



Regular Council Meeting
Town of Sundre Municipal Council Chambers
June 24, 2024
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 June 24, 2024
 - 3.2 Councillor Absence (if applicable)
4. **Adoption of Previous Minutes**
 - 4.1 June 10, 2024 Regular Meeting of Council Pg. 1
5. **Delegation:**
 - 5.1 RFD Elevated Escapes Pg. 6
 - 5.2 RFD Sundre Petroleum Operators Group Pg. 9
6. **Bylaws/Policies:**
 - 6.1 RFD Bylaw 2024-04 Eagle Ridge Area Structure Plan Amendment Pg. 10
 - 6.2 RFD Bylaw 2024-05 Land Use Redesignation Pg. 11
7. **Old Business:**
 - 7.1 RFD Scope Change Highway 27 Underground Project Pg. 14
 - 7.2 RFD Scope Change 2nd Avenue N.W. Project Pg. 15
8. **New Business:**
 - 8.1 RFD 2023 Capital Spending RSA Transfers Pg. 16
 - 8.2 RFD 1st Avenue N.W. Swale Capital Project Pg. 18
 - 8.3 RFD Sewer Flushing Equipment Pg. 19
 - 8.4 RFD Forrest Green Opportunity Pg. 20
9. **Administration:**
 - 9.1 RFD Departmental Reports May Pg. 22
 - 9.2 RFD Verbal Update Highway 27 Construction Pg. 55
 - 9.3 RFD CAO Verbal Report – Boardwalk Grand Opening Pg. 56
10. **Council Committee Reports:**
 - 10.1 RFD Council Reports, Mayor Warnock, Councillor Marr and Councillor Isaac Pg. 59
 - 10.2 RFD Council Key Messages Pg. 64
 - 10.3 RFD Deputy Mayor Rotation Pg. 66
11. **Council Invitations / Correspondence:**
 - 11.1 RFD Sundre Municipal Library Year End Financial Report Pg. 67
 - 11.2 RFD Bowen Daze Parade Pg. 74
12. **Closed Meeting:**
 - 12.1 Advice From Officials, *FOIPP Act, Section 24*
 - 12.2 Advice From Officials, *FOIPP Act, Section 24*
13. **Adjournment**

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Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
June 10, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 10, 2024, commencing at 6:00 p.m.

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

ABSENT: Councillor Paul Isaac

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Legislative Executive Assistant, Betty Ann Fountain

PUBLIC: 3, including Gale and Gary Henderson of 969 – 1 Avenue N.E.

PRESS: 1

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

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 186-10-06-24 MOVED by Councillor Vardas that the agenda be approved as amended as follows:
Defer Items 5.1 and 5.2 to the June 24th Regular Meeting of Council

CARRIED

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

ADOPTION OF THE PREVIOUS MINUTES:

Res. 187-10-06-24 MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on May 27, 2024, be approved as presented.

CARRIED

DELEGATION:

Request for Reimbursement

Res. 188-10-06-24

MOVED by Councillor Petersen that the Town of Sundre Council defer the decision for payment of the tree removal invoice and furthermore, direct administration to bring back to Council more than one (1) option to implement solutions to solve the natural water course issues and bring further information for full discussion of options available to the Town to the Fall Strategic Advisory Committee Session.

Opposed: Councillor Vardas, Councillor Marr

CARRIED

BYLAWS/POLICIES:

None

OLD BUSINESS:

None

NEW BUSINESS:

Tax Recovery Sale of Property

Res. 189-10-06-24

MOVED by Councillor Marr that the Town of Sundre Council accept the report from the Director of Corporate Services as information.

CARRIED

Tax Recovery Sale of Property – Roll 537.000

Res. 190-10-06-24

MOVED by Councillor Dalke that the Town of Sundre Council moves to set a reserve bid of **\$202,000** for **Lot 6, Block F, Plan 8542GM, Sundre, AB**, and furthermore;

The property identified by **Roll No. 537.000** will be offered for sale by public auction, at the Town Office on **October 23rd, 2024 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

CARRIED

Tax Recovery Sale – Roll 1014.000

Res. 191-10-06-24

MOVED by Councillor Anderson that the Town of Sundre Council moves to set a reserve bid of **\$130,000** for **Lot 1, Block 6, Plan 1589GY, Sundre AB**, and furthermore;

Initials

The property identified by **Roll No. 1014.000** will be offered for sale by public auction, at the Town Office on **October 23rd, 2024 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

CARRIED

Tax Recovery Sale – Roll 1636.000

Res. 192-10-06-24

MOVED by Councillor Marr that the Town of Sundre Council moves to set a reserve bid of **\$230,000** for **Lot 37, Block 3, Plan 8010730, Sundre, AB**, and furthermore;

The property identified by **Roll No. 1636.000** will be offered for sale by public auction, at the Town Office on **October 23rd, 2024 at 9:00 a.m.**, with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.

CARRIED

*Mayor Warnock called a 5 minute recess at 6:54 p.m.
Mayor Warnock reconvened the meeting at 7:00 p.m.*

2024 Q1 Financial Reports

Res. 193-10-06-24

MOVED by Councillor Anderson that the Town of Sundre Council accept the Q1 2024 Quarterly Financial Reports, as information.

CARRIED

Intermunicipal Collaboration Framework Agreement Extension (ICF)

Res. 194-10-06-24

MOVED by Councillor Anderson that the Town of Sundre accept the request for an extension for review and renegotiation of the current ICF Master Agreement as requested by Mountain View County.

CARRIED

Travel Alberta Grant

Initials

Res. 195-10-06-24 MOVED by Councillor Petersen that the Town of Sundre Council accept the verbal report from the CAO as information.
CARRIED

ADMINISTRATION: **Update Highway 27 Construction**

Res. 196-10-06-24 MOVED by Councillor Dalke that the Town of Sundre Council accept the CAO’s verbal report on the status of the Town of Sundre’s Highway 27 Infrastructure Upgrade project as information.
CARRIED

COUNCIL COMMITTEE
REPORTS:

None

COUNCIL KEY MESSAGE:

None

COUNCIL INVITATIONS /
CORRESPONDENCE:

Council Invitation, 2024 West Country Cruiser Car Show

Res. 197-10-06-24 MOVED by Councillor Marr that the Town of Sundre Council accepts the invitation for Mayor Warnock or designated representative to participate and present the “Mayor’s Choice Award” for best in show, at the 5th Annual Sundre Canada Day Car Show on June 30, 2024 at 2:30 p.m. at the Sundre Rodeo Grounds
CARRIED

Parkland Regional Library System

Res. 198-10-06-24 MOVED by Councillor Dalke that the Town of Sundre Council accept the Parkland Regional Library System’s, May 16, 2024 Draft Board Meeting Minutes and the 2023 Return on Investment document as information.
CARRIED

CLOSED MEETING:

Res.199-10-06-24 MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:33 p.m.

Mayor Warnock called a recess at 7:33 p.m.
Mayor Warnock reconvened the closed meeting at 7:38 p.m.

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

Topic of Closed Meeting

12.1 Advice from Officials, FOIPP Act, Section 24

_____ Initials

Res. 200-10-06-24

MOVED by Councillor Dalke that Council return to an open meeting at 8:02 p.m.

CARRIED

ADJOURNMENT

Res. 201-10-06-24

MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:03 p.m.

CARRIED

These Minutes approved this 24th Day of June 2024.



Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT Delegation: Elevated Escapes
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 5.1

BACKGROUND/PROPOSAL:

Elevated Escapes offers unique, luxury camping stays in various locations across Alberta and British Columbia. Glamping packages include beds, linens, luxury furnishings, solar lights, a propane stove, a cooking kit, a picnic table, and a rain gazebo. Everything is ready for guests upon arrival for a hassle-free, authentic camping experience.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal presentation.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from the Elevated Escapes representative.

MOTION:

That the Town of Sundre Council accept the presentation from the Elevated Escapes representative as information.

ATTACHMENTS:

5.1a_Pictures

Date Reviewed: June 18, 2024	CAO: <i>Amida Nelson</i>
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Elevated Escapes







REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	Delegation: Sundre Petroleum Operators Group
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.2

BACKGROUND/PROPOSAL:

Sundre Petroleum Operator's Group (SPOG) has requested to address Council regarding the 2024 Neighbours Day event.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal presentation.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 2, Community Wellness

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from SPOG.

MOTION:

That the Town of Sundre Council accept the presentation from Sundre Petroleum Operators Group as information.

ATTACHMENTS:

None

Date Reviewed: June 18, 2024	CAO: <i>Linda Nelson</i>
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REQUEST FOR DECISION

COUNCIL DATE: June 24, 2024
SUBJECT: Bylaw 2024-04 Eagle Ridge Area Structure Plan (ASP) Amendment
ORIGINATING DEPARTMENT: Planning and Development
AGENDA ITEM: 6.1

BACKGROUND/PROPOSAL:

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

DISCUSSION:

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

ALIGNMENT WITH STRATEGIC PLAN:

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

ADMINISTRATION RECOMMENDATIONS:

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

MOTION:

That the Town of Sundre Council give First Reading To Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised ASP as pended to Schedule "A" of Bylaw 2024-04, and further;

That the Town of Sundre Council set a Public Hearing date for Bylaw 2024-04 for July 15, 2024.

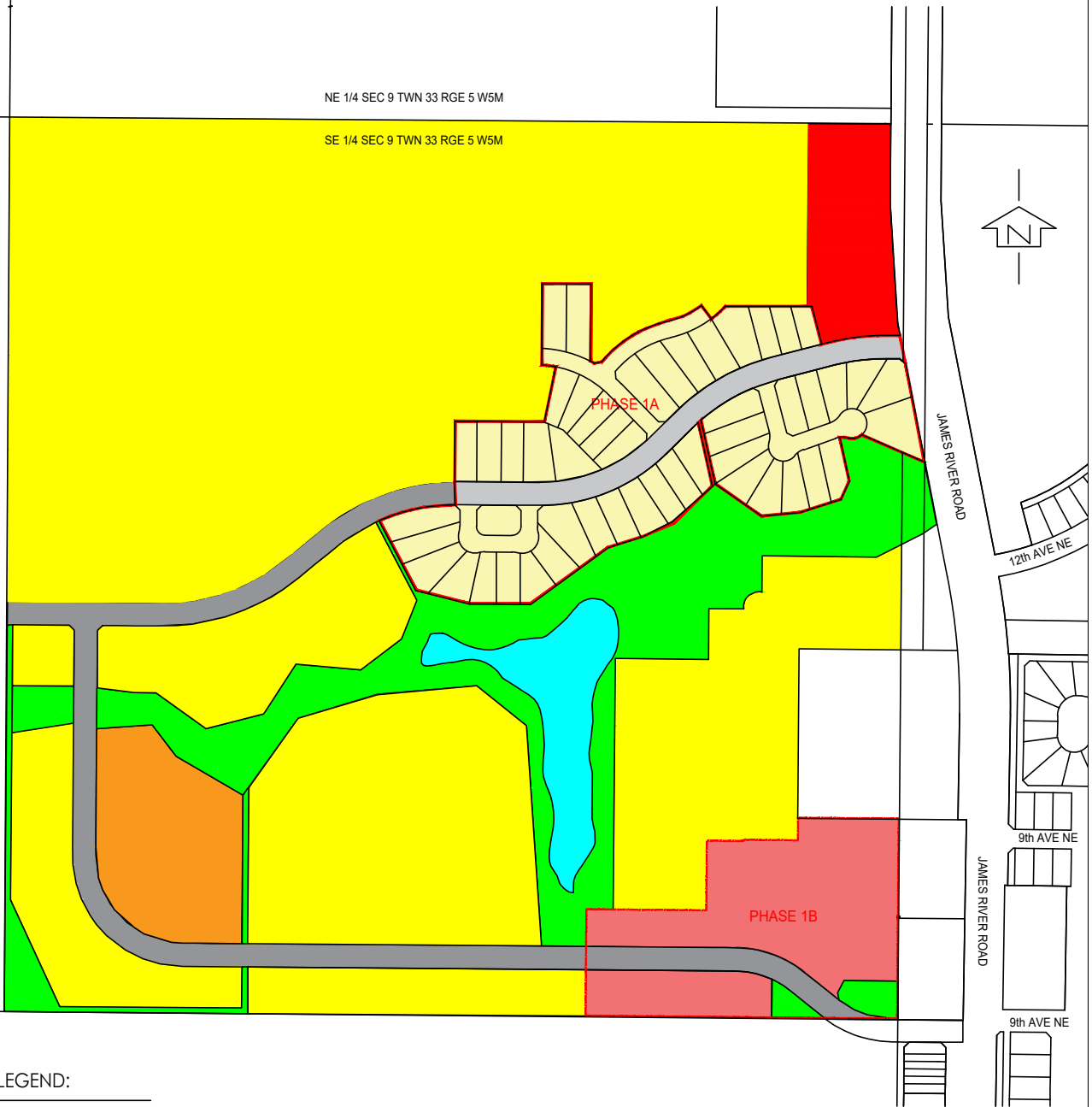
Attachment: Figure 3 Land Use Concept

Date Reviewed: June 18, 2024








CAO: Linda Nelson

NE 1/4 SEC 9 TWN 33 RGE 5 W5M

SE 1/4 SEC 9 TWN 33 RGE 5 W5M



LEGEND:

-  R2 GENERAL RESIDENTIAL DISTRICT
-  LOW DENSITY HOUSING (SINGLE FAMILY, SEMI DETACHED)
-  MEDIUM DENSITY HOUSING (TOWNHOUSES, ROW HOUSING)
-  COMMERCIAL
-  MUNICIPAL RESERVE
-  STORM POND
-  COLLECTOR ROAD

EAGLE RIDGE ASP

LAND USE CONCEPT
FIGURE 3



REQUEST FOR DECISION

COUNCIL DATE: June 24, 2024
SUBJECT: Bylaw 2024-05 to Amend Land Use Bylaw 2018-10 District Map
ORIGINATING DEPARTMENT: Planning and Development
AGENDA ITEM: 6.2

BACKGROUND/PROPOSAL:

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

DISCUSSION:

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

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

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

MOTION:

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

That the Council of the Town of Sundre set a Public Hearing for Bylaw 2024-05 on July 15, 2024.

