



Regular Council Meeting
Town of Sundre Municipal Council Chambers
November 25, 2024
6:00 p.m.

1. **Call to Order:**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 November 25, 2024 Regular Council Meeting
 - 3.2 Councillor Absence
4. **Adoption of Previous Minutes**
 - 4.1 November 12, 2024 Regular Council Meeting Minutes Pg. 1
5. **Delegation:**
 - 5.1 RFD Sundre RCMP Detachment Q2 Reports and Crime Statistics Pg. 4
 - 5.2 RFD Sundre Community Van Association Pg. 15
 - 5.3 RFD Mountain View Regional Film Office Strategic Planning Consultants Pg. 19
6. *No Longer Required*
7. *No Longer Required*
8. **Bylaws / Policies:** None
9. **Old Business:** None
10. **New Business:**
 - 10.1 RFD Q3 Financials Pg. 35
 - 10.2 RFD Budget Deliberations Pg. 68
11. **Administration:**
 - 11.1 RFD Departmental Reports, October Pg. 129
12. **Council Committee Reports:**
 - 12.1 RFD Council Reports, October Pg. 201
 - 12.2 RFD Key Messages, October Pg. 206
13. **Council Invitations / Correspondence:**
 - 13.1 RFD Invitation from Chinook’s Edge School Division Pg. 208
14. **Closed Meeting:**
 - 14.1 Advice From Officials, *FOIPP Act, Section 24*
15. **Adjournment**

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



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
November 12, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Tuesday, November 12, 2024, commencing at 6:00 p.m.

IN ATTENDANCE: Mayor Richard Warnock
Councillor Connie Anderson
Councillor Jaime Marr
Councillor Chris Vardas

ABSENT: Councillor Todd Dalke

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

PUBLIC: 12

DELEGATION: 2 Representatives of Sundre Municipal Library, George Waldron and Joy Willihnganz
1 Representative of Sundre & District Chamber of Commerce, Sarah Kennedy

PRESS: 1

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

AGENDA – AMENDMENTS AND ADOPTION:

Res. 371-12-11-24 MOVED by Councillor Vardas that the agenda be approved as presented.

CARRIED

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

ADOPTION OF THE PREVIOUS MINUTES:

Res.372-12-11-24 MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on October 28, 2024, be approved as presented.

CARRIED

DELEGATION:

Sundre Municipal Library

Res. 373-12-11-24

MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation from the representatives of the Sundre Municipal Library as information and thank the Sundre Municipal Library Board and staff for the services and programs they provide to the community.

CARRIED

Sundre & District Chamber of Commerce

Res. 374-12-11-24

MOVED by Councillor Marr that the Town of Sundre Council accept the presentation from the representative of the Sundre & District Chamber of Commerce as information and thank the Sundre & District Chamber of Commerce for the services and programs they provide to visitors to our community, and their support of area businesses.

CARRIED

BYLAWS/POLICIES:

None

OLD BUSINESS:

None

NEW BUSINESS:

Public Member Appointments to the Inter-Municipal Subdivision and Development Appeal Board

Res. 375-12-11-24

MOVED by Councillor Marr that the Town of Sundre Council appoint Mr. Mike Beukeboom to the Inter-Municipal Subdivision and Development Appeal Board for a term of 2-years, ending at the October 2027 Organizational meeting of Council.

CARRIED

Res. 376-12-11-24

MOVED by Councillor Vardas that the Town of Sundre Council appoint Ms. Shelley Kohut to the Inter-Municipal Subdivision and Development Appeal Board for a term of 2-years, ending at the October 2027 Organizational meeting of Council.

CARRIED

ADMINISTRATION:

None

COUNCIL COMMITTEE REPORTS:

None

COUNCIL KEY MESSAGE:

None

COUNCIL INVITATIONS / CORRESPONDENCE:

Oldman River Regional Services Commission (ORRSC)

Res. 377-12-11-24

MOVED by Councillor Marr that the Town of Sundre Council accept the letter from Oldman River Regional Services Commission (ORRSC) regarding NextGen 9-1-1 and the work the GIS Department is doing to implement this system across Alberta, as information.

CARRIED

Initials

Town of Carstairs 2024-2025 Appointments to Boards and Committees

Res. 378-12-11-24 MOVED by Councillor Anderson that the Town of Sundre Council accept the letter from the Town of Carstairs pertaining to the 2024-2025 Town of Carstairs Appointments to Board and Committees, as information. **CARRIED**

CLOSED MEETING:

Res.379-12-11-24 MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 6:37 p.m. **CARRIED**

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

Mayor Warnock called a short break at 6:38 p.m.

Mayor Warnock reconvened the closed meeting of Council at 6:40 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*

Res. 380-12-11-24 MOVED by Councillor Anderson that Council return to an open meeting at 6:47 p.m. **CARRIED**

ADJOURNMENT

Res. 381-12-11-24 MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 6:48 p.m. **CARRIED**

These Minutes approved this 25th Day of November 2024.

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	November 25, 2024
SUBJECT	RFD Delegation Sundre RCMP Q2 Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

The Sundre Detachment Commander has provided the Q2 2024 Sundre Provincial Community Report from July 1 to September 30, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Letter addressed to Mayor Warnock and crime statistics attached.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the Q2 2024 Sundre Provincial Community Report as information.

MOTION:

That the Town of Sundre Council accept the Q2 2024 Sundre Provincial Community Report as information.

ATTACHMENTS:

5.1a_Q2 Sundre Provincial Community Report

Date Reviewed: November 20, 2024

CAO: *Lorena Nelson*

RCMP



ROYAL CANADIAN MOUNTED POLICE

November 8th, 2024

Mr. Richard Warnock
Mayor
Sundre, AB



Dear Mayor Warnock,

Please find attached the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Sundre RCMP Detachment.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Corporal Courtney Harding
Chief of Police
Sundre RCMP



Royal Canadian Mounted Police
Gendarmerie royale du Canada



**Sundre Provincial Detachment
Crime Statistics (Actual)
July to September: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	2	3	2	1	-75%	-50%	-0.6
Drug Enforcement - Trafficking		2	0	1	0	1	-50%	N/A	-0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		6	2	4	2	2	-67%	0%	-0.8
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		4	1	4	2	0	-100%	-100%	-0.7
TOTAL FEDERAL		10	3	8	4	2	-80%	-50%	-1.5
Liquor Act		10	2	2	5	0	-100%	-100%	-1.7
Cannabis Act		1	0	0	3	0	-100%	-100%	0.1
Mental Health Act		23	30	13	17	32	39%	88%	0.5
Other Provincial Stats		34	36	33	37	22	-35%	-41%	-2.3
Total Provincial Stats		68	68	48	62	54	-21%	-13%	-3.4
Municipal By-laws Traffic		1	0	2	0	0	-100%	N/A	-0.2
Municipal By-laws		7	16	5	5	1	-86%	-80%	-2.3
Total Municipal		8	16	7	5	1	-88%	-80%	-2.5
Fatals		0	1	0	1	1	N/A	0%	0.2
Injury MVC		13	10	10	13	6	-54%	-54%	-1.1
Property Damage MVC (Reportable)		42	52	55	53	40	-5%	-25%	-0.3
Property Damage MVC (Non Reportable)		8	12	12	9	14	75%	56%	0.9
TOTAL MVC		63	75	77	76	61	-3%	-20%	-0.3
Roadside Suspension - Alcohol (Prov)		0	9	5	10	8	N/A	-20%	1.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		322	166	144	133	142	-56%	7%	-39.3
Other Traffic		5	0	0	0	1	-80%	N/A	-0.8
Criminal Code Traffic		37	15	10	16	16	-57%	0%	-4.1
Common Police Activities									
False Alarms		5	7	15	9	6	20%	-33%	0.4
False/Abandoned 911 Call and 911 Act		3	8	14	3	7	133%	133%	0.3
Suspicious Person/Vehicle/Property		45	33	24	34	34	-24%	0%	-2.1
Persons Reported Missing		6	5	7	8	16	167%	100%	2.3
Search Warrants		0	1	1	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		37	22	15	29	21	-43%	-28%	-2.5
Form 10 (MHA) (Reported)		5	1	0	2	5	0%	150%	0.1



Sundre Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	0	2	N/A	N/A	0.4
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		6	4	3	5	1	-83%	-80%	-0.9
Other Sexual Offences		3	0	4	0	3	0%	N/A	0.0
Assault		42	21	18	20	26	-38%	30%	-3.3
Kidnapping/Hostage/Abduction		0	0	0	2	0	N/A	-100%	0.2
Extortion		2	0	0	0	1	-50%	N/A	-0.2
Criminal Harassment		15	8	3	11	9	-40%	-18%	-0.9
Uttering Threats		11	8	5	10	7	-36%	-30%	-0.6
TOTAL PERSONS		79	41	34	48	49	-38%	2%	-5.3
Break & Enter		16	16	21	12	14	-13%	17%	-0.8
Theft of Motor Vehicle		5	15	19	6	8	60%	33%	-0.3
Theft Over \$5,000		4	5	3	6	6	50%	0%	0.5
Theft Under \$5,000		27	30	30	22	17	-37%	-23%	-2.8
Possn Stn Goods		6	20	27	10	5	-17%	-50%	-1.2
Fraud		12	10	11	16	13	8%	-19%	0.8
Arson		1	1	5	2	4	300%	100%	0.7
Mischief - Damage To Property		17	25	34	16	14	-18%	-13%	-1.5
Mischief - Other		10	20	21	17	27	170%	59%	3.1
TOTAL PROPERTY		98	142	171	107	108	10%	1%	-1.5
Offensive Weapons		8	7	7	7	4	-50%	-43%	-0.8
Disturbing the peace		10	9	9	13	11	10%	-15%	0.6
Fail to Comply & Breaches		9	20	14	15	8	-11%	-47%	-0.7
OTHER CRIMINAL CODE		12	8	11	7	6	-50%	-14%	-1.3
TOTAL OTHER CRIMINAL CODE		39	44	41	42	29	-26%	-31%	-2.2
TOTAL CRIMINAL CODE		216	227	246	197	186	-14%	-6%	-9.0



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Sundre

Detachment Commander

Cpl. Courtney Harding

Report Date	Fiscal Year	Quarter
November 8, 2024	2024-25	Q2 (July - September)

Community Priorities

Priority #1: Police / Community Relations

Updates and Comments:

Sundre RCMP continues to be active in Sundre, Clearwater County, County of MD Bighorn, and RD County for Q2 having attended 22 community events, town council and community/stakeholder meetings.

Sundre Town Council was on break for July and August, however regular reporting resumed in September.

Priority #2: Crime Reduction

Updates and Comments:

Sundre RCMP Continues to work with community agencies and groups on a regular basis such as Sundre Citizen's on Patrol and Rural Crime Watch groups, by attending regular meetings, providing stats and crime prevention strategies and information. Sundre Detachment also works closely with local community agencies on crime prevention and joint force operations (Town of Sundre/Fish and Wildlife/Conservation). Sundre is actively monitoring 6 offenders on release with curfew-imposed conditions by the courts.

Working with the Southern Alberta District Community Response Unit, and neighbor Detachments in targeting prolific offenders of copper wire theft has resulted in a decrease of these crimes over the quarter.





Priority #3: Mental Health and Substance Abuse

Updates and Comments:

Sundre continues to receive a number of mental health related complaints. Sundre RCMP engages RPACT as much as possible. 23 Mental health related complaints were received for Q2. Of those, 7 referrals to RPACT was made, 2 clients were apprehended under the Mental Health Act, and 7 were transported to hospital by EMS. RPACT continues to be a source of education and support for local RCMP members.

Priority #4: Traffic - Speeding

Updates and Comments:

Speeding continues to be a concern for Town of Sundre. Sundre RCMP has recently provided stats to Town of Sundre Peace Officers to support a business case for an additional Peace Officer. During Q2- Sundre RCMP received 84 calls for service in relation to traffic related offences (moving/non moving) for the Town of Sundre as well as surrounding rural highways and roads. Of those 28 investigations resulted in warnings, 23 investigations resulted in charges, and approximately 30 were unsolved. Regular traffic offence prevention media releases are sent to local media (i.e.: school zones). Enhanced policing members were tasked with visibility and enforcement of traffic throughout the summer.



