

Regular Council Meeting
Town of Sundre
Council Chambers
June 28, 2021
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:**
3. **3. Agenda – Amendments and Adoption**
 - 3.1 June 28, 2021, Regular Council Meeting
4. **Adoption of Previous Minutes**
 - 4.1 June 14, 2021, Regular Council Meeting Pg. 1
5. **Delegation: None**
6. **Bylaws/Policies: None**
7. **Old Business: None**
8. **New Business**
 - 8.1 RFD Skatepark Pg. 5
 - 8.2 RFD Project Listing – Master Utility Servicing Study Pg. 6
 - 8.3 RFD Supply and Services Agreement Pg. 11
9. **Administration**
 - 9.1 Departmental Reports, May and June Pg. 12
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports**
 - 11.1 May Report - Councillor Funke Pg. 63
12. **Council Invitations / Correspondence: None**
13. **Closed Meeting**
 - 13.1 Advice from Officials, FOIPP Act Section 24
 - 13.2 Confidential Evaluations, FOIPP Act Section 19 (1)
14. **Adjournment**

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The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 14, 2021, commencing at 6:00 p.m.

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

ABSENT: None

STAFF: Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Sr Development Officer, Betty Ann Fountain
Executive Legislative Clerk, Anne-Marie Jonke
Communications, Chelsea Kruger
Manager, Community Services, Sue Nelson (via Phone)

PUBLIC: There were 5 members of the public in attendance.

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. 172-14-06-21 MOVED by Councillor Wolfe that the agenda be approved as amended to include “via Teleconference,” and a change to item 6.4 that will be included in the upcoming presentation.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES:

Res. 173-14-06-21 MOVED by Councillor Dalke that the Minutes of the Regular Meeting of Council held on May 31, 2021, be approved as presented.

CARRIED

DELEGATIONS: ***Mr. Jim Stelfox – West Country Sustainability Group and
Ms. Brenda McKenzie – Alberta Freshwater Alliance Society***

Res. 174-14-06-21 MOVED by Councillor Dalke that the presentation by Mr. Jim Stelfox and Ms. Brenda McKenzie be accepted as information with direction to Administration to invite a Coal Mining advocate and/or a member of the Provincial Government to make a presentation to Council in favour of coal mining on the Eastern Slopes.

CARRIED

BYLAWS/POLICIES:

Asset Management Policy #B-025-00-POL

Res. 175-14-06-21 MOVED by Councillor Warnock that the Town of Sundre Council approve Policy B-025-00-POL, being the Asset Management Policy, as presented.

CARRIED

Human Resources Management – Best Practices Policy #C-002(a)-00-POL

Res. 176-14-06-21 MOVED by Councillor Funke that the Town of Sundre Council approve Policy C-002(a)-00-POL Human Resources Management – Best Practices Policy as presented.

CARRIED

Res. 177-14-06-21 MOVED by Councillor Warnock that the Town of Sundre Council rescind the list of Policies attached to the Policy #C-002(a)-00 POL Human Resources Best Practices Policy.

CARRIED

Social Media Policy #A-007-01-POL

Res. 178-14-06-21 MOVED by Councillor Funke that the Town of Sundre Council approve the amended Policy A-007-01-POL, being the Social Media Policy, as presented.

CARRIED

Council Remuneration Policy #A-002-01-POL

Res. 179-14-06-21 MOVED by Councillor Wolfe that the Town of Sundre Council approve Policy A-002-01-POL Council Remuneration Policy as amended to Clause 2, Per Diems, to be changed to “on an hourly basis,” and to include “by invitation” under Council Honorarium, at “Attendance at Town functions, etc.”

CARRIED

OLD BUSINESS:

None

NEW BUSINESS:

Non-budgeted Restricted Surplus Transfers

Res. 180-14-06-21 MOVED by Councillor Dalke that the Town of Sundre Council approves the allocation of the \$1,476,776 of 2019 and 2020 operational surpluses for transfer as follows: \$831,978 to General Corporate Stabilization RSA, \$53,216 to Corporate Services Stabilization RSA, \$13,041 to Protective Services Stabilization RSA, \$35,904 to Municipal Operations Stabilization RSA, \$30,584 to Development Stabilization RSA, \$75,411 to Community Services Stabilization RSA, \$421,489 to Utility Infrastructure Lifecycling RSA and \$15,153 to Shared Fire Operating RSA.

CARRIED

2021 Q1 Financial Reports

Res. 181-14-06-21 MOVED by Councillor Warnock that the Town of Sundre Council accept the Q1 2021 Quarterly Financial Reports, as information.

CARRIED

Grants to Organizations

Res. 182-14-06-21 MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations Funding for the 2nd in-take for 2021 in the amount of \$7,956.29 as shown on Schedule “A”.

CARRIED

Initials

Res. 183-14-06-21 MOVED by Councillor Warnock that the Town of Sundre Council funding be awarded to Hope 4 MVC Kids Society in the amount of \$1200.

DEFEATED

MEMBER	IN FAVOUR	OPPOSED
Mayor Terry Leslie	Not stated	Not stated
Councillor Richard Warnock	√	
Councillor Rob Wolfe		√
Councillor Charlene Preston		√
Councillor Cheri Funke		√
Councillor Paul Isaac	√	
Councillor Todd Dalke		√
TOTAL VOTES	2	4

Res. 184-14-06-21 MOVED by Councillor Funke that the Town of Sundre Council approve a 3rd intake to the Grants to Organizations Funding with an August 31, 2021, deadline for applications.

CARRIED

Road Upgrades

Res. 185-14-06-21 MOVED by Councillor Funke that the Town of Sundre Council approve the project request to improve 6th Street SE, 6th Street NW and the back lane between 3rd St NW and 2nd St NW at a combined total cost of \$69,999.00, with funds to be drawn from MSI.

CARRIED

License of Occupation Agreement

Res. 186-14-06-21 MOVED by Councillor Isaac that the Town of Sundre Council approve the request to enter into a License of Occupation Agreement with 583445 Alberta Ltd. to allow for a patio within a Town Right of Way at Lot 1, Block D, Plan 7447 ER, for a ten-year term period with an option to renew for an additional two terms, and that the CAO be authorized to sign the agreement on behalf of the Town of Sundre.

CARRIED

ADMINISTRATION: CAO Verbal Report

Res. 187-14-06-21 MOVED by Councillor Preston that the Town of Sundre Council accept the CAO verbal report as information and directs Administration to include the project list on the Utility Bill insert.

CARRIED

MUNICIPAL AREA PARTNERSHIP: None

COUNCIL REPORTS Council Committee Reports – April and May

Res. 188-14-06-21 MOVED by Councillor Warnock that the Town of Sundre Council accept Mayor Leslie's May 2021 report as information.

Res. 189-14-06-21 MOVED by Councillor Wolfe that the Town of Sundre Council accept Councillor Warnock's April and May 2021 report as information.

CARRIED

Mayor Leslie excused all public members at 7:45 p.m. and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

Mayor Leslie called a recess at 7:45 p.m.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

Public: None

CLOSED MEETING

Topic of Closed Meeting

13.1 Advice from Officials, *FOIPP Act Section 24*.

13.2 Local Public Body Confidences, *FOIPP Act Section 23*.

Res. 190-14-06-21 MOVED by Councillor Dalke that Council go into closed meeting at 7:57 p.m.

CARRIED

Res. 191-14-06-21 MOVED by Councillor Wolfe that Council return to open meeting at 8:45 p.m.

CARRIED

ADJOURNMENT

Res. 192-14-06-21 MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:45 p.m.

CARRIED

These Minutes approved this 28^{day} of June 2021.

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	June 28 th , 2021
SUBJECT	Skatepark
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

A Town Resident contacted Town Staff with concerns about the south side of the Skatepark with debris being tracked into the Skatepark as the users roll-in from the sidewalk. They are suggesting that concreting will eliminate debris being tracked in, making the transition area safer for the users.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The cost for this is \$5,187.00; this includes a 4 to 6 square foot flat concrete pad for beginners. Administration is requesting direction from Council. There are two options:

- #1. Conduct additional research on this issue and bring the project to the Fall Workshop for a decision.
- # 2. Draw funds from reserves for this project.

ALIGNMENT WITH STRATEGIC PLAN

2. Service Delivery

ADMINISTRATION RECOMMENDATIONS:

Administration is requesting direction from council on this matter.

MOTION:

That Council direct Administration to Conduct additional research on this issue and bring the project to the Fall Workshop for a decision.

That Council direct Administration to proceed with upgrades to the skatepark at a cost of \$5,187.0, with funds being drawn from the Federal Gas Tax Fund.

Date Reviewed:

June 25, 2021 CAO: *David Nelson*



REQUEST FOR DECISION

COUNCIL DATE: June 28, 2021
SUBJECT: Utility Master Plan Infrastructure Study - Draft Project Listing
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

Administration and key staff have been working with our consulting engineers on an update to our Utility Master Plan Infrastructure Study,

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report and Draft Project List.

MOTION:

That the Town of Sundre Council receive the attached report as information.

Date Reviewed: <u>June 25, 2021</u> CAO: <u>Linda Nebo</u>
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REPORT TO COUNCIL

COUNCIL DATE **JUNE 28, 2021**

SUBJECT: **PROJECT LIST FOR UTILITY MASTER PLAN STUDY**

REPORT WRITER: **CHIEF ADMINISTRATIVE OFFICER**

BACKGROUND/PROPOSAL:

The Town of Sundre retained CIMA+ (the Town's Consulting Engineers) to prepare a Utility Master Plan for the existing Town and future development area inside the Town boundary. This Utility Master Plan encompasses a review of the existing conditions and constraints of Town Infrastructure, as well as the future growth projections for the commercial, industrial and residential areas. It provides for broad scale planning and cost projections for the following components:

- + Water supply, treatment, storage and distribution
- + Wastewater collection, transmission and treatment
- + Stormwater Management
- + Existing Roads Assessment

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This report was developed to assist the Town to direct and plan for large scale future development, improve the existing systems and plan for future upgrades. This study will be used as an extension and update of the previous Infrastructure Study prepared by BSEI Municipal Consulting Engineers in 2012. The previous study was influenced by the Memorandum of Agreement (MOA) with Mountain View County, which is no longer applicable to this study.

Objectives

The stated objectives of the Utility Master Plan are as follows:

- + To conduct a detailed onsite assessment of the existing water and sanitary systems' capacities. This will be done using real and historical data collected from all of Sundre's facilities and networks.
- + To identify system deficiencies, provide recommendations for system maintenance and improvements.
- + To develop a servicing strategy for future development areas as determined by CIMA and Town staff.
- + To develop a list of capital projects. The list will include a high-level estimated cost and developmental triggers that will establish when the projects are required.

List of Capital Projects

See attached Schedule "A"

The projects are listed as either water, wastewater or roads. Each project has been categorized as existing, within 25 years, or full buildout, but are also dependent on population. Each project has an associated projected cost. The list shows a project timeline, however, the project triggers use a population number as opposed to a timeline. This is important as the project can either be moved forward, or reassessed over time, depending on growth pressures and alternative solutions.

For example, under wastewater, the Town is required to upgrade the wastewater treatment plan in the next 25 years, however, under the Town's Wastewater Approval through Alberta Environment, the Letter of Authorization, based on the Town's Water Quality Based Effluent Assessment, requires us to upgrade the facility by 2025. This would bring the Town up to service population of 3,970 people, at a cost of \$14,950,000.00. The next trigger for an upgrade to the wastewater treatment facility is a population of 4,720 people, at an additional cost of \$29,900,000.00, which is in the 25-year horizon, but again, this is dependent on growth. Also important is the population in the surrounding county, who also use the Town's Wastewater Treatment facility to dispose of and treat sewage from septic tanks, so a 25-year horizon may not be realistic.

