

# Regular Council Meeting Town of Sundre Municipal Council Chambers September 12, 2022 6:00 p.m.

1.	Call to Order  Moment of Reflection		
2.	Public Hearing: 20220912 Brookside Redesignation & Outline Plan, Bylaw 2022-05		
3.	Agenda – Amendments and Adoption 3.1 September 12, 2022 Regular Council Meeting		
4.	<ul> <li>Adoption of Previous Minutes</li> <li>4.1 June 27, 2022 Regular Council Meeting</li> <li>4.2 August 9, 2022 Special Council Meeting</li> </ul>	Pg. 1 Pg. 5	
5.	Delegation: None		
6.	Bylaws/Policies: 6.1 RFD Bylaw 2022-05, Brookside Phase 4 & 5, Redesignation & Outline Plan	Pg. 8	
7.	Old Business: None		
8.	New Business 8.1 RFD Q2 Financial Reports 8.2 RFD Auditor Appointment 8.3 RFD ADOA Proclamation 2022	Pg. 45 Pg. 77 Pg. 78	
9.	Administration: None		
10.	Municipal Area Partnership (MAP): None		
11.	Council Committee Reports: None		
12.	Council Invitations / Correspondence  12.1 Letter to Town of Didsbury  12.2 Letter from Town of Tofield to Minister Shandro  12.3 Letter from Minister Shandro to Town of Tofield	Pg. 80 Pg. 81 Pg. 82 Pg. 84	
13.	Closed Meeting 13.1 Advice from Officials, FOIPP Act Section 24 13.2 Advice from Officials, FOIPP Act Section 24		
14.	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 June 27, 2022

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 27, 2022 commencing at 6:01 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: Chief Administrative Officer, Linda Nelson

Director Infrastructure, Justin Caslor

Staff: Acting Chief Administrative Officer, Chris Albert

Senior Planner, Benazir Thaha Valencia Community Peace Officer – Sam Zhao Administrative Support, Betty Ann Fountain

**PUBLIC** There were 8 members of the public in attendance and 1 member of the press.

**CALL TO ORDER** 

The meeting was called to order at 6:02 p.m., with Mayor Warnock delivering a Message to the Public, followed by a moment of reflection on the business of the evening.

# Mayor's Warnocks Message to the Public - 2022 Rodeo Parade Float

"The Town of Sundre Council does not condone racism in its community of any kind. We are extremely disappointed to learn an unauthorized float, and their attempt at a Political Statement, had gained access this past weekend to an event our community has celebrated for years.

We are proud of our Town and the volunteers that put together such a fantastic annual event for our Sundre and District Businesses, residents, and visitors to enjoy.

We feel confident that the Parade Committee will review their procedures and make the needed changes to prevent issues like this from happening in the future.

We encourage people to come visit Sundre to enjoy our community, its landscape, businesses, and people. We will not let this 1 bad apple spoil what we are; which is an amazing place to visit, live, and explore."

### **AGENDA – AMENDMENTS AND ADOPTION**

Res. 221-27-06-22 MOVED by Councillor Dalke that the Agenda be approved as amended as follows:

1. 5.2 Supplemental information sheet to SIM Lab presentation

2. 6.1 Supplemental-Correction to Bylaw Number - RFD for Bylaw 2022-05

**CARRIED** 

# **ADOPTION OF THE PREVIOUS MINUTES**

Res. 222-27-06-22 MOVED by Councillor Vardas that the Minutes of the Regular Meeting of Council held

on June 13, 2022 be approved as presented.

**CARRIED** 

# <u>DELEGATION:</u> <u>1584058 Alberta Ltd (Sundre Car Wash)</u>

Res. 223-27-06-22 MOVED by Councillor Petersen that the Town of Sundre Council accept the

presentation by Sundre Car Wash representative as information and declines to

reduce the amount payable in 2022 for Tax Roll # 420000.

In Favour: Councillor Petersen, Councillor Vardas, Mayor Warnock, Councillor Isaac

Opposed: Councillor Dalke, Councillor Marr, Councillor Anderson

**CARRIED** 

# DELEGATION: SIM Lab

Res. 224-27-06-22 MOVED by Councillor Marr that the Town of Sundre Council accept the presentation

by the representatives of the Joint Simulation Operation Committee as information.

CARRIED

# DELEGATION: Sundre Bike'n Ski Club

Res. 225-27-06-22 MOVED by Councillor Isaac that the Town of Sundre Council thank the

representatives of the Sundre Bike'n Ski Club for attending the Council meeting and accept the proposal for the construction of a "pump track" as information and directs administration draft an endorsement letter and to work with the club in their efforts

to procure funding for the construction of a "pump track".

**CARRIED** 

### BYLAWS & POLICIES: Bylaw 2022-05

Res. 226-27-06-22 MOVED by Councillor Anderson that the Town of Sundre Council give first reading to

Bylaw 2022-05, being a Bylaw to adopt the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation, and further that the Town of Sundre Council

schedule a Public Hearing for Bylaw 2022-05 on September 12, 2022.

CARRIED

OLD BUSINESS None

NEW BUSINESS 10<sup>th</sup> Street S.W. Negotiations

Res. 227-27-06-22 MOVED by Councillor Petersen that the Town of Sundre Council direct Administration

to commence discussion with Mountain View County regarding the use of 10<sup>th</sup> Street

S.W. as trucking route from the Airport Pit location SW of Sundre.

**CARRIED** 

ADMINISTRATION: Planning ad Development Process Redesignation

Res. 228-27-06-22 MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation

by Sr. Planner Benazir Thaha Valencia as information.

**CARRIED** 

<u>ADMINISTRATION:</u> <u>Departmental Reports</u>

Res. 229-27-06-22 MOVED by Councillor Anderson that the Town of Sundre Council accept the

Departmental Reports for May / June as information.

**CARRIED** 

**MUNICIPAL AREA PARTNERSHIP:** 

**COUNCIL REPORTS:** Council Committee Reports – May

Res. 230-27-06-22 MOVED by Councillor Vardas that the Town of Sundre Council accept Mayor Warnock's

report as information.

CARRIED

Res. 231-27-06-22 MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Marr's

report as information.

**CARRIED** 

# **COUNCIL INVITATIONS/CORRESPONDENCE** None

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.

Mayor Warnock called a 5 minute recess at 7:32 p.m.

**CLOSED MEETING** 

Res. 232-27-06-22 MOVED by Councillor Marr that Council go into closed meeting at 7:42 p.m.

**CARRIED** 

**Topic of Closed Meeting** 

13.1 Advice from Officials, FOIPP Act Section 24

Initials

The following were in attendance for the closed meeting session:

Staff: Chris Albert, Acting CAO

Res. 233-27-06-22 MOVED by Councillor Anderson that Council return to an open meeting at 8:52 p.m.

**CARRIED** 

<b>ADJOU</b>	RNMENT
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Res. 234-27-06-22 MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:52 p.m.

CARRIED
Initials
These Minutes approved this 12 <sup>th</sup> Day of September 2022.
Mayor, Richard Warnock
Chief Administrative Officer, Linda Nelson



# Special Open Council Meeting Minutes Town of Sundre Municipal Council Chambers and Teleconferencing August 9, 2022

The special meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers and by Teleconferencing, on Tuesday, August 9, 2022, commencing at 10:00 a.m.

**IN ATTENDANCE** Mayor Richard Warnock

Councillor Connie Anderson Councillor Owen Petersen

Councillor Paul Isaac (by phone)
Councillor Chris Vardas (by phone)

ABSENT Councillor Jaime Marr

Councillor Todd Dalke

**STAFF** Chief Administrative Officer, Linda Nelson

Director Corporate Services, Chris Albert Betty Ann Fountain, Administrative Support

**PUBLIC** There were 0 members of the public in attendance and 1 member of the

press

<u>CALL TO ORDER</u> The meeting was called to order at 10:00 a.m.

# **AGENDA SPECIAL OPEN MEETING ADOPTION**

Res. 237-09-08-022 MOVED by Councillor Petersen that the agenda be approved as

presented.

**CARRIED** 

# **ADOPTION OF THE PREVIOUS SPECIAL COUNCIL MEETING MINUTES**

Res. 238-09-08-22 MOVED by Councillor Anderson that the Minutes of the Special Council

meeting held on July 19, 2022 be approved as presented.

**CARRIED** 



# Special Open Council Meeting Minutes Town of Sundre Municipal Council Chambers and Teleconferencing August 9, 2022

NEW BUSINESS 2022 Event Preparedness Request – Sundre Bulls and Wagons

Res. 239-09-08-22 MOVED by Councillor Anderson that the Council of the Town of Sundre

approves the request for the 2022 Sundre Bulls and Wagons Event by the relaxation of Noise Bylaw 818 s.5 General Prohibition, for period

not to exceed August 26<sup>th</sup> to 28<sup>th</sup>, 2022.

**CARRIED** 

**CLOSED MEETING** 

Res. 240-09-08-22 MOVED by Councillor Petersen that Council go into closed meeting

at 10:04 a.m.

**CARRIED** 

**Topic of Closed Meeting** 

5.1 Advice from Officials, FOIPP Act Section 24

5.2 Local Public Body Confidences, FOIPP Act Section 23

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, CAO

Chris Albert, Director Corporate Services

Res. 241-09-08-22 MOVED by Councillor Anderson that Council return to the open Special

Meeting at 10:28 a.m.

**CARRIED** 

# **RETURN TO OPEN SPECIAL MEETING**

# **Mountain View Waste Commission**

Res. 242-09-08-22 MOVED by Councillor Petersen that the Council of the Town of Sundre

direct Administration to write a letter to the Town of Didsbury to request  $2^{nd}$  and  $3^{rd}$  reading of Bylaw 2022-11 Heavy Vehicle Truck Route, to restrict truck traffic on 23 Street be postponed until further information is available.

**CARRIED** 

<u>ADJOURNMENT</u>

Res. 243-09-08-22 MOVED by Councillor Anderson that being the agenda matters have

been concluded the meeting adjourned at 10:28 a.m.

Initials

# **CARRIED**

These minut	es approved this 12 <sup>th</sup> day of September 2022
	Mayor, Richard Warnock
	Mayor, Richard Warnock
	Chief Administrative Officer, Linda Nelson



# REQUEST FOR DECISION

COUNCIL DATE September 12, 2022

SUBJECT Bylaw 2022-05 – to amend Land Use Bylaw 2018-10 and to

adopt the Brookside Estates Phase 4 & 5 Outline Plan

ORIGINATING DEPARTMENT Planning & Economic Development

AGENDA ITEM 6.1

# BACKGROUND/PROPOSAL:

Bylaw 2021-05 is to implement the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation (BEOP) for approximately 6.89 hectares (17.12 acres) of land located west of the Riverside RV Village and directly east of 6 Street SW.

# DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The proposed BEOP aligns with the Town's Municipal Development (MDP), Parks and Open Space and Trails Plan, and Land Use Bylaw 2018-10. The MDP identifies these lands for future residential.

The Developer subdividing and/or developing will be required to construct to urban standards and pay special area assessments and offsite levies and will be required to connect to municipal services.

# **ALIGNMENT WITH STRATEGIC PLAN:**

The BEOP aligns with Council's Strategic Plan by promoting the diversification of residential housing options, improved communication, and transparency with stakeholders.

# **ADMINISTRATION RECOMMENDATIONS:**

That the Town of Sundre Council give Second and Third reading to Bylaw 2022-05 being a bylaw to amend the Land Use Bylaw and to adopt the Brookside Estates Phase 4 & 5 Outline Plan.

# MOTION:

THAT the Town of Sundre Council give Secon Reading to Bylaw 2021-05, being a Bylaw to adopt the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation.

THAT the Town of Sundre Council give Secon Reading to Bylaw 2021-05, being a Bylaw to adopt the Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation.

Date Reviewed: September 1, 2022 CAO: 2. Mobium



COUNCIL DATE September 12, 2022

SUBJECT Bylaw 2022-05 – to amend Land Use Bylaw 2018-10 and to

adopt the Brookside Estates Phase 4 & 5 Outline Plan

DEPARTMENT Planning & Economic Development

AGENDA ITEM 6.1a

Applicant: B&A Planning Group

Suite 600, 215 - 9th Ave SW

Calgary, AB T2P 1K3

Owners: Everblue Nursery - Steve Bouchet-Bert

**Legal Description:** Block 1, Plan 9411097 of NE-33-32-05-W5M

Proposal: The applicant seeks to amend Land Use Bylaw 2018-10 to develop

the subject site with residential uses and to adopt the Brookside

Estates Phase 4 and 5 Outline Plan.