Community Consultations

Consultation #1

Date	Meeting Type
July 1, 2024	Community Connection
Topics Discussed	
Youth; Reconciliation	
Notes/Comments:	
Sundre RCMP took part in Canada Day Parade and Flag Raising Ceremonies in traditional Serge and regular working uniform, where local MLA's, Town Mayor and other dignitaries present as well as representatives from the Metis Nation of Alberta. Many local youths attended with their families.	

Consultation #2

Date	Meeting Type
July 14, 2024	Community Connection
Topics Discussed	
Crime Reduction Initiatives	
Notes/Comments:	
Members attend Shady Blue Grass Festival for contacts with community throughout the weekend.	

Consultation #3

Date	Meeting Type
July 16, 2024	Community Connection
Topics Discussed	
Youth; Education Session	
Notes/Comments:	
Member attends a Bike Rodeo being held by the Town of Sundre/Peace Officers and local daycare, to provide bike safety lessons to local youths.	





Consultation #4

Date	Meeting Type
July 17, 2024	Community Connection
Topics Discussed	
Education Session; Youth	
Notes/Comments:	
Member attends Wild Wednesday/Library to read to community children and engage with library community groups.	

Consultation #5

Date	Meeting Type
July 23, 2024	Meeting with Stakeholders
Topics Discussed	
Crime Reduction Initiatives	
Notes/Comments:	
Member attended SCOPA- Citizens on Patrol meeting	

Consultation #6

Date	Meeting Type
August 17, 2024	Community Connection
Topics Discussed	
Crime Reduction Initiatives	
Notes/Comments:	
Sundre Members attended Adam Stock- a benefit concert for children with Cancer, patrols were made and members interacted with members of the public	



Consultation #7

Date	Meeting Type
September 25, 2024	Meeting with Stakeholders
Topics Discussed	
Crime Reduction Initiatives; Regular Reporting/Information Sharing	
Notes/Comments:	
Attended to meet with SPOG/Mutual Aid partners regarding Emergency response in West Country.	





Crime Statistics

The following table provides policing statistics on actual offences within the periods listed. Please see the Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
Total Criminal Code	197	186	- 6%	833	674	- 19%
Persons Crime	48	49	+ 2%	133	163	+ 23%
Property Crime	107	108	+ 1%	518	366	- 29%
Other Criminal Code	42	29	- 31%	182	145	- 20%
Drugs Offences	2	2	0%	11	14	+ 27%
Total Federal Acts	4	2	- 50%	21	23	+10%
Total Provincial Acts ⁴	62	54	- 13%	189	214	+ 13%
Municipal By-Laws	5	1	- 80%	14	12	- 14%
Motor Vehicle Collisions	76	61	- 20%	270	267	- 1%
Total Traffic Offences	149	159	+ 7%	522	580	+ 11%
Provincial Code Traffic	133	142	+ 7%	470	524	+ 11%
Criminal Code Traffic	16	16	0%	51	55	+ 8%
Other Traffic	0	1	N/A	1	1	0%

Notes:

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

Trends / Points of Interest

For Q2- Total Criminal Code is down 6% Year over Year from 2023. All other areas noted are down for Q2- with the exception of Traffic offences where we see a 7% Year over year increase from 2023 to 2024.





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	8	8	0	0
Detachment Support	2	2	0	0

Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the eight established positions, eight officers are currently working at the Sundre Detachment. On November 4th, a Corporal was brought in on an assignment to backfill a soft vacancy at the Sundre Detachment.

Detachment Support: Of the two established positions, two resources are currently working with none on special leave. There is no hard vacancy at this time.

Sundre Detachment anticipates an upcoming transfer of one Constable in Summer 2025. In anticipation of this, the interim commander will be working with K Division Staffing to prevent any hard vacancy at Sundre Detachment in 2025.





REQUEST FOR DECISION

COUNCIL DATE November 25, 2024
SUBJECT Delegation: Sundre Community Van Association
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 5.2

BACKGROUND/PROPOSAL:

Representatives of the Sundre Community Van Association have requested to appear before Council to highlight 2024 activities and future plans.

DISCUSSION:

See 2023-2024 Financial Statement attached.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillar 2, Community Wellness and Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:


That Council accept the presentation as information.

MOTION:

That the Town of Sundre Council accept the presentation by the Representatives of the Sundre Community Van Association as information with appreciation for the contributions of the association's volunteers.

Attachments: 2023-2024 Financial Statement

Date Reviewed: November 20, 2024

CAO: 

Sundre Community Van Association

5.2a

Presented May 2024-AGM

FINANCIAL STATEMENT OF OPERATIONS

MAY 1, 2023 – APRIL 30, 2024

REVENUE		
	2023-2024	2022-2023
Donations	\$46,556.96	\$10,470.16
Grants (Town of Sundre, County of Mountain View & Provincial Assisted Transportation Project Funding)	\$160,079.00	\$14,725.00
Advertising on Van-Fees	\$5760.00	\$850.00
User Fees-Community (Shuttle, SSSL, GNP, RVS)	\$12,633.80	\$18,432.50
-Flat Rate Rentals (JRCC, Bergen Church)	\$2650.00	\$2500.00
-Safe Drives / Misc. Groups	<u>\$12,518.00</u>	<u>\$10,563.50</u>
-Total	\$27,831.80	\$31,496.00
Sale of 2009 Ford Van	\$6500.00	
Training Income	\$130.00	
Interest from Bank	\$2179.68	\$990.54
<u>REVENUE TOTAL</u>	<u>\$249,037.44</u>	<u>\$59,681.70</u>

OPERATIONAL EXPENSES

	2023-2024	2022-2023
Vehicle Repair & Maintenance	\$3443.96	\$2190.13
Rental-Van	\$512.60	
2023 Chevrolet Van Purchase	\$165,931.76	
Fuel	\$6530.64	\$8174.80
Insurance, Licensing, Drivers Abstracts	\$4436.70	\$2787.53
Volunteer Training	\$1085.00	
WCB	\$854.84	\$303.00
Advertising (Logo, Decals, etc.)	\$605.06	
Cell Phone & Office Supplies	\$2723.65	\$1010.84
Coordinator Laptop Computer	\$603.54	
Bank Fees	\$27.20	\$18.20
OPERATIONAL EXPENSES TOTAL	\$186,754.95	\$14,484.50

DISBURSEMENTS

	2023-2024	2022-2023
Honorariums- (Per Diems)		
Drive Coordinator (May-Oct)	\$2920.00	\$5100.00
Volunteer Drivers	\$9066.44	\$10,142.00
Volunteer Van Operations Manager	\$600.00	\$600.00
Volunteer Appreciation	\$1360.92	\$152.39
Community Donation	\$1000.00	
Coordinator Contract Position (Nov-Apr)	\$5625.00	
DISBURSEMENT TOTAL	\$20,572.36	\$15,994.39
<u>EXPENSES TOTAL</u>	<u>\$207,327.31</u>	<u>\$30,478.89</u>
EXCESS OF REVENUE OVER EXPENSES	\$41,710.13	\$29,202.81

Drive Coordinator (May-Oct)

\$2920.00

\$5100.00

AUDIT

We, Sundre Community Van Association board members, confirm that we have audited the financial statement for the Sundre Community Van for the year ending April 30, 2024.

Joan Harris, SCVA Secretary

Signed _____

Dated _____

Doug Laveck, SCVA Van Manager

Signed _____

Dated _____

Approved by

Debbie Scheibner, SCVA Treasurer _____

Dated _____

And Tom King, SCVA Board Member _____

Dated _____



REQUEST FOR DECISION

COUNCIL DATE	November 25, 2024
SUBJECT	Delegation: Mountain View Regional Film Office
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.3

BACKGROUND/PROPOSAL:

Representatives of Nordicity have requested to address Council on behalf of their client, the Mountain View Regional Film Office (MVRFO). Nordicity is a group of professionals with diverse backgrounds specializing in providing their clients the tools they need to adapt, evolve and thrive in an ever-changing market. Nordicity operates all over the world from offices in London (UK), Toronto and Vancouver, with clients in over 15 countries.

DISCUSSION:

The Mountain View Regional Film Office has engaged Nordicity to develop a strategic organizational development plan for the future growth of the initiative and to ensure that the MVRFO is sustainable for all municipal partners.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from Nordicity as information.

MOTION:

That the Council of the Town of Sundre accept the presentation by representatives of Nordicity as information.

Attachments: Nordicity presentation package

Date Reviewed: November 20, 2024

CAO:

Amich Nuba

Mountain View Regional Film Office

Strategy Presentation

Presented by: Nordicity and SKH Consulting

November 2024

Alberta Industry Overview

Calgary is the **4th largest** filming jurisdiction in Canada.*

Area film/TV production saw **\$522 M** in economic impact in 2021*.

4,985 jobs created in 2021.*

450,000 sq.ft. of converted studio space.*



Why be Film-Friendly?



- Governments around the world have seen the value that a robust screen sector can bring to the **economy and social/cultural life**.
- Film/TV production creates:
 - Economic impacts (permits, etc.)
 - Jobs (accounting, construction, catering, etc.)
 - Infrastructure Growth (filming locations, studios, etc.)
 - Screen Tourism (e.g., Earptopia in Didsbury)
 - Civic Pride
- As municipalities in Canada share many physical and geographical features, the screen sector is not simply concerned with scenery or the uniqueness of a place.
- Must offer “film-friendliness”.

Film-friendliness is an international standard for film and television production jurisdictions, defined as the ability to attract and service film and television productions in a 24/7, one-stop-shop concierge manner, while being able to quickly address any customer issues or community concerns related to location filming.



Mountain View Value Proposition & Vision



The Mountain View region is strategically positioned to become a film-friendly location as it capitalizes on its:

1. **Proximity to Calgary**—a thriving audiovisual center, enabling the use of established industry resources **while accessing the financial incentives of the province’s rural and remotel tax incentive.**
2. **Diverse array of film-ready locations**, including natural landscapes **that remain free from the restrictions of provincial parks.**

Vision: To act as a virtual film office serving the regional area of Mountain View County, dedicated to supporting and growing film production while balancing the needs of our communities and economic priorities.



High Level Recommendations and Key Actions

1. Streamlining and Standardizing

↳ Align and standardize policies and processes (e.g., permitting).

2. Record Keeping and Data Collection

↳ Increase record keeping and activity logging.

3. Communicating with the Public

↳ Providing support to residents and encouraging participation.

4. Increasing Resources

↳ Apply for grants and convey economic opportunities to government.

5. Unifying and Expanding

↳ Incorporate, establish a virtual office, hire a part-time employee, offer membership to neighbouring municipalities, and align with upcoming regional economic strategies.

6. Provincial Relationship Building

↳ Frequent meetings with Alberta Film Commission/CED. Hosting of location scouts.

7. Communicating with Industry

↳ Streamline communications and website and attend and sponsor nearby international festivals.



1. Streamlining and Standardizing

KEY ACTIONS:

1. Establish a single standard permitting form for all participating municipalities and member municipalities to adopt.
2. Establish a single standard road closure permitting form for all participating municipalities and member municipalities to adopt.
3. Work to establish county-wide fire/explosives guidelines and regulations.
4. Establish an “acceptable use policy” for publicly-owned lands and facilities.
5. Establish guidelines for paid duty offices for film productions.
6. Work to increase the number of Mountain View locations in the Alberta Film Commission locations library.



2. Record Keeping and Data Collection

KEY ACTIONS:

1. Centralize and take record of current and existing funding.
2. Centralize and keep record of permit and filming inquiries to track interest in Mountain View.
3. Centralize and keep record of filming activity, production activity, and production volume.
4. Request that producers provide estimates of their expenditures in Mountain View in order to track an approximate economic impact.



3. Communicating with the Public

KEY ACTIONS:

1. Prepare a film activity “Myths and Facts” document for distribution and for the MVRFO website.
2. Ensure that there is a process in place to notify residents and business owners when a production is in Mountain View.
3. Consider establishing a social media account for the MVRFO to share film-related updates with the community.
4. Seek opportunities for residents, homeowners, and business owners to participate in production.



