hydrant and a one (1) meter clearance on the back side of a fire hydrant; and
 - (2) shall not permit anything to be constructed, erected, placed, or planted within the clearance provided in paragraph (1) of this subsection.
- (e) Any person found to be in violation of Subsection (d) of this section shall remove any obstruction as directed by an Enforcement Officer.
- (f) Failure to comply with the directions of an Enforcement Officer may result in the obstruction being removed by The Town at the expense of the person in default, and The Town may recover the expense and costs, if any, by action or in like manner as municipal taxes.

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- (d) Supply water obtained from the water system to any person who intends to sell the water; or
- (e) Supply water, by pipe or a hose, to any other premises which should be supplied with water through its own water service connection.
- (f) Wilfully or maliciously hinder or interrupt or cause or procure to be hindered or interrupted, the Town or its contractors, servants, agents, workmen, or any of them, in the exercise of any of the powers and duties relating to the water utility and authorized by or contained in this Bylaw;
- (g) Wilfully open or close any hydrant or water valve or obstruct the free access to any hydrant or water valve or valve chamber by placing on it any building material, rubbish or other obstruction;
- (h) Throw or deposit any injurious or offensive matter into the water or water system or in any way foul the water or commit any wilful damage or injury to the works, pipes or water or encourage the same to be done;
- (i) Wilfully alter or tamper with in any way any water meter placed upon any service pipe or connected therewith within or outside any house, building or other place so as to lessen or alter the amount of water registered thereby.
- (j) Attach or connect any pipe to the water system or in any other way obtain or use any water thereof without consent of the Chief Administrative Officer;
- (k) Wilfully and without authority hinder, interrupt, or cut off the supply of water to any consumer or consumers of the water system.
- (l) Contaminate the water used in the water system or do any act which causes or results in the contamination of water used in the water system.

Notwithstanding the provisions of this section, the Chief Administrative Officer may allow a consumer to run water for:

- (1) Flushing water mains, hydrant leads and water service connections in order to clean them; or
 - (2) Preventing water mains, hydrant leads and water service connections from freezing; or
 - (3) Conducting water flow tests; or
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12.7 Maintenance of Cross Connection Control Devices: When the results of a test referred to in Subsection 12.6 of this Bylaw show that a cross connection control device is not in good working condition, the consumer shall when so directed by the Chief Administrative Officer make repairs or replace the device within Ninety-Six (96) Hours. If the consumer fails to comply with the direction given by the Chief Administrative Officer, the Chief Administrative Officer may shut off the water service or water services.

12.8 Failure to Maintain:

- (a) If a consumer fails to have a cross connection control device tested, the Chief Administrative Officer may notify the consumer that the cross connection control device must be tested within Ninety-Six (96) Hours of the consumer receiving the notice.
- (b) If a consumer fails to have a cross connection control device tested within Ninety-Six (96) Hours when requested by the Chief Administrative Officer, the Chief Administrative Officer may shut off the water service or water services until the cross connection control device has been tested and approved as required by Subsection 12.6 of this Bylaw.

12.9 Turn On of Water Supply: No person shall turn on a water service valve to provide water to the occupants of any newly renovated or constructed or reconstructed premises until the plumbing system in such premises has been inspected for cross connections and approved by the Chief Administrative Officer.

PART 13.0 INTERFERENCE

13.1 General: No person, or persons shall:

- (a) Waste water;
- (b) Use water for domestic lawns, gardens, commercial and industrial purposes during periods of water restrictions imposed by Town Council or the Chief Administrative Officer.
- (c) Sell water obtained from the water system, unless authorized by the Town Chief Administrative Officer;

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- (a) upon reasonable notice to the consumer, shut off water service; or
- (b) without notice to the consumer, shut off water service, where the Chief Administrative Officer has determined, in his sole discretion, that an immediate threat of contamination to the water system exists that may endanger public safety or health.

12.5 Installation of a Cross Connection Control Device: Notwithstanding Subsections 12.1 and 12.2, where, in the opinion of the Chief Administrative Officer, a situation exists which creates a risk of contamination of the water system, the Town Chief Administrative Officer may require a cross connection control device be installed on the consumer's water service connection by the consumer, and at the consumer's sole expense, in a location to be determined by the Chief Administrative Officer.

12.6 Inspection and Testing of Cross Connection Control Devices: Where a cross connection control device has been installed, the consumer shall:

- (a) upon the written request of the Chief Administrative Officer, have all cross connection control devices inspected and tested by personnel approved by the Chief Administrative Officer to determine whether such devices are in good working condition, at the time of installation and thereafter annually, or as required by the Chief Administrative Officer, at the sole expense of the consumer;
- (b) submit a report in a form approved by the Chief Administrative Officer within 30 days of the testing date, containing the results of any and all tests performed;
- (c) display a record card on or adjacent to the cross connection control device containing the following information:
 - (i) name and address of the owner of the device;
 - (ii) the location, type, manufacturer, serial number and size of the device;
 - (iii) the test date;
 - (iv) the tester's initials;
 - (v) the tester's name (if self-employed) or the name of the employer; and
 - (vi) the tester's license number.

11.4 Private Hydrants:

- (a) The Town may require that a fire hydrant be installed on private property at the expense of the owner of the property. The approval for, and installation, use and maintenance of fire hydrants on privately owned property shall conform to the requirements as set forth by the Town.
- (b) No person shall use water from a fire hydrant located on private property for any purpose other than fire protection unless authorized by the Town Chief Administrative Officer.

11.5 Ownership of Hydrants: All fire hydrants, except fire hydrants situated on private property, are the property of the Town.

PART 12.0 CROSS CONNECTIONS AND BACKFLOW PREVENTION

12.1 Cross Connections: No person shall connect, cause to be connected or permit to remain connected to the water system a cross connection that has not been approved in writing by the Chief Administrative Officer.

12.2 Inspections for Cross Connections: Where the Chief Administrative Officer believes that a cross connection exists in contravention of Subsection 12.1, the Chief Administrative Officer may carry out an inspection:

- (a) upon reasonable notice to the consumer, or
- (b) without notice to the consumer where the Chief Administrative Officer has determined, in his sole discretion, that an immediate threat of contamination to the water system exists that may endanger public safety or property.

12.3 Notice of Contravention: If it is determined that Subsection 12.1 has been contravened, the Chief Administrative Officer may issue such written order or orders to the owner, consumer or other person as the case may be, as may be required to remedy the contravention.

12.4 Failure to Comply with Order: Where a person fails to comply with an order issued under Subsection 12.3, the Chief Administrative Officer may:

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10.23 Ownership of Meters:

- (a) All water meters supplied and installed by the Town shall at all times be the property of the Town.
- (b) No person, other than an employee of the Public Works or a person authorized in writing by the Chief Administrative Officer, shall install, test, remove, repair, replace or disconnect a water meter.

PART 11.0 HYDRANTS

11.1 Temporary Water Supply from Hydrants: Water may be taken from a Town fire hydrant on a temporary basis where:

- (a) no other supply of water can be conveniently obtained; and
- (b) The Chief Administrative Officer authorizes such use.

11.2 Unauthorized Use of Hydrant: Any person or persons authorized under Subsection 11.1 of this section shall:

- (a) have in their possession, at the time the hydrant is in use, a valid hydrant use permit;
- (b) pay to The Town, prior to using a hydrant, a hydrant damage deposit and a hydrant inspection fee as set out by Town Council;
- (c) pay to The Town all other costs incurred by The Town, resulting from their use of the hydrant including the cost of the water used, as determined by the Chief Administrative Officer.