Attachments: Key Map and Bylaw 2024-05

Date Reviewed: June 18, 2024

CAO: *Linda Nelson*



**TOWN OF SUNDRE
BYLAW NO. 2024-05**

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

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

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

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

READ A FIRST TIME this 24th day of June, 2024

PUBLIC HEARING HELD this _____ day of _____ 2024

READ A SECOND TIME this _____ day of _____ 2024

READ A THIRD AND FINAL TIME this _____ day of _____ 2024

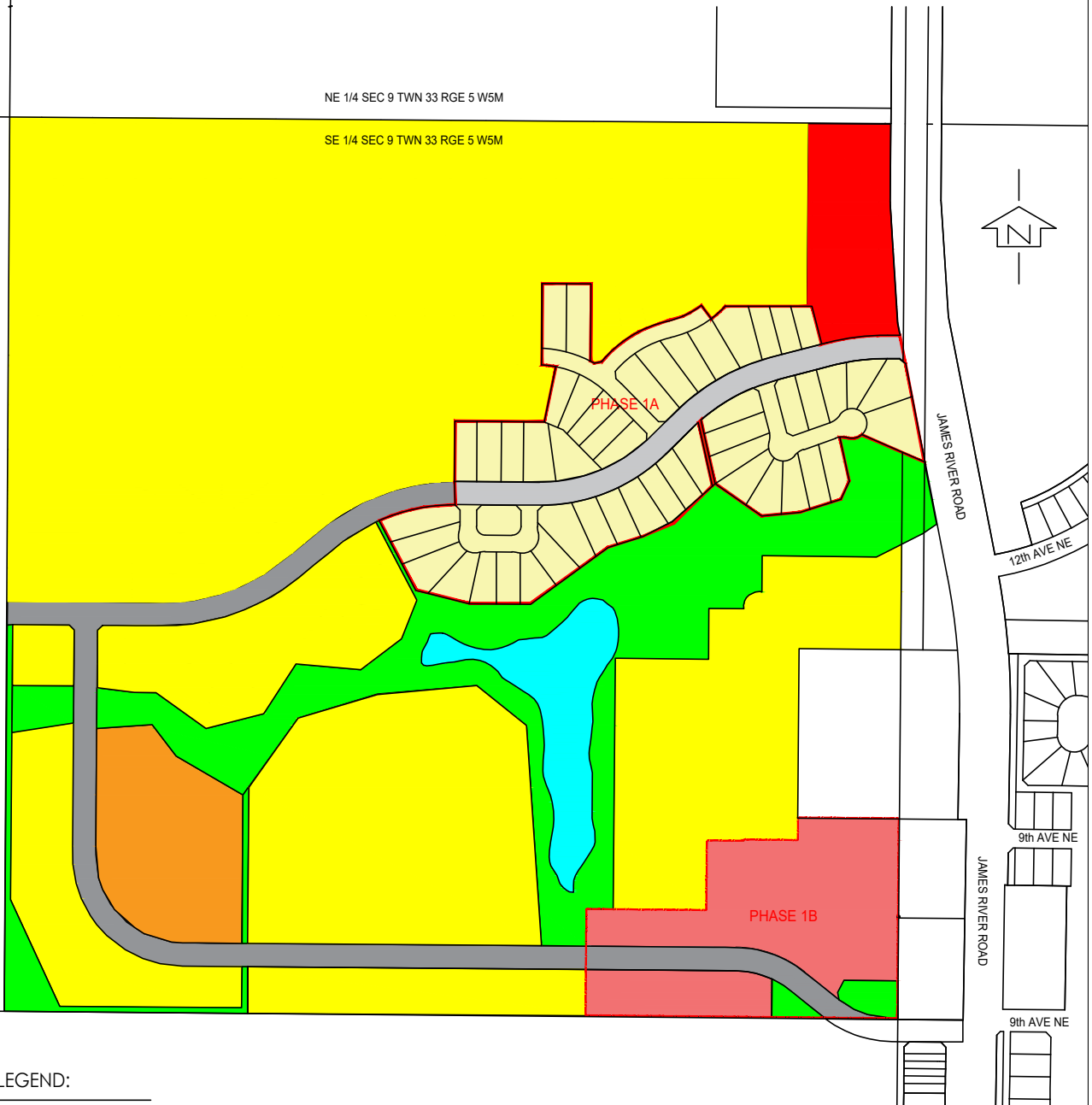
MAYOR

CHIEF ADMINISTRATIVE OFFICER








SCHEDULE "A"

NE 1/4 SEC 9 TWN 33 RGE 5 W5M

SE 1/4 SEC 9 TWN 33 RGE 5 W5M



LEGEND:

-  R2 GENERAL RESIDENTIAL DISTRICT
-  LOW DENSITY HOUSING (SINGLE FAMILY, SEMI DETACHED)
-  MEDIUM DENSITY HOUSING (TOWNHOUSES, ROW HOUSING)
-  COMMERCIAL
-  MUNICIPAL RESERVE
-  STORM POND
-  COLLECTOR ROAD

EAGLE RIDGE ASP

LAND USE CONCEPT FIGURE 3



REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	RFD Scope Change Highway 27 Underground Project
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

The Town of Sundre's Highway 27 Infrastructure Upgrade Project is progressing and nearing completion, and staff are recommending changes to the scope of the project that will not impact the budget.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Staff have identified an area that requires immediate attention. The water line at 3rd Street SW that connects to the highway main between Original T's and the Flower Shop has reached the end of life and needs replacement. The section is approximately 100 metres in length and is the last piece of cast iron in this area. Replacement of this critical infrastructure will assist in reducing our water leaks.

Additionally, with the additional traffic on Centre Street the roadway has eroded substantially. This road was in the que for repairs, however the spray patch equipment will not be available until August, and the road needs repair prior to that date. Staff are recommending that the roadway on Centre Street North be repaired as part of a change of scope, with no impact to the budget.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

COST ANALYSIS:

N/A

ADMINISTRATION RECOMMENDATIONS:

That Council support the change of scope to the Highway 27 Underground infrastructure replacement project.

MOTION:

That Council support the change of scope to the Highway 27 Underground infrastructure replacement project.

Date Reviewed: June 18, 2024

CAO: *André Néron*



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT RFD 2nd Avenue N.W. Project Scope Change
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 7.2

BACKGROUND/PROPOSAL:

The Town of Sundre's upgrading project for 2nd Avenue N.W. is nearing completion. The water looping portion of the project is complete and additional tasks such as access road gravelling, gates and grass seeding are complete. In addition, the sidewalks have been installed on the south side of 2nd Avenue NW.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Staff are recommending a change of scope to include a manhole south of the arena parking lot, and north of the West Country Seniors Centre to address ongoing sanitary sewer issues with the West Country and Arena sanitary sewer line. Replacing this manhole will also allow staff to properly maintain this line and prevent future blockages and backups. There is no impact to the budget.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 4, Supportive Infrastructure, and Pillar 5, Sustainable and Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

That Council support the change of scope to the 2nd Avenue N.W. Underground Infrastructure Replacement and Surface Improvement project.


COST ANALYSIS:

N/A

MOTION:

That Council support the change of scope to the 2nd Avenue N.W. Underground Infrastructure Replacement and Surface Improvement project.

Date Reviewed: June 18, 2024

CAO: 



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT 2023 Capital Spending RSA Transfers
ORIGINATING DEPARTMENT Corporate Services
AGENDA ITEM 8.1

BACKGROUND/PROPOSAL:

All transfers in to or out of Restricted Surplus Accounts (RSAs) require a motion of Council. To ensure proper accountability, unspent funds from completed capital projects should be returned to the respective RSA and permissible over-expenditures should be accounted for.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council

ALIGNMENT WITH STRATEGIC PLAN

Pillar 5: Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council transfer the unspent or additional funding as outlined in each of the separate 4 motions.

MOTION(s):

The Town of Sundre Council approves the transfer of \$1,435 to the Municipal Lifecycling RSA in unspent funding for the CPO AFRRACS Radio capital project.

The Town of Sundre Council approves the transfer of \$1,129 to the Municipal Lifecycling RSA in unspent funding for the Unit 110 (2002 GMC) capital project.

The Town of Sundre Council approves the transfer of additional funding in the amount of \$10,640 from the Municipal New Project RSA for the Permanent Outdoor Rink capital project.

The Town of Sundre Council approves the transfer of additional funding in the amount of \$1,000 from the Municipal Lifecycling RSA for the Arena Dehumidifier capital project.

Attachment: 8.1a Capital Spending RSA Transfers

Date Reviewed: June 18, 2024

CAO: *Aminda Nelson*



REPORT TO COUNCIL

COUNCIL DATE: June 24, 2024
SUBJECT: 2023 Capital Spending RSA Transfers
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.1a

BACKGROUND/PROPOSAL:

All transfers in to or out of Restricted Surplus Accounts (RSAs) require a motion of Council. To ensure proper accountability, unspent funds from completed capital projects should be returned to the respective RSA and permissible over-expenditures should be accounted for.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Utilizing the December 31, 2023 Capital Project Listing, previously included with the Q4 2023 Quarterly Financial Reporting, completed capital projects with remaining funding have been identified for transfer back to the respective RSA. As well, additional funding requests are presented for permissible over-expenditures on identified projects. Small dollar variances, less than \$1,000, are not identified for transfer. Projects funded through grant sources are not identified for transfer as those are captured through the grant process and only expended funds are reported. In addition, projects identified as “cancelled” typically have the full approved amount returned to RSA but may be re-submitted for approval in future capital planning, pending alignment with Council’s Strategic Priorities. A separate motion will be required for each capital project transfer.

- 1) Project #CPO22-01 – CPO AFRRACS Radio – Budget of \$12,500; actual costs of \$11,065; return \$1,435 to Municipal Lifecycling RSA
- 2) Project #PKS23-01 – Unit 110 (2002 GMC) – Budget of \$67,500; actual costs of \$66,371; return \$1,129 to Municipal Lifecycling RSA
- 3) Project #CS23-01 – Permanent Outdoor Rink – Budget of \$362,500; actual costs of \$373,140; additional funding of \$10,640 from Municipal New Project RSA
- 4) Project #CS23-03 – Arena Dehumidifier – Budget of \$92,500; actual costs of \$93,500; additional funding of \$1,000 from Municipal Lifecycling RSA

ALIGNMENT WITH STRATEGIC PRIORITIES:

Pillar 5: Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council transfer the unspent or additional funding as outlined in the motions.

COSTS/SOURCE OF FUNDING: N/A



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT 1st Ave NW Swale Capital Project
ORIGINATING DEPARTMENT Corporate Services
AGENDA ITEM 8.2

BACKGROUND/PROPOSAL:

The existing stormwater management along 1st Ave NW requires updating with concrete swales to remediate current drainage issues. 1st Ave NW will be a designated detour route during Alberta Transportation and Economic Corridors (TEC) construction on Hwy 27 in 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

It has been identified by the Projects Manager that we are currently seeing storm water drainage issues along 1st Ave NW, as the existing swales are no longer functioning properly. This would not be an immediate issue except for the anticipated use of 1st Ave NW as a detour route during 2025 construction. Without proper drainage, the additional lift to be applied to the asphalt has the potential to create substantially more pooling.

The project would entail inserting concrete swales on both the north and south sides of 1st Ave NW, across 2nd, 3rd and 4th Streets. A quote has been obtained and it is estimated the project will cost \$100,000 with funding to be drawn from the Municipal New Project RSA.

Replacing the swales, with concrete options, prior to TEC construction will allow for proper drainage while the additional lift is in place as well as providing a proper tie-in point once the road is remediated by TEC at the end of their project.

ALIGNMENT WITH STRATEGIC PLAN

Pillar 4: Supportive Infrastructure
Pillar 5: Sustainable & Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council approve a budget of \$100,000 for the 1st Ave NW Swale Capital Project with funding to be drawn from the Municipal New Project RSA.

MOTION:

That the Town of Sundre Council approve a budget of \$100,000 for the 1st Ave NW Swale Capital Project with funding to be drawn from the Municipal New Project Restricted Surplus Account.

Date Reviewed: June 18, 2024

CAO 



REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	RFD Sewer Flushing Equipment
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

The Water/Wastewater Department is requesting the purchase of Sewer Flushing equipment to facilitate ongoing proactive infrastructure maintenance which will extend the life of our critical infrastructure, and address underground sewer issues as they arise.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This equipment was discussed at the Spring Strategic Planning session and was anticipated for the 2025 capital budget, however, administration is requesting that this equipment be brought forward for purchase in 2024 to help with regular maintenance, such as clearing blockages and flushing valves, and to assist with areas where there are grade issues. The department has started a rigorous maintenance program, and the sewer flushing equipment will form part of the program.

ALIGNMENT WITH STRATEGIC PLAN

This items aligns with Council's Strategic Plan under Pillar 4, Supportive Infrastructure, and Pillar 5, Sustainable and Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

That Council approve the purchase of a Spartan Elite Soldier trailer towable hydro jetter at a cost of \$85,000.00.

COST ANALYSIS:

Administration has received a quote of \$85,000.00, with the equipment available for pickup in 8 to 10 days. It is anticipated that there will be some operating savings in contracted services costs.

MOTION:

That the Town of Sundre Council approve the purchase of a Spartan Elite Soldier trailer towable hydro jetter at a cost of \$85,000.00, with funds being drawn from the Municipal New Project Restricted Surplus Account.

Date Reviewed: June 18, 2024

CAO: Amie Nuber



REQUEST FOR DECISION

COUNCIL DATE: June 24, 2024
SUBJECT: RFD Forrest Green Opportunity
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 8.4

BACKGROUND/PROPOSAL:

Members of Council and administration attended the Federation of Canadian Municipalities (FCM) Conference in Calgary from June 6 – 9, 2024. One of the features of FCM is a Trade Fair which hosts many vendors from across Canada offering a variety of services to municipalities.

DISCUSSION:

Forrest Green is proposing an alternative “no-cost” way to provide non-vulnerable police record checks to our community while receiving compensation in return. Forrest Green would partner with the Town of Sundre to reduce RCMP administrative workloads by providing an online portal for residents to apply conveniently and securely through a trusted police service in our region. This no-cost solution would provide a new revenue stream to the Town of Sundre.

ALIGNMENT WITH STRATEGIC PLAN

Item aligns with Council’s Strategic Plan under Pillar 5 Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council invite a representative of Forrest Green to attend a Council Meeting virtually to learn more about this opportunity.

MOTION:

That the Town of Sundre Council direct administration to invite a representative to attend a Council meeting (virtually) to learn more about this opportunity.

OR

At Council’s discretion

Attachment: June 17, 2024 Email

Date Reviewed: June 18, 2024

CAO: *Anda Nelson*

From: Brandon Guilmette <brandon@forrestgreen.com>
Date: June 17, 2024 at 7:10:13 AM MDT
To: linda.n@sundre.com, richard.w@sundre.com
Cc: Clive Weighill <clive@forrestgreen.com>
Subject: **Forrest Green FCM Opportunity for your Municipality**

Good morning Mayor Warnock and CAO Nelson,

On behalf of Forrest Green, I would like to thank you for attending our booth at the Federation of Canadian Municipalities (FCM) conference in Calgary last week. Forrest Green is the market leader for providing virtual front counters to police services conducting police record checks. We currently support over 60% of municipal police services coast-to-coast.

During our quick discussion with you in Calgary, we provided an option for your Municipality, currently being policed by the RCMP, to have an alternative no-cost way to provide non-vulnerable police record checks to your community while receiving compensation in return.

We would be pleased to partner with your municipality to reduce RCMP administrative workloads by providing an online portal for residents to apply conveniently and securely through a trusted police service in your region. This no-cost solution would provide a new revenue stream to your Municipality.

We would enjoy the chance to meet with your team virtually to discuss the partnership details and answer any questions that may arise.

I will phone your team within a week, what date and time work best for you?

Brandon Guilmette (he/him)

Forrest Green

Director of Operations

125 Acacia Ave Ottawa ON K1M 0R2

Phone: (613) 207-3541

Email: bguilmette@forrestgreen.com

On Behalf of,

Clive Weighill C.O.M.

Vice President, Western Canada

Regina Saskatchewan Office

clive@forrestgreen.com

(639) 477-0232



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT May 2024 Departmental Reports
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 9.1

BACKGROUND/PROPOSAL:

The following Departmental Reports for May 2024 are provided to Council for their review and information:

- a) Chief Administrative Officer
- b) Fire Chief
- c) Community Development
- d) Community Peace/Bylaw Officer
- e) Operations
- f) Economic Development

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Report by CAO.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

That Council accept the May 2024 Departmental Reports as information.

MOTION:

That the Town of Sundre Council accept the May 2024 Departmental Reports as information.