4. Increasing Resources

KEY ACTIONS:

1. Continue to convey the economic and tourism opportunities to municipal councils and the broader community to maintain financial support.
2. Apply for provincial grants, such as Northern and Regional Economic Development Program.



5. Unifying and Expanding

KEY ACTIONS:

1. Incorporate the MVRFO as either a corporate entity or a non-profit.
2. Establish a virtual office.
3. Hire a part-time employee to manage filming inquiries, liaison between productions and municipalities, carry out communication efforts, and track data.
4. Centralize funds and revenue into a shared account.
5. Offer and recruit memberships to surrounding municipalities in and around Mountain View County
6. As the film office progresses and attracts more activity, consider adding a “business tier” to the membership structure.



6. Provincial Relationship Building

KEY ACTIONS:

1. Arrange for frequent meetings (~6 per year) with both the Alberta Film Commission and Calgary Economic Development.
2. Arrange meetings and establish relationships with locations personnel (“location scouts”) in Alberta.



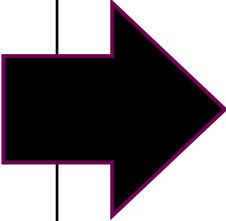
7. Communicating with Industry

KEY ACTIONS:

1. The film office should adopt a more streamlined, focused approach in their industry related communications
2. MVRFO should attend and or sponsor nearby international festivals to network and promote Mountain View to a domestic and international audiences (e.g., CIFF, EIFF, Banff World Media Festival).
3. Streamline the website and include a FAQ page or “Planning your Shoot” page on the MVRFO website designed to provide location managers and producers standard information prior to them inquiring.



Potential Scenarios

	Scenario 1: Fundamental	Scenario 2: Advanced
Assumptions	The activities and recommendations of Scenario 1 assume that the MVRFO will not receive more funding than what is currently available from participating municipalities.	The scenarios and recommendations of Scenario 2 assume that the MVRFO has an increase in budget . All activities and recommendations from Scenario 1 will be carried out in Scenario 2.
High Level Recommendations	<ol style="list-style-type: none"> 1. Streamlining and Standardizing 2. Record Keeping and Data Collection 3. Communicating with the Public <p><i>(Some no cost or low cost actions from Recommendations 4-7 may be carried out in this scenario)</i></p>	
Estimated Cost*	Total: ~\$33,000 (Current Annual MVRFO Budget)	Current Annual MVRFO Budget: ~\$33,000 Additional Annual Funding: ~\$38,200 One-time Costs: ~\$13,800 Total: ~\$85,000
Revenue Sources	Municipalities, Permits	Municipalities, Permits, Memberships



MVRFO “Event”



The MVRFO would like to establish a grassroots creative industry and film-focused event or activation, that combines exhibition and workforce development.

This event will aim to:

- Introduce the region as film-friendly
- Celebrate local talent (students, emerging filmmakers, etc.)
- Provide an opportunity for emerging talent to learn skills and interact with the industry.

To achieve this aim, the MVRFO will need to:

- Establish a non-for-profit or charity
- Engage the other neighbouring municipalities to participate.
- Work post-secondary film and creative industry programs
- Apply for film festival funding from all levels of government.
- Garner community support and sponsorship



Thank you





REQUEST FOR DECISION

COUNCIL DATE	November 25, 2024
SUBJECT	2024 Q3 Financial Reports
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	10.1

BACKGROUND/PROPOSAL:

Included are the four quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions, and capital expenditures as at September 30, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Revenue and Expenses: The information presented was combined on a pro-forma basis and includes comparison data for the same time frame in 2023, as well as corresponding budget information.

Cash Balances: As at September 30, 2024, there is approximately \$7.3M in the operating accounts. There is also approximately \$4.5M in Restricted Surplus identified accounts and all previous investment accounts have been closed, for total holdings of almost \$11.8M.

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

Capital Expenditures: project specific comments are included in the schedule.

ALIGNMENT WITH STRATEGIC PLAN

Pillar 5: Sustainable & Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the Q3 2024 Quarterly Financial Reports, as information.

MOTION:

That the Town of Sundre Council accept the Q3 2024 Quarterly Financial Reports, as information.

Date Reviewed: November 20, 2024

CAO: Linda Nebel

CASH STATEMENT
Month Ending Sept 30, 2024

10.1a

OPERATING ACCOUNTS					
ATB Operating	2,346,861.04				
CIBC Operating	4,977,843.81	<i>GENERAL ACCOUNT BALANCE</i>			
		Q2 2024	Q1 2024	Q4 2023	Q3 2023
TOTAL OPERATING	7,324,704.85	9,355,339.75	3,080,886.16	2,044,800.16	3,305,771.10

RESTRICTED SURPLUS ACCOUNTS					
Account Name	Amount				
ATB Acct MUSH-04	986,370.85				
CIBC Acct 1687107	0.00				
CIBC Acct 1686909 (Off-site Levy)	348,434.01				
CIBC Acct 1686801 (Mun Cash-in-lieu)	70,959.31				
TOTAL TOWN RESTRICTED SURPLUS	1,405,764.17				
CIBC Acct 1686305 (MSI Capital)	2,527,099.63				
CIBC Acct 1686607 (CCBF)	536,090.95				
CIBC Acct 1686704 (FRIAA)	24.98				
CIBC Acct 1686402 (MSI Operating)	64,736.99				
CIBC Acct 22-39205 (Restricted Grant Funding)	50,796.28				
TOTAL GRANT RESTRICTED SURPLUS	3,178,748.83	<i>TOTAL RESTRICTED SURPLUS</i>			
		Q2 2024	Q1 2024	Q4 2023	Q3 2023
TOTAL RESTRICTED SURPLUS	4,584,513.00	3,980,531.64	8,446,313.33	8,415,335.12	8,792,694.91

		<i>TOTAL INVESTMENTS & RESTRICTED SURPLUS</i>			
		Q2 2024	Q1 2024	Q4 2023	Q3 2023
TOTAL INVESTMENTS & RESTRICTED SURPLUS	4,584,513.00	3,980,531.64	8,446,313.33	8,415,335.12	8,792,694.91

TOWN OF SUNDRE
2024 Restricted Surplus Continuity Schedule
As at September 30, 2024

<u>RSA Designation</u>	<u>Restricted Surplus Account Name</u>	<u>Opening Balance</u>	<u>Interest</u>	<u>Increase</u>	<u>Decrease</u>	<u>Intra-Fund Transfer</u>	<u>Ending Balance</u>
A.1	General Corporate Stabilization	1,882,247.92	35,379.30	-	-	-	1,917,627.22
A.2	Corporate Services Stabilization	91,206.56	1,714.35	-	-	-	92,920.91
A.3	Protective Services Stabilization	28,584.64	537.29	-	-	-	29,121.93
A.4	Municipal Operations Stabilization	38,871.52	730.14	-	-	-	39,601.66
A.5	Utilities Stabilization	-	-	-	-	-	-
A.6	Development Stabilization	117,461.21	2,207.84	-	-	-	119,669.05
A.7	Community Services Stabilization	204,620.83	3,819.87	61,553.93	(50,000.00)	-	219,994.63
B.1	Municipal "New" Projects	198,325.03	3,639.12	300,000.00	(382,227.00)	-	119,737.15
B.2	Utility "New" Projects	-	-	-	-	-	-
C.1	Municipal Infrastructure Lifecycling	885,737.96	15,956.37	192,564.00	(568,000.00)	-	526,258.33
C.2	Utility Infrastructure Lifecycling	2,179,603.33	39,735.39	580,000.00	(1,319,000.00)	-	1,480,338.72
D.1	Municipal Cash-in-Lieu	69,112.39	1,846.92	-	-	-	70,959.31
D.2	Shared Fire - Capital	558,102.85	10,695.02	115,000.00	(6,000.00)	-	677,797.87
D.3	Shared Fire - Operating	130,221.38	2,447.72	-	-	-	132,669.10
D.4	Sundre Golf Society	60,847.78	706.15	-	(61,553.93)	-	-
D.5	Transportation Off-Site Levy	259.00	-	775.27	-	-	1,034.27
D.6	Water Off-Site Levy	341,587.06	11,543.35	4,173.23	-	-	357,303.64
D.7	Wastewater Off-Site Levy	1,408.00	-	4,212.10	-	-	5,620.10
D.8	Storm Drainage Off-Site Levy	-	-	-	-	-	-
Totals		6,788,197.46	130,958.83	1,258,278.53	(2,386,780.93)	-	5,790,653.89

* May differ slightly from Notes to Financial Statements due to rounding

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

SUMMARY

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>(Over) / Under Budget</u>
Taxes and Other Revenue								
Municipal Taxes	-	5,082,705	(4,157)	-	5,078,548	4,793,070	3,710,553	1,367,995
Tax Penalties	116,649	-	31,934	-	148,583	118,636	85,000	63,583
Investment Income	103,416	93,658	123,025	-	320,099	370,483	187,500	132,599
FortisAlberta Franchise Fee	50,947	74,864	76,961	-	202,772	162,300	225,000	(22,228)
MSI - Operating	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue	271,012	5,251,227	227,763	-	5,750,002	5,444,489	4,208,053	
Less Interest, Requisitions and Transfers								
ASFF & MVSH Requisitions	(322,434)	(322,434)	(42,998)	-	(687,866)	(964,055)	-	(687,866)
Interest on Long-Term Debt	(26,430)	(29,052)	(50,481)	-	(105,963)	(114,760)	(120,750)	14,787
Provincial Police Funding Model	(157,399)	-	-	-	(157,399)	(109,668)	(170,000)	12,601
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue for Operations	(235,251)	4,899,741	134,284	-	4,798,774	4,256,006	3,917,303	
Net Operational Excess/(Shortfall)								
11 - Legislative	(51,459)	(119,559)	(106,847)	-	(277,865)	(257,561)	(392,975)	115,110
12 - Corporate Services	(100,634)	(183,255)	(48,517)	-	(332,406)	(394,312)	(409,131)	76,725
17 - Census	-	-	-	-	-	-	-	-
18 - Elections	-	-	-	-	-	-	-	-
21 - Municipal Enforcement	(32,328)	(59,813)	(37,161)	-	(129,302)	(115,608)	(98,839)	(30,463)
23 - Fire	(106,652)	155,576	207,055	-	255,979	(72,845)	(106,360)	362,339
24 - Emergency Management	3,088	(2,060)	(2,027)	-	(999)	(14,745)	(12,711)	11,712
26 - Animal Control	6,137	112	(2)	-	6,247	(17,556)	(15,250)	21,497
32 - Roads	(92,072)	(137,463)	(164,626)	-	(394,161)	(383,901)	(425,171)	31,010
35 - Shop	(76,807)	(50,507)	(69,516)	-	(196,830)	(194,220)	(173,694)	(23,136)
41 - Water	136,140	135,943	185,318	-	457,401	234,222	381,221	76,180
42 - WasteWater	61,669	76,616	149,188	-	287,473	279,461	225,058	62,415
43 - Solid Waste	46,000	24,044	20,169	-	90,213	60,638	47,175	43,038
51 - FCSS	(1)	1	(33,575)	-	(33,575)	(32,770)	(33,373)	(202)
61 - Planning & Development	(25,215)	(41,459)	(44,449)	-	(111,123)	(93,587)	(165,031)	53,908
63 - Economic Development	(18,919)	(72,933)	(79,497)	-	(171,349)	(170,627)	(207,996)	36,647
75 - Library	(33,692)	(33,692)	(33,692)	-	(101,076)	(99,904)	(104,250)	3,174
77 - Sundre Community Centre	(34,283)	(21,101)	24,622	-	(30,762)	(20,536)	(55,185)	24,423
80 - Arena	(74,299)	(102,669)	51,791	-	(125,177)	(63,518)	(176,707)	51,530
82 - Greenwood Campground	(9,068)	11,158	10,372	-	12,462	3,116	(21,280)	33,742
84 - Parks	(42,839)	(71,864)	(12,783)	-	(127,486)	(112,216)	(139,036)	11,550
85 - Recreation & Culture	(73,448)	583,359	(488,248)	-	21,663	3,916	3,750	17,913
86 - Community Services	(19,337)	(39,585)	11,123	-	(47,799)	(66,723)	(119,488)	71,689
87 - Trails	(8,346)	(20,305)	10,954	-	(17,697)	(11,023)	(33,434)	15,737
89 - Outdoor Recreation	(11,336)	(27,677)	12,418	-	(26,595)	(29,944)	(20,864)	(5,731)
91 - Gas	156,641	(18,005)	34,477	-	173,113	240,290	240,154	(67,041)
Total Net Operational Excess/(Shortfall)	(401,060)	(15,138)	(403,453)	-	(819,651)	(1,329,953)	(1,813,417)	
Year End Surplus/(Deficit)	(636,311)	4,884,603	(269,169)	-	3,979,123	2,926,053	2,103,886	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