11.3 Relocation of a Fire Hydrant: Any person who wishes to have a fire hydrant relocated which is situated on property owned by the Town may request in writing to the Chief Administrative Officer that the hydrant be relocated, or raised or lowered in elevation. If the Chief Administrative Officer considers it feasible to relocate the hydrant, the person making the request shall pay in advance the estimated cost as calculated by the Chief Administrative Officer subject to a refund or additional payment, depending upon the actual cost when the work has been completed.

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- 10.19 **Seasonal Water Services:** Unless otherwise approved by the Chief Administrative Officer, all water supplied through temporary and seasonal water service connections shall pass through a water meter installed by the Town. The consumer shall pay the cost of each installation and each removal of the water meter for such connection, in addition to the charge for the water supplied to the premises and for the cost of any damage to the water meter and related metering facilities from causes within the consumer's control.
- 10.20 **Reading of Water Meters:** Water meters shall be read at the discretion of the Chief Administrative Officer. If a meter reader cannot enter the premises to read the water meter, he may leave a card with instructions requesting the consumer to notify the Town as soon as possible of the water meter reading. In the event an occupant refuses to allow a meter to be read for a period in excess of two months, the Town Chief Administrative Officer may shut off the supply of water to that meter.
- (a) If the Town is unable to obtain a water meter reading or if a water meter fails to register properly the amount of water consumed or if water supplied through a meter has not for any reason whatsoever registered on the meter, the amount of water consumed since the last time the water meter was read and was recording consumption accurately may be estimated by the Town Chief Administrative Officer based on previous consumption or daily average consumption for the premises and the consumer shall pay for the cost thereof based on such estimate of consumption. Payment of an estimated amount shall not excuse the consumer from liability for payment of a greater amount which may be owing after a meter is read.
- (b) If a metered residential customer experiences abnormally high water consumption, the Chief Administrative Officer may adjust the water bill conditional on the customer correcting the cause for the high consumption to the satisfaction of the Chief Administrative Officer.
- 10.21 **Removal for Maintenance:** Water meters may be removed by the Town Chief Administrative Officer for maintenance and testing on a periodic basis. The Town Chief Administrative Officer may require that a specific meter be tested on site, or be removed and tested.
- 10.22 **Payment for Meter Testing:** A consumer may request the Chief Administrative Officer to test a water meter located on the consumer's premises. If the water meter is found to be measuring correctly within two percent of accuracy, the consumer shall pay the fee established.

- 10.13 **Safekeeping of Water Meters:** A consumer is responsible for the safe-keeping of the water meter and any remote reading device that may be installed with the water meter on the consumer's property. A consumer shall protect the water meter and connecting valves and pipes from freezing, excessive heat, overheating of water, external and internal damage of any kind or any other thing which may affect the operation or reading of a water meter and shall pay the cost of repairing or replacing any water metering facilities supplied and installed by the Town that may be damaged from the foregoing causes or any other causes within the consumer's control.
- 10.14 **Notification by Owner:** A consumer shall notify the Chief Administrative Officer immediately whenever a water meter is not operating or if any part of it becomes damaged or broken.
- 10.15 **Payment for Removed or Stolen Meters:** If a water meter is removed or stolen, the owner of the premises shall pay the cost of replacing the meter including installation. If not paid, the cost may be added to the taxes levied on the property and collected in the same manner as Municipal property taxes.
- 10.16 **Tampering with Meters or Remote Reading Devices:** No person shall interfere with or tamper with the operation of any water meter or remote reading device. All by-pass valves on water meter installations shall be sealed by the Town and no one shall open such by-pass valves except for emergency use. The Chief Administrative Officer is to be notified within 24 hours if a seal is broken for the emergency operation of a by-pass valve.
- 10.17 **Meter Spacers:** No person shall use a meter spacer in place of a meter except for the testing, as approved by the Chief Administrative Officer, of a new plumbing system or a water meter.
- 10.18 **Inspection of Premises Prior to Supplying:** The Chief Administrative Officer may inspect the premises to be supplied with water from the water system, prior to supplying water, to determine if there is proper access to the water meter site and to determine if the site is suitable and acceptable to the Chief Administrative Officer for installing, reading, maintaining and repairing the meter and related facilities.

- 10.8 Size, Type and Number of Meters:** The Chief Administrative Officer shall determine the size and type and number of water meters to be supplied and installed by the Town. Where the water supplied through a meter is for fire protection purposes or for combined fire protection and other uses, the meter shall be of a fire service type, approved by the Chief Administrative Officer and the appropriate water rate shall apply.
- 10.9 Town's Ownership of Meters:** All water meters shall be supplied, installed, maintained, repaired, tested and replaced by the Town unless other arrangements are approved in writing by the Chief Administrative Officer. The consumer shall pay the additional costs for supplying and installing meters, where the installation as approved by the Chief Administrative Officer requires a fire service type water meter or other special type of water meter. Notwithstanding the payment of such additional costs the water meter shall remain the property of the Town.
- 10.10 Multiple Meter Installations:** Where the Town agrees to supply and install two or more water meters for a single water service connection, all meters shall be installed adjacent to each other as close as possible to the place where the water service connection enters the building.
- 10.11 Relocation of Meter Due to Building Alterations:** If the Chief Administrative Officer is dissatisfied with the location of any water meter due to alterations to a building, he may require that the water meter be relocated by the occupant to a more suitable or convenient location near the point of entry of the water service connection. All costs associated with relocating the water meter including Town costs shall be paid by the owner.
- 10.12 Housing for Meters:** Where a water meter cannot be installed in a building, it is the owner's responsibility to provide a meter building or a meter vault on the owner's property near the property line, at the owner's expense, and in accordance with the Town's standard specifications for water mains and services. The owner shall maintain and repair the meter building or vault at his expense. If the owner, after receiving written notice from the Chief Administrative Officer, neglects to repair or improve his meter building or vault, the Chief Administrative Officer shall authorize the necessary repairs be carried out and the owner will be charged for the costs incurred.

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10.5 Charges by Town: The Town may charge for and recover from the owner the cost of supplying, installing, altering, repairing, relocating or removing a water meter. Any such charges may be collected in the same manner as water rates.

10.6 Access Upon Discontinuing Service: Where any consumer discontinues the use of the water utility furnished by the Town, or the Town lawfully refuses to continue any longer to supply it, any employee of the Town employed for that purpose may at all reasonable times enter the premises in or upon which such consumer was supplied with the water utility for the purpose of removing therefrom any fittings, machines, apparatus, meters, pipes or other things that are the property of the Town in or upon such premises and may remove them therefrom.

10.7 Customers Responsibility for Suitable Meter Site:

- (a) For all water service connections, it is the consumer's responsibility to provide a suitable site for a water meter near the point of entry of the water service connection and inside the building. The Town shall not be required to provide water service if the owner fails to make available a site acceptable to the Chief Administrative Officer.
- (b) The owner shall make provision for the installation of water meters in accordance with the Town's standard specifications for water mains and services. If an owner wishes to install other metering, piping or valving arrangements he shall apply to the Chief Administrative Officer for approval in writing, prior to installation. If inspection indicates the installations as shown on the standard drawings or any modified drawings approved by the Chief Administrative Officer have not been carried out, the owner shall alter, correct or modify the installation at his expense, in order to comply with the drawings approved by the Chief Administrative Officer. If the owner does not make the installation in the manner approved by the Chief Administrative Officer, the Town shall have the right to refuse to supply water to the premises.
- (c) No consumer shall relocate, alter, or change any existing water metering facilities without the written approval of the Chief Administrative Officer. The consumer shall submit plans and specifications for any proposed relocation of water metering facilities and, if approved, the consumer shall pay the entire cost, including any costs incurred by the Town, in making any such relocation, alteration or change.

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9.12 Liability For Low Water Pressure or Inadequate Volume: The Town shall not be liable for loss or damage suffered by any person by reason of low water pressure, or by interruption to, or failure of, the water system to deliver water in adequate volume and pressure for fire protection purposes.

