



Regular Council Meeting
Town of Sundre Municipal Council Chambers
December 2, 2024
4:00 p.m.

- 1. Call to Order:**
Moment of Reflection
- 2. Public Hearing:** None
- 3. Agenda – Amendments and Adoption**
 - 3.1 December 2, 2024
 - 3.2 Councillor Absence (*if applicable*)
- 4. Adoption of Previous Minutes**
 - 4.1 November 25, 2024 Regular Council Meeting Minutes Pg. 1
- 5. Delegation:**
 - 5.1 RFD Sundre & District Aquatic Society Pg. 6
 - 5.2 RFD Sundre & District Historical Society / Museum Pg. 15
- 6. Bylaws/Policies:** None
- 7. Old Business:**
- 8. New Business:**
 - 8.1 RFD Budget Decision Pg. 41
 - 8.2 RFD Appointment of Returning Officer, General Election 2025 Pg. 78
 - 8.3 RFD Appointment of Substitute Returning Officer, General Election 2025 Pg. 79
 - 8.4 RFD Request to Waive Water and Sewer Consumption Charges Pg. 80
 - 8.5 RFD Deferral of Grants to Organizations Funding to 2025 Pg. 83
 - 8.6 RFD Performance Group Sponsorship Proposal Pg. 86
 - 8.7 RFD Enhanced Festival and Events Pg. 87
 - 8.8 RFD Alberta Municipal Water/Wastewater Partnership Grant Application Pg. 88
- 9. Administration:** None
- 10. Council Committee Reports:** None
- 11. Council Invitations / Correspondence:**
 - 11.1 RFD Sundre Municipal Library 75th Birthday Bash Pg. 89
- 12. Closed Meeting:**
 - 12.1 Advice From Officials, *FOIPP Act Section 24(1)(b)*
 - 12.2 Advice From Officials, *FOIPP Act, Section 24*
- 13. Adjournment**

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



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
November 25, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Tuesday, November 25, 2024, commencing at 6:00 p.m.

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

ABSENT: Councillor Paul Isaac

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Sam Zhao, Community Peace Officer
Economic Development Officer, Jonathan Allan
Shannon Milligan, Finance & Grants Coordinator
Legislative Executive Assistant, Betty Ann Fountain

PUBLIC: 12

DELEGATION: 2 Representatives of the RCMP Detachment: Cpl. Courtney Harding and
Cpl. Lindsey Anderson.
2 Representatives of Sundre Community Van Association: Lisa White and Doug Laveck.
2 Representatives of Nordicity: Kristian Roberts and Brian Christensen.

PRESS: 1

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

AGENDA – AMENDMENTS AND ADOPTION:

Res. 382-25-11-24 MOVED by Councillor Petersen that the agenda be approved as presented.

CARRIED

Councillor Absence: Councillor Isaac notified CAO in compliance of 14.6 of the Council's Procedural Bylaw.

ADOPTION OF THE PREVIOUS MINUTES:

Res. 383-25-11-24 MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on November 12, 2024 be approved as presented. **CARRIED**

DELEGATION:

Sundre RCMP Detachment Q2 Reports

Res. 384-25-11-24 MOVED by Councillor Vardas that the Town of Sundre Council accept the RCMP Q2 2024 Sundre Provincial Community Report as information. **CARRIED**

Sundre Community Van

Res. 385-25-11-24 MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the representatives of the Sundre Community Van Association as information with appreciation for the contributions of the associations' volunteers. **CARRIED**

Mountain View Regional Film Office Strategic Planning

Res. 386-25-11-24 MOVED by Councillor Petersen that the Town of Sundre Council accept the presentation from the representatives of Nordicity as information. **CARRIED**

*Mayor Warnock called a recess at 7:15 p.m.
Mayor Warnock reconvened the meeting at 7:20 p.m.*

BYLAWS/POLICIES: None

OLD BUSINESS: None

NEW BUSINESS: **Q3 Financials**

Res. 387-25-11-24 MOVED by Councillor Marr that the Town of Sundre Council accept the Q3 2024 Quarterly Financial Reports as information. **CARRIED**

Budget Deliberations

Res. 388-25-11-24 MOVED by Councillor Anderson that the Town of Sundre Council approve and direct administration to include in the budget presentation, the increase of the number of working days in a one-week period for the Bylaw Officer, from 3 days per week, to 5 days per week.
In Favour: Councillor Anderson, Councillor Vardas, Councillor Dalke, Mayor Warnock
Opposed: Councillor Petersen, Councillor Marr **CARRIED**

Initials

- Res. 389-25-11-24* MOVED by Councillor Marr that the Town of Sundre Council approve and direct administration to include in the budget presentation, funding in the amount of \$5400.00 per year for two-years to STARS Air Ambulance.
In Favour: Councillor Marr, Councillor Anderson, Mayor Warnock
Opposed: Councillor Dalke, Councillor Petersen, Councillor Vardas
- DEFEATED**
- Res. 390-25-11-24* MOVED by Councillor Petersen that the Town of Sundre Council approve and direct administration to include in the budget presentation, a \$1000.00 increase to the annual funding provided to the Sundre & District Historical Society under the Annual Funding Agreement for a term of 2 years.
- CARRIED**
- Res. 391-25-11-24* MOVED by Councillor Vardas that the Town of Sundre Council support and direct administration to include in the budget presentation, a one-time fee in an amount not to exceed \$25,000 payable to Performance Sponsorship Group for the proposal to pursue naming rights for Town facilities.
In Favour: Councillor Vardas, Councillor Petersen, Councillor Anderson
Opposed: Councillor Marr, Councillor Dalke, Mayor Warnock
- DEFEATED**
- Res. 392-25-11-24* MOVED by Councillor Vardas that the Town of Sundre Council direct administration to draft a Request for Decision for funding for the Performance Sponsorship Group Naming Rights Proposal, and draft a Naming Policy for adoption by resolution of Council
- CARRIED**
- Res. 393-25-11-24* MOVED by Councillor Marr that the Town of Sundre Council approve and direct administration to include in the budget presentation, an upgrade to the plumbing and heating in the existing washroom in Greenwood Campground, in the amount of \$15,000.00, and to bring further information to the Regular Meeting of Council on December 2, 2024.
In Favour: Councillor Marr, Councillor Vardas, Councillor Dalke, Councillor Anderson, Mayor Warnock
Opposed: Councillor Petersen
- CARRIED**
- Res. 394-25-11-24* MOVED by Councillor Vardas that the Town of Sundre Council support and direct administration to include in the budget presentation, the request to increase the 2025 annual funding to the Sundre & District Chamber of Commerce in the amount of \$4500 for one year term.
Favour: Mayor Warnock, Councillor Anderson
Opposed: Councillor Petersen, Councillor Dalke, Councillor Vardas, Councillor Marr
- DEFEATED**

Res. 395-25-11-24 MOVED by Mayor Warnock that the Town of Sundre Council support and direct administration to include in the budget presentation, a reduction of \$50,000.00 in the funds to be transferred to the Restricted Surplus Account in 2025.
In Favour: Mayor Warnock, Councillor Dalke, Councillor Anderson, Councillor Marr
Opposed: Councillor Vardas, Councillor Petersen

CARRIED

Res. 396-25-11-24 MOVED by Councillor Anderson that the Town of Sundre Council directs Administration to present the final proposed budget documents to Council on December 2, 2024.

CARRIED

Mayor Warnock called a break at 9:59 p.m.
Mayor Warnock reconvened the meeting at 10:04 p.m.

ADMINISTRATION: **Departmental Reports – October 2024**

Res. 397-25-11-24 MOVED by Councillor Petersen that the Town of Sundre Council accept the October 2024 Departmental Reports as information.

CARRIED

COUNCIL COMMITTEE REPORTS: **Council Reports – October 2024**

Res. 398-25-11-24 MOVED by Councillor Vardas that the Town of Sundre Council accept Mayor Warnock’s report for October 2024 as information.

CARRIED

Res. 399-25-11-24 MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac’s report for October 2024 as information.

CARRIED

COUNCIL KEY MESSAGE: **Council Key Messages – October 2024**

Res. 400-25-11-24 MOVED by Councillor Vardas that the Town of Sundre Council accept the Key Messages of Council for the month of October, 2024 as information.

CARRIED

COUNCIL INVITATIONS / CORRESPONDENCE: **Invitation from Chinook’s Edge School Division**

 Initials

Res. 401-25-11-24 MOVED by Councillor Petersen that the Town of Sundre Council discuss Council’s availability to attend the meeting, and direct administration to advise Chinook’s Edge of Council’s preference of date and time.
April 29, 5:00 p.m.

CARRIED

CLOSED MEETING:

Res.402-25-11-24 MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 10:10 p.m.

CARRIED

Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected.

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

Topic of Closed Meeting

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

Res. 403-25-11-24 MOVED by Councillor Dalke that Council return to an open meeting at 10:24 p.m.

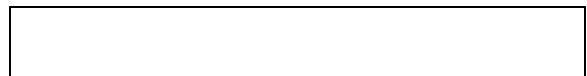
CARRIED

ADJOURNMENT

Res. 404-25-11-24 MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 10:26 p.m.

CARRIED

These Minutes approved this 2nd Day of December 2024.



Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	Delegation: Sundre & District Aquatic Society
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Representatives of the Sundre & District Aquatic Society have been invited to address Council under the terms of the Recurring Funding Agreement. The Society oversees the operation of the indoor pool and gym facility.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Under the terms of the Recurring Funding Agreement, the recipient of funding is required to annually attend a regular Council meeting to report on the activities of the Society and provide Council with Financial Statements as approved by the Society's governing body, for the previous year's operating year, including revenue from fundraising efforts.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillars 1 Community Development, and Pillar 5 Sustainable & Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from the representatives of the Sundre & District Aquatic Society as information.

MOTION:

That the Town of Sundre Council accept the presentation from the representatives of the Sundre & District Aquatic Society as information, and thank the Society and Aquatic Centre staff for the services and programs they provide to our community.

Date Reviewed: November 25, 2024

CAO: Anda Nelson



Annual Update for Town Council – Dec 2024

Highlights of the Aquaplex:

- 24 Hour Fitness Center – wide variety of cardio equipment, free weights, weight benches and selectorized weight machines.
- 25 Meter Swimming Pool
- Leisure Pool (Tot Pool)
- Waterslide
- Friendly and Motivating Staff
- We currently have five Aquafitness classes a week, we are adding another one to our weekly schedule starting December 5. A gentle waves aquafit focussing on gentle movements for those suffering with arthritis, or similar conditions, or individuals just wanting a slower therapeutic workout.
- We offer group swim lessons five days a week during the summer and three days a week from September to June. Private and semi private lessons, for any age or ability can also be booked on a first come first serve basis.
- Alberta Health offers a healthy aging exercise program out of our fitness center.
- Lane swims and public swims are offered daily, as well as time to just relax in the hot tub!