ATTACHMENTS:

May Departmental Reports

Date Reviewed: June 18, 2024

CAO: *Andre Nub*

	#/D/M/Y	January 08, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
001	08-01-24	MOVED by Councillor Vardas that the Agenda be approved as amended as follows: Add 13.4 Confidential Evaluations FOIPP Act s. 19		
002	08-01-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on December 18, 2023, be approved as presented.		
003	08-01-24	MOVED by Councillor Dalke that the Town of Sundre Council directs administration to commence the planning of proactive drought measures and provide further updates	Legislative Services / Corporate Services	Pending Appendix #1
004	08-01-24	MOVED by Councillor Petersen that the Town of Sundre Council grant the extension for the use of the 2023 Grants to Organizations funding to Suds and Sundries to purchase and install a store	Legislative Services	Completed Appendix #2
005	08-01-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Minister of Municipal Affairs as information		Appendix #3
006	08-01-24	MOVED by Councillor Marr that the Town of Sundre accept the letter to the Sundre & District Museum as information		Appendix #4
007	08-01-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter to the Town of Olds as information. Opposed: Councillor Anderson		Appendix #5
008	08-01-24	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 6:42 p.m.		
<i>Mayor Warnock called a 5 minute recess at 6:42 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 6:47 p.m.</i>				
009	08-01-24	MOVED by Councillor Anderson that Council return to an open meeting at 8:20 p.m.		
010	08-01-24	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:21 p.m.		
	#/D/M/Y	January 22, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
011	22-01-24	MOVED by Councillor Vardas that the agenda be approved as amended as follows: Add to New Business: 8.1 RFD Mid-Sized Towns Mayor's Caucus		
012	22-01-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on January 8, 2024, be approved as presented.		
013	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation by Karen Fahrlanders, Board Member of the Red Deer River Watershed Alliance, as information.		
014	22-01-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the membership in the Mid-Sized Towns Mayor's Caucus as per the Terms of Reference and agrees to pay the \$250	Legislative Services	Completed Appendix #6
015	22-01-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the Community Peace Officer's annual report as information		
016	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the December and 2023 Year-End Departmental Reports as information.		
017	22-01-24	MOVED by Councillor Petersen that the Town of Sundre Council accept Mayor Warnock's report for December 2023 as information.		
018	22-01-24	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report for October, November, and December 2023 as information.		
019	22-01-24	MOVED by Councillor Isaac that the Town of Sundre accept the Key Messages of Council for the Year 2023 as information.		
020	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 7:27 p.m.		
<i>Mayor Warnock called a 5 minute recess at 7:27 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 7:32 p.m.</i>				
021	22-01-24	MOVED by Councillor Petersen that Council return to an open meeting at 8:05 p.m.		
022	22-01-24	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:05 p.m.		
	#/D/M/Y	February 12, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
023	12-02-24	MOVED by Councillor Dalke that the agenda be approved as presented		
		<i>Councillor Absence: Councillor Chris Vardas notified CAO in compliance of 14.6 of Council's Procedural Bylaw</i>		
024	12-02-24	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held January 22, 2024, be approved as presented.		
025	12-02-24	MOVED by Councillor Dalke that the Minutes of the Special Closed Council Meeting of Council held on February 5, 2024, be approved as presented		
026	12-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the RCMP Detachment 3rd Quarter Sundre Provincial Community Report as presented by NCO i/c Sgt. Trent Sperlie, as information		

027	12-02-24	MOVED by Councillor Anderson that the Town of Sundre Council support the CAO's approval of the budget adjustment in the amount of \$10,691.00 for a total purchase price of \$175,691.00, with the additional fund of \$10,691.00 drawn from the Municipal New Restricted Surplus Account		
028	12-02-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation regarding the Town of Sundre Design Guidelines as information		
029	12-02-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:42 p.m.		
<i>Mayor Warnock called a 5 minute recess at 6:42 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 6:48 p.m.</i>				
<i>The following were in attendance for the closed meeting session: Staff: Chief Administrative Officer Linda Nelson, Betty Ann Fountain, Admin. Support; Fire Chief Ross Clews, Captain Nicole Toth, Lt. Daniel Corbett</i>				
<i>Topic of Closed Meeting, 13.1 Advice from Officials, FOIPP Act, Section 24</i>				
<i>Members of Sundre Fire Department left the closed meeting at 7:30 p.m.</i>				
<i>Topic of Closed meeting, 13.2 Advice from Officials, FOIPP Act, Section 24</i>				
<i>Admin. Support left the closed meeting at 7:48 p.m.</i>				
030	12-02-24	MOVED by Councillor Anderson that Council return to an open meeting at 8:20 p.m.		
031	12-02-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:20 p.m.		
	#/D/M/Y	February 26, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
		Guests Attending: The Honourable Jason Nixon, Minister of Seniors, Community and Social Services, to present the Long Service Medals to members of Sundre Fire Department and Ms. Jody Mercier-Layden, Constituency Manager, Rimbey-Rocky Mountain House-Sundre		
032	26-02-24	MOVED by Councillor Dalke that the agenda be approved as presented		
		Councillor Absence: Councillor Paul Isaac notified CAO in compliance of 14.6 of Council's Procedural Bylaw		
033	26-02-24	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on February 12, 2024, be approved as presented		
034	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council give heart-felt thanks to the members of Sundre Fire Department for their exemplary commitment to provide fire services		
035	26-02-24	MOVED by Councillor Marr that the Town of Sundre approve the 10th Street S.W. Agreement between the Town of Sundre and Mountain View County as presented	Leg. Services - Notice to MVC	Completed
036	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Fire Sub-Agreement between the Town of Sundre and Mountain View County as presented	Leg. Services - Notice to MVC	Completed
037	26-02-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the revised 2024 Council Meeting Calendar to reflect the revisions for the Council Spring Open House date from Thursday, March 21 to Tuesday, March 19 and the Council Fall Open House date from Thursday, September 12 to Tuesday, September 10	Leg. Services - Update calendar & circulate	Appendix #7 COMPLETED
038	26-02-24	MOVED by Councillor Dalke that the Town of Sundre Council proclaim March 26, 2024 as "Purple Day" in the Town of Sundre	Leg. Services - Notice to Public	Appendix #8 COMPLETED
039	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the January 2024 Departmental Reports as information		
040	26-02-24	MOVED by Councillor Marr that the Town of Sundre Council accept Mayor Warnock's report for January 2024 as information		
041	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac's report for January 2024 as information		
042	26-02-24	MOVED by Councillor Vardas that the Town of Sundre Council accept the Key Messages of Council for the month of January 2024 as information		
043	26-02-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:37 p.m.		
<i>Mayor Warnock called a 5 minute recess at 6:37 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 6:45 p.m.</i>				
<i>Manager Operations, Jim Hall joined the Closed Session of Council at 6:55 p.m.</i>				
<i>Manager Operation, left the Closed Session of Council at 7:05 p.m.</i>				
<i>Director Corporate Services, Chris Albert left the Closed Session of Council at 7:35 p.m.</i>				

044	26-02-24	MOVED by Councillor Dalke that Council return to an open meeting at 7:54 p.m.		
045	26-02-24	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 7:55 p.m.		
	#/D/M/Y	March 11, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
046	11-03-24	MOVED by Councillor Vardas that the agenda be approved as amended as follows: 1. CHANGE 8.2 Replace dissolution with withdraw from MAP; 2. ADD 8.3 RFD Acceptance of proposed Resolutions to Alberta Municipalities Spring Caucus, March 14 & 15, 2024; 3. REMOVE 13.1 Closed Meeting		
		<i>Councillor Anderson notified CAO in compliance with 14.6 of Council's Procedural Bylaw that he will be joining the meeting by phone</i>		
047	11-03-24	MOVED by Councillor Isaac that the Minutes of the Regular Council Meeting of Council held on February 26, 2024, be approved as presented		
048	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council thank the Property Owner of 940 main Avenue East for brining forward his concerns to Council and accept the presentation		
		<i>CAO invited Community Peace Officer to provide Council with statistical information regarding vehicle speed tracking for a 2-week period on Highway 27 westbound</i>		
049	11-03-24	MOVED by Councillor Vardas that the Town of Sundre council approve the Grants to Organizations funding for GNP (Sundre Seniors Connection) in the amount of \$2,000	Legislative Services	Appendix 9 - 33 COMPLETED
050	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Crude Energy in the amount of \$3000; <i>Opposed: Councillor Vardas, Councillor Isaac</i>	√	√
051	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Kiwanis Music Festival in the amount of \$500	√	√
052	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for the Children's Emporium in the amount of \$3,000	√	√
053	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for The Slingshot Garage in the amount of \$1,000	√	√
054	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations fundin for Sundre Grad Committee in the amunt of \$1,200; <i>Opposed: Councillor Dalke</i>	√	√
055	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Pickleball in the amount of \$0.00	√	√
056	11-03-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations funding for Adam's Army Charitable Foundation in the amount of \$1,500 for 2024	√	√
057	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Community Choir & Handbells in the amount of \$500	√	√
058	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for West Country Cruisers in the amount of \$1,500	√	√
059	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Aquaplex in the amount of \$0.00	√	√
060	11-03-24	MOVED by Councillor marr that the Town of Sundre Council approve the Grants to Organizations funding for Alberta Wildlife Conservation in the amount of \$0.00	√	√
061	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Citizens on Patrol Association (SCOPA) in the amount of \$0.00; <i>Opposed: Councillor Dalke</i>	√	√
062	11-03-24	MOVED by Councillor Petersen that theTown of Sundre Council approve the Grants to Organizations funding for Sundre Day Care in the amount of \$0.00	√	√
063	11-03-24	MOVED by Councillor Petersen that theTown of Sundre Council approve the Grants to Organizations funding for Mainavekidzclub in the amount of \$1,000	√	√
064	11-03-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Historical Society / Museum in the amount of \$3,400	√	√
065	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations funding for Rockit Vocal Studio Music Weekend in the amount of \$0.00	√	√
066	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Bluegrass Music Society in the amount of \$2,000	√	√
067	11-03-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Library in the amount of \$140	√	√
068	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for The DEN S.Y.C. in the amount of \$1,000; <i>Opposed: Coumcillor Isaac, Councillor Marr</i>	√	√
069	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Search & Rescue in the amount of \$0.00; <i>Opposed: Councillor Dalke</i>	√	√
070	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for 306 Sports Society / Sundre Karate Club in the amount of \$0.00	√	√
071	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Mountain View Trading Post in the amount of \$0.00	√	√
072	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Broncs, Bulls & Wagons in the amount of \$3,000	√	√

073	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Rodeo & Race Associations in the amount of \$5,000	√	√
074	11-03-24	MOVED by Councillor Petersen that the Town of Sundre agree to withdraw from the Municipal Area Partnership (MAP) Committee and that the remaining funds of \$23,917.21 in the MAP Account be distributed based on the same ratio contributions that were made to the fund; and futher, that Mountain View County will retain 40% of the funds totaling \$9,566.88 and distribute the remaining funds to the member Municipalities	√	Appendix #34 COMPLETED
075	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council support Mayor Warnock's "yes" vote to the two Resolutions to Alberta Municipalities Spring Caucus, March 14 & 15, 2024		
076	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Administration's verbal report as information		
077	11-03-24	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:33 p.m.		
	#/D/M/Y	March 25, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
078	25-03-24	MOVED by Councillor Isaac that the agenda be approved as amended as follows: <i>Amend Bylaw 2024-02 "Council Committee Bylaw", Schedule "F" under Composition of Committee, point 7, number of physicians to Steering Committee</i>		
079	25-03-24	MOVED by Councillor Petersen that the Minutes of the Regular Council Meeting of Council held on March 11, 2024, be approved as presented		
080	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives First Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" to govern water use and water conservation during a water shortage		
081	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives Second Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
082	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
083	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council gives Third and Final Reading to Bylaw 2019-05 "Water Use and Water Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
084	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2023-09 being a "Community Standards Bylaw" in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended		
085	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-09 being a "Community Standards Bylaw" in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended		
086	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council Rescind Bylaw 2018-08 being "Chief Administrative Officer Bylaw"		
087	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2024-01 "Chief Administrative Officer Bylaw", to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer		
<i>Amend Bylaw 2024-01, Under Accountablity, Add Clause 12: The Chief Administrative Officer shall report on all financial and legal matters that may be of interest to Council on a regular basis</i>				
088	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives Second Reading to Bylaw 2024-01 "Chief Administrative Officer Bylaw", to establish the position of Chief Administrative Officer and to delegate specified powers, duties, and fuction to the Chief Administrative Officer, as amended		
089	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", to establish the position of Chief Administrative Officer and to delegate specified powers, duties, and functions to the Chief Administrative Officer, as amended.		
090	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer, as amended		
091	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council Rescind Bylaw 2021-03 and amendments thereto		
092	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives First Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishmet and regulation of Council Committees		
<i>Amend Bylaw 2024-02 Schedule "F", under Composition of Committee: Change number of Town of Sundre physicians to read: 2 Town of Sundre Physicians, one from the Moose & Squirrel Clinic and one from Greenwood Family Physicians</i>				

093	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council gives Second Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
094	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
095	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
<i>Friendly Amendment to Motion for Policy A-007-01-POL, Amend Section 3. Definition, under 3.5 replacing the words "in an unintentional way and" with "information which" In Favour: Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Isaac, Councillor Vardas. Opposed: Mayor Warnock, Councillor Marr. DEFEATED</i>				
096	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approves Policy A-007-01-POL, "Social Media Policy", as amended. <i>Opposed: Councillor Marr</i>		
<i>Mayor Warnock called a 5 minute recess at 6:57 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 7:02 p.m.</i>				
097	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council accept the Q4 2023 Quarterly Financial Reports as information		
098	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the February 2024 Departmental Reports as information		
099	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council accepts Administration's verbal report as information		
100	25-03-24	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for February 2024 as information		
101	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr's report for January and February 2024 as information		
102	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the Key Messages of Council for the month of February 2024 as information		
103	25-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Minister of Municipal Affairs pertaining to an update to the regulated		
104	25-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter to the Sundre & District Museum in support of the 2024 Culture Days Grant as information		
105	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 8:26 p.m.		
<i>Mayor Warnock called a 10 minute recess at 8:27 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 8:37 pm.</i>				
106	25-03-24	MOVED by Councillor Dalke that the Council return to an open meeting at 9:35 p.m.		
107	25-03-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 9:37 p.m.		
	#/D/M/Y	April 8, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
108	08-04-24	MOVED by Councillor Anderson that the agenda be approved as presented		
<i>Councillor Absence: Councillor Chris Vardas notified the CAO in compliance with 14.6 of Council's Procedural Bylaw and will join the meeting via phone</i>				
109	08-04-24	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on March 25, 2024, be approved as presented		
110	08-04-24	MOVED by Councillor Anderson that the Town of Sundre Council gives First Reading to Bylaw 2024-03 "2024 Tax Rate Bylaw"		
111	08-04-24	MOVED by Councillor Petersen that the Town of Sundre Council gives Second Reading to Bylaw 2024-03 "2024 Tax Rate Bylaw" In Favour: Councillor Marr, Councillor Vardas, Councillor Anderson, Councillor Isaac. Opposed: Mayor Warnock, Councillor Petersen, Councillor Dalke.		
112	08-04-24	MOVED by Councillor Vardas that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2024-03 "2024 Tax Rate Bylaw"		
113	08-04-24	MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-03 "2024 Tax Rate Bylaw". Opposed: Councillor Dalke		
114	08-04-24	MOVED by Councillor Anderson that the Town of Sundre Council appoint Chantal Crawford, Site Manager, Myron Thompson Health Centre, to the Sundre Hospital Steering Committee for the	Legislative Services	Completed Appendix #36
115	08-04-24	MOVED by Councillor Marr that the Town of Sundre Council appoint Heidi Overguard, Sundre Hospital Futures representative, to the Sundre Hospital Steering Committee for the term of the Committee	√	Completed Appendix #37
116	08-04-24	MOVED by Councillor Petersen that the Town of Sundre Council appoint Doctor Jonathan Somerville of Greenwood Physicians, to the Sundre Hospital Steering Committee for the term of the Committee	√	Completed Appendix #38
117	08-04-24	MOVED by Councillor Dalke that the Town of Sundre Council appoint Doctor Michelle Warren of the Moose & Squirrel Clinic, to the Sundre Hospital Steering Committee for the term of the Committee	√	Completed Appendix #39

