



Special Council Meeting  
Town of Sundre Municipal Council Chambers  
July 15, 2024  
5:00 p.m.

1. **Call to Order:** Moment of Reflection
2. **Public Hearing:**
  - 2.1 Public Hearing 20240715
2. **Agenda – Amendments and Adoption**
  - 3.1 July 15, 2024
  - 3.2 Councillor Absence (if applicable)
4. **Adoption of Previous Minutes**
  - 4.1 June 24, 2024 Regular Meeting of Council Pg. 1
5. **Delegation:** None
6. **Bylaws/Policies:**
  - 6.1 RFD Bylaw 2024-04 Eagle Ridge Area Structure Plan Amendment Pg. 7
  - 6.2 RFD Bylaw 2024-05 Land Use Redesignation Pg. 10
7. **Old Business:** None
8. **New Business:**
  - 8.1 RFD Appointment to Sundre Municipal Library Board Pg. 13
  - 8.2 RFD Grants to Organizations - Change of Scope for Store Front Improvement Project Pg. 15
  - 8.3 RFD Play4SundreKidz Golf Tournament Pg. 21
9. **Administration:**
  - 9.1 RFD Change to Council Meeting Calendar Pg. 25
10. **Council Committee Reports:** None
11. **Council Invitations / Correspondence:** None
12. **Closed Meeting:**
  - 12.1 Advice From Officials, *FOIPP Act, Section 24*
13. **Adjournment**

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Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
June 24, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 24, 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 Paul Isaac  
Councillor Chris Vardas

**ABSENT:** None

**STAFF:** Chief Administrative Officer, Linda Nelson (by phone)  
Director Corporate Services, Chris Albert  
Director Community Development, Benazir Thaha Valencia  
Economic Development Officer, Jon Allan  
Legislative Executive Assistant, Betty Ann Fountain

**PUBLIC:** 1

**PRESS:** 0

**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. 202-24-06-24* MOVED by Councillor Vardas that the Agenda be approved as amended as follows:  
*REMOVE: 5.1 RFD Delegation - Elevated Escapes*  
*REVISE: 5.2 RFD Delegation SPOG to CAO Verbal Report*  
*ADD: 8.5 RFD Appointment of Sundre Library Board Member*  
*ADD: 8.6 RFD Sundre Golf Society RSA Transfer*  
*REVISED 9.1b Fire Department Report - May*  
*ADD: 10.4 RFD Council Committee Report – Councillor Isaac*  
*ADD: 12.3 Advice from Officials, FOIPP Act, Section 24*

**CARRIED**

**Councillor Absence:** None

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Initials

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 203-24-06-24*                      MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on June 10, 2024, be approved as presented.

**CARRIED**

**DELEGATION:**                      **Sundre Petroleum Operators Group**

*Res. 204-24-06-24*                      MOVED by Councillor Vardas that the Town of Sundre Council accept the verbal presentation from the CAO on behalf of the Sundre Petroleum Operators Group as information; and further, that several members of Council agree to assist with the breakfast at the August 23<sup>rd</sup> SPOG Neighbours Day Event Breakfast from 8:00 a.m. – 9:30 a.m.

**CARRIED**

**BYLAWS/POLICIES:**                      **Bylaw 2024-04 Eagle Ridge Area Structure Plan (ASP) Amendment**

*Res. 205-24-06-24*                      MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised as pending to Schedule “A” of Bylaw 2024-04.

**CARRIED**

and further;

*Res. 206-24-06-24*                      MOVED by Councillor Isaac that the Town of Sundre Council set a Public Hearing date for Bylaw 2024-04 for July 15, 2024.

**CARRIED**

**Bylaw 2024-05 to Amend Land Use Bylaw 2018-10 District Map**

*Res. 207-24-06-24*                      MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2024-05, being a Bylaw to amend Schedule “A” of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. 1/4, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2) and Public Service District (PS).

**CARRIED**

and further;

*Res. 208-24-06-24*                      MOVED by Councillor Dalke that the Council of the Town of Sundre set a Public Hearing for Bylaw 2024-05 on July 15, 2024.

**CARRIED**

**Special Council Meeting Date**

*Res. 209-24-06-24*                      MOVED by Councillor Anderson that the Town of Sundre Council set a Special Meeting date of Monday, July 15, 2024.

**CARRIED**

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Initials

**OLD BUSINESS:****Change of Scope Highway 27 Underground Project***Res. 210-24-06-24*

MOVED by Councillor Marr that the Town of Sundre Council support the Change of Scope to the Highway 27 Underground Infrastructure Replacement project.