PART 10.0 WATER METERS

10.1 Metering or Services: All water services connected to the Town's water system shall be metered except for:

(a) Fire service connections which are not used for any other purpose;

or

(b) Such other connections where in the opinion of the Chief Administrative Officer, it is impractical to install a water meter.

10.2 Determination of Rate for Water Not Metered: If in the opinion of the Town Chief Administrative Officer it is impractical to install a water meter where a water meter would otherwise be required according to this Bylaw, the Chief Administrative Officer shall determine the rate to pay for the water.

10.3 Access to Meters: For the purpose of conducting water use surveys; or sampling, leakage, flow and pressure tests; or reading water meters; or installing, inspecting, repairing, replacing and removing water meters, cross connection control devices and related equipment upon any water service connection within or outside of any house or building as may be required, employees of the Town employed for that purpose shall have free access at proper hours of the day and upon reasonable notice given and request made, or, in the case of the written authority of the Mayor given in respect of a special case, without notice, to all parts of every building or other premises in which water is delivered and consumed.

10.4 Alterations: For the purposes set out in Section 10.3 of this Bylaw or for the purpose of protecting, testing, or regulating the use of any water meter, cross connection control device, or other equipment forming part of the water system, employees of the Town employed for that purpose may set or alter the position of the water meter, cross connection control device, or of any pipe, valve or fitting forming part of the water system.

9.6 Applications for Water Service Connections:

- (a) Shall be made in writing on a form supplied by the Town.
- (b) The owner at the time of making an application for a water service connection is required to pay to the Town, in advance, the estimated cost of the water service connection as calculated by the Chief Administrative Officer subject to a refund or further payment depending on the actual cost when the work is completed.

9.7 Ownership of Service: The Town is the owner of the water service connection on Town property after installation, and the Town is responsible for the control, maintenance, repair, and replacement of that portion of the water service connection, thereafter.

9.8 Replacement of Service Connection: Any owner who wishes to have an existing water service connection on Town property replaced with a connection of a different size or relocated to a different location shall apply to the Chief Administrative Officer in writing for approval and the Chief Administrative Officer may authorize the work to be carried out by the Town, subject to payment in advance, of the cost of the project as determined by the Chief Administrative Officer.

9.9 Discontinuation of Use: Where the owner discontinues the use of a water service connection to his property, he shall notify the Town forthwith in writing by requesting the Town to disconnect the water service connection from the water system. Upon such request being made, the owner shall make payment in advance for the cost of the disconnection as determined by the Chief Administrative Officer.

9.10 Frozen Services on Private Property: If a water service connection is frozen on private property it shall be the consumer's responsibility to have it thawed at the consumer's expense.

9.11 Private Fire Hydrant: No person or persons shall use water from a water service connection, that supplies water to private fire hydrants, for any purpose other than fire protection, unless the water service connection is connected to a water meter or the branching connection that supplies water for use other than fire protection purposes is connected to a water meter.



- 9.2 Water service connections on private property:** Water service connections on private property shall be owned by the owner of the property and shall be installed, maintained, repaired and replaced by the owner at his expense, and without limiting the foregoing, as a condition of receiving water from the Town water system, the owner shall maintain in a state of good repair, with sufficient protection from freezing, free from leakage, or other water loss to the satisfaction of the Town Chief Administrative Officer, any water service connection, pipe line or water system on private property through which the supply of water is conveyed from the Town water system which is located at the property line of the street or the boundary of an Easement Area granted to the Town for its water system, to the water supply outlets or fixtures on the private property.
- 9.3 Valving of Water Service Connections:** All water service connections shall be provided with a water shut-off valve placed immediately inside the outer wall of the premises and on the inlet side of the water meter to enable a consumer to shut off the supply of water in case of any emergency or for protection of the building, pipes, or fixtures, or to prevent flooding of the premises or in the event the premises are permanently or temporarily vacated. The shut-off valve shall be maintained in good mechanical condition by the owner and easily accessible at all times to ensure that it is operable in case of emergency.
- 9.4 Failure to Maintain, Repair or Replace:** If the owner of the property fails or refuses to maintain, repair or replace a water service connection, pipe or water system as required by Subsection 9.2 of this Section, the Chief Administrative Officer may:
- (a) Turn off the water supply until the repairs have been made to stop the water loss; and
 - (b) Estimate the volume of water loss and demand payment from the owner for that amount of water estimated to have been lost which said payment shall become due and payable upon such demand being made.
- 9.5 Termination of Service:** Where water has been shut off to a consumer's premises for water wastage, or leaks or defects in the consumer's portion of the water service connection or in other water pipes on private property or in the interior plumbing system within the consumer's premises, the Chief Administrative Officer may refuse to turn it on again until he has received satisfactory evidence that the necessary repairs have been made.

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- (c) The Chief Administrative Officer may, subject to the approval of Council, enter into an Agreement to supply water to a consumer outside the Town Limits.

PART 8.0 EMERGENCY

8.1 Restrictions Imposed by Town Council or the Chief Administrative Officer: To maintain an adequate water supply within the Town of Sundre, the Town Council or the Chief Administrative Officer, as the case may be, may impose restrictions on the use of water for domestic lawns, gardens, commercial and industrial purposes. Such restrictions shall state the day or days and periods of time within the day or days that water may be consumed.

8.2 Shutting Off of Water Without Prior Notice: In the event of an emergency, the Chief Administrative Officer may shut off the water, without prior notice.

8.3 Liability of Damages:

The Town is not liable for damages:

- (a) Caused by the break of any water main, water service connection or other pipe or for the settlement of any excavation or trench made for the installation or repair of any part of the water system; or
- (b) Caused by the disruption of any supply of water from the water system when such disruption is necessary in connection with the repair or proper maintenance of the water system; or
- (c) Generally for any loss suffered by anyone due to the operation of the water system;

unless such damages or loss has been shown to be directly due to negligence of the Town or its employees.

PART 9.0 CONNECTIONS

9.1 Water Service Connections on Town Property: The Town shall install that portion of the water service connection that is on Town property and which runs from the Town water main to the property line of the street or the boundary of an Easement granted to the Town for its water system.

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- (a) Where the occupant is the owner or purchaser under an Agreement for Sale in possession of the premises to which water is supplied or is available for the use of the occupant, all sums payable by the occupant pursuant to this Bylaw including the rates set by Council, are a debt due and owing to the Town and shall constitute a Preferential Lien and charge on the premises and the personal property of the occupant and may be levied and collected in a like manner as Municipal rates and taxes are recoverable.

 - (b) Where the occupant is other than the owner or the purchaser under an Agreement for Sale all sums payable by the occupant pursuant to this Bylaw including the rates set by Council, are a debt due and owing to the Town and shall constitute a Preferential Lien and charge on the occupant's personal property and may be levied and collected with costs by distress.
- 6.5 Termination of Supply: The terms and conditions under which water, from the Town's water system, is supplied to or made available for use by a consumer, as stated in this Bylaw or a written Agreement between the Town and the consumer may be enforced, by shutting off the water or discontinuing the water service until the consumer complies with the terms and conditions so designated.

PART 7.0 CONTRACTS

- 7.1 Precedents of this Bylaw in Contracts for the Supply of Water: This Bylaw shall form part of every Contract, written or implied, between the Town and a consumer for supplying water.
- 7.2 Contracts Entered into by the Chief Administrative Officer on Behalf of the Town:
- (a) Subject to the provisions of this Bylaw, the Chief Administrative Officer may enter into Contracts on behalf of the Town with any consumers of the water system within the Town and in such Contracts may provide that in the event the consumer has failed to comply with the provisions and requirements of this Bylaw or the terms of the Contract then the supply of water may be discontinued.