**Proposed Land Use** 

Designation:

Urban Reserve (UR) to General Residential (R-2)

Urban Reserve (UR) to Public Service (PS)

General Location: Southwest of Sundre's downtown area and west of the Red Deer

River

Gross Area: 6.89 hectares (17.02 acres)

**History:** June 27, 2022 - First Reading

September 12, 2022 - Public Hearing

Action Required: There is no time frame in which Council is required to act on a Land

Use Bylaw amendment application request within the *Municipal Government Act (MGA)*, however any bylaw requires three (3) separate readings by Council under Section 187 of the *MGA*, and a Public Hearing must be held by Council prior to Second Reading of

the proposed bylaw under Section 692 of the MGA.

Section 188 of the MGA states that once First Reading is granted, the applicant must apply for Third Reading within two (2) years.

# Background:

Bylaw 2022-05 proposes to redesignate 6.89 ha (17.02 ac) from Urban Reserve land to predominantly General Residential (R-2). The area density is projected to be 5.6 units per acre accommodating approximately 228 people at build out.

The subject site is located directly west of the Riverside RV Village and south of the Sundre Senior's Supportive Living Centre. The site would be accessed from 5<sup>th</sup> Street SW and 6 Street SW.

The plan would be dedicating 0.61 ha (1.51 ac) of land within the gross developable area of 6.26 ha (15.47 ac) a Municipal Reserve (MR) and would be designated as Public Service (PS) as per *Land Use Bylaw 2018-10*. The actual MR dedication will be confirmed at the Subdivision stage and must be at least 10% of the gross plan area as required by the MGA.

# Servicing for the area is as follows:

- 1. Sanitary Phase 4 area is proposed to connect to existing 200 mm sanitary main within the 5 Street SW ROW. A temporary sanitary plug is proposed at the terminus of the Phase 4 road extension until such time as Phase 5 commences development.
- 2. Water Potable water servicing within the Phase 4 area is proposed to connect with the existing 200 mm water main within the 5 Street SW ROW. Prior to development of Phase 5, a temporary blow off is proposed at the terminus of the 5 Street SW extension.
- 3. Stormwater Phase 4 area is proposed to be managed by an extension of the existing storm retention pond adjacent to the northeast plan area boundary. A future Phase 5 storm pond is proposed in the location of the temporary gravel turnaround to accommodate additional overland drainage from Phase 5 development.
- 4. Transportation Based on Transportation Impact Assessment (TIA) provided, the subject area would continue to operate acceptably with additional site traffic long term after development completion, and that an upgraded crossing treatment is not warranted.

### Discussion:

The Brookside Estates Outline Plan has been reviewed with consideration to the Town of Sundre's Municipal Development Plan (MDP), Parks, Open Space and Trails Plan, and Land Use Bylaw 2018-10.

The Goals and Objectives of the *MDP* under Policy 6.3 Residential Development states the following: "facilitate a community that can accommodate a wide variety of lifestyles, ages and incomes; promote a mix of housing types and forms to meet a variety of lifestyles and market preferences; encourage the development of innovative and alternative housing forms which broaden the range of housing choices as well as address the issues of affordability".

The proposed land use district for the Brookside Estates Outline Plan is General Residential District (R-2), which includes a variety of dwelling types. Phase 4 anticipates approximately Thirty-three (33) single family lots ranging in size from 50 feet to 60 feet wide, which is consistent with previous phases in the Brookside area. Phase 5 would also continue this pattern and would potentially include a Townhouse site. In addition, the proximity to the Seniors Facility north-west of the site, would create opportunities for aging in place.

# **Agency Circulation:**

External agencies and adjacent landowners were sent copies of the application with a circulation period from July 5, 2022, to August 4, 2022. The applicant has addressed all external circulation comments to the satisfaction of Administration.

Agency	Response	
Alberta Culture and Community Development	No response	
Alberta Parks and Environment	No objections	
Alberta Health Services	No response	
Alberta Transportation	See PH agenda	
Altalink Management Ltd.	No response	
Atco Pipelines	No objections	
Foothills Gas Co-op	No response	
Telus	No objections	
Transcanada Pipelines	No response	
Canada Post Cooperation	No response	
Fortis Alberta	No concerns	
Chinook Edge School Division	No response	
Red Deer Catholic Regional Schools	No response	
Adjacent landowners	See PH agenda	

# **Public Hearing:**

The requirements of Section 606 (2) of the *Municipal Government Act (MGA)* have been satisfied regarding the notification of the Public Hearing. A notice of the Public Hearing for Bylaw 2022-05 was advertised in the local paper on August 23<sup>rd</sup>, August 30<sup>th</sup> and September 6<sup>th</sup>, 2022. Further, notification of the Public Hearing was advertised on the Town website from August 23<sup>rd</sup> to September 6<sup>th</sup>, 2022.

#### Conclusion:

Administration is confident that the proposed Outline Plan and land use redesignation provides alignment to the Municipal Development Plan, clarity and understanding by administration and the public for the future use of areas designated for residential development.

### **Recommended Action:**

That the Town of Sundre Council give Second and Third reading to Bylaw 2022-05 being a bylaw to amend the Land Use Bylaw and to adopt the Brookside Estates Phase 4 & 5 Outline Plan.

# Attachments:

Schedule A – Bylaw 2022-05

Schedule B - Brookside Estates Phase 4 & 5 Outline Plan

Date Reviewed: September _	9, 2022	CAO: 1. M.b.
· -		

6.1b



### **TOWN OF SUNDRE**

# **BYLAW 2022 - 05**

BEING A BYLAW OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA TO AMEND THE LAND USE BYLAW (BYLAW X) OF THE TOWN OF SUNDRE.

**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 must pass a Land Use Bylaw;

**WHEREAS** the Council deems it desirable to amend Bylaw 2018-10 to allow the development of Block 1, Plan 9411097 of NE-33-32-05-W5M.

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. That Schedule A Land Use District Map of the Land Use Bylaw 2018-10 be amended by redesignating portions of Block 1, Plan 9411097 of NE-33-32-05-W5M from Urban Reserve (UR) to Residential Single Detached District (R-1) and Public Services District (PS) as shown on attached Schedule "A" attached to and forming part of this Bylaw.
- 2. That Schedule "B" "Brookside Estates Phase 4 and 5 Outline Plan and Land Use Redesignation" be adopted as shown on attached Schedule "B" attached to and forming part of this Bylaw.
- 3. This Bylaw comes into full force and takes effect on the date of third and final reading.

READ A FIRST TIME this 27th day of June, 2022 Mo	otion No. 226-27-06-22
PUBLIC HEARING HELD this 12 <sup>th</sup> day of Septembe	r 2022
READ A SECOND TIME this day of	2022 Motion No
READ A THIRD AND FINAL TIME this day of _	2022 Motion No
	Mayor, Richard Warnock
	Chief Administrative Officer, Linda Nelson

# **SCHEDULE "A"**

# Bylaw 2022-05

# Land Use Bylaw amendment



<u>Legend</u>

Subject Lands
General Residential (R2)
Public Service (PS)

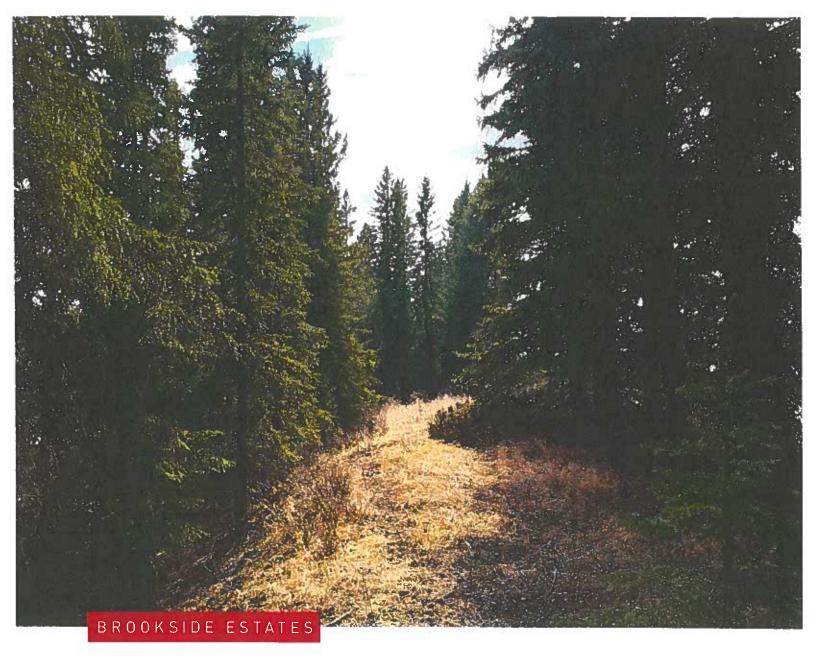


Sep 07, 2022 - 2-20pm WA2022 024\_Romax\_SW Sundre\_IDP\S 0.1 ochae3\\S 1.1 ochae3\S 1.1 ochae3\S



# Brookside Development Sundre, Alberta Proposed Land Use Map

Plan 9411097; Block 1 September 2022



# PHASE 4 & 5 OUTLINE PLAN AND LAND USE REDESIGNATION



Submitted to: TOWN OF SUNDRE

Submitted by:

B&A PLANNING GROUP

Revised on: SEPTEMBER 7, 2022



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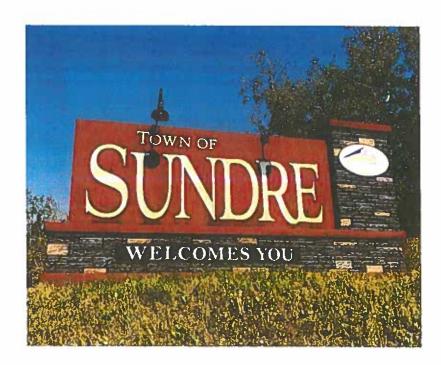
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1.0 01

SECTION 1.0

# **Overview**

This Report has been prepared by B&A
Planning Group, with a team of technical
experts, on behalf of Everblue Nursery
in support of the Brookside Land Use
Redesignation and Outline Plan for
approximately 6.89 hectares (17.02 acres) of
land in the Town of Sundre. The Brookside
Outline Plan area is delineated within
two phases, Phase 4 and Phase 5, to be
developed sequentially.



# 1.1 BACKGROUND

The Brookside residential development was originally contemplated by a different development group in 1999. A team of professional consultants developed a proposed residential subdivision, phasing, and servicing plan for the lands. Earlier Brookside phases immediately north of the plan area began building out in the early 2000s and the Sundre Senior's Supportive Living Centre, on the west side of the Plan area, opened in 2016. Since that time the plan area has remained vacant and undeveloped. Before development of this area the lands were used for agricultural purposes.

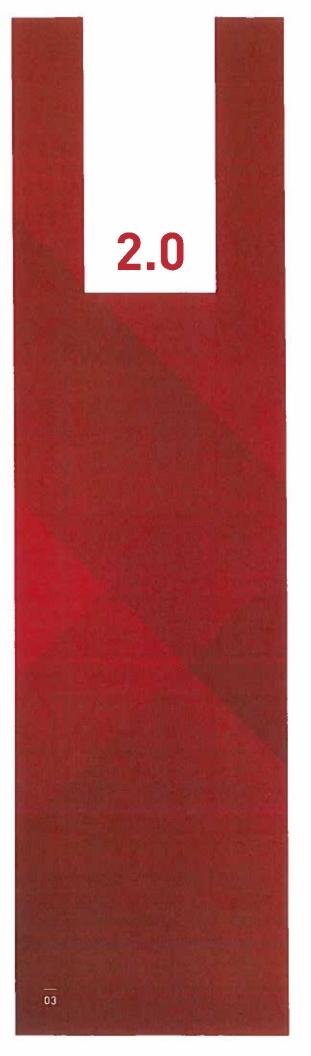
# 1.2 PLAN RATIONALE

The Brookside Outline Plan area is 6.89 hectares (17.02 acres) in size, which is proposed to be developed in two (2) phases (Phase 4 and Phase 5, respectively). The Phase 4 area is expected to develop gradually with 8-12 lots brought on (registered) per year based on market conditions. This approach ensures fiscally responsible and contextually appropriate development for the Town. Continuation of the previously developed Brookside residential phases is the logical progression for residential development in Sundre.

# 1.3 VISION

Brookside Estates is envisioned to be a high-quality, contiguous, residential neighbourhood that complements the unique environmental features and established community structure in which it is situated. Residents of this Brookside development will benefit from access to beautiful natural areas, and manicured open spaces, with pathways connecting the neighbourhood to its surrounding communities. Single detached homes will complement previous Brookside phases and reflect the small town values of Sundre. Semi-detached and townhome development in Phase 5 will provide housing diversity for the Town, and support the Senior's Centre in providing opportunities for downsizing, or aging-in-place. Development within Brookside may echo the natural beauty of Sundre with the use of natural colours and materials, livening the streets with trees and neighbourhood destinations. Exact details regarding built form will be confirmed at the Development Permit stage.