CONCLUSION

Verbal Discussion on alternatives

RECOMMENDED ACTION

That Council accept the draft list of Capital Projects as information, with the understanding that the list will be updated with the new information provided this evening, and brought back to Council for approval at a later date.

MOTION:

That Council accept the draft list of Capital Projects as information, with the understanding that the list will be updated and brought back to Council for approval at a later date.

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Date Reviewed: <u>June 25, 2021</u> CAO: <u>Linda Nelson</u>
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SCHEDULE A - PROJECT LISTING

Number	Project Name	Project Timeline	Development Pressure	Project Cost
Existing Wastewater System				
EX S1	Main Lift Station Upgrade	0-3 years	No	\$ 3,738,000.00
EX S2	Center Street and Main Avenue Pipe Replacement	3-6 years	No	\$ 307,000.00
25 Year Wastewater System				
S1	Waste Water Treatment Plant	Upgraded recently for water quality, capacity upgrade to be reassessed	Yes	\$ 14,950,000.00
S2	Lagoon lift Station Replacement	6-10 years	Yes	\$ 4,485,000.00
Full Buildout Wastewater System				
S3	Main Lift Station Upgrade	>25 years	Yes	\$ 2,225,000.00
S4	Lagoon lift Station Upgrade	>25 years	Yes	\$ 4,485,000.00
S5	Lagoon Lift Station Forcemain Upgrade	>25 years	Yes	\$ 150,000.00
S6	Southwest Lift Station	>25 years	Yes	\$ 3,738,000.00
S7	Southwest Lift Station Forcemain	>25 years	Yes	\$ 5,980,000.00
S8	Northeast Lift Station	>25 years	Yes	\$ 1,495,000.00
S9	Lagoon Trunk Main Upgrade	>25 years	Yes	\$ 2,990,000.00
S10	12th Avenue Trunk Main Upgrade	>25 years	Yes	\$ 1,144,000.00
S11	Waste Water Treatment Plant Upgrade	>25 years	Yes	\$ 29,900,000.00

Number	Project Name	Project Timeline	Development Pressure	Project Cost
R1	1st Avenue SE	6-10 years	No	\$ 538,000.00
R2	Center Street South	3-6 years	No	\$ 598,000.00
R3	2nd Street NE	6-10 years	No	\$ 195,000.00
R4	6th Avenue NE	6-10 years	No	\$ 329,000.00
R5	6a Avenue NE	6-10 years	No	\$ 82,000.00

Number	Project Name	Project Timeline	Development Pressure	Project Cost
Existing Water System				
EX W1	New Upper Main Reservoir	Developer dependent	Yes	\$ 7,655,000.00
EX W2	Cross Town Feeder Main	3-6 years	No	\$ 3,737,000.00
EX W3	3rd Street and 1st Avenue Water Line Connection	6-10 years	No	\$ 75,000.00
EX W4	Raw Water Wells	0-3 years	No	\$ 1,495,000.00
EX W5	Additional Raw Water Line	0-3 years	No	\$ 225,000.00
25 Year Water System				
W1	Northwest Booster Station	6-10 years (Developer Dependent)	Yes	\$ 2,540,000.00
W2	Lower Northwest Supply Line	6-10 years (Developer Dependent)	Yes	\$ 748,000.00
W3	Raw Water Pumps	8-10 years	Yes	\$ 75,000.00
W4	Additional Water License	10-15 years	Yes	\$ 1,561,000.00
Full Buildout Water System				
W5	Raw Water Wells	>25 years	Yes	\$ 6,877,000.00
W6	Raw Water Supply Lines	>25 years	Yes	\$ 2,243,000.00
W7	Raw Water Pumps	>25 years	Yes	\$ 374,000.00
W8A	Upgraded Water Treatment Plant – 3rd Filter	>25 years	Yes	\$ 628,000.00
W8B	Upgraded Water Treatment Plant	>25 years	Yes	\$ 11,960,000.00
W9A	Upper Main Reservoir Upgrade	>25 years	Yes	\$ 4,485,000.00
W9B	New Upper Main Reservoir	>25 years	Yes	\$ 11,490,000.00
W10	Northwest Reservoir	>25 years	Yes	\$ 12,110,000.00
W11	Upper Northwest Supply Line	>25 years	Yes	\$ 837,000.00
W12	East Booster Station	>25 years	Yes	\$ 4,485,000.00
W13	Lower East Supply Line	>25 years	Yes	\$ 897,000.00
W14	East Reservoir	>25 years	Yes	\$ 10,914,000.00
W15	Upper East Supply Line	>25 years	Yes	\$ 1,196,000.00
W16	Additional Water License	>25 years	Yes	\$ 21,887,000.00



REQUEST FOR DECISION

COUNCIL DATE: June 28, 2021
SUBJECT: Supply and Services Agreement
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 8.3

BACKGROUND/PROPOSAL:

Administration will be bringing forward a request to enter into a Supply and Services Agreement for the construction and testing of an advanced Wastewater Technology.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Report to be provided at council meeting.

MOTION:

That Council approve the Supply and Services Agreement between _____ and the Town of Sundre and that the CAO be authorized to sign the Agreement on behalf of the Town.

Date Reviewed: June 25, 2021

CAO: David Nelson



REQUEST FOR DECISION

COUNCIL DATE	June 28, 2021
SUBJECT	Departmental Reports – May and June
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.

BACKGROUND/PROPOSAL:

The following Departmental Reports for May and June 2021 are provided to Council for their review and information:

- Linda Nelson, Chief Administrative Officer
- Betty Ann Fountain, Planning & Development
- Jim Hall, Operations Manager
- Sue Nelson, Community Services Manager
- Ross Clews, Fire Chief
- Kevin Heerema, Emergency Management/Peace Officer
- Jon Allen, Economic Development Officer
- Sari Werezak, GNP
- Karen Tubb, Sundre Municipal Library

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached Departmental Reports as information.

MOTION:

That the Town of Sundre Council accept the Departmental Reports for May and June 2021 as information.

ATTACHMENTS:

Department Reports

Date Reviewed: June 25, 2021

CAO: Linda Nelson

SCHEDULE A**Mayor Terry Leslie**

\$ 7,500.00

Date	Description	Expense	Cost	Balance
2021-01-27	Jan 15-19; RDRMUG meetings	Per Diem	\$ 265.00	\$ 7,235.00
2021-04-01	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 7,185.00
2021-05-04	Feb 3 to Mar 18; RDRWA, RDRMUG, Mayors Meetings	Per Diem	\$ 270.00	\$ 6,915.00
2021-05-04	Mar 19 to April 16; Mayors Mtgs, Presenter World Water Day, AUMA Municipal Leaders Caucus and Spring Workshop	Per Diem	\$ 490.00	\$ 6,425.00
2021-05-04	April 17 to 18 - Spring Workshop	Per Diem	\$ 350.00	\$ 6,075.00
2021-05-04	April 27 to April 25 - RDRMug Executive and Central AB Mayors Meeting	Per Diem	\$ 135.00	\$ 5,940.00
2021-05-04	April 16 to 18 - Spring Workshop	Mileage	\$ 112.38	\$ 5,827.62
2021-05-04	Staples	Paper/Printer Ink	\$ 144.89	\$ 5,682.73
2021-05-27	April 16 to 18 - Hotel - Spring Workshop	Accommodation	\$ 252.48	\$ 5,430.25
2021-05-27	April 16 to 18 - Meal - Spring Workshop	Meal	\$ 16.00	\$ 5,414.25
			\$ 2,085.75	\$ 5,414.25
			Spent	Remaining

Councillor Todd Dalke

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-05-27	Spring Workshop - Red Deer	Accommodation	\$ 252.48	\$ 2,747.52
2021-05-27	Spring Workshop - Red Deer	Meals	\$ 40.42	\$ 2,707.10
			\$ 292.90	\$ 2,707.10
			Spent	Remaining

Councillor Cheri Funke

\$ 3,000.00

Date	Description	Expense	Cost	Balance
1-Feb-21	January expenses: Water Future Mtgs	Per Diem	\$ 202.50	\$ 2,797.50
2-Feb-21	Water Futures Project Meeting #10	Per Diem	\$ 45.00	\$ 2,752.50
4-Feb-21	AUMA Policing Summit - Part 1	Per Diem	\$ 45.00	\$ 2,707.50
9-Feb-21	Water Futures Project Meeting #11	Per Diem	\$ 45.00	\$ 2,662.50
11-Feb-21	Brownlee Law Seminar - Emerging Trends	Per Diem	\$ 157.50	\$ 2,505.00
16-Feb-21	Water Futures Projecct Meeting #12	Per Diem	\$ 45.00	\$ 2,460.00
17-Feb-21	AUMA Policing Summit - Part 2	Per Diem	\$ 67.50	\$ 2,392.50
19-Feb-21	RDRWA Governance Meeting	Per Diem	\$ 45.00	\$ 2,347.50
23-Feb-21	Water Futures Project - Meeting #13	Per Diem	\$ 45.00	\$ 2,302.50
26-Feb-21	AUMA Budget Analysis	Per Diem	\$ 33.75	\$ 2,268.75
8-Mar-21	AUMA International Woman's Day Virtual Gathering	Per Diem	\$ 22.50	\$ 2,246.25
19-Mar-21	RDRWA Board Meeting	Per Diem	\$ 67.50	\$ 2,178.75
22-Mar-21	RDRWA Spring Forum	Per Diem	\$ 45.00	\$ 2,133.75
1-Apr-21	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,083.75
3-May-21	Media Training, AUMA Leaders Caucus, Spring Workshop	Per Diem	\$ 490.00	\$ 1,593.75
3-May-21	Regional Partnership and Collaboration Course	Registration	\$ 275.00	\$ 1,318.75
27-May-21	April 16 to April 18 - Spring Workshop	Accommodation	\$ 252.48	\$ 1,066.27
27-May-21	April 16 to April 18 - Spring Workshop	Meal	\$ 57.42	\$ 1,008.85
			\$ 1,991.15	\$ 1,008.85
			Spent	Remaining

Councillor Paul Isaac

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-04-16	Spring Workshop - Red Deer	Mileage	\$ 140.00	\$ 2,860.00
2021-04-16	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,685.00
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,510.00
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,335.00
2021-05-27	Spring Workshop - Red Deer	Accommodation	\$ 252.48	\$ 2,082.52
2021-05-27	Spring Workshop - Red Deer	Meal	\$ 34.00	\$ 2,048.52
			\$ 951.48	\$ 2,048.52
			Spent	Remaining

Councillor Charlene Preston

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-01-12	Recycling Council AB - Back to Basics	Registration	\$ 99.00	\$ 2,901.00
2021-04-01	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,851.00
2021-04-27	Recycling AB and AUMA	Per Diem	\$ 315.00	\$ 2,536.00
2021-04-27	Spring Workshop - Red Deer	Per Diem	\$ 395.00	\$ 2,141.00
2021-05-27	Spring Workshop - Red Deer	Accommodation	\$ 252.48	\$ 1,888.52
2021-05-27	Spring Workshop - Red Deer	Meal	\$ 54.42	\$ 1,834.10
			\$ 1,165.90	\$ 1,834.10
			Spent	Remaining