 - (b) The Chief Administrative Officer may require any consumer to enter into an Agreement with the Town, for supplying water and related services, subject to such terms and conditions as are required by the Chief Administrative Officer.

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5.5 New Subdivision Development: The charge for water used for new subdivision development and included in the Development Agreement is in accordance with the rates set by resolution of Council from time to time.

5.6 Interruption of Water Supply: No reduction in rates will be made in the monthly charge for water supplied to or made available for use by any consumer because of any interruption due to any cause whatsoever of the water supply.

PART 6.0 PAYMENTS

6.1 Payment Schedule: Every person, firm or corporation, being the owner or occupant of property which is served directly by a connection with the water supply system of The Town of Sundre shall pay monthly to The Town by the last day of the month the billing is issued, the water rates, tolls, fares and service charges levied pursuant to this Bylaw as set by resolution of Council from time to time.

6.2 Utility Accounts:

- (a) The Town of Sundre requires that new account requests for utility services, provided by the municipality, be placed in the name of the owner(s) registered on the property title only.
- (b) The Town of Sundre requires that any changes on existing utility service accounts provided by the municipality be placed in the name of the owner(s) registered on the property title only.

6.3 Mobile Home Owners shall pay to the Town of Sundre a utility deposit as set by resolution of Town Council. The utility deposit amount may be refunded as per Town policy.

6.3 Default of Payment: In default of payment of the rates set by resolution of Council or any amount due and payable to the Town for anything done, or any amounts payable, pursuant to this Bylaw, the Chief Administrative Officer may enforce the collection of such rates or payments by all or any of the following methods, namely:

- (a) By shutting off the water being supplied to the consumer; or
- (b) By action in any Court of competent jurisdiction; or
- (c) By distress and sale of the goods and chattels of the consumer owing monies for water or service related thereto being supplied to them.

6.4 Water Supplied to Property under an Agreement for Sale:

- (a) The establishment of standards, guidelines and specifications for the design, construction and maintenance of the water system;
- (b) The general installation, maintenance and management of the water system;
- (c) The general conduct and management of the officers and others employed with or by the Water Utility;
- (d) The distribution and use of water from the water system;
- (e) The billing and collecting of the rates, charges, fees and rents in connection with the water system including but not limited to charges for any work done or service or material supplied for the construction, installation, connection, disconnection or replacement in any part of the water system, or the consumer's water system on private property;
- (f) For the purposes of administering or enforcing the provisions of this Bylaw the Chief Administrative Officer may delegate his powers to one or more employees of the Town and the said employees shall be deemed to be authorized agents of the Chief Administrative Officer. In that regard, employees engaged in water meter reading, billing and collection functions, on behalf of the Chief Administrative Officer shall be deemed to be employees of the Water Utility.

PART 5.0 RATES

- 5.1 Approval of Rates: Council shall approve all rates, charges and fees which the Town may charge for supplying water and for the water used by a consumer.
- 5.2 Discounted Rates for Prepayment: Council may set a rate of discount for prepayment or punctual payment of all such charges.
- 5.3 Rate Penalty for Late Payment: The aforesaid rates shall be increased by a penalty as set by the Council of The Town of Sundre if such account is not paid by the last day of the month the billing is issued.
- 5.4 Rate for Water from Public Stand Pipe or Hydrant: Anyone who wishes to obtain water from the public stand pipes or hydrants shall apply to the Town Chief Administrative Officer for a Permit allowing them to obtain water from that source and they shall pay for that water the amount set by resolution of Council from time to time.

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PART 3.0 GENERAL

3.1 Supply of Water by Town: The Town having constructed, operated and maintained a water system as a public utility shall continue, insofar as there is sufficient system capacity and supply of water, to supply water, upon such terms as Council considers advisable, to any resident or industry or other consumer within the municipality situated along any water main, upon being so requested in writing by the owner, occupant or other person in charge of the residence, industry or building. The Town undertakes to supply water to the owner's or consumer's water system at the property line of the street or the boundary of an Easement granted to the Town for its water system.

3.2 Alternate Sources of Supply:

- (a) No person shall use any alternate source of water supply other than the water system without the written consent of the Chief Administrative Officer.
- (b) The Chief Administrative Officer may give his consent for a person to use an alternate source of water subject to such terms and conditions as he deems are necessary and notwithstanding the generality of the foregoing he may set a limit on the period of time for which an alternate supply of water may be used.
- (c) No person who has been granted permission to use an alternate source of water supply shall allow that alternate source of water supply to be connected to the water system.

PART 4.0 MUNICIPAL OFFICIAL

4.1 Chief Administrative Officer's Responsibilities:

- (a) The Chief Administrative Officer is hereby deemed to be a Municipal Official as defined in the Municipal Government Act.
- (b) The Chief Administrative Officer is responsible for the administration and enforcement of this Bylaw.

4.2 Chief Administrative Officer's Empowerment: The Chief Administrative Officer is hereby empowered to provide for:

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- (n) "Town" means the Municipal Corporation of the Town of Sundre or where the context requires means the area contained within the boundaries of the Town of Sundre;
- (o) "Chief Administrative Officer" means the person appointed by Council to be responsible for the construction, operation and maintenance of the water supply system and the Municipal Inspector for the purpose of the Plumbing and Drainage Act;
- (p) "Town water main" means a water pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town water distribution network and delivers the water supply to the water service connections;
- (q) "water meter" or "meter" means any device approved by the Chief Administrative Officer and installed by the Town which is designed to measure the quantity of water used by a consumer. A water meter may have attached to it a remote-reading device as a component of the meter;
- (r) "water service connection" means that lateral water pipe which connects a consumer's premises to the Town water main with the consumer owning that portion of the pipe lying within the boundaries of the consumer's premises excluding any pipe lying within the boundaries of any Easement Area granted to the Town for its water system;
- (s) "water service valve" means the water valve on the Town-owned portion of the water service connection, located between the Town water main and the street property line, installed for the purpose of enabling the Town to turn on or off the water supply to a consumer's premises;
- (t) "water shut-off valve" means the water valve within a building on a consumer's premises, usually located near the water meter or point of entry of the water service connection, which, when closed, does not allow the flow of any water into the building or premises;
- (u) "water system" or "water utility" means that system of water reservoirs, water wells, treatment plants, pumping stations, feeder mains, distribution mains, service connections, valves, fittings, hydrants, meters, cross connection control devices and all other equipment and machinery of whatever kind owned by the Town and which is required to supply and distribute water to all consumers and which is deemed to be a public utility within the meaning of the Municipal Government Act;

- (c) "consumer" means any person or persons, Corporation, any other Municipal Corporation, the Government of Alberta or the Government of Canada whose property is connected to the water system or any lessee or occupant of such property or any person who obtains water from any Town-owned hydrant, stand pipe or Fire Station;
- (d) "consumer's water system" means the system of pipes, fittings, valves and appurtenances that conveys water between the water service connection at the property line and the water supply outlets;
- (e) "Council" means the Council of the Town of Sundre;
- (f) "cross connection" means any temporary, permanent or potential water connection that may allow backflow to occur and includes swivel or changeover devices, removable sections, jumper connections and by-pass arrangements;
- (g) "cross connection control device" means a device approved by the Chief Administrative Officer that prevents backflow;
- (h) "enforcement officer" means a member of the Town Special Constable or a Bylaw Enforcement Officer of The Town;
- (I) "meter spacer" means a length of pipe, which can be removed from a water pipe for the purpose of installing a water meter;
 - (j) "Municipal Official" means the Chief Administrative Officer appointed by Resolution or Bylaw of Council;
- (k) "occupant" means the owner of any premises who resides or carries on any kind of business therein or any person or Corporation residing therein or carrying on business therein as a lessee of the owner or pursuant to a Licence of Occupation granted by the owner or the owner of any vacant premises connected to the water system;
- (l) "owner" means the registered owner of real property as designated on the Certificate of Title for the property;
- (m) "point-of-delivery" means the point of physical connection to a consumer's water system at the property line of the street or boundary of an Easement granted to the Town for its water system;

The Town of Sundre
Bylaw No. 755

WHEREAS is it deemed necessary and advisable to make revisions in the scale of water rates for water supplied from the Town water system, and to meet the cost of maintaining and operating the said supply and distribution system of the Town.