118	08-04-24	MOVED by Councillor Isaac that the Town of Sundre Council appoint Councillor Vardas to the Sundre Hospital Steering Committee for a one (1) year term, renewable by motion of Council at the annual Organizational Meeting	√	Completed Appendix #40
119	08-04-24	MOVED by Councillor Marr that the Town of Sundre Council accept the Parkland Regional Library System 2023 Financial Statements as information	Legislative Services	Completed Appendix #41
120	08-04-24	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 7:24 p.m.		
<i>Mayor Warnock called a 5 minute recess at 7:25 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 7:30 p.m.</i>				
<i>CAO Nelson left the Closed Meeting at 7:35 p.m.</i>				
121	08-04-24	MOVED by Councillor Isaac that Council return to an open meeting at 7:53 p.m.		
122	08-04-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:54 p.m.		
	#/D/M/Y	April 19-21, 2024 Strategic Advisory Committee Meeting (Red Deer)		
Res. #	Date	Council Motion	Action	Status
<i>Mayor Warnock called the April 19th Strategic Advisory Committee Meeting to order at 9:03 a.m.</i>				
123	19-04-24	MOVED by Councillor Anderson that the agenda be approved as presented		
124	19-04-24	MOVED by Councillor Vardas that Council go into closed meeting at 9:04 a.m. on April 19, 2024		
<i>Councillor Vardas left the meeting room at 9:30 a.m.</i>				
<i>Councillor Vardas returned to the meeting room at 9:34 a.m.</i>				
<i>Councillor Dalke left the meeting room at 9:43 a.m.</i>				
<i>Councillor Dalke returned to the meeting room at 9:46 a.m.</i>				
<i>Mayor Warnock called a recess at 10:08 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 10:21 a.m.</i>				
<i>Mayor Warnock called a recess at 11:00 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 11:14 a.m.</i>				
<i>Mayor Warnock called a 45 minute recess (lunch) at 12:00 p.m.</i>				
<i>Councillor Dalke left the meeting room at 12:00 p.m..</i>				
<i>Councillor Dalke returned to the meeting room at 1:00 p.m.</i>				
<i>Mayor Warnock called a recess at 2:00 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 2:10 p.m.</i>				
<i>Mayor Warnock called a recess at 3:18 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 3:34 p.m.</i>				
<i>Mayor Warnock called for a motion for Council to come out of closed meeting at 4:26 p.m.</i>				
125	19-04-24	MOVED by Councillor Petersen that Council come out of closed meeting at 4:27 p.m.		
126	19-04-24	MOVED by Councillor Isaac that the meeting be adjourned at 4:27 p.m.		
<i>Mayor Warnock called the April 20th Strategic Advisory Committee Meeting to order at 9:10 a.m.</i>				
<i>Mayor Warnock called for a motion for Council to go into a closed meeting</i>				
127	19-04-24	MOVED by Councillor Isaac that Council to go into closed meeting at 9:10 a.m.		
<i>Mayor Warnock called a recess at 9:48 a.m.</i>				
<i>Councillor Dalke left the meeting room at 9:48 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 10:05 a.m.</i>				
<i>Councillor Dalke returned to the meeting room at 10:17 a.m.</i>				
<i>Mayor Warnock called a recess at 11:27 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 11:40 a.m.</i>				
<i>Mayor Warnock called a 50 minute break (lunch) at 12:10 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 1:00 p.m..</i>				
<i>Mayor Warnock called a recess at 2:10 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 2:30 p.m.</i>				
<i>Director Community Development, Fire Chief and Projects Manager were excused from the meeting at 4:00 p.m.</i>				
<i>Mayor Warnock called for a motion for Council to come out of closed meeting.</i>				
128	19-04-24	MOVED by Councillor Anderson that Council come out of closed meeting at 4:17 p.m.		
129	19-04-24	MOVED by Councillor Vardas that the meeting be adjourned at 4:18 p.m.		
<i>Mayor Warnock called for a motion to reconvene the April 21, 2024 Strategic Advisory Committee Meeting</i>				

130	19-04-24	MOVED by Councillor Anderson that Council go into closed meeting at 9:04 a.m.		
<i>Mayor Warnock excused the Director of Corporate Services and Administrative Support at 10:30 a.m.</i>				
<i>Mayor Warnock called a recess at 10:30 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 10:45 a.m.</i>				
<i>Mayor Warnock called a 45 minute break (lunch) at 12:15 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 1:00 p.m..</i>				
<i>Mayor Warnock called for a motion for Council to come out of closed meeting</i>				
131	19-04-24	MOVED by Councillor Petersen that Council return to open meeting at 2:40 p.m. on April 21, 2024		
132	19-04-24	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 2:41 p.m. on April 21, 2024		
	#/D/M/Y	April 29, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
133	29-04-24	MOVED by Councillor Vardas that the agenda be approved as amended as follows: Move Item 11.2 under Administration to 1st Item under New Business		
134	29-04-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on April 8, 2024, be approved as presented		
135	29-04-24	MOVED by Councillor Dalke that the Minutes of the Strategic Advisory Committee Meeting of April 19 - 21, 2024, be approved as presented		
136	29-04-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:05 p.m., with Mayor Warnock advising that the public is welcome to return to the Regular Council Meeting at the conclusion of the closed meeting.		
<i>The following, including 7 Council members, were in attendance for the closed meeting session:</i>				
<i>Staff: Linda Nelson, Chief Administrative Officer, Chris Albert, Director Corporate Services; Public: KPMG LLP representatives Colin Mitchell and Samuel Straka</i>				
<i>CAO Linda Nelson and Director of Corporate Services, Chris Albert left the closed meeting at 6:18 p.m.</i>				
<i>CAO Linda Nelson and Director of Corporate Services, Chris Albert returned to the closed meeting at 6:43 p.m.</i>				
92230:242				
137	29-04-24	MOVED by Councillor Isaac that Council return to an open meeting at 6:45 p.m.		
138	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council thank the representatives of KPMG LLP and accept the Audited Financial Statements and Financial Information Return, as information		
139	29-04-24	MOVED by Councillor Marr that the Town of Sundre Council move to approve the 2023 Auditor's Report and the 2023 Audited Financial Statements and the 2023 Financial Information; and Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the <i>Municipal Government Act</i>		
<i>KPMG Representatives, Colin Mitchell and Samuel Straka, left the meeting at 6:53 p.m.</i>				
140	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the report from Sundre's Economic Development Officer and congratulate all members of the Mountain View Regional Film Office for the award, and declare May 6 - 10, 2024 as Economic Development Week in Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town	Legislative Serv.	Completed Appendix #42
141	29-04-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the purchase of a Virnig "Harley Rake" at a cost not to exceed \$19,950 plus GST, with funds from the Municipal Neew Projects Surplus Account. <i>OPPOSED: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr, Councillor Isaac, Councillor Vardas. DEFEATED</i>		
142	29-04-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the purchase of a "Harley Rake" at a cost not to exceed \$19,950 plus GST, with funds from the Municipal Neew Projects Surplus Account. <i>OPPOSED: Councillor Dalke. CARRIED</i>		
143	29-04-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the purchase of the "Confined Space Entry Equipment" in the amount not to exceed \$17,981.25 plus GST with funds from the General Corporate Stabilization Restricted Surplus Account. <i>OPPOSED: Councillor Marr</i>		
144	29-04-24	MOVED by Councillor Marr that the Town of Sundre Council approve proceeding with the purchase of a "Vertical In-Line Pump and Motor" and installation at the discretion of the Chief Administrative Officer, with final costing and funding information to be provided once complete	Legislative Serv.	Pending
145	29-04-24	MOVED by Councillor Dalke that the Town of Sundre Council transfer \$50,000 from the Community Services Stabilization Restricted Surplus Account to the Community Services Operation budget to support enhanced festivals and events in the Town of Sundre		
146	29-04-24	MOVED by Councillor Marr that the Town of Sundre Council accept the letter from the Safety Codes Council approving the results of the 2023 Annual Internal Review for the building, plumbing, gas, electrical and fire disciplines for the Town of Sundre as presented		

147	29-04-24	MOVED by Councillor Anderson that the Town of Sundre Council proclaim the week of May 20 - 26, 2024 as "Alberta Disability Services Professionals Appreciation Week" in the Town of Sundre	Legislative Serv.	Completed Appendix #43
148	29-04-24	MOVED by Councillor Petersen that the Town of Sundre proclaim the week of June 3 - 9, 2024 as "Seniors Week" in the Town of Sundre and that the Mayor be authorized to sign the	Legislative Serv.	Completed Appendix #44
<i>Mayor Warnock called a 5 minute recess at 7:30 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 7:35 p.m.</i>				
149	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the March 2024 Departmental Reports and the additional verbal report by the CAO as presented		
150	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's report for March 2024 as information		
151	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's report for March 2024 as information		
152	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the Key Messages of Council for the month of March 2024 as information		
153	29-04-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the PRLS 2023 Annual Report Infographic as information		
<i>Councillor Anderson left the meeting at 8:04 p.m.</i>				
<i>Councillor Anderson returned to the meeting at 8:07 p.m.</i>				
154	29-04-24	MOVED by Councillor Petersen that the Town of Sundre accept Rebecca Shulz, Minister of Environment and Protected Area's letter to Water License Holders as informaton and commit to a 5-10% reduction in water use in the Town of Sundre		
155	29-04-24	MOVED by Concillor Isaac that the Town of Sundre Council go into a closed meeting at 8:08 p.m.		
<i>Mayor Warnock called a 5 minute recess at 8:08 p.m.</i>				
<i>Mayor Warnock reconvened the closed meeting at 8:13 p.m.</i>				
156	29-04-24	MOVED by Councillor Petersen that Council return to an open meeting at 8:37 p.m.		
157	29-04-24	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:37 p.m.		
	#/D/M/Y	May 13, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
158	13-05-24	MOVED by Councillor Anderson that the agenda be approved as presented		
<i>Councillor Absence: Councillor Paul Isaac notified the CAO in compliance with 14.6 of Council's Procedural Bylaw</i>				
159	13-05-24	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on April 29, 2024, be approved as presented		
160	13-05-24	MOVED by Councillor Vardas that the Town of Sundre Council deny the request to waive the \$8.16 penalty applied to the utility billing for 20 Noblefern Way S.W. <i>Opposed: Councillor Marr</i>		
161	13-05-24	MOVED by Councillor Marr that the Town of Sundre Council directs administration to bring utility bylaws (water and gas) to the next meeting date of the Bylaw and Policy Review Committee for revision	Legislative Services / Corporate Services	Pending
162	13-05-24	MOVED by Councillor Petersen that administration increase the cash float to a reasonable amount for citizens to pay their utility bills with cash and ease, and bring back to the next Council meeting any risks (if applicable) for increasing the amount of cash on hand. <i>In Favour: Councillor Petersen, Councillor Dalke, Councillor Marr. Opposed: Mayor Warnock, Councillor Anderson, Councillor Vardas DEFEATED</i>		
163	13-05-24	MOVED by Councillor Petersen that the Town of Sundre Council direct adminstration to explore options for traffic control at the intersection of Centre Street and Hwy 27 during the Town's construction project and to address traffic control options with Transportation and Economic Corridors during TEC's 2025 project. <i>Opposed: Mayor Warnock, Councillor Anderson, Councillor Dalke, Councillor Marr, Councillor Vardas. DEFEATED</i>		
164	13-05-24	MOVED by Councillor Petersen that the Town of Sundre Council directs administration to explore all options available to them to lessen the burden on busses during the Town's construction project	Legislative Services / Community Peace Officer	Completed
<i>Mayor Warnock called a 5 minute break at 6:58 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 7:03 p.m.</i>				
165	13-05-24	MOVED by Councillor Anderson that the Town of Sundre Council waive the fee for the Community Centre and Boardroom in the amount of \$277.77, to be funded from Council Discretionary Contributions to Local Organization, for the Seniors Fair to take place June 6, 2024. <i>Opposed: Councillor Marr, Councillor Dalke</i>	Legislative Services	Completed Appendix #45
166	13-05-24	MOVED by Councillor Petersen that the Town of Sundre approve the relaxation of the Community Standards Bylaw 2023-09, Part 2 - Noise as requested	Legislative Services	Completed Appendix #46

167	13-05-24	MOVED by Councillor Vardas that the Town of Sundre Council accept Mountain View County's letter to the Honourable Devin Dreesen, Minister of Transportation and Economic Corridors, regarding Airport Support and Funding, as information		
168	13-05-24	MOVED by Councillor Marr that the Town of Sundre Council accept the letter to the Royal Canadian Legion Branch 223 in support of a CFEP Grant application, as information		
169	13-05-24	MOVED by Councillor Vardas that the Town of Sundre Council accept the invitation to participate in the annual Innisfail Rodeo Parade, Saturday, June 15, 2024 at 10:30 a.m. Administration to prepare the Innisfail Rotary Rodeo Parade Registration Form.	Legislative Services	Completed Appendix #47
<i>Council will discuss who will attend</i>				
170	13-05-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:18 p.m.		
<i>Mayor Warnock called a 5 minute recess at 7:18 p.m.</i>				
<i>Mayor Warnock reconvened the closed meeting at 7:24 p.m.</i>				
171	13-05-24	MOVED by Councillor Dalke that Council return to an open meeting at 7:45 p.m.		
172	13-05-24	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 7:46 p.m.		
	#/D/M/Y	May 27, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
173	27-05-24	MOVED by Councillor Isaac that the agenda be approved as amended. <i>ADD: Introduction of Community Services Manager</i>		
174	27-05-24	MOVED by Councillor Dalke that the Minutes of the Regular Council Meeting of Council held on May 13, 2024, be approved as presented.		
<i>CAO introduced, Mr. Jeff Elder, Community Services Manger to Council. Mr. Elder joined the Town of Sundre administrative team on March 12, 2024</i>				
175	27-05-24	MOVED by Councillor Vardas that the Town of Sundre Council thank the representative of Performance Sponsorship Group for attending and for sharing information and direct Administration to bring further information to the Fall Strategic Advisory Committee meeting for further discussion and consideration in 2025	Legislative Services/Corporate Services	Pending
176	27-05-24	MOVED by Councillor Anderson that the Town of Sundre Council thank the Detachment Commander for attending Council and accept the 4th Quarter Sundre Provincial Community Report as information		
177	27-05-24	MOVED by Councillor Marr that the Town of Sundre Council accept the Apri 20244 Departmental Reports as information		
178	27-05-24	MOVED by Councillor Petersen that the Town of Sundre Council determine attendance at the Innisfail Parade, Sundre Rodeo Parade, Boardwalk Grand Opening, and Canada Day BBQ	Legislative Services	
<i>Innisfail Parade: Mayor Warnock, Councillor Petersen, Councillor Vardas, Councillor Dalke;</i>				
<i>Sundre Parade: Partnering with MVC</i>				
<i>Canada Day: Mayor Warnock, Councillor Anderson, Councillor Isaac and Councillor Vardas</i>				
179	27-05-24	MOVED by Councillor Isaac that the Town of Sundrr Council accept Mayor Warnock's report for April 2024 as information		
180	27-05-24	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Marr's report for April 2024 as information		
181	27-05-24	MOVED by Councillor Anderson that the Town of Sundre Council accep the Key Messages of Council for the month of April 2024 as information		
182	27-05-24	MOVED by Councillor Isaac tha the Town of Sundre Council accepts the invitation for Deputy Mayor Marr to participate and give opening remarks at the 10:00 a.m. opening of the Seniors Fair, June 6th, 2024	Legislative Services	Appendix #48
183	27-05-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:15 p.m.		
<i>Mayor Warnock called a recess at 7:15 p.m.</i>				
<i>Mayor Warnock reconvened the closed meeting at 7:25 p.m.</i>				
184	27-05-24	MOVED by Councillor Petersen that Council return to an open meeting at 8:12 p.m.		
185	27-05-24	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:13 p.m.		

Waive fee request

Betty Ann Fountain <bettyann.f@sundre.com>
To: sundrespruce20@gmail.com
Cc: Linda Nelson <linda.n@sundre.com>

Tue, May 14, 2024 at 10:40 AM

Good Morning Jane,

The Town of Sundre Council gave their approval to waive the Community Centre and Boardroom rental fee for the Seniors Fair, June 6th, at the regular meeting of Council held on May 13, 2024. The motion is recorded below.

Res. 165-13-05-24 MOVED by Councillor Anderson that the Town of Sundre Council approve the fee waiver for the Community Centre and Boardroom in the amount of \$277.77, to be funded from Council Discretionary Contributions to Local Organizations, for the Seniors Fair to take place June 6, 2024. CARRIED.

I advised Community Services staff this morning and provided a copy of the motion for their records.

Council wishes you and your volunteers much success and thank you for your work to support seniors.

Regards,
Betty Ann

On Tue, Apr 23, 2024 at 10:02 AM Sundre SPRUCE. <sundrespruce20@gmail.com> wrote:
{Quoted text hidden}



BETTY ANN FOUNTAIN

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

www.sundre.com

Fwd: Noise Relaxation bylaw

Betty Ann Fountain <bettyann.f@sundre.com>

Tue, May 14, 2024 at 10:48 AM

To: leask@adamsarmy.ca

Cc: Sam Zhao <sam.z@sundre.com>, Robert Plews <robert.p@sundre.com>, Linda Nelson <linda.n@sundre.com>

Good Morning Lorrie,

The Town of Sundre Council gave their approval to relax the Community Standards Bylaw, Part 2 - Noise for the Adamstock music event scheduled for August 16; 6:00 p.m. to 2:00 a.m., and August 17; Noon to 2:00 p.m., at the regular meeting of Council held on May 13, 2024. The motion is recorded below.

