



Regular Council Meeting

Via Teleconferencing

December 21, 2020

6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
3.1 December 21, 2020 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 December 7, 2020 Regular Council Meeting Pg. 1
5. **Delegation**
5.1 Jane Atkins – Sundre Museum & SPRUCE Pg. 6
6. **Bylaws/Policies** None
7. **Old Business**
7.1 2021 Operating Budget and Capital Plan Pg. 7
8. **New Business**
8.1 Municipal Measurement Index Tool Pg. 41
8.2 Renewal of Temporary Borrowing Line of Credit (LOC) Pg. 58
9. **Administration**
9.1 Departmental Reports – November Pg. 62
10. **Municipal Area Partnership (MAP):** None
11. **Council Committee Reports**
11.1 Mayor Leslie – November 19 to December 16 Pg. 113
11.2 Councillor Funke – November 2020 Pg. 128
12. **Council Invitations / Correspondence**
12.1 City of Cold Lake letter to Minister of Health Pg. 133
12.2 Letter to Gas Alberta Pg. 135
12.3 Signed ORRSC Resolution Pg. 136
12.4 Parkland Regional Library Board Meeting, Nov. 12th Pg. 137
13. **Closed Meeting**
13.1 Advice from Officials, *FOIPP Act Section 24*
14. **Adjournment**

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Regular Council Meeting
Minutes
Via Teleconferencing
December 7, 2020

The regular meeting of Council of the Municipality of Sundre was held via Teleconferencing on Monday, December 7, 2020 commencing at 6:00 p.m.

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

ABSENT Councillor Cheri Funke

STAFF Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Director of Planning & Ec. Development, Mike Marko
Director of Emergency Management, Kevin Heerema
Administrative Support, Betty Ann Fountain
Communications, Chelsea Kruger

PUBLIC There were 1 members of the public who dialed-in by phone to the meeting.

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. 293-07-12-20 MOVED by Councillor Wolfe that the Agenda be approved as amended with the following changes:

1. Addition, Emergent Item 8.1 Letter from Sundre Doctors;
2. Addition of 8.5 Gas Alberta Inc donation to local organization;
3. Addition of 8.6 Support for ORRSC Ortho Grant Application;
4. Renumber New Business Items 8.2 to 8.7 accordingly;

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. 294-07-12-20 MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on November 23, 2020 be approved as presented.

CARRIED

DELEGATION None

BYLAWS & POLICIES**Bylaw 2020-10 Fees & Rates 2021**

Res. 295-07-12-20 MOVED by Councillor Preston that the Town of Sundre Council give first reading to Bylaw 2020-10 “Fees & Rates Bylaw”, being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021.

CARRIED

Res. 296-07-12-20 MOVED by Councillor Dalke that the Town of Sundre Council give second reading to Bylaw 2020-10 “Fees & Rates Bylaw”, being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021.

CARRIED

Res. 297-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2020-10 “Fees & Rates Bylaw”, being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021.

CARRIED

Res. 298-07-12-20 MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2020-10 “Fees & Rates Bylaw”, being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021.

CARRIED**Bylaw 2020-09 Land Use Bylaw Amendment**

Res. 299-07-12-20 MOVED by Councillor Warnock that the Town of Sundre Council give first reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map.

CARRIED

Res. 300-07-12-20 MOVED by Councillor Preston that the Town of Sundre Council set Monday, January 25, 2021 at 6:00 p.m. for a Public Hearing to Bylaw 2020-09 Land Use Bylaw Amendment.

CARRIED**OLD BUSINESS**

None

NEW BUSINESS**Emergent Item: Letter from Sundre Doctor**

Res. 301-07-12-20 MOVED by Councillor Preston that the Town of Sundre Council accept the letter from Dr. Carla Foolen and Dr. Eugene Landsbergen as information.

CARRIED**Four-Year Operating Budget and Ten-Year Capital Plan (2021 Version)**

Res. 302-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council TABLE the adoption of the 2019-2022 Four-Year Operating Budget and 2021-2030 Ten-Year Capital Plan to the December 21, 2020 Regular Council Meeting.

CARRIED

2021 Annual Cost of Living Allowance (COLA) Adjustment

Res. 303-07-12-20 MOVED by Councillor Dalke that the Town of Sundre Council approves a Cost of Living Allowance adjustment of 1.10% to be applied to the 2021 approved salary grid, effective January 1, 2021.

DEFEATED

Res. 304-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council approves a cost of Living Allowance adjustment of 0.00% to be applied to the 2021 approved salary grid, effective January 1, 2021.

CARRIED**MVSH Life Lease Taxation**

Councillor Warnock abstained from voting citing perception of bias

Res. 305-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council decline the request for exemption and direct Administration to communicate the decision to Mountain View Seniors Housing.

CARRIED**Greenwood Neighbourhood Place – Stabilizing Funding Agreement**

Res. 306-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council approve Temporary Funding to Greenwood Neighbourhood Place in the amount of \$30,000.00 per year for a three year period, through a Memorandum of Agreement, and that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the Town.

CARRIED**Gas Alberta Donation**

Res. 307-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council directs Administration to advise Gas Alberta that the funds from the Alberta Gas “Give Back Program 2020” allocated for Sundre in the amount of \$1,250 be donated to a local food bank.

CARRIED**Support for ORRSC Ortho Grant Application**

Res. 308-07-12-20 MOVED by Councillor Warnock that the Town of Sundre Council sign a resolution of support for the Oldman River Regional Commission’s application for grant funding for a 2021 flyover to update the Town’s ortho (aerial) photo; with the understanding that signing the resolution does not bind the Town of Sundre to the project, it simply shows support from Council to pursue the grant application.

CARRIED

ADMINISTRATION None

MUNICIPAL AREA PARTNERSHIP None

COUNCIL REPORTS None

COUNCIL INVITATIONS/CORRESPONDENCE**2020 Audit Plan**

Res. 309-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council accept the 2020 Audit Plan as information.

CARRIED**Appointment of Public Members to Intermunicipal Subdivision and Development Appeal Board**

Res. 310-07-12-20 MOVED by Councillor Dalke that the Town of Sundre Council accept the letters of appointment to the ISDAB for Mr. Mike Beukeboom and Ms. Shelley Kohut as information.

CARRIED**Mountain View County – Summer Games Legacy Fund**

Res. 311-07-12-20 MOVED by Councillor Warnock that the Town of Sundre Council accept the letter to Mountain View County as information.

CARRIED**Appointment to AUMA Committee**

Res. 312-07-12-20 MOVED by Councillor Isaac that the Town of Sundre Council accept the letter to the Chair of AUMA's Safe and Healthy Communities Committee as information.

CARRIED

Mayor Leslie excused all public members at 7:36 p.m. and advised that they are welcome to contact Administration the following day for Motions that may arise when Council returns to open meeting.

Mayor Leslie called a recess at 7:37 p.m.

The following, including 6 Council members were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer
Mike Marko, Director of Planning & Ec. Development
Chris Albert, Director of Corporate Services
Betty Ann Fountain, Sr. Development Officer

Public: None

CLOSED MEETING**Topic of Closed Meeting**

13.1 Advice from Officials Section 24 of the *FOIP Act*

13.2 Privileged Information, FOIPP Act Section 27

Res. 313-07-12-20 MOVED by Councillor Wolfe that Council go into closed meeting at 7:43 p.m.

Excused at 8:15 p.m.

Mike Marko, Director of Planning & Ec. Development
Betty Ann Fountain, Sr. Development Officer

Excused at 8:25 p.m.

Chris Albert, Director of Corporate Services

Res. 314-07-12-20 MOVED by Councillor Wolfe that Council return to open meeting at 8:44 p.m.

CARRIED

ADJOURNMENT

Res. 315-07-12-20 MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:45 p.m.

CARRIED

These Minutes approved this 21st day of December 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	November 9, 2020
SUBJECT	Delegation – Jane Atkins
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL

Jane Atkins, on behalf of the Sundre Museum and SPRUCE (Seniors Protected & Respected Under Community Engagement) has requested to address Council.

The Sundre Museum and SPRUCE were successful recipients of 2020 Grants to Organizations.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Community Well-being

- 3.1 Continue to work with and value community groups

ADMINISTRATION RECOMMENDATIONS

That Council thank Jane Atkins for addressing Council and accept the information provided as information.

MOTION

That the Town of Sundre Council thank Jane Atkins for addressing Council and accept the information provided as information.

Date Reviewed: December 15, 2020

CAO:



REQUEST FOR DECISION

COUNCIL DATE: December 21, 2020

SUBJECT: Four-Year Operating Budget and Ten-Year Capital Plan (2021 Version)

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 7.1

BACKGROUND/PROPOSAL:

Council tabled the budget approval item during the December 7, 2020 Regular Council Meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council's direction was to revise the budget to reflect a 0% cost increase for 2021, rather than the 0.5% increase presented. The revised budget anticipates a 0.01% cost decrease. Please see the attached revised budget documents for further details.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The budgeting process and the multi-year budget as presented align with Council's priorities of Improved Communication and Transparency, as well as Financial Stability. Individual projects and initiatives with each department's budget were identified as meeting various other Council priorities and level of service expectation.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council re-affirms its adoption of the 2019 – 2022 Four-Year Operating Budget and 2021 – 2030 Ten-Year Capital Plan in its entirety as presented, which results in a cost decrease of 0.01% in 2021, and 11.93% cost increase in 2022.

MOTION:

The Town of Sundre Council re-affirms the adoption of the 2019 - 2022 Four-Year Operating Budget and 2021 – 2030 Ten-Year Capital Plan as amended, with total expenditures of \$8,913,848 and \$9,388,947, and total operational revenues of \$5,295,036 and \$5,356,262, in 2021 and 2022 respectively. With the remaining \$3,618,812 and \$4,032,685 in 2021 and 2022 respectively to be funded through taxation, Fortis Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts where identified.

Attachments:

Four-Year Operating Budget
Ten-Year Capital Plan

Date Reviewed: December 15, 2020 CAO: Amide Ncube

Town of Sundre
2019 to 2022 Four-Year Operating Budget

SUMMARY

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
11 - Legislative	(361,214)	(337,202)	(319,130)	(413,300)	(284,585)	(420,424)	(432,848)	(449,794)
12 - Corporate Services	(248,028)	(353,750)	(307,532)	(445,578)	(430,117)	(458,240)	(475,761)	(481,021)
17 - Census	-	-	-	-	-	-	-	-
18 - Elections	-	-	-	-	-	-	(4,000)	-
21 - Municipal Enforcement	(66,811)	(92,652)	(97,187)	(114,365)	(131,484)	(116,814)	(115,999)	(122,011)
23 - Fire	(28,425)	(37,251)	(54,816)	(68,308)	(49,962)	(59,507)	(96,943)	(103,383)
24 - Emergency Management	(25,950)	(42,705)	(34,023)	(44,823)	(37,311)	(45,003)	(52,940)	(57,391)
26 - Animal Control	(19,047)	(20,711)	(21,022)	(19,880)	(21,783)	(21,880)	(21,880)	(21,880)
32 - Roads	(438,014)	(430,688)	(353,504)	(412,223)	(422,303)	(430,953)	(479,196)	(503,887)
35 - Shop	(26,414)	173,520	(88,749)	(58,849)	(45,935)	(58,997)	(66,503)	(67,290)
41 - Water	384,706	299,570	370,578	336,034	434,152	324,008	334,430	338,520
42 - WasteWater	211,815	206,364	371,311	251,488	447,232	256,128	314,639	314,902
43 - Solid Waste	127,544	15,624	61,415	106,690	52,762	98,357	89,805	81,521
61 - Planning & Development	(130,545)	(363,931)	(401,645)	(433,320)	(243,699)	(343,281)	(319,634)	(334,025)
63 - Economic Development	(229,755)	(302,672)	(252,068)	(281,560)	(245,919)	(250,204)	(257,618)	(264,939)
77 - Sundre Community Centre	(41,131)	(39,669)	(30,360)	(35,996)	(40,606)	(37,953)	(43,467)	(45,792)
80 - Arena	(123,352)	(167,002)	(138,414)	(137,233)	(177,199)	(168,766)	(152,442)	(167,044)
82 - Greenwood Campground	(27,080)	(40,382)	(22,236)	(39,082)	(24,697)	(34,768)	(35,057)	(36,447)
84 - Parks	(271,218)	(302,756)	(137,697)	(151,496)	(103,560)	(157,410)	(168,694)	(179,162)
85 - Recreation & Culture	46,797	(54,784)	(52,930)	(68,881)	(47,477)	(68,881)	(68,881)	(68,881)
86 - Community Services	(90,004)	(97,665)	(113,660)	(126,277)	(83,868)	(122,470)	(112,929)	(119,103)
87 - Trails	(19,571)	(30,060)	(14,872)	(27,710)	(12,973)	(25,763)	(33,973)	(36,600)
89 - Outdoor Recreation	(56,383)	(57,271)	(36,512)	(50,369)	(16,917)	(59,858)	(53,310)	(56,908)
91 - Gas	288,565	151,127	308,893	253,144	281,110	233,516	257,159	204,325
	(1,143,516)	(1,924,946)	(1,364,160)	(1,981,895)	(1,205,139)	(1,969,163)	(1,996,041)	(2,176,290)
Funding Required by Outside Organizations								
51 - FCSS	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)
75 - Library	(127,161)	(126,886)	(127,515)	(128,001)	(129,967)	(129,001)	(130,001)	(133,625)
00 - Provincial Police Funding Model							(60,000)	(85,000)
Debtenture Payment Requirements	(581,268)	(592,785)						
Principal portion			(453,662)	(454,824)	(474,000)	(470,659)	(465,000)	(530,000)
Interest portion			(206,698)	(205,000)	(220,984)	(260,000)	(205,000)	(370,000)
Transfers to Restricted Surplus Accounts								
Municipal - New Projects	(86,913)	(53,140)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Utilities - New Projects	-	-	-	-	-	-	-	-
Municipal - Lifecycling	(424,015)	(227,826)	(100,000)	(100,000)	(78,000)	(78,000)	(100,000)	(100,000)
Utilities - Lifecycling	(780,183)	(428,445)	(635,000)	(485,000)	(455,000)	(455,000)	(475,000)	(475,000)
Fire Services	(126,158)	(112,500)	(115,000)	(115,000)	(115,000)	(115,000)	(115,000)	(115,000)
General Corporate Stabilization	(215,000)	-	(13,250)	(13,250)	(69,750)	(69,750)	-	-
Cash Requirements		(3,499,298)		(3,615,740)		(3,679,343)	(3,678,812)	(4,117,685)
percentage increase (over previous budget year)				3.33%		1.76%	-0.01%	11.93%
Non-Operating Revenues								
Property Taxes	3,234,485	3,398,028	3,354,874	3,425,740	3,577,120	3,454,343	3,448,812	3,912,685
Fortis Francise Fee	164,995	159,482	181,854	160,000	191,888	195,000	200,000	205,000
MSI	29,394	29,900	34,957	30,000	30,000	30,000	30,000	-
		3,587,410		3,615,740		3,679,343	3,678,812	4,117,685
Budget Surplus (Deficit)								
Other Budget information:								
Non-Cash Budget Items								
Amortization			(1,900,000)	(1,900,000)		(2,050,000)	(2,196,000)	(2,350,000)
Total Cash Expenditures				(8,719,053)		(8,834,964)	(8,913,848)	(9,388,947)
Total Cash Revenues				5,103,313		5,155,621	5,295,036	5,356,262
Total Cash Requirements				(3,615,740)		(3,679,343)	(3,618,812)	(4,032,685)

Town of Sundre
2019 to 2022 Four-Year Operating Budget

11 - Legislative Services

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	3,385	-	434	-	90	-	-	-
Expenses								
Salaries	(290,406)	(249,681)	(253,342)	(310,300)	(212,815)	(317,424)	(335,848)	(346,794)
Contracted Services	(21,950)	(21,905)	(7,334)	(24,500)	(39,244)	(24,500)	(24,500)	(24,500)
Materials & Supplies	(52,243)	(65,616)	(58,888)	(78,500)	(32,616)	(78,500)	(72,500)	(78,500)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(361,214)	(337,202)	(319,130)	(413,300)	(284,585)	(420,424)	(432,848)	(449,794)
Expenditures				(413,300)		(420,424)	(432,848)	(449,794)
Revenues				-		-	-	-

Town of Sundre
2019 to 2022 Four-Year Operating Budget

12 - Corporate Services

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	193,942	87,398	181,525	114,000	112,597	109,000	104,000	99,000
Expenses								
Salaries	(115,146)	(180,535)	(104,813)	(166,253)	(178,570)	(175,490)	(183,867)	(193,465)
Contracted Services	(145,856)	(126,918)	(192,418)	(160,700)	(164,435)	(161,000)	(166,500)	(167,000)
Materials & Supplies	(161,155)	(111,517)	(172,366)	(211,300)	(182,164)	(208,800)	(206,800)	(196,300)
Utilities	(19,813)	(22,178)	(19,460)	(21,325)	(17,545)	(21,950)	(22,594)	(23,256)
Surplus (Deficit)	(248,028)	(353,750)	(307,532)	(445,578)	(430,117)	(458,240)	(475,761)	(481,021)
Expenditures				(559,578)		(567,240)	(579,761)	(580,021)
Revenues				114,000		109,000	104,000	99,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

18 - Elections

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	(2,500)	-	-
Materials & Supplies	-	-	-	-	-	(1,500)	-	-
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	(4,000)	-
Expenditures				-		-	(4,000)	-
Revenues				-		-	-	-

Town of Sundre
2019 to 2022 Four-Year Operating Budget

21 - Municipal Enforcement

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	23,646	13,433	23,831	13,500	4,317	20,000	20,000	20,000
Expenses								
Salaries	(74,595)	(75,307)	(105,718)	(108,035)	(120,339)	(113,684)	(114,849)	(118,886)
Contracted Services	(1,465)	(10,545)	(1,299)	(550)	(1,417)	(550)	(550)	(550)
Materials & Supplies	(14,397)	(20,233)	(14,001)	(19,280)	(14,045)	(22,580)	(20,600)	(22,575)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(66,811)	(92,652)	(97,187)	(114,365)	(131,484)	(116,814)	(115,999)	(122,011)
Expenditures				(127,865)		(136,814)	(135,999)	(142,011)
Revenues				13,500		20,000	20,000	20,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

23 - Fire Services

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	323,178	321,805	312,599	336,070	306,153	325,370	357,870	362,370
Expenses								
Salaries	(108,556)	(107,565)	(111,989)	(108,512)	(126,924)	(109,687)	(219,103)	(228,908)
Contracted Services	(70,514)	(70,999)	(69,424)	(77,893)	(87,759)	(80,743)	(39,393)	(39,643)
Materials & Supplies	(158,209)	(166,128)	(170,400)	(203,609)	(128,858)	(180,083)	(181,953)	(182,838)
Utilities	(14,324)	(14,364)	(15,602)	(14,364)	(12,574)	(14,364)	(14,364)	(14,364)
Surplus (Deficit)	(28,425)	(37,251)	(54,816)	(68,308)	(49,962)	(59,507)	(96,943)	(103,383)
Expenditures				(404,378)		(384,877)	(454,813)	(465,753)
Revenues				336,070		325,370	357,870	362,370

Town of Sundre
2019 to 2022 Four-Year Operating Budget

24 - Emergency Management

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	23,780	-	4,550	-	-	-	-	-
Expenses								
Salaries	(25,822)	(26,757)	(26,261)	(27,523)	(29,483)	(29,203)	(40,140)	(41,591)
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(23,908)	(15,948)	(12,312)	(17,300)	(7,828)	(15,800)	(12,800)	(15,800)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(25,950)	(42,705)	(34,023)	(44,823)	(37,311)	(45,003)	(52,940)	(57,391)
Expenditures				(44,823)		(45,003)	(52,940)	(57,391)
Revenues				-		-	-	-

Town of Sundre
2019 to 2022 Four-Year Operating Budget

26 - Animal Control

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	6,793	6,496	6,024	6,700	5,850	6,700	6,700	6,700
Expenses								
Salaries	-	-	(310)	-	-	-	-	-
Contracted Services	(25,134)	(25,590)	(25,950)	(25,350)	(26,755)	(27,350)	(27,350)	(27,350)
Materials & Supplies	(706)	(1,617)	(786)	(1,230)	(878)	(1,230)	(1,230)	(1,230)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(19,047)	(20,711)	(21,022)	(19,880)	(21,783)	(21,880)	(21,880)	(21,880)
Expenditures				(26,580)		(28,580)	(28,580)	(28,580)
Revenues				6,700		6,700	6,700	6,700

Town of Sundre
2019 to 2022 Four-Year Operating Budget

32 - Roads

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	179,973	168,594	199,927	168,500	158,880	168,500	168,500	168,500
Expenses								
Salaries	(237,765)	(249,389)	(313,487)	(302,083)	(332,838)	(313,088)	(357,531)	(373,113)
Contracted Services	(198,141)	(165,347)	(53,556)	(86,500)	(74,562)	(85,865)	(87,270)	(88,718)
Materials & Supplies	(30,696)	(40,546)	(24,401)	(42,140)	(24,145)	(45,500)	(42,895)	(45,556)
Utilities	(151,385)	(144,000)	(161,987)	(150,000)	(149,638)	(155,000)	(160,000)	(165,000)
Surplus (Deficit)	(438,014)	(430,688)	(353,504)	(412,223)	(422,303)	(430,953)	(479,196)	(503,887)
Expenditures				(580,723)		(599,453)	(647,696)	(672,387)
Revenues				168,500		168,500	168,500	168,500

Town of Sundre
2019 to 2022 Four-Year Operating Budget

35 - Shop

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	254,648	451,739	165,000	165,000	175,000	165,000	165,000	165,000
Expenses								
Salaries	(23,281)	(22,069)	(24,552)	(22,457)	(25,077)	(24,124)	(24,482)	(25,053)
Contracted Services	(75,902)	(77,935)	(33,055)	(33,145)	(29,961)	(33,640)	(33,840)	(34,040)
Materials & Supplies	(173,678)	(157,696)	(188,335)	(160,747)	(159,643)	(158,433)	(165,081)	(164,797)
Utilities	(8,201)	(20,519)	(7,807)	(7,500)	(6,254)	(7,800)	(8,100)	(8,400)
Surplus (Deficit)	(26,414)	173,520	(88,749)	(58,849)	(45,935)	(58,997)	(66,503)	(67,290)
Expenditures				(223,849)		(223,997)	(231,503)	(232,290)
Revenues				165,000		165,000	165,000	165,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

41 - Water

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	941,062	936,211	935,181	896,000	909,119	911,000	926,000	941,000
Expenses								
Salaries	(239,948)	(267,505)	(230,367)	(220,166)	(237,999)	(241,496)	(240,904)	(248,579)
Contracted Services	(177,608)	(188,071)	(148,720)	(171,200)	(97,113)	(172,460)	(173,143)	(172,190)
Materials & Supplies	(53,084)	(101,845)	(99,141)	(87,100)	(67,352)	(88,286)	(89,523)	(90,461)
Utilities	(85,716)	(79,220)	(86,375)	(81,500)	(72,503)	(84,750)	(88,000)	(91,250)
Surplus (Deficit)	384,706	299,570	370,578	336,034	434,152	324,008	334,430	338,520
Expenditures				(559,966)		(586,992)	(591,570)	(602,480)
Revenues				896,000		911,000	926,000	941,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