00 - General Services / Taxation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues								
Municipal Taxes	-	5,082,705	(4,157)	-	5,078,548	4,793,070	3,710,553	1,367,995
Tax Penalties	116,649	-	31,934	-	148,583	118,636	85,000	63,583
Investment Income	103,416	93,658	123,025	-	320,099	370,483	187,500	132,599
FortisAlberta Franchise Fee	50,947	74,864	76,961	-	202,772	162,300	225,000	(22,228)
MSI - Operating	-	-	-	-	-	-	-	-
Expenses								
Requisitions	(322,434)	(322,434)	(42,998)	-	(687,866)	(964,055)	-	(687,866)
Interest on Long-Term Debt	(26,430)	(29,052)	(50,481)	-	(105,963)	(114,760)	(120,750)	14,787
Provincial Police Funding Model	(157,399)	-	-	-	(157,399)	(109,668)	(170,000)	12,601
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Surplus (Deficit)	(235,251)	4,899,741	134,284	-	4,798,774	4,256,006	3,917,303	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

11 - Legislative Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	25	1,913	22	-	1,960	25	-	1,960
Expenses								
Salaries & Wages	(34,873)	(92,718)	(74,717)	-	(202,308)	(184,111)	(270,236)	67,928
Contracted Services	(1,305)	(7,230)	(3,465)	-	(12,000)	(2,914)	(23,075)	11,075
Materials & Supplies	(15,306)	(21,524)	(28,687)	-	(65,517)	(70,561)	(99,664)	34,147
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(51,459)	(119,559)	(106,847)	-	(277,865)	(257,561)	(392,975)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

12 - Corporate Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	5,068	8,247	77,732	-	91,047	24,815	10,500	80,547
Expenses								
Salaries & Wages	(33,308)	(61,268)	(51,026)	-	(145,602)	(141,217)	(160,735)	15,133
Contracted Services	(21,427)	(71,333)	(39,605)	-	(132,365)	(117,509)	(112,125)	(20,240)
Materials & Supplies	(43,354)	(54,084)	(31,608)	-	(129,046)	(140,112)	(127,889)	(1,157)
Utilities	(7,613)	(4,817)	(4,010)	-	(16,440)	(20,289)	(18,882)	2,442
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(100,634)	(183,255)	(48,517)	-	(332,406)	(394,312)	(409,131)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

18 - Elections

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	-	-

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

21 - Municipal Enforcement

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	9,000	(8,882)	250	-	368	1,976	7,500	(7,132)
Expenses								
Salaries & Wages	(21,407)	(36,941)	(32,610)	-	(90,958)	(74,186)	(80,864)	(10,094)
Contracted Services	(1,255)	(3,363)	(500)	-	(5,118)	(2,069)	(2,000)	(3,118)
Materials & Supplies	(18,666)	(10,627)	(4,301)	-	(33,594)	(41,329)	(23,475)	(10,119)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(32,328)	(59,813)	(37,161)	-	(129,302)	(115,608)	(98,839)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

23 - Fire Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	63,685	302,303	323,771	-	689,759	307,418	316,375	373,384
Expenses								
Salaries & Wages	(65,819)	(86,336)	(69,882)	-	(222,037)	(201,553)	(230,507)	8,470
Contracted Services	(13,221)	(4,155)	(6,018)	-	(23,394)	(23,186)	(30,325)	6,931
Materials & Supplies	(86,512)	(53,041)	(37,936)	-	(177,489)	(140,075)	(147,089)	(30,400)
Utilities	(4,785)	(3,195)	(2,880)	-	(10,860)	(15,449)	(14,814)	3,954
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(106,652)	155,576	207,055	-	255,979	(72,845)	(106,360)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

24 - Emergency Management

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	-	-	-	-	(6,193)	-	-
Expenses								
Salaries & Wages	3,692	(1,263)	(1,047)	-	1,382	(6,385)	(3,511)	4,893
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(604)	(797)	(980)	-	(2,381)	(2,167)	(9,200)	6,819
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	3,088	(2,060)	(2,027)	-	(999)	(14,745)	(12,711)	

Town of Sundre
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26 - Animal Control

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	6,390	838	252	-	7,480	4,839	7,000	480
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	(21,330)	(21,375)	21,375
Materials & Supplies	(253)	(726)	(254)	-	(1,233)	(1,065)	(875)	(358)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	6,137	112	(2)	-	6,247	(17,556)	(15,250)	

Town of Sundre
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32 - Roads

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	21,194	21,195	21,226	-	63,615	62,902	63,750	(135)
Expenses								
Salaries & Wages	(68,012)	(98,309)	(89,932)	-	(256,253)	(242,395)	(294,296)	38,043
Contracted Services	(2,481)	(4,835)	(39,259)	-	(46,575)	(56,863)	(45,250)	(1,325)
Materials & Supplies	(7,876)	(5,718)	(7,723)	-	(21,317)	(19,446)	(18,125)	(3,192)
Utilities	(34,897)	(49,796)	(48,938)	-	(133,631)	(128,099)	(131,250)	(2,381)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(92,072)	(137,463)	(164,626)	-	(394,161)	(383,901)	(425,171)	

Town of Sundre
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35 - Shop

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(3,209)	(11,221)	(9,477)	-	(23,907)	(17,030)	(25,865)	1,958
Contracted Services	(9,073)	(9,165)	(14,367)	-	(32,605)	(30,258)	(23,625)	(8,980)
Materials & Supplies	(61,808)	(28,032)	(44,919)	-	(134,759)	(140,160)	(118,204)	(16,555)
Utilities	(2,717)	(2,089)	(753)	-	(5,559)	(6,772)	(6,000)	441
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(76,807)	(50,507)	(69,516)	-	(196,830)	(194,220)	(173,694)	

Town of Sundre
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41 - Water

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	250,496	262,687	301,778	-	814,961	693,739	806,750	8,211
Expenses								
Salaries & Wages	(52,183)	(71,019)	(57,963)	-	(181,165)	(167,046)	(222,140)	40,975
Contracted Services	(4,348)	(5,402)	(23,511)	-	(33,261)	(148,573)	(73,125)	39,864
Materials & Supplies	(35,273)	(28,406)	(10,162)	-	(73,841)	(48,996)	(62,389)	(11,452)
Utilities	(22,552)	(21,917)	(24,824)	-	(69,293)	(94,902)	(67,875)	(1,418)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	136,140	135,943	185,318	-	457,401	234,222	381,221	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

42 - WasteWater

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	172,238	197,734	239,333	-	609,305	581,162	645,000	(35,695)
Expenses								
Salaries & Wages	(45,306)	(66,904)	(54,502)	-	(166,712)	(157,874)	(212,681)	45,969
Contracted Services	(26,256)	(31,437)	(15,094)	-	(72,787)	(36,255)	(73,500)	713
Materials & Supplies	(18,983)	(3,862)	(5,434)	-	(28,279)	(27,612)	(28,950)	671
Utilities	(20,024)	(18,915)	(15,115)	-	(54,054)	(79,960)	(104,811)	50,757
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	61,669	76,616	149,188	-	287,473	279,461	225,058	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

43 - Solid Waste

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	80,836	80,843	80,892	-	242,571	244,838	242,750	(179)
Expenses								
Salaries & Wages	(6,121)	(15,540)	(13,223)	-	(34,884)	(38,535)	(42,975)	8,091
Contracted Services	(20,908)	(33,101)	(39,709)	-	(93,718)	(93,008)	(99,100)	5,382
Materials & Supplies	(152)	(502)	(136)	-	(790)	(874)	(1,000)	210
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(7,655)	(7,656)	(7,655)	-	(22,966)	(51,783)	(52,500)	29,534
Surplus (Deficit)	46,000	24,044	20,169	-	90,213	60,638	47,175	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

51 - FCSS

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	21,937	81,152	18,673	-	121,762	116,318	-	121,762
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(3,264)	-	-	-	(3,264)	(3,702)	-	(3,264)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(18,674)	(81,151)	(52,248)	-	(152,073)	(145,386)	(33,373)	(118,700)
Surplus (Deficit)	(1)	1	(33,575)	-	(33,575)	(32,770)	(33,373)	

Town of Sundre
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61 - Planning & Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	15,136	20,212	10,475	-	45,823	125,153	39,975	5,848
Expenses								
Salaries & Wages	(32,164)	(57,677)	(48,712)	-	(138,553)	(192,578)	(165,720)	27,167
Contracted Services	(1,073)	(3,787)	(4,954)	-	(9,814)	(19,431)	(32,611)	22,797
Materials & Supplies	(7,114)	(207)	(1,258)	-	(8,579)	(6,731)	(6,675)	(1,904)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(25,215)	(41,459)	(44,449)	-	(111,123)	(93,587)	(165,031)	

Town of Sundre
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63 - Economic Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	33,802	5,262	16,265	-	55,329	111,300	33,000	22,329
Expenses								
Salaries & Wages	(21,658)	(51,153)	(42,811)	-	(115,622)	(112,341)	(144,671)	29,049
Contracted Services	(6,267)	(87)	(21,750)	-	(28,104)	(5,948)	(8,875)	(19,229)
Materials & Supplies	(15,272)	(16,926)	(31,201)	-	(63,399)	(147,347)	(76,450)	13,051
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(9,524)	(10,029)	-	-	(19,553)	(16,291)	(11,000)	(8,553)
Surplus (Deficit)	(18,919)	(72,933)	(79,497)	-	(171,349)	(170,627)	(207,996)	

Town of Sundre
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75 - Library

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	62,811	-	-	62,811	60,973	-	62,811
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(33,692)	(96,503)	(33,692)	-	(163,887)	(160,877)	(104,250)	(59,637)
Surplus (Deficit)	(33,692)	(33,692)	(33,692)	-	(101,076)	(99,904)	(104,250)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

77 - Sundre Community Centre

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	28,459	24,007	70,409	-	122,875	112,845	105,750	7,712
Expenses								
Salaries & Wages	(20,550)	(28,859)	(24,831)	-	(74,240)	(45,474)	(78,921)	4,681
Contracted Services	(150)	(137)	(1,053)	-	(1,340)	(1,690)	(3,375)	2,035
Materials & Supplies	(28,489)	(7,012)	(8,499)	-	(44,000)	(42,616)	(38,889)	(5,111)
Utilities	(13,553)	(9,100)	(11,404)	-	(34,057)	(43,601)	(39,750)	5,693
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(34,283)	(21,101)	24,622	-	(30,762)	(20,536)	(55,185)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

80 - Arena

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	39,551	17,908	147,489	-	204,948	188,568	197,500	7,448
Expenses								
Salaries & Wages	(47,629)	(84,668)	(73,107)	-	(205,404)	(165,428)	(267,107)	61,703
Contracted Services	(3,058)	(10,289)	(7,898)	-	(21,245)	(5,213)	(9,325)	(11,920)
Materials & Supplies	(39,586)	(13,099)	(8,061)	-	(60,746)	(40,819)	(50,525)	(10,221)
Utilities	(23,577)	(12,521)	(6,632)	-	(42,730)	(40,626)	(47,250)	4,520
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(74,299)	(102,669)	51,791	-	(125,177)	(63,518)	(176,707)	