SECTION 2.0

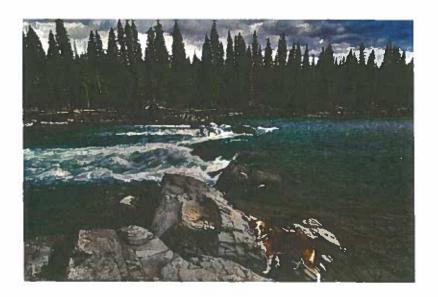
# Context

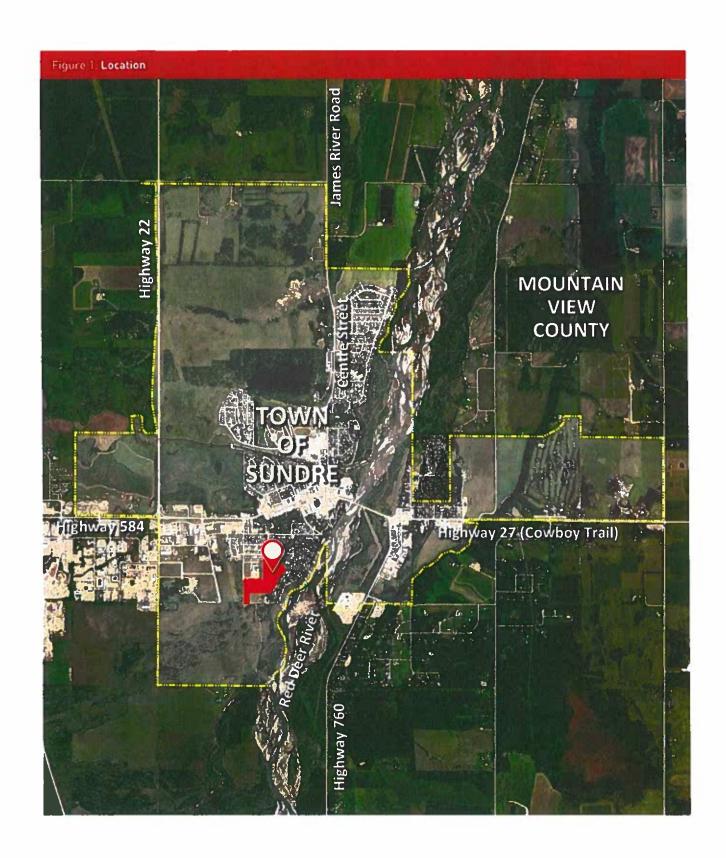
# 2.1 LOCATION AND OWNERSHIP

The Brookside plan area is an irregular shaped parcel located in the Town of Sundre, southwest of the downtown area, and west of the Red Deer River. These 6.89 hectares [17.02 acres] are accessed via 5 Street SW and 6 Street SW which is only developed to the southern boundary of the existing Senior's Facility. The subject lands are bordered by the Sundre Senior's Supportive Living Centre to the west, existing residential development to the north, and seasonal residential development known as the Riverside RV Village to the east between the plan area and the Red Deer River. A single residential parcel also borders the plan area to the south and beyond that is vacant land. The plan area comprises a single legal parcel as follows:

Table 1: Ownership

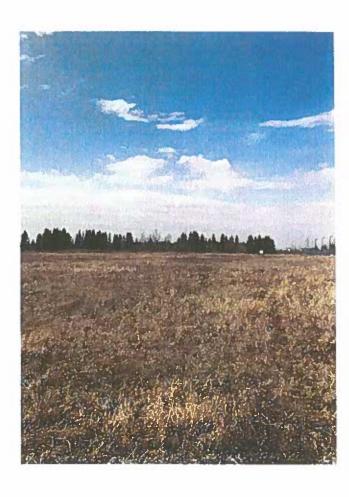
Legal Description	Hectares	Acres	Ownership
Block 1, Plan 9411097 of NE-33-32-05-W5M	6.89	17.02	Steve Bouchet-

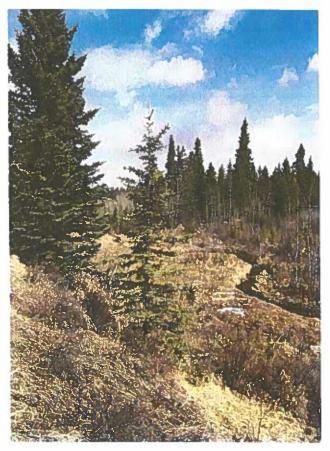


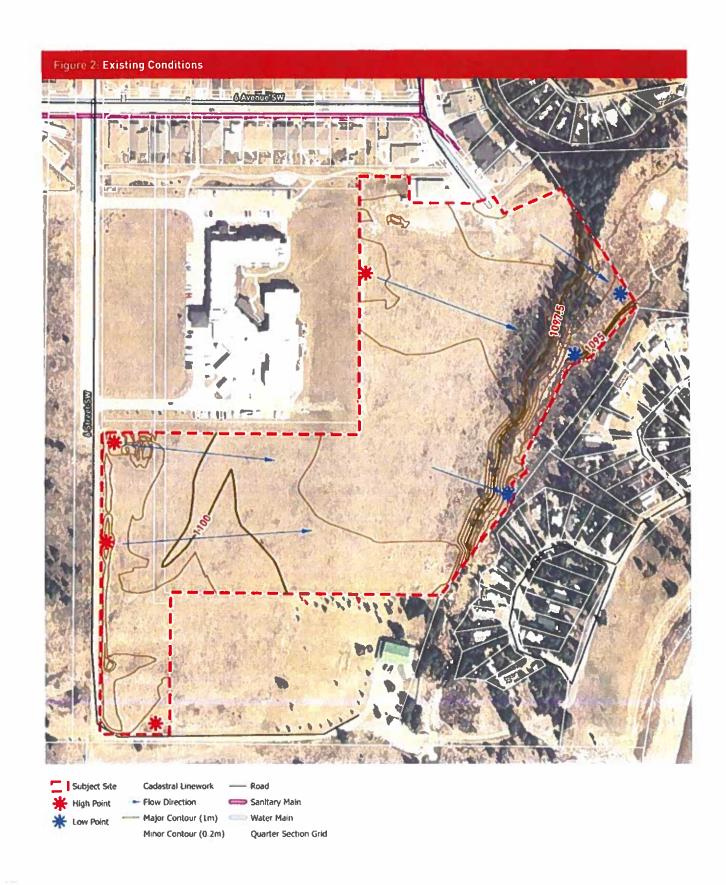


# 2.2 EXISTING CONDITIONS

The subject site consists of undeveloped natural land that is generally flat. Trees border the site along the east property line. Fencing is located along the property lines that are adjacent to neighbouring residential sites. A tributary to the Red Deer River is approximately 360 m north of the subject site and the Red Deer River is approximately 130 m east of the subject site. The general area slopes east towards the Red Deer River. There are no oil and gas wells, pipelines, or facilities at the subject site now or in the past.







# 2.3 TECHNICAL REVIEW

### 2.3.1 Geotechnical

A geotechnical evaluation was completed by Almor Testing Services Ltd. In September 1998. The findings of this report were verified by Almor during a site visit on March 4, 2022, and reported in an Addendum to the original (1998) report. Recommendations include frost wall footing construction at a depth of 1.2-1.5m below grade to a maximum depth of 1.5-2.0m (if basements are proposed). Weeping tile and a sump pump system will be required. The predominate material to be a mixture of free draining silty sandy gravel soils. Based on these conditions an asphalt pavement structural design is proposed to consist of Type B' asphaltic concrete with granular base course crushed gravel and granular sub-base gravel. The prepared sub-grade is to be proof-rolled and loose areas are to be replaced with approved materials. It is recommended not to install subgrade drains if conditions are verified during construction.

Almor Testing reviewed the contour plan for the east side of the subject site, adjacent to a creek valley bed, and reported their findings on June 15, 2022. Based on site observations, building envelopes are to be setback a minimum of 7.0m from the rear yard property line and crest-of-slope, which aligns with the Town's Land Use Bylaw. Solid vegetation on and above the slope does not indicate any creep or movement on the slope, and there are no indications of slumping or shallow instability.

# 2.3.2 Phase I Environmental Site Assessment

A Phase 1 ESA was completed by Environmental Diagnostics Inc. on December 15th 2021. No evidence was found of the presence and/or a significant release of any hazardous substance, hazardous waste, petroleum products and other potential contamination at the subject property now or in the past. No adjacent properties of major environmental concern were identified, and no further environmental work is recommended for the subject site.

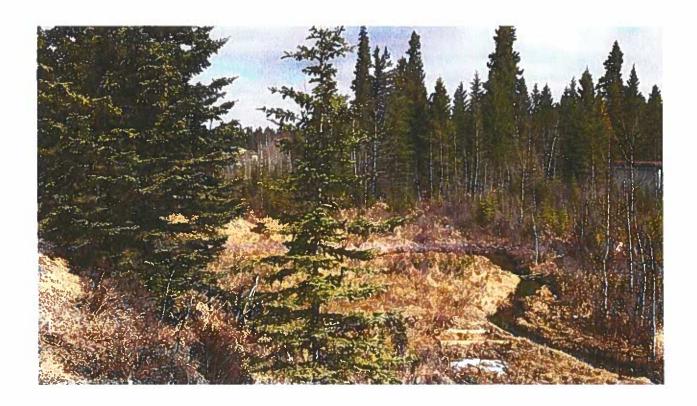


# 2.3.3 Biophysical Impact Assessment (BIA)

A BIA was completed for the plan area by Trace Associates Inc. on May 2, 2022. This investigation found that the terrain is nearly level throughout most of the site, sloping gradually from the southwest corner to the northeast. On the east side of the site, the topography slopes towards two unnamed small permanent watercourses the flow north to a tributary of the Red Deer River. Based on the Agricultural Region of Alberta Soil Information Database, soils on site are comprised of Orthic Dark Grey Chernozems and Orthic Regosols, not ideal for agricultural production. One potential wetland was identified within the plan area, a temporary graminoid marsh and two unnamed watercourses located within the proposed MR. The extent and classification of these features are to be confirmed through a field assessment. The site consists primarily of non-native grassland, a temporary marsh, and coniferous forestland bordering the marsh. No rare plant species or rare ecological communities were reported. The site is within no provincially mapped key witdlife layers and does not contain an Important Bird Area.

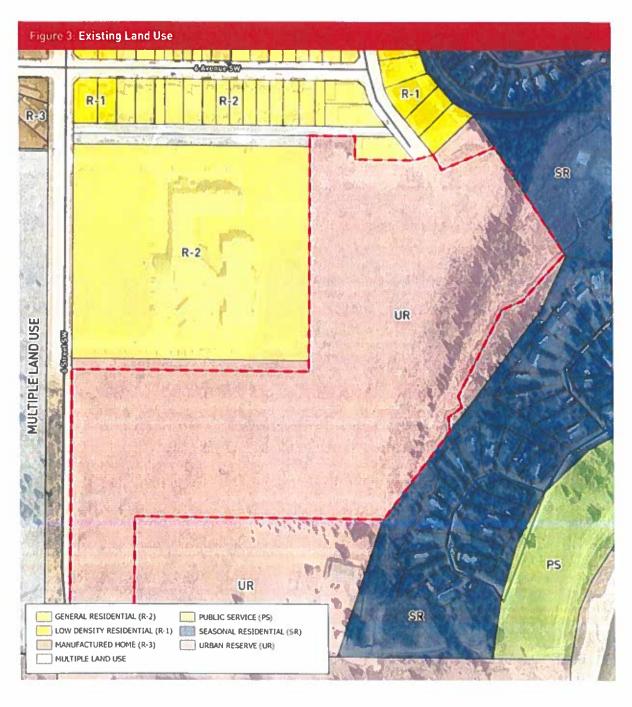
# 2.3.4 Historical Resource Inventory

Historic Resources Act approval was granted for the proposed development concept on May 6 2022. In the event that any historic resource is uncovered during excavation the developer shall forthwith notify the Minister of the discovery.



# 2.4 EXISTING AND ADJACENT LAND USES

The properties surrounding the subject site are residential [R2], seasonal RV (SR), a senior's complex that was developed in the last few years (R2), and natural land. The Sundre Land Use Bylaw (2018-10) designates the plan area as Urban Reserve (UR), intended to reserve land for future subdivision and development until an overall plan is prepared and approved by Council.