**CARRIED****Change of Scope 2<sup>nd</sup> Avenue N.W. Project***Res. 211-24-06-24*

MOVED by Councillor Anderson that the Town of Sundre Council support the Change of Scope to the 2<sup>nd</sup> Avenue N.W. Underground Infrastructure Replacement and Surface Improvement project.

**CARRIED****NEW BUSINESS:****2023 Capital Spending RSD Transfers***Res. 212-24-06-24*

MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$1,435.00 to the Municipal Lifecycling RSA in unspent funding for the CPO AFRRACS Radio capital project.

**CARRIED***Res. 213-24-06-24*

MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$1,129.00 to the Municipal Lifecycling RSA in unspent funding for Unit 110 (2002 GMC) capital project.

**CARRIED***Res. 214-24-06-24*

MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of additional funding in the amount of \$10,640.00 from the Municipal New Project RSA for the Permanent Outdoor Rink capital project.

**CARRIED***Res. 215-24-06-24*

MOVED by Councillor Isaac that the Town of Sundre Council approves the transfer of additional funding in the amount of \$1,000.00 from the Municipal Lifecycling RSA for the Arena Dehumidifier capital project.

**CARRIED****1<sup>st</sup> Avenue N.W. Swale Capital Project***Res. 216-24-06-24*

MOVED by Councillor Vardas that the Town of Sundre Council approve a budget of \$100,000 for the 1<sup>st</sup> Avenue N.W. Swale Capital Project with funding to be drawn from the Municipal New Project Restricted Surplus Account.

*Opposed: Councillor Dalke*

**CARRIED**


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 Initials

*Res. 217-24-06-24*                      MOVED by Councillor Petersen that the Town of Sundre Council direct administration to work with Transportation and Economic Corridors for fair compensation for the cost of the 1<sup>st</sup> Avenue N.W. rehabilitation of the swales.  
*Opposed: Councillor Dalke*

**CARRIED**

**Sewer Flushing Equipment**

*Res. 218-24-06-24*                      MOVED by Councillor Petersen that the Town of Sundre Council approve the purchase of a Spartan Elite Soldier trailer towable hydro jetter at a cost of \$85,000.00 with funds being drawn from the Municipal New Project Restricted Surplus Account.

**CARRIED**

**Forrest Green Opportunity**

*Res. 219-24-06-24*                      MOVED by Councillor Vardas that the Town of Sundre Council direct administration to invite a representative to attend a Council meeting (virtually) to learn more about this opportunity.

**CARRIED**

*Mayor Warnock called a 5 minute recess at 6:53 p.m.*  
*Mayor Warnock reconvened the meeting at 6:58 p.m.*

**Appointment of Sundre Library Board Member**

*Res. 220-24-06-24*                      MOVED by Councillor Marr that the Town of Sundre Council appoint Mr. Allan Tarnoczi to the Sundre Library Board for a term of 3 years, beginning June 24, 2024, ending June 23, 2027.

**CARRIED**

**Sundre Golf Society RSA Transfer**

*Res. 221-24-06-24*                      MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$61,553.93 from the Sundre Golf Society RSA to Community Services Stabilization RSA.

**CARRIED**

**ADMINISTRATION:**

**May 2024 Departmental Reports**

*Res. 222-24-06-24*                      MOVED by Councillor Dalke that the Town of Sundre Council accept the May 2024 Departmental Reports as information.

**CARRIED**

*Councillor Isaac left the meeting at 7:09 p.m.*

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Initials

**Highway 27 Infrastructure Project Update**

*Res. 223-24-06-24*                      MOVED by Councillor Marr that the Town of Sundre Council accept the CAO’s verbal report on the status of the Town of Sundre’s Highway 27 Infrastructure Upgrade project as information.  
**CARRIED**

**Town of Sundre Boardwalk Grand Opening**

*Res. 224-24-06-24*                      MOVED by Councillor Anderson that the Town of Sundre accept the CAO’s verbal report on the Town of Sundre Boardwalk Grand Opening as information.  
**CARRIED**

**COUNCIL COMMITTEE REPORTS:**

**Council Committee Reports – May 2024**

*Res. 225-24-06-24*                      MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock’s report for May 2024 as information.  
**CARRIED**

*Res. 226-24-06-24*                      MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Marr’s report for May 2024 as information.  
**CARRIED**

*Res. 227-24-06-24*                      MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac’s report for May 2024 as information.  
**CARRIED**

*Res. 228-24-06-24*                      MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Isaac’s report for April 2024 as information.  
**CARRIED**

**COUNCIL KEY MESSAGE:**

**Council Key Messages – May 2024**

*Res. 229-24-06-24*                      MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages for the month of May 2024 as information.  
**CARRIED**

**Deputy Mayor Rotation**

*Res. 230-24-06-24*                      MOVED by Councillor Vardas that the Town of Sundre thank Councillor Marr for her commitment and service to the community.  
**CARRIED**

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Initials

**COUNCIL INVITATIONS /  
CORRESPONDENCE:**

**Sundre Municipal Library Financial Report**

*Res. 231-24-06-24*

MOVED by Councillor Dalke that the Town of Sundre Council accept the Sundre Municipal Library 2023 Year End Financial Report as information.