Town of Sundre
2024 Quarterly Pro-Forma Statement of Revenue and Expenses

82 - Greenwood Campground

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	29,392	34,571	-	63,963	61,715	54,500	9,463
Expenses								
Salaries & Wages	(3,418)	(7,025)	(6,136)	-	(16,579)	(21,881)	(27,319)	10,740
Contracted Services	(410)	(5,482)	(10,960)	-	(16,852)	(18,443)	(23,500)	6,648
Materials & Supplies	(3,813)	(3,591)	(2,652)	-	(10,056)	(10,799)	(14,761)	4,705
Utilities	(1,427)	(2,136)	(4,451)	-	(8,014)	(7,476)	(10,200)	2,186
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(9,068)	11,158	10,372	-	12,462	3,116	(21,280)	

Town of Sundre
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84 - Parks

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	750	67,500	-	68,250	71,067	67,250	1,000
Expenses								
Salaries & Wages	(34,819)	(61,587)	(53,908)	-	(150,314)	(133,090)	(158,386)	8,072
Contracted Services	(1,633)	(5,359)	(4,673)	-	(11,665)	(15,268)	(9,250)	(2,415)
Materials & Supplies	(6,387)	(5,668)	(21,702)	-	(33,757)	(34,925)	(38,650)	4,893
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(42,839)	(71,864)	(12,783)	-	(127,486)	(112,216)	(139,036)	

Town of Sundre
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85 - Recreation & Culture

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / Under Budget</u>
Revenues	-	663,890	(411,000)	-	252,890	260,546	235,000	17,890
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(73,448)	(80,531)	(77,248)	-	(231,227)	(256,630)	(231,250)	23
Surplus (Deficit)	(73,448)	583,359	(488,248)	-	21,663	3,916	3,750	

Town of Sundre
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86 - Community Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	-	81,250	-	81,250	76,850	76,500	4,750
Expenses								
Salaries & Wages	(3,088)	(18,964)	(28,250)	-	(50,302)	(52,466)	(103,888)	53,586
Contracted Services	(1,748)	(7,152)	(5,388)	-	(14,288)	(3,360)	(4,500)	(9,788)
Materials & Supplies	(14,501)	(12,269)	(13,989)	-	(40,759)	(31,047)	(33,100)	(7,659)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	(1,200)	(22,500)	-	(23,700)	(56,700)	(54,500)	30,800
Surplus (Deficit)	(19,337)	(39,585)	11,123	-	(47,799)	(66,723)	(119,488)	

Town of Sundre
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87 - Trails

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	(4,369)	26,000	-	21,631	25,000	25,000	(3,369)
Expenses								
Salaries & Wages	(3,545)	(12,388)	(11,203)	-	(27,136)	(31,874)	(48,484)	21,348
Contracted Services	(1,148)	(3,548)	(2,848)	-	(7,544)	-	(3,000)	(4,544)
Materials & Supplies	(3,653)	-	(995)	-	(4,648)	(4,149)	(6,950)	2,302
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(8,346)	(20,305)	10,954	-	(17,697)	(11,023)	(33,434)	

Town of Sundre
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89 - Outdoor Recreation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	-	1,231	40,167	-	41,398	41,454	40,975	423
Expenses								
Salaries & Wages	(6,097)	(22,082)	(21,502)	-	(49,681)	(63,604)	(49,464)	(217)
Contracted Services	(1,421)	(5,182)	(3,737)	-	(10,340)	(2,245)	(1,875)	(8,465)
Materials & Supplies	(3,818)	(1,644)	(2,510)	-	(7,972)	(5,549)	(10,500)	2,528
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(11,336)	(27,677)	12,418	-	(26,595)	(29,944)	(20,864)	

Town of Sundre
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91 - Gas

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2024</u> <u>YTD</u>	<u>2023</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / Under Budget
Revenues	464,393	258,503	206,230	-	929,126	1,142,895	1,120,000	(190,874)
Expenses								
Salaries & Wages	(63,453)	(108,799)	(99,338)	-	(271,590)	(239,961)	(280,846)	9,256
Contracted Services	(40,954)	(4,584)	(26,588)	-	(72,126)	(78,133)	(53,250)	(18,876)
Materials & Supplies	(201,163)	(135,223)	(44,682)	-	(381,068)	(555,923)	(515,875)	134,807
Utilities	(2,182)	(27,902)	(1,145)	-	(31,229)	(28,588)	(29,875)	(1,354)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	156,641	(18,005)	34,477	-	173,113	240,290	240,154	

Town of Sundre Capital Project Listing
Q3 Capital Project List as at Sept 30, 2024

Approval Date	Motion #	PROJECT CODE #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Status Comments as of November 15, 2024
19-Mar-2019	124-18-03-19	OP19-01	Old Town Shop Remediation	Municipal Lifecycling RSA	105,000.00	50,246.45	Site will be utilized in 2024 and 2025 by AB Transportation for a temporary roadway in conjunction with the Highway 27 paving project. Monitoring of the site will continue in 2024 and 2025 with final remediation after AB Transportation no longer needs the site.
19-Mar-2019	124-18-03-19	OP19-02	Main Avenue (phase 2)	Municipal Lifecycling RSA	400,065.00	360,788.86	Final stage to connect power to gazebo in Spring 2024 complete. Verifying costs, anticipated on budget.
				MSI Capital	280,000.00	280,000.00	
				MSI Capital	151,456.00	151,456.00	
				Debentures	1,307,200.00	1,307,200.00	
					2,138,721.00	2,099,444.86	
16-Dec-2019	422-16-12-19	OP19-04	Gas Line Heater	Utilities Lifecycling RSA	80,000.00	78,698.98	Project complete
16-Dec-2019	422-16-12-19	OP19-08	Sewer Lagoon Upgrade/Expansion	Utilities Lifecycling RSA	2,100,000.00	91,395.91	Discussion with Alberta Environment and Alberta Transport ongoing. Permit for testing new technology approved. Budget Reduced from \$13M July 2021. Sept 30th, 2022 Groundbreaking Ceremony. Site specific technology testing for Alberta Environment has begun. Testing of the proposed wastewater treatment is ongoing, final results to be sent to Alberta Environment for review.
28-Jun-21	198-28-06-21			MSI Capital	800,000.00	0.00	
				Federal Gas Tax Fund	150,000.00	0.00	
28-Jun-21	201-28-06-21			Provisional Utilities Lifecycling R	950,000.00	0.00	
28-Jun-21	202-28-06-21			Provisional Utilities Lifecycling R	200,000.00	0.00	
28-Jun-21	200-28-06-21			Provincial Funding AMWWP	7,500,000.00	0.00	
					11,700,000.00	91,395.91	
06-Dec-21	331-06-12-21	FD22-02	Superior Pumper Unit Replacement	Fire RSA	500,000.00	491,713.71	Unit delivered in May 2024 and in service. Waiting on completion of deficiency list for remaining items. Anticipated on budget. Disposal of old unit pending.
				MVC Fire	500,000.00	491,713.71	
					1,000,000.00	983,427.42	
05-Dec-22	348-05-12-22	CS23-04	Boardwalk	CCBF	80,000.00	66,095.71	Phase 1 is complete and on budget. Additional work to complete in 2025
05-Dec-22	348-05-12-22	CS23-05	Passive Use/Campground	CCBF	100,000.00	6,833.20	Public Engagement was held at the Library June 27, 2023, Envelope Study complete. McElhanney submitted a proposed servicing budget for the site on March 5, 2024, proposal is under review.
				Other Funding	200,000.00		
					300,000.00	6,833.20	

Approval Date	Motion #	PROJECT CODE #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Status Comments as of November 15, 2024
05-Dec-22	348-05-12-22 263-02-10-23	FD23-01	Replace Command Truck Unit 510 (2010 Chev 2500)	Fire RSA MVC Fire	84,000.00 84,000.00 168,000.00	8,250.00 8,250.00 16,500.00	Res# 263-02-10-23 Budget increase of \$38,000, Town's portion of \$19,000 to be drawn from Fire RSA. Build in progress with estimated delivery in 2025
05-Dec-22	348-05-12-22	OPS23-01	Water Treatment Plant Software Upgrade	Utility Lifecycling RSA	30,000.00		Estimated completion Q2 2025. Q4 computer procurement followed by SCADA programming complete in Q1 2025.
05-Dec-22	348-05-12-22 218-14-08-23	OPS23-02	Highway 27 Water & Wastewater Upgrades	MSI Utility Lifecycling RSA	1,500,000.00 1,400,000.00 2,900,000.00	1,500,000.00 796,868.69 2,296,868.69	Project Complete, verifying final costs. Anticipated on budget.
04-Dec-23	337-04-12-23	OP24-01	Unit 145 - replace 2007 Chev Trailblazer Water/WW	Municipal Lifecycling RSA	67,000.00	54,166.39	Project complete, all costs in
04-Dec-23	337-04-12-23	CPO24-01	Replace CPO Interceptor Unit 150	Municipal Lifecycling RSA	125,000.00	124,414.56	Unit in-service; waiting for rack install in Q4. Anticipated on budget
04-Dec-23	337-04-12-23	OP24-02	Spray Patching Unit	Municipal New Project RSA	165,000.00		Unit has been ordered, arrival anticipated in Q4
04-Dec-23	337-04-12-23	CS24-01	Barrier Free Bridge @Prairie Creek	CCBF	28,000.00	27,232.80	Project Complete
04-Dec-23	337-04-12-23	OP24-03	2nd Ave NW Undergrounds & Roadway	Municipal Lifecycling RSA Utility Life Cycling MSI Capital CCBF	375,000.00 225,000.00 1,175,000.00 225,000.00 2,000,000.00	929,842.74 0.00 929,842.74	Project complete, verifying final costs. Anticipated below budget
04-Dec-23	337-04-12-23	FD24-01	Unit 560 replace 2009 Freightliner	MVC	100,000.00		In progress with Rocky Mtn Pheonix and MVC. County will be paying vendor directly.

Approval Date	Motion #	PROJECT CODE #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Status Comments as of November 15, 2024
04-Dec-23	337-04-12-23	FD24-02	Unit 591 - Replace Rhino side x side	MVC 80% Fire RSA	24,000.00 6,000.00 30,000.00		On Hold pending discussion with MVC
29-Apr-24	142-29-04-24	OP24-04	Harley Rake	Municipal New Projects RSA	19,950.00	19,850.00	Project is complete
29-Apr-24	143-29-04-24	OP24-05	Confined Space Entry Equipment	General Corporate RSA	17,981.25	15,825.00	Project is complete
29-Apr-24	144-29-04-24	OP24-06	Vertical In-Line Pump & Motor	TBD			Ordered, waiting on delivery date and install quote
24-Jun-24	216-24-06-24	OP24-07	1 Ave NW Swale	Municipal New Projects RSA	100,000.00	98,796.76	Project complete, verifying costs. Anticipated on budget
24-Jun-24	218-24-06-24	OP24-08	Sewer Flushing Equipment	Municipal New Projects RSA	85,000.00	78,122.33	Project Complete, all costs in
09-Sep-24	256-09-09-24	OP2024-09	Centre Street N Waterline Replacement	CCBF LGFF	200,000.00 475,000.00 675,000.00		Project complete, anticipated on budget. Waiting on final costs Q4



REQUEST FOR DECISION

COUNCIL DATE: November 25, 2024

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

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 10.2

BACKGROUND/PROPOSAL:

See Report to Council for further details

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details

ALIGNMENT WITH STRATEGIC PRIORITIES:

See Report to Council for further details

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council review the proposed 2023 – 2026 Four-Year Operating Budget and 2025 – 2034 Ten-Year Capital Plan in its entirety as presented.

Councilors may put forward additional motions, prior to the motion recommended below, directing Administration to include or exclude specific items in the final proposed operating budget or capital plan to be presented for approval. Motions must be debatable by Council, and as such should include specific project identification and details, as well as proposed funding amount and implementation year. Adjustments affecting the operating budget will assumed to be continuous to future years, unless specified otherwise in the motion.

MOTION:

The Town of Sundre Council directs Administration to present the final proposed budget documents to Council on December 2, 2024.