AND WHEREAS the Town of Sundre, being a Municipal Corporation in the Province of Alberta, owns and operates a water system as a public utility for the purpose of supplying and distributing water to residents, industrial and commercial users, for fire protection, and to all other consumers in the Town of Sundre and, subject to Council approval, to consumers outside the Town boundaries;

AND WHEREAS the Town has the authority pursuant to the Municipal Government Act, R.S.A. 1994, Chapter M-26.1, to enact a Bylaw affecting and controlling the public utility known as the "water system",

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF SUNDRE ENACTS AS FOLLOWS:

PART 1.0 GENERAL

1.1 Title: This Bylaw may be cited as the "Water Utility Bylaw" for the Town of Sundre.

1.2 Purpose: The purpose of this Bylaw is to regulate and control the Town of Sundre's water supply system.

PART 2.0 INTERPRETATION

2.1 In this Bylaw the following definitions shall apply:

- (a) "backflow" means the reversal of the direction of water flow in either the water system or the consumer's water system;
- (b) "combined water service connection" means a water service connection which supplies water for the domestic use of a consumer and also for a fire protection system in the same premises;

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Town of Sundre

Water Utility Bylaw No. 755

TOWN OF SUNDRE

BY-LAW NO. 757

A BY-LAW TO AUTHORIZE THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE OPERATION OF ITS GAS UTILITY AND THE FIXING OF RATES, TOLLS, CHARGES AND PENALTIES FOR THE SUPPLY OF NATURAL GAS SERVICE BY THE MUNICIPALITY TO ITS CONSUMERS.

WHEREAS the Municipal Government Act, Revised Statutes of Alberta 1994, Chapter M-26.1, as amended, provides that a Council may pass by-laws inter alia (amongst other things) for the conduct of any public utility constructed or maintained by the Municipality and to fix rates, charges, tolls, fares and rents in connection with its public utility; and

WHEREAS it is deemed expedient and proper by the Council to enact the following by-law in connection with the supply of natural gas by the Municipality to the Consumers.

NOW THEREFORE the Municipal Council of the Town of Sundre, duly assembled enacts as follows:

SECTION 1 - TITLE

1.0 This By-Law shall be referred to as the "Gas Utility Operations and Rates By-Law".

SECTION 2 - DEFINITIONS

2.0 In this By-Law:

- (a) "By-Law Enforcement Officer" means a By-Law Enforcement Officer of the Town of Sundre;
- (b) "Special Constable" means a Special Constable of the Town of Sundre;
- (c) "Council" means the Council of the Town of Sundre;
- (d) "Municipality" means the Town of Sundre;
- (e) "Consumer" means any person, firm or corporation using natural gas supplied by the Gas Utility;

R. G.

- (f) "Chief Administrative Officer" means the Chief Administrative Officer of the Town of Sundre;
- (g) "Gas Utility" means the natural gas distribution system and works owned and operated by the Town of Sundre;
- (h) "Gas Utility Bill" means a gas utility service bill provided by the Municipality, which sets out the rates, charges, tolls, fares or rents levied by the Municipality for natural gas and related service charges received by a Consumer.

SECTION 3 - UTILITY RATES

- 3.0 Natural gas rates, tolls, fares and service charges levied pursuant to this By-Law shall be as set by resolution of Council from time to time.
- 3.1 Every person that receives natural gas or natural gas service from the Gas Utility shall pay the applicable rates, tolls, fares and charges fixed by resolution or motion of the Council from time to time.
- 3.2 The Council of a Municipality may change the rates, tolls, fares and charges at any time without notice to the Consumer.
- 3.3 All Utility service rates levied by the Municipality shall be on a monthly, bi-monthly, quarterly or yearly basis in the form of a Gas Utility Bill.
- 3.4 All Gas Utility Bills shall be due and payable when rendered by the Municipality. Gas Utility Bills shall be forwarded to the owner or occupier of property connected to the Gas Utility and shall be payable at the office of the Chief Administrative Officer at the Municipality's administration building or at such other place or places as may be designated by the Chief Administrative Officer.
- 3.5 In the event that a Gas Utility Bill remains unpaid after the dated fixed for payment, there shall be added thereto, by way of penalty, an amount set by the Council of the Town of Sundre, to the total amount remaining unpaid which shall then form part of the unpaid Gas Utility Bill.

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- 3.6 In the event that a Gas Utility Bill remains unpaid after the date fixed for payment, the Chief Administrative Officer may, in his/her discretion, shut off the supply of natural gas to the Consumer.
- 3.7 Prior to reinstating the natural gas service, any Consumer whose natural gas has been shut off for reason of non-payment of a Gas Utility Bill, shall pay the following:
- (a) a minimum service charge of One Hundred (\$100.00) Dollars for reinstating the natural gas; and
 - (b) the unpaid balance of the outstanding Utility Bill; and
 - (c) a utility deposit amount as set by resolution of Council.
- 3.8 All monies required to be paid pursuant to the immediately preceding section of this By-Law shall be paid directly to the Chief Administrative Officer in cash, or by way of money order or certified cheque made payable to the Municipality.

SECTION 4 - GAS METERS & RELATED EQUIPMENT

4.0

- (a) Natural gas Service will only be supplied/installed when all development and/or building permit approvals are in place.
- (b) All natural gas supplied by the Municipality shall be measured by a meter supplied by the Municipality. The meter and any other related facilities shall be placed in care of the owner or occupier of the property who shall be responsible for the cost of the meter and any other related facilities in the event of damage or destruction in an amount fixed by resolution or motion of Council from time to time.



- 4.1 Every owner or occupant of a property shall provide free and convenient access to his premises for the installation, construction, maintenance, removal, replacement and repair of the meter and any other related facilities in order that the Municipality may ascertain that the meter and any other related facilities are in good working order at all times.
- 4.2
- (a) Every owner or occupier of premises connected to the Gas Utility shall provide free and convenient access to its premises at all reasonable times for the purpose of reading meters. In the event that a meter reader employed by the Municipality is unable to obtain access to the premises, he may estimate the natural gas consumption.
- (b) In the event that the Council passes a resolution or motion requiring a Consumer to read his/her meter, the Consumer shall read the meter and submit the reading to the Chief Administrative Officer's office at the time set by resolution or motion of Council from time to time.
- 4.3 Any person may make an application that the Municipality supplies a natural gas meter to property, which is served by the Gas Utility. The person requesting natural gas service shall state the volume of natural gas requested on an hourly basis and shall sign the application form that the office of the Chief Administrative Officer provides for that purpose.
- 4.4 The application when accepted by the Chief Administrative Officer shall be a contract between the applicant and the Municipality by which the applicant agrees to be bound by all other provisions of this By-Law and any other by-law, resolution, motion or regulation of the Municipality in connection with the supply of natural gas by the Municipality to the Consumer. The contract shall not be transferable.



4.5 Utility Accounts:

- (a) The Town of Sundre requires that new account requests for utility services, provided by the municipality, be placed in the name of the owner(s) registered on the property title only.
- (b) The Town of Sundre requires that any changes on existing utility service accounts provided by the municipality, be placed in the name of the owner(s) registered on the property title only.
- (c) Mobile Home Owners shall pay to the Town of Sundre a utility deposit as set by resolution of Town Council. The utility deposit amount may be refunded as per Town policy.