**CARRIED**

*Res. 232-24-06-24*

MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation to participate in the annual Bowden Daze Rodeo Parade, Saturday, July 13<sup>th</sup>, 2024 at 11:00 a.m. (*Councillor Anderson & Councillor Marr*)

**CARRIED**

**CLOSED MEETING:**

*Res.233-24-06-24*

MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:21 p.m.

*Mayor Warnock called a recess at 7:21 p.m.*

*Mayor Warnock reconvened the closed meeting at 7:27 p.m.*

The following were in attendance for the closed meeting session:

Chief Administrative Officer, Linda Nelson (by phone)

Director Corporate Services, Chris Albert

Economic Development Officer, Jon Allan

**Topic of Closed Meeting**

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

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

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

*Economic Development Officer left the Closed Meeting at 8:07 p.m.*

*Res. 234-24-06-24*

MOVED by Councillor Dalke that Council return to an open meeting at 8:18 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 235-24-06-24*

MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 8:19 p.m.

**CARRIED**

These Minutes approved this 15<sup>th</sup> Day of July 2024.

Mayor, Richard Warnock

\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson

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Initials



## REQUEST FOR DECISION

**COUNCIL DATE:** July 15, 2024  
**SUBJECT:** Bylaw 2024-04 Eagle Ridge Area Structure Plan (Asp) Amendment  
**ORIGINATING DEPARTMENT:** Planning and Development  
**AGENDA ITEM:** 6.1

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### **BACKGROUND/PROPOSAL:**

Bylaw 2024-04, amends the Eagle Ridge Area Structure Plan (ASP) to provide for a future housing development, Phase 1B. The amendment affects 64.70 hectares (160 acres) of land in the southern portion of the quarter section, legally known as S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M. In addition to the ASP amendment, a redesignation application has been submitted by the developer. The application will be circulated to the appropriate internal and external agencies for consideration and comment.

### **DISCUSSION:**

The ASP amendment is in alignment with the goals and objectives of the current Municipal Development Plan, Council's Strategic Plan and the Parks Open Space and Trails Plan. The ASP provides a framework for the development for vitally needed housing.

### **ALIGNMENT WITH STRATEGIC PLAN:**

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

### **ADMINISTRATION RECOMMENDATIONS:**

That Council give second and third reading to Bylaw 2024-04 being a Bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised ASP as appended to Schedule "A" of Bylaw 2024-04.

### **MOTION:**

That the Town of Sundre Council give Second Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised ASP as pending to Schedule "A" of Bylaw 2024-04.

That the Town of Sundre Council give Third Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised ASP as pending to Schedule "A" of Bylaw 2024-04.

Date Reviewed: July \_\_\_\_, 2024

CAO: *Amida Nelson*





**TOWN OF SUNDRE**

**BYLAW 2024-04**

BEING A BYLAW OF THE TOWN OF SUNDRE TO AMEND THE EAGLE RIDGE AREA STRUCTURE PLAN, 2021-06

**WHEREAS** pursuant to the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, provides that a Council may by Bylaw adopt an area structure plan;

**WHEREAS** the Council of the Town of Sundre considers it expedient to adopt an area structure plan or an amendment to an area structure plan for the lands described and illustrated herein to facilitate the long-term strategic and sustainable growth of the Town; and

**WHEREAS** an area structure plan amendment has been prepared in accordance with the Municipal Government Act;

**NOW THEREFORE THE COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, AND PURSUANT TO THE AUTHORITY CONFERRED UPON IT BY THE MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, C. M-26, AS AMENDED, ENACTS AS FOLLOWS:**

**1. NAME OF BYLAW**

1.1 This Bylaw may be cited as "Eagle Ridge Area Structure Plan, as amended."

**2. PURPOSE OF BYLAW**

2.2 Bylaw 2024-04, amends the Eagle Ridge Area Structure Plan (ASP) to provide for a future housing development, Phase 1B. The amendment affects 64.70 hectares (160 acres) of land in the southern portion of the quarter section, legally known as S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M, as shown on Schedule "A" attached to this bylaw.