# 2.5 PLANNING CONTEXT AND POLICY ALIGNMENT

# 2.5.1 Town of Sundre Municipal Development Plan (MDP) Bylaw 2021-07

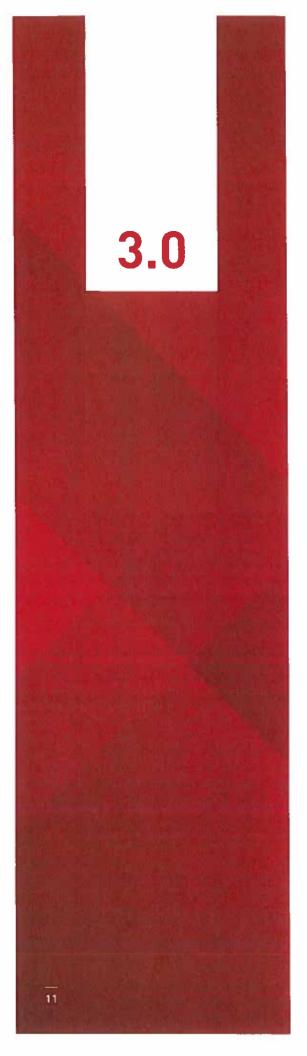
The Town of Sundre's MDP was approved in September 2013 and amended as recently as September of 2021. Looking forward to 2035, the Town strives to be a community known for its beautiful natural environment, offering residents a high quality of life and prosperous economy. Responsible growth is a key responsibility of the Town, the Brookside phasing strategy supports the Town in this goal by proposing contiguous development and developing incrementally and responding directly to current conditions. The MDP identifies the plan area as future residential land use and outlines a goal for residential development that accommodates a wide variety of lifestyles, ages and incomes. Phase 4 is proposed to include single-family detached residential development, and the built form of Phase 5 is to be determined at the time of subdivision at the developer's discretion based on current market demands. It is likely that Phase 5 will include a mix of housing forms supported by the proposed R2 land use district. Residential development in proximity to the Seniors Facility will create opportunities for aging in place, and for residents to stay in the same area as they downsize, or transition towards supportive living.

# 2.5.2 Town of Sundre Parks, Open Space, and Trails Plan (Policy 171/18)

This Plan establishes a vision and guiding policy for Sundre's community parks, natural spaces and pedestrian linkages. According to the definitions of this Plan, Brookside Phase 4 proposes to include two 'Sub-Neighbourhood Parks' providing local recreation opportunities for the immediate neighbourhood. Amenities within these parks may include informal play areas, benches, or children's play structures. A 'Natural Park' is proposed along the eastern side of the Plan area along the top of slope where an existing water course resides. Amenities within this space will be limited due to the existing slope. A 'Linear Park' is proposed adjacent to the existing MR along the south side of Sundre Seniors Supportive Living, a path will continue this connection between properties and 6 Street SW. Within Phase 5 a linear MR is envisioned along the existing Utility Right-of-Way to connect the existing Senior's Facility with the lands to the south and the Red Deer River.

# 2.5.3 Town of Sundre and Mountain View County Intermunicipal Development Plan (IDP)

Although the plan area is not included in within the IDP as a referral area, fringe area, or urban referral area, the Brookside Phase 4 and 5 Outline Plan area will support the goals of the IDP to enable the Town to grow in an orderly manner.



SECTION 3.0

# **Brookside Concept Plan**

# 3.1 RESIDENTIAL

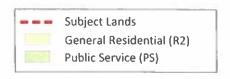
Brookside Estates is to be a residential neighbourhood consisting of single detached, semi-detached, and town homes. Phase 4 contemplates approximately Thirty-three [33] residential lots ranging in size from 50 feet to 60 feet wide. This is consistent with previous Brookside phases and reflects an efficient development pattern. The proposed land use district is the General Residential District (R-2). R-2 allows a variety of dwelling types and uses compatible with a residential area, all of which are connected to the municipal sewer and water systems. Permitted uses include duplex dwellings, semi-detached dwellings, single-detached dwellings, and public parks. Phase 4 is anticipated to be single-detached dwellings, and Phase 5 is envisioned to consist of a potential Townhouse site and additional semi-detached or single-family development.

Together, the two phases of Brookside Estates are anticipated to provide 87 units (33 single family and 54 semi-detached or townhouse) providing an overall density of 5.6 units per acre (upa). Based on an estimated 3.3 persons per single family unit and 2.2 persons per semi-detached unit, the development may accommodate a population of 228 people. Home-based job estimations are based on City of Calgary standards applying a metric of 3.8 home-based jobs per 100 people. For Brookside Estates this results in 9 home-based jobs.

ole 2: Development Concept Statistics	Hectares	Acres	%
otal Area	6.89	17.02	
Non-Developable Area [ER]	0.63	1.55	
Gross Developable Area (Total Area - ER)	6.26	15.47	100%
MR / Storm Retention [PS]	0.62	1.52	10%
Roads	0.91	2.24	14%
Residential (R2)	4.74	11.71	76%
Single Family			
Anticipated Units		33 units	
Population (3.3 ppu)		109 people 5 jobs	
Local Jobs (3.8/100 ppl)			
Semis/Townhouse			
Anticipated Units		54 units	
Population (2.2 ppu)		119 people	
Local Jobs (3.8/100 ppl)		5 jobs	
Total Units		87 units	
Total Population + Jobs		236	
Density		5.6 upa	
People + Jobs / hectare		37.8	
People + Jobs / acre		15.3	

Figure 4: Proposed Land Use







# 3.2 MUNICIPAL & ENVIRONMENTAL RESERVE

Municipal Reserve within the plan area will be dedicated by land to be used as open space for passive and active recreational use by surrounding residents and for storm retention. Within Brookside Estates, the total land area to be dedicated as MR accounts for nearly 10% of the Gross Developable Area. This exceeds the 0.306 hectares (0.756 acres) of Deferred Reserve owing from previous subdivisions as per Deferred Reserve Caveat 171253332 (2017). These lands will be designated Public Service District (PS) in accordance with the Sundre Land Use Bylaw (2018-10). This district is intended to provide an area for the development of land for preservation of public land in its natural state and other uses which are compatible with the area such as public parks.

Approximately 0.63 hectares (1.55 acres) of natural lands on the eastern edge of the plan area will be dedicated as Environmental Reserve in alignment with the Municipal Government Act and Sundre Parks, Open Space and Trails Plan. These lands are considered undevelopable due to slopes, vegetation, and the presence of a water course. As per the Sundre Land Use Bylaw, these lands will also be dedicated PS.

Table 3: Proposed Municipal Reserve Disposition

Dedication	Hectares	Acres	%
Total Area	6.89	17.02	
Non-Developable [Environmental Reserve]	0.63	1.55	
Gross Developable Area	6.26	15.47	100%
Deferred Reserve Owing	0.306	0,756	5%
Proposed MR Dedication by Land	0.61	1,51	10%

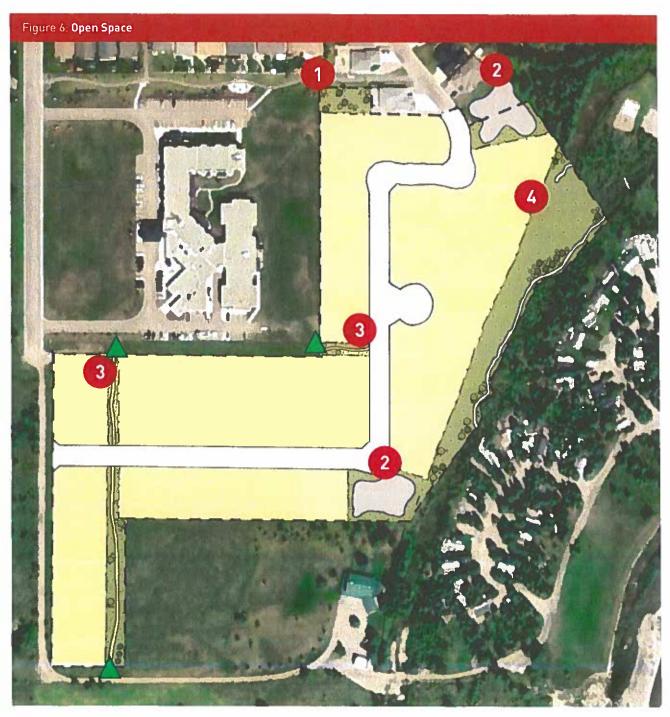
# The MR/ER dedication is allocated amongst four (4) types of open spaces:

- Neighbourhood Park
  - This open space will be used as neighbourhood destination for passive recreation. Programming
    within this space may consist of a play structure, picnic area, or landscaped area.
- 2 Storm Retention
  - Within these open spaces it is proposed to extend an existing storm pond on the northeast boundary
    of the Phase 4 lands, which was previously dedicated as MR. An additional storm pond is proposed for
    Phase 5 in the southeast corner of the site, where those lands naturally drain.
- 3 Linear Open Space
  - As a continuation of the existing MR dedication along the southern boundary of the Sundre Seniors
    Supportive Living Facility, two linear open spaces with future north-south and east-west trails will
    connect pedestrians between 6 Street SW, Brookside, the existing Senior's Facility, and 5 Street SW.
- 4 Natural Open Space
  - An existing watercourse and slope exist in this open space. The top of slope was determined by a
    Topographic Survey completed by Tagish Engineering. This open space will remain in a naturalized
    state, acting as a buffer between the Riverside RV community and Brookside.



# **FireSmart**

As per the Town of Sundre Parks, Open Space & Trails Plan, FireSmart Canada is an initiative to lessen the risk of wildfires. This program helps highlight the shared responsibility of those who live and work in or near forested areas. Residents and developers of Brookside are encouraged to visit www.firesmartcanada.ca to learn more about recommendations and tools to implement FireSmart and protect their home, their community, and the natural environment.



Future Trail / Pathway Connections

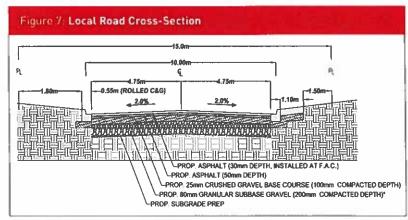
# 3.3 TRANSPORTATION

# 3.3.1 Regional Transportation

The plan area's primary access roads, 5 Street and 6 Street SW, connects with Highway 27 approximately 0.5 km northwest of the plan area. Highway 27 provides access to the Sundre downtown and regional connection to nearby municipalities such as the Town of Olds. The CastleGlenn Highway 27 Study recommended Highway 27 be upgraded to a four lane cross-section with a raised median and separate left turn lanes up to the 6 Street SW intersection. Highway 27 intersects with Highway 22 at the western edge of the Town of Sundre, where Highway 22 provides a regional northern connection. Highway 22 continues south at an intersection with Highway 27 approximately 8 km east of the Sundre Town limits.

# 3.3.2 Local Transportation

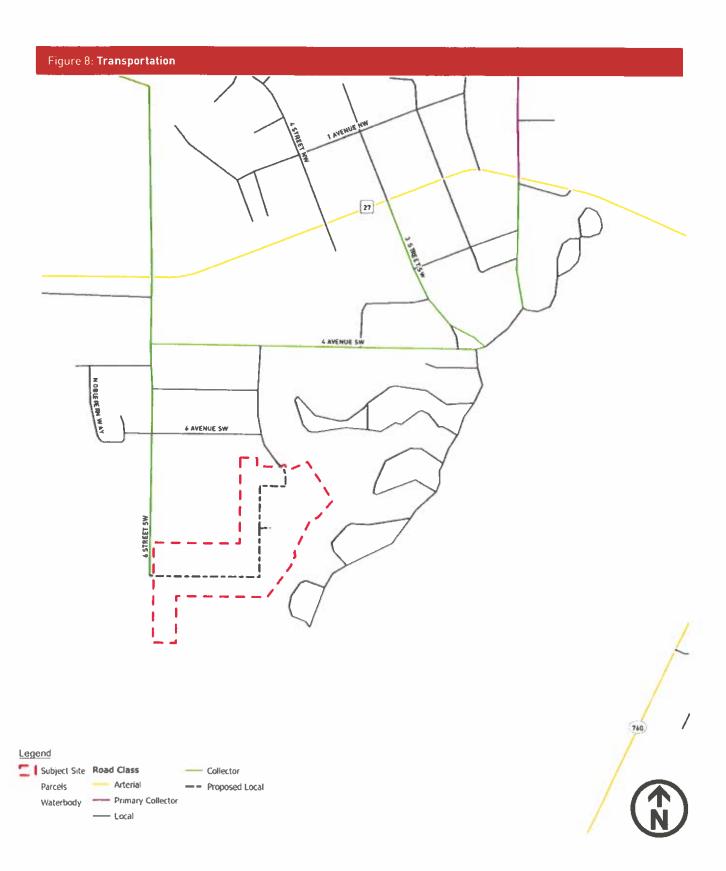
Access to the plan area is provided by an extension of 5 Street SW, continuing the 15.0 m right-of way providing a paved road for two-way local traffic and a sidewalk on one side. This extension is proposed to continue south, ultimately connecting with an extension of 6 Street SW, through the Phase 5 area.