Total Number of Visits:

	2022	2023
Pool	15,915	16,436
Fitness Center	19,051	25,049
Both	246	388
Lessons	2,432	4,869
Shower	1,294	447
Total Visits	38,938	47,189

Analysis of Where Users Live:

	2022	2023
Sundre	20,518	22,157
Mountain View County	13,728	18,576
Clearwater County	720	2,149
Other Areas	3,972	4,307
Total Visits	38,938	47,189

Projects We Have Completed in the Last Year:

- Repaired broken main pool sand filter.
- Repaired various leaks in the pool circulation systems.
- Completed engineering to renovate hot tub (mandatory upgrade).
- Fixed all the emergency exit doors around the pool area that were rusting and not sealed properly.
- Hot tub project – we had to remove concrete, install new plumbing and main drains in the hot tub, and then replace concrete and tile.
- Replaced anti entrapment drain covers in leisure pool – the two main drains on floor and the cover on the wall where the water is pulled out of the basin for the waterslide.
- Repaired the automatic buttons on the front doors of the facility, into the bootroom we share with the curling rink and into the Aquaplex main lobby.
- Our fitness equipment needs maintenance on an ongoing basis – we currently have a company that comes out and does preventative maintenance every six months.
- We purchased two new treadmills as we had two that were miled out and needed replaced.
- We installed new rubber flooring in part of the fitness center – thanks to Amos Transport for volunteering to install that!
- Added a new rowing machine (donated by Amos Transport).
- With the help of a volunteer scuba diver, we completed anti entrapment reports to confirm we needed to revamp our main pool floor drains – the horizontal pipe in them was not deep enough in the sump to meet anti entrapment standards, this meant more engineering.
- When our pool deck was repaired in 2022 it was done very poorly so we are having to watch the deck for smooth spots and fix any spots that could be dangerous.
- There were a few of our benches in the fitness center that had holes in the upholstery – thanks to Prestige Upholstery we had those repaired.
- We were able to purchase some new drag bells for strength training in the swimming pool thanks to a donation from Plains Midstream Canada and Connect First Credit Union.
- Two very outdated computers were replaced in the office and we replaced the worn-out printer.

2024 Shutdown (Oct/Nov):

- Main drain pump was replaced.
- Water slide pump was replaced.

- Installed a diverter in each of the main pool floor drains, and replaced main drain covers (old ones had expired) so all our pool basins are finally compliant with Alberta Health Standards.
- Regouted the main pool and leisure pool basins.
- Replaced the roof lighting over the swimming pool with more energy efficient and brighter LED lights.
- We added lots of color in the swimming pool area and changerooms, the staff did a lot of the painting and Melissa Shippy painted the beautiful blue east wall as well as creating an eye-catching design along our south wall.
- We removed cleaned and repaired the underwater windows that had been leaking
- Sanded down some areas that were worn along the bottom of the wall (below the slide area) replaced them with epoxy and repainted them.
- We refinished part of the building roof to repair leaks.
- **Thanks** to a grant we recently received from the Town of Sundre we have installed a new water fountain on deck, this will be awesome because we have been without one since we were shutdown by covid in 2020.

Maintenance Costs on the Horizon:

- Resealing our entire building – some of the seems are separating between the concrete allowing cool air through. In the winter when it gets really cold outside, we can see frost forming up along these seams.
- Our slide stairs and surrounding structure are rusting so they need to be repainted in some spots.
- We are aware our HVAC System is almost 25 years old and may lack efficiency.
- Swimming pool filters are 25 years old, and we hope they last a lot longer, but time will tell.
- We are assuming the hot tub and leisure pool pumps could need replaced any time.
- Our HVAC operating system (Computer Software) is also almost 25 years old, it can only run on Windows 10 and older. We had asked for a quote from Siemens in February 2024 and just for the new software the quote was just under \$31,000.00.
- We have one elliptical in the fitness center that is very worn out – we are very thankful that the Legion just hosted a fundraiser for us, the funds from this will help us to replace that elliptical.
- Some of our other equipment in the fitness center is outdated or needs replacing – we are needing a new squat rack, preacher curl bench, ab coaster, an upright bike, and more space. We are thankful that our fitness center is very busy!

SUNDRE AND DISTRICT AQUATIC SOCIETY

FINANCIAL INFORMATION

DECEMBER 31, 2023

COMPILATION ENGAGEMENT REPORT

**To: The Board of Directors of
Sundre and District Aquatic Society**

On the basis of information provided by management, we have compiled the statement of financial position of Sundre and District Aquatic Society as at December 31, 2023, the statement of operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, Compilation Engagements, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

**CALGARY, ALBERTA
MARCH 20, 2024**

**CHARTERED PROFESSIONAL
ACCOUNTANTS**

SUNDRE AND DISTRICT AQUATIC SOCIETY
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

	<u>2023</u>	<u>2022</u>
Assets		
Current		
Cash	\$ 404,740	\$ 378,540
Short term investment	100,000	-
Accounts receivable	1,065	2,047
Inventory	5,065	7,032
Prepaid expenses	275	275
	511,145	387,894
Capital assets, at net book value	<u>1,251,134</u>	<u>1,302,112</u>
	<u>\$ 1,762,279</u>	<u>\$ 1,690,006</u>
Liabilities and fund balances		
Current		
Accounts payable and accrued liabilities	\$ 29,917	\$ 18,296
Deferred revenue	4,217	5,644
	34,134	23,940
Net assets	<u>1,728,145</u>	<u>1,666,066</u>
	<u>\$ 1,762,279</u>	<u>\$ 1,690,006</u>

Approved on behalf of the Board

_____ Board

_____ Board

SUNDRE AND DISTRICT AQUATIC SOCIETY
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
Revenues		
Grants	\$ 288,262	\$ 277,078
Operating	262,630	233,522
Fundraising	45,895	6,594
Donations	27,784	2,922
	624,571	520,116
Expenditures		
Salaries and wages	261,287	262,411
Telephone and utilities	97,974	105,091
Repairs and maintenance	78,160	71,900
Supplies	18,148	19,946
Insurance	11,417	9,690
Speciality program	8,416	11,570
Office	4,758	8,024
Fundraising expense	4,404	4,980
Professional fees	3,060	5,113
Interest and bank charges	2,557	2,214
Memberships and licenses	691	667
Advertising and promotion	619	302
Meals and entertainment	540	85
Amortization	70,461	75,949
	562,492	577,942
Excess (deficiency) of revenues over expenditures for the year	62,079	(57,826)
Net assets, beginning of year	1,666,066	1,723,892
Net assets, end of year	\$ 1,728,145	\$ 1,666,066

SUNDRE AND DISTRICT AQUATIC SOCIETY
NOTE TO THE FINANCIAL INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2023

1. Basis of accounting

The accompanying compiled financial information has been prepared on the historical cost basis reflecting cash transactions, with the addition of:

- ♦ accounts payable and accrued liabilities
- ♦ deferred revenue for external restricted accounts (casino)
- ♦ accounts receivable
- ♦ capital assets, amortized over the estimated useful life
- ♦ inventory at the lower of cost and net realizable value
- ♦ prepaid expenses



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	Delegation: Sundre & District Historical Society / Museum
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.2

BACKGROUND/PROPOSAL:

The Executive Director of the Sundre & District Historical Society / Museum has been invited to address Council under the terms of the Recurring Funding Agreement. The Society oversees the operation of year-round Pioneer Village, situated on 4 acres of land located in the historic downtown district. The village houses 8 heritage buildings, the reception gallery with ever changing displays, and the World of Wildlife exhibit with displays over 170 animal mounts from around the world.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Under the terms of the Recurring Funding Agreement, the recipient of funding is required to annually attend a regular Council meeting to report on the activities of the Society with statistic on the number of visitors to the park and museum, and Financial Statements as approved by the Society's governing body, for the previous year's operating year, including revenue from fundraising efforts.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillars 1 Community Development, and Pillar 5 Sustainable & Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from the Executive Director of the Sundre & District Historical Society / Museum as information.

MOTION:

That the Town of Sundre Council accept the presentation from the Executive Director of the Sundre & District Historical Society / Museum as information, and thank the Society members, staff and volunteers for the services and programs they provide to residents and visitors to our community.

Attachment: PowerPoint presentation

Date Reviewed: November 28, 2024

CAO: *Linda Nelson*

Sundre & District Museum

Prepared November 22, 2024

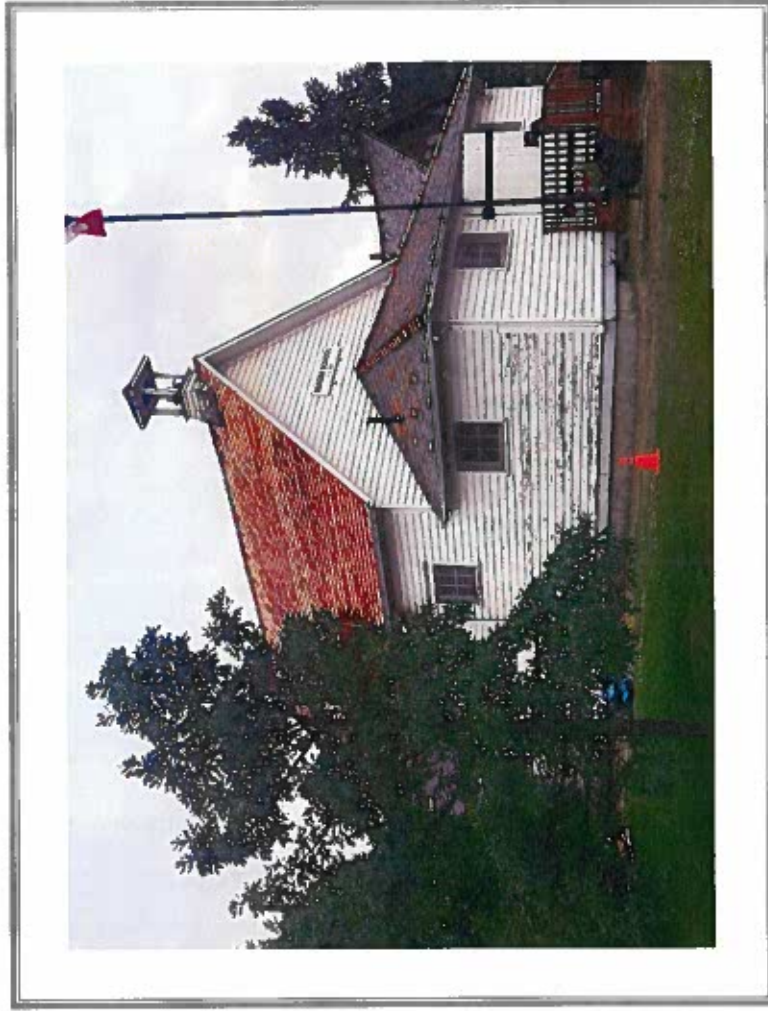
On behalf of the Sundre & District Historical Society

By Executive Director – Carrie Couch



Thank you for your
Contribution to our
Local Museum!