SECTION 5 - OFFENSES

5.0 No person shall:

- (a) Willfully or maliciously hinder or interrupt or cause or procure to be hindered or interrupted the Municipality or its contactors, servants, agents, workmen or any of them in their exercise of any of the powers or authorities related to utilities authorized by or contained in the Municipal Government Act, Revised Statutes of Alberta 1994. C.M.-26.1 as amended;
- (b) Willfully or maliciously set off or discharge natural gas so that it is wasted or rendered useless;
- (c) Willfully tamper with or alter a meter or any other related facilities placed on any service pipe or connected with it inside or outside any house, building or other place so as to lessen or alter the amount of natural gas registered by the meter;
- (d) lay or cause to be laid any pipe or main to connect with any pipe or main of the Gas Utility or to in any way obtain or use natural gas without the consent of the Municipality;

- (e) Willfully or without authority disconnect, interrupt or cut off the supply of the Gas Utility.

SECTION 6 - ENFORCEMENT

- 6.0 Any unpaid Gas Utility Bills for rates, charges, tolls, fares or rents as provided by the By-Law shall constitute a debt due and owing to the Municipality and should be recoverable by way of any of the following methods, namely:
 - (a) by action in any Court of competent jurisdiction;
 - (b) by distress and sale of the goods and chattels of the Consumer owing the Gas Utility Bill, wherever they may be found in the Municipality;
 - (c) by shutting off the supply of natural gas.

- 6.1 When a Consumer owing the Gas Utility Bill is the owner or purchaser of a building or lot or part of a lot or when the agreement to provide the Gas Utility services is entered into with a non-occupant owner, any sum payable by him for the Gas Utility service is a preferential lien and charge on the building or lot or part of a lot and on the personal property of the person and may be levied and collected in like manner as municipal rates and taxes are recoverable.

- 6.2 Where the occupant to whom the Gas Utility services have been supplied is a person other than the owner or purchaser of a building or lot or part of a lot, the sum payable by the occupant is a debt due by him and shall be a preferential lien and charge on his/her personal property and may be levied and collected with costs by distress in accordance with the Seizures Act, Revised Statutes of Alberta 1980, Chapter S-11.

- 6.3 Any person who contravenes Section 5 of this By-Law is guilty of an offence and is liable on summary conviction to a fine of:
 - (a) One Hundred (\$100.00) Dollars for a first offence, exclusive of costs; and

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- (b) Five Hundred (\$500.00) Dollars for a second or subsequent offence, exclusive of costs.
- 6.4 A By-Law Enforcement Officer or Special Constable is hereby authorized and empowered to issue a violation tag to any person who contravenes any provision of this By-Law.
- 6.5 The violation tag shall be in a form approved by the Municipal Administrator and shall state inter alia:
- (a) the name of the offender;
- (b) the offence;
- (c) the appropriate fine for the offenses specified in Section 5.0 of this By-Law;
- (d) that the fine shall be paid within seven (7) days of the date of issuance of the violation tag.
- 6.6 Where a contravention of this By-Law is of a continuing nature, further violation tags for the same offence may be issued by the By-Law Enforcement Officer or Special Constable; provided however, that no more than one violation tag shall be issued for each day that the contravention continues.
- 6.7 Where a contravention of this By-Law is of a continuing nature, the By-Law Enforcement Officer or Special Constable may shut off the supply of natural gas to the person contravening the By-Law until such time as the contravention ceases.
- 6.8 Where a violation tag is issued pursuant to this By-Law the person to whom the violation tag is issued may, in lieu of being prosecuted for the offence, pay to the Chief Administrative Officer the sum specified on the violation tag.

R.A.

- 6.9 If the fine specified in the violation tag is not paid within the prescribed time period, then a By-Law Enforcement Officer or Special Constable is hereby authorized and empowered to lay a complaint and issue a summons by means of a violation ticket.
- 6.10 The violation ticket shall be in the form prescribed by Alberta Regulation 193/82, as amended, being the Violation Ticket Regulation passed pursuant to the Summary Convictions Act, Revised Statutes of Alberta 1980, Chapter S-26, as amended.

SECTION 7 - PROHIBITED OPERATION BY OTHERS

- 7.0 Any person is hereby prohibited from operating a system for the distribution of natural gas in any part of the Municipality.

SECTION 8 - INTERPRETATION

- 8.0 It is the intention of the Council that each separate provision of this By-Law shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provision of this By-Law were declared invalid, all other provisions thereof shall remain valid and enforceable.

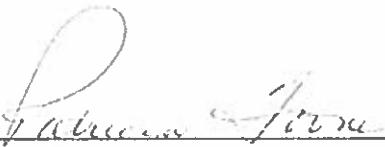
g.d.

SECTION 9 - EFFECTIVE DATE


9.0 This By-Law shall come into force and effect on final passing thereof.

By-Law No. 704 is hereby repealed.

READ a first, second and third time this 25th day of June 2001, and finally passed.



Mayor



Chief Administrative Officer



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2024
SUBJECT	Delegation – Road Issues
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.2

BACKGROUND/PROPOSAL:

Mr. Jim Bowhay has requested to address Council regarding current road issues.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Discussion

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

At Council's discretion.

MOTION:

That the Town of Sundre Council thank Mr. Jim Bowhay for attending and accept the verbal discussion regarding road issues as information.

OR

At Council's discretion.

Date Reviewed: May 9, 2024

CAO: Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE May 13, 2024
SUBJECT Waiver of Community Centre Rental Fees
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM

BACKGROUND/PROPOSAL:

Sundre’s Seniors Protected and Respected Under Community Engagement (S.P.R.U.C.E.) is hosting a Seniors Fair – Healthy Aging, June 6. Representatives of S.P.R.U.C.E. are requesting a fee waiver for the rental of the Community Centre and the Boardroom for this initiative. The event will be open to the public, with a focus on seniors as this event occurs in Seniors Week, June 3 – 9, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Historically, In-kind funding applications are submitted to the Grants to Organizations Program. The date of the Seniors Fair does not align with the September 30, 2024 due date for the second intake of applications to the Grants to Organizations.

The date for the Seniors Fair is June 6, 2024 from 9:00 a.m. to 3:00 p.m. Community Services has provided a cost for the rental of the Community Centre and the Boardroom at \$277.77 (\$264.54 plus GST \$13.3).

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 2 of the Strategic Plan, Community Well-being.

Cost Analysis

The current balance of Council’s Discretionary Contributions to Local Organizations account is \$2500.00

ADMINISTRATION RECOMMENDATIONS:

At Council’s discretion.

MOTION:

That the Town of Sundre Council approve the fee waiver for the Community Centre and Boardroom in the amount of \$277.77, to be funded from Council Discretionary Contributions to Local Organizations, for the Seniors Fair to take place June 6, 2024.

Alternative

That the Town of Sundre Council accept the request for a fee waiver for the Community Centre and Board Room in the amount of \$277.77 for the Seniors Fair, June 6, 2024, as information.

Date Reviewed: May 09 2024

Acting CAO:

Received by Email April 23, 2024

Sundre SPRUCE is planning a Seniors Fair for June 6 at the community center and we were hoping that the town would be able to waive the fees for the event as we have limited funds and wish to make this a great and informative event for our Healthy Aging initiative. It will be open to the public, but primarily seniors as this is a Seniors Week event. We would even appreciate a Town booth regarding its initiatives regarding seniors.

We hope to have some speakers as well so would like to use the boardroom and the gym.

Thank you for your consideration.