Res. 166-13-05-24 MOVED by Councillor Petersen that the Town of Sundre Council approve the relaxation of the Community Standards Bylaw 2023-09, Part 2 – Noise as requested. CARRIED.

Council appreciated the advance notice, and wish you and the volunteers much success.

Regards,

Betty Ann

[Quoted text hidden]



BETTY ANN FOUNTAIN

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

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Innisfail Rotary Pro Rodeo Parade Registration Form



Saturday, June 15, 2024, 10:30am Parade Start

Organization/Business Name: Town of Sundre

Contact Person: Betty Ann Fountain, Leg. Services for Mayor Richard Warnock

Address: PO Box 420, 717 Main Ave. W. Sundre, AB T0M 1X0
Town Postal Code

Phone: (Work) 403-638-3551 x.114 (Cell - for day of the parade) 403-813-9488


Email: bettyann.f@sundre.com OR richard.w@sundre.com

<u>Float Category - Check one</u>	<u>Type of Entry - Check ALL that apply</u>
<input type="checkbox"/> Business/Industrial/Commercial	<input type="checkbox"/> Live Band on float or Marching Band
<input type="checkbox"/> Community Group/Organization/School	<input checked="" type="checkbox"/> Car/Truck
<input checked="" type="checkbox"/> Dignitary: <u>Mayor and Councillors</u>	<input type="checkbox"/> Walking
<input type="checkbox"/> Other (Please describe): _____	<input type="checkbox"/> Bicycle/Rollerblade/Scooter
_____	<input type="checkbox"/> Music/Sound System
_____	<input type="checkbox"/> Domestic Animals
_____	<input type="checkbox"/> Livestock

Waiver

We assume all liability relating to or arising from our involvement in the Innisfail 2024 Rotary Pro Rodeo Parade. We are aware that participants may appear in pictures and promotional materials used for future Town of Innisfail publications and have read and agreed to the Parade Rules & Regulations.

**** Registration forms must be submitted to the Town Office no later than Friday, June 7, 2024.**

Betty Ann Fountain  May 14, 2024
Print Name Signature Date

Submit Registration Form and Insurance Certificate to the Town Office at 4943 53 Street in person, or by email to ask@innisfail.ca.

Parade Rules, Regulations and Information

1. To ensure proper judging and space allotment, we require the completed registration form and supporting insurance certificate(s) be submitted no later than **4:00 p.m. on Friday, June 7, 2024**.
2. It's imperative to note that the Town will not extend insurance coverage to participants. Therefore, participants must assume full responsibility for any liabilities arising from their involvement in the Innisfail 2024 Rodeo Parade. **Additionally, parade participants must submit proof of vehicle insurance to ensure compliance with safety standards and regulations.** ATTACHED
3. All entries must be in their designated Staging Areas no later than 9:15 a.m., Saturday, June 15. Judging will begin at 9:30a.m. sharp and the parade will commence at 10:30am. No parking will be allowed in the Parade Muster Area. Note: the parade will conclude at 52 Ave adjacent to the Innisfail High School at the corner of 52 Ave and 47 Street.
4. The Town of Innisfail may postpone the parade to the following week if severe weather warnings have been issued such as extreme cold, freezing rain, thunderstorms, and hail. This decision will be made the week leading up to the event and parade entrants will be notified by email as soon as the decision to postpone has been made.
5. All units carrying people must be equipped with adequate restraining devices that can reasonably be considered capable of stopping anyone from falling from the unit. See example below:



Good Example of railing height and strength to ensure safety.

Height of 36" - 42" is recommended.

It is recommended that an additional railing be placed here to ensure safety. Rope, wood, or metal may be used but must be securely anchored.

Parade Rules, Regulations and Information

6. If generators, lighting/special effects are used, a Fire Extinguisher must accompany the float.
7. For safety reasons candy or advertising items may only be handed out along the parade route. Under no circumstances will throwing items from vehicles be allowed. To ensure the comfort and safety of all spectators viewing the parade, water guns or apparatus that shoot water or other material are strictly prohibited.
8. Ample supervision of children must be provided, prior to and during the Parade. The ratio being a minimum of 1 adult to 8 children.
9. All drivers must have a valid driver's license and may be asked to present their license when they arrive at the Muster Area. All entries must allow the driver a 180-degree view of the route. All entries should have direct communication with the driver, whether they are attached or not.
10. The noise must be kept at a reasonable level during the Parade. Sirens, blowing of horns, or playing loud music is only permitted during the Parade itself. Suitable noise will be determined by the members of the Parade Team and any requests to adjust sound levels must be obeyed.
11. Those who wish to bike, skateboard, rollerblade, scooter, use ATV's, etc. during the Parade must wear proper protective equipment, especially helmets.
12. Members of the Parade Team have the right to pull the Livestock entry off the route at the first suitable location if the managing of any livestock should become a problem.
13. If at any time a member of the Parade Team has concerns regarding your entry such as safety, or any other reason that may seem unsuitable, the member has the right to remove your entry from the parade. Failure to comply in removal from the parade will be subject to a minimum 3-year suspension.
14. All applicants must assume all liability relating to or arising from their involvement in the Innisfail Rodeo Parade. The applicant will hold the Town of Innisfail and its volunteers harmless of all claims, actions or causes arising from their participation.
15. In the event of an EMERGENCY, Parade participants must move to the RIGHT of the Parade route to allow clear access for Emergency Vehicles. In the event of a large emergency and the parade must stop, turn into the nearest intersection to your right and cautiously proceed back to the muster area for further direction.

Where to Line- Up by Category?

Staging Area 1- Antique Cars and Decorated Cars line up West of 51st Ave on 48th Street.

Staging Area 2- Bands, line up West of 51st Ave on 49th Street. All Walking, Roller Blading, Scooter, and Bicycle Participants (not with a float) Line-up behind the Bands.

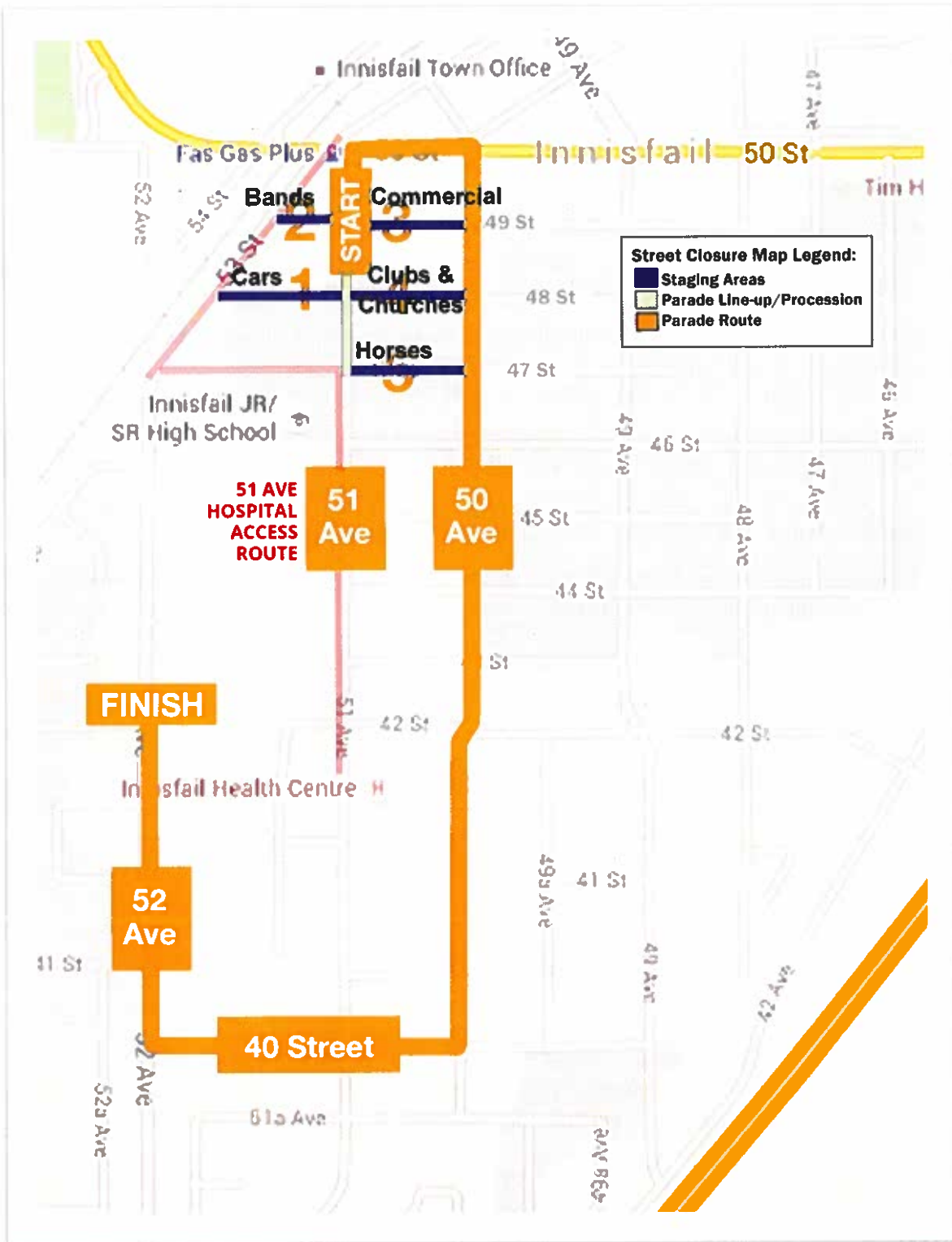
Staging Area 3- All Dignitaries, Commercial, Comedy, Business, and Industrial Floats line up East of 51st Ave on 49th Street.

Staging Area 4- Clubs, Organizations and Agriculture line up East of 51st Ave on 48th Street

Staging Area 5- Participants on Horses line up East of 51st Ave on 47th Street.

*For a visual representation of this please see the map attached on the following page.

Parade Map



INVITATION TO SENIORS FAIR JUNE 6

2 messages

Betty Ann Fountain <bettyann.f@sundre.com>
To: sundrespruce20@gmail.com
Cc: Linda Nelson <linda.n@sundre.com>

Fri, May 31, 2024 at 10:09 AM

Good Morning Jane,
The Town of Sundre Council, at the May 27, 2024 meeting, accepted with pleasure, for Deputy Mayor Jaime Marr to participate and give opening remarks at 10:00 a.m. on June 6 at the Seniors Fair. With regret, Mayor Warnock is not available to attend.

As follows, is the Motion of Council:
Res. 181-27-05-024 MOVED by Councillor Isaac that the Town of Sundre Council accepts the invitation for Deputy Mayor Marr to participate and give opening remarks at the 10:00 a.m. opening of the Seniors Fair, June 6th, 2024.

If you have any questions, or concerns, please do not hesitate to contact me.

Sincerely,
Betty Ann

From: Sundre SPRUCE. <sundrespruce20@gmail.com>
Sent: Monday, May 20, 2024 8:23 PM
To: Linda Nelson <linda.n@sundre.com>
Subject: Re: Invites

Forgot to attach the schedule

On Mon, May 20, 2024 at 8:21 PM Sundre SPRUCE. <sundrespruce20@gmail.com> wrote:

Sundre Senior SPRUCE Society would like to invite the mayor to give a few remarks at the 10 am opening of the Seniors Fair on June 6 at the Sundre Community Center during Seniors Week. We would also like to invite the members of the Town of Sundre Wellness Committee to attend, to gain insight into the Healthy Aging Alberta initiatives we have been working on.

Thank you in advance for your help in this matter.

Jane Atkins

--



BETTY ANN FOUNTAIN
Legislative Executive Assistant

T. 403-638-3551 Ext. 114
F. 403-638-2100
bettyann.f@sundre.com
www.sundre.com

Sundre SPRUCE. <sundrespruce20@gmail.com>
To: Betty Ann Fountain <bettyann.f@sundre.com>

Fri, May 31, 2024 at 10:11 AM

Thank you for arranging this for us.
Jane
[Quoted text hidden]

SCHEDULE A - 2024 Expenditures to Date

TOTAL COUNCIL BUDGET 2024: \$79,000

TOTAL EXPENDITURES TO DATE (May 2024) \$12,336.46

BALANCE: \$66,663.54

Mayor Richard Warnock

Date	Hosting Town	Description	Expense (less Tax)	Cost
9-Jan-24	MVC	S. McDougall Flat ASP	Per Diem	\$ 140.00
9-Jan-24	MVC	S. McDougall Flat ASP	Travel Per Diem	\$ 30.00
18-Jan-24	Drumheller	RDRMUG Annual Mtg	Per Diem	\$ 40.00
18-Jan-24	Drumheller	RDRMUG Board Mtg	Per Diem	\$ 80.00
23-Jan-24	Via Zoom	Community Health Needs Session	Per Diem	\$ 60.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Milage	\$ 147.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Per Diem	\$ 60.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Travel Per Diem	\$ 40.00
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Milage	\$ 112.00
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Per Diem	\$ 100.00
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Travel Per Diem	\$ 40.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Accomodations	\$ 140.34
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Registration	\$ 190.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Per Diem	\$ 280.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Travel Per Diem	\$ 60.00
23-Feb-24	In House	MTMC Mtg. Zoom	Per Diem	\$ 80.00
7-Mar-24	Didsbury	MTMC Didsbury	Milage	\$ 77.00
7-Mar-24	Didsbury	MTMC Didsbury	Per Diem	\$ 80.00
7-Mar-24	Didsbury	MTMC Didsbury	Travel Per Diem	\$ 30.00
7-Mar-24	Sundre	Sundre Chamber Board Mtg	Per Diem	\$ 80.00
8-Mar-24	Zoom	RDRWA Forum	Per Diem	\$ 200.00
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Travel Per Diem	\$ 280.00
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Per Diem	\$ 120.00
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Accomodations	\$ 200.00
21-Mar-24	Zoom	RDRMUG	Per Diem	\$ 528.39

Mayor Richard Warnock (con't)

Date	Hosting Town	Description	Expense (less Tax)	Cost
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Milage	\$ 100.00
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Per Diem	\$ 70.00
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Travel Per Diem	\$ 100.00
10-Apr-24	EDO	EDO - Kananakas	Per Diem	\$ 30.00
10-Apr-24	EDO	EDO - Kananakas	Travel Per Diem	\$ 240.00
11-Apr-24	EDO	EDO - Kananakas	Per Diem	\$ 80.00
12-Apr-24	EDO	EDO - Kananakas	Per Diem	\$ 280.00
19-Apr-24	Red Deer	Spring Strategic Advisory Committee	Per Diem	\$ 160.00
19-Apr-24	Red Deer	Spring Strategic Advisory Committee	Travel Per Diem	\$ 280.00
20-Apr-24	Red Deer	Spring Strategic Advisory Committee	Per Diem	\$ 50.00
20-Apr-24	Red Deer	Spring Strategic Advisory Committee	Per Diem	\$ 280.00
21-Apr-24	Red Deer	Spring Strategic Advisory	Per Diem	\$ 240.00
2-May-24	Penhold	MTMC	Milage	\$ 227.85
2-May-24	Penhold	MTMC	Per Diem	\$ 80.00
2-May-24	Penhold	MTMC	Travel Per Diem	\$ 60.00
15-May-24	Rocky Mtn. House	Leadership	Milage	\$ 120.54
15-May-24	Rocky Mtn. House	Leadership	Per Diem	\$ 80.00
15-May-24	Rocky Mtn. House	Leadership	Travel Per Diem	\$ 40.00
16-May-24	Zoom	RDRMUG	Per Diem	\$ 80.00

Councillor Connie Anderson

Date	Hosting Town	Description	Expense (less Tax)	Cost
1-Jan-24		Balance		
19-Apr-24	Red Deer	Spring Strategic Advisory	Mileage	\$ 147.00
April 19-21, 2024	Red Deer	Spring Strategic Advisory	Per Diem	\$ 800.00
April 19-21, 2024	Red Deer	Spring Strategic Advisory	Travel Per Diem	\$ 50.00