42 - WasteWater

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	762,377	743,638	820,461	730,200	886,658	740,200	800,200	810,200
Expenses								
Salaries	(228,203)	(258,407)	(217,880)	(210,737)	(225,737)	(231,847)	(231,111)	(238,558)
Contracted Services	(197,315)	(161,566)	(143,613)	(159,125)	(117,505)	(141,625)	(141,700)	(141,740)
Materials & Supplies	(57,687)	(51,106)	(15,942)	(41,600)	(23,504)	(41,350)	(41,500)	(41,750)
Utilities	(67,357)	(66,195)	(71,715)	(67,250)	(72,680)	(69,250)	(71,250)	(73,250)
Surplus (Deficit)	211,815	206,364	371,311	251,488	447,232	256,128	314,639	314,902
Expenditures				(478,712)		(484,072)	(485,561)	(495,298)
Revenues				730,200		740,200	800,200	810,200

Town of Sundre
2019 to 2022 Four-Year Operating Budget

43 - Solid Waste

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	334,001	321,568	323,100	323,200	319,577	323,200	323,200	323,200
Expenses								
Salaries	(46,033)	(52,974)	(46,762)	(50,160)	(53,381)	(51,993)	(54,045)	(55,829)
Contracted Services	(123,840)	(198,054)	(119,823)	(118,100)	(142,562)	(122,600)	(127,100)	(131,600)
Materials & Supplies	(1,025)	(8,562)	(513)	(250)	(1,455)	(250)	(250)	(250)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(35,559)	(46,354)	(94,587)	(48,000)	(69,417)	(50,000)	(52,000)	(54,000)
Surplus (Deficit)	127,544	15,624	61,415	106,690	52,762	98,357	89,805	81,521
Expenditures				(216,510)		(224,843)	(233,395)	(241,679)
Revenues				323,200		323,200	323,200	323,200

Town of Sundre
2019 to 2022 Four-Year Operating Budget

51 - FCSS

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	133,488	122,009	132,921	2,750	127,059	2,750	2,750	2,750
Expenses								
Salaries	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(3,003)	(2,524)	(2,436)	(2,750)	(2,530)	(2,750)	(2,750)	(2,750)
Utilities	-	-	-	-	-	-	-	-
Transfer to Local Organizations	(163,255)	(152,255)	(163,255)	(32,770)	(157,299)	(32,770)	(32,770)	(32,770)
Surplus (Deficit)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)	(32,770)
Expenditures				(35,520)		(35,520)	(35,520)	(35,520)
Revenues				2,750		2,750	2,750	2,750

Town of Sundre
2019 to 2022 Four-Year Operating Budget

61 - Planning & Development

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	152,003	56,543	61,290	85,800	39,792	85,800	85,800	85,800
Expenses								
Salaries	(208,633)	(248,396)	(300,068)	(324,434)	(259,465)	(338,361)	(314,714)	(329,105)
Contracted Services	(68,657)	(142,750)	(148,789)	(173,066)	(17,059)	(69,100)	(69,100)	(69,100)
Materials & Supplies	(5,258)	(29,328)	(14,078)	(21,620)	(6,967)	(21,620)	(21,620)	(21,620)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(130,545)	(363,931)	(401,645)	(433,320)	(243,699)	(343,281)	(319,634)	(334,025)
Expenditures				(519,120)		(429,081)	(405,434)	(419,825)
Revenues				85,800		85,800	85,800	85,800

Town of Sundre
2019 to 2022 Four-Year Operating Budget

63 - Economic Development

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	70,359	36,429	82,701	39,750	67,990	39,750	40,000	40,000
Expenses								
Salaries	(168,305)	(195,300)	(161,199)	(171,335)	(162,956)	(175,579)	(187,288)	(193,659)
Contracted Services	(15,540)	(9,106)	(7,475)	(16,000)	(7,527)	(18,000)	(11,000)	(11,000)
Materials & Supplies	(91,530)	(91,095)	(123,305)	(91,475)	(133,426)	(85,375)	(88,330)	(89,280)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(24,739)	(43,600)	(42,790)	(42,500)	(10,000)	(11,000)	(11,000)	(11,000)
Surplus (Deficit)	(229,755)	(302,672)	(252,068)	(281,560)	(245,919)	(250,204)	(257,618)	(264,939)
Expenditures				(321,310)		(289,954)	(297,618)	(304,939)
Revenues				39,750		39,750	40,000	40,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

75 - Library

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	195,203	177,786	186,340	-	167,660	-	-	-
Expenses								
Salaries	(141,056)	(139,967)	(131,047)	-	(121,966)	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(181,308)	(164,705)	(182,808)	(128,001)	(175,661)	(129,001)	(130,001)	(133,625)
Surplus (Deficit)	(127,161)	(126,886)	(127,515)	(128,001)	(129,967)	(129,001)	(130,001)	(133,625)
Expenditures				(128,001)		(129,001)	(130,001)	(133,625)
Revenues				-		-	-	-

Town of Sundre
2019 to 2022 Four-Year Operating Budget

77 - Sundre Community Centre

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	107,848	123,295	112,375	115,800	88,231	117,845	119,941	122,090
Expenses								
Salaries	(54,867)	(56,736)	(53,356)	(56,654)	(43,393)	(59,486)	(59,406)	(62,456)
Contracted Services	(8,302)	(9,000)	(3,253)	(9,500)	(4,827)	(9,738)	(9,981)	(10,230)
Materials & Supplies	(42,615)	(54,138)	(41,574)	(42,050)	(40,605)	(42,124)	(48,692)	(48,815)
Utilities	(43,195)	(43,090)	(44,552)	(43,591)	(40,012)	(44,451)	(45,330)	(46,380)
Surplus (Deficit)	(41,131)	(39,669)	(30,360)	(35,996)	(40,606)	(37,953)	(43,467)	(45,792)
Expenditures				(151,796)		(155,798)	(163,408)	(167,881)
Revenues				115,800		117,845	119,941	122,090

Town of Sundre
2019 to 2022 Four-Year Operating Budget

80 - Arena

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	258,066	247,276	220,336	237,500	173,238	240,500	243,570	246,612
Expenses								
Salaries	(203,648)	(238,867)	(217,130)	(211,549)	(207,774)	(222,735)	(229,244)	(241,362)
Contracted Services	(37,183)	(42,644)	(18,881)	(20,770)	(35,691)	(43,289)	(21,971)	(22,520)
Materials & Supplies	(85,592)	(82,747)	(67,799)	(91,497)	(73,186)	(91,052)	(91,302)	(94,941)
Utilities	(54,995)	(50,020)	(54,940)	(50,917)	(33,786)	(52,190)	(53,495)	(54,832)
Surplus (Deficit)	(123,352)	(167,002)	(138,414)	(137,233)	(177,199)	(168,766)	(152,442)	(167,044)
Expenditures				(374,733)		(409,266)	(396,012)	(413,656)
Revenues				237,500		240,500	243,570	246,612

Town of Sundre
2019 to 2022 Four-Year Operating Budget

82 - Greenwood Campground

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	51,125	33,843	48,925	54,700	43,023	56,068	57,469	58,906
Expenses								
Salaries	(26,671)	(28,089)	(27,085)	(27,389)	(25,676)	(28,731)	(29,126)	(30,550)
Contracted Services	(33,216)	(26,722)	(25,224)	(33,770)	(23,222)	(34,614)	(35,480)	(36,367)
Materials & Supplies	(10,369)	(12,164)	(10,016)	(25,340)	(11,413)	(20,025)	(20,269)	(20,594)
Utilities	(7,949)	(7,250)	(8,836)	(7,283)	(7,409)	(7,465)	(7,652)	(7,843)
Surplus (Deficit)	(27,080)	(40,382)	(22,236)	(39,082)	(24,697)	(34,768)	(35,057)	(36,447)
Expenditures				(93,782)		(90,835)	(92,527)	(95,353)
Revenues				54,700		56,068	57,469	58,906

Town of Sundre
2019 to 2022 Four-Year Operating Budget

84 - Parks

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	10,157	1,250	68,149	72,050	85,091	72,145	72,242	72,342
Expenses								
Salaries	(153,653)	(176,039)	(162,020)	(152,771)	(146,242)	(157,289)	(167,446)	(176,254)
Contracted Services	(86,168)	(87,821)	(5,217)	(10,800)	(8,021)	(11,070)	(11,347)	(11,630)
Materials & Supplies	(41,554)	(40,146)	(38,609)	(59,975)	(34,388)	(61,196)	(62,144)	(63,620)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(271,218)	(302,756)	(137,697)	(151,496)	(103,560)	(157,410)	(168,694)	(179,162)
Expenditures				(223,546)		(229,555)	(240,937)	(251,504)
Revenues				72,050		72,145	72,242	72,342

**Town of Sundre
2019 to 2022 Four-Year Operating Budget**

85 - Recreation & Culture

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	311,474	138,817	225,551	207,043	238,984	207,043	207,043	207,043
Expenses								
Salaries	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(264,677)	(193,601)	(278,481)	(275,924)	(286,461)	(275,924)	(275,924)	(275,924)
Surplus (Deficit)	46,797	(54,784)	(52,930)	(68,881)	(47,477)	(68,881)	(68,881)	(68,881)
Expenditures				(275,924)		(275,924)	(275,924)	(275,924)
Revenues				207,043		207,043	207,043	207,043

Town of Sundre
2019 to 2022 Four-Year Operating Budget

86 - Community Services

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	53,714	56,298	83,624	81,700	78,060	81,700	81,700	81,700
Expenses								
Salaries	(82,520)	(93,413)	(81,476)	(83,877)	(88,763)	(87,508)	(89,890)	(93,473)
Contracted Services	(7,840)	(17,325)	(6,619)	(7,000)	(5,871)	(7,175)	(7,354)	(7,538)
Materials & Supplies	(28,255)	(21,225)	(41,670)	(47,600)	(23,918)	(57,488)	(45,385)	(47,792)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(25,103)	(22,000)	(67,519)	(69,500)	(43,376)	(52,000)	(52,000)	(52,000)
Surplus (Deficit)	(90,004)	(97,665)	(113,660)	(126,277)	(83,868)	(122,470)	(112,929)	(119,103)
Expenditures				(207,977)		(204,170)	(194,629)	(200,803)
Revenues				81,700		81,700	81,700	81,700

**Town of Sundre
2019 to 2022 Four-Year Operating Budget**

87 - Trails

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	25,536	23,313	26,350	25,000	25,000	25,000	25,000	25,000
Expenses								
Salaries	(31,302)	(35,703)	(34,973)	(32,830)	(32,997)	(34,795)	(42,914)	(45,449)
Contracted Services	(9,530)	(12,055)	(495)	(5,000)	-	(5,000)	(5,000)	(5,000)
Materials & Supplies	(4,275)	(5,615)	(5,754)	(14,880)	(4,976)	(10,968)	(11,059)	(11,151)
Utilities	-	-	-	-	-	-	-	-
Surplus (Deficit)	(19,571)	(30,060)	(14,872)	(27,710)	(12,973)	(25,763)	(33,973)	(36,600)
Expenditures				(52,710)		(50,763)	(58,973)	(61,600)
Revenues				25,000		25,000	25,000	25,000

Town of Sundre
2019 to 2022 Four-Year Operating Budget

89 - Outdoor Recreation

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	20,763	20,422	36,563	36,300	35,168	36,300	36,300	36,300
Expenses								
Salaries	(69,595)	(69,319)	(67,575)	(68,729)	(48,572)	(72,070)	(71,369)	(74,811)
Contracted Services	(3,652)	(4,850)	(2,563)	(2,500)	(815)	(2,563)	(2,627)	(2,692)
Materials & Supplies	(3,899)	(3,524)	(2,937)	(14,600)	(2,698)	(20,665)	(14,732)	(14,800)
Utilities	-	-	-	(840)	-	(861)	(883)	(905)
Surplus (Deficit)	(56,383)	(57,271)	(36,512)	(50,369)	(16,917)	(59,858)	(53,310)	(56,908)
Expenditures				(86,669)		(96,158)	(89,610)	(93,208)
Revenues				36,300		36,300	36,300	36,300

Town of Sundre
2019 to 2022 Four-Year Operating Budget

91 - Gas

	2018		2019		2020		2021	2022
	Actual	Budget	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	1,299,676	1,309,096	1,394,349	1,391,750	1,435,850	1,421,750	1,451,750	1,481,750
Expenses								
Salaries	(288,937)	(312,469)	(303,498)	(295,050)	(317,105)	(309,606)	(337,390)	(412,468)
Contracted Services	(150,353)	(131,978)	(121,474)	(119,250)	(118,708)	(128,375)	(128,963)	(142,537)
Materials & Supplies	(544,034)	(695,188)	(629,920)	(694,306)	(683,428)	(720,053)	(697,839)	(691,820)
Utilities	(27,787)	(18,334)	(30,564)	(30,000)	(35,499)	(30,200)	(30,400)	(30,600)
Surplus (Deficit)	288,565	151,127	308,893	253,144	281,110	233,516	257,159	204,325
Expenditures				(1,138,606)		(1,188,234)	(1,194,592)	(1,277,425)
Revenues				1,391,750		1,421,750	1,451,750	1,481,750

Town of Sundre
2021 - 2030 Capital Plan

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2021											
Opening Balance / Funds Available		4,950,000	1,185	682,774	-	488,910	738,122	310,000	240,000	-	-
Additions per Operating Budget		470,000	100,000	100,000	-	455,000	115,000	600,000	100,000	-	-
Replace Unit No. 139 (changed from unit 110)	40,000			(40,000)							
upgrade Council Chambers IT (incl. broadcasting meetings)	40,000		(40,000)								
Main Lift Station controls	25,000					(25,000)					
Gas Department pipe storage	16,200					(16,200)					
2021 Totals / Remaining Balances	121,200	5,420,000	61,185	742,774	-	902,710	853,122	910,000	340,000	-	-

**Town of Sundre
2021 - 2030 Capital Plan**

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2022											
Opening Balance / Funds Available		5,420,000	61,185	742,774	-	902,710	853,122	910,000	340,000	-	-
Additions per Operating Budget		645,000	100,000	100,000	-	455,000	115,000	-	100,000	-	-
Trail Signage	11,600								(11,600)		
Berm System Flood Control - Mail Lift Station	35,000		(35,000)								
Gas Piping Change Outs (1st Ave NE)	50,000					(50,000)					
replace Community Centre gym floor	70,000			(70,000)							
2010 Chev 2500 Command Truck Unit 550	50,000						(25,000)				(25,000)
2001 Superior Pumper Unit 521 Replacement (moved from 2021)	1,300,000						(925,000)				(375,000)
Highway 27 Water & Wastewater Upgrades	350,000					(350,000)					
2022 Totals / Remaining Balances	1,866,600	6,065,000	126,185	772,774	-	957,710	18,122	910,000	428,400	-	(400,000)

**Town of Sundre
2021 - 2030 Capital Plan**

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2023											
Opening Balance / Funds Available		6,065,000	126,185	772,774	-	957,710	18,122	910,000	428,400	-	-
Additions per Operating Budget		580,000	100,000	100,000	-	455,000	115,000	-	100,000	-	-
build permanant outdoor rink / multi-use space	300,000								(300,000)		
Blue, Green, Black Bin Replacements (moved from 2023)	40,000					(40,000)					
Lift Station No. 5 Upgrades	1,000,000					(100,000)		(900,000)			
Replace Playground Equipment	50,000								(50,000)		
replace unit 110	40,000			(40,000)							
2008 Chev C5500 Duramax 4x4 Unit 530	50,000						(25,000)				(25,000)
RMO Gas Piping Change (moved from 2021)	208,000					(208,000)					
2023 Totals / Reaminging Balances	1,688,000	6,645,000	226,185	832,774	-	1,064,710	108,122	10,000	178,400	-	(25,000)

**Town of Sundre
2021 - 2030 Capital Plan**

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2024											
Opening Balance / Funds Available		6,645,000	226,185	832,774	-	1,064,710	108,122	10,000	178,400	-	-
Additions per Operating Budget		580,000	100,000	100,000	-	455,000	115,000	-	100,000	-	-
Trail Signage	15,000								(15,000)		
East End Sign Project	50,000		(50,000)								
Replace Police Interceptor Unit No. 150	75,000			(75,000)							
2009 Freightliner Unit 560 (100% MVC)	100,000										(100,000)
Rhino Side X Side - Unit #591	30,000						(15,000)				(15,000)
arena compressor overhaul and valve replacement	25,000			(25,000)							
arena dehumidifier	50,000			(50,000)							
Water Treatment Plant software upgrade (moved from 2021)	20,000					(20,000)					
Red Deer River Boat Launch	226,380									(226,380)	
2024 Totals / Reamining Balances	591,380	7,225,000	276,185	782,774	-	1,499,710	208,122	10,000	263,400	(226,380)	(115,000)

Town of Sundre
2021 - 2030 Capital Plan

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2025											
Opening Balance / Funds Available		7,225,000	276,185	782,774	-	1,499,710	208,122	10,000	263,400	-	-
Additions per Operating Budget		580,000	100,000	100,000	-	455,000	115,000	-	-	-	-
arena compressor overhaul and valve replacement	25,000			(25,000)							
Replace Golf Cart	5,000			(5,000)							
Replace Lawn Mower Unit No. 1162	65,000			(65,000)							
Replace Unit No. 149	40,000			(40,000)							
Replace Sweeper Unit No. 1138	300,000			(300,000)							
2025 Totals / Reamining Balances	435,000	7,805,000	376,185	447,774	-	1,954,710	323,122	10,000	263,400	-	-
		*** leave \$4M for 75% reason									

Town of Sundre
2021 - 2030 Capital Plan

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA	RSA	RSA	RSA	RSA	MSI - Capital	Gas Tax	Other	MVC
			Muni - New	Muni - Life	Util - New	Util - Life	Fire	Funding	Grant	Funding TBD	Fire
2026 to 2030											
2026											
Replace Unit No. 146											
Replace Unit No. 148											
install Noblefern playground equipment											
Dog Park											
Enhance Trail Connections											
Trail Signage											
Gas Piping Change Outs											
Underground Lift Station Upgrades											
Well Expansion or Upgrades											
road resurfacing (locations to be determined based on requirements)											
replace 3 Thermal Imaging Cameras											
replace Jaws of Life											
Rapid Response Unit #540 (100% MVC)											
replace benches, garbage receptacles											
re-surface tennis courts											
Community Centre full roof restoration											

Town of Sundre
2021 - 2030 Capital Plan

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	MSI - Capital Funding	Gas Tax Grant	Other Funding TBD	MVC Fire
2027											
Project No. 1-10 Centre St. Hwy 27 to Greenwood PH II											
Project 1-10 Centre St East to Bridge											
Planning for new Protective Services Bldg											
Replace Unit No. 151											
Replace Unit No. 152											
2012 Compressor & 12 SCBA (1504)											
Replace Unit No. 1125											
Replace Unit No. 1139											
2028											
Replace Unit No. 153											
mini-excavator for Operations											
replace way-finding signage											
2029											
replace unit 155											
replace loader											
replace CS tractor											
2030											
New Sportsplex											
replace backhoe											
replace unit 155											
replace loader w/ snow blower attachments											
replace unit 133 (sander truck)											
replace unit 145 (light duty / flagging unit)											
arena compressor overhaul and valve replacement											
replace ice resurfacer											



REQUEST FOR DECISION

COUNCIL DATE	December 21, 2020
SUBJECT	Municipal Measurement Index Tool
ORIGINATING DEPARTMENT	Administration
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

Alberta's government is launching the Municipal Measurement Index Tool to improve local decision-making and help Albertans see how local governments spend their money. The Honourable Tracy Allard, Minister of Municipal Affairs states "we want municipalities to be strong, fiscally responsible partners in the province's economic recovery. Having a tool Albertans can use to view and compare data for municipalities across the province will increase accountability and transparency, while helping improve local decision-making."

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As Council may recall, Administration provided details on the findings of the Municipal Indicator Report for the Town of Sundre at the October 26, 2020 Regular Council meeting. The Town of Sundre achieved all of the expected results set out in the report, and we are in a great position to continue achieving this result moving forward.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That the Council of the Town of Sundre accept the Municipal Measurement Index Tool as information.

MOTION:

That the Council of the Town of Sundre accept the Municipal Measurement Index Tool as information.

Attachment:

Date Reviewed: December 15, 2020

CAO: 

Guide to Municipal Dashboards

- Municipal Measurement Index (MMI)
- Municipal Indicators (MI)
- Financial Indicator Graphs (FIG)



**Guide to Using SAS Visualizations for
Municipal Measurement Index (MMI)
Municipal Indicators (MI)
Financial Indicator Graphs (FIG)**

Municipal Affairs

March 2020

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Table of Contents

SAS Report Viewer	4
Municipality Measurement Index Value	5
Municipality Measurement Index (MMI)	6
MMI Main Screen	6
Municipality Selection Screen	7
Indicator Screen	8
Municipal Indicators (MI)	9
MI Main Screen	10
Financial Indicator Graphs (FIG)	10
FIG Main Screen	11
FIG Indicator Screen	12
MMI and FIG Indicators Explained	12
Contact	16

SAS Report Viewer

The SAS Visual Analytics (SAS VA) Report Viewer is a web based application that Municipal Affairs has adopted in order to share financial and statistical data for all Alberta municipalities. At this time, there are three publically available dashboards for individuals who are interested in data that has been collected by Municipal Affairs:

- [Municipality Measurement Index \(MMI\)](#)
 - [Open MMI Dashboard](#)
- [Municipal Indicators \(MI\)](#)
 - [Open MI Dashboard](#)
- [Financial Indicator Graphs \(FIG\)](#)
 - [Open FIG Dashboard](#)

This short guide will give you an overview of the three dashboards and their basic functions and capabilities.

System Requirements

The SAS VA Report Viewer is best viewed using Google Chrome on a laptop or desktop device.

Municipality Measurement Index Value

Alberta has variety municipal types including rural (Municipal Districts, Improvement Districts, Specialized Municipalities) and urban (Cities, Towns, Villages, Summer Villages).

In order to facilitate a meaningful comparison across all municipal jurisdictions, Municipal Affairs has developed the Municipal Measurement Index Value. This numerical value is based on the relationship between population, equalized assessment and the geographical area of a municipality, and is calculated based on the best available information at that time. Therefore, it is possible that changes to the index value can occur if either the population, equalized assessment or geographical area of the municipality changes.

Unlike other indexes, such as the Consumer Price Index (CPI), a higher value does not necessarily translate into how a municipality performs. Rather, the index value allows for a more meaningful comparison across municipal jurisdictions. Thus, the closer the index value is among municipalities, the better the comparison that will result.