- Bergen Schoolhouse Roof
- Outdoor Stage Lampstand Placement
- Exhibit remodeling to create emergency preparedness.
- Painted the Memory Fence





2024 Strawberry Tea

Celebrating our 2024 Projects and Accomplishments

Winterfest 2024

- Hosted about 1200 guests at the Sundre & District Museum
- Museum activities included: Forestry Education in Ranger Station, Artisan Market, Historical Demonstrations, Wagon Rides, Wood Carving
- Community opportunity to share, socialize and celebrate Winter.
- Builds connections in our community and promotes tourism.



National Indigenous Peoples Day 2024

- 138 individuals
- Otipemisiwak Métis Battle River District 3 attended
- Stoney Nakoda – Treaty 7 was represented
- Guests participated in programming that taught Stoney place names, Stoney tipi raising, Métis jigging, Canadian history from an Indigenous perspective
- Celebrate Canada Grant



**National
Indigenous
Peoples Day**

#NIPD2024





Multicultural Day 2024

- Highest attendance to date with 30 people attending
- Guests admired the multi-country flag bunting surrounding the Museum's Pioneer Village
- Guests were encouraged to share their origins, customs and beliefs
- Guests wandered our displays and learned about the unique contributions that have built our wonderful rural community.
- Celebrate Canada Grant

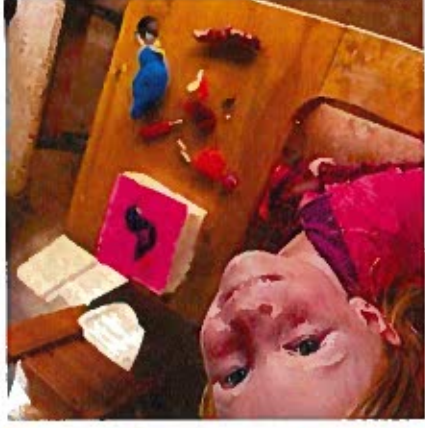
Canada Day 2024

- Over 800 individuals in attendance
- Guests are represented from across the globe.
- So many positive comments
- Celebrate Canada Grant



Youth Programming 2024

- Mornings at the Museum
- Partnerships with Sundre Municipal Library, Greenwood Neighbourhood Place, Mountain View Family Resource Network
- So much fun! Ice-cream, crafts, shelter building, animal life, heritage games, artefact learning



Seasonal Employment 2024

- One full-time, six-month intern through Young Canada Works and the Canadian Museums Association
- Two local individuals on the Canada Summer Jobs program. Both had 8-week terms.
- Member of Parliament appreciation gala to promote employment opportunities in rural Canada for Arts, Culture and Heritage positions.



Alberta Culture Days 2024

- 230 individuals attended
- 60 local artisans were supported through this initiative
- 3 day feature event with over 233 volunteer hours contributed
- People commented on our local talent in areas of fiber art, textiles, print art, painted art, music, and movement
- Our Indigenous partners were pleased to attend this event especially as part of Truth and Reconciliation



Halloween 2024

- Food Bank Support
- Honors the memory and legacy of a great community teacher who started this tradition
- Our volunteers love it



Sundown in Sundre 2024

- Of course, every year the Museum also partners with the Chamber to host the Festival of Wreaths where we open our town to the Christmas Spirit, local shopping, photos with Santa and old-fashioned socializing!



Exhibits 2024

- Women's Institute Tea
- Intern Exhibit Project
- Community Projects
- Heritage Calgary
- Women of Aspenland Addition
- Oral History Project Continuation
- N.T. Hagen's Great Grand-daughter
- Filmed a Movie



2024 Statistics

- As of September 30, 2024:
 - 6,078 visitors
 - 1,779 volunteer hours
 - 1200 Facebook followers
 - 456 Instagram followers
 - 1267 Google interactions
 - 1198 Travel Alberta interactions
 - 3792 Website interactions
 - 8 Major events
 - 1 Building Roof down 2 to go
 - 1 full time person employed and 4 other employment opportunities this year – seasonal, part time, internship, full time



Volunteers 2024

Nothing is possible without
the wonderful efforts of
our volunteers!



Museum Challenges 2024



Grant funding is increasingly more difficult to attain.



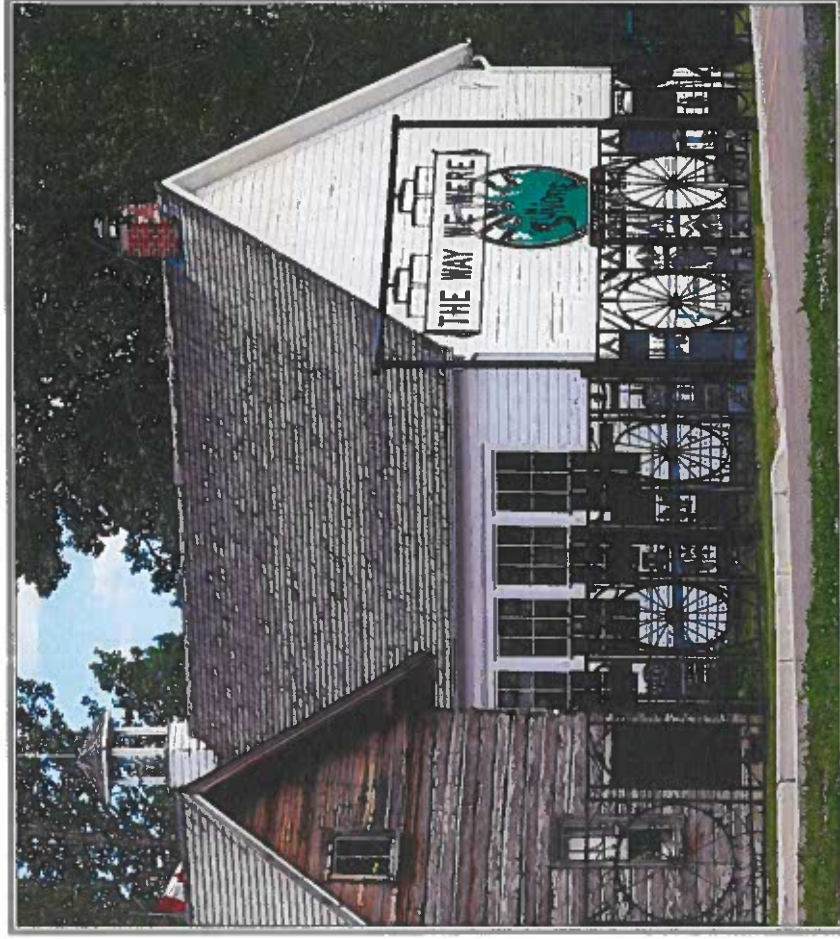
Rise in cost of living equates to increased operational costs and decreased consumer spending.



Operational maintenance and aging systems.

Museum Spaces 2024

- A reason for hope and optimism!



Thank you!

Your continued support helps our important work and relevance!



Sundre & District Historical Society

**Financial Statements
(Unaudited - See Notice to Reader)
For the year ended December 31, 2023**

To the Poynt Accounting Inc.

5007 49 Avenue

Olds, Alberta T4H 1W9

phone 403-556-1667 fax 403-556-1677

email: poynterdeb@gmail.com

COMPILATION ENGAGEMENT REPORT

To the Board of Directors of Sundre & District Historical Society

On the basis of information provided by management, I have compiled the balance sheet of Sundre & District Historical Society, a Corporation, as at December 31, 2023, and the statements of income and retained earnings for the year then ended.

Management is responsible for the accompanying financial statements, including the accuracy and completeness of the underlying information used to compile and the selection of the basis of accounting.

I have performed this engagement in accordance with the Veriguide Standard for compilation engagements which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial statements.

I have not performed an audit or a review engagement to verify the accuracy or completeness of the information provided by management. Accordingly I do not express an audit opinion or review conclusion in respect of these financial statements and, accordingly express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Olds, Alberta
June 5, 2024

Deb Poynter, PBA
To the Poynt Accounting Inc.

Sundre & District Historical Society

Balance Sheet

As at December 31, 2023

Unaudited - See Compilation Report

	ASSETS		31-Dec 2023	31-Dec 2022
			\$	\$
Current Assets				
Cash	\$	70,407	\$	76,142
Petty Cash	\$	762	\$	528
Inventory	\$	993	\$	993
GST Receivable	\$	870	\$	824
Accounts Receivable	\$	1,417	\$	21,702
Total Current Assets	\$	74,449	\$	100,189
Long-term Assets				
Investments	\$	146,869	\$	185,075
Capital Assets				
Land	\$	64,309	\$	64,309
Land Improvements	\$	9,800	\$	9,600
Buildings	\$	911,509	\$	911,509
Furniture and equipment	\$	62,486	\$	62,486
Donated Collection	\$	36,260	\$	36,260
Digital Sign	\$	9,466	\$	9,466
Total Capital Assets	\$	1,093,630	\$	1,093,630
Total Long-term Assets	\$	1,240,499	\$	1,278,705
TOTAL ASSETS	\$	1,314,948	\$	1,378,894

Unaudited - See Compilation Report

APPROVED BY THE DIRECTORS:

_____ Chair

_____ Treasurer

To the Poynt Accounting Inc.

Sundre & District Historical Society

Balance Sheet

As at December 31, 2023

Unaudited - See Compilation Report

	LIABILITIES		31-Dec 2023	31-Dec 2022
			\$	\$
Current Liabilities				
Accounts Payable & Accrued Liabilities	\$	9,003	\$	8,488
GST Payable		Nil		Nil
Withholding Taxes Payable	\$	2,328		Nil
Deferred Revenue		Nil	\$	60,626
Total Liabilities	\$	11,331	\$	69,115
EQUITY				
EQUITY				
Retained Earnings	\$	1,303,617	\$	1,309,779
Total Equity		1,303,617		1,309,779
TOTAL LIABILITIES & EQUITY	\$	1,314,948	\$	1,378,894

Unaudited - See Compilation Report

To the Poynt Accounting Inc.

Sundre & District Historical Society

Statement of Changes in Net Assets

As at December 31, 2023

Unaudited - See Compilation Report

	2023	2022
	\$	\$
Net Assets, beginning of the year	\$ 1,309,779	1,327,555
Net Income	\$ (6,162)	\$ (17,776)
	<hr/>	
Retained Excess Revenues Over Expenditures, end of year	<u>\$ 1,303,617</u>	<u>1,309,779</u>

Unaudited - See Compilation Report

To the Poynt Accounting Inc.