Jane Atkins
Sundre Seniors SPRUCE Society



REQUEST FOR DECISION

COUNCIL DATE May 13m 2924

SUBJECT 2024 Events Preparedness Requests – Adam’s Army Charitable Foundation, Music Festival

ORIGINATING DEPARTMENT Legislative Services

AGENDA ITEM

BACKGROUND/PROPOSAL:

2024 marks the 11th anniversary of Adam’s Army Charitable Foundation Music Festival and the second year the festival has been held in Sundre at the Rodeo Grounds. The organizers are planning live music on Friday August 16th, 6:00 p.m. – 2:00 a.m., and Saturday, August 17th, 12:00 p.m. – 2:00 a. m.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Community Standards Bylaw, 2023-09, Part 2 - Noise, s.2.4 states "The CAO, may, upon written request pursuant to Part 2 of this Bylaw, issue permission in writing to a Person or Organization for the purpose of suspending the provisions of this Section, and the written permission shall specify the dates and hours which Noise may occur".

As live music is scheduled to occur after midnight on August 16th and 17th, s. 2.23 of the Community Standards Bylaw states that "The CAO will refer to Council any written request to suspend the provisions of this Bylaw for a festival or event that extends beyond midnight of any day of the week".

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Pillar 1 and Pillar 2 of the Strategic Plan, Community Development and Community Wellness

ADMINISTRATION RECOMMENDATIONS:

That Council approves the request for the 2024 Adam’s Army Charitable Foundation by the relaxation of the Community Standards Bylaw 2023-09, Part 2 Noise, for a period not to exceed the schedule of events August 16 and August 17, 2024.

MOTION:

That the Town of Sundre Council approve the relaxation of the Community Standards Bylaw 2023-09, Part 2 - Noise as requested;

Or

At Council’s Discretion.

Attachment: May 7th Email Request

Date Reviewed: May <u>9</u> , 2024	CAO: <u>Linda Nubm</u>
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Received by Email May 7, 2024:

Attn: Bylaw Officer

Re: Adamstock Music Festival

Please accept this as our request to relax Noise Bylaw 818.

When: August 16-18/24

Where: Sundre Rodeo Grounds

2024 Schedule of Events:

Aug 16th all genre music festival starts. Live music starts at 6:00 pm and continues till 2:00 am.

Aug 17th Live music starts at noon and goes till 2:00 am.

This will be our 11th anniversary holding the festival. This is the second time in Sundre. Previously we were in Lamont and Eagle Hill.

For more information about Adam's Army Charitable Foundation and Adamstock Music Festival please go to our website at adamsarmy.ca. You can also call me directly at 780-668-5977.

Thank you.

Sincerely

Lorrie Hamilton

Treasurer

Adam's Army Charitable Foundation

R#819579327RR0001



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2024
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence for information by passing a separate Motion for each item of correspondence.

MOTION:

That the Town of Sundre Council accept Mountain View County's letter to the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors regarding as information.

That the Town of Sundre Council accept the letter to the Royal Canadian Legion Branch 223 in support of a CFEP Grant application as information.

ATTACHMENTS:

11.1a Mountain View County's letter to the Minister of Transportation and Economic Corridors
11.1b Letter of Support for RCL 223 CFEP Grant Application

Date Reviewed: May 9, 2024

CAO Amie Nelson

May 6, 2024

Via e-mail: transportation.minister@gov.ab.ca

Honourable Devin Dreeshen
Ministry of Transportation and Economic Corridors
127 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Dreeshen:

Re: Regional Airport Support and Funding

Please find this letter on behalf of many Municipalities and the numerous local and regional airports located throughout the Province looking to increase the awareness and support available for general aviation and economic diversification in Alberta. We have been encouraged by your stance on the value that Alberta’s airports play, specifically as you recently spoke to their “critical role in strengthening and diversifying our economy by expanding access to markets, as we don’t have direct access to tidewater.” We too believe in the importance that these facilities play in our local and regional economies and our ability to remain competitive with larger centers. We have formed a municipal working group that has identified opportunities to collaborate with the Province to work towards increasing the prominence of our local and regional airports on the provincial and national stage. We are seeking your partnership in establishing:

An increase in the Provincial contributions to the Community Airport Program to support airport development (both maintenance and expansion)

It is recognized that the Community Airport Program (CAP), one of the four funding streams under the Strategic Transportation Infrastructure Program (STIP), is severely oversubscribed annually with only approximately 30% of municipal requests being successful under CAP. This large interest in the program demonstrates the significant demand for airport infrastructure and the growing pressures that municipalities face attempting to not only manage existing airport infrastructure but also to undertake essential expansion projects necessary to remain attractive as well as provide economic development opportunities both within the aviation community and other commercial opportunities. While we appreciate the Province’s recent investments into general aviation at larger airports including significant investment into the Red Deer Regional Airport, it is important to note that the growth pressures faced by surrounding airports should also be expected to increase as smaller general aviation is pushed out of these facilities into more suitable local and regional airports nearby. As such, we respectfully request that the government consider increasing the availability of funds under the Community Airport Program to align with the growing needs of municipalities managing local and regional airports.

Increasing the scope and eligibility of projects under the Community Airport Program

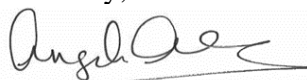
Currently, the CAP only permits for projects that are directly related to the primary runway, most notably expenses related to the primary apron, primary taxiway, lighting projects on the primary runway and other rehabilitative work associated to these facilities. Unfortunately for municipalities, many of these expenses have already been incurred historically, rendering any future development plans to be covered through municipal taxation or other funding sources. It is our opinion that this limited eligibility is stunting the development potential of local and regional airports that would otherwise be seeking future development plans including additional lands, secondary taxiways and runways or improvements to remain with modern trends such as enhanced navigational aids or updated terminal buildings. Although it is understood that some of this infrastructure may be covered through other areas of the STIP or the LGFF, this forces municipalities to choose between funding main infrastructure projects in their communities such as bridges and roadways and funding aviation related projects, often leaving these projects unfunded. It is our position that any project directly related to the local airport should be eligible under the CAP.

Increased support and collaboration with the province to enhance the prominence of local and regional airports.

We appreciate the Province's, and more specifically your Ministry's, acknowledgement on the value that our airports contribute to the overall provincial economy and wish to work more collaboratively with the Province to highlight these assets. We would encourage the Province to work with our municipal working group to better understand our airports and what they have to offer so we can work together to grow these assets and create more opportunities for Albertan's. Some of the opportunities for growth we have identified include flight training, aircraft maintenance and restoration, tourism, weather modification, emergency services including fire fighting and air ambulance, support for the security and defence sector, agri-business and future technology such as drones and remote piloted aircraft. We are excited about the involvement of our airports in the Provincial strategy and look forward to working closer with the Province to showcase these facilities to a larger audience than we can do independently.

We appreciate you taking the time to review our requests and urge you to reach out if we can provide any further clarification or assistance on the above matters. Alternatively, we are happy to arrange a meeting with our group to further these initiatives.