Municipal Affairs recommends selecting municipalities within **+/-10** for the best comparison. If a municipality index value appears as a dot “.” it means that the municipality has had a name/status change or has not submitted the required annual reporting documents for that particular year.

To find your Municipalities Index Value, simply click the [Municipality Index](#)

	2019	2018	2017	2016	2015	2014
	Municipality Index ▼	Municipality Index	Municipality Index	Municipality Index	Municipality Index	Municipality Index
Brazeau County	99	99	100	99	99	99
Northern Sunrise County	99	99	100	100	101	101
Ponoka County	99	99	99	99	99	99
Woodlands County	99	99	100	99	99	99
Camrose County	98	98	98	97	97	97
City of Airdrie	98	98	98	98	97	97
City of Medicine Hat	98	98	98	98	98	98
Clear Hills County	98	97	98	98	97	97
Lac Ste. Anne County	98	98	98	98	98	98
Lethbridge County	98	98	98	98	98	98
Municipal District of Taber	98	98	98	99	98	98
City of St. Albert	97	97	97	96	96	96
County of St. Paul No. 19	97	97	97	96	96	96
Municipal District of ...						

Municipality Measurement Index (MMI)

The Municipality Measurement Index (MMI) is a tool that allows municipalities, along with Municipal Affairs, to track the progress and performance of a municipality based on information provided through their annual reporting documents. Refreshed on a bi-weekly basis, the MMI dashboard includes a number of dynamic, customizable visualizations allowing Albertans the opportunity to not only view their municipality's results, but also compare their municipality's results with other Alberta municipalities.

A municipality index value is used as a means to provide meaningful comparison across all municipalities and municipal types. It is recommend selecting municipalities within +/- 10 for the best comparison.

To begin, click on the 'Select Municipalities to Compare Here ...' box on the top left the Main Screen, this will open the [Municipality Selection Screen](#).

MMI Main Screen

The screenshot shows the MMI Main Screen with three blue callout boxes pointing to specific elements:

- Select Municipalities to Compare Here ...**: Points to a button in the top left corner.
- Description of report: please read first**: Points to a text box containing instructions on how to use the MMI dashboard.
- Measurement indicators; select to compare chosen municipalities**: Points to a grid of eight measurement indicators.

Description of report: please read first

The Municipality Measurement Index (MMI) dashboard is an online tool that allows the public to view financial and statistical data across municipalities and determine how their municipality's performance compares to other municipalities. The **Municipality Index** is generated for a meaningful comparison across municipalities based on **equalized assessment**, **population** and a municipality's geographic area.

To start, click on the drop down menu above to select your municipality. You can refine your search by selecting the year, municipality type, and the financial abilities you want to compare, and click **Apply**. The municipalities shown will be based on the combination of your selection of all the fields.

For the best comparisons we recommend to select municipalities within **±10** of your municipality's **index** number. For the best experience, we recommend to use the **maximized view** for each indicator below by clicking the "four arrows" icon on the right of the pop-up window.

Measurement indicators; select to compare chosen municipalities

Residential Tax Rate	Non Residential Tax Rate	Municipal Tax Levy	Composition of Assessment
The graph will show the amount of tax payable per thousand of dollars of property assessment for residential properties within a municipality.	This graph will show the amount of tax payable per thousand of dollars of property assessment for non-residential properties within a municipality.	This section shows an approximation of what residents and businesses pay, towards the municipal portion of their tax bill. This does not include taxes collected for schools and seniors lodgings as they are collected by the province. You can change the amount of assessment to see how it affects property taxes.	By clicking here, you can see what percentage of a municipality's total assessment come from residential, non-residential, and farmland properties.
Municipal Debt Per Capita	Long Term Debt - Debt Limit Ratio	Revenue and Expenses Per Capita	Accumulated Surplus Per Capita
This section allows you to compare municipal debt, both short and long-term. Figures come from dividing debt by population. Debt that is held for more than a year is considered long-term.	To compare the long term debt between communities, choose the communities and click here. The results will show the amount of debt the municipality has owing and to how much it can still borrow.	All municipalities have both revenue and expenses. This tool will let you see the total revenue and expenses of a municipality divided by the municipality's population.	By clicking here, you can see the financial resources (both cash and non-cash) that a municipality has available, per person, to provide future services.

Future Visualizations:
Level of Municipal Services
Business Indicators

Other Online Resources:
[Audited Financial Statements and Tax Rate Bylaws](#) [Municipal Financial and Statistical Data](#) [Municipal Performance Indicator Reports](#)

Data points are subject to audit and are based on the latest available information. If you have any questions or comments regarding the report, please email info@upstability.ca.

Municipality Selection Screen

Select Municipalities to Compare Here ...

☐ 2014
☐ 2015
☐ 2016
☐ 2017
☒ 2018
☒ 2019

☒ City
☐ Improvement District
☐ Municipal District
☐ Special Area
☐ Specialized Municipality
☐ Summer Village
☒ Town

☒ Banff
☐ Blackfalds
☐ Bonnyville
☒ Brooks
☐ Coaldale
☐ Devon
☐ Didsbury

Compare municipalities within 10 index points of each other

Municipality Index

74 84 |

49 127

Municipalities shown are based on the combination of fields that are selected. For example, if you select 'Town' as the municipality type, but do not specify a town by checking one in the municipality list, then all towns will be displayed.

To ensure that you are viewing the most comparable municipalities, please make sure that you choose municipalities with a municipality index number within **-10 to +10** of each other. For example, if your municipality's Municipal Index number is 49, a more meaningful analysis will result if you choose to compare a municipality where the index value is 59 (+10 points higher) than if you were to choose a municipality whose Municipality Index number was 90.

Once you are satisfied with your selection click **"Apply"**

To reset these filters at any time, simply click on the **"Select your Municipality"** drop down and click **"Release"** then **"Reset"** (top right), this will reset the report filters.



The report filters that you selected will carry forward when you select on any of the following indicators.

<p>Residential Tax Rate</p> <p>This graph will show the amount of tax payable per thousand of dollars of property assessment for residential properties within a municipality.</p>	<p>Non Residential Tax Rate</p> <p>This graph will show the amount of tax payable per thousand of dollars of property assessment for non-residential properties within a municipality.</p>	<p>Municipal Tax Levy</p> <p>This section shows an approximation of what residents and businesses pay towards the municipal portion of their tax bill. This does not include taxes collected for schools and seniors' lodgings as they are collected by the province. You can change the amount of assessment to see how it affects property taxes.</p>	<p>Composition of Assessment</p> <p>By clicking here, you can see what percentage of a municipality's total assessment come from residential, non-residential, and farmland properties.</p>
<p>Municipal Debt Per Capita</p> <p>This section allows you to compare municipal debt, both short- and long-term. Figures come from dividing debt by population. Debt that is held for more than a year is considered long-term.</p>	<p>Long-Term Debt - Debt Limit Ratio</p> <p>To compare the long term debt between communities, choose the communities and click here. The results will show the amount of debt the municipality has compared to how much it can still borrow.</p>	<p>Revenue and Expenses Per Capita</p> <p>All municipalities have both revenues and expenses. This tool will let you see the total revenue and expenses of a municipality divided by the municipality's population.</p>	<p>Accumulated Surplus Per Capita</p> <p>By clicking here, you can see the financial resources (both cash and non-cash) that a municipality has available, per person, to provide future services.</p>

By clicking on one of the indicators, the [Indicator Screen](#) will display.

Indicator Screen

In the upper right-hand corner of this screen, you will find “Print” and “Maximize”.

- To “Print” the indicator results, click the print icon ()
- To “Maximize” the indicator results screen, click the maximize icon ()

To view results by year, simply click the appropriate year

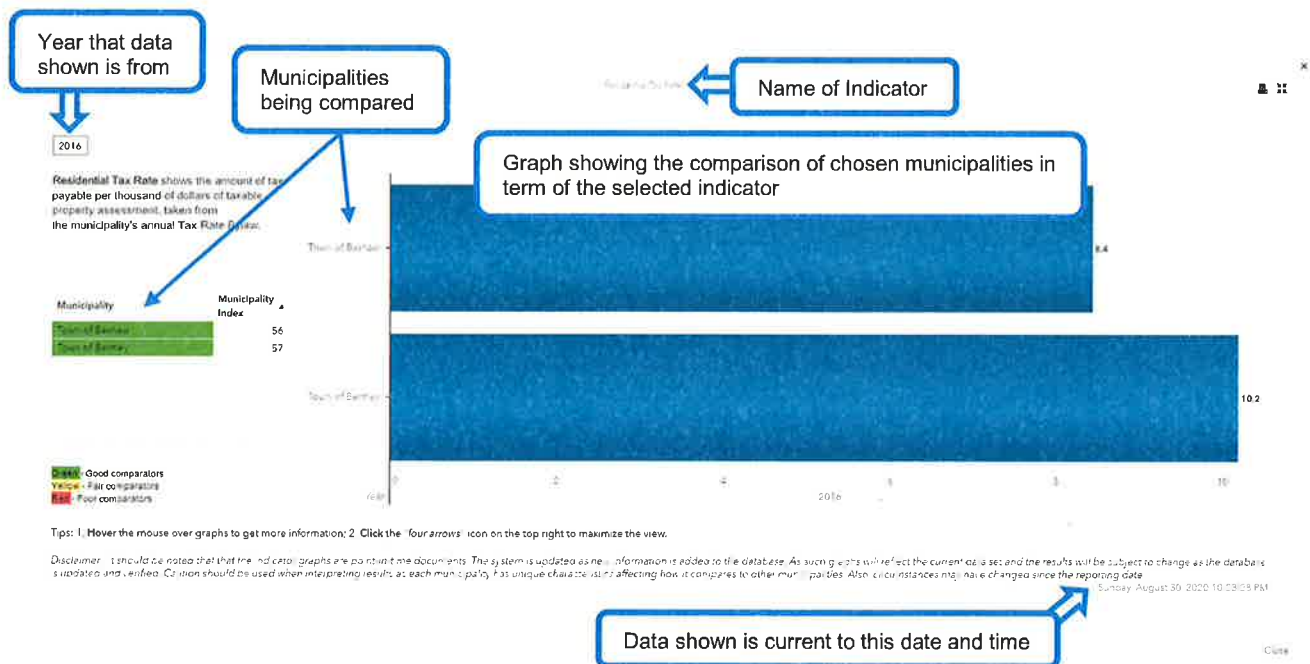
(2016 2017 2018)

Those municipalities that are Good, Fair and Poor comparators, will show to the bottom left and be either Green (good), Yellow (fair) or Red (poor) comparators.

2016 2017 2018

Municipality

City of Camrose
City of Cold Lake
City of Chestermere
City of Leduc
City of Calgary



To view the results of the same chosen municipalities on a different indicator, close the page (by clicking the “x” in the top left, or [Close](#) in the bottom right) and select a new indicator from the [main screen](#). To create an entirely new search, open the [Municipality Selection Screen](#) and “Reset”-“Release” and update your search criteria.

Municipal Indicators (MI)

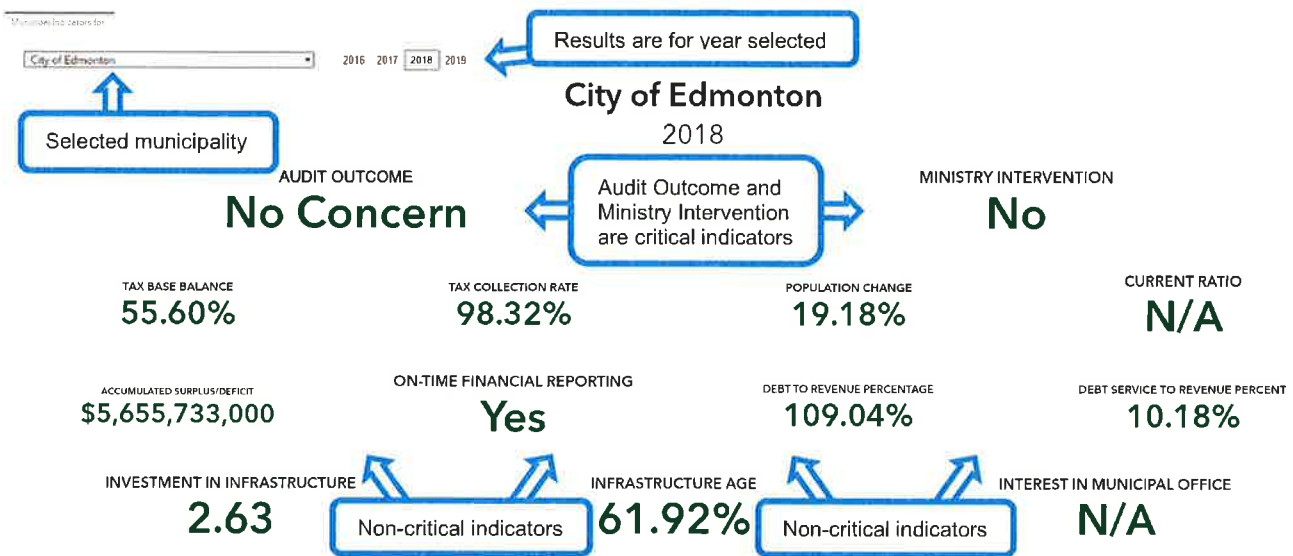
The Municipal Indicator dashboard uses a broad range of data collected by Municipal Affairs, including financial, governance and community indicators that are derived from information provided by:

- Alberta municipalities, annually, through audited Financial Statements and Financial Information Returns;
- Municipal election results collected in accordance with the *Municipal Government Act* (MGA) and the *Local Authorities Election Act*;
- Municipal population data as published in the annual Municipal Affairs Population List; and
- A count of instances whereby the Minister was required to intervene because a municipality was operating in contravention of the MGA.

The results of the thirteen indicators, sorted by year, can easily be displayed within the MI dashboard. Results noted in “green” are acceptable, those results noted in “red” indicate that the municipality failed to meet the minimum benchmark. If the result of an indicator is listed as N/A, then the municipality has been excused from reporting on it. If the majority of indicators are listed as N/A, then that means the municipality you have selected has not submitted their reporting for the specified year.

To choose your municipality, simply select the full name from the drop down list located in the top left corner of the main screen. For a short description of each indicator, hover the cursor over the indicator you are curious about and a dialogue box will appear.

MI Main Screen



Note: The Municipal Indicator Dashboard uses a broad range of data collected by Municipal Affairs and provides financial governance and community insights that are derived from information provided by municipalities through their audited financial statements, municipal election results, population statistics as well as a number of other data sources. The dashboard is required to be reviewed by the Minister of Municipal Affairs. If a municipality fails to submit its data, the values are displayed as 'N/A'. A value of 'N/A' means the municipality has not provided information. A municipality is deemed to be 'at risk' if it triggers one or more critical indicators. Audit Outcome or Ministry Intervention or other more critical indicators are highlighted in red. For detailed information regarding indicators and results, please refer to the annual [Municipal Indicator Results](#).

Monday, August 31, 2020 08:50:36 AM

If you would like more detailed information, please visit

<https://open.alberta.ca/publications/municipal-indicator-results> to view a copy of the complete Municipal Indicator Result report along with the responses from those municipalities that triggered.

Financial Indicator Graphs (FIG)

The Financial Indicator Graphs (FIG) is an upgraded version of the static pdf reports previously made available to municipal administration and councils, and serves as an important supplement to the Alberta Municipality Measurement Index (MMI). The Financial Indicator Graphs provide the opportunity for Albertans to explore the municipal financial information over time while comparing to the minimum, median and maximum of the same municipal type.

The FIG is a series of graphs, provided by municipal function that can be a useful tool in assisting municipal council and administration when making important operational

decisions. These graphs can also be a valuable resource to residents who are seeking more information regarding their municipality's finances.

To begin, type the name of your municipality in the “**Enter Municipality Name**” dialog box to the top left of the screen, and click on your municipality. Once your municipality is selected, you may choose any of the indicators underlined in blue.

FIG Main Screen

Enter Municipality Name...

Select municipality

The Financial Indicator Scorecard (FIG) serves as an important supplement to the [Alberta Municipality Measurement Index \(AMMI\)](#). These graphs provide the opportunity for Albertans to explore a municipality's financial information over time while comparing it to the minimum, median and maximum of the same municipal type.

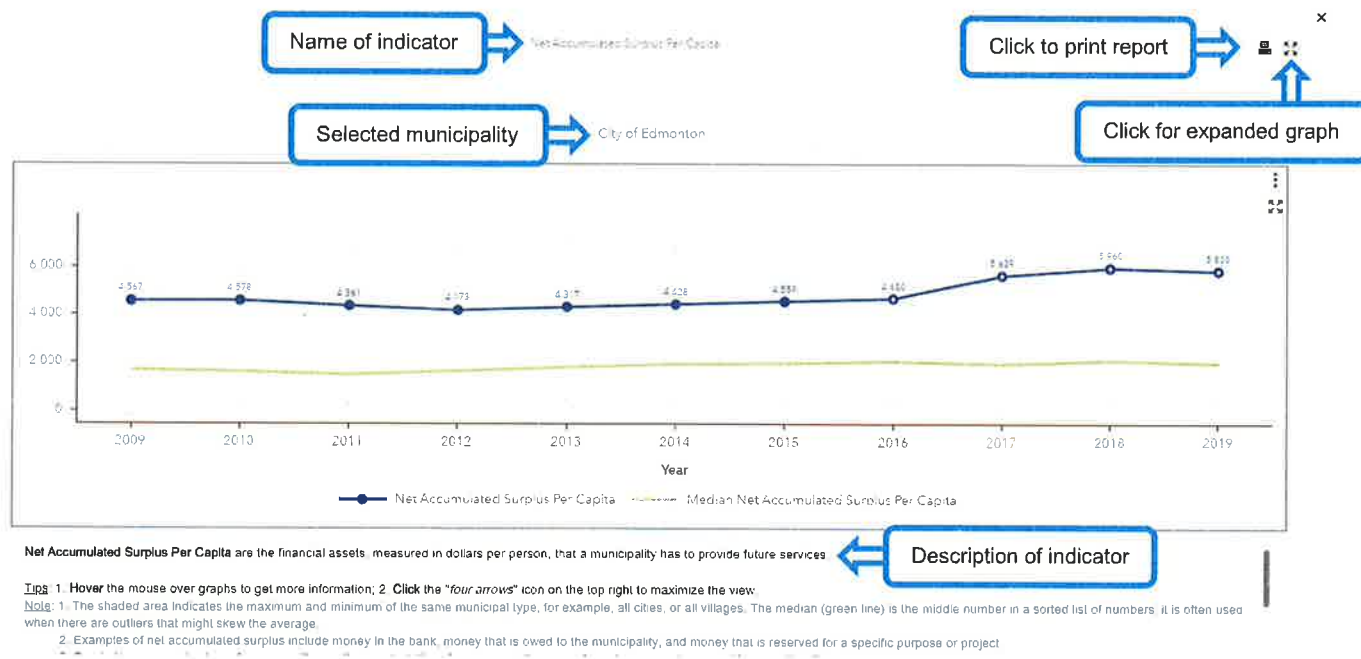
To begin, type the name of your municipality in the **Enter Municipality Name** dialog box to the top left of the screen, and click on your municipality. Once your municipality is selected, you may choose any of the indicators underlined in blue.

Residential <ul style="list-style-type: none"> Municipal Tax Rate Equalized Tax Rate Percentage of Total Assessment 	Non-Residential <ul style="list-style-type: none"> Municipal Tax Rate Equalized Tax Rate Percentage of Total Assessment 	Financial <ul style="list-style-type: none"> Long Term Debt Long Term Debt Per Capita Net Accumulated Surplus Per Capita
Revenue Sources (per capita) <ul style="list-style-type: none"> Municipal Property Taxes Sales and User Charges Government Transfers Revenue Types (all) 	Per Capita Expenditures <ul style="list-style-type: none"> Salaries, Wages and Benefits Contracted and General Services Materials, Goods, Supplies and Utilities Interest and Banking Amortisation of Tangible Capital Assets Expenditure Types (all) 	Per Capita Expenditures (by Government Function) <ul style="list-style-type: none"> General Government Protective Services Transportation Environment Recreation All Functions

If you have any questions or comments regarding the report or data accuracy, please email us at fig_updates@pro.slb.ca

Specific indicators to choose from

FIG Indicator Screen



MMI and FIG Indicators Explained

Each indicator is intended to measure a specific aspect of the municipality's financial performance. A municipality may have unique circumstances or alternative strategies that justify a difference from other municipalities. The MMI and FIG share many of the indicators in the table. The MMI focuses on a cross-municipality comparison, while the FIG illustrates changes within a single municipality over time.