Councillor Richard Warnock

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-01-27	EOEP Courses Feb 11, 18 & 25	Registration	\$ 200.00	\$ 2,800.00
2021-02-04	AUMA President's Summit - Policing in Alberta	Per Diem	\$ 67.50	\$ 2,732.50
2021-02-17	AUMA President's Summit - Policing in Alberta	Per Diem	\$ 67.50	\$ 2,665.00
2021-02-11	EOEP Course - Partnership Collaboration Session #1	Per Diem	\$ 67.50	\$ 2,597.50
2021-02-18	EOEP Course - Partnership Collaboration Session #2	Per Diem	\$ 67.50	\$ 2,530.00
2021-02-25	EOEP Course - Partnership Collaboration Session #3	Per Diem	\$ 67.50	\$ 2,462.50
2021-04-01	AUMA - 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,612.50
2021-04-14	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,322.50
2021-04-15	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,232.50
2021-04-16	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,142.50
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 1,967.50
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 1,792.50
2021-04-19	Spring Workshop - Red Deer	Mileage	\$ 123.90	\$ 1,668.60
2021-05-27	Spring Workshop - Red Deer	Accommodation	\$ 252.48	\$ 1,416.12
2021-05-27	Spring Workshop - Red Deer	Meals	\$ 25.00	\$ 1,391.12
2021-05-03	Public Risk Conference (May 3-7 - 5 days - 1 hour each)	Per Diem	\$ 112.50	\$ 1,278.62
2021-05-05	EOEP Planning and Collaboration Course (May 5, 12, 19-2.5 hrs each)	Per Diem	\$ 168.75	\$ 1,109.87
2021-05-21	RDRWA Board Meeting	Per Diem	\$ 67.50	\$ 1,042.37
			\$ 1,957.63	\$ 1,042.37
			Spent	Remaining

Councillor Robert Wolfe

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-02-04	AUMA President Policing Summit	Per Diem	\$ 67.50	\$ 2,932.50
2021-02-11	ARPA Alberta Health Town Hall	Per Diem	\$ 22.50	\$ 2,910.00
2021-02-17	AUMA President Policing Summit	Per Diem	\$ 67.50	\$ 2,842.50
2021-02-26	AUMA Alberta Budget 2021 (How Will It Impact Municipalities?)	Per Diem	\$ 45.00	\$ 2,797.50
2021-02-26	GOA Budget Review Town Hall	Per Diem	\$ 22.50	\$ 2,557.50
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,495.00
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,425.00
2021-04-16	Spring Workshop - Red Deer	Mileage	\$ 118.00	\$ 2,307.00
2021-04-17	Spring Workshop - Red Deer	Meal	\$ 9.75	\$ 2,297.25
2021-05-27	Spring Workshop - Red Deer	Accommodation	\$ 252.48	\$ 2,044.77
2021-05-27	Spring Workshop - Red Deer	Meal	\$ 16.00	\$ 2,028.77
			\$ 971.23	\$ 2,028.77
			Spent	Remaining

#/D/M/Y	January 11, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
001-11-01-21	MOVED by Councillor Warnock that the Council of the Town of Sundre has received sufficient information to make a decision on Bylaw 2020-08, being an amendment to part Four, Land Use District Regulations, Central Commercial District (C-1) of Land Use Bylaw 2018-10, to provide a "site specific exception" to accommodate the construction of a 4-storey mixed use building on a parcel legally described as: Plan 1911694, Block 1, Lot 1; Civic Address: 116 - 3 ST SW, that the Public Hearing be closed.		
002-11-01-21	MOVED by Councillor Wolfe that the Agenda be approved as presented		
003-11-01-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on December 7, 2020 be approved as presented.		
004-11-01-21	MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council held on December 23, 2020 be amended as follows: 1. Revise list of Staff in Attendance to show Four (4) Firefighters and Town of Sundre Peace / Bylaw Officer in attendance.		
005-11-01-21	MOVED by Councillor Isaac that the Town of Sundre council give second reading to Bylaw 2020-08 being a Bylaw to amend the Land Use Bylaw		
006-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council give third and final reading to Bylaw 2020-08 being a Bylaw to amend the Land Use Bylaw		
007-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
008-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		

009-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
010-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give third and final reading to Bylaw 2020-11, being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
011-11-01-21	MOVED by Councillor Isaac that the Town of Sundre council give first reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre community Wellness Advocacy Committee		
012-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Advocacy Committee		
013-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee		
014-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council give third and final reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee		
015-11-01-21	MOVED by Councillor Warnock that the Town of Sundre appoint Councillor Preston to the Sundre Futures Hospital Advisory Committee for a one-year term ending October 2021	Leg. Services send letter	Completed Appendix 1

016-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council appoint Mayor Leslie and Councillor Warnock to the Sundre Wellness Advocacy Committee for a one-year terms ending October 2021	Leg. Services send letter	Completed Appendix 2
017-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council appoint Mrs. Carolyn Sykes to the Vision for Sundre Committee for a term of two years	Leg. Services send letter	Completed Appendix 3
018-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the request for funding in the amount of \$6,000 to the Sundre & District Curling Club, as recommended by the Grant Review Committee; with funds drawn from the 2020 Operating Budget - Transfers to Local Organizations	Leg. Services send letter	Completed Appendix 4
019-11-01-21	MOVED by Councillor Warock that the Town of Sundre Council accept the letter sent to Mountain View Senior's Housing as information		
020-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the December newsletter from the Honourable Josephine Pon, Minister of Seniors and Housing as information		
	<i>Mayor Leslie called a 10 minute recess at 6:42 p.m.</i>		
021-11-01-21	MOVED by Councillor Wolfe that Council go into closed meeting at 6:50 p.m.		
022-11-01-21	MOVED by Councillor Warnock that Council return to open meeting at 7:34 p.m.		
023-11-01-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:34 p.m.		
#/D/M/Y	January 25, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status

024-25-01-21	MOVED by Councillor Wolfe that the Council of the Town of Sundre has received sufficient information to make a decision on Bylaw 2020-09, being an amendment to Land Use Bylaw Map in Land Use Bylaw 2018-10, by changing the land use designation for a parcel legally described as Plan 5314FP, Block 1, Lots 12-13 from Flood Plain Industrial District (I-2) to Highway Commercial District (C-2), that the Public Hearing be closed.		
025-25-01-21	MOVED by Councillor Funke that the Agenda be approved as presented		
026-25-01-21	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on January 11, 2021 be amende as follows: 1. Res. 004-11-01-21 to read: Moved by Councillor Wolfe that the Minutes of the Special Meeting of Council held on December 23, 2020 be amended as follows: 1. Revise list of Staff in Attendance to show Four (4) Firefighters and Town of Sundre Peace / Bylaw Officer in attendance		
027-25-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give Second Reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map of Land Use Bylaw 2018-10		
028-25-01-21	MOVED by Councillor Funke that the Town of Sundre Council give Third and Final Reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map of Land Use Bylaw 2018-10		
029-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the proposal from Behr Integrated Services to participate in the selection process for the Town of Sundre Fire Chief postion in the amount of Two Thousand Eight Hundred and Fifty Dollars (\$2,850.00) utilizing funds from the current operating budget		

030-25-01-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for December / Year End 2020 as information		
031-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's, Councillor Cheri Funke's and Councillor Richard Warnock's reports for November-December 2020 and January 2021 as information		
032-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the following letters to Sundre & District Curling Club; Mrs. Carolyn Sykes; Sundre Hospital Futures; Sundre Wellness Advocacy Committee as information		
033-25-01-21	MOVED by Councillor Preston that the Town of Sundre Council accept the Parkland Regional Library Board Meeting Minutes of November 12, 2020 as information		
	<i>Mayor Leslie called a 5 minute recess at 6:52 p.m.</i>		
034-25-01-21	MOVED by Councillor Dalke that Council go into closed meeting at 6:57 p.m.		
035-25-01-21	MOVED by Councillor Dalke that Council return to open meeting at 8:26 p.m.		
036-25-01-21	MOVED by Councillor Preston being that the agenda matters have been concluded the meeting adjourned at 8:26 p.m.		
#/D/M/Y	February 8, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
037-08-02-21	MOVED by Councillor Isaac that the Agenda be approved as presented.		
038-08-02-21	MOVED by Councillor Isaac that the Minutes of the Regular Meeting of Council held on January 25, 2021 be approved as presented.		
039-08-02-21	MOVED by Councillor Dalke that the Town of Sundre Council continue to support Administration proceeding with the Council Chambers Technology Enhancement project.		
040-08-02-21	MOVED by Councillor Warnock that the Town of Sundre Council continue to support Administration proceeding with the Council Chambers Furniture Enhancement project.		

041-08-02-21	MOVED by Councillor Preston that the Town of Sundre Council supports Administration proceeding with the E-Waste Collection Drive.		
042-08-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the Grants to Organizations Funding for the first intake for 2021 in the amount of \$19,642.	Leg. Services send letter	Completed Appendix 5
043-08-02-21	MOVED by Councillor Dalke that the Town of Sundre Council supports maintaining the Arena winter ice in light of the upcoming February 8, 2021, Provincial "New plan easing of health-measures" to allow for limited use of the facility until the end of March within the provincial guidelines		
044-08-02-21	MOVED by Councillor Preston that the Town of Sundre Council accept Councillor Cheri Funke's report for January 2021 as information.		
045-08-02-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letters from the Mayors of South Central Alberta to Premier Kenney as information.		
046-08-02-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from the M.D. of Bonnyville No. 87 as information.		
047-08-02-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Town of High River as information.		
048-08-02-21	MOVED by Councillor Wolfe that Council go into closed meeting at 7:02 p.m.		
049-08-02-21	MOVED by Councillor Wolfe that Council return to open meeting at 8:46 p.m.		
050-08-02-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:47 p.m.		
#/D/M/Y	February 10, 2021 Special Council Meeting		
Res. #	Council Motion	Action	Status
051-10-02-21	MOVED by Councillor Warnock that Council go into closed meeting at 2:30 p.m.		
052-10-02-21	MOVED by Councillor Preston that Council return to open meeting at 4:03 p.m.		

053-10-02-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 4:03 p.m.		
#/D/M/Y	February 22, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
054-22-02-21	MOVED by Councillor Warnock that the Agenda be approved as presented.		
055-22-02-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on February 8, 2021 be approved as presented.		
056-22-02-21	MOVED by Councillor Wolfe that the Minutes of the Special Meeting of Council held on February 10, 2021 be approved as presented.		
057-22-02-21	MOVED by Councillor Funke that the Town of Sundre Council give first reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		
058-22-02-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		
059-22-02-21	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness.		
060-22-02-21	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		

	<i>Councillor Wolfe declared "pecuniary interest" excused himself from voting.</i>		
061-22-02-21	MOVED by Councillor Preston that the Town of Sundre Council approve the waiver of 2021 Business License fees in the amount of \$3,000 for businesses affected by the December 20, 2020 Covid-19 related restrictions.		
062-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the retention of IBI Group to prepare and assist Town Administration with the development of a Campground and Passive Use Outdoor Recreation Plan at a cost not to exceed \$35,000.00 including incidentals, with funding to be drawn from the Municipal Stimulus Program.		
063-22-02-21	MOVED by Councillor Warnock that the Town of Sundre Council appoint Mountain View County Councillors Angela Aalbers and Peggy Johnson to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2021.	Leg. Services Send Letter	Completed Appendix 6
064-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Departmental Reports for January 2021 as information.		
065-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's and Councillor Richard Warnock's report for January 2021 as information.		
066-22-02-21	MOVED by Councillor Dalke that Council go into closed meeting at 6:50 p.m.		
067-22-02-21	MOVED by Councillor Wolfe that Council go into open meeting at 7:33 p.m.		
068-22-02-21	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourned at 7:33 p.m.		
#/D/M/Y	March 8, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
069-08-03-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		