Attachments:

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

Date Reviewed: November 20, 2024

CAO: *Lorick Nelson*

Town of Sundre
2023 to 2026 Four-Year Operating Budget

SUMMARY

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
11 - Legislative	(415,692)	(455,470)	(461,865)	(513,399)	(520,094)	(524,985)
12 - Corporate Services	(654,709)	(606,531)	(605,856)	(618,461)	(635,801)	(640,825)
17 - Census	-	-	-	-	-	-
18 - Elections	-	-	-	-	(4,000)	-
21 - Municipal Enforcement	(152,925)	(126,172)	(176,302)	(125,456)	(168,098)	(179,655)
23 - Fire	(231,995)	(188,001)	(180,794)	(198,158)	(144,318)	(149,499)
24 - Emergency Management	(21,236)	(25,355)	(3,081)	(14,447)	(14,614)	(14,734)
26 - Animal Control	(25,607)	(23,500)	6,247	(22,500)	(6,919)	(7,119)
32 - Roads	(568,226)	(535,730)	(571,161)	(544,192)	(551,999)	(535,341)
35 - Shop	(80,202)	(54,208)	(102,830)	(57,301)	(75,011)	(78,485)
41 - Water	254,045	354,659	544,296	468,721	431,506	450,028
42 - WasteWater	235,973	227,734	327,576	256,913	283,986	302,744
43 - Solid Waste	66,314	56,891	74,963	63,608	60,819	59,124
61 - Planning & Development	(283,922)	(301,878)	(179,123)	(214,466)	(299,499)	(354,335)
63 - Economic Development	(259,559)	(263,974)	(251,349)	(264,430)	(268,861)	(273,101)
77 - Sundre Community Centre	(46,496)	(45,966)	(79,731)	(82,642)	(99,431)	(105,573)
80 - Arena	(149,084)	(163,338)	(228,585)	(243,931)	(227,245)	(242,058)
82 - Greenwood Campground	(13,753)	(33,119)	(2,191)	(29,818)	(29,866)	(31,468)
84 - Parks	(190,088)	(178,468)	(204,486)	(195,918)	(195,284)	(204,333)
85 - Recreation & Culture	(90,281)	(70,000)	(48,337)	(70,000)	(70,000)	(70,000)
86 - Community Services	(105,840)	(136,931)	(87,799)	(149,074)	(119,983)	(124,756)
87 - Trails	(25,051)	(38,638)	(37,197)	(45,793)	(44,561)	(47,631)
89 - Outdoor Recreation	(59,859)	(39,457)	(52,595)	(35,221)	(31,234)	(34,024)
91 - Gas	178,726	251,845	313,280	289,785	284,516	300,954
	(2,639,467)	(2,395,607)	(2,006,920)	(2,346,180)	(2,445,991)	(2,505,072)
Funding Required by Outside Organizations						
51 - FCSS	(33,372)	(32,770)	(33,575)	(33,373)	(33,575)	(33,575)
75 - Library	(133,205)	(136,500)	(136,076)	(139,000)	(139,500)	(142,500)
00 - Provincial Police Funding Model	(109,668)	(115,000)	(157,399)	(170,000)	(170,000)	(170,000)
Debenture Payment Requirements						
Principal portion	(341,895)	(342,000)	(354,819)	(356,000)	(370,000)	(418,000)
Interest portion	(171,142)	(175,000)	(160,482)	(161,000)	(147,000)	(199,000)
Transfers to Restricted Surplus Accounts						
Municipal - New Projects	(82,144)	(67,500)	(300,000)	(300,000)	(200,000)	(50,000)
Utilities - New Projects	-	-	-	-	-	-
Municipal - Lifecycling	(166,191)	(100,000)	(190,000)	(190,000)	(225,000)	(225,000)
Utilities - Lifecycling	(590,558)	(475,000)	(580,000)	(580,000)	(590,000)	(600,000)
Fire Services	(154,420)	(115,000)	(115,000)	(115,000)	(115,000)	(115,000)
Cash Requirements	(4,422,062)	(3,954,377)	(4,034,271)	(4,390,553)	(4,436,066)	(4,458,147)
percentage increase (over previous budget year)				11.03%	1.04%	0.50%
Non-Operating Revenues						
Property Taxes	3,507,046	3,514,377	3,702,816	3,710,553	3,751,066	3,838,147
Tax Penalties	146,385	115,000	169,583	100,000	90,000	90,000
Investment Income	494,791	50,000	415,767	250,000	225,000	150,000
Fortis Francise Fee	240,027	245,000	292,772	300,000	320,000	330,000
LGFF Operating	66,181	30,000	60,000	30,000	50,000	50,000
	4,454,430	3,954,377	4,640,938	4,390,553	4,436,066	4,458,147
Budget Surplus (Deficit)	32,368	-	606,667	-	-	-
Other Budget information:						
Non-Cash Budget Items						
Amortization	(2,082,968)	(2,422,100)	(2,150,000)	(2,422,100)	(2,422,100)	(2,422,100)
Total Cash Expenditures		(9,067,227)		(9,735,903)	(9,890,416)	(9,920,497)
Total Cash Revenues		5,112,850		5,345,350	5,454,350	5,462,350
Total Cash Requirements		(3,954,377)		(4,390,553)	(4,436,066)	(4,458,147)

Town of Sundre
2023 to 2026 Four-Year Operating Budget

11 - Legislative Services

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

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

12 - Corporate Services

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

Town of Sundre 2023 to 2026 Four-Year Operating Budget

18 - Elections

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

21 - Municipal Enforcement

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	6,567	4,000	4,368	10,000	12,500	15,000
Expenses						
Salaries	(108,176)	(106,372)	(130,958)	(106,506)	(147,898)	(161,805)
Contracted Services	(2,268)	(2,000)	(6,118)	(2,000)	(2,600)	(2,600)
Materials & Supplies	(49,048)	(21,800)	(43,594)	(26,950)	(30,100)	(30,250)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(152,925)	(126,172)	(176,302)	(125,456)	(168,098)	(179,655)
Expenditures		(130,172)		(135,456)	(180,598)	(194,655)
Revenues		4,000		10,000	12,500	15,000

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

23 - Fire Services

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

24 - Emergency Management

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

26 - Animal Control

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	4,867	6,000	7,480	7,000	7,000	7,000
Expenses						
Salaries	(270)	-	-	-	(11,519)	(11,719)
Contracted Services	(28,170)	(28,500)	-	(28,500)	(1,000)	(1,000)
Materials & Supplies	(2,034)	(1,000)	(1,233)	(1,000)	(1,400)	(1,400)
Utilities	-	-	-	-	-	-
Surplus (Deficit)	(25,607)	(23,500)	6,247	(22,500)	(6,919)	(7,119)
Expenditures		(29,500)		(29,500)	(13,919)	(14,119)
Revenues		6,000		7,000	7,000	7,000

Town of Sundre
2023 to 2026 Four-Year Operating Budget

32 - Roads

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

35 - Shop

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

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

41 - Water

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

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

42 - WasteWater

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

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

43 - Solid Waste

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

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

51 - FCSS

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

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

61 - Planning & Development

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

63 - Economic Development

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

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

75 - Library

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

77 - Sundre Community Centre

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

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

80 - Arena

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

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

82 - Greenwood Campground

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

84 - Parks

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

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

85 - Recreation & Culture

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

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

86 - Community Services

	2023		2024		2025	2026
	Actual	Budget	Actual (Est.)	Budget	Budget	Budget
Revenues	76,850	76,500	81,250	76,500	81,500	81,500
Expenses						
Salaries	(71,720)	(111,331)	(70,302)	(120,974)	(81,883)	(86,656)
Contracted Services	(5,000)	(6,000)	(19,288)	(6,000)	(21,000)	(21,000)
Materials & Supplies	(34,729)	(44,100)	(55,759)	(44,100)	(44,100)	(44,100)
Utilities	-	-	-	-	-	-
Transfers to Local Organizations	(71,241)	(52,000)	(23,700)	(54,500)	(54,500)	(54,500)
Surplus (Deficit)	(105,840)	(136,931)	(87,799)	(149,074)	(119,983)	(124,756)
Expenditures		(213,431)		(225,574)	(201,483)	(206,256)
Revenues		76,500		76,500	81,500	81,500

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

87 - Trails

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

Town of Sundre
2023 to 2026 Four-Year Operating Budget

89 - Outdoor Recreation

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

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

91 - Gas

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

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

2025	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
Opening Balance / Funds Available		10,140,000	125,000	525,000	-	320,000	675,000	150,000	150,000	-	-
Additions per Operating Budget		400,000	200,000	240,000	-	590,000	115,000	525,000	175,000	-	-
Community Services digital display sign	12,000		(12,000)								
Community Services floor scrubber	8,500		(8,500)								
arena compressor overhaul and valve replacement	20,000			(20,000)							
Replace Lawn Mower Unit No. 1162	110,000			(110,000)							
Unit No. 149 - 2012 Chev for use by CS (changed from 146)	65,000			(65,000)							
Lift Station No. 5 Upgrades to pumps & piping	280,000					(100,000)		(180,000)			
MV Seniors trail connection to 6th Ave	15,000								(15,000)		
Eyebrow Park trail connection (moved from 2026)	15,000								(15,000)		
asphalt & concrete material crushing	100,000		(100,000)								
2025 Totals / Reaming Balances	625,500	10,540,000	204,500	570,000	-	810,000	790,000	495,000	295,000	-	-

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

2026	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
Opening Balance / Funds Available		10,540,000	204,500	570,000	-	810,000	790,000	495,000	295,000	-	-
Additions per Operating Budget		450,000	50,000	225,000	-	600,000	115,000	500,000	150,000	-	-
Unit No. 148 - 2011 Chev for use by CS	65,000			(65,000)							
Unit No. 146 - 2010 Chev for use by Water Dept (changed from 149)	65,000			(65,000)							
2nd Municipal Enforcement vehicle	130,000			(130,000)							
Centre Street (lights to bridge - roadway)	1,100,000	(350,000)		(200,000)		(310,000)		(240,000)			
Centre Street (bridge to Hospital Rd - undergrounds & roadway)	1,400,000	(780,000)		(170,000)		(250,000)		(100,000)	(100,000)		
Hwy 27 trail connection (bridge to Cenotaph Park) (moved from 2027)	40,000								(40,000)		
Underground Lift Station Upgrades (pumps, electrical, panels)	34,000					(34,000)					
2026 Totals / Reamining Balances	2,834,000	9,860,000	254,500	165,000	-	816,000	905,000	655,000	305,000	-	-

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

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
2027											
Opening Balance / Funds Available		9,860,000	254,500	165,000	-	816,000	905,000	655,000	305,000	-	-
Additions per Operating Budget		500,000	50,000	225,000	-	600,000	115,000	450,000	150,000	-	-
IT infrastructure replacement (servers, switches, backups, connectivity)	60,000			(60,000)							
Unit No. 151 - 2015 Ford Supercab for use by Roads Dept	80,000			(80,000)							
Blue, Green, Black Bin Replacements	40,000					(40,000)					
5th Ave NE - undergrounds & roadway (priority 4 on infrastructure rpt)	1,900,000	(900,000)		(50,000)		(350,000)		(500,000)	(100,000)		
Hwy 27 trail connection (at Prairie Creek Boardwalk)	16,000								(16,000)		
2027 Totals / Reaminging Balances	2,096,000	9,460,000	304,500	200,000	-	1,026,000	1,020,000	605,000	339,000	-	-

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

2028	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
Opening Balance / Funds Available		9,460,000	304,500	200,000	-	1,026,000	1,020,000	605,000	339,000	-	-
Additions per Operating Budget		600,000	50,000	225,000	-	600,000	115,000	450,000	150,000	-	-
Unit No. 152 - 2015 Ford F150XL for use by Gas Dept	80,000			(80,000)							
2008 Chev C5500 Duramax 4x4 Unit 530	1,000,000						(500,000)				(500,000)
2nd St NE - undergrounds & roadway (priority 5 on infrastructure rpt)	2,100,000	(1,000,000)		(50,000)		(650,000)		(300,000)	(100,000)		
Nobelfern trail connection to TC R.O.W.	19,000								(19,000)		
2028 Totals / Reaming Balances	3,199,000	9,060,000	354,500	295,000	-	976,000	635,000	755,000	370,000	-	(500,000)