Indicator and Description	Calculation
Residential Equalized Tax Rate ^{(1) (2)} An approximate tax rate for residential and farmland properties in the municipality based on <u>equalized assessment</u> * rather than live	$\frac{\text{Residential and farmland property taxes}}{\text{Residential equalized assessment}}$

Indicator and Description	Calculation
assessment. Equalized assessment eliminates specific market factors allowing for a more realistic comparison between municipalities.	
<i>Non Residential Equalized Tax Rate</i> ^{(1) (2)} An approximate tax rate for non-residential properties in the municipality based on equalized assessment rather than live assessment. Equalized assessment eliminates specific market factors allowing for a more realistic comparison between municipalities.	$\frac{\text{Non Residential property taxes}}{\text{Residential equalized assessment}}$
<i>Municipal Tax Levy</i> ⁽¹⁾ An approximation of the actual amount of (general) municipal taxes levied on a property (residential or non-residential) in the municipality given its assessed value. The dynamic assessment slider allows the user to choose an assessed property value to better reflect their property.	$\begin{aligned} &\text{General residential municipal tax rates} \\ &\quad \times \text{Assessed property value} \\ \\ &\text{General non residential municipal tax rates} \\ &\quad \times \text{Assessed property value} \end{aligned}$
<i>Composition of Assessment</i> ^{(1) (2)} The proportion of a municipality's equalized assessment of residential, farmland, and non-residential properties. The composition of equalized assessment shows the diversity in municipality assessment sources.	$\frac{\text{Residential equalized assessment}}{\text{Total equalized assessment}}$ $\frac{\text{Farmland equalized assessment}}{\text{Total equalized assessment}}$

Indicator and Description	Calculation
FIG includes two of the three assessments: <i>Residential</i> and <i>Non Residential</i> , displayed as a Percentage of Total Equalized Assessment.	$\frac{\text{Non Residential equalized assessment}}{\text{Total equalized assessment}}$
<i>Municipal Debt Per Capita</i> ^{(1) (2)} The current and long term municipal liabilities per capita. Long term debt is debt held for longer than a year. FIG includes only <i>Long Term Municipal Debt Per Capita</i> .	$\frac{\text{Current and other liabilities}}{\text{Population}^{(3)}}$ $\frac{\text{Long term debt}}{\text{Population}^{(3)}}$
<i>Long Term Debt - Debt Limit Ratio</i> ^{(1) (2)} The portion of the municipality's long term debt as a percentage of the regulated limit.	$\frac{\text{Long term debt}}{\text{Long term debt limit}}$
<i>Revenue and Expenses Per Capita</i> ⁽¹⁾ A municipality's total revenue and expenses, displayed as per capita figures.	$\frac{\text{Total revenue}}{\text{Population}^{(3)}}$ $\frac{\text{Total expenses}}{\text{Population}^{(3)}}$
<i>Accumulated Surplus Per Capita</i> ⁽¹⁾ ⁽²⁾ The cumulative wealth of a municipality, including net accumulated surplus, and equity in tangible capital assets (TCA), displayed as per capita figures.	$\frac{\text{Net accumulated surplus}}{\text{Population}^{(3)}}$ $\frac{\text{Equity in TCA}}{\text{Population}^{(3)}}$

Indicator and Description	Calculation
FIG Plus includes only <i>Net Accumulated Surplus Per Capita</i> .	
<i>Major Revenue Sources Per Capita by Type</i> ⁽²⁾ The major types of net municipal revenue, including <i>Net Municipal Property Taxes, Sales and User Charges, Government Transfers</i> (or total grants) revenue, displayed as per capita figures.	$\frac{\text{Net municipal property taxes}}{\text{Population}^{(3)}}$ $\frac{\text{Sales and user charges}}{\text{Population}^{(3)}}$ $\frac{\text{Government Transfers}}{\text{Population}^{(3)}}$
<i>Major Expenditures Per Capita by Type</i> ⁽²⁾ The major types of expenses, including <i>Salaries, Wages and Benefits, Contracted and General Services, Materials, Goods Supplies and Utilities, Interest and Banking, and Amortization of Tangible Capital Assets</i> , displayed as per capita figures.	$\frac{\text{Salaries, wages and benefits}}{\text{Population}^{(3)}}$ $\frac{\text{Contracted and general services}}{\text{Population}^{(3)}}$ $\frac{\text{Materials, goods supplies and utilities}}{\text{Population}^{(3)}}$ $\frac{\text{Interest and banking}}{\text{Population}^{(3)}}$ $\frac{\text{Amortization of TCA}}{\text{Population}^{(3)}}$
<i>Major Expenditures Per Capita by Broad Function</i> ⁽²⁾ The expenditures on high-level municipal functions including <i>General</i>	$\frac{\text{General Government}}{\text{Population}^{(3)}}$

Indicator and Description	Calculation
Government, Protective Services, Transportation, Environment, and Recreation and Culture, displayed as per capita figures.	$\frac{\text{Protective Services}}{\text{Population}^{(3)}}$
	$\frac{\text{Transportation}}{\text{Population}^{(3)}}$
	$\frac{\text{Environment Use and Protection}}{\text{Population}^{(3)}}$
	$\frac{\text{Recreation and Culture}}{\text{Population}^{(3)}}$

(1) Municipality Measurement Index (MMI) Indicators,

(2) Financial Indicator Graphs (FIG) Indicators,

(3) For summer villages, residential properties were used instead of population.

* Equalized assessment is the means of comparing property wealth in a uniform manner for all municipalities. Alberta uses an ad valorem assessment and tax system where property taxes are based on wealth and wealth is measured by the value of property expressed as an assessment. Equalizing an assessment is simply a process of adjusting each municipality's taxable assessment to a common year in accordance with current legislation and policy.

Contact

If you have any questions, please contact the Information Services Team at igs.update@gov.ab.ca, or by phone, toll free at 310-0000 then 780-427-2225.



REQUEST FOR DECISION

COUNCIL DATE	December 21, 2020
SUBJECT	Renewal of Temporary Borrowing Line of Credit (LOC)
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

The Director of Corporate Services is requesting Council approve the renewal of the Town's temporary borrowing Line of Credit (LOC) with the Alberta Treasury Branch (ATB).

Borrowing Bylaw 2019-07 is an active bylaw, which permits the Town to have this LOC in the event of covering short-term cash-flow declines until tax revenues are received.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Attached

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS

That the Town of Sundre Council approve the temporary borrowing Line of Credit and approve the renewal document to be signed by the Chief Administrative Officer and the Mayor.

MOTION:

That the Town of Sundre Council approve the renewal of Temporary Borrowing Line of Credit with the Alberta Treasury Branch, and that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the Town.

Attachment: 8.2a

Date Reviewed: December 15, 2020

CAO: Linda Nebel

Loan Renewal Agreement

December 14, 2020

Town of Sundre
PO Box 420
Sundre, Alberta

Dear Chris Albert,

Reference is made to the Commitment Letter dated May 12, 2016:

ATB Financial has approved and is pleased to renew the credit facilities listed below based on the terms we discussed, as outlined below. The renewal terms for each such credit facility will become effective the day immediately after the applicable Current Maturity Date or as otherwise agreed to by ATB Financial. The Balance referred to below means, if applicable, the outstanding principal balance as of the date of this Loan Renewal Agreement listed above; to find out the balance as of the maturity date or as of any other date, please see your statement or call me at the number indicated below. The Limit referred to below means, if applicable, the Maximum Limit for your credit facility as indicated in your Express Loan Credit Agreement and/or Business Loan Credit Agreement or the maximum principal amount available for draw down for any credit facility that is not a term loan.

Loan Number	833-0029377851700		Current Maturity Date		12/31/2020
Loan Type			Balance/Limit		New Maturity Date
Operating Loan			\$ 750,000.00		12/31/2021
Interest Rate			Payment Frequency	Payment Type	Payment Amount
ATB Prime +	1.00	% per annum	Monthly	Interest Only	N/A

Please refer to www.atb.com for ATB Financial's current Prime Rate or visit your local branch.

The next annual review date has been set for December 31, 2021 but may be set at an earlier or later date at the sole discretion of the Lender

If you wish to renew these credit facilities on the terms indicated above, please have all parties sign and date this form below and return all pages to your ATB Financial branch as soon as possible. The renewal terms, for each such credit facility will become effective the day immediately after the applicable Current Maturity Date or as otherwise agreed to by ATB Financial.

Your friends at ATB Financial,



Janice Hupper
RM Portfolio Mgmt Business Solutions

Suite 600, 585 8th Ave SW, Calgary AB T2P 1G1

Office/Mobile 587-228-6807
jhupper@atb.com

You and the Guarantor, if any, agree to the terms and conditions of this Loan Renewal Agreement as indicated above as well as the applicable terms and conditions outlined in Appendix A attached hereto and agree to pay all amounts now or hereafter owing under the Credit Agreement or Commitment Letter and the credit facilities and secured by any security granted under such contracts (as these contracts may be herein or hereafter amended or renewed) and to observe and perform all of the covenants and agreements contained in these contracts (as may be amended or renewed herein). This Loan Renewal Agreement may be executed electronically; this Loan Renewal Agreement maybe delivered by email, facsimile or other functionally-equivalent electronic means.

Borrower

Town of Sundre

Per:

Date Accepted

Per:

Date Accepted

Appendix A

The Borrower agrees that it may exercise any of the options as set out below applicable to each credit facility with the prior approval of ATB Financial unless otherwise indicated.

When the Borrower exercises any of the following options, the Borrower and any Guarantor agrees to execute any documents required by ATB Financial and to pay any and all associated costs.

For the purposes of this Appendix A and the applicable Credit Agreement or Commitment Letter, "**Interest Rate Differential**" or "**IRD**" means ATB Financial's lost potential interest earnings on the credit facility calculated by taking the lost earnings rate and multiplying it by the amount that the Borrower prepays. The **lost earnings rate** is the difference between: (a) the interest rate that the Borrower is being charged at the time of prepayment (the "**Borrower's Rate**") and (b) the sum of: (i) ATB Financial's interest rate loan funding cost at the time of prepayment as determined by ATB Financial; and (ii) the **margin rate**, where the margin rate is equal to the difference between (A) the Borrower's Rate, and (B) ATB Financial's interest rate loan funding cost at the later of the granting of the credit facility and the latest renewal of the credit facility.

Prepayment Options

- For a fixed rate Independent Business loan, Express Term Loan or Term Loan each designated as Business, unless any credit facility with ATB Financial has been demanded upon, the Borrower may not prepay the whole or any part of the Balance of any of these credit facilities without ATB Financial's prior written approval, which may be conditional on, among other things, paying a prepayment charge equal to 3 months' interest on the amount prepaid or the Interest Rate Differential, whichever is greater.
- For Agri-Term loans, Express Term Loan or other Term Loans designated as Agriculture, if your credit facility is secured by real property or to a corporate Borrower and if no loan you have with ATB Financial has been demanded upon, then the Borrower may:
 - (a) By lump sum amount(s), prepay within each calendar year up to 20% of the balance as of the end of the last calendar year; and,
 - (b) In addition to (a), prepay within each calendar year in the first five years of the term, any amount above 20% of the balance as of the end of the last calendar year, subject to payment of a prepayment charge equal to 3 months' interest on the amount prepaid or the Interest Rate Differential, whichever is greater.
 - (c) Prepay any amount of the Balance, where your credit facility has a term of greater than 5 years and the time you are prepaying is beyond the first 5 years of the term, subject to payment of a prepayment charge equal to 3 months' interest on the amount prepaid.This privilege is non-cumulative.

Rate Conversion Options

- For Term Loans and for each advance drawn under an Evergreen Line of credit facility, the Borrower may apply, in writing, at any time to ATB Financial to change the applicable interest rate from a fixed rate credit facility to a variable rate credit facility. If approval is granted, the Borrower shall pay: (a) all out-of-pocket expenses incurred by ATB Financial; (b) a fee of 3 months' interest on the principal balance outstanding as at the date of conversion or the Interest Rate Differential, whichever is greater; and (c) all accrued interest up to the conversion date.

For a variable rate Independent Business Loan, Express Term Loan, Business Term Loan, Agriculture Term Loans, Term Loans designated as Agriculture or Agri-Plan Loan-Variable Rate Advance, unless any credit facility the Borrower has with ATB Financial has been demanded upon, the Borrower may apply, in writing, at any time to ATB Financial to change the applicable interest rate from a variable rate to a fixed rate. If approval is granted, the Borrower agrees that, on the date of the conversion, the Borrower will pay:

- (a) An administration fee of
 - (i) \$500 for a credit facility with an outstanding balance of less than \$100,000;
 - (ii) \$750 for a credit facility with an outstanding balance of \$100,000 up to and including \$500,000;
 - (iii) \$1000 for a credit facility with an outstanding balance greater than \$500,000;
- (b) All out-of-pocket expenses incurred by ATB Financial; and
- (c) All accrued interest up to the conversion date.



REQUEST FOR DECISION

COUNCIL DATE	December 21, 2020
SUBJECT	Departmental Reports – November
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

The following Departmental Reports for November 2020 are provided to Council for their review and information:

- Linda Nelson, Chief Administrative Officer
- Chris Albert, Director of Corporate Services
- Betty Ann Fountain, Planning & Development
- Jim Hall, Operations Manager
- Sue Nelson, Community Services Manager
- Kevin Heerema, Emergency Management/Peace Officer
- Jon Allen, Economic Development Officer
- Alex Clews, Acting Fire Chief
- Sari Werezak, Greenwood Neighbourhood Place

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached Departmental Reports as information.

MOTION:

That the Town of Sundre Council accept the Departmental Reports for November 2020 as information.

ATTACHMENTS:

Department Reports

Date Reviewed: December 15, 2020

CAO: 



DEPARTMENTAL REPORT

DEPARTMENT	Chief Administrative Officer / Legislative Services
SUBMITTED BY	Linda Nelson & Betty Ann Fountain
DATE	December 15, 2020
FOR MONTH OF	November 2020

TOPIC #1	Council Expense Reports
ISSUES:	
RESOLUTIONS/SUCCESSSES:	Council expenses are recorded after expense sheet(s) have been signed off and entered into the attached document noted as Schedule "1" to the CAO Monthly Report.
TOPIC #2	Council Resolution Motion Log
ISSUES:	None
RESOLUTIONS/SUCCESSSES:	Provided are Council Motions from the following: Organizational Meeting October 26; Regular Council Meetings: October 26, November 9, November 23, and December 7.
TOPIC # 3:	Correspondence
ISSUES:	Letters of Support
RESOLUTIONS/SUCCESSSES:	Council Transparency

LIST & PROVIDE ATTACHMENTS:

(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)

Attachment #1	Council To-Date Expense Reports
Attachment #2	Resolution/Motion Log 2020
Attachment #3	Letters of Support

SCHEDULE A**Mayor Terry Leslie**

\$ 15,000.00

Date	Description	Expense	Cost	Balance
2020-01-16	Red Deer River Municipal Users Group	Per Diem	\$ 175.00	\$ 14,825.00
2020-01-22	AUMA President's Summit - Edmonton	Per Diem	\$ 175.00	\$ 14,650.00
2020-01-23	AUMA President's Summit - Edmonton	Accommodation	\$ 154.60	\$ 14,495.40
2020-01-23	AUMA President's Summit - Edmonton	Per Diem	\$ 175.00	\$ 14,320.40
2020-01-23	AUMA President's Summit - Edmonton	Registration	\$ 50.00	\$ 14,270.40
2020-01-30	MAP Meeting - MVC	Per Diem	\$ 175.00	\$ 14,095.40
2020-01-22	Jan. 22/23 Edmonton President's Summit	Mileage	\$ 282.08	\$ 13,813.32
2020-01-16	Red Deer River Municipal Users Group	Mileage	\$ 202.29	\$ 13,611.03
2020-01-30	MAP Meeting - MVC	Mileage	\$ 56.19	\$ 13,554.84
2020-01-21	FCM Conference Toronto	Accommodation	\$ 336.43	\$ 13,218.41
2020-02-06	Brownlee Emerging Trends	Registration	\$ 90.00	\$ 13,128.41
2020-02-20	Red Deer River Municipal Users Group	Per Diem	\$ 175.00	\$ 12,953.41
2020-02-28	Work Calgary Home & Garden Show	Per Diem	\$ 175.00	\$ 12,778.41
2020-02-28	Parking at Home & Garden Show	Parking	\$ 14.29	\$ 12,764.12
2020-02-28	Event Entrance Charge	Entrance	\$ 15.20	\$ 12,748.92
2020-02-29	Red Deer River Municipal Users Group	Mileage	\$ 129.24	\$ 12,619.68
2020-02-28	Calgary Home & Garden Show	Mileage	\$ 153.96	\$ 12,465.72
2020-03-11	Central AB Mayors & Reeves Red Deer	Per Diem	\$ 175.00	\$ 12,290.72
2020-03-11	Mayor's Prayer Breakfast Red Deer	Registration	\$ 35.00	\$ 12,255.72
2020-04-06	Refund Credit for Cancellation	Registration	-\$ 35.00	\$ 12,290.72
2020-03-25	AUMA Municipal Leader's Caucus	Registration	\$ 165.00	\$ 12,125.72
2020-03-25	AUMA Municipal Leader's Caucus	Accommodation	\$ 446.84	\$ 11,678.88
2020-03-16	RMA Convention	Registration	\$ 550.00	\$ 11,128.88
2020-03-16	RMA Convention	Accommodation	\$ 392.00	\$ 10,736.88
2020-04-06	Reeves & Mayors Mtg Red Deer	Mileage	\$ 126.26	\$ 10,610.62
2020-04-30	Refund - RMA	Registration	-\$ 550.00	\$ 11,160.62
2020-04-30	Refund - AUMA Caucus	Accommodation	-\$ 165.00	\$ 11,325.62
2020-04-30	Refund - FCM	Accommodation	-\$ 336.43	\$ 11,662.05
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 11,562.05
2020-09-17	RDRMUG regular meeting	Per Diem	\$ 175.00	\$ 11,387.05
2020-09-17	RDRMUG mileage to Drumheller	Mileage	\$ 191.05	\$ 11,196.00
2020-10-27	Fall Workshop Red Deer	Mileage	\$ 110.13	\$ 11,085.87
2020-10-25	Fall Workshop Red Deer	Per Diem	\$ 350.00	\$ 10,735.87
24-Oct-20	Fall Workshop Oct 23-25 Red Deer	Accommodation	\$ 132.31	\$ 10,603.56
11-Dec-20	Nov. Meeting with MP & RDRMUG	Per Diem	\$ 180.00	\$ 10,423.56
11-Dec-20	Meeting MP Dreeshen, Red Deer	Mileage	\$ 116.88	\$ 10,306.68
			\$ 4,693.32	\$ 10,306.68
			Spent	Remaining

Councillor Cheri Funke

\$ 6,000.00

Date	Description	Expense	Cost	Balance
17-Jan-20	RDRWA Board Meeting	Per Diem	\$ 112.50	\$ 5,887.50
2020-01-21	Keep Alberta Rolling, Didsbury	Per Diem	\$ 45.00	\$ 5,842.50
2020-01-21	Travel to Didsbury	Per Diem	\$ 22.50	\$ 5,820.00
21-Jan-20	Travel to Didsbury	Mileage	\$ 58.44	\$ 5,761.56
2020-01-25	Council Governance Workshop	Per Diem	\$ 175.00	\$ 5,586.56
2020-07-14	WaterCanada Online	Registration	\$ 149.00	\$ 5,437.56
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,337.56
2020-07-10	RDRWA Virtual AGM	Per Diem	\$ 56.25	\$ 5,281.31
2020-07-11	Spring Workshop	Per Diem	\$ 175.00	\$ 5,106.31
2020-07-17	RDRWA Board Meeting	Per Diem	\$ 67.50	\$ 5,038.81
2020-08-20	Future Water Mgmnt Ad Hoc Comm.	Per Diem	\$ 33.75	\$ 5,005.06
2020-08-28	RDRWA Board Meeting	Per Diem	\$ 56.25	\$ 4,948.81
2030-08-28	Future Water Mgmnt Ad Hoc Comm.	Per Diem	\$ 33.75	\$ 4,915.06
2020-07-29	Window on Water	Per Diem	\$ 56.25	\$ 4,858.81
2020-08-26	Window on Water	Per Diem	\$ 56.25	\$ 4,802.56
2020-09-10	Future Water Mgmnt Ad Hoc Comm.	Per Diem	\$ 33.75	\$ 4,768.81
2020-09-16	Window on Water	Per Diem	\$ 56.25	\$ 4,712.56
2020-09-18	RDRWA Board Meeting	Per Diem	\$ 67.50	\$ 4,645.06
2020-09-21	AUMA Ed. Session-Healthy Comm.	Per Diem	\$ 33.75	\$ 4,611.31
2020-09-22	AUMA Ed. Session-World Policing	Per Diem	\$ 22.50	\$ 4,588.81
2020-09-22	AUMA Ed. Session-Unlocking AB Potential	Per Diem	\$ 22.50	\$ 4,566.31
2020-09-23	Future Water Mgmnt Ad Hoc Comm.	Per Diem	\$ 33.75	\$ 4,532.56
2020-09-23	AUMA Ed. Session-Muni Mash Up	Per Diem	\$ 22.50	\$ 4,510.06
2020-09-24	AUMA Convention - Day 1	Per Diem	\$ 168.75	\$ 4,341.31
2020-09-25	AUMA Convention - Day 2	Per Diem	\$ 90.00	\$ 4,251.31
2020-10-23	Fall Workshop Oct 23 -25 Red Deer	Accommodation	\$ 264.62	\$ 3,986.69
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 16.79	\$ 3,969.90
2020-10-24	Fall Workshop Red Deer - Hotle	Meal	\$ 16.80	\$ 3,953.10
2020-11-04	October - Water Council, Fall Workshop	Per Diem	\$ 433.75	\$ 3,519.35
2020-11-13	Council's Role in Public Engagement	Registration	\$ 210.00	\$ 3,309.35
2020-12-10	Dec. Water Futures / Public Engmt Course	Per Diem	\$ 270.00	\$ 3,039.35
2020-12-10	Nov. RDRWA, Water Futures, P. Eng. Course	Per Diem	\$ 444.38	\$ 2,594.97
				\$ 5,437.56
			\$ 3,405.03	\$ 2,594.97
			Spent	Remaining

Councillor Paul Isaac

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2020-01-25	Council Governance Workshop	Per Diem	\$ 175.00	\$ 5,825.00
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,725.00
2020-08-31	Refund of AUMA Virtual Registration	Registration	-\$ 100.00	\$ 5,825.00
2020-10-25	Fall Workshop Red Deer	Mileage	\$ 132.57	\$ 5,692.43
2020-10-25	Fall Workshop Red Deer	Per Diem	\$ 525.00	\$ 5,167.43
2020-10-23	Fall Workshop Oct 23 -25, Red Deer	Accommodation	\$ 264.62	\$ 4,902.81
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 22.04	\$ 4,880.77
2020-10-24	Fall Workshop Red Deer - Hotel	Meal	\$ 12.60	\$ 4,868.17
			\$ 1,131.83	\$ 4,868.17
			Spent	Remaining

Councillor Todd Dalke

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,900.00
2020-10-23	Fall Workshop Oct 23 -25, Red Deer	Accommodation	\$ 264.62	\$ 5,635.38
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 24.14	\$ 5,611.24
2020-10-24	Fall Workshop Red Deer - Hotel	Meal	\$ 17.85	\$ 5,593.39
2020-12-09	CAEP Meetings May-Nov / Fall Wkshop	Mileage	\$ 663.75	\$ 4,929.64
2020-12-09	May-Dec CAEP Meetings	Per Diem	\$ 1,670.00	\$ 3,259.64
2020-12-09	Spring & Fall Workshop / AUMA Sept.	Per Diem	\$ 1,050.00	\$ 2,209.64
			\$ 3,790.36	\$ 2,209.64
			Spent	Remaining

Councillor Charlene Preston

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,900.00
2020-01-24	Governance Workshop	Per Diem	\$ 175.00	\$ 5,725.00
2020-07-11	Spring Workshop	Per Diem	\$ 175.00	\$ 5,550.00
2020-10-23	Fall Workshop Oct 23 -25, Red Deer	Accommodation	\$ 264.62	\$ 5,285.38
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 14.69	\$ 5,270.69
2020-10-24	Fall Workshop Red Deer - Hotel	Meal	\$ 16.80	\$ 5,253.89
2020-12-10	Sept. Virtual AUMA	Per Diem	\$ 467.50	\$ 4,786.39
2020-12-10	Fall Workshop	Per Diem	\$ 310.00	\$ 4,476.39
2020-12-10	Sept. Oct. Nov. - online meetings	Per Diem	\$ 135.00	\$ 4,341.39
			\$ 1,658.61	\$ 4,341.39
			Spent	Remaining