Sundre & District Historical Society

Statement of Operations
As at December 31, 2023
Unaudited - See Notice to Reader

		2023		2022
REVENUES		\$		\$
Sales	\$	40,853	\$	34,242
Rentals	\$	17,673	\$	13,802
Donations	\$	9,698	\$	25,038
Municiple Funding	\$	26,243	\$	10,000
Provincial Funding	\$	65,109	\$	2,514
Federal Funding	\$	43,681	\$	70,844
Interest Revenue	\$	729	\$	405
Fundraising Events	\$	5,281	\$	996
		\$ 209,268		\$ 157,840
 EXPENSES				
Advertising, Promotion & Gifts	\$	2,395	\$	4,183
Bank Charges	\$	1,699	\$	1,437
Insurance	\$	9,955	\$	9,949
Meals	\$	200	\$	45
Memberships/ Subscriptions	\$	390	\$	626
Office Supplies	\$	3,975	\$	7,360
Professional Services	\$	20,084	\$	15,601
Purchase of Material	\$	5,719	\$	4,160
Repairs and Maintenance	\$	19,777	\$	9,477
Salaries and Wages	\$	106,002	\$	88,657
Training Expense	\$	1,496	\$	1,571
Utilities	\$	26,824	\$	24,268
AGLC - Gaming Casino/Raffle	\$	2,712		Nil
Fundraising Expenses	\$	13,021	\$	8,149
Volunteer Appreciation	\$	1,181	\$	134
		\$ 215,431		\$ 175,616
 EXCESS OF REVENUE OVER EXPENSES		(6,162)		(17,776)

Unaudited - See Compilation Report

To the Poynt Accounting Inc.

Sundre & District Historical Society

Notes to the Financial Statements
For the Year Ended December 31, 2023
Unaudited - See Compilation Report

1. Nature of Operations

Sundre & District Historical Society is a cultural heritage site and museum, educating visitors about the history of the immediate area. conducts research aimed at providing relevant historical information about artifacts gifted to the museum. organizes and carries out informational activities for celebrations such as Canada Day and Indigenous Peoples Day, we provide education on wildlife from various countries in the world for visitors and school programs.

2. Significant Accounting Policies

These financial statements are prepared in accordance with Veriguide standards for not-for-profit organizations. The significant policies are detailed as follows:

Cash and cash equivalents

Cash and cash equivalents include cash and temporary investments with maturity dates less than three months from acquisition.

Financial Instruments

The association measures its financial instruments at fair value and subsequently measures them at amortized cost.

Capital assets

Amortization of capital assets is calculated using the declining balance method at the following rates:

Building	5%	declining balance method
Land Improvements	10%	declining balance method
Electrical Sign	35%	declining balance method
Donated Collection	20%	declining balance method
Equipment	20%	declining balance method

3. Cash

	2023	2022
ATB - General - Acct 00101822124	\$ 33,472	\$ 66,423
ATB - AGLC- Gaming - Acct 110359824	\$ 30,481	\$ 3,244
ATB - Land - Acct 00233880700	\$ 6,475	\$ 6,475
	\$ 70,407	\$ 76,142

Sundre & District Historical Society obtains casino and raffle ticket revenue under licenses granted by the Alberta Gaming and Liquor Commission. Disbursements of the funds obtained under these licenses are for specific expenses as approved by the Gaming Commission.

4. Capital Assets

	Cost	Accumulated Amortization	31-Mar 2023	31-Mar 2022
Land Improvements	\$ 9,600.00		\$ 9,600	\$ 9,600
Building	\$ 911,508.76		\$ 911,509	\$ 911,509
Equipment	\$ 62,486.28		\$ 62,486	\$ 62,486
Donated Collection	\$ 36,260.00		\$ 36,260	\$ 36,260
Electrical Sign	\$ 9,466.47		\$ 9,466	\$ 9,466
	\$ 1,029,322	\$ -	\$ 1,029,322	\$ 1,029,322



REQUEST FOR DECISION

COUNCIL DATE: December 2, 2024

SUBJECT: 2023 – 2026 Four-Year Operating Budget and Ten-Year Capital Plan (2025 Version)

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL:

See Report to Council for further details

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details

ALIGNMENT WITH STRATEGIC PRIORITIES:

See Report to Council for further details

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council re-affirms its adoption of the 2023 – 2026 Four-Year Operating Budget and 2025 – 2034 Ten-Year Capital Plan in its entirety as presented, which results in cash requirement increases of 0.26% in 2025 and 1.66% in 2026.

MOTION:

The Town of Sundre Council re-affirms the adoption of the 2023 - 2026 Four-Year Operating Budget and 2025 – 2034 Ten-Year Capital Plan as amended, with total operating cash expenditures of \$9,856,416; \$9,937,347 and total operational revenues of \$5,454,350; \$5,462,350 in 2025 and 2026 respectively. With the remaining \$4,402,066; \$4,474,997 in 2025 and 2026 respectively to be funded through taxation, Fortis Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts where identified.

Attachments:

Report to Council: Four-Year Operating Budget and Ten-Year Capital Plan (2025 Version)
2025 Four-Year Operating Budget
2025 Ten-Year Capital Plan

Date Reviewed: November 28, 2024

CAO: Amida Nebm



COUNCIL DATE: December 2, 2024

SUBJECT: 2023 - 2026 Four-Year Operating Budget and Ten-Year Capital Plan (2025 Version)

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.1a

BACKGROUND/PROPOSAL

On December 5, 2022 Council adopted the Four-Year Operating Budget for 2023 through 2026, as well as the Ten-Year Capital Plan. Annually, Council is requested to re-affirm the adoption for the remaining years of the operating budget which has been updated based on new information.

Town of Sundre Policy No. B-012 Multi-Year Business Planning and Budgeting sets out the following purpose and policy statement:

Purpose

The purpose of this policy is to establish a multi-year budget and business-planning process that incorporates all legal obligations required of municipalities in the Province of Alberta and that directs the effective management of the Town of Sundre financial resources.

Policy Statement

The Town of Sundre will establish a multi-year approach to planning and budgeting. Benefits expected include the following:

- *Provide a longer-term funding plan so that strategic goals can be identified and achieved.*
- *Provide residents and businesses with more certainty about the direction of Council, Town services, finances, and tax levels.*
- *Create the opportunity for Council and Administration to be more strategically focused during the budget process.*
- *Ensure spending plan changes are adequately identified and managed.*

Throughout the last number of months, Administration and Council have been working towards identifying any changes required to the remaining years of the operating budget and capital plans. During this time, there were two Council Workshops for Administration to provide updates on business plans and high priority change requests, as well as various further

discussions with Council. There were two public open houses held to gather ratepayer input on Levels of Service and possible initiatives, which unfortunately were only lightly attended. From public input, there were very few indications that increases to the current Levels of Services were required. With this in mind, Administration attempted to remain within the current funding requirements and minimized the increases to those costs identified as being significantly affected by inflationary factors.

Updates to the 2025 and 2026 previously approved 4-Year Operating Budget, include the incorporation of the Sundre Municipal Library and Parkland Regional Library Board approved budgets, as well as incorporating municipal employee grid escalations. In addition, the proposed postponement of the Centre Street capital project defers borrowing costs associated with the project until 2026. In a prudent methodology to minimize large fluctuations in required property tax revenues, the proposed budget reclassifies the funds collected from debenture requirements to an additional contribution to the Municipal New Projects Restricted Surplus Account. Finally, building on the success of the Bylaw Officer initiative, the proposed budget included the costs and classifications of establishing the position on an appropriate salary grid and expanding the working hours to four days per week.

Through budget deliberations conducted at the November 25, 2024 Regular Council Meeting, Administration was directed to make additional amendments to the proposed operating budget. These included increasing the Bylaw Officer position to five days per week, increasing the annual funding provided to the Historical Society by \$1,000 per year, and reducing the Municipal New Projects RSA contribution by \$50,000.

The Capital Plan has been updated for changes in projected costs for previously approved 2025 projects and moving projects to alternate years. As well, a proposed replacement floor scrubber for use in the facilities has been added for 2025 and upgrading the Greenwood washrooms in 2026 to allow for four-season use.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Items for Council's consideration when deliberating the Four-Year Operating Budget and Ten-Year Capital Plan include the following:

- The direction of Council has been to maintain a budget cost increase consistent with the CPI rates provided by Statistics Canada for the period of October to October as specified for Alberta. Administration agrees with this position as a guideline to ensure financial stability, with the further understanding that this may not always be possible in a progressive and competitive environment or to promote long-term planning.
- Cost increases versus tax rate increases – Administration is presenting the budget in a format which highlights the cost increases identified by departments in each year. A cost increase percentage is not completely indicative of a tax rate increase, pending unknown factors such as additional revenue sources, cost sharing alternatives, and increased new development. Therefore, Administration believes approving cost increases separate from tax rate determinations is a prudent approach to financial stability and transparency.

- Assumptions – Administration has incorporated some assumptions when determining future amounts in the operating budget. We have determined that a 2.50% inflationary increase is a reasonable factor to apply to certain budgeted amounts affected by inflation and a 3.00% inflation rate be applied to costs potentially affected by the carbon tax. In addition, as Council has approved the use of a multi-year COLA rate of 2.00%, that is the factor applied to estimate salaries for this budget cycle.
- Effect of changes on subsequent years – the percentage cost increases presented as part of the summary schedule are a result of the costs in the year immediately preceding. Therefore, a cost reduction in a specific year that is not also reflected in future years will increase the percentage change in those subsequent years.

ALIGNMENT WITH STRATEGIC PLAN

Pillar #5 – Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS

Administration recommends Council re-affirms its adoption of the 2023 – 2026 Four-Year Operating Budget and 2025 – 2034 Ten-Year Capital Plan in its entirety as presented, which results in cash requirement increases of 0.26% in 2025 and 1.66% in 2026.