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

2029

Opening Balance / Funds Available

Additions per Operating Budget

- Unit No. 153 - 2015 Ford Supercab for use by CS
- Replace Unit No. 1125 (Kabota mower)
- Replace Unit No. 1139 (2009 Volvo grader)
- Infrastructure Report Priority 6 (4th St NW)
- install Noblefern playground equipment
- Community Centre full roof restoration
- re-surface tennis courts

	Projected Cost	Debenture Borrowings (maintain \$4M)	RSA Muni - New	RSA Muni - Life	RSA Util - New	RSA Util - Life	RSA Fire	LGFF - Capital Funding	CCBF Grant	Other Funding TBD	MVC Fire
Opening Balance / Funds Available		9,060,000	354,500	295,000	-	976,000	635,000	755,000	370,000	-	-
Additions per Operating Budget		600,000	50,000	225,000	-	600,000	115,000	450,000	150,000	-	-
Unit No. 153 - 2015 Ford Supercab for use by CS	65,000			(65,000)							
Replace Unit No. 1125 (Kabota mower)	100,000			(100,000)							
Replace Unit No. 1139 (2009 Volvo grader)	275,000			(275,000)							
Infrastructure Report Priority 6 (4th St NW)	3,200,000	(1,250,000)		(50,000)		(950,000)		(750,000)	(200,000)		
install Noblefern playground equipment	78,000								(78,000)		
Community Centre full roof restoration	80,000								(80,000)		
re-surface tennis courts	18,000								(18,000)		
2029 Totals / Reamining Balances	3,816,000	8,410,000	404,500	30,000	-	626,000	750,000	455,000	144,000	-	-

*** leave \$4M
for 75% reason

Town of Sundre
2025 - 2034 Capital Plan

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

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

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



10.2d

BUDGET REQUEST

OPERATING

PROJECT: Bylaw Officer

PROJECT YEAR: 2025

ORIGINATING DEPARTMENT: Municipal Enforcement

PRIORITY: 2

- 1 = very high / severe risk (change in legislation; impending failure; risk to community)
- 2 = high / major risk (Council directive benefiting whole community, large savings for Town, can be moved 1 year)
- 3 = medium / moderate risk (Council directive benefiting only select groups, moderate savings; will be required in future; timing can be moved 2 – 3 years)
- 4 = low / minor risk (not required, will help with future service delivery, can be moved)
- 5 = very low / insignificant risk (staff / department initiative, placeholder only)

(All initiatives brought forward have been deemed important and to have benefit, limited funding necessitates the priority ranking to further identify the required need)

SUMMARY

The purpose of this business case is to increase the level of service provided by Municipal Enforcement by transitioning the current part-time Bylaw Officer position to a full-time position for 2025, with future plans to make the position a Peace Officer position with authority to enforce the Traffic Safety Act. This transition aims to utilize revenue generation through traffic violations to minimize tax increases.

BACKGROUND

The Municipal Enforcement Department is comprised of 1 full time Peace Officer and 1 part time Bylaw officer, primarily responsible for enforcing the Traffic Safety Act and municipal bylaws. The Bylaw Officer position was approved by council for 2024 when the previous animal control service was brought in-house. Municipal Enforcement worked within the historical budget set aside for animal control of \$29,500.

CALLS FOR SERVICE



The addition of a part-time Bylaw Officer position saw significant increases in Calls of Service. July is typically the busiest month of the year, rising from 103 calls in 2023 to 259 in 2024. The majority of the increase stems from increased bylaw and traffic enforcement files.

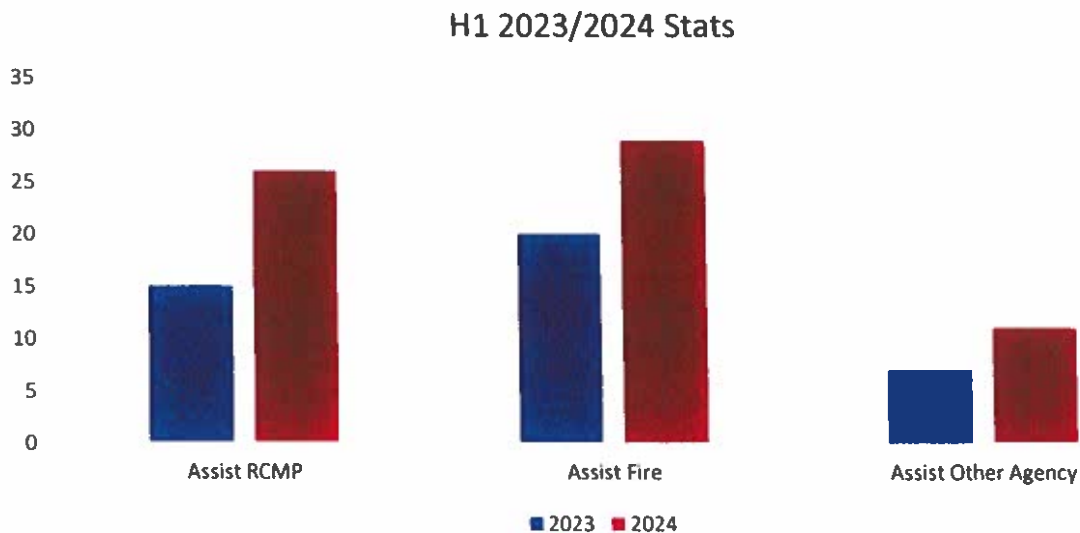
In addition to increased bylaw and traffic enforcement, Municipal Enforcement has launched several initiatives in 2024.

Increased foot patrols and new bike patrols were conducted to help address community concerns regarding officer visibility primarily on the River Trail systems, school zones and Snake Hill.

A new traffic safety initiative was launched to help address driving concerns received from residents. Pop-up spot checks, high visibility and parking patrol vehicles along highways are intended to address a growing number of concerns.

Increased community engagement initiatives are also launched to help build relationships with stakeholders. Some examples include the relaunch of the Small Hoops program in Fall 2024 and frequent community events with the Sundre Legion and Sundre Library, the DEN, and GNP.

INTEGRATED SERVICE



Municipal Enforcement works as an integrated emergency service with Police and Fire. Having access to both RCMP encrypted channels and Fire Department channels allows for increased coverage when responding to emergency calls for service.

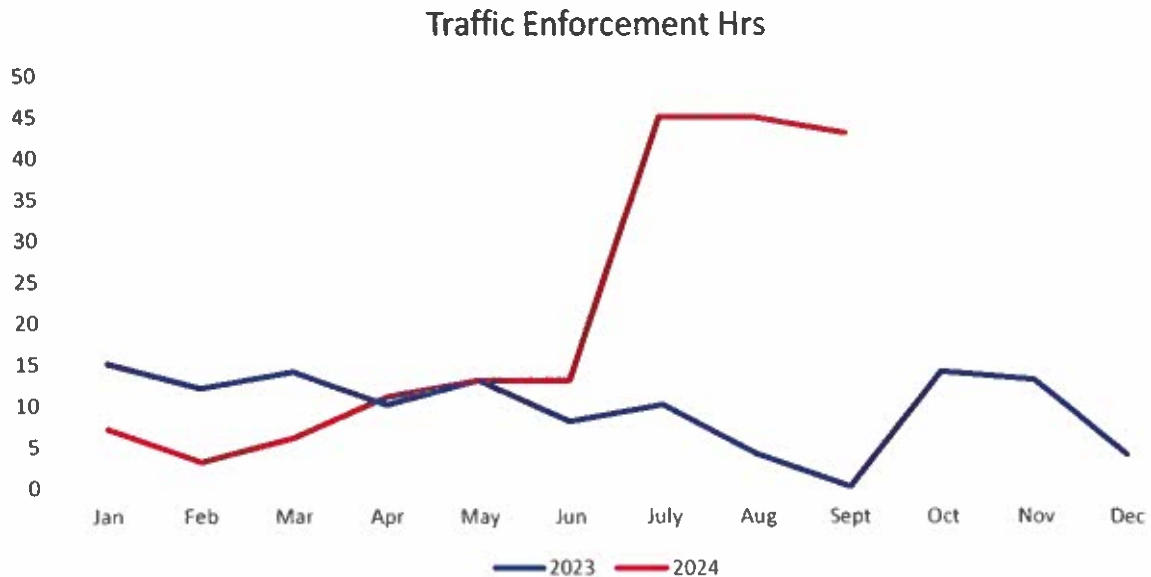
Municipal Enforcement has signed sharing agreements and MOU's with the RCMP to allow for Peace Officers to access encrypted RCMP radio channels. This integration enhances both public and officer safety to address safety concerns.

Assist RCMP calls can include, responding to 911 calls for dangerous drivers, responding to motor vehicle collisions, assisting with locating persons of interest, arresting persons wanted on warrants and providing backup to officers.

In addition, Municipal Enforcement is authorized by the Ministry of Public Safety and Emergency Services to preform the duties of a Firefighter, Paramedic, Emergency Medical Technician and Disaster Services Responder.

As such, Municipal Enforcement assists Sundre Fire Dept with Medical First Response calls in town limits during working hours where typically volunteer firefighters are unavailable. Both the Peace Officer and Bylaw Officer are trained at the Advanced First Aid level.

TRAFFIC



Council's decision to hire a Part-Time Bylaw Officer has allowed the Peace Officer the time to concentrate on critical tasks such as traffic enforcement. Previously the Peace Officer had to juggle a broad range of responsibilities.

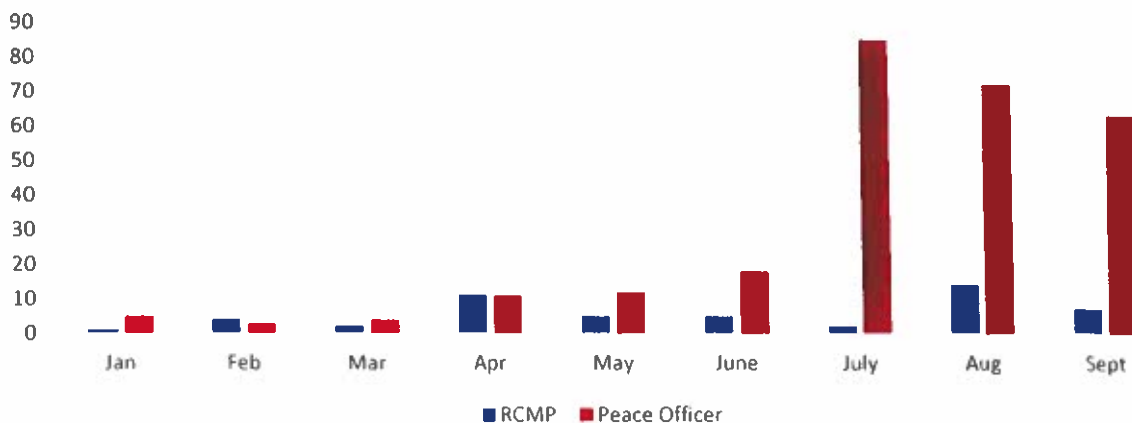
Traffic enforcement extends beyond merely addressing speeding violations; it serves as a crucial tool for uncovering a range of other infractions and safety concerns. When an officer pulls over a vehicle for speeding, the stop can reveal additional issues such as a suspended driver's license, an unsafe or poorly maintained vehicle, lack of insurance, or even outstanding criminal warrants against the driver.

By addressing these secondary offenses, traffic enforcement plays a vital role in enhancing road safety and ensuring compliance with the law in multiple areas.

Municipal Enforcement works closely with RCMP when uncovering such violations. In the first half of 2024, there have been 24 files of Assisting RCMP, and 4 persons wanted on Criminal Warrants executed through regular traffic enforcement.

RCMP

Number of Vehicles Pulled Over within Town Limits



Within the Town of Sundre, both the RCMP and Municipal Enforcement have the authority to enforce the Traffic Safety Act. The RCMP is staffed by 8 members providing 7 days a week coverage with day and evening shifts.

The RCMP prioritize criminal matters due to their commitment to ensuring public safety. This emphasis on tackling criminal matters often results in a reduction of resources allocated to proactive traffic enforcement. While traffic safety remains important, the RCMP's strategic allocation of resources reflects the urgent need to address high-priority criminal issues that directly impact the well-being of citizens.