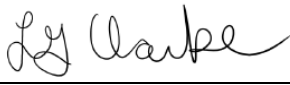













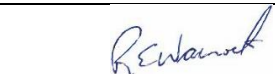
Sincerely,



Angela Aalbers
Reeve
Mountain View County

CC: MLA Getson
Minister of Jobs, Economy, and Trade

Municipalities in support:

		
Heather Colberg	Larry Clarke	Debbie Baich
Mayor	Reeve	Mayor
Town of Drumheller	County of Stettler	Town of Rocky Mountain House
		
Kevin Zahara	Delilah Miller	Bart Guyon
Mayor	Reeve	Reeve
Town of Edson	Foothills County	Brazeau County
		
Gerald Aalbers	Dave Kusch	Michelle Swanson
Mayor	Reeve	Reeve
City of Lloydminster	Woodlands County	Clearwater County
		
Wade Williams	Alanna Hnatiuw	Glen Ockerman
Mayor	Reeve	Reeve
Yellowhead County	Sturgeon County	County of St. Paul No. 19
		
Brian Hall	Barry Kalinski	Nancy Dodds
Reeve	Reeve	Mayor
Athabasca County	MD of Bonnyville	Drayton Valley
		
Richard Warnock		
Mayor		
Town of Sundre		
	<i>Letter in lieu of signature</i>	<i>Letter in lieu of signature</i>
David Cox	Don Kroetch	Sean Nolls

Reeve	Reeve	Mayor
MD of Pincher Creek No.9	Flagstaff County	Town of Stettler

Enclosed: Flagstaff County Letter of Support
 Town of Stettler Letter of Support

Office of the Chief Administrative Officer

May 9, 2024

Royal Canadian Legion, Branch 223
PO Box 22
Sundre, AB T0M 1X0
Attn: Comrade Jim McAllister, Treasurer

Email: sundretres@gmail.com

Dear Comrade McAllister,

RE: LETTER OF SUPPORT FOR CFEP GRANT APPLICATION

The Royal Canadian Legion, Branch 223 has been serving our community since 1947. The members of Branch 223 provide support services to veterans and their families, seniors, youth and the community at large. Sundre's Legion Hall is an important and vital community facility, offering space for both business and social events.

For a number of years, the Sundre Legion has contemplated improvements to the facility to enable them to offer more opportunities to host community programs, and social events that bring people together for a common cause. There are very few facilities in Sundre that can offer a commercial kitchen, a stage, and a large outdoor area for hosting events at an affordable cost.

The Town of Sundre values inclusiveness and supports the Legion's efforts to provide barrier free access to the facility for all citizens and visitors to our community.

Please consider this a letter of support for the Royal Canadian Legion, Branch 223's application for facility improvement funding through the Community Facility Enhancement Program. This grant will provide much needed funding for upgrades to the existing building, appliances and infrastructure.

I am available to answer any question or provide further detail at your convenience.

Sincere rely,



Linda Nelson, CLGM, CTAJ, EMR

/file

cc: Council



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2024
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Council Invitations / Correspondence
AGENDA ITEM	11.2

BACKGROUND/PROPOSAL:

The Town of Innisfail & Community has sent an invitation to participate in their annual Innisfail Rodeo Parade, Saturday, June 15, 2024 at 10:30 a.m.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Town of Innisfail & Community is hosting their annual Innisfail Rodeo Parade, Saturday, June 15th, 2024, at 10:30 a.m. Registration forms are to be submitted by June 7th, 2024, to the Town of Innisfail Office. Attendees are to be in their designated Staging Area at 9:15 a.m., judging to commence at 9:30 a.m. The parade start is at 10:30 a.m., and the route concludes at the intersection of 52 Ave and 42 St.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Pillar 1 of the Strategic Plan-Community Development.

MOTION:

That the Town of Sundre Council accept the invitation to participate in the annual Innisfail Rodeo Parade, Saturday, June 15th, 2024, at 10:30 a.m. Administration to prepare the Innisfail Rotary Rodeo Parade Registration Form.

Or

At Council's discretion.

ATTACHMENTS:

11.2_ 2024 Innisfail Rotary Rodeo Parade Information Brochure & Registration Form

Date Reviewed: May 9, 2024

CAO: Amida Nelson



April 24, 2024

Dear Honored Guest,

RE: Innisfail Rotary Pro Rodeo Parade Invitation

On behalf of the Town of Innisfail, I'd like to extend a warm invitation to you to the Innisfail Rotary Pro Rodeo Parade.

Event Details:

Date: Saturday, June 15, 2024

Time: 10:30 a.m.

Location: Downtown Innisfail (parade route details enclosed)

The Innisfail Rotary Pro Rodeo Parade brings together residents, visitors, and participants. It is a testament to our shared values, creativity, and pride in our town. The parade route winds through streets filled with cheering participants, showcasing colorful floats, marching bands, antique cars, and equestrian displays.

The Parade coincides with the annual **Daines Ranch, Pro Rodeo**, an event that celebrates our western heritage. The rodeo officially begins on the preceding Friday at the Daines Ranch, just six kilometers north of Innisfail.

Your attendance would be an honor, and we eagerly await your confirmation. Kindly RSVP by completing the enclosed **registration by June 7, 2024**, and returning it to townhall@innisfail.ca. Please note that registered parade participants will gather at specific staging areas (details enclosed).

Thank you for your commitment to community engagement and celebration! We look forward to welcoming you to Innisfail for this memorable event.

Sincerely,

Mayor Jean Barclay

INNISFAIL ROTARY PRO RODEO PARADE

[Home](#) » [Innisfail Rotary Pro Rodeo Parade](#)

The Innisfail Rotary Pro Rodeo Parade is held each year to coincide with the [Daines Ranch Pro Rodeo](#). The parade route winds its way through the streets of downtown Innisfail and features participants from the community and from around the region.

Parade Day typically features other community events occurring both before or after the festivities. Parade viewers are also encouraged to take in the action at the Innisfail Pro Rodeo held at the Daines Ranch, located just a few kilometres north of town on the C&E Trail.

Parade Date:
Saturday, June 15, 2024, 10:30 a.m.

Registrants meet at 9:15 a.m. | Judging to begin at 9:30 a.m.



The parade will begin at the intersection of 49 Street and 51 Avenue and will move north to 50 Street where it will head east and then south on 50 Avenue. The Parade will turn west on 40 Street and then north on 52 Avenue and will end at the intersection of 52 Avenue and 42 Street. During this time, for hospital access, please use 51 Avenue.

Barricades and signs are placed at intersections, side streets and alley access points along the parade route indicating the street closures from 8:30 a.m. until the end of the parade at approximately 12:30 p.m.

We also advise residents to avoid parking along the parade route on the morning of the parade. Please note that street sweeping of the parade route will commence at the end of the parade.



Staging Areas

Participant Information

Parade Route

Staging Areas

Participant Information

Registered Parade participants are asked to meet no later than 9:15 a.m. at their Staging Area.

STAGING AREAS

- Antique and Decorated Cars: 48 Street between 51 Avenue and 53 Street
- Bands: 49 Street between 51 Avenue and 53 Street
- Commercial and non-Commercial Floats and Comedy: 49 Street between 51 and 50 avenues
- Clubs, Organizations, Churches and Agriculture: 48 Street between 51 and 50 avenues
- Horses: 47 Street between 51 and 50 avenues
- Float Judging begins at 9:30 a.m.

Rodeo Parade Registration Form

Organization/Business Name *

Contact Person *

Address *

Street Address

City

Postal Code

Phone *

Phone - Cell (for day of the parade) *

Email *

Float Category (check one) *

- Business/Industrial/Commercial
- Community Group/Organization/School
- Dignitary
- Other

Type of Entry (check all that apply) *

- Live Band on float or Marching Band
- Car/Truck
- Walking
- Bicycle/Rollerblade/Scooter
- Music/Sound System
- Domestic Animals
- Livestock



Waiver *

I have read and understood the information below.

We assume all liability relating to or arising from our involvement in the Innisfail 2024 Rodeo Parade. We are aware that participants may appear in pictures and promotional materials used for future Town publications and have read and agreed to the Parade Rules & Regulations (available for download in the link provided below).

** Registration forms must be submitted to the Town Office no later than Friday, June 7, 2024. **

Submit

You can also submit a **Registration Form (including Rules & Regulations)** accompanied by an insurance certificate to the Town Office at 4943 53 Street in person, or by email at reception@innisfail.ca.