Town of Sundre
2023 to 2026 Four-Year Operating Budget

SUMMARY

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
11 - Legislative	(415,692)	(455,470)	(461,865)	(513,399)	(520,094)	(524,985)
12 - Corporate Services	(654,709)	(606,531)	(605,856)	(618,461)	(635,801)	(640,825)
17 - Census	-	-	-	-	-	-
18 - Elections	-	-	-	-	(4,000)	-
21 - Municipal Enforcement	(152,925)	(126,172)	(176,302)	(125,456)	(179,098)	(191,255)
23 - Fire	(231,995)	(188,001)	(180,794)	(198,158)	(144,318)	(149,499)
24 - Emergency Management	(21,236)	(25,355)	(3,081)	(14,447)	(14,614)	(14,734)
26 - Animal Control	(25,607)	(23,500)	6,247	(22,500)	(10,919)	(11,369)
32 - Roads	(568,226)	(535,730)	(571,161)	(544,192)	(551,999)	(535,341)
35 - Shop	(80,202)	(54,208)	(102,830)	(57,301)	(75,011)	(78,485)
41 - Water	254,045	354,659	544,296	468,721	431,506	450,028
42 - WasteWater	235,973	227,734	327,576	256,913	283,986	302,744
43 - Solid Waste	66,314	56,891	74,963	63,608	60,819	59,124
61 - Planning & Development	(283,922)	(301,878)	(179,123)	(214,466)	(299,499)	(354,335)
63 - Economic Development	(259,559)	(263,974)	(251,349)	(264,430)	(268,861)	(273,101)
77 - Sundre Community Centre	(46,496)	(45,966)	(79,731)	(82,642)	(99,431)	(105,573)
80 - Arena	(149,084)	(163,338)	(228,585)	(243,931)	(227,245)	(242,058)
82 - Greenwood Campground	(13,753)	(33,119)	(2,191)	(29,818)	(29,866)	(31,468)
84 - Parks	(190,088)	(178,468)	(204,486)	(195,918)	(195,284)	(204,333)
85 - Recreation & Culture	(90,281)	(70,000)	(48,337)	(70,000)	(70,000)	(70,000)
86 - Community Services	(105,840)	(136,931)	(87,799)	(149,074)	(120,983)	(125,756)
87 - Trails	(25,051)	(38,638)	(37,197)	(45,793)	(44,561)	(47,631)
89 - Outdoor Recreation	(59,859)	(39,457)	(52,595)	(35,221)	(31,234)	(34,024)
91 - Gas	178,726	251,845	313,280	289,785	284,516	300,954
	(2,639,467)	(2,395,607)	(2,006,920)	(2,346,180)	(2,461,991)	(2,521,922)
Funding Required by Outside Organizations						
51 - FCSS	(33,372)	(32,770)	(33,575)	(33,373)	(33,575)	(33,575)
75 - Library	(133,205)	(136,500)	(136,076)	(139,000)	(139,500)	(142,500)
00 - Provincial Police Funding Model	(109,668)	(115,000)	(157,399)	(170,000)	(170,000)	(170,000)
Debtenture Payment Requirements						
Principal portion	(341,895)	(342,000)	(354,819)	(356,000)	(370,000)	(418,000)
Interest portion	(171,142)	(175,000)	(160,482)	(161,000)	(147,000)	(199,000)
Transfers to Restricted Surplus Accounts						
Municipal - New Projects	(82,144)	(67,500)	(300,000)	(300,000)	(150,000)	(50,000)
Utilities - New Projects	-	-	-	-	-	-
Municipal - Lifecycling	(166,191)	(100,000)	(190,000)	(190,000)	(225,000)	(225,000)
Utilities - Lifecycling	(590,558)	(475,000)	(580,000)	(580,000)	(590,000)	(600,000)
Fire Services	(154,420)	(115,000)	(115,000)	(115,000)	(115,000)	(115,000)
Cash Requirements	(4,422,062)	(3,954,377)	(4,034,271)	(4,390,553)	(4,402,066)	(4,474,997)
percentage increase (over previous budget year)				11.03%	0.26%	1.66%
Non-Operating Revenues						
Property Taxes	3,507,046	3,514,377	3,702,816	3,710,553	3,717,066	3,854,997
Tax Penalties	146,385	115,000	169,583	100,000	90,000	90,000
Investment Income	494,791	50,000	415,767	250,000	225,000	150,000
Fortis Francise Fee	240,027	245,000	292,772	300,000	320,000	330,000
LGFF Operating	66,181	30,000	60,000	30,000	50,000	50,000
	4,454,430	3,954,377	4,640,938	4,390,553	4,402,066	4,474,997
Budget Surplus (Deficit)	32,368	-	606,667	-	-	-
Other Budget information:						
Non-Cash Budget Items						
Amortization	(2,082,968)	(2,422,100)	(2,150,000)	(2,422,100)	(2,422,100)	(2,422,100)
Total Cash Expenditures		(9,067,227)		(9,735,903)	(9,856,416)	(9,937,347)
Total Cash Revenues		5,112,850		5,345,350	5,454,350	5,462,350
Total Cash Requirements		(3,954,377)		(4,390,553)	(4,402,066)	(4,474,997)

Town of Sundre
2023 to 2026 Four-Year Operating Budget

11 - Legislative Services

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	25	-	1,960	-	-	-
Expenses						
Salaries	(311,125)	(327,470)	(327,308)	(345,399)	(352,094)	(356,985)
Contracted Services	(3,626)	(34,100)	(16,000)	(34,100)	(34,100)	(34,100)
Materials & Supplies	(100,966)	(93,900)	(120,517)	(133,900)	(133,900)	(133,900)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(415,692)	(455,470)	(461,865)	(513,399)	(520,094)	(524,985)
Expenditures		(455,470)		(513,399)	(520,094)	(524,985)
Revenues		-		-	-	-

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

12 - Corporate Services

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	28,683	14,000	21,047	14,000	14,000	14,000
Expenses						
Salaries	(217,135)	(198,506)	(205,602)	(210,436)	(227,776)	(232,800)
Contracted Services	(245,677)	(209,500)	(229,684)	(209,500)	(209,500)	(209,500)
Materials & Supplies	(192,944)	(187,350)	(168,166)	(187,350)	(187,350)	(187,350)
Utilities	(27,636)	(25,175)	(23,451)	(25,175)	(25,175)	(25,175)
Surplus (Deficit)	(654,709)	(606,531)	(605,856)	(618,461)	(635,801)	(640,825)
Expenditures		(620,531)		(632,461)	(649,801)	(654,825)
Revenues		14,000		14,000	14,000	14,000

Town of Sundre 2023 to 2026 Four-Year Operating Budget

18 - Elections

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	-	-	-	-	-	-
Expenses						
Salaries	-	-	-	-	-	-
Contracted Services	-	-	-	-	(2,500)	-
Materials & Supplies	-	-	-	-	(1,500)	-
Utilities	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	(4,000)	-
Expenditures		-		-	(4,000)	-
Revenues		-		-	-	-

Town of Sundre
2023 to 2026 Four-Year Operating Budget

21 - Municipal Enforcement

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	6,567	4,000	4,368	10,000	12,500	15,000
Expenses						
Salaries	(108,176)	(106,372)	(130,958)	(106,506)	(158,898)	(173,405)
Contracted Services	(2,268)	(2,000)	(6,118)	(2,000)	(2,600)	(2,600)
Materials & Supplies	(49,048)	(21,800)	(43,594)	(26,950)	(30,100)	(30,250)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(152,925)	(126,172)	(176,302)	(125,456)	(179,098)	(191,255)
Expenditures		(130,172)		(135,456)	(191,598)	(206,255)
Revenues		4,000		10,000	12,500	15,000

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

23 - Fire Services

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	347,733	348,000	464,759	353,500	414,000	414,500
Expenses						
Salaries	(291,796)	(288,801)	(332,037)	(304,358)	(310,918)	(316,499)
Contracted Services	(32,602)	(40,100)	(38,394)	(40,100)	(40,100)	(40,100)
Materials & Supplies	(219,340)	(187,450)	(257,489)	(187,450)	(187,450)	(187,450)
Utilities	(20,578)	(19,650)	(17,633)	(19,750)	(19,850)	(19,950)
Transfers to Local Organizations	(15,412)	-	-	-	-	-
Surplus (Deficit)	(231,995)	(188,001)	(180,794)	(198,158)	(144,318)	(149,499)
Expenditures		(536,001)		(551,658)	(558,318)	(563,999)
Revenues		348,000		353,500	414,000	414,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

24 - Emergency Management

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	(6,193)	-	-	-	-	-
Expenses						
Salaries	(12,355)	(15,555)	-	(4,647)	(4,814)	(4,934)
Contracted Services	-	-	-	-	-	-
Materials & Supplies	(2,688)	(9,800)	(3,081)	(9,800)	(9,800)	(9,800)
Utilities		-	-	-	-	-
Surplus (Deficit)	(21,236)	(25,355)	(3,081)	(14,447)	(14,614)	(14,734)
Expenditures		(25,355)		(14,447)	(14,614)	(14,734)
Revenues		-		-	-	-

Town of Sundre
2023 to 2026 Four-Year Operating Budget

26 - Animal Control

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	4,867	6,000	7,480	7,000	7,000	7,000
Expenses						
Salaries	(270)	-	-	-	(15,519)	(15,969)
Contracted Services	(28,170)	(28,500)	-	(28,500)	(1,000)	(1,000)
Materials & Supplies	(2,034)	(1,000)	(1,233)	(1,000)	(1,400)	(1,400)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(25,607)	(23,500)	6,247	(22,500)	(10,919)	(11,369)
Expenditures		(29,500)		(29,500)	(17,919)	(18,369)
Revenues		6,000		7,000	7,000	7,000

Town of Sundre
2023 to 2026 Four-Year Operating Budget

32 - Roads

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	83,621	85,000	83,615	85,000	85,000	85,000
Expenses						
Salaries	(349,436)	(374,730)	(351,253)	(383,192)	(375,999)	(359,341)
Contracted Services	(81,515)	(47,000)	(76,575)	(47,000)	(62,000)	(62,000)
Materials & Supplies	(30,654)	(24,000)	(28,317)	(24,000)	(24,000)	(24,000)
Utilities	(190,242)	(175,000)	(198,631)	(175,000)	(175,000)	(175,000)
Surplus (Deficit)	(568,226)	(535,730)	(571,161)	(544,192)	(551,999)	(535,341)
Expenditures		(620,730)		(629,192)	(636,999)	(620,341)
Revenues		85,000		85,000	85,000	85,000

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

35 - Shop

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	165,000	165,000	165,000	165,000	165,000	165,000
Expenses						
Salaries	(29,699)	(32,938)	(31,907)	(34,031)	(49,741)	(51,215)
Contracted Services	(39,216)	(31,500)	(47,605)	(31,500)	(31,500)	(31,500)
Materials & Supplies	(166,356)	(146,770)	(179,759)	(148,770)	(150,770)	(152,770)
Utilities	(9,931)	(8,000)	(8,559)	(8,000)	(8,000)	(8,000)
Surplus (Deficit)	(80,202)	(54,208)	(102,830)	(57,301)	(75,011)	(78,485)
Expenditures		(219,208)		(222,301)	(240,011)	(243,485)
Revenues		165,000		165,000	165,000	165,000

Town of Sundre 2023 to 2026 Four-Year Operating Budget

41 - Water

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	915,141	950,500	1,089,961	1,075,500	1,075,500	1,075,500
Expenses						
Salaries	(249,267)	(275,491)	(251,165)	(286,429)	(276,644)	(258,122)
Contracted Services	(231,484)	(152,500)	(83,261)	(152,500)	(167,500)	(167,500)
Materials & Supplies	(55,752)	(77,350)	(98,841)	(77,350)	(77,350)	(77,350)
Utilities	(124,593)	(90,500)	(112,398)	(90,500)	(122,500)	(122,500)
Surplus (Deficit)	254,045	354,659	544,296	468,721	431,506	450,028
Expenditures		(595,841)		(606,779)	(643,994)	(625,472)
Revenues		950,500		1,075,500	1,075,500	1,075,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