**3. EFFECTIVE DATE**

3.3 All Schedules attached are part of and form part of this Bylaw.

3.4 This Bylaw shall come into full force and effect upon the date of the Third and Final Reading.

**4. REPEAL**

4.4 Bylaw No. 2021-06 is hereby repealed.

**READ A FIRST TIME** this 24<sup>th</sup> day of June, 2024; Motion No. 205-24-06-24

**PUBLIC HEARING HELD** this 15<sup>th</sup> day of July 2024;

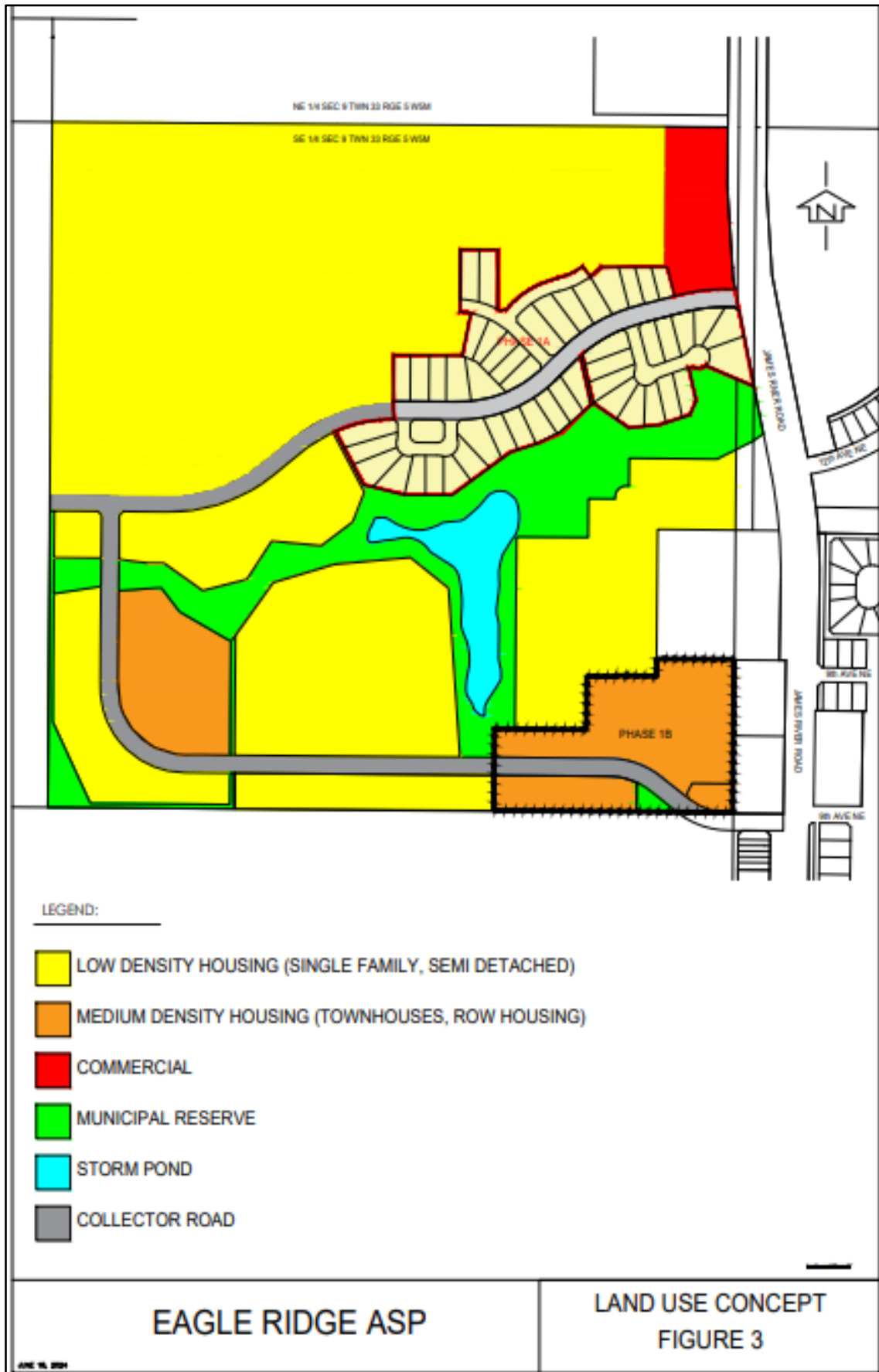
**READ A SECOND TIME** this \_\_\_\_ day of \_\_\_\_\_ 2024; Motion No. \_\_\_\_\_

**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_ 2024; Motion No. \_\_\_\_\_

\_\_\_\_\_  
Mayor, Richard Warnock

\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson

Schedule 'A'  
Bylaw 2024-04





**REQUEST FOR DECISION**

**COUNCIL DATE:** July 15, 2024  
**SUBJECT:** Bylaw 2024-05 to Amend Land Use Bylaw 2018-10 District Map  
**ORIGINATING DEPARTMENT:** Planning and Development  
**AGENDA ITEM:** 6.2

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**BACKGROUND/PROPOSAL:**

The purpose of Bylaw 2024-05 is to amend the Land Use Bylaw District Map by changing the land use designation of a Portion of S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2), and Public Service District (PS) as shown in Schedule “A” attached to Bylaw 2024-05.