070-08-03-21	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on February 22, 2021 be approved as presented.		
071-08-03-21	MOVED by Councillor Funke that the Town of Sundre Council proclaim March 8, 2021 as International Women's Day in the Town of Sundre.		
072-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council appoint Ms. Betty Ann Fountain, as Returning Officer for the October 18, 2021 Election, as per Section 13 (1) of the <i>Local Authorities Election Act</i> .		
073-08-03-21	MOVED by Councillor Preston that the Town of Sundre Council appoint Mr. Chris Albert as the Substitute Returning Officer for the October 18, 2021 Municipal Election, as per Section 13 (2.1) of the <i>Local Authorities Election Act</i> .		
074-08-03-21	MOVED by Councillor Funke that the Town of Sundre Council support an extension to the current contract with E360 for a one-year period from May 31, 2021 to May 31, 2022.		
No Motion	The CAO discussed the current Social Media Policy and suggested that the Policy be amended to reflect current practices.		
075-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Westlock County letter regarding concerns about proposed changes to AER Directive 067 as information.		
076-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council draft a letter in solidarity with the Municipality of Crowsnest Pass in support of retaining the services of the RCMP in Sundre.	Leg. Services letter drafted	Completed Appendix 7
<u>RECORDED VOTE:</u>			
	MEMBER	IN FAVOUR	OPPOSED
	Mayor Terry Leslie	✓	
	Councillor Richard Warnock	✓	
	Councillor Rob Wolfe	✓	
	Councillor Charlene Preston		✓

	Councillor Cheri Funke		v
	Councillor Paul Isaac	v	
	Councillor Todd Dalke		v
	TOTAL VOTES	4	3
077-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from Gas Alberta Inc. on the gas cost rate as information.		
078-08-03-21	MOVED by Councillor Funke that Council go into closed meeting at 6:43 p.m.		
079-08-03-21	MOVED by Councillor Warnock that Council return to open meeting at 7:15 p.m.		
080-08-03-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:15 p.m.		
#/D/M/Y	March 22, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
081-22-03-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		
082-22-03-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on March 8, 2021 be approved as presented.		
083-22-03-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the 2020 Quarterly Financial Reports as information.		
084-22-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the selection of Superior Safety Codes Inc.. As the Town of Sundre's Accredited Safety Codes Agency, for a term of three years, ending on March 31, 2024.		
085-22-03-21	MOVED by Councillor Dalke that the Town of Sundre Council appoint accept the RCMP Priority Survey as information.		
086-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council approve the inception of the Millionaire's Educational No Cost Program for the youth in Sundre.		
087-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council accept the CAO verbal report as information.		

088-22-03-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for February 2021 as information.		
089-22-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's, Councillor Warnock's, and Councillor Funke's reports for February 2021 as information.		
090-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council accept the Parkland Regional Library System Board Meeting (Draft) Minutes and Highlights as information.		
091-22-03-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:12 p.m.		
#/D/M/Y	April 7, 2021 Special Council Meeting		
Res. #	Council Motion	Action	Status
092-07-04-21	MOVED by Councillor Preston that the agenda of April 7, 2021 Special Council Meeting be adopted, as presented.		
093-07-04-21	MOVED by Concillor Isaac that the Town of Sundre Council support the issuance of temporary permits for outdoor patios to assist local eating and drinking establishments to continue to serve their patrons during the additional COVID restrictions at no cost.		
094-07-04-21	MOVED by Councillor Funke that being the agenda matters have been concluded the meeting adjourned at 6:43 p.m.		
#/D/M/Y	April 12, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
095-12-04-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		
096-12-04-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on March 22, 2021 be approved as presented.		
097-12-04-21	MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council held on April 7, 2021 be approved as presented.		

098-12-04-21	MOVED by Councillor Isaac that the Town of Sundre Council proclaim the week of June 7 - 13, 2021 as "Senior's Week" on behalf of the citizens of Sundre.		
099-12-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the results of the Gas Department's Operational Audit for 2020 as information.		
100-12-04-21	MOVED by Councillor Funke that the Town of Sundre Council adopt the 2021 O & M Manual as provided by the Federation of Alberta Gas Co-ops Ltd. for the operation and maintenance of rural Alberta natural gas utilities.		
101-12-04-21	MOVED by Councillor Preston that the Town of Sundre Council approve an additional \$11,208.50 to the approved budget with funding to come from Utilities Lifecycling RSA.		
102-12-04-21	MOVED by Councillor Wolfe that Council go into closed meeting at 6:19 p.m.		
103-12-04-21	MOVED by Councillor Isaac that Council return to open meeting at 6:50 p.m.		
104-12-04-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 6:51 p.m.		
#/D/M/Y	April 26, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
105-26-04-21	MOVED by Councillor Funke that the Agenda be approved as amended as follows: 1. Addition of Delegation: Dr. Vincent Grant and Mr. Gerald Ingeveld – Sim Lab, to be numbered 5.1 on the Agenda. 2. Renumber PWC Delegation to 5.2 on the Agenda.		
106-26-04-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on April 12, 2021 be approved as presented.		
107-26-04-21	MOVED by Councillor Preston that the presentation by Dr. Vincent Grant and Mr. Gerald Ingeveld be accepted as information.		

108-26-04-21	MOVED by Councillor Wolfe that the presentation by PricewaterhouseCoopers LLP be accepted as information.		
109-26-04-21	MOVED by Councillor Funke that Council go into closed meeting at 6:33 p.m.		
110-26-04-21	MOVED by Councillor Dalke that Council return to open meeting at 6:47 p.m.		
111-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council move to accept the 2020 Auditor's Report and the 2020 Audited Financial Statements and the 2020 Financial Information Return as presented by PricewaterhouseCoopers LLP; Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the Municipal Government Act.		
112-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council give first reading to Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.		
113-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council set Wednesday, May 26, 2021 at 1:00 p.m. for a Special Meeting of Council for the Joint Public Hearing for Bylaw 2021-02 being the Intermunicipal Development Plan between the Town of Sundre and Mountain View County.		
114-26-04-21	MOVED by Councillor Preston that the Town of Sundre Council give first reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
115-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council give second reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
116-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for Third and Final Reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
117-26-04-21	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		

118-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council proclaim the week of May 9 to 15, 2021 as Economic Development Week in Sundre.		
119-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council proclaim April 28, 2021 as Administrative Professionals Day in the Town of Sundre.		
120-26-04-21	MOVED by Councillor Preston that the Town of Sundre Council accept the Departmental Reports for March 2021 as information.		
121-26-04-21	MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Funke's report for March 2021 as information.		
122-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Councillor Warnock's report for March 2021 as information.		
123-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter to Minister Madu, from the County of Paintearth No. 18, as information.		
124-26-04-21	MOVED by Councillor Wolfe that Council go into closed meeting at 7:17 p.m.		
125-26-04-21	MOVED by Councillor Wolfe that Council return to open meeting at 7:34 p.m.		
126-26-04-21	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:34 p.m.		
#/D/M/Y	May 6, 2021 Special Council Meeting		
Res. #	Council Motion	Action	Status
127-06-05-21	MOVED by Councillor Warnock that the Agenda be approved as presented.		
128-06-05-21	MOVED by Councillor Funke that Council go into closed meeting at 5:30 p.m.		
129-06-05-21	MOVED by Councillor Funke that Council return to open meeting at 5:45 p.m.		
130-06-05-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded, the meeting adjourned at 5:45 p.m.		
#/D/M/Y	May 10, 2021 Regular Council Meeting		

Res. #	Council Motion	Action	Status
131-10-05-21	MOVED by Councillor Preston that the Agenda be approved as presented.		
132-10-05-21	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on April 26, 2021 be approved as presented.		
133-10-05-21	MOVED by Councillor Dalke that the Town of Sundre Council thank the founder, Lisa Nicholson, of Hope 4 MVC Kids Society and accept the presentation, as information.		
134-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council support the Sundre Business Continuity Pandemic Plan as presented.		
135-10-05-21	MOVED by Councillor Funke that the Town of Sundre Council support the Sundre Municipal Emergency Response Plan as presented.		
136-10-05-21	MOVED by Councillor Warnock that the Town of Sundre Council proclaim the week of May 16 to 22, 2021 as "National Public Works Week" in Sundre.		
137-10-05-21	MOVED by Councillor Isaac that the Town of Sundre Council participate in celebrating Mrs. Johnston's 95 th Birthday with a Certificate of Recognition of Mrs Johnston's 95 th Birthday, signed by the Mayor on behalf of Council, as presented, as information.	Leg Serv	Appendix 8
138-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Leslie's report for March 2021 as information.		
139-10-05-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from Minister Pon, Senior's Week Proclamation as presented as information.		
140-10-05-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter to Minister Madu, as presented as information.		
141-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from Minister Madu, as presented as information.		
142-10-05-21	MOVED by Councillor Funke that Council go into closed meeting at 6:47 p.m.		

143-10-05-21	MOVED by Councillor Wolfe that Council return to open meeting at 7:26 p.m.		
144-10-05-21	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourned at 7:27 p.m.		
#/D/M/Y	May 26, 2021 Special Council Meeting		
Res. #	Council Motion	Action	Status
145-26-05-21	MOVED by Councillor Warnock that the agenda of May 26, 2021, a Special Council Meeting be adopted, as presented.		
146-26-05-21	MOVED by Councillor Preston that being the agenda matters of the Special Meeting of Council have been concluded the meeting adjourned at 1:46 p.m.		
#/D/M/Y	May 31, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
147-31-05-21	MOVED by Councillor Wolfe that the Agenda be approved as presented.		
148-31-05-21	MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council and Joint Public Hearing held on May 26, 2021 be approved as presented.		
149-31-05-21	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on May 10, 2021 be approved as presented.		
150-31-05-21	MOVED by Councillor Dalke that the Minutes of the Special Meeting of Council held on May 6, 2021 be approved as presented.		
Councillor Wolfe abstained from voting, as he was not in attendance at the Public Hearing, as per Section 184(a) of the MGA.			
151-31-05-21	MOVED by Councillor Warnock that the Town of Sundre Council give Second Reading to Bylaw 2021-02 the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.		
Councillor Funke arrived to the meeting at 6:08 p.m.			

152-31-05-21	<p>MOVED by Councillor Funke that the Town of Sundre Council give Third and Final Reading to Bylaw 2021-02 being the Intermunicipal Development Plan bylaw between the Town of Sundre and Mountain View County.</p>		
153-31-05-21	<p>MOVED by Councillor Wolfe that the Town of Sundre Council The Town of Sundre Council moves to set a reserve bid of \$193,000 for Lot 10, Block 1, Plan 0312972, Sundre, AB, and furthermore, The property identified by Roll No. 4009.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore, A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.</p>		

154-31-05-21	<p>MOVED by Councillor -----Funke that the Town of Sundre Council The Town of Sundre Council moves to set a reserve bid of \$237,000 for Lot 6, Block 10, Plan 7611274, Sundre, AB, and furthermore,</p> <p>The property identified by Roll No. 1341.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore,</p> <p>A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.</p>		
155-31-05-21	MOVED by Councillor Warnock that the Town of Sundre Council approve the additional \$5000.00 to the Pickleball group, with funds to be drawn from General Corporate Stabilization.		
156-31-05-21	MOVED by Councillor Dalke that the Town of Sundre Council approve naming the Park located at Plan 5908E0, Block 0T, as the "Knott's Glen Memorial Park."		
157-31-05-21	MOVED by Councillor Preston that the Town of Sundre Council approve the purchase of the dehumidifier at a cost of \$7,500.00 from the City of Red Deer with the funding coming from the Municipal New Project (RSA) Restricted Surplus Account.		
158-31-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the cleaning services contract for Angela's Janitorial Services Ltd., for a three (3) year term, ending May 31, 2024, with an option to renew for an additional year, at an annual operating cost of \$59,530.00 plus GST.		