42 - WasteWater

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	773,700	820,000	834,305	860,000	860,000	860,000
Expenses						
Salaries	(239,515)	(263,166)	(236,712)	(273,987)	(263,914)	(245,156)
Contracted Services	(154,373)	(153,000)	(122,787)	(153,000)	(168,000)	(168,000)
Materials & Supplies	(32,894)	(36,350)	(48,279)	(36,350)	(36,350)	(36,350)
Utilities	(110,945)	(139,750)	(98,951)	(139,750)	(107,750)	(107,750)
Surplus (Deficit)	235,973	227,734	327,576	256,913	283,986	302,744
Expenditures		(592,266)		(603,087)	(576,014)	(557,256)
Revenues		820,000		860,000	860,000	860,000

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

43 - Solid Waste

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	323,476	323,500	322,571	323,500	323,500	323,500
Expenses						
Salaries	(60,300)	(63,509)	(49,884)	(56,792)	(59,581)	(61,276)
Contracted Services	(138,589)	(132,100)	(133,718)	(132,100)	(132,100)	(132,100)
Materials & Supplies	(1,192)	(1,000)	(1,040)	(1,000)	(1,000)	(1,000)
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(57,081)	(70,000)	(62,966)	(70,000)	(70,000)	(70,000)
Surplus (Deficit)	66,314	56,891	74,963	63,608	60,819	59,124
Expenditures		(266,609)		(259,892)	(262,681)	(264,376)
Revenues		323,500		323,500	323,500	323,500

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

51 - FCSS

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	140,071	-	121,762	-	-	-
Expenses						
Salaries		-	-	-	-	-
Contracted Services		-	-	-	-	-
Materials & Supplies	(3,702)	-	(3,264)	-	-	-
Utilities		-	-	-	-	-
Transfer to Local Organizations	(169,741)	(32,770)	(152,073)	(33,373)	(33,575)	(33,575)
Surplus (Deficit)	(33,372)	(32,770)	(33,575)	(33,373)	(33,575)	(33,575)
Expenditures		(32,770)		(33,373)	(33,575)	(33,575)
Revenues		-		-	-	-

Town of Sundre
2023 to 2026 Four-Year Operating Budget

61 - Planning & Development

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	62,618	53,300	45,823	53,300	53,300	53,300
Expenses						
Salaries	(278,842)	(306,628)	(188,553)	(219,216)	(304,249)	(359,085)
Contracted Services	(57,537)	(40,150)	(24,814)	(40,150)	(40,150)	(40,150)
Materials & Supplies	(10,161)	(8,400)	(11,579)	(8,400)	(8,400)	(8,400)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(283,922)	(301,878)	(179,123)	(214,466)	(299,499)	(354,335)
Expenditures		(355,178)		(267,766)	(352,799)	(407,635)
Revenues		53,300		53,300	53,300	53,300

Town of Sundre
2023 to 2026 Four-Year Operating Budget

63 - Economic Development

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	113,058	33,500	55,329	33,500	33,500	33,500
Expenses						
Salaries	(183,581)	(190,274)	(175,622)	(190,730)	(195,161)	(199,401)
Contracted Services	(7,186)	(9,000)	(28,104)	(9,000)	(9,000)	(9,000)
Materials & Supplies	(165,461)	(87,200)	(83,399)	(87,200)	(87,200)	(87,200)
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(16,389)	(11,000)	(19,553)	(11,000)	(11,000)	(11,000)
Surplus (Deficit)	(259,559)	(263,974)	(251,349)	(264,430)	(268,861)	(273,101)
Expenditures		(297,474)		(297,930)	(302,361)	(306,601)
Revenues		33,500		33,500	33,500	33,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

75 - Library

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	60,973	-	62,811	-	-	-
Expenses						
Salaries	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(194,178)	(136,500)	(198,887)	(139,000)	(139,500)	(142,500)
Surplus (Deficit)	(133,205)	(136,500)	(136,076)	(139,000)	(139,500)	(142,500)
Expenditures		(136,500)		(139,000)	(139,500)	(142,500)
Revenues		-		-	-	-

Town of Sundre
2023 to 2026 Four-Year Operating Budget

77 - Sundre Community Centre

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	131,824	127,000	132,875	127,000	137,000	137,000
Expenses						
Salaries	(71,533)	(68,116)	(104,240)	(104,792)	(131,581)	(137,723)
Contracted Services	(2,118)	(4,500)	(1,840)	(4,500)	(4,500)	(4,500)
Materials & Supplies	(45,467)	(47,350)	(59,000)	(47,350)	(47,350)	(47,350)
Utilities	(59,202)	(53,000)	(47,526)	(53,000)	(53,000)	(53,000)
Surplus (Deficit)	(46,496)	(45,966)	(79,731)	(82,642)	(99,431)	(105,573)
Expenditures		(172,966)		(209,642)	(236,431)	(242,573)
Revenues		127,000		127,000	137,000	137,000

Town of Sundre
2023 to 2026 Four-Year Operating Budget

80 - Arena

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	244,070	247,500	254,948	247,500	257,500	257,500
Expenses						
Salaries	(252,395)	(265,488)	(300,404)	(346,081)	(324,395)	(339,208)
Contracted Services	(8,231)	(13,650)	(31,245)	(13,650)	(28,650)	(28,650)
Materials & Supplies	(58,206)	(68,700)	(85,746)	(68,700)	(68,700)	(68,700)
Utilities	(74,322)	(63,000)	(66,138)	(63,000)	(63,000)	(63,000)
Surplus (Deficit)	(149,084)	(163,338)	(228,585)	(243,931)	(227,245)	(242,058)
Expenditures		(410,838)		(491,431)	(484,745)	(499,558)
Revenues		247,500		247,500	257,500	257,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

82 - Greenwood Campground

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	61,715	54,500	63,963	54,500	54,500	54,500
Expenses						
Salaries	(31,267)	(37,969)	(24,079)	(34,668)	(34,716)	(36,318)
Contracted Services	(22,464)	(23,500)	(21,852)	(23,500)	(23,500)	(23,500)
Materials & Supplies	(11,223)	(15,950)	(10,056)	(15,950)	(15,950)	(15,950)
Utilities	(10,514)	(10,200)	(10,167)	(10,200)	(10,200)	(10,200)
Surplus (Deficit)	(13,753)	(33,119)	(2,191)	(29,818)	(29,866)	(31,468)
Expenditures		(87,619)		(84,318)	(84,366)	(85,968)
Revenues		54,500		54,500	54,500	54,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

84 - Parks

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	71,817	67,250	68,250	67,250	68,250	68,250
Expenses						
Salaries	(199,961)	(187,518)	(215,314)	(204,968)	(190,334)	(199,383)
Contracted Services	(19,411)	(12,000)	(13,665)	(12,000)	(27,000)	(27,000)
Materials & Supplies	(42,533)	(46,200)	(43,757)	(46,200)	(46,200)	(46,200)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(190,088)	(178,468)	(204,486)	(195,918)	(195,284)	(204,333)
Expenditures		(245,718)		(263,168)	(263,534)	(272,583)
Revenues		67,250		67,250	68,250	68,250

**Town of Sundre
2023 to 2026 Four-Year Operating Budget**

85 - Recreation & Culture

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	260,546	230,000	252,890	235,000	255,000	260,000
Expenses						
Salaries	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(350,827)	(300,000)	(301,227)	(305,000)	(325,000)	(330,000)
Surplus (Deficit)	(90,281)	(70,000)	(48,337)	(70,000)	(70,000)	(70,000)
Expenditures		(300,000)		(305,000)	(325,000)	(330,000)
Revenues		230,000		235,000	255,000	260,000

Town of Sundre
2023 to 2026 Four-Year Operating Budget

86 - Community Services

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	76,850	76,500	81,250	76,500	81,500	81,500
Expenses						
Salaries	(71,720)	(111,331)	(70,302)	(120,974)	(81,883)	(86,656)
Contracted Services	(5,000)	(6,000)	(19,288)	(6,000)	(21,000)	(21,000)
Materials & Supplies	(34,729)	(44,100)	(55,759)	(44,100)	(44,100)	(44,100)
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(71,241)	(52,000)	(23,700)	(54,500)	(55,500)	(55,500)
Surplus (Deficit)	(105,840)	(136,931)	(87,799)	(149,074)	(120,983)	(125,756)
Expenditures		(213,431)		(225,574)	(202,483)	(207,256)
Revenues		76,500		76,500	81,500	81,500

Town of Sundre
2023 to 2026 Four-Year Operating Budget

87 - Trails

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	25,000	25,000	21,631	25,000	25,000	25,000
Expenses						
Salaries	(45,902)	(52,938)	(42,136)	(60,093)	(43,861)	(46,931)
Contracted Services	-	(3,000)	(10,044)	(3,000)	(18,000)	(18,000)
Materials & Supplies	(4,149)	(7,700)	(6,648)	(7,700)	(7,700)	(7,700)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(25,051)	(38,638)	(37,197)	(45,793)	(44,561)	(47,631)
Expenditures		(63,638)		(70,793)	(69,561)	(72,631)
Revenues		25,000		25,000	25,000	25,000

Town of Sundre
2023 to 2026 Four-Year Operating Budget

89 - Outdoor Recreation

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	41,454	41,300	41,398	41,300	41,300	41,300
Expenses						
Salaries	(92,818)	(65,257)	(69,681)	(61,021)	(42,034)	(44,824)
Contracted Services	(2,872)	(2,500)	(13,340)	(2,500)	(17,500)	(17,500)
Materials & Supplies	(5,623)	(13,000)	(10,972)	(13,000)	(13,000)	(13,000)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(59,859)	(39,457)	(52,595)	(35,221)	(31,234)	(34,024)
Expenditures		(80,757)		(76,521)	(72,534)	(75,324)
Revenues		41,300		41,300	41,300	41,300

Town of Sundre
2023 to 2026 Four-Year Operating Budget

91 - Gas

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	1,508,700	1,441,000	1,349,086	1,491,000	1,491,000	1,491,000
Expenses						
Salaries	(348,200)	(364,155)	(361,590)	(366,215)	(356,484)	(340,046)
Contracted Services	(156,447)	(124,000)	(97,126)	(124,000)	(139,000)	(139,000)
Materials & Supplies	(793,935)	(669,500)	(531,068)	(679,500)	(679,500)	(679,500)
Utilities	(31,392)	(31,500)	(46,022)	(31,500)	(31,500)	(31,500)
Surplus (Deficit)	178,726	251,845	313,280	289,785	284,516	300,954
Expenditures		(1,189,155)		(1,201,215)	(1,206,484)	(1,190,046)
Revenues		1,441,000		1,491,000	1,491,000	1,491,000