Councillor Richard Warnock

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2020-01-25	Council Governance Workshop	Per Diem	\$ 175.00	\$ 5,825.00
2020-02-15	Brownlee Emerging Trends - Calgary	Per Diem	\$ 175.00	\$ 5,650.00
2020-03-25	AUMA Municipal Leader's Caucus	Registration	\$ 165.00	\$ 5,485.00
2020-03-25	AUMA Municipal Leader's Caucus	Accommodation	\$ 446.84	\$ 5,038.16
2020-04-30	Refund - AUMA Caucus	Registration	-\$ 165.00	\$ 5,203.16
2020-04-30	Refund - AUMA Caucus	Accommodation	-\$ 336.43	\$ 5,539.59
2020-07-11	Spring Workshop	Per Diem	\$ 175.00	\$ 5,364.59
2020-07-28	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,264.59
2020-09-23	Virtual AUMA Sept 24-25, 2020	Per Diem	\$440.00	\$ 4,824.59
2020-10-25	Fall Workshop Red Deer	Per Diem	\$350.00	\$ 4,474.59
2020-10-25	Fall Workshop Red Deer	Mileage	\$112.38	\$ 4,362.21
2020-10-23	Fall Workshop Oct 23 -25, Red Deer	Accommodation	\$ 264.62	\$ 4,097.59
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 15.74	\$ 4,081.85
2020-10-24	Fall Workshop Red Deer - Hotel	Meal	\$ 18.90	\$ 4,062.95
			\$ 1,937.05	\$ 4,062.95
			Spent	Remaining

Councillor Robert Wolfe

\$ 6,000.00

Date	Description	Expense	Cost	Balance
2020-01-09	Chamber of Commerce Meeting	Per Diem	\$ 45.00	\$ 5,955.00
2020-02-05	Sundre Search & Rescue	Per Diem	\$ 45.00	\$ 5,910.00
2020-02-13	Chamber of Commerce Meeting	Per Diem	\$ 45.00	\$ 5,865.00
2020-02-19	Greenwood Neighbourhood Place	Per Diem	\$ 45.00	\$ 5,820.00
2020-07-11	Spring Workshop	Per Diem	\$ 175.00	\$ 5,645.00
2020-07-27	Virtual AUMA Sept 24-25	Registration	\$ 100.00	\$ 5,545.00
2020-09-25	AUMA Virtual Conference	Per Diem	\$ 350.00	\$ 5,195.00
2020-10-25	Fall Workshop Red Deer	Mileage	\$ 118.00	\$ 5,077.00
2020-10-25	Fall Workshop Red Deer	Per Diem	\$ 355.00	\$ 4,722.00
2020-10-23	Fall Workshop Oct 23 -25, Red Deer	Accommodation	\$ 264.62	\$ 4,457.38
2020-10-23	Fall Workshop Red Deer - Boston Pizza	Meal	\$ 17.84	\$ 4,439.54
2020-10-24	Fall Workshop Red Deer - Hotel	Meal	\$ 18.90	\$ 4,420.64
			\$ 1,579.36	\$ 4,420.64
			Spent	Remaining

2020 COUNCIL MOTION LOG

#/D/M/Y	October 26, 2020 Council Organization Meeting		
Res. #	Council Motion	Action	Status
237-26-10-20	MOVED by Councillor Funke that the Town of Sundre Council maintain the current seating arrangement		
238-26-10-20	MOVED by Councillor Warnock that the Town of Sundre Council accept the brief overview of Council Procedural Bylaw 2019-01 as information		
239-26-10-20	MOVED by Councillor Funke that the Town of Sundre Council accept the review of Council Code of Conduct Bylaw 2017-15 as information		
240-26-10-20	MOVED by Councillor Preston that the Town of Sundre approve the Deputy Mayor schedule as amended.		
	<i>Councillor Isaac: October 2020 - April 2021</i>		
	<i>Councillor Warnock: April 2021 - October 2021</i>		
241-26-10-20	MOVED by Councillor Wolfe that the Town of Sundre Council approve the 2021 Meeting Calendar as amended.		
242-26-10-20	MOVED by Councillor Warnock that the Town of Sundre Council approve the following appointments to Council Committees, Boards and Commissions for a one year term, 2020-2021.		
	<i>Councillor Funke, Councillor Warnock, and Councillor Dalke to the Grant Review Committee for a one year term, 2020-2021</i>		
	<i>Councillor Dalke to the Vision for Sundre Committee for a one year term, 2020-2021</i>		
	<i>Councillor Wolfe and Councillor Dalke as Alternate, to the FCSS (Greenwood Neighbourhood Place) Board for a one year term, 2020-2021</i>		
	<i>Councillor Warnock and Councillor Dalke as Alternate, to the Sundre Municipal Library Board for a one year term, 2020-2021</i>		
	<i>Mayor Leslie, Councillor Funke, and Councillor Warnock to the Intermunicipal Collaboration Committee for a one year term, 2020-2021</i>		
	<i>Councillor Warnock, and Councillor Funke as Alternate, to Mountain View Seniors' Housing for a one year term, 2020-2021</i>		
	<i>Mayor Leslie, and Councillor Preston as Alternate, to the Mountain View Regional Waste Management Committee for a one year term, 2020-2021</i>		
	<i>Mayor Leslie, and Councillor Wolfe to the Intermunicipal Planning Commission for a one year term, 2020-2021</i>		
	<i>Councillor Preston, and Councillor Funke as Alternate, to the Sundre & District Aquatic Society for a one year term, 2020-2021</i>		
	<i>Councillor Dalke as the Liaison between Council and the Central Alberta Economic Partnership for a one year term, 2020-2021</i>		
	<i>Councillor Funke to Citizens on Patrol for a one year term, 2020-2021</i>		
	<i>Councillor Wolfe to Sundre Search and Rescue for a one year term, 2020-2021</i>		
	<i>Mayor Leslie, and Councillor Warnock as Alternate, to the Red Deer River Municipal Users Group for a one year term, 2020-2021</i>		

2020 COUNCIL MOTION LOG

	<i>Councillor Funke, and Councillor Warnock as Alternate, to the Red Deer River Watershed Alliance for a one year term, 2020-2021</i>		
	<i>Councillor Wolfe, and Councillor Isaac as Alternate, to the Sundre & District Chamber of Commerce for a one year term, 2020-2021</i>		
	<i>Councillor Warnock, and Councillor Funke as Alternate, to the Sundre & District Historical Society for a one year term, 2020-2021</i>		
	<i>Councillor Isaac to Sundre Forest Products / West Fraser for a one year term, 2020-2021</i>		
	<i>Councillor Funke as Sundre School Liaison for a one year term, 2020-2021</i>		
	<i>Mayor Leslie, and Councillor Preston to the Sundre Petroleum Operators Group for a one year term, 2020-2021</i>		
	<i>Councillor Preston to Sundre Coordinated Community Response for a one year term, 2020-2021</i>		
243-26-10-20	MOVED by Councillor Funke that the Town of Sundre Council appoint Mrs. Patricia toone to the Parkland Regional Library Board for a term ending at the Organizational meeting in October 2021		
244-26-10-20	MOVED by Councillor Dalke to adjourn the October 26, 2020 Organizational Meeting of Council, and revert to a Regular Council Meeting at 6:12 p.m.		
#/D/M/Y	October 26, 2020 Regular Meeting of Council		
Res. #	Council Motion	Action	Status
245-26-10-20	MOVED by Councillor Preston that the Agenda be approved as presented		
246-26-10-20	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on October 13, 2020 be approved as presented		
247-26-10-20	MOVED by Councillor Funke that the Town of Sundre Council TABLE the motion in regard to the transport of organics from the Town of Sundre to Stickland Farms in Penhold at an extra transportation cost of \$115 per pick-up and an increase of \$12.75 per MT	Operations	Pending
248-26-10-20	MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for September 2020 as information		
249-26-10-20	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from Assistant Deputy Minister, Gary Sandberg, the verbal report and supplementary information provided by Administration as information (2019 Municipal Indicators Report)		
250-26-10-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter of support to Mountain View Seniors Housing as information		
	<i>Mayor Leslie called a recess at 7:07 p.m.</i>		
251-26-10-20	MOVED by Councillor Wolfe that Council go into closed meeting at 7:13 p.m.		
252-26-10-20	MOVED by Councillor Warnock that Council return to open meeting at 7:35 p.m.		

2020 COUNCIL MOTION LOG

253-26-10-20	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:35 p.m.		
#/D/M/Y	November 9, 2020 Regular Meeting of Council		
254-04-11-20	MOVED by Councillor Wolfe that the Agenda be approved as amended with the following changes:		
	1. Add under Administration 9.2 Verbal update, 3-Way Stop Sign proposal;		
	2. Amend Bylaw 2020-07, Clause 4.2 to read "no councillor shall electronically record".		
255-04-11-20	MOVED by Councillor Warnock that the Minutes of the Organizational meeting of Council held on October 26, 2020 be approved as presented		
256-04-11-20	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on October 26, 2020 be approved as presented		
257-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council thank Mr. Paul Shippy for attending the Council meeting and accept the presentation on the Sundre Bike & Ski Club as information		
258-04-11-20	MOVED by Councillor Isaac that the Town of Sundre Council give first reading to Bylaw 2020-07, the Council Code of Conduct Bylaw		
259-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council give second reading to Bylaw 2020-07, the Council Code of Conduct Bylaw		
260-04-11-20	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent to proceed to a third reading for Bylaw 2020-07, the Council Code of Conduct Bylaw		
261-04-11-20	MOVED by Councillor Warnock that the Town of Sundre Council give third and final reading to Bylaw 2020-07, the Council Code of Conduct Bylaw		
262-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council approve the amended 2021 Schedule of Council Meetings	Post to website	Completed
263-04-11-20	MOVED by Councillor Preston that the Town of Sundre Council accept the 2020 Quarterly Financial Reports as information		
264-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council transfers the Gas Alberta Inc. gas cost refund of \$15,347.59 to the Gas Department Lifecycling Restricted Surplus Account		
265-04-11-20	MOVED by Councillor Dalke that the Town of Sundre Council directs Administration to not implement a taxation sub-class for properties affected by the 2010 annexation		
266-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SARs Member for their continued service to their community	Letter to congratulate recipients	Completed
267-04-11-20	MOVED by Councillor Warnock that the Town of Sundre Council accept Administration's update in regard to the 3-Way Stop Sign proposal for Centre Street North and 2nd Avenue NW as information		

2020 COUNCIL MOTION LOG

268-04-11-20	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Richard Warnock's report for October 2020 as information		
269-04-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from the Honourable Jason Nixon as information		
270-04-11-20	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter to the Honourable Prasad Panda, Minister of Infrastructure as information		
	<i>Mayor Leslie called a recess at 7:21 p.m.</i>		
271-04-11-20	MOVED by Councillor Isaac that Council go into closed meeting at 7:24 p.m.		
272-04-11-20	MOVED by Councillor Isaac that Council return to open meeting at 7:32 p.m.		
273-04-11-20	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:32 p.m.		
#/D/M/Y	November 23, 2020 Regular Meeting of Council		
274-23-11-20	MOVED by Councillor Isaac that the Agenda be approved with the following changes:		
	1. 7.1 for Clarity: RFD Compost, under "Discussion", last sentence should read "E360 Environmental would require residents to use the black garbage bin for the additional garbage pickup"		
	2. Add 8.4 Support of Councillor Appointment to AUMA Committee		
275-23-11-20	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on November 9, 2020 be approved as presented		
276-23-11-20	MOVED by Councillor Preston that the Town of Sundre Council thank Karen Tubb of the Sundre Municipal Library for attending the Council meeting and accept the presentation as information		
277-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council give First Reading to Bylaw 2020-08 being a bylaw to amend the Land Use Bylaw		
278-23-11-20	MOVED by Councillor Warnock that the Town of Sundre Council set January 11, 2021 at 6:00 p.m. for a Public Hearing for Bylaw 2020-08, being a bylaw to amend the Land Use Bylaw		
279-23-11-20	MOVED by Councillor Funke that the Town of Sundre Council approve Option #1 - Transport the organics to Stickland Farms in Penhold at an additional cost of \$115 per extra pick-up, plus an additional \$12.75/MT in disposal fees		
280-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council moves to appoint Mr. Michael Beaukeboom, to the Intermunicipal Subdivision and Development Appeal Board for a two (2) year Term		
281-23-11-20	MOVED by Councillor Warnock that the Town of Sundre Council moves to appoint Ms. Shelley Kohut, to the Intermunicipal Subdivision and Development Appeal Board for a two (2) year Term		

2020 COUNCIL MOTION LOG

282-23-11-20	MOVED by Councillor Funke that the Town of Sundre Council accept the update from Municipal Enforcement on the 3-Way Stop Sign proposal as information, and directs Administration to continue with the Public Engagement process to gain the public's opinion	Peace Officer / CAO	Pending
283-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council support Mountain View County's request to dissolve the 1983 Summer Games Legacy Fund	Leg. Serv.	Completed
284-23-11-20	MOVED by Councillor Dalke that the Town of Sundre Council support the appointment of Councillor Funke to serve on the Alberta Urban Municipalities Association, Safe and Healthy Communities Committee for a Term of one (1) year, ending in October 2021	Leg. Serv.	Completed
285-23-11-20	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for October 2020 as information		
286-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's report for October 2020, and Councillor Cheri Funke's report for October 2020 as information		
287-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from the Honourable Tracy L. Allard, Minister of Municipal Affairs as information		
288-23-11-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letters of recognition to members of Sundre Search and Rescue as information		
	<i>Mayor Leslie called a recess at 7:21 p.m.</i>		
289-23-11-20	MOVED by Councillor Preston that the Council go into closed meeting at 7:26 p.m.		
290-23-11-20	MOVED by Councillor Warnock that Council return to open meeting at 8:30 p.m.		
	<i>Mayor Leslie called a recess at 8:30 p.m.</i>		
	<i>Council returned in Open Meeting at 8:35 p.m.</i>		
291-23-11-20	MOVED by Councillor Warnock that the Town of Sundre Council support the application to the Federation of Canadian Municipalities for the Municipal Green Fund for the pilot testing of a new, innovative technology for wastewater treatment in the amount of \$500,000.00		
292-23-11-20	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:49 p.m.		
#/D/M/Y	December 7, 2020 Regular Meeting of Council		
293-07-12-20	MOVED by Councillor Wolfe that the Agenda be approved as amended with the following changes:		
	<i>1. Addition, Emergent Item 801 Letter from Sundre Doctors;</i>		
	<i>2. Addition of 8.5 Gas Alberta Inc donation to local organization;</i>		
	<i>3. Addition of 8.6 Support or ORRSC Ortho Grant Application;</i>		
	<i>4. Renumber New Business Items 8.2 to 8.7 accordingly.</i>		
294-07-12-20	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on November 23, 2020 be approved as presented.		

2020 COUNCIL MOTION LOG

295-07-12-20	MOVED by Councillor Preston that the Town of Sundre Council give first reading to Bylaw 2020-10 "Fees & Rates Bylaw" being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021		
296-07-12-20	MOVED by Councillor Preston that the Town of Sundre Council give second reading to Bylaw 2020-10 "Fees & Rates Bylaw" being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021		
297-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2020-10 "Fees & Rates Bylaw" being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021		
298-07-12-20	MOVED by Councillor Preston that the Town of Sundre Council give third and final reading to Bylaw 2020-10 "Fees & Rates Bylaw" being a bylaw to establish the Fees and charges for Municipal Services for the Town of Sundre for 2021		
299-07-12-20	MOVED by Councillor Warnock that the Town of Sundre Council give first reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map		
300-07-12-20	MOVED by Councillor Preston that the Town of Sundre Council set Monday, January 25, 2021 at 6:00 p.m. for a Public Hearing to Bylaw 2020-09 Land Use Bylaw Amendment		
301-07-12-20	MOVED by Councillor Preston that the Town of Sundre Council accept the letter from Dr. Carla Foolen and Dr. Eugene Landsbergen as information		
302-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre TABLE the adoption of the 2019-2022 Four-Year Operating Budget and 2021-2030 Ten-Year Capital Plan to the December 21, 2020 Regular Council Meeting		
303-07-12-20	MOVED by Councillor Dalke that the Town of Sundre Council approves a Cost of Living Allowance adjustment of 1.10% to be applied to the 2021 approved salary grid, effective January 1, 2021 DEFEATED		
304-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council approves a Cost of Living Allowance adjustment of 0.00% to be applied to the 2021 approved salary grive, effective January 1, 2021 CARRIED		
	<i><u>MVSH Life Lease Taxation:</u> Councillor Warnock abstained from voting citing perception of bias</i>		
305-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council decline the request for exemption and direct Administration to communicate the decision to Mountain View Seniors Housing	Corp. Serv.	Completed
306-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council approve Temporary Funding to Greenwood Neighbourhood Place in the amount of \$30,000.00 per year for a three year period, through a Memorandum of Agreement, and that the Mayr and Chief Administrative Officer be authorized to sign the agreement on behalf of the Town		

2020 COUNCIL MOTION LOG

307-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council directs Administration to advise Gas Alberta that the funds from the Alberta Gas "Give Back Program 2020" allocated for Sundre in the amount of \$1,250 be donated to a local food bank	Leg. Serv.	Completed
308-07-12-20	MOVED by Councillor Warnock that the Town of Sundre Council sign a resolution of support for the Oldman River Regional Commission's application for grant founding for a 2021 flyover to update the Town's ortho (aerial) photo; with the understanding that signing the resolution does not bind the Town of Sundre to the project, it simply shows support from Council to pursue the grant application	P & D	Completed
309-07-12-20	MOVED by Councillor Wolfe that the Town of Sundre Council accept the 2020 Audit Plan as information		
310-07-12-20	MOVED by Councillor Dalke that the Town of Sundre Council accept the letters of appointment to the ISDAB for Mr. Mike Beaukeboom and Ms. Shelley Kohut as information		
311-07-12-20	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter to Mountain View County as information		
312-07-12-20	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter to the Chair of AUMA's Safe and Healthy Communities Committee as information		
	<i>Mayor Leslie called a recess at 7:37 p.m.</i>		
313-07-12-20	MOVED by Councillor Wolfe that Council go into closed meeting at 7:43 p.m.		
314-07-12-20	MOVED by Councillor Wolfe that Council return to open meeting at 8:44 p.m.		
315-07-12-20	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:45 p.m.		

November 10, 2020

Mr. Roger Tetreault
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient


Dear Mr. Tetreault,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:

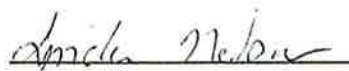
Res. 266-04-11-20 **MOVED by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.**

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Mr. George Jackson
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient

Dear. Mr. Jackson,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:

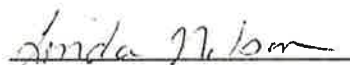
Res. 266-04-11-20 **MOVED** by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Mrs. Helen Jackson
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient


Dear Mrs. Jackson,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:

Res. 266-04-11-20 **MOVED** by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Mr. James Jackson
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient

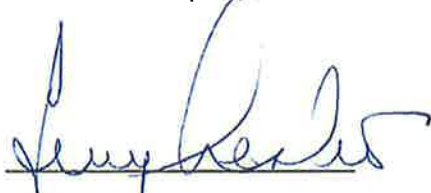
Dear Mr. Jackson,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:


Res. 266-04-11-20 **MOVED** by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Ms. Connie Berling
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient


Dear Ms. Berling,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:

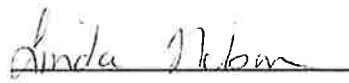
Res. 266-04-11-20 **MOVED by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.**

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Mr. Bob Bewick
Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Alberta Emergency Services Medal Recipient

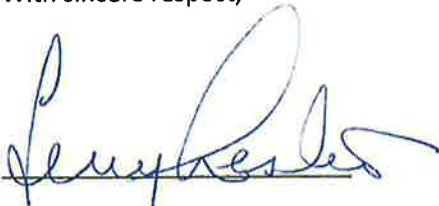
Dear Mr. Bewick,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to congratulate you as a recipient of the Alberta Emergency Services Medal. On November 9, 2020 at the Regular Meeting of Council, you and your fellow recipients of this prestigious award were recognized by Council, under the following Motion:

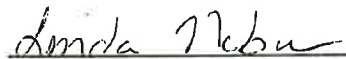
Res. 266-04-11-20 **MOVED** by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect,



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 10, 2020

Sundre Volunteer Search and Rescue Society
PO Box 175
Sundre, AB T0M 1X0
Attn: Sonya Larson, Secretary

RE: Volunteer Commitment to Sundre and Area

Dear Members of SARS,

It gives me great pleasure on behalf of Council, Citizens and Visitors to Sundre, to sincerely recognize all members of the Sundre Volunteer Search and Rescue Society and the outstanding work you do on behalf of our community. On November 9, 2020 at the Regular Meeting of Council, several members of SARS who received the Alberta Emergency Services Medal, a very prestigious award, were recognized by Council under the following Motion:

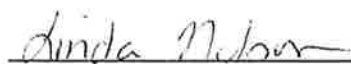
Res. 266-04-11-20 MOVED by Councillor Wolfe that the Town of Sundre Council on behalf of the citizens of Sundre and area congratulate the Sundre Search and Rescue recipients of the Alberta Emergency Services Medal and thank each and every SAR Member for their continued service to their community.

Your commitment, enthusiasm, acquired abilities and devotion to your community is so greatly appreciated, and we commend all of you for your professionalism, for meeting challenges under extreme conditions, for caring and for the diverse service you provide.

With sincere respect



Mayor Terry Leslie



Linda Nelson, Chief Administrative Officer

November 26, 2020

Mr. Mike Beukeboom
PO Box 79
Sundre, AB T0M 1X0

Re: Appointment to Inter-municipal Subdivision & Development and Appeal Board (ISDAB)

Dear Mike,

Thank you for your interest and commitment to the Town of Sundre. Your time is valued and appreciated.

During the November 23, 2023 Regular Council Meeting, Council approved your appointment to the ISDAB:

Res. 280-23-11-20 MOVED by Councillor Wolfe that the Town of Sundre Council moves to appoint Mr. Michael Beukeboom, to the Intermunicipal Subdivision and Development Appeal Board for a two (2) year Term.

If you have any questions, please contact me at 403.638.3551 or email linda.n@sundre.com.

Warm regards,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: J. Allan, Town of Sundre, Clerk ISDAB
Town of Carstairs, Clerk ISDAB
Town of Didsbury, Clerk ISDAB
Village of Cremona, Clerk ISDAB

November 26, 2020

Ms. Shelley Kohut (Harder)
PO Box 1476
Sundre, AB T0M 1X0

Re: Appointment to Inter-municipal Subdivision & Development and Appeal Board (ISDAB)

Dear Shelley,

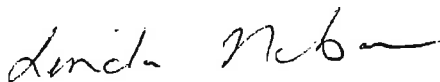
Thank you for your interest and commitment to the Town of Sundre. Your time is valued and appreciated.

During the November 23, 2023 Regular Council Meeting, Council approved your appointment to the ISDAB:

Res. 281-23-11-20 MOVED by Councillor Warnock that the Town of Sundre Council moves to appoint Ms. Shelley Kohut, to the Intermunicipal Subdivision and Development Appeal Board for a two (2) year Term.

If you have any questions, please contact me at 403.638.3551 or email linda.n@sundre.com.

Warm regards,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: J. Allan, Town of Sundre, Clerk ISDAB
Town of Carstairs, Clerk ISDAB
Town of Didsbury, Clerk ISDAB
Village of Cremona, Clerk ISDAB

November 27, 2020

Mountain View County
Postal Bag 200
Didsbury, AB T0M 0W0
Attn: Mr. Jeff Holmes, CAO

RE: Summer Games Legacy Fund

Dear Jeff,

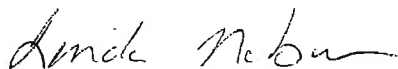
The Town of Sundre Council passed the following motion at the Regular Council Meeting on November 23, 2020.