159-31-05-21	MOVED by Councillor Warnock that the Town of Sundre Council proclaim June 2021 as Recreation and Parks Month in the Town of Sundre.		
160-31-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council proclaim June 15, 2021, as World Elder Abuse Awareness Day in the Town of Sundre and to give permission to the committee to fly the Elder Abuse Awareness Day Flag at the Town of Sundre office that day.		
161-31-05-21	MOVED by Councillor Funke that the Town of Sundre Council support the voluntary Pledge for Council Candidates to commit to Keep Local Elections Local, Maintain Independence and Non-Partisanship, Demonstrate Transparency, and Engage in Respectful Behavior.		
162-31-05-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for April 2021 as information.		
163-31-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Councillor Funke's April 2021 report as information.		
164-31-05-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Municipality of Crowsnest Pass as presented, as information.		
165-31-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from the Town of Raymond as presented, as information.		
166-31-05-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Town of Redcliff as presented, as information.		
167-31-05-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from the Village of Rycroft as presented, as information.		
168-31-05-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the certificate of appreciation from <i>Legion</i> as presented, as information.		
169-31-05-21	MOVED by Councillor Funke that Council go into closed meeting at 7:20 p.m.		

Chris Albert left the closed meeting at 8:15 p.m.			
Councillor Funke left the closed meeting at 9:00 p.m.			
Linda Nelson left the closed meeting at 9:05 p.m.			
170-31-05-21	MOVED by Councillor Wolfe that Council return to open meeting at 9:48 p.m.		
171-31-05-21	MOVED by Councillor Warnock being that the agenda matters have been concluded the meeting adjourned at 9:48 p.m.		



9.1b

DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Betty Ann Fountain, Development Officer
COUNCIL DATE	June 28, 2021
FOR MONTH OF	May 2021

TOPIC #1	Development and Building Permits
ISSUES:	<ul style="list-style-type: none"> • Development Permits – 6 • Building Permits – 6 • Electrical Permits – 9 • Gas Permits – 1 • Plumbing Permits – 0
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Permitted Use Development Permits included: temporary sign, home office, accessory building, and stripping & grading for preparation of a residential site; • Discretionary Use Development Decisions included: private club (GNP youth club), and Bulk Fuel & Mixed Use Development (GTI on Main AV. W.); • Building Permits included: residential improvements (deck, wheelchair ramp, basement, accessory building); and interior renovation at hospital; • Electrical, Gas and Plumbing Permits issued for a variety of residential and commercial projects.
TOPIC #2	Real Property Reports (RPRs)
ISSUES:	<ul style="list-style-type: none"> • RPRs - 1
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of property. Role of Administration is to assist property owners to solve non-compliant issues.
TOPIC #5:	Campground and Outdoor Passive Use Plan
ISSUES:	<ul style="list-style-type: none"> • Ongoing
RESOLUTIONS/SUCCESSES	<ul style="list-style-type: none"> • IBI Group concluded the public consultation process with staff, and community members; • Administration to review results; • 1st Draft of Concept Plan to be delivered.
TOPIC #6:	Subdivision
ISSUES:	<ul style="list-style-type: none"> • 0 subdivision applications were received and processed:
RESOLUTIONS/SUCCESSES	<ul style="list-style-type: none"> • Although no subdivision applications were received in May 2021, Administration is tracking the Developer's progress to meet conditions of previously approved subdivision applications.
TOPIC #7:	Intermunicipal

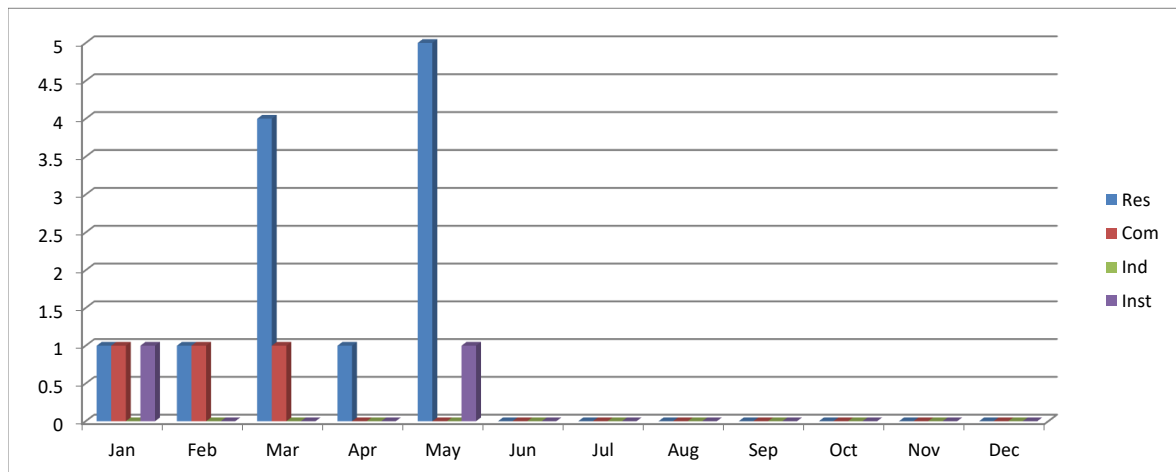
ISSUES:	Adoption of Intermunicipal Development Plan (IDP) Joint Public Hearing set for May 26, 2021 at 1:00 p.m. via Zoom
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Joint Public Hearing held with Council of Mountain View County (MVC) and Town of Sundre and Administration; May 26th MVC Council adopted IDP; May 31 Town of Sundre Council adopted IDP.
TOPIC # 8:	Area Structure Plans
ISSUES:	<ul style="list-style-type: none"> Applications anticipated
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Administration continue to work with developers and planning consultants in regard to the submission of a new Area Structure Plan for NW Quarter Section and an Amendment to previously approved Area Structure Plan.
TOPIC # 9:	Backyard Chickens
ISSUES:	<ul style="list-style-type: none"> Administration completed research to obtain current information in regard to a trial period bylaw for backyard chickens (urban hens); Presented draft bylaw to community stakeholder; Revisions required after discussion with community stakeholder; Work ongoing, 2nd draft of bylaw to be reviewed.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Administration will facilitate citizen lead community engagement Continue to promote family orientated projects and sustainability
TOPIC # 10:	Temporary Dog Park
ISSUES:	<ul style="list-style-type: none"> Research continues; Proposal sent to TC Energy for comment; Quotes for fencing ongoing.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Proactive response to community needs
TOPIC # 11:	Administrative
ISSUES:	<ul style="list-style-type: none"> Filing Project – ongoing; Succession Planning – staff recruitment continues.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Improved departmental efficiencies, knowledge and team building; Improves overall departmental performance, transparency and stakeholder engagement; Succession planning underway to building capacity within the department.

Attachments	May 2021 Monthly Building Permit Statistics CAO's Project Report - May
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May

MONTHLY BUILDING REPORT FOR THE MONTH OF MAY 2021

	May-21			2021 Year To Date			2020 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
RESIDENTIAL									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bi-Level	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	0	0	\$ -	0	0	\$ -	0	0	\$ -
Multi-Family	0	0	\$ -	0	0	\$ -	0	0	\$ -
Mobile Homes	0	0	\$ -	0	0	\$ -	0	0	\$ -
Accessory Buildings	0	1	\$ 6,000	0	2	\$ 13,000	0	2	\$ 17,000
Renovation/Addition	0	4	\$ 35,500	0	9	\$ 82,000	0	6	\$ 101,000
Sub-Total	0	5	\$ 41,500	0	11	\$ 95,000	0	8	\$ 118,000
COMMERCIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ 284,619		3	\$ 265,000
		0	\$ -		3	\$ 284,619		3	\$ 265,000
INDUSTRIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
INSTITUTIONAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
		1	\$ 100,000		2	\$ 118,575		1	\$ 345,000
		1	\$ 100,000		2	\$ 118,575		1	\$ 345,000
TOTAL	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
	0	6	\$ 141,500	0	16	\$ 498,194	0	12	\$ 728,000





MEMO

TO: Linda Nelson, CAO
FROM: Betty Ann Fountain, Development Officer
RE: May 2021 Commercial, Industrial, Institutional Projects

COMMERCIAL

<u>Development / Building Permit</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>
Interior Renovation	PS	709 – 1 ST NE (Hospital)	Upgrade to Electrical Room	\$100,000.00

Legend:

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

Value: n/a = no building permit required



9.1b

DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Betty Ann Fountain, Development Officer
COUNCIL DATE	June 28, 2021
MONTH	From June 1 – June 23, 2021

TOPIC #1	Development and Building Permits
ISSUES:	<ul style="list-style-type: none"> • Development Permits – 2 • Building Permits – 6 • Electrical Permits – 5 • Gas Permits – 0 • Plumbing Permits – 0
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Permitted Use Development Permits included: Manufactured Home installation, updating financial institution pylon sign. • Building Permits included: addition to attached garage, installation of new manufactured home, addition of garage door to carport, hot tub, demolition of manufactured home, and updating pylon sign for financial institution (Cr. Union). • Electrical, Gas and Plumbing Permits issued for a variety of residential and commercial projects.
TOPIC #2	Real Property Reports (RPRs)
ISSUES:	<ul style="list-style-type: none"> • RPRs - 1
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of property. Role of Administration is to assist property owners to solve non-compliant issues.
TOPIC #5:	Campground and Outdoor Passive Use Plan
ISSUES:	<ul style="list-style-type: none"> • Ongoing
RESOLUTIONS/SUCCESSES	<ul style="list-style-type: none"> • Staff reviewed results of public survey and stakeholder engagement with members of IBI Group; • IBI to present 1st Draft of Concept Plan to Administration early July; • Public Open House for presentation of Concept Plan to be scheduled.
TOPIC #6:	Subdivision
ISSUES:	<ul style="list-style-type: none"> • 0 subdivision applications were received and processed:
RESOLUTIONS/SUCCESSES	<ul style="list-style-type: none"> • Although no subdivision applications were received in May 2021, Administration is tracking the Developer's progress to meet conditions of previously approved subdivision applications.