# 3.3.3 Transportation Impact Assessment

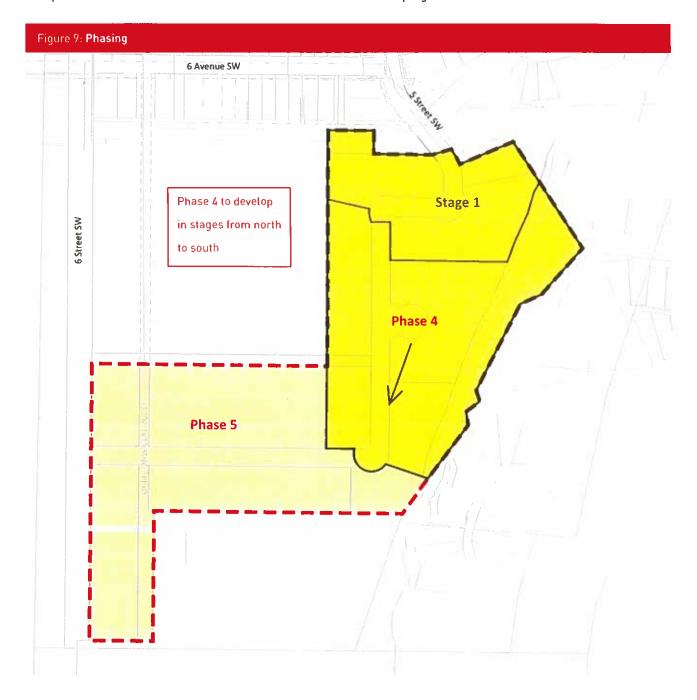
A Transportation Impact Assessment was completed by Bunt & Associates on May 3, 2022. This study included an analysis of forecasted trip generation based on the proposed residential development, collision history analysis, and an analysis of the 6 Street SW and Highway 27 intersection. Based on this analysis the report concludes that the study area intersection continues to operate acceptably with additional site traffic long term after development completion, and that an upgraded crossing treatment is not warranted. The study area intersection is already fully illuminated with street lighting and no further safety analysis is required for the highway.

Bunt further advised that their analysis shows there is plenty of capacity at the 6 Street / Highway 27 intersection, so they do not foresee any future issues unless there is significant growth in other areas that add through traffic to the highway. As TIAs typically have a shelf life of 2 years, Phase 5 may need to be reassessed in the future when plans for this area are confirmed.



# 3.4 PHASING

The plan area will be developed in two phases (Phase 4 and 5). Phase 4 will be developed first, with approximately 8-12 lots brought on (registered) per year based on market conditions. The overall development pattern of Phase 5 is to be determined at the detailed design and subdivision stage for that phase and will reflect current market conditions based on the progression of Phase 4.



#### 3.5 SERVICING

#### 3.5.1 Water Servicing

Potable water servicing within the Phase 4 area is proposed to connect with the existing 200 mm water main within the 5 Street SW ROW. Prior to development of Phase 5, a temporary blow off is proposed at the terminus of the 5 Street SW extension. Two water hydrants are proposed throughout Phase 4 to accommodate fire safety.

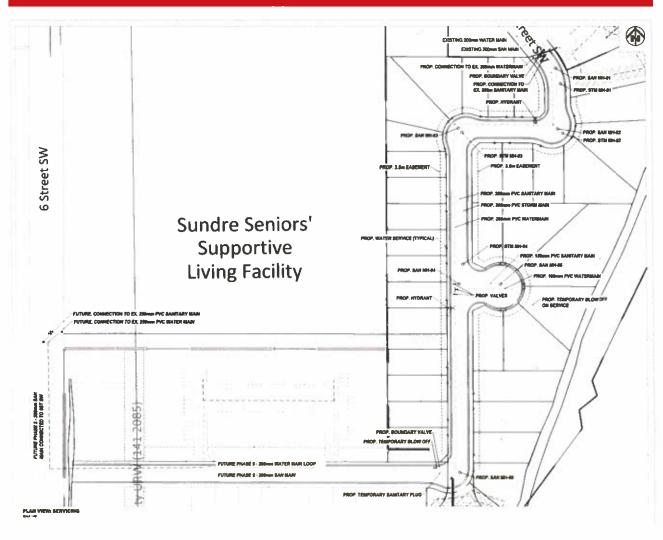
#### 3.5.2 Wastewater servicing

Wastewater servicing within the Phase 4 area is proposed to connect to existing 200 mm sanitary main within the 5 Street SW ROW. A temporary sanitary plug is proposed at the terminus of the Phase 4 road extension until such time as Phase 5 commences development.

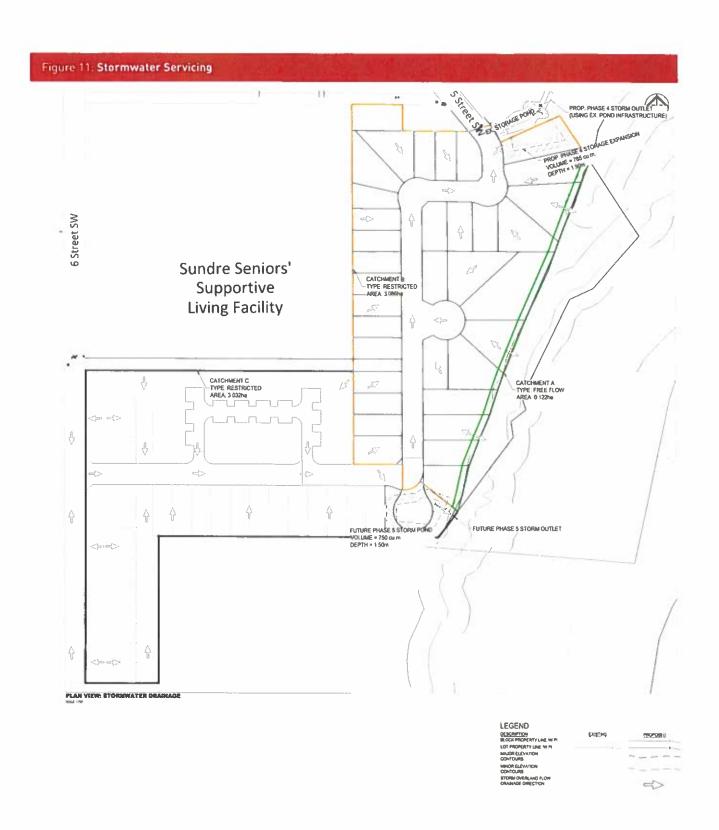
#### 3.5.3 Stormwater Servicing

Stormwater within the Phase 4 area is proposed to be managed by an extension of the existing storm retention pond adjacent to the northeast plan area boundary. Expansion of this pond will maintain a 1.5 m depth and accommodate overland drainage from the plan area as well as drainage captured by a proposed 300 mm storm water main within the road ROW. A future Phase 5 storm pond is proposed in the location of the temporary gravel turnaround to accommodate additional overland drainage from Phase 5 development.

Figure 10: Water Servicing & Wastewater Servicing









SECTION 4.0

# **Implementation**

### **4.1 LAND USE REDESIGNATION**

A land use redesignation application has been submitted to the Town of Sundre proposing redesignation of the existing Urban Reserve District (UR) land use to General Residential District (R-2) for the entirety of Block 1, Plan 9411097. The R-2 District permits development of duplex, semi-detached, and single detached dwellings providing opportunity for flexibility to respond to market conditions and to provide a mix of housing typologies.



The Land Use Redesignation is proposed as follows:.

Table 4: Land Use Redesignation Statistics

Land Us	е То	Land Use	Hectares	Acres
R-2	То	P\$	0.07	0.17
UR	То	R-2	4.75	11.74
UR	То	PS	1-17	2.89
UR	То	Road ROW	0.90	2.22
Total			6.89	17.02

### **4.2 NEXT STEPS**

Following approval of the Land Use Redesignation Application the developer will proceed with subsequent applications for subdivision, and development permit approval prior to commencement of any construction on site. Earth works are anticipated to begin in Fall 2022 with residential development beginning in 2023. Development of Phase 5 is anticipated to begin within 3-5 years.



SECTION 5.0

# Public Consultation

In early May 2022, a letter was circulated to neighbours surrounding the project site, see Figure 11 Notification Zone. The notification letter provided details about the proposed Brookside Phase 4 project as well as contact information for questions and comments. Seven stakeholders contacted the project team with feedback on the project. Some stakeholders were reaching out to discuss price, timing, and availability of lots. Several stakeholders had questions and concerns about the impacts of increased traffic from the new development for existing residents.

The Sundre Seniors Supportive Living Facility and the Riverside RV Village were sent the notification letter directly by email on May 13, 2022. A representative from Sundre Seniors Supportive Living Facility responded to express support for the proposal.

The project team will continue to respond to stakeholder comments and questions about the project.





BROOKSIDE PHASES 4 & S OUILINE PLAN & LAND USE REDESIGNATION





### Legend





1:3,000

Sep 07, 2022 - 2 20pm W-\2022-024\_Remax\_SW Sundre\_NP\S 0 Technical\S 1 Technical Production\S 1.1 AutoCAD\2022-024 Subdivision\_Aug 03, 2022 dwg Layout Proposed Ltd



# Brookside Development Sundre, Alberta Proposed Land Use Map



#### **REQUEST FOR DECISION**

COUNCIL DATE September 12, 2022

SUBJECT 2022 Q2 Financial Reports

ORIGINATING DEPARTMENT Corporate Services

AGENDA ITEM 8.1

#### **BACKGROUND/PROPOSAL:**

Included are the four quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions, and capital expenditures as at June 30, 2022.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Revenue and Expenses: The presented information was combined on a pro-forma basis and includes comparison data for the same time frame in 2021, as well as corresponding budget information.

Cash Balances: As at June 30, 2022, there is approximately \$3.8M in the operating account, which is an expected increase to the previous quarter ending balance due to the collection of property taxes. There is also approximately \$872k in investment accounts and \$6.7M in Restricted Surplus identified accounts, for total holdings of almost \$11.5M.

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

Capital Expenditures: project specific comments are included in the schedule

#### ALIGNMENT WITH STRATEGIC PLAN

The proposal aligns with the pillar of Sustainable & Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the Q2 2022 Quarterly Financial Reports, as information.

#### **MOTION:**

That the Town of Sundre Council accept the Q2 2022 Quarterly Financial Reports, as information.

Date Reviewed: September 9, 2022 CAO: 2. Mehan

### **SUMMARY**

					2022	2021	YTD	Variance (Budget V. Actual)
	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	YTD	<u>YTD</u>	<u>Budget</u>	(Over) / Under Budget
Taxes and Other Revenue								
Municipal Taxes	-	4,722,870	-	-	4,722,870	4,766,378	3,457,489	1,265,381
FortisAlberta Franchise Fee	42,805	57,870	-	-	100,675	94,810	117,500	(16,825)
MSI - Operating	-	-	-	-	-	-	30,000	(30,000)
Total Taxes and Other Revenue	42,805	4,780,740	-	-	4,823,545	4,861,188	3,604,989	
Less Interest, Requisitions and Transfers								
ASFF & MVSH Requisitions	(309,748)	(309,749)	-	-	(619,497)	(645,749)	-	(619,497)
Interest on Long-Term Debt	(30,960)	(32,546)	-	-	(63,506)	(70,437)	(95,000)	31,494
Provincial Police Funding Model	-	(85,311)	-	-	(85,311)	(56,839)	(85,000)	(311)
Fortis Alberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue for Operations	(297,903)	4,353,134	-	-	4,055,231	4,088,163	3,424,989	
Net Operational Excess/(Shortfall)								
11 - Legislative	(69,232)	(105,103)	-	-	(174,335)	(119,340)	(245,369)	71,034
12 - Corporate Services	(12,493)	(123,085)	-	-	(135,578)	(155,540)	(289,688)	154,110
17 - Census	-	-	-	-	-	-	-	· -
18 - Elections	-	-	-	-	-	-	-	-
21 - Municipal Enforcement	(20,163)	(24,411)	-	-	(44,574)	(53,345)	(70,551)	25,977
23 - Fire	(54,235)	(36,179)	-	-	(90,414)	(57,374)	(67,135)	(23,280)
24 - Emergency Management	(5,873)	(4,665)	-	-	(10,538)	(17,713)	(28,931)	18,393
26 - Animal Control	(2,284)	(5,043)	-	-	(7,327)	(6,170)	(7,866)	539
32 - Roads	(86,144)	(154,518)	-	-	(240,662)	(138,928)	(285,935)	45,273
35 - Shop	(71,166)	(46,712)	-	-	(117,878)	(141,960)	(154,943)	37,065
41 - Water	36,668	95,232	-	-	131,900	269,815	97,676	34,224
42 - WasteWater	33,256	74,814	-	-	108,070	174,545	132,301	(24,231)
43 - Solid Waste	8,729	43,020	-	-	51,749	54,155	35,906	15,843
51 - FCSS	1,556	(1,556)	-	-	-	, -	, -	· -
61 - Planning & Development	(31,771)	(35,348)	_	_	(67,119)	(89,802)	(93,474)	26,355
63 - Economic Development	(28,586)	(51,356)	_	_	(79,942)	(81,369)	(134,793)	54,851
75 - Library	(43,816)	(43,403)	_	_	(87,219)	(82,121)	(66,812)	(20,407)
77 - Sundre Community Centre	(17,980)	28,855	_	_	10,875	2,703	(29,565)	40,440
80 - Arena	(51,785)	64,048	_	_	12,263	(26,790)	(98,835)	111,098
82 - Greenwood Campground	(10,888)	(11,971)	_	_	(22,859)	(9,972)	(19,944)	(2,916)
84 - Parks	(32,941)	8,435	_	_	(24,506)	(38,135)	(87,713)	63,207
85 - Recreation & Culture	(83,927)	155,443	_	_	71,516	104,600	72,038	(522)
86 - Community Services	(23,244)	(5,572)	_	_	(28,816)	(12,104)	(81,847)	53,031
87 - Trails	(9,760)	12,251	_	_	2,491	3,252	(15,763)	18,254
89 - Outdoor Recreation	(16,466)	13,665	_	_	(2,801)	4,887	(19,293)	16,492
91 - Gas	48,249	179,727	_	_	227,976	177,278	86,897	141,079
Total Net Operational Excess/(Shortfall)	(544,296)	26,568	-	-	(517,728)	(239,428)	(1,373,638)	1.1,073
Year End Surplus/(Deficit)	(842,199)	4,379,702	_	-	3,537,503	3,848,735	2,051,351	