**DISCUSSION:**

The Land Use Amendment will facilitate the subdivision and development of 64.70 hectares (160 acres) for a variety of new housing for Sundre.

**ALIGNMENT WITH STRATEGIC PLAN**

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

**ADMINISTRATION RECOMMENDATIONS:**

That Council give First Reading to Bylaw 2024-05, being a Bylaw to amend Schedule “A” of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2) and Public Service District (PS).

**MOTION:**

That the Council of the Town of Sundre give Second Reading to Bylaw 2024-05, being a Bylaw to amend Schedule “A” of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2), and Public Service District (PS).

That the Council of the Town of Sundre give Third Reading to Bylaw 2024-05, being a Bylaw to amend Schedule “A” of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2), and Public Service District (PS) and further;

Attachments: Key Map and Bylaw 2024-05

Date Reviewed: July ____, 2024	CAO: <i>Andra Nelson</i>
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**TOWN OF SUNDRE  
BYLAW NO. 2024-05**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO AMEND THE LAND USE BYLAW 2018-10.**

**UNDER AUTHORITY** of and pursuant to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000*, and amendments thereto, the Municipal Council of the Town of Sundre in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

Schedule 'A', the Land Use District Map in Land Use Bylaw 2018-10 is amended by changing the land use designation of Pt. S.E. ¼, Sec. 9, Twn. 33, Rge 5, W5M from Urban Reserve District (UR) to General Residential District (R-2), and Public Service District (PS) as shown in Schedule "A" attached.

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this 24<sup>th</sup> day of June, 2024 Motion No. 207-24-06-24

PUBLIC HEARING HELD this 15<sup>th</sup> day of July 2024

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ 2024; Motion No. \_\_\_\_\_

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_ 2024; Motion No. \_\_\_\_\_

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

**SCHEDULE "A"**  
**Bylaw 2024-05**  
**Land Use Bylaw Amendment**



**Legend**

- Subject Lands .....
- General Residential
- Public Service





**REQUEST FOR DECISION**

**COUNCIL DATE:** July 15, 2024  
**SUBJECT:** RFD Appointment of Sundre Library Board Member  
**ORIGINATING DEPARTMENT:** Legislative Services  
**AGENDA ITEM** 8.1

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**BACKGROUND/PROPOSAL:**

The Sundre Municipal Library Board is requesting that Council consider the appointment of Ms. Nila Stringer to the board. The Library Act, s.4(5) states that "Appointment to a municipal library board shall be for a term of up to 3 years."

**DISCUSSION:**

The Library Board is actively recruiting for board members. In selecting candidates, the Board strives to have members with a wide range of backgrounds to reflect the varied make-up of the Sundre community and area. In the correspondence received, it is stated that Ms. Nila Stringer, is eminently qualified, with a background in serving her community as a trained physio and occupational therapist, and has in the past served as a member of a local organization's board.

**ALIGNMENT WITH STRATEGIC PLAN**

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

**ADMINISTRATION RECOMMENDATIONS:**

That Council appoint Ms. Nila String to the Sundre Library Board for a term of 3 years, beginning July 1, 2024, ending June 30, 2027.

**MOTION:**

That the Town of Sundre Council appoint Ms. Nila Stringer to the Sundre Library Board for a term of 3 years, beginning July 1, 2024, ending June 30, 2027.

Date Reviewed: July \_\_, 2024

CAO: *Linda Nelson*

June 18, 2024


Attention: Linda Nelson; CAO of Town of Sundre

Dear Linda

We are recruiting to fill vacancies on the library board. In selecting candidates, we strive to have a board with a wide range of backgrounds to reflect the varied of the make-up of the Sundre and area community. We now have another excellent candidate who eminentiy qualifies. We wish to recommend Nila Stringer. Ms Stinger is a trained physio and occupational therapist. She has worked in several places in Alberta and with patients ranging from children to seniors. Ms Stringer served on the board of Greenwood Neighbourhood Place in its early years and so is familiar with the operation of boards.