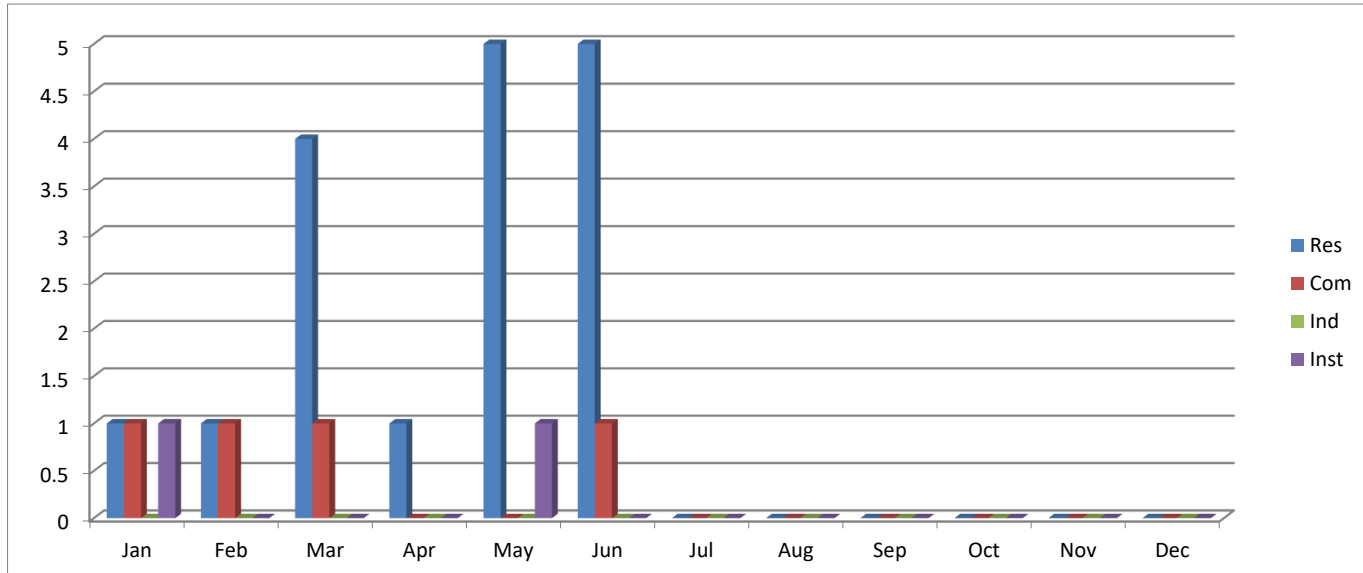
TOPIC # 8:	Area Structure Plans
ISSUES:	<ul style="list-style-type: none"> • Applications anticipated
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Administration continues to work with developers and planning consultants in regard to the submission of a new Area Structure Plan for NW Quarter Section and an Amendment to previously approved Area Structure Plan.
TOPIC # 9:	Backyard Chickens
ISSUES:	<ul style="list-style-type: none"> • 2nd draft of bylaw to be reviewed by proponent.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Administration will assist to facilitate citizen lead community engagement. • Continue to promote family orientated projects and sustainability
TOPIC # 10:	Temporary Dog Park
ISSUES:	<ul style="list-style-type: none"> • Research continues; • Quotes for fencing ongoing.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Proactive response to community needs
TOPIC # 11:	Administrative
ISSUES:	<ul style="list-style-type: none"> • Filing Project – ongoing; • Succession Planning – staff recruitment continues.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Improved departmental efficiencies, knowledge and team building; • Improves overall departmental performance, transparency and stakeholder engagement; • Succession planning underway to building capacity within the department.

Attachments	June 1 – 23 Monthly Building Permit Statistics CAO's Project Report – June 1 – 23.
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MONTHLY BUILDING REPORT
FOR JUNE 1 - 23, 2021

9.1b

	Jun. 2021			2021 Year To Date			2020 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
RESIDENTIAL									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bi-Level				0	0	\$ -	0	0	0
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	0	0	\$ -	0	0	\$ -	0	0	\$ -
Multi-Family				0	0	\$ -	0	0	0
Mobile Homes	1	1	200000	1	1	\$ 200,000	0	0	\$ -
Accessory Buildings		0	\$ -	0	2	\$ 13,000		5	\$ 28,300
Renovation/Addition	0	4	\$ 45,850	0	13	\$ 127,850	0	6	\$ 101,000
				0	0	\$ -			
Sub-Total	1	5	\$ 245,850	1	16	\$ 340,850	0	11	\$ 129,300
COMMERCIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
Renovation/Addition		1	\$ 4,000		1	\$ 288,619		5	\$ 1,770,000
		1	\$ 4,000		4	\$ 288,619		5	\$ 1,770,000
INDUSTRIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
INSTITUTIONAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		0	\$ -
Renovation/Addition		0	\$ -		2	\$ 118,575		1	\$ 345,000
		0	\$ -		2	\$ 118,575		1	\$ 345,000
TOTAL	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
	1	6	\$ 249,850	1	22	\$ 748,044	0	17	\$ 2,244,300





MEMO

TO: Linda Nelson, CAO
FROM: Betty Ann Fountain, Development Officer
RE: June 1 – 23, 2021 Commercial, Industrial, Institutional Projects

COMMERCIAL

<u>Development / Building Permit</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>
2021-D29	C-1	117 Centre St. N.	Pylon Sign Update (Credit Union)	\$4,000

Legend:

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

Value: n/a = no building permit required

DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	June 22,2021
FOR MONTH OF	May 2021

TOPIC #1	Bearberry Creek Erosion
Progress	During the design and construction phase of the gas main exposure, it has become apparent that the south bank of the Bearberry Creek is very exposed with minimal plant and root structure protecting the bank. This is within the upstream section of the creek prior to the bridge. There are 2 utilities within the bank that could be impacted as well as the bridge if future high stream flow occurs.
Action	This will be brought to the attention of AT personnel.
TOPIC #2	Main Lift Station VFD
Progress	All units are built with the expectation that installation will occur end of June
Next Steps	Installation and commissioning planned for week 4 of June 2021
TOPIC # 3:	Water Leak Investigation
Progress	Staff have found a substantial water leak at the Fas Gas hydrant location. Our computer leak correlators have defined the dig area in the sidewalk fire hydrant location. The speed of water loss during valve testing predicts a large leak
Next Steps	Ops scheduling contractor assistance for June.
TOPIC # 4:	Wastewater Infiltration
Progress	The warranty repair of some manhole infiltration from the Main Ave east project is repaired. A second large volume water infiltration has been located on 4 th Ave SW This will commence with the water leak schedule. This leak is from an abandoned service pouring ground water into the sewer system.
Next Steps	This will commence with the water leak schedule.
TOPIC # 5:	Crack Sealing
Progress	Upon starting the training on the unit staff encountered a mechanical issue in the heating system. This is covered under warranty and has been repaired and prepared for final training.
Next Steps	Crack sealing program will commence the week of June 28 weather permitting

TOPIC # 6:	Gas Main Exposure
Progress	The contracted service to tap into the live gas main is scheduled for June 1. The trench for the southern portion of the installation has been completed and pipe has been installed.
Next Steps	Once the tie into gas supply is complete staff will continue to complete necessary connections, valve installations and pressure testing requirements throughout June. This is a very complex project for the gas department.



DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	June 24,2021
FOR MONTH OF	June 2021

TOPIC #1	Gas line exposure project
Progress	On June 25, the gas supply was finally pressure tested and back into distribution. The Aquaplex received a new service connection abandoning the existing service that was under pavement. While this project was a longer duration to complete due to complexity it was completed without incident and within regulations
Action	Final cleanup and restoration under way
TOPIC #2	Lagoon aggregate relocation
Progress	Received 3 local quotes to relocate existing aggregate piles for preparation of recycling the material and clear area for future WW upgrades. Awarded contractor to begin work week 1 July 2021.
Next Steps	Schedule for recycling of asphalt, concrete and pit run in October 2021. This material will be utilized in road maintenance and other projects.

TOPIC # 3:	Water leak investigation
Progress	The water leak repair and excavation at the Fas Gas location was completed by June 23. The leak was approximately 400 cubic m /day. It did require 2 new valves and a new hydrant to properly repair. These valves will allow for the proper shut down of water service to the Greenwood campground during winter off season. It is worth noting that this leak issue has plagued past staff efforts to pin point the issue. With our new technology correlation and staff expertise, the leak was determined within inches of the leak.
Next Steps	Staff will continue the ongoing leak survey throughout Town.
TOPIC # 4:	Wastewater Infiltration
Progress	The large volume infiltration repair on 4 th Ave SW was postponed due to the volume of groundwater at the location. It will be rescheduled in the late fall when groundwater is at its lowest.
Next Steps	Staff will continue review of infiltration in the system for future repairs.
TOPIC # 5:	Sidewalk repairs
Progress	The annual tripping hazards were repaired for 2020. Repairs to a resident's driveway were repaired from a past water leak poorly compacted. The section from Fas Gas to the Red Deer River bridge will be repaired due to panel heaving and surface degradation. This section has been a long duration concern from pedestrians. 2 additional repairs will commence during this schedule of July by local contractor.
Next Steps	Staff are creating target lists of damaged sections of sidewalk for future considerations.
TOPIC # 6:	Chip sealing project
Progress	Costs to rebuild graveled sections in town by means of chip sealing have been quoted.
Next Steps	Upon the approval of this project, the work is scheduled for July 2021.

DEPARTMENTAL REPORT

DEPARTMENT	Community Service
SUBMITTED BY	Sue Nelson
DATE	June, 2021
FOR MONTH OF	May

TOPIC #1	Parks
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> The West Boulevard Phase II project as started, and the outdoor furniture was ordered. Unfortunately, with COVID the past year the company has had a hard time getting supplies and material in, and the furniture is back ordered until the end of July. First calls were submitted, and staff excavated for the new shrub beds and an outdoor sitting arena. They are also working on mulching the older tree beds. Staff has started mowing the greenspaces and prepping the Ball Diamonds. Greenwood Campground Opened for the 2021 season on May 20th, until we are able move to stage 3 in July. We are only excepting self-sufficient RV's.
TOPIC #2	Community Service
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Put out RFQ for the Cleaning Contract for the Town Office, Fire Hall, and Operations Office. The contract was awarded to Angela's Janitorial services, Ltd for a 3-year term with the option to extend an additional year. Attended a Zoom meeting on the subject (CIB Effective Community profile documents) Held Interviews for the Student Summer job positions. Met with Karen Tubb from the Sundre Library to discuss, the library wanting to Put out a Library Story Stroll (Storywalk) along the pathway on the West Boulevards for the summer. More information to follow. Received report on Volunteer week form GNP: There was 270 people come and picked up their packages and around 26 organizations responded. It was a huge success.
TOPIC # 3:	Arena
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> In the last month the walls, and the rough plumbing were installed in the upstairs girl's dressing room washrooms.

DEPARTMENTAL REPORT

DEPARTMENT	Community Service
SUBMITTED BY	Sue Nelson
DATE	June 23,2021
FOR MONTH OF	June, 2021

TOPIC #1	Arena
ISSUES:	Alarm system not working properly.
RESOLUTIONS/SUCSESSES:	<p>Very good news!!</p> <ul style="list-style-type: none"> • ADT (TELUS) came and rewired the security and ammonia alarm system • After a few problems with the alarm system Centratch Technical Services (PyroTec alarms) Came out on June 23rd and so happy to be able to say the alarm system is working and has passed the test. • The upstairs girl's dressing room fixtures were installed, and the flooring also was installed in-house.
TOPIC #2	Parks
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> • The hanging baskets were put out, all the planters and flowerbeds were planted with the help of the grade 9 sciences students. • Weed spraying was completed with the exception of the Ball Diamonds, as they were heavenly used by the schools. • Phase # I pathway was completed. • Expedition consulting that was hired by Mountain view county recreation came and took a tour of the Towns Recreation facilities. • There have been a few bookings for the Gazebo as the schools are winding down their school year. • Minor Baseball has started up again. • The Knott's Glen memorial park is almost completed. • Phase # II west Boulevard project is still ongoing.
TOPIC # 3:	Community Services
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> • June 8th to June 11th was Senior's week and GNP put together gift packages for the seniors for all they have contributed to the Community, family and friends. They had a drive-by at the Arena Parking lot, for the seniors be able to come and pick them up without having to get out of their vehicles.

Update on Knott's Glen Memorial Park

This spring there has been a lot of work done in the Knott's Glen Memorial Park. With A Local resident, Sundre Palliative Care Association and volunteers, they have Installed a bunch of trees and shrubs . 3 Benches were installed. Lastly the Labyrinth was designed and installed. This past week they have finished the landscaping and have seeded parts of the park.





DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	June 23, 2021
FOR MONTH OF	May-June 2021

TOPIC #1	Emergency Response Numbers for May-June 2021; 56 Total Callouts
ISSUES:	<ul style="list-style-type: none"> Medical Assist 26, Structure Fires 2, Wildland Fires 4, Alarms 13, Motor Vehicle Collision 9, Electrical Hazards 2.
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> All incidents Responded, Managed and Resolved by SFD Members
TOPIC #2	Training
ISSUES:	<ul style="list-style-type: none"> NFPA 1001 Level I&II, NFPA 1072 Awareness, and Operations, Operators License upgrade, Safety Code Officer Training
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> NFPA 1001 Level I & II - Standard for Fire Fighter Professional Qualifications. 9 SFD Members completed the training, the written exam, and the practical testing. <u>A Thank You</u> to Olds Fire Department for use of their training props and the training facility to complete the practical testing. NFPA 1072 Awareness and Operations, Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications. 9 SFD Members completed the training, the written exam, and the practical testing. <u>A Thank You</u> Clearwater Regional Fire Rescue Services for instructing the course, and Olds Fire Department for the use their HAZMAT training suits to complete the testing. Operator License Upgrade, 9 SFD Members in total have completed written and road test to upgrade license to class 3-4 to allow for Operation of water tender and ambulance if required on scene. Safety Code Officer Training, 3 SFD Members enrolled, first modules complete.
TOPIC # 3:	Fire Hall
ISSUES:	<ul style="list-style-type: none"> AHS e-Sim Lab construction, Fire Hall lighting, Furnace faults, Base radio
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> E-sim lab construction in-progress approximately 70% complete. Reorganization of Fire Hall Office and Meeting Room 80% complete. Fire Hall Bay lights, Complete, FH HVAC Report received action plan needs to be developed. FH Base station radios upgrade complete.
TOPIC # 4:	Fire Hall & Unit PPE and Equipment inspection, Inventory, Stock levels
ISSUES:	<ul style="list-style-type: none"> Inventory PPE and consumables. Inspect Tools and Equipment in hall and on trucks replace where required.
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> Tracking sheets developed, Fire hose pressure testing in progress 20% complete, Hall and unit Equipment inspection in progress, SCBA

	flow testing for packs and masks complete. Stock Min max levels for PPE and Consumables 65%.
TOPIC # 5:	Fire Inspections and Occupancy loads for businesses
ISSUES:	Higher demand for occupancy load certificates due to COVID restriction implementations.
RESOLUTIONS/SUCCESES:	Scheduling and completing fire inspections/occupancy loads as requests come in.

DEPARTMENTAL REPORT

DEPARTMENT	Emergency Management
SUBMITTED BY	Kevin Heerema
DATE	June , 2021
FOR MONTH OF	May 2021

TOPIC #1	COVID-19
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Finally, some good news! Province looking to have all COVID restrictions lifted by July provided 70% of Albertans have their vaccines.
TOPIC #2	Job Aids
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Review of Logistics is underway.
TOPIC # 3:	Monitoring of Snow Pack and Waterways continues.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Monitoring of Snowpack and Waterways continues.
TOPIC # 4:	Attended 2 webinars regarding ESS Facility Management and MAERS (My Alberta Emergency Registration System) training
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> More focus on ESS and the job aid for this very important part of Emergency Management. CS has been consulted in ESS planning and training to ensure the job aid is complete and relevant to the Town's needs.

DEPARTMENTAL REPORT

DEPARTMENT	Economic Development and Communications
SUBMITTED BY	Jonathan Allan
DATE	June 25, 2021
FOR MONTH OF	May and June 2021

TOPIC #1	Community Development, Business Development and Vacancy Rates
ISSUES:	<p>VACANCY RATES</p> <ul style="list-style-type: none"> - May vacancy rate was estimated at 5.3% as a proportion of square footage available in the C1 district downtown. - Vacancy rate is lower due to amount of square footage and number of commercial bays being used for private storage. - June vacancy was slightly higher since the “community garage sale” in the Pro Water building was closed, moving the vacancy rate to 6.1%.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> - Meetings with two separate real estate developers; conversations ongoing. - Toured potential investor around Sundre. - Continued working with GNP regarding development of new Youth Centre. - Began another campaign of Proprietors’ Series photoshoots of local consumer/tourism-facing businesses. - Attended “grand” opening of McDonalds. - Registered for Communities in Bloom; working in collaboration with Community Services dep’t to host CIB this year.
TOPIC #2	Tourism Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> - Continued online ad campaign management while continuing to wait for approval of Travel Alberta grant in May, which was finally approved in June in the amount of \$85,000. - Developed new TV and radio ads and Highway 2 billboard ads as part of an extensive Explore Sundre tourism marketing campaign valued at \$125,000. - Ongoing extensive campaign management. - Coordinated with Shady Grove Music Fest; learned the event is proceeding August 20-22. - Updated visitor tracking info for VIC to implement.
TOPIC # 3:	Broadband Fibre Optic Development
ISSUES:	- N/A
RESOLUTIONS/SUCCESES:	- Continuing conversations held with potential fibre optic deployment partners,

TOPIC # 4:	Other Projects
ISSUES:	N/A
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> - Council Chambers retrofit installations completed. - Continued meeting with working group of the new Master Regional Recreation and Culture Plan. - Continued working on proposed pathway lighting and light garden projects together with Fortis and ClearRush Co.; learned MSI grant not being issued for pathway lights this year, meaning only light garden near the pergola is going to proceed this year. - Issued RFP for consultant to help toward the new Business Visitation Triage Program (sundre.com/p/bvp); engaged consultant and developed interview questionnaire; began promoting the program on radio and social media (goal is to interview 100 local area businesses) to determine state of local commercial environment and to set a benchmark KPI for future BVPs in the future. Project being completed in collaboration with Chamber of Commerce. - Attended Campus Alberta Central workshop; organized and hosted RDC Health Care Aide grad celebration at Greenwood Gazebo. - Corresponded with ORRSC to update trails and playgrounds in GIS.
TOPIC # 5:	- Committees, Meetings, Conferences and Professional Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> - Attended CAEP Stakeholder Engagement meeting. - Contributed to CAEP Regional Economic Growth Strategy planning. - Attended (virtual) Economic Developers of Alberta conference and leaders' summit. - Attended GNP interagency meeting. <p>Attended CAEP AGM (feat. with Premier Kenney).</p>
TOPIC # 6:	- Communications
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> - Updated website(s) as necessary. - Professionally updated monthly newsletter template. <p>Expanded social media communications to include LinkedIn and Twitter more consistently.</p>



DEPARTMENTAL REPORT

DEPARTMENT	Greenwood Neighbourhood Place/Sundre FCSS
SUBMITTED BY	Sari Werezak / Executive Director
DATE	June 23, 2021
FOR MONTH OF	MAY 2021

TOPIC #1	
SUNDRE FCSS – FAMILY DRIVE- IN MOVIE AT RODEO GROUNDS	<ul style="list-style-type: none"> Last fall the planned movie(s) were rescheduled due to inclement weather. Winds and temperatures forced the cancellation of this Covid-friendly community event.
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> The family movie “Croods 2 – A New Age” was featured on May 28th. The ‘message’ in the film is about family togetherness and an epic adventure that forces them to accept their differences, draw strength, and survive together. The Drive-in event was a huge success that drew 85 vehicles and almost 300 people. Volunteers helped and Tim Hortons donated gift cards, Marty Mennear donated popcorn. The newspaper described “the experience was a blast from the past to receive a taste of the old drive-in movie experience.” Feedback from the community was very positive and people were asking when the next one will be.
TOPIC #2	
A FEW OTHER MAY UPDATES :]	
RESOLUTIONS/SUCCESSSES:	<ul style="list-style-type: none"> Sundre Community Garden – 3 plots left for growing season. Social Needs Assessment – Preliminary Report posted Mother’s Day Retreat Packages – included items to have a fun day together, 51 participated. Sundre Youth Centre – Community information event & Farmers Market table, promotions, a lease space secured, and permit(s) submitted. Now to work on interior design, planned programming and coordination of contributors & volunteers! Canada Summer Jobs position – Hired youth programmer for 16 weeks to help with day camps for the summer, thankful restrictions lifting! Rural Mental Health Project – Sundre Welcome All Sharing Circles intend to enhance individual and community mental health and well-being. Happening two times per month in person and advertised in Sundre on the Go.

DEPARTMENTAL REPORT

DEPARTMENT	Sundre Municipal Library
SUBMITTED BY	Karen Tubb
DATE	28 June 2021
FOR MONTH OF	June, 2021

TOPIC #1	Summer Activities: What are we able to do?
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> With the lifting of some restrictions as Alberta moves into Stage 2, the library is able to reopen! Although we have not received detailed guidelines from AHS or Municipal Affairs, the direction has been to follow the guidelines for Camps. In compliance with that we are planning: Sundre Forest Products Summer Reading Club: our theme is “Back to Nature!”. As long as weather permits, we will be running our programs (ages 4 to 7 and 8 to 12) outside, ensuring social distancing and weekly cohorts. Should we need to move indoors, masking and distancing protocols will be followed. Mad Science: during the short week (due to the August long weekend) we will host a series of messy gooey science activities. Reading Challenges: for the children, tracking minutes read, with activity-based incentives and a group goal. Family Activities: including a town and library activity bingo (partnering for prizes - ice cream cones – with Burger Baron), around town Story Walks (story boards created with assistance from the town and Sundre Home Hardware), and at the end of summer an evening for families to make a Chinese lantern. Adult Challenges: our popular adult summer reading challenges are back with a variety of light and easy activities (since we figure people need light and easy this year!) Why don't the town councilors challenge each other to see who can complete the most challenges?!
TOPIC #2	Encouraging Youth
RESOLUTIONS/SUCCESES:	<p>We want to shine a spotlight on youth in our community who make a positive difference. Too often, we hear about the negative actions and misbehavior of our young citizens, but here at the library we know so many great kids who do so many every-day great things and we want to encourage and celebrate them.</p> <p>From June 1 to August 14, we will be seeking nominations of teens (ages 12 to 15) who have done something kind or thoughtful to help someone in our community. Nominations can come from family members, neighbours, employers, or anyone who has been the beneficiary of, or spotted, a kind deed.</p>

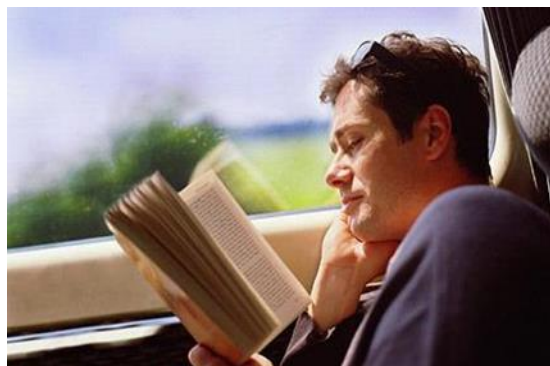
	<p>All youth who are nominated will receive a graphic novel, and at the end of the summer we will make a draw from all the names for a grand prize.</p> <p>If you would like to nominate a youth, go to https://sundre.prl.ab.ca/events/teens/2021/everyday-superhero</p>
Attachment #1	Adult Summer Reading Challenges brochure

Our Sponsor:

This year's prizes
generously
donated by a
local patron!

Have an idea for a reading
challenge for next year?
We'd love to hear it.

Interested in being
a sponsor?
Come chat with us.



Our Summer Hours:

Monday 12:00-4:30 PM
Tuesday 12:00-4:30 PM
Wednesday 12:00-7:30 PM
Thursday 12:00-4:30 PM
Friday 12:00-4:30 PM
Saturday/Sunday - Closed

Running through the
summer for
children 4 – 12 yrs:

Sundre Forest Products
Summer Reading Club



Join Clara Shand, our
SRC coordinator, for
stories, crafts, games
and more!