Councillor Owen Petersen

Date	Hosting Town	Description	Expense (less Tax)	Cost
17-Jan-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Accomodations	\$ 140.34
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Registration	\$ 190.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Mileage	\$ 168.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Per Diem	\$ 280.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Travel Per Diem	\$ 60.00
21-Feb-24	Sundre	GNP Meeting	Per Diem	\$ 80.00

Councillor Owen Petersen (con't)

Date	Hosting Town	Description	Expense (less Tax)	Cost
27-Mar-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
April 19-21	Red Deer	Spring Strategic Advisory	Mileage	\$ 147.00
April 19-21	Red Deer	Spring Strategic Advisory	Per Diem	\$ 800.00
April 19-21	Red Deer	Spring Strategic Advisory	Travel Per Diem	\$ 50.00
2-May-24	Innisfail	AB Muni's Summer Caucus	Registration	\$ 110.00
15-May-24	Sundre	GNP Meeting	Per Diem	\$ 80.00

Councillor Todd Dalke

Date	Hosting Town	Description	Expense (less Tax)	Cost
No Professional Development, Committee Meetings or Conferences to date				

Councillor Jaime Marr

Date	Hosting Town	Description	Expense (less Tax)	Cost
19-Apr-24	Red Deer	Spring Strategic Advisory Comm	Mileage	\$ 73.50
19-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 280.00
20-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 280.00
21-Apr-24	Red Deer	Spring Strategic Advisory Comm	Mileage	\$ 73.50
21-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 240.00
21-Apr-24	Red Deer	Spring Strategic Advisory Comm	Travel Per Diem	\$ 50.00
3-May-24	Innisfail	AB Muni's Summer Caucus	Registration	\$ 110.00

Councillor Paul Isaac

Date	Hosting Town	Description	Expense (less Tax)	Cost
18-Apr-24	Red Deer	Spring Strategic Advisory Comm	mileage	\$ 147.00
18-Apr-24	Red Deer	Spring Strategic Advisory	Travel Per Diem	\$ 20.00
19-Apr-24	Red Deer	Spring Strategic Advisory	Per Diem	\$ 280.00
20-Apr-24	Red Deer	Spring Strategic Advisory	Per Diem	\$ 280.00
21-Apr-24	Red Deer	Spring Strategic Advisory	Per Diem	\$ 240.00
21-Apr-24	Red Deer	Spring Strategic Advisory	Travel Per Diem	\$ 20.00

Councillor Chris Vardas

Date	Hosting Town	Description	Expense (less Tax)	Cost
18-Jan-24	Ponoka County	CAEP	mileage	\$ 227.85
18-Jan-24	Ponoka County	CAEP	Per Diem	\$ 120.00
19-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 280.00
19-Apr-24	Red Deer	Spring Strategic Advisory Comm	Travel Per Diem	\$ 50.00
20-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 280.00
21-Apr-24	Red Deer	Spring Strategic Advisory Comm	Per Diem	\$ 240.00

DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	Sept 6, 2024
FOR MONTH(S) OF	June, July, August 2024
911 DISPATCHES:	
	<p>Emergency Response Numbers, 169 Year to Date June 2024, Responses – 30 July 2024, Responses – XX August 2024 Responses - XX</p>
Response Types:	<ul style="list-style-type: none"> ➤ Alarm – No Fire – Detector Activated – 4 ➤ Alarm – No Fire – Steam or Smoke Mistaken – 3 ➤ Alarm – Accidental - 1 ➤ Medical Assist (lift) - 1 ➤ Medical First Response – 14 ➤ Motor Vehicle Collision – 3 ➤ Outside Fire – Investigation – 3 ➤ Rubbish or grass fire (no dollar loss) - 1
Results:	<ul style="list-style-type: none"> ➤ All incidents Responded, Managed and Resolved by SFD Members
TRAINING & ACTIVITIES	
In-Hall/Weekly:	<p>June – August 2024 consisted of the following:</p> <ul style="list-style-type: none"> ➤ Officer Meeting X 3 ➤ General Meeting <ul style="list-style-type: none"> ○ Truck Checks and Hall Duties ○ Trailers Stocked ➤ NFPA - 1001 Class <ul style="list-style-type: none"> ○ Test Preparation for Cadets ○ Ropes, practical skills and PowerPoint presentation ○ ➤ Vehicle Extraction Training <ul style="list-style-type: none"> ○ Scene Stabilization ○ Tool Usage ○ Scene Safety and Protocols ○ Patient Care Practices ○ One Upside Down Pickup <ul style="list-style-type: none"> ▪ Both Side Doors Removed ▪ Roof Removal ○ One Truck on side <ul style="list-style-type: none"> ▪ Rapid Ex – Roof Sheet Metal ▪ Hole 3.2-minute Completion ➤ Delivery of New Firetruck (Unit #521) <ul style="list-style-type: none"> ○ **Pushing of New Firetruck (Unit #521) into the Sundre Fire Department Station ○ Intro and Pumping of New Unit #521 Operations ○ Swapping of Equipment from old Unit #521 to New Unit #521

	<p><u>Community/Public Relations Events</u></p> <ul style="list-style-type: none"> ➤ Kindergarden Tours at Fire Hall, May 10, 2024 ➤ Party Program, Sundre High School, May 14, 2024 ➤ Fire Chief to attending Alberta Fire Chiefs Association, 27-29 May 2024
<u>Formal Courses in-Progress/Upcoming:</u>	<ul style="list-style-type: none"> ➤ 2 members received their First Year Service Awards ➤ ➤ completed Chainsaw Course – 04 May 2024 ➤ 7 members completed H2S Alive – 30 May 2024 ➤ International Trauma Life Support (ITLS)(5 members) – June 2024 ➤ Oxygen Provider Course – TBD
<u>Fire Hall:</u>	
<u>Building/Maintenance:</u>	<ul style="list-style-type: none"> ➤ Hall Electrical – Quotes ➤ Speed Bumps to be Installed
<u>SFD Units - Equipment</u>	
<u>Units:</u>	<ul style="list-style-type: none"> ➤ Unit #521 was pushed into Hall – 15 May, 2024, in service ➤ Unit #560, quotes obtained under budget, Mountain View County picking apart and delaying process ➤ Unit #540 has been written off, investigating replacement options and delivery timelines <ul style="list-style-type: none"> ○ Unit #541 being used ○ Quotes have been submitted for Unit #540 ➤ Unit 510 Replacement ordered
<u>Equipment:</u>	➤
<u>Safety Codes:</u>	➤
<u>Inspections -Occupancies</u>	➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently
<u>Status:</u>	<ul style="list-style-type: none"> ➤ Safety Codes Officer training 2 Members - 90% completed, 1 member complete. ➤ 4 Additional SFD Members to take training in 2024

**Attachments: Incident Location Breakdown
Town of Sundre and Mountain View County Incident Hours**

****Pushing in of New Unit #521.**

The Sundre Fire Department members conducted a fire truck “Push-In” ceremony on May 15, 2024, to recognize the arrival of the brand-new pumper (Unit #521).

A time-honoured tradition among fire stations, a "Push-In" ceremony occurs when the fire department pushes a new fire truck into the station.

Dating back to the 17th century, "Push-In" ceremonies originated when early hand-drawn fire engines and other apparatuses required hand pushing into the station after every call.

In the 18th century, horse-drawn steam engines were used to help extinguish fires, but they could not be backed up into the station. The horses were disconnected, and the firefighters manually pushed the engine into the station.

In the 19th century, motorized fire engines became popular and didn't need to be pushed in. Firefighters have continued the tradition of pushing in new trucks to honour the "Push-In" ceremony.

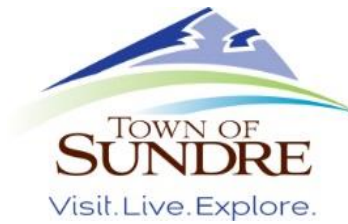




Sundre Fire Department
May 2024 Departmental Report
Incident Location Breakdown



INCIDENTS	Town of Sundre incidents	Mountain View County	Clearwater County	Bighorn MD	Monthly Total	Last Month's Total	Year to Date Total
Outside Fires - Investigation	2	1			3	1	7
Control Burn - Arrived on scene							0
Rubbish/Grass Fires							0
Fire						5	6
Investigation of Smoke						1	1
Alarm -No Fire - Steam or Smoke mistaken	3				3	2	11
Alarm -No Fire - detector activated	2	2			4	2	11
Alarm No Fire - accidental miscellaneous	1				1		2
False Alarm – Confirmed telephone							1
False Alarms-internal or local alarm system							0
Medical First Response	5	8	1		14	14	101
Medical Assist (lift)	1				1		3
Medical Assists							0
Miscellaneous Rescues							0
Motor Vehicle Collisions		1	2		3	4	17
Mutual Aid Request							1
Public Hazard - Gasoline or Fuel						1	1
Rubbish or grass Fire (no dollar loss)			1		1	4	6
Rupture – Water Pipes							1
Total	12	13	5	0	30	34	169



Sundre Fire Department
Town of Sundre and Mountain View County
Incident Hours



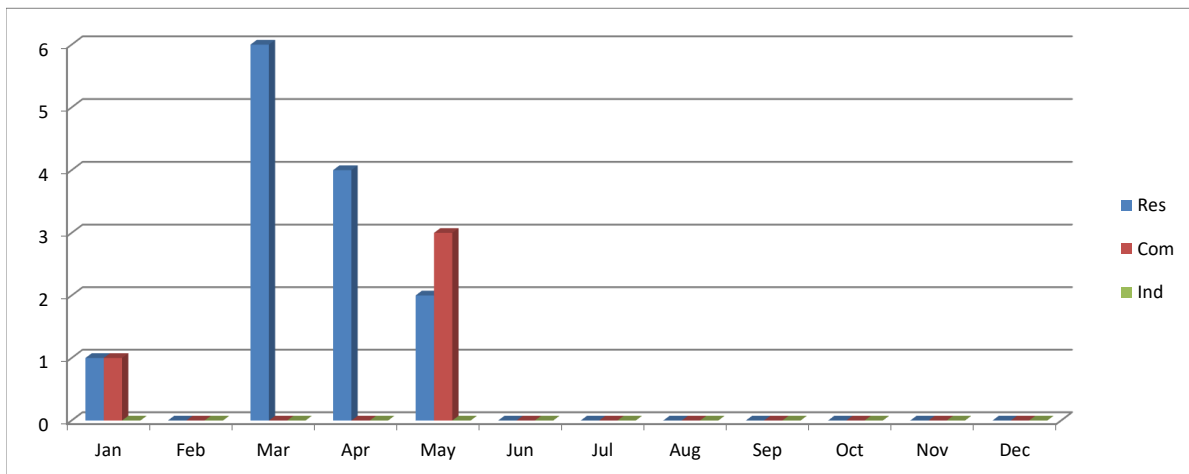
INCIDENTS	Incident Time in Hours	2024 Town Of Sundre Year to Date				2024 Mountain View County Year to Date			
		Incidents	Total Incident Hours	Responders	Total Incident Hours	Incidents	Total Incident Hours	Responders	Total Incident Hours
Alarm No Fire - accidental miscellaneous	1.0	1	1	5	5.0	1	1	4	4.0
Alarm -No Fire - detector activated	1.0	3	6	24	24.0	5	5	15	15.0
Alarm -No Fire - detector activated	2.0					2	4	8	16.0
Alarm -No Fire - Steam or Smoke mistaken	1.0	9	9	41	41.0	2	2	5	5.0
False Alarm – Confirmed telephone	1.0					1	1	3	3.0
Fire	2.5	2	5	14	35.0	2	5	15	37.5
Investigation of Smoke	1.0	1	1	2	2.0				
Medical Assist (lift)	1.0	2	2	5	5.0	1	1	4	4.0
Medical First Response	1.0	48	48	150	150.0	27	27	88	88.0
Medical First Response	1.5	4	6	14	21.0	12	18	33	49.5
Medical First Response	2.0	1	2	6	12.0	5	10	16	32.0
Medical First Response	2.5					1	2.5	2	5.0
Motor Vehicle Collisions	1.0	2	2	9	9.0				
Motor Vehicle Collisions	1.5					4	6	28	42.0
Motor Vehicle Collisions	2.0					2	4	12	24.0
Motor Vehicle Collisions	2.5					1	2.5	7	17.5
Motor Vehicle Collisions	3.0								
Mutual Aid Request	3.0					1	3	10	30.0
Outside Fires - Investigation	1.0					2	2	8	8.0
Outside Fires - Investigation	1.5					1	1.5	4	6.0
Outside Fires - Investigation	2.0					1	2	3	6.0
Public Hazard - gasoline of fuel wash down	1.0	1	1	3	3.0				
Rubbish or grass Fire (no dollar loss)	1.0					2	2	12	12.0
Rubbish or grass Fire (no dollar loss)	1.5					1	1.5	10	15.0
Rubbish or grass Fire (no dollar loss)	2.5					1	2.5	6	15.0
Rubbish or grass Fire (no dollar loss)	3.0					2	6	21	63.0
Rupture – Water Pipes	1.0	1	1	5	5.0				
Total	--N/A--	75	84	278	312	77	109.5	314	497.5

DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Benazir Thaha Valencia, Director of Community Development
COUNCIL DATE	June 24, 2024
FOR MONTH OF	May 2024
Development Permits: 5	Development Permits were issued for: <ul style="list-style-type: none"> - a single detached dwelling with a front attached garage and a detached garage, - a residential rear attached garage, - a change of use for a liquor store, - a restaurant new front entrance portico, - commercial new front entrance portico and a veranda.
Building Permits: 5	Building Permits were issued for: <ul style="list-style-type: none"> - a single detached dwelling with a front attached garage and a detached garage, - improvements for a liquor store, - a restaurant new front entrance portico, - commercial new front entrance portico and a veranda, - a hot tub.
Electrical Permits: 6 Gas Permits: 0 Plumbing Permits: 0	Electrical Safety Code Permits were issued for residential upgrades and new residential developments.
Real Property Reports: 2	RPR's are submitted with a request for a Stamp of Compliance to facilitate the sale of a property. The role of Administration is to assist property owners to solve non-compliant issues.
Area Structure Plans	Administration continues to collaborate with developer's representatives to develop a plan for adoption by Council (Sundre Hills, Mountain Springs). Traffic Impact Assessment was received from Mountain Springs – update was sent to Alberta Transportation and Town's Engineer for review and comments.
Land Use Bylaw	Review of land use bylaw to ensure clarity in language and regulations for applicants is an ongoing process. Housing keeping amendments to the LUB will be coming to Council in the Fall.
Municipal Development Plan	Continued to work on the MDP document; update to policies and maps. Preparing for Stakeholder Consultation Phase 2. Next Steps: Public Open House on draft MDP scheduled for June 25, 2024
Brookside Subdivision	Subdivision registered at Land Titles.
Design Standards	Design Standards documents final copy completed. Document being prepared for Council in 2024.
Utilities Master Plan	Town's Engineer Consultant has completed an update to the UMP. Next Step: To be reviewed by Planning & Development, Operations, and Water & Wastewater staff and brought to Council in 2024.
Developer's Meeting	The first meeting of the year was held on May 1 st . Updated landowners/Developers on Town projects; discussed the MDP Land Use Concept map; and had a round table discussion on affordable housing. Next meeting to be held in the Fall.
Attachments:	<ul style="list-style-type: none"> • May 2024 Building Permit Statistics • May 2024 Commercial, Industrial, Institutional Projects