### 00 - General Services / Taxation

					2022	2021	YTD	Variance (Budget V. Actual)
	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	YTD	<u>YTD</u>	<u>Budget</u>	Over / Under Budget
Revenues								
Municipal Taxes	_	4,722,870	_	_	4,722,870	4,766,378	3,457,489	1,265,381
FortisAlberta Franchise Fee	42,805	57,870	_	_	100,675	94,810	117,500	(16,825)
MSI - Operating	-	-	-	-	-	-	30,000	(30,000)
Expenses								
Requisitions	(309,748)	(309,749)	-	-	(619,497)	(645,749)	-	(619,497)
Interest on Long-Term Debt	(30,960)	(32,546)	-	-	(63,506)	(70,437)	(95,000)	31,494
Provincial Police Funding Model	-	(85,311)	-	-	(85,311)	(56,839)	(85,000)	(311)
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Surplus (Deficit)	(297,903)	4,353,134	-	-	4,055,231	4,088,163	3,424,989	

### 11 - Legislative Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(30,810)	(78,249)	-	-	(109,059)	(96,217)	(194,769)	85,710
Contracted Services	(19,670)	(8,819)	-	-	(28,489)	(3,270)	(15,250)	(13,239)
Materials & Supplies	(18,752)	(18,035)	-	-	(36,787)	(19,853)	(35,350)	(1,437)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(69,232)	(105,103)	-	-	(174,335)	(119,340)	(245,369)	

### 12 - Corporate Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	107,351	39,282	-	-	146,633	95,349	52,250	94,383
Expenses								
Salaries & Wages	(34,251)	(55,241)	-	-	(89,492)	(77,397)	(96,510)	7,018
Contracted Services	(26,340)	(50,293)	-	-	(76,633)	(58,354)	(106,000)	29,367
Materials & Supplies	(52,194)	(50,391)	-	-	(102,585)	(104,013)	(127,800)	25,215
Utilities	(7,059)	(6,442)	-	-	(13,501)	(11,125)	(11,628)	(1,873)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(12,493)	(123,085)	-	-	(135,578)	(155,540)	(289,688)	

### 18 - Elections

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
			<u></u>					
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	-	

### 21 - Municipal Enforcement

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD Budget	Variance (Budget V. Actual) Over / Under Budget
Revenues	2,904	1,986	-	-	4,890	2,296	10,000	(5,110)
Expenses								
Salaries & Wages	(14,844)	(19,885)	-	-	(34,729)	(46,216)	(60,163)	25,434
Contracted Services	(896)	(1,126)	-	-	(2,022)	(1,887)	(550)	(1,472)
Materials & Supplies	(7,327)	(5,386)	-	-	(12,713)	(7,538)	(19,838)	7,125
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(20,163)	(24,411)	-	-	(44,574)	(53,345)	(70,551)	

### 23 - Fire Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	70,022	88,346	-	-	158,368	91,306	146,660	11,708
Expenses								
Salaries & Wages	(43,754)	(71,174)	-	-	(114,928)	(37,402)	(98,116)	(16,812)
Contracted Services	(10,137)	(6,123)	-	-	(16,260)	(16,120)	(22,873)	6,613
Materials & Supplies	(65,938)	(42,197)	-	-	(108,135)	(86,336)	(85,624)	(22,512)
Utilities	(4,428)	(5,031)	-	-	(9,459)	(8,822)	(7,182)	(2,277)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(54,235)	(36,179)	-	-	(90,414)	(57,374)	(67,135)	

### 24 - Emergency Management

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD Budget	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(4,955)	(3,883)	-	-	(8,838)	(15,804)	(21,031)	12,193
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(918)	(782)	-	-	(1,700)	(1,909)	(7,900)	6,200
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(5,873)	(4,665)	-	-	(10,538)	(17,713)	(28,931)	

### 26 - Animal Control

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	4,463	314	-	-	4,777	5,536	6,600	(1,823)
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	(6,615)	(4,830)	-	-	(11,445)	(11,445)	(13,676)	2,231
Materials & Supplies	(132)	(527)	-	-	(659)	(261)	(790)	131
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(2,284)	(5,043)	-	-	(7,327)	(6,170)	(7,866)	

### 32 - Roads

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	15,480	14,671	-	-	30,151	125,383	124,250	(94,099)
Expenses								
Salaries & Wages	(63,461)	(117,896)	-	-	(181,357)	(140,760)	(213,607)	32,250
Contracted Services	-	(787)	-	-	(787)	(41,859)	(76,801)	76,014
Materials & Supplies	(9,018)	(6,185)	-	-	(15,203)	(11,746)	(37,277)	22,074
Utilities	(29,145)	(44,321)	-	-	(73,466)	(69,946)	(82,500)	9,034
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(86,144)	(154,518)	-	-	(240,662)	(138,928)	(285,935)	

# 35 - Shop

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD Budget	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(4,620)	(6,369)	-	-	(10,989)	(10,873)	(17,451)	6,462
Contracted Services	(4,830)	(8,267)	-	-	(13,097)	(21,841)	(21,655)	8,558
Materials & Supplies	(59,226)	(30,268)	-	-	(89,494)	(103,715)	(111,637)	22,143
Utilities	(2,490)	(1,808)	-	-	(4,298)	(5,531)	(4,200)	(98)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(71,166)	(46,712)	-	-	(117,878)	(141,960)	(154,943)	

### 41 - Water

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	139,877	297,363	-	-	437,240	458,720	471,000	(33,760)
Expenses								
Salaries & Wages	(43,888)	(72,009)	-	-	(115,897)	(97,210)	(151,447)	35,550
Contracted Services	(3,131)	(103,610)	-	-	(106,741)	(10,351)	(107,790)	1,049
Materials & Supplies	(37,227)	(3,963)	-	-	(41,190)	(40,156)	(68,461)	27,271
Utilities	(18,963)	(22,549)	-	-	(41,512)	(41,188)	(45,626)	4,114
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	36,668	95,232	-	-	131,900	269,815	97,676	

### 42 - WasteWater

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	112,307	236,817	-	-	349,124	382,547	405,200	(56,076)
Expenses								
Salaries & Wages	(41,739)	(68,435)	-	-	(110,174)	(91,532)	(145,533)	35,359
Contracted Services	(7,553)	(54,353)	-	-	(61,906)	(55,220)	(61,740)	(166)
Materials & Supplies	(9,761)	(12,327)	-	-	(22,088)	(12,607)	(29,000)	6,912
Utilities	(19,998)	(26,888)	-	-	(46,886)	(48,643)	(36,626)	(10,260)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	33,256	74,814	-	-	108,070	174,545	132,301	

### 43 - Solid Waste

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	54,085	107,836	-	-	161,921	161,620	161,700	221
Expenses								
Salaries & Wages	(10,400)	(15,906)	-	-	(26,306)	(21,882)	(32,694)	6,388
Contracted Services	(17,858)	(31,872)	-	-	(49,730)	(51,471)	(65,850)	16,120
Materials & Supplies	(294)	(234)	-	-	(528)	(368)	(250)	(278)
Utilities	-	-	-	-	-	-		-
Transfers to Local Organizations	(16,804)	(16,804)	-	-	(33,608)	(33,744)	(27,000)	(6,608)
Surplus (Deficit)	8,729	43,020	-	-	51,749	54,155	35,906	

## 51 - FCSS

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	4,419	93,191	-	-	97,610	97,511	2,750	94,860
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(2,863)	-	-	-	(2,863)	(2,762)	(2,750)	(113)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	(94,747)	=	-	(94,747)	(94,749)	-	(94,747)
Surplus (Deficit)	1,556	(1,556)	-	-	-	-	-	

# 61 - Planning & Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	14,923	17,044	-	-	31,967	20,319	42,900	(10,933)
Expenses								
Salaries & Wages	(31,903)	(55,704)	-	-	(87,607)	(98,444)	(90,264)	2,657
Contracted Services	(12,209)	(614)	-	-	(12,823)	(5,468)	(34,550)	21,727
Materials & Supplies	(2,582)	3,926	-	-	1,344	(6,209)	(11,560)	12,904
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(31,771)	(35,348)	-	-	(67,119)	(89,802)	(93,474)	

### 63 - Economic Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	31,967	3,560	-	-	35,527	35,220	40,000	(4,473)
Expenses								
Salaries & Wages	(19,100)	(46,766)	-	-	(65,866)	(61,313)	(96,500)	30,634
Contracted Services	(5,836)	(87)	-	-	(5,923)	(45)	(2,000)	(3,923)
Materials & Supplies	(22,470)	(8,063)	-	-	(30,533)	(44,925)	(65,960)	35,427
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(13,147)	-	-	-	(13,147)	(10,306)	(10,333)	(2,814)
Surplus (Deficit)	(28,586)	(51,356)	-	-	(79,942)	(81,369)	(134,793)	

# 75 - Library

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	20,629	90,203	-	-	110,832	106,405	-	110,832
Expenses								
Salaries & Wages	(31,131)	(42,759)	-	-	(73,890)	(61,497)	-	(73,890)
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(33,314)	(90,847)	-	-	(124,161)	(127,029)	(66,812)	(57,349)
Surplus (Deficit)	(43,816)	(43,403)	-	-	(87,219)	(82,121)	(66,812)	

### 77 - Sundre Community Centre

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	24,880	63,127	-	-	88,007	70,639	79,014	8,993
Expenses								
Salaries & Wages	(10,130)	(14,202)	-	-	(24,332)	(22,650)	(28,471)	4,139
Contracted Services	(191)	(511)	-	-	(702)	(2,157)	(8,615)	7,913
Materials & Supplies	(19,978)	(8,688)	-	-	(28,666)	(21,259)	(48,303)	19,637
Utilities	(12,561)	(10,871)	-	-	(23,432)	(21,870)	(23,190)	(242)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(17,980)	28,855	-	-	10,875	2,703	(29,565)	

### 80 - Arena

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	32,041	148,348	-	-	180,389	132,810	185,806	(5,417)
Expenses								
Salaries & Wages	(36,324)	(58,212)	-	-	(94,536)	(89,237)	(125,189)	30,653
Contracted Services	(720)	(160)	-	-	(880)	(4,475)	(22,520)	21,640
Materials & Supplies	(28,727)	(12,503)	-	-	(41,230)	(47,200)	(86,999)	45,769
Utilities	(18,055)	(13,425)	-	-	(31,480)	(18,688)	(49,933)	18,453
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(51,785)	64,048	-	-	12,263	(26,790)	(98,835)	

# 82 - Greenwood Campground

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	13,318	-	-	13,318	15,857	29,453	(16,135)
Expenses								
Salaries & Wages	(5,722)	(9,013)	-	-	(14,735)	(11,597)	(16,994)	2,259
Contracted Services	-	(6,510)	-	-	(6,510)	(5,854)	(18,184)	11,674
Materials & Supplies	(3,907)	(7,667)	-	-	(11,574)	(5,590)	(10,297)	(1,277)
Utilities	(1,259)	(2,099)	-	-	(3,358)	(2,788)	(3,922)	564
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(10,888)	(11,971)	-	-	(22,859)	(9,972)	(19,944)	

### 84 - Parks

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	66,800	-	-	66,800	66,200	72,342	(5,542)
Expenses								
Salaries & Wages	(27,156)	(45,942)	-	-	(73,098)	(63,465)	(85,761)	12,663
Contracted Services	(83)	(1,680)	-	-	(1,763)	(13,555)	(11,199)	9,436
Materials & Supplies	(5,702)	(10,743)	-	-	(16,445)	(27,315)	(63,095)	46,650
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(32,941)	8,435	-	-	(24,506)	(38,135)	(87,713)	