I respectfully request that the Council approve Ms Springer for a 3 year term on the library board beginning July 1, 2024

Regards,



Anton Walker

Chair

Sundre Library Board



## REQUEST FOR DECISION

**COUNCIL DATE** July 15, 2024  
**SUBJECT** RFD Grants to Organization – Change of Scope for Store Front Improvement Project  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 8.2

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### BACKGROUND/PROPOSAL

Council approved Grants to Organizations funding to Suds & Sundries in 2023 to be utilized for the installation of an “store front awning” at 107 Centre Street North at the February 6, 2023 Council meeting. In 2024, Council approved an extension for the use of the funding to the spring of 2024 at the Council meeting, January 8, 2024.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2023 funding approved by Council in the amount of \$5,000.00 was to be utilized for the installation of a store front awning for the businesses located at 107 Centre Street North. The owner of 107 Centre Street North has since provided information that he has reconsidered the installation of the awning, and would request that Council consider a change to the scope of the project with the installation of a roof-top extension which will match the structure adjacent to his parcel. In addition, 3 new signs will be installed to identify the businesses located in the building.

See attachment for further information.

### ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council’s strategic priorities of Pillars 2, Community Wellness and Pillar 5, Sustainable and Responsible Governance.

### ADMINISTRATION RECOMMENDATIONS

That Council grant the request from the owner of Suds & Sundries to utilize the allocated funding of \$5,000.00 from the original store front improvement of the installation of an awning to the construction of a roof-top extension and installation of new identification signage.

### MOTION

That the Town of Sundre Council grant the request from the owner of Suds & Sundries to utilize the allocated funding of \$5,000.00 from the original store front improvement of the installation of an awning to the construction of a roof-top extension and installation of new identification signage.

Or

That the Town of Sundre Council refuse the request from the owner of Suds & Sundries to utilize the allocated funding of \$5,000.00 from the original store front improvement of the installation of an awning to the construction of a roof-top extension and installation of new identification signage.

Attachments: Copy of June 24, 2024 notice from owner – change of scope for store front project;  
Copy of January 9, 2024 Grants to Organization Letter (funding extension)  
Copy of February 7, 2023 Grants to Organization approval of funding letter

Date Reviewed: July \_\_, 2024

CAO: *Arvida Nelson*



8.2a



Box 870 Sundre, AB T0M 1X0 Ph: 403-638-7789

Client: laundry mat (Debra King)

PH #: 403-638-8499

Email:

Description: Store front upgrade.

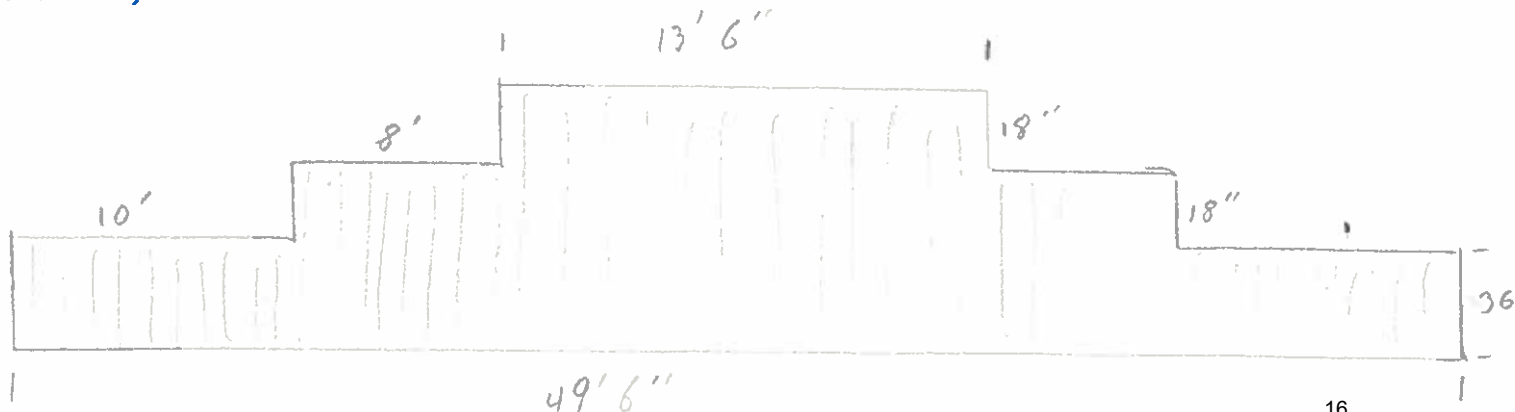
- All framing with treated lumber.
- Gray 9-36 metal on both sides.
- Custom made black wall cap.
- 4 custom made metal braces.

Not included:

- Permits if required.
- Any electrical work.

TOTAL:	\$3800.00
5% GST:	\$ 190.00
SUB TOTAL:	\$3990.00

107 Centre St. N.  
P. 260 FM, L. 11412



- changes will not be structural  
- just decorative

Hi BA,

Tom was granted the store improvement grant and will not be constructing an awning, he will doing some decorative improvements w/no structural changes. Will this be affecting the grant?