**Town of Sundre
2025 - 2034 Capital Plan**

	Projected Cost	Debtenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
2025											
Opening Balance / Funds Available		10,140,000	125,000	525,000	-	320,000	675,000	150,000	150,000	-	-
Additions per Operating Budget	400,000	150,000	240,000			590,000	115,000	525,000	175,000		
Community Services digital display sign	12,000	(12,000)									
Community Services floor scrubber	8,500	(8,500)									
arena compressor overhaul and valve replacement	20,000			(20,000)							
Replace Lawn Mower Unit No. 1162	110,000			(110,000)							
Unit No. 149 - 2012 Chev for use by CS (changed from 146)	65,000			(65,000)							
Lift Station No. 5 Upgrades to pumps & piping	280,000				(100,000)		(180,000)				
MV Seniors trail connection to 6th Ave	15,000							(15,000)			
Eyebrow Park trail connection (moved from 2026)	15,000							(15,000)			
asphalt & concrete material crushing	100,000		(100,000)								
2025 Totals / Remaining Balances	625,500	10,540,000	154,500	570,000	-	810,000	790,000	495,000	295,000	-	-

**Town of Sundre
2025 - 2034 Capital Plan**

	Projected Cost	Debtenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
2026											
Opening Balance / Funds Available		10,540,000	154,500	570,000	-	810,000	790,000	495,000	295,000	-	-
Additions per Operating Budget		450,000	50,000	225,000	-	600,000	115,000	500,000	150,000	-	-
Unit No. 148 - 2011 Chev for use by CS	65,000			(65,000)							
Unit No. 146 - 2010 Chev for use by Water Dept (changed from 149)	65,000			(130,000)							
2nd Municipal Enforcement vehicle	130,000			(130,000)							
Centre Street (lights to bridge - roadway)	1,100,000	(350,000)		(200,000)		(310,000)	(240,000)				
Centre Street (bridge to Hospital Rd - undergrounds & roadway)	1,400,000	(780,000)		(170,000)		(250,000)	(100,000)		(100,000)		
Hwy 27 trail connection (bridge to Cenotaph Park) (moved from 2027)	40,000								(40,000)		
upgrade Greenwood washrooms to accomodate four-season use	15,000		(15,000)			(34,000)					
Underground Lift Station Upgrades (pumps, electrical, panels)	34,000										
2026 Totals / Reaming Balances	2,849,000	9,860,000	189,500	165,000	-	816,000	905,000	655,000	305,000	-	-

**Town of Sundre
2025 - 2034 Capital Plan**

	Projected Cost	Debtenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
2027											
Opening Balance / Funds Available		9,860,000	189,500	165,000	-	816,000	905,000	655,000	305,000	-	-
Additions per Operating Budget		500,000	50,000	225,000	-	600,000	115,000	450,000	150,000	-	-
IT infrastructure replacement (servers, switches, backups, connectivity)	60,000			(60,000)							
Unit No. 151 - 2015 Ford Supercab for use by Roads Dept	80,000			(80,000)							
Blue, Green, Black Bin Replacements	40,000					(40,000)					
5th Ave NE - undergrounds & roadway (priority 4 on infrastructure rpt)	1,900,000	(900,000)		(50,000)		(350,000)		(500,000)	(100,000)		
Hwy 27 trail connection (at Prairie Creek Boardwalk)	16,000								(16,000)		
2027 Totals / Remaining Balances	2,096,000	9,460,000	239,500	200,000	-	1,026,000	1,020,000	605,000	339,000	-	-

**Town of Sundre
2025 - 2034 Capital Plan**

	Projected Cost	Debtenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
2028											
Opening Balance / Funds Available		9,460,000	239,500	200,000	-	1,026,000	1,020,000	605,000	339,000	-	-
Additions per Operating Budget		600,000	50,000	225,000	-	600,000	115,000	450,000	150,000	-	-
Unit No. 152 - 2015 Ford F150XL for use by Gas Dept	80,000			(80,000)			(500,000)				(500,000)
2008 Chev C5500 Duramax 4x4 Unit 530	1,000,000			(50,000)		(650,000)		(300,000)	(100,000)		
2nd St NE - undergrounds & roadway (priority 5 on infrastructure rpt)	2,100,000										
Nobelfern trail connection to TC R.O.W.	19,000								(19,000)		
2028 Totals / Remaining Balances	3,199,000	9,060,000	289,500	295,000	-	976,000	635,000	755,000	370,000	-	(500,000)

**Town of Sundre
2025 - 2034 Capital Plan**

Projected Cost	Debtenture Borrowings (maintain \$4M)	RSA		RSA		RSA		RSA		LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
		Muni - New	Muni - Life	Util - New	Util - Life	Fire	Util - Life	Fire					
2030 to 2034													
2030													
Replace Golf Cart used at campground													
replace unit 133 - 2003 GMC sander truck													
Infrastructure Report Priority 7 (3rd Street NW)													
Southside Trail connection (Riverside; Brookside; MVSH) permanent Dog Park													
Trail Signage													
replace 3 Thermal Imaging Cameras													
replace Jaws of Life													
2031													
Unit 154 - 2018 Ford F150 for use by Water Dept													
Peace Officer vehicle (7 yr life)													
Fire Dept Command Truck (50% County)													
Infrastructure Report Priority 8 (6th Ave NE)													
mini-excavator for Operations													
RMO Gas Piping Change													
Planning for Bi-Services Bldg													
2012 Compressor & 12 SCBA (1504)													
2032													
Unit 155 - 2019 Ram for use as auxiliary vehicle													
Fire Dept 2012 Pierce Pumper (50% County)													
Infrastructure Report Priority 9 (2nd Street NW)													
Swale Trail connection													
arena compressor overhaul and valve replacement													
replace way-finding signage													
2033													
replace CS tractor													
replace backhoe													
replace loader w/ snow blower attachments													
replace ice resurfacer													
Municipal Enforcement vehicle (7yr life)													
LiDAR Gun (10yr life)													
Infrastructure Report Priority 10 (1st Ave NW)													

**Town of Sundre
2025 - 2034 Capital Plan**

	Projected Cost	Debtenture Borrowings (maintain \$4M)						LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
		RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	RSA				
2034											
Rapid Response Unit #540 (100% MVC) (replaced by insurance in 2026)											
Infrastructure Report Priority 12 (1st Street NE South)											
Infrastructure Report Priority 13 (1st Street NE north)											
Infrastructure Report Priority 14 (3rd Ave NE)											
Infrastructure Report Priority 15 (2nd Street NE)											
Infrastructure Report Priority 16 (8th Ave NE)											
Infrastructure Report Priority 17 (Aspen Crescent)											
Infrastructure Report Priority 18 (Tamarack Crescent)											
Infrastructure Report Priority 19 (2nd Ave NE)											
Infrastructure Report Priority 20 (Centre Street South)											
Infrastructure Report Priority 21 (6A Ave NE)											
Infrastructure Report Priority 22 (2nd Street SW)											
Infrastructure Report Priority 23 (1st Ave NE south)											
New Sportsplex											



REQUEST FOR DECISION

COUNCIL DATE: December 2, 2024
SUBJECT: Returning Officer Appointment
2025 General Election
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

The General Election for Municipalities in the Province of Alberta is scheduled for October 20, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Section 13 (1) of the Local Authorities Election Act states “an elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.”

COSTS/SOURCE OF FUNDING:

None.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan, Pillar 5 Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration is recommending the appointment of Mrs. Betty Ann Formstone as Returning Officer for the 2025 General Election.

MOTION:

That the Town of Sundre Council appoint Mrs. Betty Ann Formstone, as Returning Officer for the October 20, 2025 General Election, as per Section 13(1) of the *Local Authorities Election Act*.

Date Reviewed: November 25 2024

CAO: *Amide Neb*



REQUEST FOR DECISION

COUNCIL DATE: December 2, 2024
SUBJECT: Substitute Returning Officer Appointment
2025 General Election
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 8.3

BACKGROUND/PROPOSAL:

The General Election for Municipalities in the Province of Alberta is scheduled for October 20, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Section 13 (2.1) of the Local Authorities Election Act states “an elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.

This is required as per Section 13 (4) of the Local Authorities Election Act which states “if, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions, and powers of a returning officer for the purposes of conducting elections under this Act.”

COSTS/SOURCE OF FUNDING:

None.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan Pillar 5 Sustainable and Responsible Governance.


ADMINISTRATION RECOMMENDATIONS:

Administration is recommending the appointment of Mr. Chris Albert as the Substitute Returning Officer for the 2025 General Election.

MOTION:

That the Town of Sundre Council appoint Mr. Chris Albert, as the Substitute Returning Officer for the October 20, 2025 General Election, as per Section 13 (2.1) of the *Local Authorities Election Act*.

Date Reviewed: November 25, 2024

CAO: 



REQUEST FOR DECISION

COUNCIL DATE December 2, 2024
SUBJECT RFD Request to Reverse Utility Service Charges for Re-fill of Aquatic Centre
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 8.4

BACKGROUND/PROPOSAL:

The Sundre & District Aquatic Society is requesting that Council waive the October 2024 Utility Billing incurred when the pool was re-filled after a scheduled maintenance program.

DISCUSSION:

See letter dated November 18, 2024

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That the Town of Sundre Council waive the October 2024 Utility Billing for the Sundre & District Aquatic Society in an amount not to exceed \$2,608.22, which includes \$2,544.60 due November 30, plus penalty amount of \$63.62.

MOTION:

That the Town of Sundre Council waive the October 2024 Utility for the Sundre & District Aquatic Society in an amount not to exceed \$2,608.22, which includes \$2,544.60 due November 30, plus penalty amount of \$63.62.

OR

That the Town of Sundre Council deny the request to waive the October 2024 Utility for the Sundre & District Aquatic Society in an amount not to exceed \$2,608.22, which includes \$2,544.60 due November 30, plus penalty amount of \$63.62.

OR

At Council's discretion.

Attachment: Nov. 18, 2024 Letter
Copy of Oct. 2024 Utility Bill

Date Reviewed: November 25, 2024

CAO: *Amie Nebus*



Box 648 • Sundre, Alberta • T0M 1X0 • 403-638-9370

November 18, 2024

ATTENTION: LINDA NELSON, CHIEF ADMINISTRATIVE OFFICER

Dear Linda Nelson:

**SUBJECT: ACCOUNT NUMBER 225600 –
INVOICE# 24-1374245**

Prior to our 2024 shutdown we had inquired to see if the Town of Sundre would waive the water and sewer consumption charges related to refilling the swimming pools after our 2024 shutdown. Chris Albert advised us to request the associated water and sewer fees be waived after we received the invoice for the charges.

Therefore, we are writing a formal request that Council reimburse the Sundre & District Aquatic Society the \$2,544.60 invoiced for the month of October, which includes the filling and associated wastewater charges.

As you are well aware, it is a constant financial challenge to raise enough funds to continue to maintain and operate the Sundre Aquaplex, which offers much needed recreational services to the Sundre community. This shutdown cost us over \$200,000.00. It would be greatly appreciated if the Town of Sundre waived the \$2,544.60 it cost us to refill the swimming pools.