MONTHLY BUILDING REPORT FOR THE MONTH OF MAY 2024

	May 2024			2024 Year To Date			MAY 2023 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
RESIDENTIAL									
Two-Storey	0	0	\$ -	0	0	0	0	0	\$ -
Bungalows	1	1	\$ 500,000	1	1	\$ 500,000	1	1	\$ 400,000
Bi-Level	0	0	\$ -	0	0	\$ -	1	1	\$ 360,000
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.	0	0	\$ -	6	6	\$ 1,360,000			\$ -
Multi-Family	0	0	\$ -	36	2	\$ 3,200,000	0	0	\$ 0
Mobile Homes	0	0	\$ -	0	0	\$ -			\$ -
Accessory Buildings		0	\$ -	0	0	\$ -		1	\$ 5,000
Renovation/Addition	0	1	\$ 10,000	0	4	\$ 51,200	0	5	\$ 125,000
				0	0	\$ -			
Sub-Total	1	2	\$ 510,000	43	13	\$ 5,111,200	2	8	\$ 890,000
COMMERCIAL		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		3	\$ 105,000		4	\$ 905,000		0	\$ -
		3	\$ 105,000		4	\$ 905,000		0	\$ -
INDUSTRIAL		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
INSTITUTIONAL		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
TOTAL	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
	1	5	\$ 615,000	43	17	\$ 6,016,200	2	8	\$ 890,000





MEMO

TO: Linda Nelson, CAO
 FROM: Carey Keleman; Development Officer
 RE: May 2024 Commercial, Industrial, Institutional Projects

COMMERCIAL

Development / Building Permit	District	Civic Address	Project	Value
2024-D15 / TSD B-0013 24	C-1	401 Main Ave W	New front entrance portico for restaurant	\$ 25,000
2024-D16 / TSD B-0015 24	C-2	829 Main Ave W	Change of Use to Liquor Store	\$ 10,000
2024-D18 / TSD B-0016 24	C-2	813 Main Ave W	New front entrance portico and a veranda for commercial building	\$ 70,000

Legend:

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

Value: n/a = no building permit required



DEPARTMENTAL REPORT

DEPARTMENT	Community Services
SUBMITTED BY	Jeff Elder
COUNCIL DATE	June 24, 2024
FOR MONTH OF	May 2024

TOPIC #1	Community Centre
	<ul style="list-style-type: none"> • Red River Watershed Alliance event held, well attended • Pickleball finished indoor season – moved outdoors • Moon Beam Market • Several basketball and birthday rentals • School rentals of gym
TOPIC #2	Parks
	<ul style="list-style-type: none"> • Continue Park clean up. • Campground maintenance complete – water break fixed, and campground opened for the season • Minor ball started on all diamonds • Installed directional signs on Snake Hill in conjunction with the Sundre bike club. • Installed all Banners on street posts • Prepping all beds for upcoming flower order • Greenwood Gazebo busy with reservations • Obtaining quotes for Prairie Creek Capital bridge project • Meeting with County weed Inspector to discuss upcoming season.
TOPIC # 3:	Arena
	<ul style="list-style-type: none"> • Routine maintenance during inclement weather – painting / cleaning • Discussions with interested parties to rent arena for summer event.

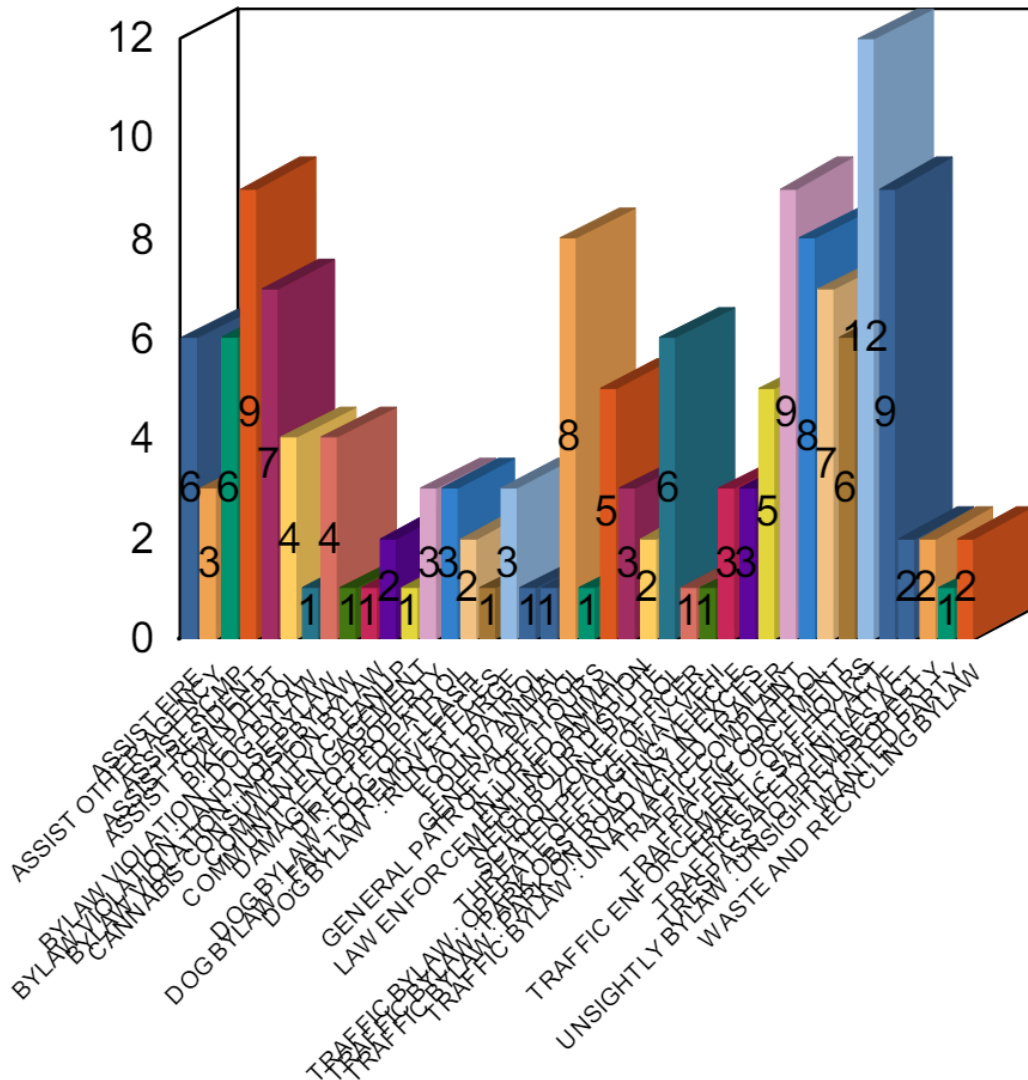


DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	Community Peace Officer Sam Zhao
DATE	2024/06/01
FOR MONTH OF	May 2024

Calls for Service
 May Total – 155
 Year to Date Total – 545

Count of Incident Types





Sundre Municipal Enforcement and Sundre Fire Dept hosted an Open House on May 10th, and welcomed Kindergartens from River Valley School.





Sundre Municipal Enforcement assisted Sundre Fire Dept with giving a presentation and live demo of how to use a Fire Extinguisher to Sundre Thrift Shop volunteers.



DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
COUNCIL DATE	June 24, 2024
FOR MONTH OF	May 2024

TOPIC #1	Capital Project 2nd Ave NW
Progress	Water looping project is completed. All additional tasks such as access road gravelling, gates and grass seeding is complete. Report provided to Rodeo Committee.
Action	Work continues on a section of 2 nd Ave with pavement repairs, sidewalks and curb work
TOPIC #2	Water Conservation Presentation
Progress	At a 2 day event, hosted by the Red Deer River Watershed Alliance, the Operations Manager presented information to students of grades 3 - 12, regarding Sundre environmental projects such as the Bear Berry fish habitat, water treatment, ground water and waste water treatment.
Next Steps	An annual field visit by Grade 8 students is scheduled prior to the end of the school year
TOPIC # 3:	Asset Management /Operations
Progress	Gas assets such as the existing and new line heater have been completed for review. The gas operators will be completing further gas assets for review
Next Steps	Reviewed by asset management committee. Procedure guidelines for utility asset recording is being developed
TOPIC # 4:	Gas Department
Progress	Projects include valve repairs, pipe looping and design for replacement of high volume meter sets found in need of repairs and /or small leaks
Next Steps	Underground projects and service alterations have commenced
TOPIC # 5:	Addition to 2nd Ave NW Project
Progress	A connected paved section of trail has been completed as part of the 2 nd Ave NW surface works section. This will provide access on the south side of 2 nd Ave from Centre Street North
Next Steps	Landscaping will be completed
TOPIC # 6:	Hwy 27 Underground Project
Progress	The contractor has completed the remaining pipe bursting and street connections.
Next Steps	Work on the Centre St North and South connections, including manhole 13 and services to Zims

9.1f

DEPARTMENTAL REPORT

DEPARTMENT	Economic Development
SUBMITTED BY	Jonathan Allan
COUNCIL DATE	June 24, 2024
FOR MONTH OF	May 2024

TOPIC #1	Community Development, Business Development and Vacancy Rates
ISSUES:	<ul style="list-style-type: none"> • VACANCY RATES <ul style="list-style-type: none"> ○ May commercial vacancy was estimated at 5.6% as a proportion of square footage available in the C1 district downtown.
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Interviewed prospective consultants to develop Strategic Organizational Development Plan for the MVRFO; selection of consultant made; and the plan will be underway in late June/early July after contracts are signed. • Helped secure recognition of MVRFO at Banff World Media Festival. • Attended film production in Sundre. • Attended developers meeting. • Met and/or spoke with several municipalities regarding the Rural Renewal Stream. • Conducted a tour of Sundre for several prospective investors. • Conducted “Proprietors’ Series” photo session with new business. • Continued updating 2024 Sundre Economy and Industry Spotlight booklet. • Collaborated with Planning Department on layout and design of new MDP.
TOPIC #2	Tourism Development
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Continued coordination of Explore Sundre tourism advertising campaign.
TOPIC # 3:	Committees, Conferences and Professional Development
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Attended Regional EDO meeting in Didsbury. • Attended CAEP Premier’s Dinner in Red Deer.
TOPIC # 4:	Communications
RESOLUTIONS/SUCCESSES:	<ul style="list-style-type: none"> • Updated website(s) as necessary. • Organized several radio interviews about MVRFO awards.
Attachments	<ul style="list-style-type: none"> • N/A



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT Highway 27 Infrastructure Project Update
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 9.2

BACKGROUND/PROPOSAL:

The Town of Sundre's Highway 27 Infrastructure Upgrade Project is progressing and nearing completion.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Report by CAO.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

That Council accept the CAO's verbal report as information.

MOTION:

That the Town of Sundre Council accept the CAO's verbal report on the status of the Town of Sundre's Highway 27 Infrastructure Upgrade project as information.

Date Reviewed: June 18, 2024

CAO: *Linda Nelson*



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT Town of Sundre Boardwalk Grand Opening
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 9.3

BACKGROUND/PROPOSAL:

The Town of Sundre hosted the Boardwalk Grand Opening on Friday, June 14 at 2:00 p.m. Invited guests included the Honourable Jason Nixon, the Honourable Ric McIver, Mayor and Council, local business sponsors and project volunteers.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Report by CAO.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 1 Community Development and Pillar 2 Community Wellness

ADMINISTRATION RECOMMENDATIONS:

That Council accept the CAO's verbal report as information.

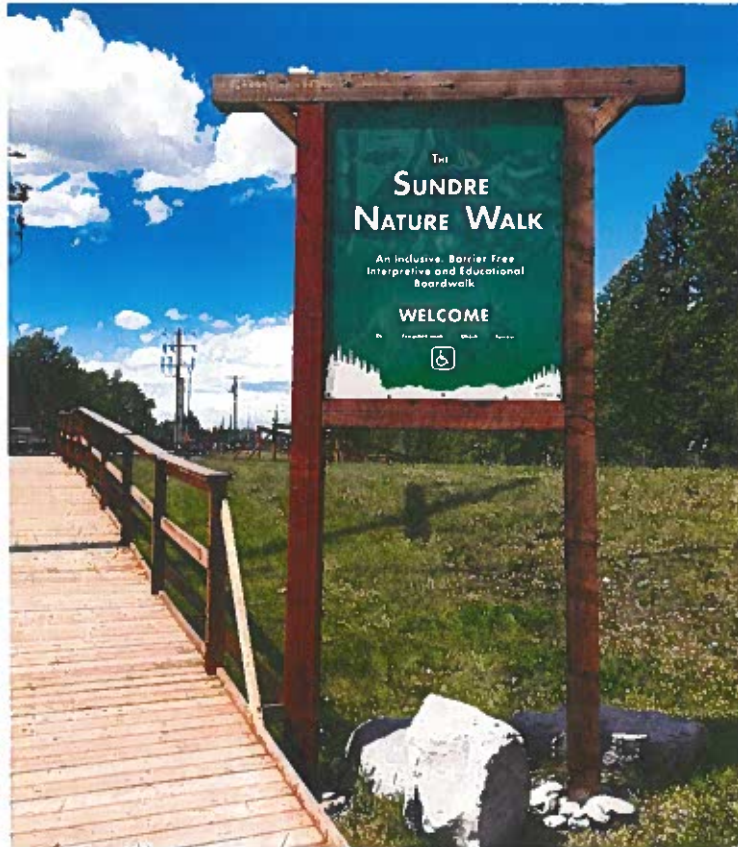
MOTION:

That the Town of Sundre Council accept the CAO's verbal report on the Town of Sundre Boardwalk Grand Opening.

Attachments: Pictures

Date Reviewed: June 18, 2024

CAO Linda Neban







REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.1

BACKGROUND/PROPOSAL:

Council have provided reports for Council's review and information for the month of May 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

That Council accept Mayor Warnock's report for May 2024 as presented.

That Council accept Councillor Marr's report for May 2024 as presented.

That Council accept Councillor Isaac's report for May 2024 as presented.

MOTIONS:

That the Town of Sundre Council accept Mayor Warnock's report for May 2024 as information.

That the Town of Sundre Council accept Councillor Marr's report for May 2024 as information.

That the Town of Sundre Council accept Councillor Isaac's report for May 2024 as information.

ATTACHMENTS:

10.1a Mayor Warnock's report

10.1b Councillor Marr's report

10.1c Councillor Isaac's report

Date Reviewed: June 18, 2024

CAO: Amida Nebu

**COUNCIL COMMITTEE MEETING REPORT
FROM THE DESK OF MAYOR RICHARD WARNOCK**

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

For the Month of May 2024

Bylaw Policy Review Committee

Date of Meeting:

No May Meeting

Emergency Management Advisory Committee

Date of Meeting:

No May Meeting

Intermunicipal Collaboration Committee

Date of Meeting:

No May Meeting

Mountain View Senior's Housing

Date of Meeting: May 09

MVSH Board meeting was held in Olds with agenda items = Monthly housing report, Long term debt summary, Q1 Financials, Q1 Budget variance, 2024 Auditor report, and review of Strategic Planning Day.

Also, a meeting with CAO Stacey Stilling, and Board Chair Dwayne Fulton to discuss MVSH future opportunities and all potential strategies that the Non-Profit community can offer.

Mountain View Regional Waste Management Committee

Date of Meeting:

No May Meeting

Intermunicipal Planning Commission

Date of Meeting:

No May Meeting

Red Deer River Municipal Users Group

Date of Meeting: May 16

RDRMUG Regular board meeting held via Zoom with agenda items = Financials to April 30, 2024 audit review, Acadia Valley Special Areas update, Ardley Dam study and next steps for RDRMUG Strategic plan.

Red Deer River Watershed Alliance

Date of Meeting:

No May Meeting

Sundre Petroleum Operators Group

Date of Meeting:

No May Meeting

Sundre Wellness Advocacy Committee

Date of Meeting: May 27

Committee met to discuss Fall Advocacy priorities and had a presentation on Mental Health in our Community from Paul Shippy.

Other:

Date of Meeting: May 2024

May 02 – Mid Sized Towns Mayors Caucus meeting held at Town of Ponoka Council Chambers. Agenda Items = Updated Contact Information for all 15 member municipalities, Review of LGFF funding received on a per capita basis, Town of Ponoka comparison of Towns to Cities on Provincial Funding, Party Politics in Municipal elections, Ruralisation of health care, ICF Agreements c/w funding formulas, and policing.

May 12 – Attended the Mothers Day fly in breakfast at the Sundre Airport with Mountain View County Councillors to give support for this great event.

May 13 – Regular Council Meeting – Agenda & Minutes @ www.sundre.com

May 15 – Attended with Mayors of Rocky Mountain House, Olds, Eckville , rural municipalities as well as MLA Jason Nixon, at the Mayor’s breakfast held in Rocky Mtn House.