*[Signature]*

Signage for: 107 Centre Street N.

8.2b

Plan 260FM, Lots 11 & 12

Grants to Organizations (Store Front Improvement)

Deb and Tom King (Owner/Applicant)







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

January 9, 2024

Chinook's Edge Real Estate Ltd.  
o/a Suds & Sundries  
PO Box 1277  
Sundre, AB T0M 1X0  
Attn: Mr. Tom King

**Re: Amendment to Town of Sundre Grants to Organizations Funding**

At the January 8, 2024 Regular Council Meeting, under Motion No. 004-08-01-24, Council approved your request to amend the timing for the use of the Grants to Organization funding, in the amount of \$5,000.00 approved in February 2023. This approval will allow the installation of the Suds & Sundries awning to occur in spring of 2024.

Council greatly appreciates the Suds & Sundries application to amend the timing of the use of the funds which embraces Council's Strategic Plan of responsible governance, transparency and communication with our citizens and community groups.

The Town encourages the creation of vibrant, attractive and diverse store fronts in the Central Commercial District. Suggested improvements may include but are not limited to: decorative/artistic signage, landscaping components such as ornamental trees in pots/boxes, hanging planters, sidewalk flower pots/boxes, repainting, cleaning or re-facing of facades, repair or restoration of storefront masonry, brickwork or wood, replacement of windows, entranceway modifications that improve the appearance and/or access to the commercial unit(s), redesign and reconstruction of the store front, installation of canopies and awnings, installation of exterior lighting, restoration of historic features, and construction of entrances for barrier free access for patrons.

Confirmation that the project has been completed, which may include pictures, along with a copy of the invoice for the work performed, is to be submitted to the Town of Sundre. A cheque will be mailed to your organization within 2 weeks of receiving this documentation.

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





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

February 7, 2023

Suds & Sundries  
PO Box 1277  
107 Centre St. N  
Sundre, AB T0M 1X0  
Attn: Tom and Debra King

email: [sudsandsundries@gmail.com](mailto:sudsandsundries@gmail.com)

**Re: Town of Sundre Grants to Organizations Program**

Dear Mr. and Mrs. King

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the February 6, 2023 Regular Council Meeting, Council approved an amount of \$5,000.00 to be applied to the Store Front Awning.

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 2023 budget of \$50,00.00, which is distributed in 3 separate in-takes of applications, into consideration. The Town received a total of fifteen (15) applications with a total of \$50,746.00 in funding requests on the 1<sup>st</sup> intake for 2023, which is more than was allocated for the entire year.

Once you have confirmed that your project, program, or service, has been completed, and you have submitted your invoices, a cheque will be mailed to your organization, or the funds will be deposited by electronic funds transfer (EFT) within 2 weeks of receiving this documentation.

The funds must be used no later than December 31, 2023. If your project, program, or service cannot be completed in this timeline, you can apply for an extension by submitting a written request. Additionally, if your project, program, or service has not been completed or taken place in accordance with the application, the funds must be returned to the Town.

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** July 15, 2024  
**SUBJECT** Play 4 Sundre Kidz Golf Tournament  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 8.3

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**BACKGROUND/PROPOSAL:**

A request has been received from the organizers of the Play4SundreKidz Annual Golf Tournament scheduled for July 20, 2024 at Coyote Creek Golf Course.

**DISCUSSION:**

The organizers anticipate 144 golfers to attend this annual charitable event. In its 6 year history the organization has contributed over \$80,000 to Sundre and area kids for sports, activities, and equipment. Play Sundre Kidz Golf is seeking Council sponsorship as follows:

- Hole-in-One \$600
- Sponsor a Hole \$500 or Half Hole \$250
- Raffle or Silent Auction Item(s)
- Team Entry \$600 or Single Entry \$150

**ALIGNMENT WITH STRATEGIC PLAN**

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

**Cost Analysis:**

Funds to be drawn from Council's Discretionary Funds to Local Organizations. Current balance is \$2,223.00

**ADMINISTRATION RECOMMENDATIONS:**

At Council's Discretion.

**MOTION:**

At Council's Discretion.

Date Reviewed: July \_\_\_\_, 2024

CAO: *Arvida Nelson*



## Play 4 Sundre Kidz Golf

Dear Supporter

Original T's Family Restaurant along with the Moose & Squirrel Medical Clinic are proud to present our annual golf tournament that will fundraise for a child's opportunity to play sports.

***We would like to take this opportunity to share with you that we have given out over \$80,000.00 to our Sundre and area kids for sports, activities and equipment over 6 years. We continue to hold registration twice a year to keep on giving back to the kids!***

Our tournament will be held at the Coyote Creek Golf Course in Sundre Alberta on July 20th, 2024. We anticipate 144 golfers to attend and to support this great fundraiser.