We value our relationship with the Town of Sundre and thank you for your time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Blair Rushka".

Blair Rushka, President

TOWN OF SUNDRÉ

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



8.4b

UTILITY BILLING

BILLING DATE
November 08, 2024

NAME 225600
SUNDRE & DISTRICT AQUATIC SOCI
BOX 648
SUNDRE, AB T0M 1X0
Canada

Billing Period **October 01, 2024 To October 31, 2024**

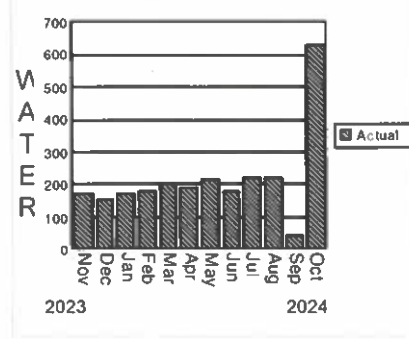
October 15	CASH RECEIPT APPLIED	Previous Balance	183.45	
		202405223	(183.45)	
		Balance Forward	0.00	0.00

SERVICE ADDRESS
Route 13 Sequence 3526
Swimming Pool
103 2 AV NW

BASIC CHARGES				
	FLAT STORM WATER CHARGE	5.25		
	Total Basic Charges	5.25		5.25

LEGAL DESCRIPTION
Lot 2
Block 2
Plan 9912872

WATER CONSUMPTION CHARGES				
Meter ID	2000584425	Consumption	627.000 m ³	Actual
Prev Read	31256.000 September 30	WATER CONSUMPTION CHARGE		1,692.90
Curr Read	31883.000 October 31	WASTEWATER CHARGE		846.45



G. S. T. R108130287RT 0.00
PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE WHEN RENDERED
2,544.60

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES

*** OCTOBER'S CONSUMPTION GAS PRICE IS \$0.97 per Gigajoule Plus \$1.50 Distribution Charge and \$0.25 cents per gigajoule System Improvement Charge. Federal Fuel Rate is \$4.0951 per gigajoule ***

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

COPY

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

TOWN OF SUNDRÉ

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



BILLING DATE
November 08, 2024

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
0.00	2,544.60	2,608.22	November 30, 2024	2,544.60	

Account Number
225600

SUNDRE & DISTRICT AQUATIC SOCIETY
BOX 648
SUNDRE, AB T0M 1X0
Canada

THIS ACCOUNT IS PAYABLE AT MOST FINANCIAL INSTITUTIONS

0002256000058630000

96



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	RFD Grants to Organization Request to Extend Use of Funds
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.5

BACKGROUND/PROPOSAL

Council approved an application for Grants to Organizations funding for Crude Energy Beverages Inc. at the March 11, 2024 Regular Council Meeting in the amount of \$3,000.00. The applicant indicated the funding was to be used towards Store Front Improvements at their location of 104 Main Avenue East. Due to circumstances brought forward by the applicant, the store front improvements have been placed on hold until 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter from Crude Energy Beverage dated November 21, 2024.

ALIGNMENT WITH STRATEGIC PLAN

This aligns Council's strategic priorities of Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS

At Council's discretion.

MOTION:

That Council grant the extension request for the use of the 2024 Grants to Organization funding in the amount of \$3,000.00 to Crude Energy Beverages Inc. for store front improvements to 104 Main Avenue East in 2025.

Or

That the Town of Sundre Council refuse the extension request for the use of the 2024 Grants to Organization funding in the amount of \$3,000.00 to Crude Energy Beverages Inc. for store front improvements to 104 Main Avenue East in 2025.

Date Reviewed: November 25, 2024

CAO

Linda Nelson

November 21, 2024

8.5a


Town of Sundre Grants to Organizations Program
717 Main Avenue West
PO Box 420
Sundre, AB T0M 1X0

Dear Council and Grants to Organizations Committee,

Thank you so much for choosing Crude Energy Beverages Inc as one of the recipients for Store Front Improvement funding in the amount of \$3000. We had been working diligently on store front improvement until August 2024. We stopped the work due to unforeseen circumstances at no fault of our own. We were given notice at the end of August to vacate our current premises (104 Main Avenue) by the end of 2024. We have since worked out a deal with the landlord and Crude Energy Beverages is allowed to remain in the location and at the beginning of February we will be taking over rent of the entire building. We are asking for an extension on the grant for the frontage improvements and hope it can be carried into 2025?

Thank you so much for your attention, time, patience and support on this matter. We look forward to working with you in the present and future.

Sincerely,


Kimberley Johnson
CEO Crude Energy Beverages Inc.
kimberley@crude-energy.com
403-593-1008



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

March 12, 2024

Crude Energy Beverages
PO Box 1831
Sundre, AB T0M 1X0
Attn: Kimberley Johnson

Email: kimberley@crude-energy.com

Re: Town of Sundre Grants to Organizations Program

Dear Kimberley,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards Store Front Improvements at your location of 104 Main Avenue East in the amount of \$3,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

Please consult with the Planning & Development Department, as there may be a requirement for a development and building permit for the store front improvements, along with a letter of endorsement by the property owner.

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	RFD Performance Sponsorship Group Inc. Legislative
ORIGINATING DEPARTMENT	Services
AGENDA ITEM	8.6

BACKGROUND/PROPOSAL:

Council discussed the Performance Sponsorship Group proposal at the fall workshop and at budget deliberation.

DISCUSSION:

Council directed administration to draft a Request for Decision to support the funding for the Performance Sponsorship Group Naming Rights Proposal.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 1, Community Development and Pillar 5, Sustainable and Responsible Governance.

Cost Analysis

One-time fee of \$25,000 with funds to be drawn from the Community Services Stabilization Restricted Surplus Account.

ADMINISTRATION RECOMMENDATIONS:

That the Town of Sundre Council support the expenditure of the one-time fee of \$25,000 to Performance Sponsorship Group to conduct an asset assessment and report for Town owned facilities, with funds to be drawn from the Community Services Stabilization Restricted Surplus Account.

MOTION:

That the Town of Sundre Council support the expenditure of the one-time fee of \$25,000 to Performance Sponsorship Group to conduct an asset assessment and report for Town owned facilities, with funds to be drawn from the Community Services Stabilization Restricted Surplus Account.

Date Reviewed: November 28, 2024

CAO: David Nelson



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	RFD Enhanced Festivals and Events
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.7

BACKGROUND/PROPOSAL:

Council's Strategic Priorities include year-round events, tourism, support existing businesses, growth and culture.

DISCUSSION:

Council approved this contract position for a two-year period as a pilot project, with funding to be drawn from the Community Services Stabilization Restricted Surplus Account., with separate motions for each year. The motion for 2024 was presented to Council and approved on April 29th, which covered a 6-month period, up to December 31, 2024.

The RFD for 2025 will cover the full year, and includes costs for wages, materials and supplies and other and expenses related to this position.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 1, Community Development. and Pillar 2, Community Wellness.


ADMINISTRATION RECOMMENDATIONS:

Administration is seeking Council's support in this endeavor and is requesting that Council transfer an amount not to exceed \$90,000.00 from the Community Services Stabilization Restricted Surplus Account to the Community Services Operating budget to support enhanced festivals and events in the Town of Sundre in 2025.

MOTION:

That the Town of Sundre Council support the transfer an amount not to exceed \$90,000.00 from the Community Services Stabilization Restricted Surplus Account to the Community Services Operating budget to support enhanced festivals and events in the Town of Sundre in 2025.

Date Reviewed: November 28, 2024

CAO: 



REQUEST FOR DECISION

COUNCIL DATE: December 2, 2024

SUBJECT: Alberta Municipal Water/Wastewater Partnership Grant Application

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 8.8

BACKGROUND/PROPOSAL:

The Wastewater Technology Pilot Project was completed in September 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Town has an opportunity to apply for additional funding for the implementation of the innovative wastewater treatment system through the Alberta Municipal Water Wastewater Partnership Grant. Administration requires a motion of Council supporting the grant application as part of the criteria.

COSTS/SOURCE OF FUNDING:

None.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan Pillar 5 Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration is recommending that Council support the Town of Sundre application for additional funding under the Alberta Municipal Water Wastewater Partnership Grant for the Wastewater Technology.

MOTION:

That the Town of Sundre Council support the Town of Sundre application for additional funding under the Alberta Municipal Water Wastewater Partnership Grant for the Wastewater Technology.

Date Reviewed: November 28, 2024

CAO:



REQUEST FOR DECISION

COUNCIL DATE	December 2, 2024
SUBJECT	RFD Invitation from Sundre Municipal Library
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

Council has received an invitation from the Sundre Municipal Library to attend the 75th Birthday Bash on December 11, 2024 from 4:00 p.m. – 7:00 p.m.

MOTION:

That the Town of Sundre Council discuss Council's availability to attend the birthday celebration on December 11th, with direction to administration to advise the Library Manager that members of Council will attend and expresses sincere congratulations to the Sundre Municipal Library on the occasion of their 75th Birthday and the services they provide to our community.

OR

At Council's discretion.

ATTACHMENTS:

11.1a_ Invitation from Sundre Municipal Library

Date Reviewed: November 28, 2024

CAO Amela Nebun

The library will be celebrating it's 75th birthday in December and we will be marking the occasion with a host of activities on Wednesday, December 11th from 4-7 pm in recognition of this anniversary. I have attached an invitation to the day's events with this email for reference. We would like to cordially invite Mayor Warnock and Town Council to this event and would kindly ask for this information to be shared with the Town Council.

Best regards,

Joy Willihnganz

Manager,

Sundre Municipal Library
jwillihnganz@prl.ab.ca sundre.prl.ab.ca

#2, 96 2 Ave NW Box 539, Sundre, AB T0M 1X0
T 403 638-4000 F 403 638-5755

The Sundre Library is a registered charitable organization.
We issue official donation receipts for income tax purposes.
Registration number 132156266RR0001



75th Birthday Celebration Sundre Library.png
775K

YOU'RE INVITED!
Sundre Municipal Library
75th Birthday Bash

JOIN US AS WE CELEBRATE OUR PAST AND IMAGINE OUR FUTURE!

WED | DEC 11 | 4-7 PM

- 4:00 - 4:30 PM Marshmallow Constellations
- 4:30 - 5:30 PM Space Talk and Q&A
 - *Guest presenter:* Kris Kowaliuk
- Sundre Library Trivia Challenge
 - Prize courtesy of *Dairy Queen - Sundre*
- Interactive Art Installation: What will libraries be like 75 years from now?
- 5:30 PM Birthday cupcakes
 - Crafted by Backwoods Bakery & Cafe
- 6:00 PM Welcome remarks
- 6:15 PM "Remember when..." Open Mic

(403) 638-4000

www.prl.ab.ca/sundre