Res. 283-23-11-20 MOVED by Councillor Wolfe that the Town of Sundre Council support Mountain View County's request to dissolve the 1983 Summer Games Legacy Fund.

We understand that you already have the support from five (5) of the regional partners required under the Bylaw, however, we felt it was important to show support from Sundre.

If you require additional information, please contact our Legislative Services Department at (403) 638-3551.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
/file

cc: Council

November 27, 2020

Councillor Tanya Thorn
Chair, AUMA Safe and Healthy
Communities Committee
C/O Town of Okotoks
PO Box 20, Stn. Main
Okotoks, AB T1S 1K1

RE: Appointment to AUMA Safe and Healthy Communities Committee

Dear Ms. Thorn,

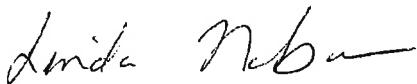
The Town of Sundre Council passed the following motion at the Regular Council Meeting on November 23, 2020.

Res. 284-23-11-20 **MOVED** by Councillor Dalke that the Town of Sundre Council support the appointment of Councillor Cheri Funke to serve on the Alberta Urban Municipalities Association Safe and Healthy Communities Committee for a Term of one (1) year ending in October 2021.

Please feel free to forward any pertinent information to Councillor Funke directly as follows:
Phone: (403) 638-8426 or email: cheri.f@sundre.com

If you require additional information, please contact our Legislative Services Department at (403) 638-3551.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
/file
cc: Council



DEPARTMENTAL REPORT

DEPARTMENT	Corporate Services
SUBMITTED BY	Chris Albert
DATE	December 16, 2020
FOR MONTH OF	November

TOPIC #1	2020 Audit
RESOLUTIONS/SUCCESES:	2020 Audit has begun. Provided various procedural and control documentation, as well as discussions with auditors, so they can set up the audit plan, thresholds and sampling criteria.
TOPIC #2	Compensation review
RESOLUTIONS/SUCCESES:	Salary survey process has begun with consultants. Have provided various information regarding current job descriptions, salary grids and discussed possible comparators. On schedule for agreed completion in January 2021.
TOPIC # 3:	Asset Management
RESOLUTIONS/SUCCESES:	The Asset Management Cohort project is proceeding in conjunction with our partner, the Town of Didsbury. Due to rising COVID-19 cases and restrictions, a cohort meeting and learning session scheduled for November has been postponed until January 2021 and will be conducted virtually.
TOPIC # 4:	Budget 2021
RESOLUTIONS/SUCCESES:	Updates to Operating and Capital spending discussed at Council Fall Workshop in October have been incorporated into the budget scenario. Final analysis being conducted for presentation at Council Meeting in December.
TOPIC # 5:	Grants
RESOLUTIONS/SUCCESES:	Received notification from the Province, approving both Municipal Stimulus Program project applications for the Centre St. South Resurfacing for \$220,000 and the Campground & Recreation Area Development for \$104,394

DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Betty Ann Fountain, Development Officer
DATE	December 14, 2020
FOR MONTH OF	November 2020

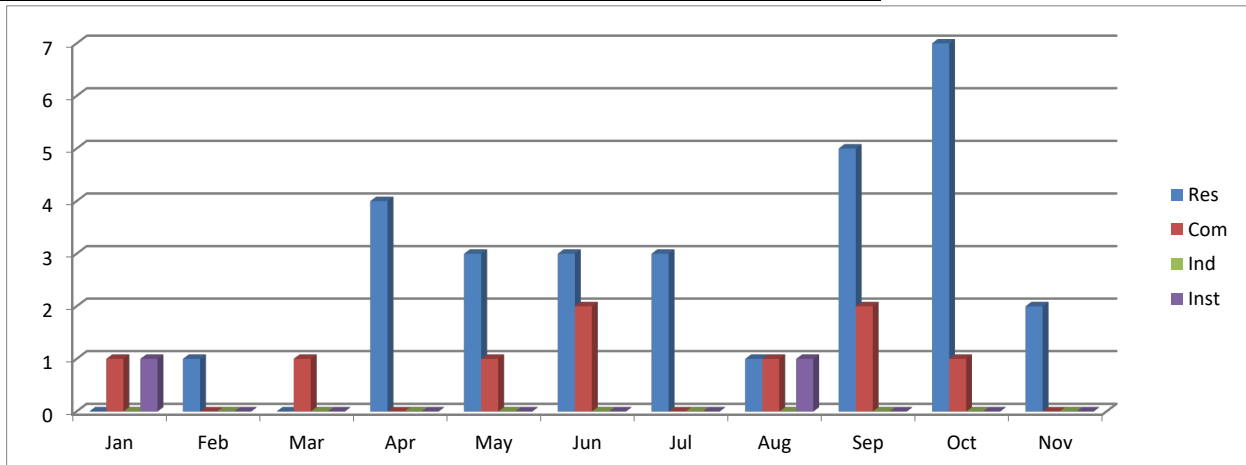
TOPIC #1	Development and Building Permits
ISSUES:	<ul style="list-style-type: none"> • Development Permits: 2 • Building Permits: 2 • Electrical Permits: 5 • Gas Permits: 4 • Plumbing Permits: 0
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Development Permits issued for: Minor Residential Projects –Accessory Building (shed) and Covered Deck; • Building Permits for: Minor Residential Projects – Accessory Building (shed) and Covered Deck; • Electrical, Gas and Plumbing Permits issued for a variety of residential commercial and institutional projects;
TOPIC #2	Real Property Reports (RPRs)
ISSUES:	<ul style="list-style-type: none"> • RPRs – 2
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of property. Role of Administration is to assist property owners to solve non-compliant issues.
TOPIC #3:	Area Structure Plan
ISSUES:	Sundre Hills Area Structure Plan, ongoing;
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Revisions to Sundre Hills Area Structure Plan by the Developer and his Planning Consultant required before putting the draft ASP into formal circulation.
ISSUES:	Eagle Ridge ASP
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Ongoing meetings with Developer, revisions to ASP required.
TOPIC #4:	Subdivision
ISSUES:	<ul style="list-style-type: none"> • Meeting with Developer for potential residential development in NW;
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Amendments to Eagle Ridge ASP required before subdivision application can be considered for residential development; • Administration continues to track the Developer's (Sundre Hills) progress to meet conditions of 2018 and 2019 subdivision approvals;
TOPIC #5:	Re-designations (amendments to the Land Use Bylaw Map)
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • No Public Hearings were scheduled in November 2020 for re-designations; • Anticipate redesignation and subdivision application in conjunction with Eagle Ridge ASP amendment once developers have developed a strategy to proceed.
TOPIC #6:	Land Use Bylaw

ISSUES:	<ul style="list-style-type: none"> • Research ongoing and community consultation required for the allowance of residential property owners to acquire and maintain Urban Hens; • Amendment to the Land Use Bylaw may be warranted to amend Accessory Building regulations.
TOPIC #7:	Intermunicipal
ISSUES:	<ul style="list-style-type: none"> • IDP update ongoing;
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Administration provided input for revisions to County Administration amendments and is of the opinion that a consensus for finalizing an updated IDP will be forthcoming by late fall 2020. Two outstanding amendments will be brought forward to the ICC. Review and update to IDP continues to build and improve transparency and improve our relationship with MVC.
TOPIC # 8:	Administrative
ISSUES:	<ul style="list-style-type: none"> • Staff continue to adhere to COVID-19 regulations: small meetings held with developers and local property owners maintaining social distancing; • Filing Project – ongoing; • Succession Planning – staff recruitment continues.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Goal is to remain healthy and provide continued services to the community, and developers through alternative methods of communication; small 2 – 3 person meetings have been hosted in the Council Chambers which allows for social distancing. Face to face meetings are at times preferable to online communications; • Improved departmental efficiencies, knowledge, and team building; • Improves overall departmental performance, transparency, and stakeholder engagement; • Succession planning underway to building capacity within the department;

Attachments	November 2020 Building Permit Statistics; and CAO's Project Report
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MONTHLY BUILDING REPORT FOR THE MONTH OF NOVEMBER 2020

	Nov-20			2020 Year To Date			2019 Year to Date		
	Dwelling	No. of		Dwelling	No. of		Dwelling	No. of	
	Units	Permits	Building Value	Units	Permits	Building Value	Units	Permits	Building Value
RESIDENTIAL									
Two-Storey				0	0	\$ -	0	0	\$ -
Bungalows				0	0	\$ -	3	3	\$ 583,000
Bi-Level				0	0	\$ -	0	0	\$ -
				0	0	\$ -	0	0	\$ -
Duplex/Semi Det.				2	2	\$ 500,000	0	0	\$ -
Multi-Family				0	0	\$ -	0	0	\$ -
Mobile Homes				2	2	\$ 400,000	0	0	\$ -
Accessory Buildings		1	\$ 2,500	0	12	\$ 125,800		6	\$ 74,000
Renovation/Addition	1	1	\$ 5,000	1	10	\$ 124,000	0	16	\$ 114,350
Sub-Total	1	2	\$ 7,500	5	26	\$ 1,149,800	3	25	\$ 771,350
COMMERCIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		3	\$ 88,070		1	\$ 1,400,000
		0	\$ -		4	\$ 1,773,500		1	\$ 5,000
		0	\$ -		7	\$ 1,861,570		2	\$ 1,405,000
INDUSTRIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		2	\$ 1,430,000
		0	\$ -		0	\$ 0		0	\$ -
		0	\$ -		0	\$ -		2	\$ 1,430,000
									0
INSTITUTIONAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		3	\$ 175,000
		0	\$ -		2	\$ 495,000		0	\$ -
		0	\$ -		2	\$ 495,000		3	\$ 175,000
TOTAL	Dwelling	No. of	Building Value	Dwelling	No. of	Building Value	Dwelling	No. of	Building Value
	Units	Permits		Units	Permits		Units	Permits	
	1	2	\$ 7,500	5	40	\$ 3,793,370	3	32	\$ 3,781,350





MEMO

TO: Linda Nelson, CAO
FROM: Betty Ann Fountain, Development Officer
RE: November 2020 Commercial, Industrial, Institutional Projects

COMMERCIAL

<u>Permitted or Discretionary Use</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>

INDUSTRIAL

<u>Permitted or Discretionary Use</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>

INSTITUTIONAL

<u>Permitted or Discretionary Use</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>

Legend:

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

DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	December 9, 2020
FOR MONTH OF	November 2020

TOPIC #1	Emergency Generators
Progress	The regulatory requirement to have all back-up power generators , including the unit at the Fire Hall, have been serviced and tested by the supplier of the equipment.
Next steps	<ul style="list-style-type: none"> Continue the weekly in-house maintenance checks to further reduce any operating issues
TOPIC #2	Snow Removal
Progress	One snow event in November. Staff have been able to clean streets in a timely manner. All equipment has been checked, maintained and is operational. Additional consumables such as broom replacements have been secured
Next Steps	<ul style="list-style-type: none"> Staff scheduling and task/roles are established similar to 2018/2019.
TOPIC # 3:	Garnum Park Wastewater Lift Station
Progress	This lift station has had several issues with its operation. Staff have successfully managed to keep any upstream sewer back-ups from occurring
Next Steps	<ul style="list-style-type: none"> Equipment failure resulted in servicing, repairs and replacement of the power conduit.
TOPIC # 4:	Gas Services and Projects
Progress	Staff have successfully completed all requests for service installations and alterations for the 2020 construction season.
Next Steps	<ul style="list-style-type: none"> Planning for 2021 ongoing.

DEPARTMENTAL REPORT

DEPARTMENT	Community Service
SUBMITTED BY	Sue Nelson
DATE	December 16, 2020
FOR MONTH OF	November

TOPIC #1	Arena – New Ice Plant
ISSUES:	Project Ongoing
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> November 3rd pressure test scheduled for the new chiller with successful results; November 13th, ABSA Inspector conducted an inspection, stamp of approval provided; November 13th, commenced with start-up of new plant equipment; The new chiller achieved ambient temperatures within 24 hours; November 16th proceeded with ice making; Planning for 2021 ongoing, with goal to be set for icemaking in September; All staff attending training session with refrigeration contractor for maintenance of new equipment (review of new setup, reading meters, record keeping); November 23rd, Arena opened to User Groups who conducted ice time sessions in compliance with Covid protocols and regulations; November 27th, Arena closed to follow new covid restrictions with very limited use of the arena for small family groups; Staff continue with general maintenance of the facility.
TOPIC #2	Community Centre
ISSUES:	User Groups & Covid Restrictions
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> November 7 – 8, Annual Farmers Christmas Market, organizers ensured all (vendors & public) were compliant with covid protocols; Assisted Royal Canadian Legion with Remembrance Day event at the Cenotaph (cleaning pathway); November 12th Staff installed Christmas lights; Regular User utilizing Community Centre - Pickleball, MVTKD, with Gymnastics; November 24 the Community Centre was shut down in compliance with new provincial covid restrictions.

TOPIC # 3:	Outdoor Rink
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ISSUES:	Unable to flood outdoor rink due to the unusual warm weather.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Continuous cold weather required to commence making ice.
TOPIC # 4:	Parks
ISSUES:	Public properties that require trees and shrubs to be pruned
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Staff has pruned / trimmed trees and shrubs on Town owned land; • Inventory taken of trees and shrubs that require pruning / trimming on private property; • Coordinated with Peace Officer and Administration for a letter to be sent to private property owners advising that pruning / trimming of trees and shrubs is responsibility of property owners to ensure for the safety of pedestrians using sidewalks, and vehicular line of site at intersections; • The letters will be mailed to property owners in the new year.

Attachment #1	Photos of the old and new ice plant/Zamboni room
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Sundre Ice Plant Room Old To New



Old Ice plant



Old Chiller









Vestibule



Totally gutted







New Chiller & Pump





New Plant /Zamboni Room







DEPARTMENTAL REPORT

DEPARTMENT		MUNICIPAL ENFORCEMENT
SUBMITTED BY		Kevin Heerema
DATE		Dec. 15. 2020
FOR MONTH OF		November 2020
TOPIC #1	Bill 21	
ISSUES:	Changes to the CPO Program and Enforcement procedures	
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Online training and information gathering on changes due to Bill 21 	

DEPARTMENT		EMERGENCY MANAGEMENT
SUBMITTED BY		Kevin Heerema
DATE		Dec. 15 2020
FOR MONTH OF		November 2020
TOPIC #1	COVID 19	
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> New restrictions and increase in case numbers has required more attention, time and resources from EM. 	
TOPIC #2	Upper Red Deer River Flood Study Meeting	
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> EM attended online meeting with AB Environment to discuss the Public Engagement Phase 	
TOPIC # 3:	Winterfest	
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Attended meeting with Winterfest committee to provide input and recommendations for the event in February 2021 in regards to COVID restrictions 	

DEPARTMENTAL REPORT

DEPARTMENT	Economic Development and Communications
SUBMITTED BY	Jonathan Allan
DATE	December 15, 2020
FOR MONTH OF	November

TOPIC #1	Community Development, Business Development and Vacancy Rates
ISSUES:	<p>VACANCY RATES</p> <ul style="list-style-type: none"> - At the beginning of November, the C1 district was estimated at 6.5% vacant by total square footage area and estimated 11.9% by number of units vacant.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Assisting an entrepreneur with plans to start business downtown; • Meetings held with immigrant investor brokerage firm in regard to international investment in Sundre; • Continued design and drafting of the “Start Your Business in Sundre” online promo campaign targeting potential small entrepreneurs; • Created list of businesses participating in “Grassroots Sundown in Sundre”, partnering with Chamber of Commerce to provide promotional support.
TOPIC #2	Tourism Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Omnichannel multi-media ad campaign management ongoing; • Completed production of new winter promo videos (online & Global TV); • Winterfest 2021 planning ongoing.
TOPIC # 3:	Broadband Fibre Optic Development
ISSUES:	No information forthcoming in regard to CRTC grant.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Exploring Universal Broadband fund; • Opportunity during EDA Conference to discuss Sundre issues with Director of Broadband Initiatives, Department of Innovation, Science and Economic Development; • Requested that a number of local businesses complete the speed tests through the CIRA website to show Sundre does not have consumer-ready broadband downtown.
TOPIC # 4:	Other Projects
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • RDC Health Care Aide program successful, achieving the requisite number of registrants; • Community Learning Needs and Workforce Development Survey completed; • Joined selection committee and working group for the new Master Regional Recreation and Culture Study being led by Town of Olds.

TOPIC # 5:	Committees, Meetings, Conferences and Professional Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Met with new Administrator of Chamber of Commerce; • Attended virtual Economic Developers Alberta Conference; • Attended CAEP Fall General Meeting; • Attended (virtual) regional economic developers meeting.
TOPIC # 6:	Communications
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Updated website(s) as necessary.

DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Alex Clews, Acting Fire Chief
DATE	December 16, 2020
FOR MONTH OF	November

TOPIC #1	MFR Grant
ISSUES:	Applied for a \$2,000 grant through MFR and AHS for medical responding equipment
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> Sundre Fire successful receiving the \$2,000 grant which allowed for the purchase of Trauma kits and replaced old medical response bags and gear
TOPIC #2	Recruitment Drive
RESOLUTIONS/SUCCESES:	Three (3) new recruits to commence training in early 2021; Members on leave returning to active duty in early 2021.
TOPIC # 3:	1051 Wildland Structural Interface Course
RESOLUTIONS/SUCCESES:	Three members received passing results for 1051 course hosted by Olds Fire Department; Fire Departments in MVC continue to promote regional cooperation.
TOPIC # 5:	Monthly Statistics
ISSUES:	Sundre Fire Department responded to a number of fire/emergency calls:
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> EMS assists- 13 Structure Fires- 1 Brush fire- 2 Alarms- 6 Motor Vehicle Collision- 2 Total calls- 24

DEPARTMENTAL REPORT

DEPARTMENT	Greenwood Neighbourhood Place/Sundre FCSS
SUBMITTED BY	Sari Werezak
DATE	December 15, 2020
FOR MONTH OF	November/December

TOPIC #1	Sundre Santa's Program
	The registration closing date for Hampers was Dec 8 th ; Next Step: Food order and hamper assembly; Observation: noticeably higher number of "new" applicants this year and many new donors. (this could be in part due to the number of snowbirds that didn't go south this year or corporate Christmas parties that didn't happen. 😊)
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Response from the community in financial and gift card donations has been overwhelming; • Gift card campaign very successful, a "win-win" effort, supporting local and giving a helping hand to those in need.
TOPIC #2	Food Security and Support
	A wait-list has been created for those who applied late to receive a hamper, GNP will continue to monitor the need for individuals; Preparing resource bags for the hampers; and Preparing helpful supports listings for face book for over the holiday season.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • GNP will provide referrals for late applicants to: Plus One – Sundre's Emergency food program 403-636-0554 Call or Text; Mountain View Food Bank -Olds 403-556-1693;Turkey Dinner - Contact Rhonda Fullerton re delivery/info 403-638-8245.
TOPIC # 3:	Community & Senior Support
	GNP has initiated a Christmas card campaign for the seniors in the lodge;
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> ➤ Planning, research, and focus on evaluation for 2021 programs ongoing; Early results from the Social Needs Assessment project have been received; ➤ Next steps will include addressing Youth and Seniors issues; ➤ GNP pursuing grant opportunities under the Rural Mental Health Project.
TOPIC # 4:	Cancellation of Events
	Unfortunately, due to the latest COVID restrictions, we have cancelled upcoming Seniors Art programs, Tour of Lights field trips, youth PD Day camps, and in person meetings where possible;



REQUEST FOR DECISION

COUNCIL DATE	December 21, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.

BACKGROUND/PROPOSAL:

Mayor Terry Leslie and Councillor Funke have provided reports for Council's review and information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Mayor Terry Leslie's and Councillor Funke's reports as presented.

MOTION:

That the Town of Sundre Council accept Mayor Terry Leslie's and Councillor Cheri Funke's reports for November and December 2020 as information.

Date Reviewed: December 15, 2020

CAO: Amie Nelson

Mayor's Report to Council – November 19 - December 16, 2020

Thursday November 19, 2020 – Red Deer River Municipal Users Group Executive meeting 10:30 – 12:30 by ZOOM – and Regular Meeting 1:00 – 3:30 by ZOOM – the Special Committee reviewed the meeting notes from the meeting with Minister Nixon and discussed next steps for follow up meetings with Ministry staff. The Executive and the membership reviewed a draft copy of the RDRMUG Handbook – “Water, a Strategic Natural Asset”, prepared by BPS Consulting. The purpose of the document is to inform municipal Council members and staff, as well as raise awareness about the “water” challenges facing all municipalities within the Red Deer River Watershed. I urge all Council members to review the document and provide comments and feedback as to whether it is valuable to you. The regular meeting had guest Josee Methot, newly appointed Executive Director of the Red Deer River Watershed Alliance, outline and update us all on projects and work done by the Watershed Alliance. The Watershed Alliance and the Municipal Users Group (RDRMUG) work very closely together advocating for conservation, water quality and quantity assurance, and improvement in the watershed, as well as providing education about the challenges to the watershed. RDRMUG is unique in Alberta and focusses on advocacy for municipal issues of source water protection, water quality and quantity improvements, and land use planning through a “water” lens. I have included the draft document “Red Deer River Municipal Users Group – A Look Back 2006 – 2020 – The Path Ahead 2020 – 2023”, and I ask for your comments about this draft.

Monday November 23, 2020 – Mountain View Regional Waste Commission Meeting 9:00 – 11:00 AM by ZOOM – please see highlights attached.

Tuesday, December 8, 2020 – Central Regional Mayors Caucus COVID 19 Update by teleconference – 2:00 – 2:30. Mayor Tara Veer of Red Deer hosted this update attended by 36 Mayors and Reeves from the AHS Central Zone towns, villages, cities and counties. The purpose of these regular meetings is to bring everyone up to date on AHS information that affects all of us in the AHS Central Zone. All our regional hospitals are linked and the planning done by AHS affects all regional communities. This meeting was just prior to Premier Kenney’s announcement about further restrictions and province wide masking requirements in all indoor spaces. Our discussion was about being sure we all had a regional perspective and were conveying regional messages to reduce confusion among our residents. Of grave concerns was the update on spiking trends of outbreaks in Central Zone, which are trending toward being as bad, or worse, than Calgary Zone was at its worst. Our message collectively is to support measures announced and encourage everyone to do their part to limit the spread and flatten the curve.