This fantastic event has been successful throughout the past years due to the support and participation of our community members and businesses. We have created a variety of sponsorship levels tailored to varying price points.

### Sponsorship Levels

- Hole-in-one – 2 available \$600
- Sponsor a hole – Whole hole \$500 – Half hole \$250
- Any item for raffle table or silent auction

### Entry information:

- \$150 per person
- \$600 per team

Fee includes 18 holes, power cart, dinner, and a full day of fun. If you are interested in signing up as a sponsor, player, or a volunteer please contact Nicky Vardas @ 403-507-0404 or Connie Bjorkman @ 403-636-1391.

We continue to thank you for your consideration and support and hope to see you there!

The Play 4 Sundre Kidz Team

**Annual Play 4 Sundre Kidz Golf Tournament Sponsorship Form**

**Hole in One \$600.00 – 2 available - You must provide your own hole in one insurance**

Hole Sponsor \$500.00

½ Hole Sponsor \$250.00

Donation (any denomination or item) Value:

\_\_\_\_\_

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_

PH: \_\_\_\_\_ Email: \_\_\_\_\_

Method of Payment: CK \_\_\_\_\_ C/C \_\_\_\_\_ Cash: \_\_\_\_\_

**All cheques can be made payable to: Sundre Healthy Generations Fund or Play 4 Sundre Kidz**

C/C #: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ CVC #: \_\_\_\_\_

For any further questions or concerns please contact one of the following  
Nicky Vardas (403) 507-0404, and or Connie Bjorkman (403) 636-1391



**Registration Form: Play 4 Sundre Kidz**

Saturday July 20th, 2024

Shot Gun start: 10:00am – Registration starts @ 8:30am  
Format: 4 Player Teams – Texas Scramble @ Coyote Creek Golf Course  
Sundre AB

Registration forms can be dropped off at  
**Original T's Family Restaurant/Cedars Pub**  
**Call Nicky Vardas @ 403-507-0404**

**Cost: \$150.00 per person, \$600 per team**  
Cheques made payable to Sundre Healthy Generations Fund, or  
e-transfer sent to - [play4sundrekidz@gmail.com](mailto:play4sundrekidz@gmail.com)  
**(please put your name in the memo of transfer)**

**Team Names:**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**Paid : Cash**\_\_\_\_ **Ck**\_\_\_\_ **ET**\_\_\_\_  
**Date:**\_\_\_\_\_



**REQUEST FOR DECISION**

**COUNCIL DATE** July 15, 2024  
**SUBJECT** Change to Council Meeting Calendar  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 9.1

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**BACKGROUND/PROPOSAL:**

Council meeting dates are agreed upon at the annual Organizational Meeting. When amendments are required, the calendar is brought forward to Council for approval as per MGA 193 (1) (3).

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The week of September 23 – 27, will be a full schedule as Administration and Council prepare for the Alberta Municipalities Conference being held in Red deer. To avoid any scheduling conflicts, the Regular Council Meeting scheduled for Monday, September 23<sup>rd</sup> should be rescheduled to Monday, September 30<sup>th</sup>.

**ALIGNMENT WITH STRATEGIC PLAN**

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

**ADMINISTRATION RECOMMENDATIONS:**


Administration recommends that Council reschedule the Regular Council Meeting from Monday, September 23<sup>rd</sup> to Monday, September 30<sup>th</sup>, 2024.

**MOTIONS:**

That the Town of Sundre Council reschedule the Regular Council Meeting from Monday, September 23<sup>rd</sup> to Monday, September 30<sup>th</sup>, 2024.

**ATTACHMENTS:**

2024 Council Meeting Calendar

Date Reviewed: July 4, 2024	CAO: 
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# Town of Sundre Meeting Calendar 2024

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

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

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

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

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

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

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

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

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

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

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

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

Regular Council Meeting
OCT. 7 Organizational Meeting
Holidays
Council Hiatus
ABMuni's Convention Red Deer, Sept 25-27
RMA Edmonton, Nov. 4-7
New Year's Day - Jan 1
Family Day - Feb 19
Good Friday - March 29
Easter Monday - April 1
Victoria Day - May 20
Canada Day - July 1
Council Hiatus - July 1 - Aug 31
Heritage Day - Aug 5
Labour Day - Sept 2
NDT&R - Sept 30
Thanksgiving - Oct 14
Remembrance Day - Nov 11 (Monday)
Christmas Day - Dec 25 (Wednesday)
Boxing Day - Dec 26 (Thursday)
Spring Workshop, April 19-21
Fall Workshop October 18-20
Open House (Spring Mar. 19 / Fall Sept. 10)
FCM - Calgary, June 6-9