### 85 - Recreation & Culture

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	224,062	-	-	224,062	243,774	220,000	4,062
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(83,927)	(68,619)	-	-	(152,546)	(139,174)	(147,962)	(4,584)
Surplus (Deficit)	(83,927)	155,443	-	-	71,516	104,600	72,038	

### 86 - Community Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	1	75,265	-	-	75,266	87,113	81,700	(6,434)
Expenses								
Salaries & Wages	(17,975)	(26,593)	-	-	(44,568)	(37,489)	(60,967)	16,399
Contracted Services	(600)	(2,780)	-	-	(3,380)	(3,167)	(7,538)	4,158
Materials & Supplies	(4,670)	(18,194)	-	-	(22,864)	(22,061)	(43,042)	20,178
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	(33,270)	-	-	(33,270)	(36,500)	(52,000)	18,730
Surplus (Deficit)	(23,244)	(5,572)	-	-	(28,816)	(12,104)	(81,847)	

## 87 - Trails

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD Budget	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	25,000	-	-	25,000	20,631	25,000	-
Expenses								
Salaries & Wages	(6,484)	(11,643)	-	-	(18,127)	(13,080)	(24,612)	6,485
Contracted Services	-	-	-	-	-	(608)	(5,000)	5,000
Materials & Supplies	(3,276)	(1,106)	-	-	(4,382)	(3,691)	(11,151)	6,769
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(9,760)	12,251	-	-	2,491	3,252	(15,763)	

### 89 - Outdoor Recreation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD Budget	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	41,172	-	-	41,172	35,304	36,300	4,872
Expenses								
Salaries & Wages	(13,380)	(24,262)	-	-	(37,642)	(25,798)	(37,196)	(446)
Contracted Services	(147)	(512)	-	-	(659)	(643)	(2,692)	2,033
Materials & Supplies	(2,939)	(2,733)	-	-	(5,672)	(3,976)	(14,800)	9,128
Utilities	-	-	-	-	-	_	(905)	905
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(16,466)	13,665	-	-	(2,801)	4,887	(19,293)	

## Town of Sundre 2022 Quarterly Pro-Forma Statement of Revenue and Expenses

### 91 - Gas

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	2022 <u>YTD</u>	2021 <u>YTD</u>	YTD <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	449,689	659,016	-	-	1,108,705	839,517	747,074	361,631
Expenses								
Salaries & Wages	(60,956)	(98,146)	-	-	(159,102)	(133,677)	(217,860)	58,758
Contracted Services	(21,475)	(2,141)	-	-	(23,616)	(43,614)	(68,162)	44,546
Materials & Supplies	(316,982)	(351,954)	-	-	(668,936)	(455,831)	(346,355)	(322,581)
Utilities	(2,027)	(27,048)	-	-	(29,075)	(29,117)	(27,800)	(1,275)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	48,249	179,727	-	-	227,976	177,278	86,897	

#### TOWN OF SUNDRE CASH STATEMENT Month Ending June 30, 2022

	30-Jun-22				
Net Balance at End of Previous Month	2,925,073.17				
ADD: Receipts for the Month	2,424,457.86				
Sub-Total	5,349,531.03				
LESS: Disbursements for the Month	1,471,572.77				
Net Balance at End of Month	3,877,958.26				
Bank Balance at End of Month	3,733,088.29				
ADD: Outstanding Deposits	180,385.00				
June 27 BMO Rejected/Return	-1,661.93				
June 29 BMO Rejected/Return	-16,739.93				
Sub-Total	3,895,071.43				
LESS: Outstanding Cheques	17,113.17	G	ENERA	L ACCO	L ACCOUNT BALANCE
	0.00	Q1 2022	YE202	21	21 Q3 2021
Balance at End of Month	3,877,958.26	1,557,932.71	2,300,556.	81	3,614,866.55

INVESTMENTS						
31 Day Municipal Notice Demand Account 105,985.30			TOTAL INVESTMENTS			
90 Day Municipal Notice Demand Account	765,867.72	Q1 2022	YE2021	Q3 2021	Q2 2021	
TOTAL INVESTMENTS	871,853.02	867,921.82	865,665.36	862,848.09	861,402.10	

RESTRICTED SURPLUS ACCOUNTS					
Account Name	Amount				
Commercial Bank Acct CB-03	317,635.36				
Commercial Bank Acct CB-04	5,011,704.48				
Commercial Bank Acct CB-28	56,381.97				
Commercial Bank Acct #00127611500	64,687.09				
TOTAL TOWN RESTRICTED SURPLUS	5,450,408.90				
Commercial Bank Acct CB-20	659,778.34				
Commercial Bank Acct CB-22	591,482.15				
Commercial Bank Acct CB-24	36.92	92			
Commercial Bank Acct CB-31	36,292.43				
TOTAL GRANT RESTRICTED SURPLUS	1,287,589.84	Т	OTAL RESTRIC	TED SURPLUS	
		Q1 2022	YE2021	Q3 2021	Q2 2021
TOTAL RESTRICTED SURPLUS	6,737,998.74	6,712,189.90	6,391,297.72	6,374,921.65	6,369,420.40

	TOTAL INV	TOTAL INVESTMENTS & RESTRICTED SURPLUS				
		Q1 2022	YE2021	Q3 2021	Q2 2021	
TOTAL INVESTMENTS & RESTRICTED SURPLUS	7,609,851.76	7,580,111.72	7,256,963.08	7,237,769.74	7,230,822.50	

# TOWN OF SUNDRE 2022 Restricted Surplus Continuity Schedule As at June 30, 2022

RSA Designation	Resticted Surplus Account Name	Opening <u>Balance</u>	Interest	<u>Increase</u>	<u>Decrease</u>	Intra-Fund <u>Transfer</u>	Ending <u>Balance</u>
A.1	General Corporate Stabilization	1,400,316.10	10,014.57	-	-	-	1,410,330.67
A.2	Corporate Services Stabilization	53,216.00	171.31	-	-	-	53,387.31
A.3	Protective Services Stabilization	13,041.00	41.98	-	-	-	13,082.98
A.4	Municipal Operations Stabilization	35,904.00	115.59	-	-	-	36,019.59
A.5	Utilities Stabilization	-	-	-	-	-	-
A.6	Development Stabilization	30,584.00	98.46	-	-	-	30,682.46
A.7	Community Services Stabilization	75,411.00	242.76	-	-	-	75,653.76
B.1	Municipal "New" Projects	53,779.68	384.61	100,000.00	-	-	154,164.29
B.2	Utility "New" Projects	-	-	-	-	-	-
C.1	Municipal Infrastructure Lifecycling	754,458.52	6,715.34	509,957.00	(410,500.00)	-	860,630.86
C.2	Utility Infrastructure Lifecycling	1,358,505.68	9,855.59	518,084.00	-	-	1,886,445.27
D.1	Municipal Cash-in-Lieu	64,315.83	371.26	-	-	-	64,687.09
D.2	Shared Fire - Capital	846,807.98	6,055.99	115,000.00	(500,000.00)	-	467,863.97
D.3	Shared Fire - Operating	119,318.52	853.30	-	-	-	120,171.82
D.4	Sundre Golf Society	55,981.61	400.36	-	-	-	56,381.97
D.5	Transportation Off-Site Levy	-	-	-	-	-	-
D.6	Water Off-Site Levy	315,812.38	1,822.98	-	-	-	317,635.36
D.7	Wastewater Off-Site Levy	-	-	-	-	-	-
D.8	Storm Drainage Off-Site Levy	-	-	-	-	-	-
	Totals	5,177,452.30	37,144.10	1,243,041.00	(910,500.00)	-	5,547,137.40

<sup>\*</sup> May differ slightly from Notes to Financial Statements due to rounding

		-	Project Listing				8.1f
Q2 As at	June 30, 20	022					
Approval Date	Motion #	PROJECT CODE #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments from Project Team as of Sept 6, 2022
Feb 12/18	65/18	CS18-01 (CCBF- 1892)	Sundre Enhanced Trail Connections	Federal Gas Tax Fund	70,000.00		Signage for Snake Hill and Trail parking signage complete October 2020. Getting Quotes from contractors for work idententified in the Trails Master Plan. Work is expected to begin in September 2022. Waiting on timeline from the contractor.
19-Mar-2019	124-18-03-19	FD10-01	Fire Dept - replace unit 581 ATV Utility Cart	Fire Capital RSAs	20,000.00	0.00	Purchase on hold
19-Mar-2019	124-18-03-19	OP19-01	Old Town Shop Remediation	Municipal Lifecycling RSA	105,000.00	25,653.44	Study conducted in 2020 and 2021. Ongoing monitoring by Engineer to determine requirements & cost.
19-Mar-2019	124-18-03-19	OP19-02	Main Avenue (phase 2)	Municipal Lifecycling RSA  MSI Capital MSI Capital Debentures	400,065.00 280,000.00 151,456.00 1,307,200.00 2,138,721.00	280,000.00 151,456.00 1,307,200.00	
16-Dec-2019	422-16-12-19	OP19-04	Gas Line Heater	Utilities Lifecycling RSA	80,000.00		Unknown completion date. Equipment at end of life, still functioning. Upgrading depends on development, will be required on short notice.
16-Dec-2019	422-16-12-19	FD10-02	Replace 2004 Honda Quad Unit 570	Fire RSA MVC Fire	10,000.00 10,000.00 20,000.00		2022 Yamaha Kodiak 770 purchased Aug 4 2022, old quad to be auctioned at Olds Auction. Project complete, verifying costs. Anitcipated to be on budget.
16-Dec-2019	422-16-12-19	CS19-02	install Port-a-Potties	Municipal Lifecycling RSA	9,792.00		Port-a-Potties placed @ Royal Purple Park in first week in May 2022. Additional cost for Port a Potty Shelter incurred to rectify safey issue; installed boards around sides and back to prevent kids from jumping ontop of porta-potties. Project is complete, costs to be verified. Aniticpated on budget.
28-Jun-21 28-Jun-21 28-Jun-21	422-16-12-19 198-28-06-21 201-28-06-21 202-28-06-21 200-28-06-21	OP19-08	Sewer Lagoon Upgrade/Expansion	Utilities Lifecycling RSA MSI Capital Federal Gas Tax Fund Provisional Utilities Lifecycling F Provisional Utilities Lifecycling F Provincial Funding AMWWP	2,100,000.00 800,000.00 150,000.00 950,000.00 200,000.00 7,500,000.00	0.00 0.00 0.00 0.00	
						0.00	

13-Aug-2020 166-13-08-20	PARKS21-01	Phase 1 Campground / Recreation project	Municipal Stimulus Program	77,491.00	May 2021 completed east entrance road construction and 4 pads, removed all derelict buildings. IBI Development Plan Sept 2021. Next steps include a Public Open house for input and discussion on the Plan; anticipated to be held Spring 2022. January 2022 Municipal Affairs approved allocated MSP fund overage to cover Centre Street over budget and use remaining balance to add additional camp pads and connecting roadway to be completed Spring/Summer 2022.
21-Dec-20 321-21-12-20	CORP21-01	Upgrade Council Chambers	Municipal New RSA	40,000.00	34,325.33 Chambers furniture and equipment installed May 2021. Previous Council
				·	amended scope of project to include Council office space. Complete, all costs in.
			Municipal Oper Support Trf	80,000.00 120,000.00	80,000.00 114,325.33
21-Dec-20 321-21-12-20	OP21-04	Gas Department Pipe Storage	Utilities Lifecycling RSA	16,200.00	16,040.82 Project is complete, verifying costs. Anticipated on budget.
06-Dec-21 331-06-12-21	CPO22-01	CPO AFRRACS Radio	Municipal Lifecycling RSA	12,500.00	0.00 Radio on ordered through BearCom, Red Deer. Anticipated on budget.
06-Dec-21 331-06-12-21	CPO22-01	CPO AFRRACS RAUIO	Municipal Lifecycling RSA	12,500.00	0.00 Radio on ordered through bearcom, Red Deer. Anticipated on budget.
06-Dec-21 331-06-12-21	CS22-01	Lions Pk and Prairie Creek Pathway Lighting	GTF	39,722.00	0.00 Motion #095-28-03-22 Mar 28 increased Project to \$85,000.00 to cover
095-28-03-22	CS22-01	Lions Pk and Prairie Creek Pathway Lighting	CCRF	45,278.00 85,000.00	inflationary costs. Lion's Park Lights were installed but were vandalized June 24 & 25th weekend and several more until they were removed completely July 18th. Discussions with CCRF ongoing. Further information to follow Fall 2022. Further installations have been put on hold.  37,112.33
06-Dec-21 331-06-12-21	OP22-01	Pedestrian Crossing Lights Centre Street	GTF	20,000.00	21,718.13 Project complete, verifying costs. Anticipated on budget
06-Dec-21 331-06-12-21	CS22-02	Replace Community Centre Gym Floor	GTF	80,000.00	Floor completed mid July, August 22 contractor installed floor hooks for the gymnastics equipment. Project complete, final costs to be verified. Estimated to be under budget as a result of revised cost estimate.
06-Dec-21 331-06-12-21	OP22-02	Lift Station No.5 Upgrade Alarms & Controls	MSI	65,000.00	44,158.66 Project is complete, costs to be verified. Anticipated on budget
06 Dec 21 221 06 12 21	0022.02	Purceut 2019 1D F24K London Longo	Municipal Lifectaline DCA	110,000,00	117 200 00 Complete all costs in
06-Dec-21 331-06-12-21	OP22-03	Buyout 2018 JD 524K Loader Lease	Municipal Lifecycling RSA	118,000.00	117,300.00 Complete, all costs in
06-Dec-21 331-06-12-21	OP22-04	Replace Sweeper Unit No. 1138	Municipal Lifecycling RSA	280,000.00	Delivery June 3, 2022; unit in service June 8, 2022. Project Complete, cost to be verified.
06-Dec-21 331-06-12-21	FD22-02	Superior Pumper Unit Replacement	Fire RSA MVC Fire	500,000.00 500,000.00 1,000,000.00	Build time on this unit is aproximately 16 months. Estimated Spring 2023



#### REQUEST FOR DECISION

COUNCIL DATE September 12, 2022

SUBJECT 2022 Auditor Appointment

ORIGINATING DEPARTMENT Corporate Services

AGENDA ITEM 8.2

#### **BACKGROUND:**

Municipal Government Act, Revised Statues of Alberta 2000, Chapter M-26, Section 280(1) States "Each council must appoint one or more auditors for the municipality.".