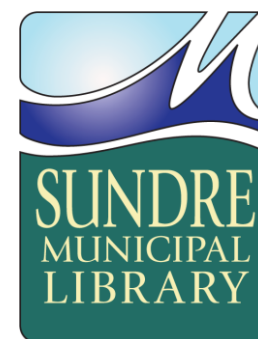
Follow us on social media



Adult Summer Reading Games!

Summer reading
challenges for adult
patrons...

June 28 – August 28, 2021



www.sundre.prl.ab.ca

403.638.4000



6 Activities

(Try one or two or try them all!)

1. Town Bingo
2. Read While You Walk
3. Tell Us What You Think
4. Love Our Landscape
5. Take A Hike
6. The Library Has That?!

Each activity gives an opportunity to earn an entry into the prize draw.

All July entries are eligible for the July monthly draw. August entries are eligible for the August monthly draw. All entries are eligible for the

Grand Prize Draw ...

Restaurant Gift Certificate

Grand Prize winner will be announced
Tuesday, August 31

Activity Descriptions

Town Bingo

It is so important to shop local and we have great stores right here in Sundre. The Town Bingo card highlights some of our local stores and some really cool things available from your library. Complete the tasks on the card to get a BINGO. Do as many as you like. Each completed line gets an entry into our prize draws.

Read While You Walk

Throughout the summer the library will have several StoryWalk®s around town which give you a great opportunity to read a short story while you get some fresh air. Let us know when you complete one of these walks and be entered into our draw.



Tell Us What You Think

Stop in at our in-library display and answer this question: “The BEST thing about Sundre Library is...” to receive an entry into our prize draws.

Love Our Landscape

Canada has a very diverse landscape that has been written about and talked about in a variety of ways. Check out a book from our Canadian landscape display to receive an entry into our prize draws.

Take A Hike

There are so many great trails close by to explore, right here in our own backyard. Check out a book from our hiking the trails display and receive an entry into our prize draws.

The Library Has That?!

Our library has an extensive collection of realia items, including walking sticks, a telescope, GPS, and various Adult Go Bags. Check out an item from our library realia collection and get your name entered in the prize draws.



REQUEST FOR DECISION

COUNCIL DATE	June 28, 2021
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.

BACKGROUND/PROPOSAL:

Councillor Cheri Funke has provided a report for Council's review and information for May 2021.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Councillor Funke's report as presented.

MOTION:

That the Town of Sundre Council accept Councillor Funke's report as information.

Attachments: 11.1 Councillor Funke's report

Date Reviewed: June 25, 2021

CAO: Linda Nelson

May 3-7 – Public Risk Conference – Via Zoom

Funding Disasters: A discussion on sustainable disaster funding and risk reduction

- Disasters are becoming more expensive, creating increased liability for the government of Alberta and Albertans; changes to the disaster funding program will bring Alberta in line with most other Provinces and encourage provincial-municipal cooperation to reduce costs.
- Beginning in the 2021 Disaster season
 - Introducing a 90:10 cost sharing arrangement between the government, municipalities, and Metis settlements for all DRP eligible costs;
 - Introducing a 90:10 cost sharing arrangement between the government and all private sector applicants for all DRP eligible costs; and
 - For homeowners, a funding cap of \$500,000 and a one-time assistance per property.
 - The one-time limit begins for events that occur in 2021 and will not be applied retroactively.
 - The \$500,000 limit is applied per homeowner application and is not cumulative. For example, if a homeowner applicant receives \$100,000 worth of assistance, the same property will not qualify for any future funding.
- The Government of Canada is leading the Flood Insurance and Relocation Project (FIRP) in-collaboration with provinces, territories and industrial partners, in order to;
 - Explore options for a low-cost national flood insurance program to protect homeowners whose properties are at high risk of flooding and who lack access to adequate insurance programs.
 - Develop a national action plan to assist homeowners with potential relocation for those at the highest risk of repeated flooding.
- The government of Alberta is advocating for the affordability of flood insurance through the Provincial/Territorial Task Team of the FIRP. Municipalities are also encouraged to advocate for the affordability of flood insurance within their communities.
- Emergency Management Training – Basic Emergency Management and ICS 100 is required by all staff that are assigned an EM role. ICS 200 is recommended for staff assigned to an EM management role. ICS 300 is required for an EM Director and Deputy director within 18 months of their appointment. All members of Council must take the Municipal elected Officials Course within 90 days of taking office. And these courses are explicitly regulated.
- Tabletop Exercises should be held annually, and your field officer should either attend or receive a report on the exercise.
- There are also courses for emergency social services, exercise design, scribing for emergency management and planning 'P' workshop. Although these courses are not regulated or required, they strengthen your municipal EM program.
- Municipal Elected Official's job in an emergency is:
 - Declare, extend, or terminate a SOLE as needed on the recommendation of the DEM.
 - Approve extraordinary expenditures related to the emergency response.
 - Support the DEM and response personnel.
 - Support communication between and within organizations and the public.
- Role of the Local Authority in Recovery

- Assist with planning and managing community recovery.
 - Making payments for response costs
 - Managing and coordinating recovery resources.
- There is a need for the province to understand systematic risk. There is no commonly accepted method in Alberta to collectively identify, assess, and plan to reduce, disaster risks.

Emerging Risk – HR and the changing landscape of relations, complaints, and claims

- Depending on the employee's role and the nature of their off duty conduct it can have bearing on their employment.
- You can require employees to have a covid vaccination, but there must be exceptions/exemptions clearly outlined in a policy such as:
 - Valid reasons for not getting a vaccine are health, mental health, or religious.
 - If there is an employee that refuses to get a vaccination, they must have a plan on how they are going to keep the other employees safe, such as distancing and wearing a mask.
- Service providers could be in a situation where it becomes a human rights violation for denying service for not being vaccinated, sports teams etc. A way to avoid that would be to have a release that people sign, essentially a 'use at own risk' type of situation.
- In a situation where an employee needs to modify their employment description to accommodate for a medical reason the employer is expected to modify their job duties to suit the new situation, without having sever detriment to their business.
- When instituting an employee handbook or policies, it is best practice to keep the language specific, ensuring that everyone is aware of exactly how different situations will be managed and dealt with, but still keeping the language general so that there is wiggle room for discretion.
- The best way to mitigate risks in an employment relationship is having comprehensive, consistent, and transparent policies – and follow them. Have written employment agreements. And keep records of any incidents, issues, or concerns that arise.

May 5, 12, 19 – Regional Partnerships and Collaboration – EOEP Course – Via Zoom

Values of Collaboration – It is important to explore what collaboration means to you as an individual, your Council, and your Community. It will set the tones for the collaborative efforts you undertake.

Forms of Collaboration – some think there is a silver bullet – a master model. But there really isn't due to the fact that collaboration takes place in so many forms, each model or approach is quite unique:

- Networks
- Coalitions
- Movements
- Strategic alliances
- Strategic co-funding
- Public private partnerships
- Collective impact initiatives.

The benefits of collaboration include:

- Clarity in understanding of what needs to be addressed and awareness of all perspectives.
- Enhancing of relationships
- Seek mutually agreed upon outcomes, which benefit all parties.
- Provide a positive learning experience which may enhance future collaborations or conflicts.

- Help maintain public reputation and confidence in the face of challenging situations.
- Resolve issues – show action.

When collaboration works best:

- Desire to work collaboratively.
- Willingness to talk openly.
- Trust to engage and communicate in good faith.
- Willingness to be influenced by other perspective.
- Awareness of own feelings and attitudes which may contribute to or have impact on the process.
- Awareness of assumptions you are making.
- Ability to focus on the issue and remain logical about what needs to happen.

Collaboration is an effective step towards serving the public. Local governments are looking to build common interests rather than staking individual positions. It is a way to join forces to seek “what’s possible”. Municipal governments are the most agile and adaptive level of government.

Many local governments across the country have worked together on such things as; water, wastewater, emergency services, transportation, industrial parks, and joint purchasing agreements. Challenges facing communities and regions today requires a crossing of political, geographic, and economic boundaries.

Traditionally cost sharing has related to service delivery, but the provincial government now pushing local government to explore broader collaboration around governance, but there is no ‘one size fits all’ approach.

Intermunicipal Collaboration is intended to be used as a framework to support integrated and strategic service delivery, efficient management of scarce resources, and contributions toward beneficial services. The framework must describe the services that benefits residents in the ICF municipalities, identifies which municipality is responsible for each service, outline how services will be delivered and funded, and includes a dispute resolution framework.

You must negotiate ICF in good faith; act with honesty and respect, regard interests of all parties, open approach to communication, seek mutual benefit, full disclosure of information, meet with authorized decision makers, and open to explore all possibilities.

Some obstacles to collaboration include fragmented decision-making process, lack of time and resources, lack of organizational support work, lack of political will and leadership, and alienated or apathetic citizens.

The role as a municipal leader has three main points in the process:

- Establish trust.
- Building strong, lasting relationships
 - Acknowledge that you are all in this together.
 - Be clear on needs.
 - Realistically evaluate capacity and resources.
 - Ensure the ICF is scaled appropriately.
 - Identify existing intermunicipal successes and agreements.
- Show support for the project moving forward.

Negotiation is a dialogue (communication) intended to resolve disputes, to produce an agreement upon courses of action, to bargain for individual or collective advantage, or to craft outcomes to satisfy various interests.

Misunderstanding can occur at any stage of the communication process. Factors that contribute to miscommunication can include:

- People aren't always able to say what they really mean.
- Emotions can run high and interfere.
- Lack of desire to understand each other, or lack of the ability to empathize.
- The environment can be overly stimulating and distracting or lack privacy.
- People interpret words differently.
- Different personal background including cultural, generational, or values.
- We sometimes only hear what we want to
- We aren't actively listening because we are already preparing what we want to say.
- People don't check in with each other to make sure they are understanding.

An effective communicator is constantly seeking to understand their audience, chooses an appropriate communication channel or style, hones their message for this particular communication and send the message effectively. This is a continual process. They will seek out feedback from the recipient(s) to ensure that the message is understood and attempt to correct any misunderstanding or confusion as soon as possible.

Good Listening

- Staying focused on the discussion
- Avoid thinking through your response to what has been said.
- Having awareness about the non-verbal communication
- Listening for the feeling behind the word
- Providing support to the conversation through your body language, saying things like "ok" or nodding to encourage the speaker to continue.
- Being able to suspend judgement initially and concentrate on what is being said and how they intended it.
- In your own words, confirming what the speaker said and how they intended it.
- Asking questions to better understand, or to elicit more detail about the situation.

The most vital ingredient in active listening is empathy. Empathy is the ability and willingness to be influenced by other people, to stand in their shoes and to accept their shoes and to accept their feelings. This does not mean that we need to agree with them. Empathy can be communicated verbally and non-verbally. Although some people seem to be naturally more empathic than others, it is quite possible to develop an ability to empathize with others.

May 10 – Regular Council Meeting – Via Teleconference

May 21 – Red Deer River Watershed Alliance – Via Zoom

We were given the opportunity to screen the new spotlight series video put out to the RDRWA website, it focuses on gravel riverbeds, and it takes a closer look at the complex processes that shape the river system. It also outlines how source water and ground water interact with each other. The link for the video is <http://rdrwa.ca/2021/05/13/new-spotlight-series-video-gravel-bed-rivers-rock/>

I have submitted my nomination papers for re-election to the board at the AGM on June 15, there are 2 positions available this year on the board in the Municipal section and Peggy Johnson has expressed her interest in joining the board.

May 26 – Special Council Meeting – IDP Public Hearing – Via Teleconference and Zoom