May 24 – Attended by Zoom the Alberta Council webinar on GOA Bill 20 review.

May 24 – Regular Council Meeting – Agenda & Minutes @ www.sundre.com

May 28 – Attended and presented on behalf of the Town of Sundre at the Hospital long service awards – We have fantastic long term employees here in our community.



**COUNCIL COMMITTEE MEETING REPORT
FROM THE DESK OF COUNCILLOR MARR**

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

For the Month of MAY

Bylaw Policy Review Committee

No Meeting

Emergency Management Advisory Committee

No Meeting

Grant Review Committee

No Meeting

Sundre Municipal Library Board

Date of Meeting: May 15, 2024 1pm

Moving into summer programming. Volunteer appreciation held at library June 6th at 6pm – all invited. Job fair had a great impact on the library summer program position, board and staff are thankful to the Chamber for hosting and planning the event. Will continue staff professional development focused on specific roles and responsibilities, staff seem excited for these opportunities. The story walk is going to be started up very soon and the manager wants the Sundre Council to take a peek at the story as it was chosen very specifically as a thank to you council for their approval of funds to assist with the repair of the damaged story boards. Finances are looking great, fundraising ongoing and donations are still coming in. Year-end financials were reviewed internally by 2 board volunteers and a clean report is presented with confidence. A great job goes towards the ED (Joy) for all her hard work with the library.

Sundre Aquatic Society

Date of Meeting: May 22, 2024 6:30pm

The Aquaplex board has been active in planning the upcoming Canada Day weekend Tri-it-Athalon Fundraising Event. I have not attended these event meetings and members of the board have indicated a separate fundraising committee be created to alleviate the Alternate attends this meeting as I am out of the country.

SPOG

No Meeting

Other:

Date of Meeting:

May 10, 2024 – Participated as a parent volunteer for May Queen – really enjoyed seeing all the kids cleaning up the community via open green spaces, businesses parking lots etc. Lovely school fundraiser.
May 13, 2024 – Regular general meeting 6pm
May 27, 2024 – Regular general meeting 6pm

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For the Month of May 2024

Bylaw Policy Review Committee

Date of Meeting:

No meeting scheduled in May

Emergency Management Advisory Committee

Date of Meeting:

No meeting scheduled in May

Sundre Forest Products/West Fraser

Date of Meeting:

No meeting scheduled in May

Regular Meeting of Council

Date of Meeting: May 27th

Attended Regular Meeting of Council

Other: Sundre & District Chamber of Commerce

May 2:

Met with the Vice-President, Josh Hengen and Town of Sundre CAO to discuss and clarify the Town's Hwy 27 infrastructure project and timeline, and the importance of working closely with the Chamber of Commerce to ensure all businesses are kept informed.

May 16:

Attended meeting at VIC. Several discussion items brought forward including new technology to promote businesses in Sundre and area, options for the installation of an EV charging station at the VIC, and confirmation that a summer student will be working at the VIC.



REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	Council Key Messages
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.2

BACKGROUND/PROPOSAL:

Each month an insert with key messages from the Office of Council is included in the mailing of the Town of Sundre Utility bills.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Key Monthly Messages will be incorporated into the Town of Sundre Regular Council Meeting Agenda at the end of each month to ensure we reach as many residents as possible.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

MOTION:

That the Town of Sundre Council accept the Key Messages of Council for the month of May 2024 as information.

ATTACHMENTS:

10.2a Key Messages from the Office of Council for May 2024.

Date Reviewed: June 18, 2024

CAO: Amie Nelson



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

FROM THE OFFICE OF THE COUNCIL

KEY MESSAGES FOR THE MONTH OF MAY, 2024

May13, 2024

Sundre's Seniors Protected and Respected Under Community Engagement (S.P.R.U.C.E.) is hosting a Seniors Fair – Healthy Aging, June 6. Representatives of S.P.R.U.C.E. requested a fee waiver for the rental of the Community Centre and the Boardroom for this initiative. The event will be open to the public, with a focus on seniors as this event occurs in Seniors Week. Council was pleased to waive the fee for this event.

Council directed administration to contact Transportation and Economic Corridors with concerns regarding the traffic backups at Centre street, particularly during school hours, and to try to come up with solutions to alleviate the congestion.

May 27, 2024

The RCMP Detachment Commander presented the 4th Quarter Provincial Community Report and Crime statistics. Council were pleased to hear that there is a reduction in property crime.

Planning for Canada Day is well underway, Council is looking forward to the free BBQ put on by the Town for our residents!

The underground infrastructure replacement on Hwy 27 is nearing completion. The replacement of the underground infrastructure was long overdue, and although there have been some inconveniences, this was a critical project that needed to be addressed.

FROM THE DESK OF THE MAYOR

As we approach the height of the wildfire season, I want to take a moment to address a critical issue that affects us all. Our community is blessed with beautiful landscapes and natural resources, but with this beauty comes the responsibility to protect it from the devastating impacts of wildfires.

Wildfires pose a significant threat to our homes, our environment, and our safety. Fighting wildfires falls under the jurisdiction of the Government of Alberta, but our Sundre Fire Department is well aware of the risks and undergoes constant training as they do their best to be prepared for a large event. Additionally, our Emergency Management Team and Fire Department is part of a Regional Emergency Management Team that includes all of the Regional Fire Departments and Emergency Management staff.

We can all help, because the statistics show that over 60% of the wildfires started in Alberta are caused by Humans. Please practice fire safety at home, be vigilant outdoors, stay informed and support community efforts that aim to reduce wildfire risks.

Thank you for your cooperation and dedication to making our community a safer place.

Respectfully
Mayor Richard Warnock



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT Deputy Mayor Rotation
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.3

BACKGROUND/PROPOSAL:

The following resolution was made with regards to the Deputy Mayor schedule at the October 2, 2023 Organizational Meeting:

Res. 253-02-10-23 MOVED by Councillor Isaac that the Town of Sundre Council appoint Jaime Marr as the Deputy Mayor for the months of November 1, 2023 to June 30, 2024 and that Council appoint Owen Petersen as the Deputy Mayor from July 1, 2024 to February 28, 2025. **CARRIED**

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Discussion.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Council's Strategic Plan Pillar 5 Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATION:

That Council thank Councillor Marr for her commitment and service to the community.

MOTION:

That the Town of Sundre Council thank Councillor Marr for her commitment and service to the community.

Date Reviewed: June 18, 2024

CAO: 



REQUEST FOR DECISION

COUNCIL DATE June 24, 2024
SUBJECT Sundre Municipal Library Financial Report
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 11.1

BACKGROUND/PROPOSAL

The Board of the Sundre Municipal Library have submitted the 2023 year-end financials for Council's review.

DISCUSSION:

See the attached 2023 Year End Financial Report.

ALIGNMENT WITH STRATEGIC PLAN

This aligns Council's strategic priority of Pillar 2, Community Wellness and Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS

That Council accept the Sundre Municipal Library's 2023 Year End Financial Report as information.

MOTION

That the Town of Sundre Council accept the Sundre Municipal Library 2023 Year End Financial Report as information.

ATTACHMENTS

11.1a_2023 Year End Financial Report

Date Reviewed: June 18, 2024

CAO: 

SUNDRE MUNICIPAL LIBRARY
Compiled Financial Information
Year Ended December 31, 2023



COMPILATION ENGAGEMENT REPORT

To the Management of Sundre Municipal Library

On the basis of information provided by management, we have compiled the balance sheet of Sundre Municipal Library as at December 31, 2023, and the statement of income and retained earnings for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

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

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

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

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

Sundre, Alberta
March 30, 2024

A stylized, handwritten signature of the word "Sunstone" in a cursive script.

Sunstone Chartered Professional Accountants

SUNDRE MUNICIPAL LIBRARY
Statement of Income and Retained Earnings
Year Ended December 31, 2023

	2023	2022
Revenue		
Municipal funding - Town of Sundre	\$ 110,315	\$ 107,625
Municipal funding - County of Mountainview	60,973	57,532
Grants - Alberta Municipal Affairs	24,282	16,650
Grants - Library Services Rural Grant	18,306	18,520
Grants - other	11,280	20,080
Donations and fundraising	8,769	10,402
Parkland allotment	7,016	7,391
Fines, fees, and sales	3,869	2,767
Other revenue	3,657	11,071
Interest earned	218	261
	<u>248,685</u>	<u>252,299</u>
Expenses		
Salaries, wages and benefits	129,593	156,403
SCC operating costs	36,318	28,551
Book purchases	11,165	11,002
Programs	6,704	4,467
Janitorial	6,683	7,979
Amortization	5,071	4,243
Repairs and maintenance	4,713	4,221
Insurance	3,830	3,553
Special project	3,790	1,709
Professional fees	3,745	-
Supplies	2,557	3,019
Accounting fees	2,495	2,392
Training	1,791	152
Telecommunications	1,724	1,668
Memberships	1,481	1,876
Fundraising	914	1,226
Advertising and promotion	898	1,079
Interest and bank charges	541	386
Dues, fees and licenses	283	253
Legal fees	-	1,075
	<u>224,296</u>	<u>235,254</u>
Excess of revenue over expenses from operations	<u>24,389</u>	<u>17,045</u>
Other income		
Amortization of books	(11,083)	(10,743)
Add-back of capitalized book purchases	11,165	11,002
	<u>82</u>	<u>259</u>
Excess of revenue over expenses	<u>24,471</u>	<u>17,304</u>
Net assets - beginning of year	<u>193,962</u>	<u>176,658</u>
Net assets - end of year	<u>\$ 218,433</u>	<u>\$ 193,962</u>

SUNDRE MUNICIPAL LIBRARY
Notes to Compiled Financial Information
Year Ended December 31, 2023

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the balance sheet of Sundre Municipal Library as at December 31, 2023, and the statement of income and retained earnings for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts
 - property, plant and equipment recorded at historical cost and amortized on a declining balance method
 - accounts payable and accrued liabilities
-

2. PURPOSE OF THE ORGANIZATION

Sundre Municipal Library (the "organization") is a not-for-profit organization incorporated provincially under the Libraries Act of Alberta. As a registered charity the organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Sundre Municipal Library became a registered charity as of July 18, 2014.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Property, plant and equipment

Property, plant and equipment are stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life at the following rates and methods:

Books	100%	declining balance method
Furniture and fixtures	20%	declining balance method
Computer equipment	30%	declining balance method
Leasehold improvements	5 years	straight-line method

The organization regularly reviews its property, plant and equipment to eliminate obsolete items. Government grants are treated as a reduction of property, plant and equipment cost.

Property, plant and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue recognition

Sundre Municipal Library follows the deferral method of accounting for revenue. Donations that are externally restricted are deferred until the related expenditure has occurred.

4. RESTRICTED FUNDS

Restricted funds consists of \$3,452 that has been externally restricted by the Town of Sundre and \$70,551 that has been internally restricted by the Board of Directors. Of this internally restricted amount, \$45,203 is restricted for an Operating Reserve, \$11,295 for Capital projects, \$7,440 is restricted for a Legal Reserve, and \$6,613 is restricted for a Technology Reserve. The internally restricted amounts are not available for other purposes without approval of the Board of Directors.


SUNDRE MUNICIPAL LIBRARY

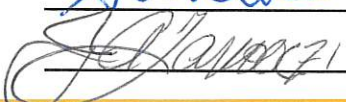
Balance Sheet

December 31, 2023

	2023	2022
ASSETS		
Current		
Cash	\$ 126,335	\$ 111,122
Restricted funds	74,003	73,818
Accounts receivable (Note 4)	121	24
GST recoverable	543	360
Parkland Regional Fund	492	912
	<u>201,494</u>	186,236
Property, plant and equipment (Note 5)	<u>25,036</u>	30,027
	<u>\$ 226,530</u>	\$ 216,263
LIABILITIES		
Current		
Accounts payable	\$ 4,645	\$ 18,876
Deferred income (Note 6)	3,452	3,425
	<u>8,097</u>	22,301
Net assets	<u>218,433</u>	193,962
	<u>\$ 226,530</u>	\$ 216,263

Approved by the Directors


 _____ Director


 _____ Director

See notes to financial information

SUNDRE MUNICIPAL LIBRARY
Notes to Compiled Financial Information
Year Ended December 31, 2023

5. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Books	\$ 237,736	\$ 232,154	\$ 5,582	\$ 5,501
Furniture and fixtures	57,604	40,969	16,635	20,794
Computer equipment	21,319	20,568	751	1,073
Leasehold improvements	2,954	886	2,068	2,659
	\$ 319,613	\$ 294,577	\$ 25,036	\$ 30,027

6. DEFERRED REVENUE

Deferred revenue consists of an amount specified by the Town of Sundre to be reserved for the purpose of extraordinary legal and accounting fees. These amounts are not available for other purposes without approval of the Town of Sundre.



REQUEST FOR DECISION

COUNCIL DATE	June 24, 2024
SUBJECT	Invitation to Participate in Bowden Daze Parade
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.2

BACKGROUND/PROPOSAL:

The Town of Bowden has sent an invitation to participate in the annual Bowden Daze Parade, Saturday, July 13, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Bowden Daze Parade Coordinators are hosting their annual Bowden Daze Parade, Saturday, July 13th, 2024. The parade will marshal at Bowden Grandview School, 2238 – 21 Avenue between 9:30 a.m. – 10:30 a.m., and will start at 11:00 a.m. A registration form has been provided and are to be submitted to the Town of Bowden Office. The Town of Bowden permits the dispensing of wrapped candy along the parade route.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Pillar 1 of the Strategic Plan-Community Development.

MOTION:

That the Town of Sundre Council accept the invitation to participate in the annual Bowden Daze Rodeo Parade, Saturday, July 13th, 2024, at 11:00 a.m.


Or

At Council's discretion.

ATTACHMENTS:

11.2a_ 2024 Bowden Daze Parade Invitation & Registration Form

Date Reviewed: June 18, 2024

CAO: 



Mayor Richard Warnock
Town of Sundre
Box 420
Sundre, Alberta
T0M 1X0

Dear Mayor Warnock,

RE: Bowden Daze Parade July 13, 2024

Yee Haw! On behalf of the Mayor and Council, we invite you to help The Town of Bowden celebrate its annual Bowden Daze Rodeo Weekend coming up July 12-14, 2024. This year our theme is "Salute to Bowden & District Agriculture Society". We encourage participants to incorporate the parade theme into their entry and attire.

The Town of Bowden permits the dispensing of wrapped candy along the parade route. You must provide your own candy.

The parade will marshal at Bowden Grandview School, 2238 – 21 Avenue between 9:30 – 10:30 am, and will start at 11:00 sharp.

To assist with our planning, please fill in the attached parade registration and return it to the Town of Bowden Office (2101 – 20 Avenue) in person, by email (info@bowden.ca) or by fax at 403-224-2244.

We look forward to having you join us!

Warm regards,
Bowden Daze Parade Coordinators
Town of Bowden
info@bowden.ca
PH-403-224-3395 FAX-403-224-2244

BOWDEN

Bowden Daze Rodeo

2024 Parade Registration
"SALUTE TO THE BOWDEN & DISTRICT
AGRICULTURAL SOCIETY"
Saturday, July 13th, 2024

Name of Participant or Business _____

Contact Person _____

Phone _____

Email _____

Address _____

Entry Type (Please check all that apply)

- Business
- Antique
- Community
- Horse/Horse and buggy
- Kids
- Sports
- Other (Please Specify)

Brief description of entry: _____

If horses or other livestock are part of your entry, please advise parade directors if you need special placing. (Away from loud music, flags, etc.)

Marshalling will take place at Bowden Grandview School (2238 - 21 Avenue) between 9:30 am and 10:30 am. The parade starts at 11 am sharp!

We encourage all participants to incorporate the parade theme into their entry through costume or decoration. Candy is allowed to be thrown from the floats.

Please complete this form and return it to the Town of Bowden office, 2101-20 Ave.
Phone: 403-224-3395 Fax: 403-224-2244 Email: info@bowden.ca

SALUTE TO THE BOWDEN & DISTRICT AGRICULTURAL SOCIETY