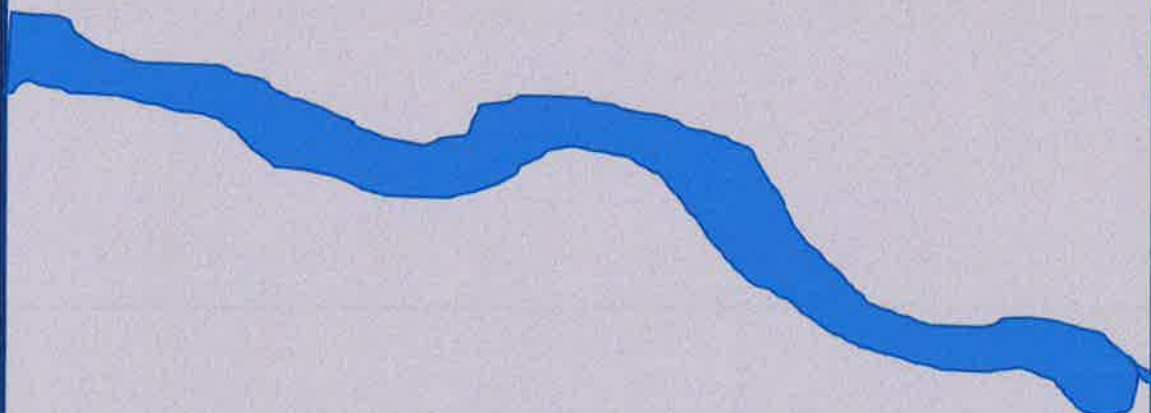
Tuesday December 15, 2020 – Regional Mayors meeting teleconference 1:00 – 2:30 hosted by Mayor Hunter of Didsbury – The purpose of the meeting was to explore the idea that small to midsize towns could bring issues before Provincial Ministries better as a group than individually. Discussion was productive and I will be bringing a list of possible options for Council to consider in the new year.

Respectfully submitted by Terry Leslie



RED DEER RIVER MUNICIPAL USERS GROUP

A LOOK BACK – THE PATH AHEAD
2006 – 2020 2020 - 2023



Water is the lifeblood of municipalities. It is vital for municipal sustainability, including economic viability, environmental integrity, social well-being and cultural vibrancy.

Red Deer Municipal Users Group

RED DEER RIVER MUNICIPAL USERS GROUP

FORMATION: In August 2006 municipalities from throughout the Red Deer River watershed began to meet regarding the long-term availability of water to municipalities.

Three factors prompted these meetings:

1. 2006 *South Saskatchewan Water Management Plan* significantly set limits the amount of water that can be allocated from the Red Deer
2. interests in new water licences, including for a very large licence for agricultural and related uses
3. recognition there will continue to be growing and competing demands for water.

PURPOSES: The purposes of the Red Deer River Municipal Users Group are:

- A forum to discuss water supply, use and quality
- An advocate of municipal interests in the supply, use, delivery and quality of water
- Foster communication and cooperation among stakeholders to work together to achieve common goals to protect, conserve and wisely use water resources.

GOALS:

The goals of MUG are those of the *Alberta Water for Life Strategy*:

- Safe secure supply of drinking water for all residents
- Reliable quality water supplies for a sustainable economy
- Healthy aquatic ecosystems.

OBJECTIVES: Some objectives of MUG are:

- Encourage the effective management of water resources throughout the watershed
- Ensure that reliable water supplies, both quantity and quality, are available for a sustainable and growing economy throughout the watershed, including its municipalities
- Promote the conservation and effective use of water
- Encourage watershed conservation and source water protection throughout the entire basin
- Inform and update municipalities on water matters and concerns
- Support integrated watershed management planning through the Red Deer River Watershed Alliance
- Participate in supportive relationships with other stakeholders

Alberta's Water for Life Strategy states: "In Alberta, our quality of life, and life itself, depends on having a healthy and sustainable water supply for the environment, for our communities and for our economic well-being."

ACTIONS TO DATE among others:

- Liaise with and assist the Red Deer River Watershed Alliance
- Encourage municipalities to conserve and effectively use water
- Input to the Province's 2013 "Water Conversations"
- Input to the WaterSmart report *Adaptation Roadmap for Sustainable Water Management in the South Saskatchewan River Basin*
- Input to the Alberta Water Council report on source water protection
- Input to the review of the South Saskatchewan River Basin Water Management Plan
- Support the interbasin transfer of Red Deer River water to areas east and north of the watershed
- Opposed the interbasin transfer of water to CrossIron Mills
- Special Areas Water Supply input
- Support floodproofing in highly prone reaches of the Red Deer River
- Advocate for additional storage within the basin
- Conduct municipal workshops and seminars



MAJOR REPORTS

MUG also has a number of significant reports, including:

- *Water Assurance Study* - proactive approaches to securing water for municipalities, including reserving water for municipal use, net diversion licencing, return flow credits, and more
- *Source Water Quality Primer* - water availability in the basin and the importance of source water quality
- *Toolkit for Protecting Source Water Quality in the Red Deer River Watershed*: describes threats to water quality, municipal roles and tools to use in protecting source water quality
- A Municipal Report on *Integrating Source Water Protection and Watershed Conservation into Municipal Planning*:
- *Natural Assets – A Statutory Plan Guide*: provides a comprehensive list of policy guides to meaningfully address the conservation of natural assets - air arable land, water, environmentally significant areas.

WATER: VITAL IMPORTANCE and MUNICIPAL ROLES

VITAL IMPORTANCE: Water is vital to the sustained well-being of municipalities, both rural and urban.

The AUMA states: “**No water, no municipality. Water is the lifeblood of municipalities.** It is essential to all five elements of municipal sustainability:

- Economic viability . . .
- Environmental integrity. . .
- Social well-being . . .
- Cultural vibrancy. . .
- Governance “

These five key elements are significant to all municipalities – both rural and urban.

WATER RELATED MUNICIPAL ROLES: The RMA emphasizes two key municipal roles of municipal roles in water management and protecting water quality.

- “Municipalities are responsible for land-use planning and environmental decisions where water bodies or wetlands are factors.
- Municipalities play a role in managing water systems that impact residents, business and industry.” (RMA. Rural Municipalities of Alberta. *Position Statement on Water*).

The AUMA supports these views in stating:

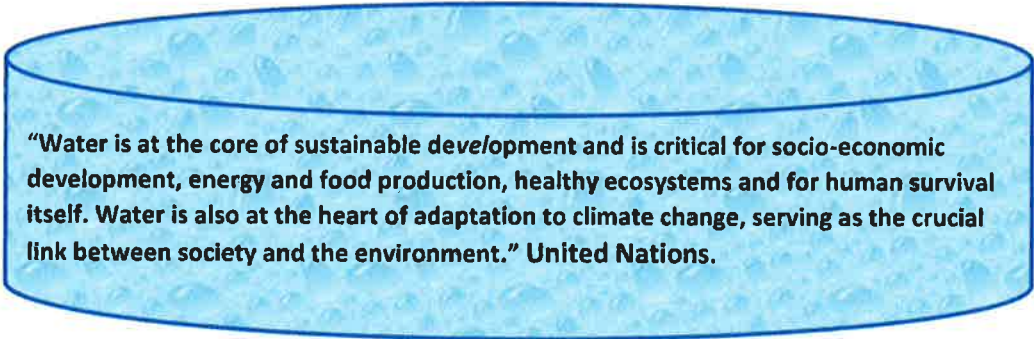
- “One of the most important ways that we can effectively manage our water is

to change the way we manage our land. Land use has many impacts on our watersheds, from encroachment of development on riparian areas and wetlands, to creation of impervious surfaces that cause stormwater issues, to environmentally damaging uses that leech contaminants into our groundwater. **It is vitally important to combine land use management with watershed management to ensure that both our land and water are protected.”** (*Municipal Water Primer and Discussion Paper*).

In summary then, municipalities have key roles to play in protecting water quality and conserving water:

1. drinking water management and wastewater management
2. environmental conservation (e.g. wetland, riparian land and aquatic habitat protection)
3. management of land use impacts (e.g. point source and non-point source pollution)
4. land use planning, and
5. the promotion of land stewardship.

Municipalities, and especially municipalities working collaboratively, and with other partners can do much to protect water and manage water use within a watershed.



“Water is at the core of sustainable development and is critical for socio-economic development, energy and food production, healthy ecosystems and for human survival itself. Water is also at the heart of adaptation to climate change, serving as the crucial link between society and the environment.” United Nations.

RED DEER RIVER: WATER SUPPLY LIMITATION

RED DEER RIVER WATERSHED: The Red Deer River watershed has an area of 49,650 km² and home to approximately 300,000 people.. Over 80 rural and urban municipalities are located wholly or partly in the watershed and/or have the Red Deer River as their drinking water source.



WATER SUPPLY: Because the mountainous headwaters area of the Red Deer River is much smaller than those of the Bow and Oldman, the annual volume of the Red Deer River is much smaller than the Bow and Oldman River volumes. (see table below). (source AMEC report).

The 2006 *South Saskatchewan River Basin Water Management Plan* provides water management objectives for these rivers and sets the amount of water from each river that can be licenced for withdrawal. The allocation

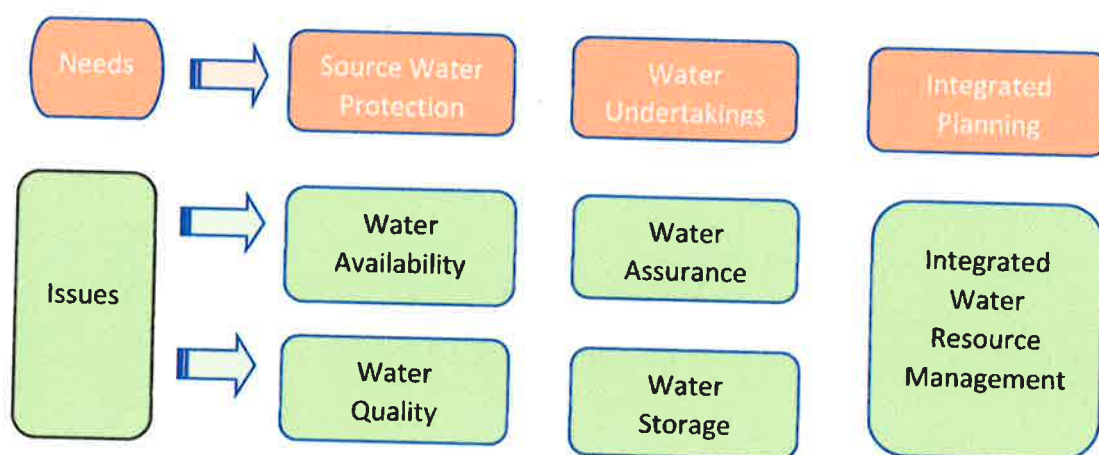
limits for the Bow and Oldman are 70%, based on the licences allocated by the early 2000s. The allocation limit for the Red Deer was set at only 33% as a means to enable flows to regularly meet water conservation objectives and interprovincial water apportionment agreements. The table below provides a simplified comparison of the volume of allowable water use (licenced water) from each river system.. Because of the difference in the sizes of the rivers and the established allocation limits, the amount of water from the Red Deer River system that can be licenced for withdrawal is only 21% of that of the Bow and 24% of the Oldman.

River System	Ave. Annual Flow (dam ³)	Equivalent (barrels)	Allocation Limit (%)	Useable Barrels
Bow	3,829,000	100	70	70
Oldman	3,342,000	87	70	61
Red Deer	1,666,000	44	33	14.5

PRIORITY ISSUES: Early in 2020 the MUG members identified thirteen issues MUG could address, they being: climate change, drought, flooding, invasive species, groundwater, water storage, water security, water assurance, water quality, watershed impacts, water resource management, wildfires and water treatment. Each member gave a priority rating to each issue. The top five issues were: (1) water security; (2) water quality; (3) drought; (4) water assurance; and (5) water storage. The next three were: (6) water resource management; (7) watershed impacts; and (8) flooding. Subsequent research reflected on the issue of water security as defined by UNESCO.

UNESCO: water security is "the capacity of a population to safeguard access to adequate quantities of water of acceptable quality for sustaining human and ecological health on a watershed basis, and to ensure efficient protection of life and property against water-related hazards such as floods, landslides, land subsidence and droughts."

This definition enunciates three core aspects of water security: (1) adequate **quantities** of water, (2) acceptable water **quality** and efficient **protection**. Security infers each of these is ensured, thus requiring planning and management. This led MUG to address issues in the scope of three broad needs, source water protection, water undertakings and integrated planning.



Addressing these five issues does not dismiss the other top priorities identified by MUG. Drought and flooding can be considered within water resource management and water storage, while watershed impacts can be addressed under water resource management and water quality. Important to note is that issues overlap and thereby interact.

ISSUE ACTION FRAMEWORK: To address the issues, what follows is a framework for MUG actions over the next three to five years. The directions outlined could change as life unfolds in the Red Deer River watershed and Alberta. (environmentally, economically and socially). While the issues are addressed from a municipal perspective, it is recognized there a host of other perspectives at play.

ISSUE 1: WATER AVAILABILITY (a sub-issue of source water protection)

Water Availability: access to adequate supplies of water through all seasons of the year for sustaining human well-being, livelihoods, economies and social fabrics.

Essential Message: Water availability is essential for a municipality's sense of *security* and hope for the future.

Desired Key Outcomes

- Adequate stream flow in all seasons to ensure the availability of water for the operation and sustainable growth of municipalities, a viable economy and healthy aquatic environments
- Review of the allocation limits established for the Red Deer River by the *South Saskatchewan River Basin Water Management Plan*.

Goals

- Year-round availability of sufficient water for municipalities, and other water use sectors.
- An Increase the water allocations allowable from the Red Deer River, perhaps to as much as 50%.
- During periods of low flows in the South Saskatchewan River basin, the water licences in the Red Deer sub-basin are not disproportionately impacted.

Some Basic Matters

- Ensuring the primary role in management of the Eastern Slopes is source water protection
- Municipal statutory plans address source water protection and watershed conservation

- A commitment by the Provincial Government to review the limit placed on allocations from the Red Deer River
- Intrabasin Water Coordinating Committee addresses apportionment during water shortages in any or all sub-basins by the sharing of water resources during periods of low flows in such a way that the water licences in the Red Deer sub-basin, so the majority of junior licences, are not disproportionality impacted.
- Appropriate infrastructure in place to meet future needs for water

Lead Actions:

- Protection of headwaters
- Review of Red Deer River water allocation limit
- Summary report: Red Deer River water supply, uses, demands and allocations

Lead Roles:

- Alberta Environment and Parks
- RDRMUG

MUG's Roles

- Meet with Alberta Environment and Parks to discuss key water availability issues: headwater protection (i.e. all of the Green Zone); adequate stream flow (water volumes) in all seasons and Red Deer River allocation limits
- Review 2009 South Saskatchewan River Water Supply Study and other related reports
- Apprise and update the Red Deer River Watershed Alliance.

Other Partners

- Red Deer River Watershed Alliance.

ISSUE 2: WATER QUALITY (a sub-issue of source water protection)

Essential Message:

- Having reliable clean water is significantly beneficial to municipalities and other water users, and is a reflection of the health of the watershed.

Desired Key Outcomes

- Surface Water Quality Management Framework for the Red Deer River Watershed
- Reliable access by municipalities and other water users to clean water

Goals

- Safe, secure and reliable drinking water
- Avoid all water contamination, especially source water for drinking
- A better understanding of contamination threats throughout the watershed, with initial focus on areas close to drinking water sources
- Prepare and implement source water protection plans in support of drinking water safety plans
- A surface water quality framework for the Red Deer River watershed
- Beneficial land use practices
- Collaborative strategies and actions by key partners working together.

Some Basic Matters

- Reduce, and where possible eliminate, point and non-point water polluting impacts.
- The preparation of source water protection plans
- Encourage municipalities through land use planning to support source water and water quality protection through beneficial land use practices

- Collaborative input to the “Surface Water Quality Management Framework”
- Promote wider, effective community education and engagement of actions to protect water quality.

Lead Actions:

- Develop a Surface Water Quality Management Framework
- Initiate and encourage actions to maintain and improve surface water quality.

Lead Roles:

- Alberta Government (re: *Alberta Land Stewardship Act*): Surface Water Quality Management Framework
- Red Deer River Watershed Alliance: encourage actions to maintain and improve surface water quality as outlined in *Blueprint: An Integrated Watershed Management Plan for the Red Deer River Watershed Phase 1: WATER QUALITY*
- Municipalities: statutory plans guide source water protection and watershed conservation through beneficial land use planning.

MUG's Roles

- Provide input into the development of a Surface Water Quality Management Framework
- Continue to encourage municipalities to incorporate and implement beneficial management practices

Other Partners

- Municipalities, watershed stewardship groups, water and wastewater utility providers.

ISSUE 3: WATER ASSURANCE

Essential Message:

- Without sufficient supplies of good quality water, the long economic, social and environmental viability and sustainability of communities will be in doubt.

Desired Key Outcome

- Municipalities have a secure very long-term water supply within a water allocation system that also provides water security for other water use sectors.

Goals

- Better understanding of water supply and uses/needs, current and future
- Productive dialogue with Alberta Environment and Parks regarding long term municipal water security
- Ascertain commitments to allocate water to meet very long-term municipal needs while sharing water with other use sectors
- Considering water conservation objectives sectors to maintain the health of aquatic ecosystems as an important factor in pursuing long-term municipal water security
- Municipalities promote water conservation and the effective use of water.

Some Basic Matters

- Meetings with Alberta Environment and Parks to:
 - explore a Crown Reservation and other water management options
 - discuss a need to re-assess Red Deer River system water allocation limits

- Review Water Assurance Study
- Municipalities implementing water conservation plans to foster the efficient and effective use of water
- Gain a clear understanding of the Red Deer River Water Conservation Objectives (WCO), including how they were established and how they impact the water allocation limit for the Red Deer River.
- Consider supporting the Intrabasin transfer of the Red Deer River water to areas where viable options for demonstrated water needs are not available.

Lead Action:

- A report that guides achieving municipal water assurance through sharing.

Lead Role:

- Red Deer River Municipal Users Group

MUG's Roles

- Meet with Alberta Environment and Parks to discuss municipalities' need to have an assured supply of water
- Request assistance from Alberta Environment and Parks to explore and evaluate options, including a Crown Reservation, that will provide an assured supply of water for municipalities
- Inform, update and involve, when appropriate, municipalities throughout the watershed and the Red Deer River Watershed Alliance

Other Partners

Alberta Environment and Parks, Red Deer River Watershed Alliance, municipalities.

ISSUE 4: WATER STORAGE

Essential Message:

- Additional water storage in the Red Deer River watershed is a strategic need
- Additional water storage will provide a broad range of long-term benefits, a critically important one being to assist water management in low flow years.

Desired Key Outcomes

- A report that addresses the need for additional water storage, including options, benefits, impacts, and recommendations
- A water storage strategy and action plan for the Red Deer River basin.

Goals

- Appropriate infrastructure in place to meet future water demands and maintain a healthy river and minimize the impacts of droughts and floods
- Assist in meeting Water Conservation Objectives, and thus aquatic health
- Provincial Government confirmation of the need to prioritize the provision of additional water storage infrastructure in the Red Deer River sub-basin.

Some Basic Matters

- *"in the future the Red Deer sub-basin will require an additional 80,000 dam³ of storage to meet Water Conservation Objectives requirements in view of increasing water demands."* Alberta WaterSmart
- "high variability in annual natural flows indicates that storage development and regulation of flow would be helpful to better match available supply with demand on both a seasonal and annual

basis . . . In light of projections of 2030 deficits, investigation of new storage opportunities . . . is prudent." AMEC

- Improve understanding of water storage requirements in relation to future water use needs, climate variability and periods of drought
- Explore the benefits of increased storage: greater flexibility to manage surface water runoff and supplies to meet water users' needs water conservation objectives; assist water quality and aquatic systems management; assist in alleviating the impacts of flood and droughts.

Lead Action:

- Preparation of a Water Storage Strategy Report

Lead Partner:

- Red Deer River Municipal Users Group

MUG's Roles

- Prepare a terms of reference for the preparation of a Water Storage Strategy Report
- Establish a Steering Committee representing a number of key stakeholders
- Engage Contract a consultant to produce the Water Storage Strategy Report
- Present the report to the Provincial Government and encourage action.

Other Partners

- Alberta Environment and Parks, Alberta Agriculture and Forestry, Red Deer River Watershed Alliance, Special Areas/Acadia Valley, other major water users.

ISSUE 5: INTEGRATED WATER RESOURCE MANAGEMENT

Essential Messages:

- Water resource management for the Red Deer River can be significantly advanced through two complementary plans: Integrated Water Resource Management Plan and Integrated Watershed Management Plan
- By working in harmony, these plans would encourage, guide and support strategic directions to manage land and water resources for environmental, economical and social sustainability.

Desired Key Outcomes

- A Red Deer River Integrated Water Resources Management Plan
- A completed Integrated Watershed Management Plans for the Red Deer River Watershed
- A dynamic relationship between basin stakeholders and the provincial government to work together to amplify the benefits of water for the environment, economy, communities and people throughout the watershed

Goals

- Effective watershed wide perspectives, partnerships, strategies and actions
- Integrated land use planning, water resource management and watershed conservation
- Comprehensive, collaborative river basin planning
Water security (i.e. sufficient quantity and quality in all seasons) for lasting environmental, economic and social benefits
- Collaborative engagement by many partners working together.

Lead Action:

- Plans to integrate water resources management and watershed management.

Lead Roles:

- Alberta Environment and Parks: Red Deer River Integrated Water Resources Management Plan
- Red Deer River Watershed Alliance: Integrated Watershed Management Plan for the Red Deer River Watershed.

MUG's Roles

- Encourage Alberta Environment and Park to prioritize the preparation of Integrated Water Resources Management Plan to foster water security for municipalities and other water users, including the environment
- Encourage the Red Deer River Watershed Alliance to prioritize the completion of the Integrated Watershed Management Plan for the Red Deer River Watershed
- Participate in the preparation of Integrated Water Resources Management Plan and Integrated Watershed Management Plan
- Support positive collaborative relationships among water stakeholders within and outside the Red Deer River watershed.

Partners

- Municipalities, various Provincial Government Departments, major water use sectors, water stewardship groups .

Thus, WHY THE RED DEER RIVER MUNICIPAL USERS GROUP?

MUG established and continues to function and to be effective? Because municipalities throughout the Red Deer River watershed recognize:

1. Water is a vital municipal asset.
2. Water availability is a source of personal well-being, not the least of which is water to drink, to use for cooking and personal cleanliness.
3. An assured long-term water supply provides for municipal security and optimism.
4. There will continue to be growing and at times competing needs for water.
5. The future availability of water for municipal sustainability is a fundamental need.
6. A sustainable environment is closely related to the availability of water.
7. Land use planning to protect water quality and to promote the efficient and effective use of water are key municipal roles.
8. Municipal water, stormwater and wastewater systems collectively impact water resources and aquatic environments.
9. Sharing municipal perspectives with other water use sectors is an important component of the management of water resources.
10. Municipalities can help to address current and future threats to the availability of source water and water quality.
11. The need to advocate the management of water resources within the South Saskatchewan River basin that balances the water needs of the Red Deer River sub-basin with those of the Bow, Oldman and South Saskatchewan River sub-basins.