In May 2022, the Town of Sundre issued a Request for Proposal (RFP) for audit services to be provided for the 2022, 2023 and 2024 fiscal years, with an option to extend the services for two (2) additional one-year terms. KPMG was the selected as the successful candidate for the appointment.

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

KPMG has the manpower and skill set to meet the Town's audit expectations and timelines. An area of focus for KPMG is municipal audits and they have a number of partners and senior accountants that have gained a thorough knowledge of the MGA and Public Sector Accounting Board (PSAB) standards. These standards and the MGA are continually changing, and experience of this nature is invaluable. They can provide technical expertise to assist the Town in understanding these standards and to provide accounting technical advice as needed. The cost for 2022 auditing services has been estimated between \$55,000 and \$62,000 and will be funded through the operational budget.

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

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

#### ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council appoints KPMG as the Town's auditors for the 2022 fiscal year.

#### **MOTION:**

That the Town of Sundre Council appoints KPMG as the Town's auditors for the 2022 fiscal year.

Date Reviewed: September 7, 2022 CAO: 1. Mobium



#### REQUEST FOR DECISION

**COUNCIL DATE:** 

**September 12, 2022** 

SUBJECT:

Proclamation – Development Officer's Week

**ORIGINATING DEPARTMENT: Planning and Development** 

**AGENDA ITEM:** 

8.3

#### **BACKGROUND/PROPOSAL:**

A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems, and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of Development Authority by the municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.

#### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Alberta Development Officers Association (ADOA) is requesting municipalities recognize the contribution that Development Officers provide and to publicly recognize the work of our municipal colleagues in planning and development for the improvement of their communities. The ADOA holds a yearly conference where municipalities that endorse the proclamation are recognized. This year the City of Camrose will host the annual conference, September 20th to 23<sup>rd</sup>.

#### **ADMINISTRATION RECOMMENDATIONS:**

That the Council of the Town of Sundre endorse and proclaim September 18th to 24th, 2022 as Alberta Development Officers week in Sundre.

#### **COSTS/SOURCE OF FUNDING:**

n/a

#### **MOTION:**

That the Council of the Town of Sundre proclaim the week of September 18th to 24th, 2022 as Alberta Development Officers Week in the Town of Sundre.

#### **ATTACHMENTS:**

Alberta Development Officers Association Proclamation

Date Reviewed: September, 2022	CAO: d. M.b.
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**PROCLAMATION** 

ALBERTA DEVELOPMENT OFFICERS WEEK

September 18th to September 24th, 2022

8.3a

**WHEREAS** A Development Officer is a current planning and development specialist with

knowledge in current legislation, policy and bylaws, systems and technical requirements

for physical development within communities in the Province of Alberta. A Development

Officer enforces and administers land use regulations and policies on behalf of a

municipality and is designated to the position of Development Authority by the

municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.

WHEREAS the Alberta Development Officers Association, representing professional

Development Officers in Alberta, endorses Alberta Development Officers Week to

recognize sound development and planning practices and the contribution made by

Development Officers to the quality of development within our communities and

environment; and;

WHEREAS Alberta Development Officers Week helps us to publicly recognize the work

of our municipal colleagues in planning and development for the improvement of the Town

of Sundre, and;

**WHEREAS** we recognize Development Officers and their commitment to public service; and;

NOW, THEREFORE, I, Richard Warnock, on behalf of Council and the Citizens of Sundre do

hereby proclaim the week of September 18th to September 24th, 2022 to be designated as

Alberta Development Officers Week in the Town of Sundre.

Proclaimed this 12th day of September, 2022

Mayor Richard Warnock

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#### **REQUEST FOR DECISION**

**COUNCIL DATE** 

**September 12, 2022** 

**SUBJECT** 

Correspondence

ORIGINATING DEPARTMENT

**Legislative Services** 

**AGENDA ITEM** 

12.

#### **BACKGROUND/PROPOSAL:**

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

#### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the following correspondence as information.

#### **MOTION:**

- 12.1 That the Town of Sundre Council accept the letter to the Town of Didsbury, Bylaw 2022-11 Heavy Vehicle Truck Route as information.
- 12.2 That the Town of Sundre Council accept the letter from the Town of Tofield to Minister Shandro as information.
- 12.3 That the Town of Sundre Council accept the letter from Minister Shandro to the Town of Tofield as information.

#### **ATTACHMENTS:**

Letter to Town of Didsbury; Town of Tofield's letter to Minister Shandro; Minister Shandro's letter to Town of Tofield.

Date Reviewed: September 9, 2022 CAO: Anda Noba



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

August 10, 2022

Mayor Rhonda Hunter PO Box 790, 1606 – 14 Street Didsbury, AB TOM 0W0

RE: Bylaw 2022-11 Heavy Vehicle Truck Route

Dear Mayor Hunter,

On August 9th, Council discussed the Town of Didsbury Bylaw 2022-11, to restrict heavy truck use of 23 Street.

The Town has received information from Mountain View Waste Commission that suggests that restricting the use of 23 Street for heavy trucks may have an unanticipated economic impact on waste disposal fees for regional members of the commission.

The Council of the Town of Sundre is respectfully requesting that the Council of the Town of Didsbury postpone Second and Third Readings of Bylaw 2022 11, Heavy Vehicle Truck Route until further information regarding the impact of the Bylaw is available.

Sincerely.

Richard Warnock, Mayor, Town of Sundre

RW/aj



August 23, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
TSK 286

PO Box 30 5407 50th Street
Tofield, Alberta T08 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

Dear Minister,

Re: Victim Services Redesign

Minister Shandro, Town of Tofield Council have only recently become aware of the Victim Services Redesign, and to say that we are both shocked and disappointed would be a vast understatement. Victim Services play an integral part in our community, and rural Alberta. Victim Services staff are as essential as first responders, and work cohesively with RCMP. These people help families and individuals through what could be the most traumatic experience of their lives. Having experience in dealing with trauma, unexpected loss, and extreme shock cannot be measured. Now, your government is looking to remove this from our community and proceed with a centralized approach.

The MLA led review did not engage municipalities, nor did it fully engage Victim Services Boards. Had our local Victim Services Board Chair not come forward to Mayor and Council, we would not be aware of this ill-thought-out change. Of interest, the two MLA'S leading this charge were from major urban centres, with no tie, nor thought to the impacts this would have on rural Albertans.

Not only will this change see a loss of jobs within our community, but more importantly it will leave this service to become reliant on an individual(s) residing outside our community boundaries. What does this mean for response time? Does this mean that response could be upwards of hours before assistance is provided, or does this also mean that it will be based upon the availability of staff? Neither of these scenarios is ideal, especially when dealing with crisis. Our current structure is comprised of hard working, caring individuals who provide an immeasurable service in what is the most trying of circumstances. These people respond in a quick, professional, and caring manner. Now, your government is removing this service from our community, and failing those who require what is often the immediate assistance of Victim Services.

Honorable Tyler Shandro Minister of Justice and Solicitor General Page 2

Minister Shandro, we can not fathom the rationale behind this decision, once again without input or consultation from those that this affects most. In our opinion this is a recipe for disaster and stands to only continue to fail rural Alberta. Mayor and Council implore you to pause on this decision and seek input from those forgotten, rural Alberta.

Sincerely,

Debora L. Dueck

Debora Dueck Mayor

C.C AUMA Membership RMA Membership Jackie Lovely, MLA





# ALBERTA JUSTICE AND SOLICITOR GENERAL

Office of the Minister MLA, Calgary-Acadia

AR 52074

Sent via email to jedwards@tofieldalberta.ca

August 26, 2022

Her Worship Debra Dueck Mayor The Town of Tofield P.O. Box 30 5407 – 50 Street Tofield AB T0B 4J0

#### Dear Mayor Dueck:

Thank you for your letter of August 23, 2022 regarding the provincial changes to victim services announced July 19, 2022. I would like to reassure you that these changes, including the new zonal governance model, have been designed to ensure services to victims of crime remain consistent and uninterrupted across all regions of the province, including Tofield, while also ensuring that victims are supported locally from within their own communities. I appreciate the opportunity to provide further information about the redesign work that has occurred to date as it relates to your municipality and others like it.

I would like to ensure that you have the most up-to-date information about the consultations and engagements completed during, and following, the MLA led Review of Victim Services that took place over 2020/2021. The Rural Municipalities of Alberta (RMA) and the Alberta Municipalities (AM) were invited to, and attended, the engagements. This was intentional to ensure a linkage and a mechanism for information sharing. In addition, a specific meeting was held with the RMA and AM to ensure they were comfortable with this approach, and by all indications they were. Further, all MLAs were also invited, regardless of political affiliation.

Other engaged individuals and organizations included:

- Volunteers, staff, and board members of police-based victim services units;
- Victim-serving community and specialized organizations such as child advocacy centres, sexual assault centres, and domestic violence service providers;
- Representatives from the Alberta Police-based Victim Services Association;
- The Alberta Association of Chiefs of Police;

.../2

204 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2339 Fax 780-422-6621 Suite 105, 10333 Southport Road SW, Calgary, Alberta T2W 3X6 Canada Telephone 403-640-1363

Classification: Protected A

- The Alberta Federation of Police Associations;
- The Royal Canadian Mounted Police;
- Legal community representatives such as the Criminal Trial Lawyers Association and Legal Aid Alberta; and
- Indigenous organizations such as the Awo Taan Healing Lodge Society, and Métis Child and Family Services Society.

I can advise that the changes to victim services are particularly centred around stabilizing and improving program governance and leadership at a high level, in addition to the significantly enhances supports and services available to victims. There are no plans to interrupt service delivery within communities or at detachments, nor to disrupt victim service workers from continuing to engage in the important work they do. In fact, it is intended that these same locally based services will continue to be offered through the new zonal governance model, in the same co-located manner as they are now, but with more flexibility and sustainability than could be offered under the current governance model. In the new model, local front-line victim services workers will be supported by a core of professional support staff at the zonal level that will provide financial, legal, and human resource services; direct supervision and resource coordination; and personal support and guidance for each employee. There is no reduction in paid positions within the new model, in fact with the new professional support staff there will be approximately 40 additional positions available to Albertans.

To ensure that you and your colleagues have the most accurate and up to date information as to how the new victim services zones will operate, I encourage you to follow up with Trent Forsberg, the director of Victim Services at <a href="mailto:Trent.Forsberg@gov.ab.ca">Trent.Forsberg@gov.ab.ca</a>. He would be happy meet with you and relay further detailed information about the changes to victim services programs, and provide you with the opportunity to ask specific questions.

I also understand that you have a requested a meeting with MLA Jackie Lovely. I welcome the opportunity to have representatives from my office and our department staff who are leading this work attend this meeting. To schedule a meeting, please contact my scheduling coordinator Lisa Gentles at Lisa. Gentles @gov.ab.ca.

I am appreciative of any time you would be willing to dedicate to gaining a complete understanding of the improvements planned to the systems that serve victims of crime in Alberta. Thank you for ensuring the needs of victims in your community continue to be met.

Sincerely,

Honourable Tyler Shandro, QC, ECA

Minister

cc: Jackie Lovely, MLA Camrose

Alberta Municipalities

Rural Municipalities of Alberta

Classification: Protected A