REFERENCES

To do

Waste Commission Board meeting – November 23rd, 2020

- For the period ending October 31st, 2020, tonnage received at the landfill was 22,470 tonnes which is 39% above budget. Commercial tonnage receipts of 14,833 tonnes year-to-date remain strong at 56% above budget, and now exceed the full-year budget forecast of 11,250 tonnes. Cumulative municipal waste and transfer station receipts are 16% and 31% above budget respectively and reflect the increased recycle materials diverted to landfill as processors were temporarily closed due to COVID-19 earlier in the year.
- Total revenue of \$3.42 mm is at 115% of full year 2020 budget of \$2.973 mm compared to 83% expected for this time of year. Strong commercial receipts account for the majority of the operating surplus. Total expenses of \$2.28 mm is at 76%, compared to 83% expected, of the 2020 budget of \$2.98 mm. Despite the significantly higher tonnage processed, the costs to run the Commission have stayed essentially flat due to improved operational efficiency. Due to the recent strong financial results, the Commission's combined unrestricted and restricted reserve balances are currently \$3.54 million.
- Engineering design of the new landfill cell is proceeding, the new cell construction budget is \$1.45 mm and is expected to be completed by Q3-2021. Final construction is contingent upon Alberta Environment and Parks approval, which is not expected to be an issue.
- The Board accepted Administration's report on the Safety Program and passed a resolution to accept a Safety Policy statement for the Organization. Due to increased compliance requirements, the Commission has retained a contractor to manage to maintain the Safety Program and manage the administration of all documentation and reports.
- The Board discussed the Commission's role in composting. The landfill is not licensed to accept Compost materials (in a concentrated manner), due to fire hazards and increased gas emissions that the Didsbury landfill is not set-up to manage. Significant capital cost to implement a regional Compost processing facility, along with odor issues are significant barriers in revising the current landfill operating license and land-use requirements.
- The Board received an update on the Southern Alberta Energy From Waste Association ("SAEWA") project, and the Commission's strategic involvement in joining SAEWA was discussed. The Town of Olds and Cremona are currently members of SAEWA (per Capita fee is \$0.53 for 2021), and the board agreed that membership should be decided by Municipalities directly. MVRWMC Administration will monitor SAEWA progress and report any material developments to the Board.

Prepared by: Michael Wuetherick, P.Eng., Chief Administrative Officer

**Council Report
November 2020
Councillor Cheri Funke**

November 5 – Red Deer River Watershed Alliance Governance Meeting – Via Zoom

November 9 – Water Council, Water Futures Project Meeting 1 – Via Zoom

As of November 5th, the Water Council voted to support the proposed Terms of Reference submitted by the Ad Hoc Committee and we officially transformed to a Project Committee.

November 9 – Regular Council Meeting – Via Teleconference

November 13 – Red Deer River Watershed Alliance Board Meeting – Via Zoom

November 17 – Water Council, Water Futures Project Meeting 2 – Via Zoom

This meeting was focused on creating the questions that will be used for the survey that will be sent out to the all water stakeholders, I have reached out to the co-chair of RDRMUG to let them know it is coming.

November 19 – Elected Officials Education Program, Public Engagement – Via Zoom

Public Engagement Risks and Challenges

- Misconceptions
 - Engaging citizens in decision-making means elected officials aren't doing their job.
 - Complex, technical, or specialized decisions can only be made by subject-matter experts and trained professionals.
 - Public engagement takes a substantial investment of time and money.
 - It won't make everyone happy, so it's not worth doing.
- A lack of internal commitment to engagement
 - Do people believe public engagement is important?
 - Do they understand its value?
 - Are they willing and able to change?
 - How can the culture shift?
- Ad Hoc processes
 - Emphasis on legislative compliance
 - Every event is a one-off
 - No system = low efficiency and lack of improvement
- Lack of clarity on the decision to be made, issue to be solve, or opportunity to be met
 - No meaningful answers without clear questions
- Lack of clarity on how input will be used
 - Without feedback, people believe input was meaningless
 - Results in anger or resentment
- Low rates of participation or lack of adequate citizen representation
 - Encourage participation with:
 - Transparency
 - Communication
 - Accountability
- Barriers to participation
 - Digital access only
 - During business hours
 - Lack of child care
 - Limited mobility

- No interpretive services
- Limited transportation options

Communication or Engagement?

- Is there a specific decision to be made or problem to be solved?
- Does the public have a chance to access information and provide input?
- Are citizens involved at key points throughout the process, not just at the end?
- Will input from the public be considered in the decision-making process?

The role of an Elected Officials in the Public Engagement Process:

- Identify decisions that will benefit from public engagement
- Respect and support inclusion of the public in decision-making
- Promote and encourage public participation
- Attend and observe public engagement activities
- Review and consider public input in decision-making
- Recognize the importance of transparency and public faith
- Support advancements in public engagement

OUTER RING

Public Engagement Policy

- Outlines the importance of Public Engagement
- Describes good public engagement
- Defines public engagement and other key terms
- Clarifies who makes decisions
- Stipulates when you will use public engagement
- Describes how the public can play a role in decision-making
- Defines the relationship between existing legislation and policy
- Specifies how public engagement will be planned
- Identifies what should be captured in reports and evaluation

Public Engagement Framework

The policy, public notification bylaw, code of conduct, and admin procedure tell us the rules.

The framework tells us the best way to actually do the job by taking into account how various elements work together.

Code of Conduct for Elected Officials

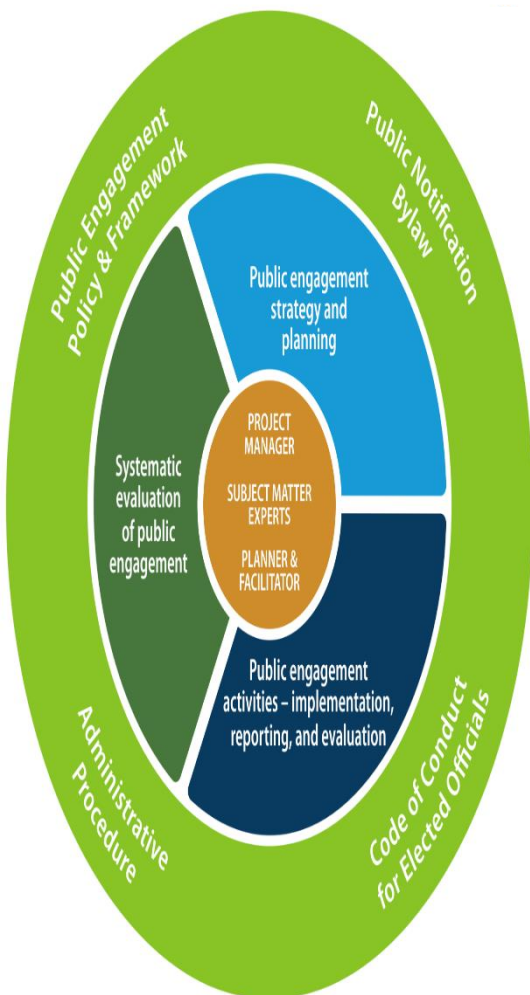
A code of Conduct clarifies how elected officials will:

- Respect the municipality's decision-making process
- Engage in respectful interactions with other councillors, municipal staff, and members of the public.
- Be held accountable if a staff member or citizen has concerns about an elected official's actions

Administrative Procedure

The Administrative Procedure establishes the appropriate ways for admin staff to initiate and execute public engagement activities:

- Efficiently,
- Consistently, and
- Responsibly



SUPPORTING ELEMENTS THAT ENABLE PUBLIC ENGAGEMENT

Source: Emerge.

November 19 – Sundre Citizens on Patrol Board Meeting – Town Office

Currently the membership sits at 18 members, and there is the potential for 2-3 new members to be added to the team. The association received a grant from MVC that was used for social media advertising and decals for the patrollers vehicles to make them more visible when they are out in the Community.

November 20 – Red Deer River Strategic Planning Meeting – Via Zoom

November 23 – Regular Council Meeting – Via Teleconference

November 24 – Red Deer River Watershed Alliance, Fall Forum – Via Zoom

The theme for the forum this year was 'Targeting the conservation and restoration of riparian areas in the Medicine-Blindman Rivers watershed' featuring Dr Shari Clare from Fiera Biological Consulting. Her presentation described their new project to map the intactness(condition) of over 1700Kmo of riparian shoreline, and how the project provides essential information to Municipalities and other partners to help spatial target the conservation and restoration of riparian areas, protect source water and contribute to flood and drought resilience.

What are Riparian Habitats?

- Found along the edges of water bodies
- Influenced by terrestrial and aquatic processes
- Hydrology drives the physical, biological, and chemical processes in these areas.

Why are Riparian Areas Important?

- Recharge aquifers
- Filter water and increase water quality
- Trap and retain sediments
- Build and maintain streambanks
- Store flood water and reduce flood water energy
- Reduce and dissipate steam energy
- Approximately 2/3 of Canada's rare and endangered species use riparian habitats
- Over 80% of Alberta's bird species rely on aquatic and riparian habitats for all or part of their life cycle
- These areas also act as corridors for animal movements

The best guess in the Province is that there are ~236,000km of lake shoreline and ~1.2 million km of stream/river shoreline.

November 24 – Water Council, Water Futures Project Meeting 3 – Via Zoom

November 26 – Elected Official Education Program, Public Engagement – Via Zoom

Types of Decision-Making

Type of Decision	Associated Level of Engagement	Description	Outcome
Consultative	Consulting	The municipality is accountable for a decision that is either contentious or has the potential to disproportionately impact some people more than others.	The municipality makes the decision. It invites people to share ideas and input or, if a concept is already developed, provide feedback to help improve or refine it.

Deliberative	Involving	The municipality is accountable for a decision that is challenging or complex and may involve value trade-offs for its citizens	The municipality makes the decision. However, it wants the public's help thoroughly explore, analyze, and imagine new alternatives to help reach the best possible decision
Participatory	Collaborating	The municipality is accountable for the complex decision in which citizens have a high stake or vested interest in the decision-making process and the outcome	The municipality makes the decision. However, it is committed to a joint approach with the public to come up with, assess, and prioritize preferred solutions
Citizen-led	Empowering	Citizens see themselves as particularly invested in a community outcome and have the ability to take action	The municipality authorizes its citizens to make the decision. The citizens lead the process, and report back to the municipality



REQUEST FOR DECISION

COUNCIL DATE	December 21, 2020
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12

BACKGROUND/PROPOSAL:

Correspondence received by, and/or sent by Legislative Services during the period of December 7 to December 18, 2020.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence as information.

MOTION:

- 12.1** That the Town of Sundre Council accept the letter from the City of Cold Lake as information.
- 12.2** That the Town of Sundre accept the letter to Gas Alberta "Give Back Program 2020" as information.
- 12.3** That the Town of Sundre Council accept the Alberta Community Partnership – IC Council Resolution as information.
- 12.4** That the Town of Sundre Council accept the Parkland Regional Library Board meeting highlights as information.

ATTACHMENTS:

Copies of 12.1; 12.2; 12.3; 12.4

Date Reviewed December 15, 2020

CAO: Amie Nelson



City of Cold Lake

OFFICE OF THE MAYOR

December 3, 2020

Via Email health.minister@gov.ab.ca

Government of Alberta
Office of the Minister of Health
423 Legislature Bldg. 10800-97th Avenue
Edmonton, AB T5K 2B6

Attention: Honourable Tyler Shandro, Minister of Health

Dear Minister Shandro:

At the City of Cold Lake's regular Council meeting, held on November 24, 2020, City Council debated concerns being raised by our residents relating to access to the Government of Canada's "COVID-19 Alert" mobile application.

In the Cold Lake context, these concerns are exacerbated due to our proximity to the Province of Saskatchewan, the City of Cold Lake's position as an economic hub in the northeast, and the presence of CFB Cold Lake. Many Saskatchewan residents are using the federal COVID-19 contact/exposure alert application and come to our community to shop and access healthcare services. It is our hope that a solution may be found that would allow the Government of Alberta to enable the federal government's application, or to harmonize the Alberta tracing application with the federal one.

We understand that the "ABTraceTogether" was launched in May 2020 and the Government of Canada developed its "COVID-19 Alert" at a later date, and that this has caused concerns relating to provincial coordination and potential confusion between different applications.

Our Council feels that the Government of Alberta deserves much credit in its quick response, development, and deployment of its tracing application. Since inter-provincial travel and trade is critical to our economy and will be a large factor in our post COVID recovery, however, it is our hope that a Canada-wide solution can be implemented as soon as reasonably possible.

Although the federal government's application may have been late, it has the unique advantage of being able to trace contacts across the country. Our residents feel there are significant benefits a Canada-wide approach can bring to help safely strengthen interprovincial travel and trade.

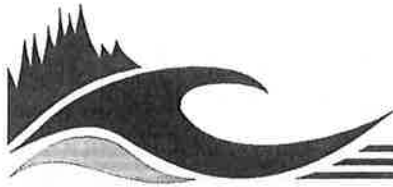
In response to our residents' concerns, Council passed the following resolution:

Moved by Councillor Vining that Council consider a letter to the Government of Alberta urging it to open access to the federal COVID-19 mobile app in Alberta.

WHEREAS Canada is in the midst of a global pandemic relating to the COVID-19 virus, during which health experts have expressed the need to be able to trace people who may have been exposed to the virus in an effort to break the cycle of infection; and

.../2

5513 - 48 Avenue, Cold Lake, AB T9M 1A1
Telephone (780) 594-4494 Fax (780) 594-3480
www.coldlake.com



OFFICE OF THE MAYOR

-2-

WHEREAS the Government of Canada has developed a nation-wide mobile application to assist with tracing efforts in response to the COVID-19 pandemic; and

WHEREAS as on November 4, 2020, eight (8) provinces and territories have opened the app for access within their jurisdictions and over 5 million Canadians have now downloaded the application.

NOW THEREFORE BE IT RESOLVED that the Council of the City of Cold Lake urges the Government of Alberta to enable the Government of Canada "COVID-19 Alert" application for Albertans.

And that a copy of this resolution be sent to the Honourable Jason Kenny Premier of Alberta, MLA David Hansen, opposition health critic MLA David Shepherd, the Alberta Urban Municipalities Association, and all municipalities within the Province of Alberta.

The City feels that the more Albertans who voluntarily download and use a tracing application capable of operating across all provinces, the quicker Albertans can react to information and assist with curbing the spread of the COVID-19 virus, which will assist in quicker economic recovery efforts.

The City of Cold Lake appreciates your leadership in these uncertain times and stands ready to assist in any way called upon.

And we remain,

Respectfully yours,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
The Honourable Jason Kenny, Premier of Alberta
The Honourable David Hanson, MLA Bonnyville-ColdLake-St. Paul Constituency
The Honourable David Shepherd, MLA Opposition Health Critic
Alberta Urban Municipalities Association (AUMA)
and all Municipalities within the Province of Alberta



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

December 8, 2020

Gas Alberta Inc.
Suite 350, 2618 Hopewell Place N.E.
Calgary, Alberta T1Y 7J7
Attn: Tracy Fong, Office Administrator

Via Email: tfong@gasalberta.com

RE: Gas Alberta "Gives Back Program 2020" Donation Recipient

Dear Ms. Fong,

The Town of Sundre Council passed the following motion at the Regular Council Meeting on December 7, 2020

Res. 307-07-12-20 MOVED by Councillor Wolfe that the Town of Sundre Council directs Administration to advise Gas Alberta that the funds from the Alberta Gas "Give Back Program 2020" allocated for Sundre in the amount of \$1,250 be donated to a local food bank.

Below is contact information for "Plus 1", a local food bank program administered by McDougal Chapel Sundre

Pastor Kent Janz
RR 1, Site 18, Box 8
Sundre, AB T0M 1X0
Chapel Ph: (403) 638-3503
Pastor's Cell: (403) 638-7357
Pastor's Email: pastorkent@mcdougalchapel.com

On behalf of Council, and our community, we are very pleased to be chosen as a recipient of these funds. We recognize that at times, our community members may need a "hand up", and the funds that Gas Alberta is providing to this worthwhile cause are greatly appreciated.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Cc : Town of Sundre Council
Operations Manager, Jim Hall
Pastor Janz, McDougal Chapel

Alberta Community Partnership – IC Council Resolution

- 1) Be it resolved that we authorize the TOWN OF SUNDRE
(Name of Municipality)

to participate in an application for the **2021 South Region Urban Orthophotography Project** submitted by the **Town of Fort Macleod** under the ***Intermunicipal Collaboration*** component of the ***Alberta Community Partnership Grant***, further

- 2) That the TOWN OF SUNDRE, a participant, agrees to
(Name of Municipality)
 abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

Town of Sundre, Regular Council Meeting, December 7, 2020

Support for ORRSC Ortho Grant Application

Res. 308-07-12-20

MOVED by Councillor Warnock that the Town of Sundre Council sign a resolution of support for the Oldman River Regional Commission's application for grant funding for a 2021 flyover to update the Town's ortho (aerial) photo; with the understanding that signing the resolution does not bind the Town of Sundre to the project, it simply shows support from Council to pursue the grant application.

CARRIED



Linda Nelson, CLGM, CTAJ, EMR
 Chief Administrative Officer

December 8, 2020

Date



PRLS BOARD TALK

Highlights of the Parkland Regional Library System Board Meeting

NOVEMBER 12, 2020

Organizational Meeting

Parkland's board has 8 new members. Board Members in attendance elected the new Executive Committee and Board Chair. Debra Smith was re-appointed Board Chair by acclamation.

Executive Committee

The Executive Committee has 3 new faces, along with returning members.

Debra Smith, Committee Chair (Village of Lougheed)

Bruce Gartside, (Village of Donalda)

Cindy Trautman, (Camrose County)

Heather Ryan, (Town of Olds)

Janine Stannard, (Town of Coronation)

Jas Payne, (Town of Sylvan Lake)

Jason Alderson, (Town of Rocky Mtn. House)

Kevin Ferguson, (Town of Ponoka)

Philip Massier, (Red Deer County)

Ray Olfert, (Town of Blackfalds)

2021 Budget Approval

As of the date of the board meeting, PRLS' 2021 budget was approved by 68.75% of the municipalities representing 71.84% of the population. A list detailing municipal approval has been sent to Parkland's board members and municipalities.

Advocacy Committee

There were no new volunteers for the Advocacy Committee. All the current members chose to remain on the committee for another year.

Gord Lawlor, Committee Chair – Town of Stettler

Barb Gilliat, Vice Chair – Village of Alix

Bill Rock – Village of Amisk

Cora Knutson – Town of Bentley

Deb Smith, Ex Officio – Village of Lougheed

Janine Stannard – Town of Coronation

Jeanny Fisher – Town of Daysland

Norma Penney – Village of Clive

Shannon Wilcox – Town of Carstairs

Stephen Levy – Town of Sedgewick

The newest advocacy tools from the committee include key messages, examples of supporting data, and sample elevator speeches. The committee has also settled on 3 regional key messages that they recommend board members adopt and use when talking about the library.

1. The library is a wise investment. We provide a very good financial return on investment.
2. The library supports the financial well-being of all citizens.
3. The library provides an important point of social connection that supports mental health.

The Advocacy Committee has also provided a dozen elevator speeches demonstrating how to deliver a key message with supporting facts in about 30 seconds. These examples will be posted on Parkland Library's Support Site.

New Building Update

Parkland took ownership of the new headquarters building on September 30th and rented the old headquarters for \$1 for the month of October from the new owners, the City of Lacombe, until the new building was ready for occupancy.

Moving occurred in a three-stage process over the month of October. The final move, which included the transfer of Parkland's network and staff operations, began on Friday, October 16th and were completed on Monday October 19th. By Tuesday the 20th, Parkland was in full operation.

The final hand-over of the old building to the City of Lacombe occurred on the afternoon of October 28th, thus ending the presence of Parkland Regional Library at the old address of 5404-56 Avenue in Lacombe. Staff are working to establish a date for the new Minister of Municipal Affairs to tour the new building.

Since Parkland cannot hold an open-house to celebrate the new headquarters due to restrictions resulting from the COVID-19 pandemic, staff are preparing a virtual tour that can be put on Parkland's website. The virtual tour will allow stakeholders to get a sense of the new building until an in-person event can be held at some point in the future.

Stronger Together Conference

The 2020 *Stronger Together* Virtual Conference was a tremendous success. This event was created in cooperation with Yellowhead Regional Library, The Peace Library System, and The Alberta Library (TAL). There were 1,155 registrants from across the globe with 730 live participants, as many as, or more than, the number of delegates normally attending the Alberta Library Conference. We are very pleased with the outcomes of this event and plan on a similar conference in 2021.

ALTA Board Alternate for Parkland

The Alberta Library Trustee Association (ALTA) represents the trustees from all ALTA member libraries in the province of Alberta.

Currently, the Parkland Region is represented by Bob Green from the Carstairs Municipal Library. At present they are looking for an Alternate Director from the region. The region includes the City of Red Deer. Bill Windsor from the Town of Didsbury volunteered to let his name stand to be an Alternate Director representing the Parkland Region on the ALTA Board. Parkland will submit his name to ALTA for consideration.

Board Meeting Dates for 2021

At present, Parkland is planning on holding board meetings virtually for 2021.

February 25 - Annual Report, Year in Review

May 20 - 2019 Financial Statements presented

September 16 - Budget presentation for 2021

November 18 - Organizational Meeting

2021 Alberta Library Conference

In the normal course of events, Parkland pays for three trustees, plus the Board Chair to attend the Alberta Library Conference. However, due to the COVID-19 pandemic, the conference has been cancelled for 2021.

Community News from Trustees

Stettler Public Library is holding a "Christmas Wine Survivor Raffle" virtual elimination draw at the beginning of December. Cost to join is \$20 per ticket plus a bottle of wine.

Board Members Present

Deb Smith, Gord Lawlor

Board Members Present via Zoom

Jason Alderson, Jackie Almberg, Lana Curle (Alternate for Rick Pankiw), Colleen Ebdon, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Bruce Gartside, Barb Gilliat, Jeanette Herle, Agnes Hoveland, Cora Knutson, Stephen Levy, Daryl Lougheed, Josephine McKenzie, Philip Massier, Ricci Matthews, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Jas Payne, Norma Penney, Rosella Peterman, Bill Rock, Heather Ryan, Sharolyn Sanchez (Alternate for Mike Yargeau), Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Bill Windsor, Mary Ann Wold, Bonita Wood, Mike Yargeau, Ann Zacharias

With Regrets

Dana Kreil, Blair Morton

Absent

Alison Barker-Jevne, Doreen Blumhagen, Glen Carrit, Bill Chandler, Amanda Derksen, Sandy Gamble, Clark German, Deborah Juch, Trudy Kilner, Lonnie Kozlinski, Sonia Temple, Sharon Williamson, Heidi Pierce

PRLS Staff

Ron Sheppard, Tim Spark, Donna Williams, Colleen Schalm, Kara Hamilton, Haley Amendt

Next Meeting: February 25, 2021

10:00 AM.

For more information or if you want a copy of the draft minutes from this board meeting, please contact PRLS.