In June 2024 the CPO Vehicle was replaced, and necessary equipment updates were received. This allowed Municipal Enforcement to be made fully operational to enforce the Traffic Safety Act.

In July 2024, Municipal Enforcement pulled over 85 vehicles for traffic offences. It is estimated that between 50-80 vehicles are stopped monthly.

This is a direct result of the updated equipment and support of the Bylaw Officer to allow for the Peace Officer time to conduct traffic enforcement. As such, the Peace Officer's duties have transitioned similar to that of Police Traffic Services.

FUTURE PLANS

The purpose of this budget request is to increase the level of service provided by Municipal Enforcement

The request is to transition the Bylaw Officer position from part-time to full-time in 2025. With the ultimate goal to transition the Bylaw Officer to a Peace Officer position with authority to enforce the Traffic Safety Act over time.

UNSIGHTLY PROPERTIES

A full-time position would immediately allow for the Bylaw Officer more time to tackle unsightly properties.

Addressing unsightly properties is a task that involves a complex and time-consuming process. This begins with assessing properties that have accumulated junk or debris over many years, often requiring delicate and persistent interaction with homeowners who may have longstanding habits or emotional attachments to their belongings.

The Bylaw Officer must communicate to educate and persuade homeowners about the need for cleanup and compliance with municipal standards. When voluntary compliance is not achieved, the officer will issue formal cleanup orders. If these measures fail, the bylaw officer must prepare and present evidence in court, navigating legal procedures to enforce compliance. This process demands patience, diplomatic skills, and a thorough understanding of legal and municipal regulations.

2025/2026 ALBERTA TRANSPORTATION HWY 27 PROJECT

The upcoming Hwy 27 project is expected to significantly impact traffic patterns within the Town of Sundre for the 2025/2026 year. Future plans to transition the full-time Bylaw Officer position to a Peace Officer position with authority to enforce the Traffic Safety Act is aimed to minimize the impact of construction.

One area of concern is detouring a Primary Highway onto 1 Ave NW which is a residential street. A Bylaw Officer lacks authority under the Traffic Safety Act and is unable to control the flow or enforce moving traffic. A second Peace Officer is required to help shut down the flow of traffic for wide loads, and monitor traffic particularly on 1 Ave NW due to growing traffic complaints received from residents.

COVERAGE

Transitioning the Bylaw Officer to Peace Officer with the authority to enforce the Traffic Safety Act significantly enhances traffic enforcement coverage by ensuring consistent enforcement even during periods of staff absences or high-demand periods.

When existing officers are on sick leave or vacation, this additional officer can seamlessly fill the gap, maintaining coverage on the roads. Furthermore, during busy summer and holiday seasons, when traffic volumes and enforcement needs spike, the extra officer provides crucial support for split shifts, ensuring that high-traffic areas are adequately monitored and traffic laws are upheld. This proactive approach not only mitigates potential safety hazards but also enhances overall public safety and compliance with traffic regulations throughout the year.

COMMERCIAL VEHICLE ENFORCEMENT

Commercial Vehicle Enforcement of semi's and large commercial vehicles involves specialty training and certification. Traditionally, CVE was the responsibility of Alberta Sheriffs however that is no longer the case given a shift of priorities of the Alberta Sheriffs at the Provincial level. More common, CVE duties are being conducted by Municipal Peace Officers.

The Town of Sundre lacks a detour route for commercial vehicles and dangerous goods given the geography of the location. All vehicles travel through the centre of town via Hwy 27 to cross the Red Deer River.

In the Sundre area, there is a lack of enforcement of Commercial Vehicles. If a second Peace Officer position is created, there are plans to train the officer to be commercially certified. This involves inspections of semi's, ensuring safe operation of equipment, ensuring road weight limits are adhered to, and dangerous goods regulations are followed.

RISK ASSESMENT

Possible Outcomes

The transition for full time is approved

Likelihood of negative occurrence – very low

If the transition to full time is successful, there are no notable negative occurrences.

Impact of negative occurrence – very low

Given the likelihood of very low negative occurrence, there are very low impacts of negative occurrence.

The transition for full time is not approved

Likelihood of negative occurrence – medium

If the transition to full time is not approved, the level of service that is currently provided by Municipal Enforcement is expected to remain the same.

Impact of negative occurrence – medium

While the level of service is expected to remain the same, several factors impacting the position is expected to change. To begin, flexible working hours would become more rigid and result in less coverage during out of hours, special events such as Joint Force Operations, Holiday Events, or Community Events.

In addition, plans to grow the position would be halted. There will not be increased unsightly property enforcement and increased coverage during vacation and sick time. Traffic matters will continue to be handled by the Peace Officer, and Bylaw matters will be address on a complaint basis, without proactive enforcement. Commercial Vehicle Enforcement can only be conducted with two Peace Officers.

Capital

PROJECT: Floor Scrubber

PROJECT YEAR: 2025

ORIGINATING DEPARTMENT: Community Development – Community Services

PRIORITY: 3

- 1 = very high / severe risk (change in legislation, impending failure, risk to community)
- 2 = high / major risk (Council directive benefiting whole community, large savings for Town, can be moved 1 year)
- 3 = medium / moderate risk (Council directive benefiting only select groups, moderate savings, will be required in future, timing can be moved 2 – 3 years)
- 4 = low / minor risk (not required, will help with future service delivery, can be moved)
- 5 = very low / insignificant risk (staff / department initiative, placeholder only)

BACKGROUND / REQUEST:

We have been using our current floor scrubber for approximately eight years and was a second-hand purchase. The machine is likely between 10 and 12 years old. Due to its age, many of the key components are now either difficult or impossible to find in the event of a breakdown. Any major mechanical failure could render the equipment inoperable, significantly impacting our cleaning operations and the level of service.

RISK ASSESSMENT:

1. Failure of the machine is imminent.
2. A lack of proper cleaning could close certain areas of a facility for long periods for maintenance.
3. Without proper, regular floor maintenance, dirt, or mud buildup can increase the risk of slips and falls. This is particularly dangerous in high-traffic areas such as the Community Centre and the Arena.

Likelihood of negative occurrence – high

The current scrubber is near the end of its life cycle and the potential for the above stated risks are high.

Impact of negative occurrence – medium

CS staff would have to hand mop the floors if the floor scrubber is not replaced. This is labour intensive and would bring down Staff morale.

ALTERNATIVE SOLUTIONS CONSIDERED

Renting out a floor scrubber would cost: \$300/day, \$1500/week, or 2500/month.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The purchase of the floor scrubber aligns with Pillar 2, Community Wellness of Council's Strategic Plan.

ESTIMATED COST:

Cost for a walk behind scrubber - \$8 500

Sept. 19, 2024

Mayor Warnock
Town of Sundre
Attn: Betty Ann Fountain
Sent via email: bettyann.f@sundre.com

RE: Request for Funding

Dear Mayor Warnock and Council,

Thank you for the opportunity to bring valuable information about STARS and mission statistics pertaining to your area to the Sept. 30th, 2024 council meeting.

STARS is an essential and critical component to the emergency services provided in your community. Over the past five years 53 STARS critical interfacility transfers have been flown from the Sundre Hospital to tertiary care in Calgary or Edmonton with an additional 31 missions flown near Sundre. This accounts for 30% of the missions flown within Mountain View County boundaries.

Our request for council's consideration is \$5400 fixed rate based on \$2 per capita for 2025, in conjunction with present council term. With more than 90% of Alberta municipalities united in partnership, at a minimum \$2 per capita, the Town of Sundre would join as a Regional Leader joining, many of your municipal neighbors including longstanding supporter Mountain View County.

STARS was born out of necessity to serve rural and remote areas - built by the community, for the community. Your residents benefit by having access to STARS six bases located across Western Canada. Since its inception in 1985, STARS has flown over 60,000 missions. Averaging 11 missions per day, half of these missions flown, occur in Alberta alone. A life is saved every day and partnership makes this possible.

Thank you for your consideration to partner with STARS and save lives.

Sincerely,



Jackie Seely

Donor Relations & Development Officer, So. AB.



September 23, 2024

Ms. Linda Nelson, CAO, Town of Sundre
PO Box 420
Sundre, Alberta



Dear Ms. Linda,

RE: Annual Funding for Sundre & District Chamber of Commerce 2025 Year

Please accept this letter as a formal request for an increase on the annual funding provided to the Sundre & District Chamber of Commerce. We are very appreciative of all the past support the Town of Sundre has contributed to our organization and recognize that this contribution of funding has greatly assisted in operating and keeping the ViC open for visitors and tourists over the years.

In our previous letter we outlined the need to formalize the arrangement with clearly defined responsibilities, timeline, and the obligations of each party. We continue to work with the Town to develop a new agreement that is mutually beneficial.

Our Board acknowledges the importance of "tourism" for our community and how it impacts business growth and continued viability for them. In doing so we have increased our hours at the ViC to now be open 7 days a week. We have also brought in the Discovery Sundre App which we are utilizing as an opportunity for everyone to have community communication and business directory information as an all in one tool. Your support in helping us to grow with this App will benefit the Sundre Community and Businesses as we anticipate 2025.

As mentioned previously, the current estimate for the ViC 2025 costs is anticipated to be between \$25,000 - \$33,000. This amount fluctuates based on the staffing/hours open ratio of the ViC.

We are requesting consideration for an additional \$4,500. We do acknowledge that the Town of Sundre has a responsibility to the public on how their tax dollars are spent. We would hope that some of these dollars are available through any "tourism" grants or budgets, especially given the direct tourism functions of the ViC.

If you have any questions, please do not hesitate to contact myself or Sarah Henn our Executive Director. We look forward to hearing from you. Thank you for your time and consideration.

Sarah Kennedy

Sarah Kennedy,

President, Sundre & District Chamber of Commerce
PO Box 1085
Sundre, AB T0M 1X0
Tel: 403.638.3245
scoc@telus.net

10.2h



Phone: 403-638-3233
Email: executivedirector@sundremuseum.com
Web: www.sundremuseum.com

November 2, 2024

Town of Sundre
717 Main Avenue West
PO Box 420
Sundre, AB
T0M 1X0

Attention: Linda Nelson

Dear Council Members,

On behalf of the Sundre & District Historical Society, I would like to express our sincere gratitude for the annual municipal funding provided by Sundre Town Council. The \$10,000 we receive each year is invaluable to the financial sustainability and ongoing success of the Sundre & District Museum, and we truly value our partnership with the Town of Sundre.

In 2023, our museum welcomed approximately 5,750 guests, and in 2024, we saw a 17% increase in visitation from January to September. According to Alberta Tourism, each visitor traveling over 40 km brings approximately \$80 to their destination through fees, meals, fuel, and accommodation. If conservatively 30% of our visitation is from out of town, the museum makes a substantial contribution to Sundre's economic and tourism value at roughly \$138, 000.

The rising costs for staffing, facility maintenance, and program delivery, driven by inflation and overall cost increases, challenge our current level of services. To support our work and help us manage these operational pressures, we respectfully request consideration for an annual 3% increase in municipal funding to keep pace with these "cost of living" increases.

This modest adjustment aligns with our commitment to long-term sustainability, ensuring that we remain a vibrant cultural resource for both Sundre residents and visitors.

Thank you for your ongoing support of the Sundre & District Historical Society and Museum and for the recognition of our space, as a cornerstone of our community. We appreciate your consideration of this request, and we will happily provide supplemental information as required. Additionally, I have provided a 10-year projection of the 3% annual request.

Sincerely,



Carrie Couch
Executive Director

cc: Ken Walker, SDHS Board Chair



Phone: 403-638-3233
 Email: executivedirector@sundremuseum.com
 Web: www.sundremuseum.com

**3% Annual Increase Request – Sundre & District Historical Society
 November 2, 2024**

Year	3% Increase	Funding Amount
2024		\$10,000.00
2025	300.00	\$10,300.00
2026	309.00	\$10,609.00
2027	318.27	\$10,927.27
2028	327.82	\$11,255.09
2029	337.65	\$11,592.74
2030	347.78	\$11,940.52
2031	358.22	\$12,298.74
2032	368.96	\$12,667.70
2033	380.03	\$13,047.73
2034	391.43	\$13,439.16

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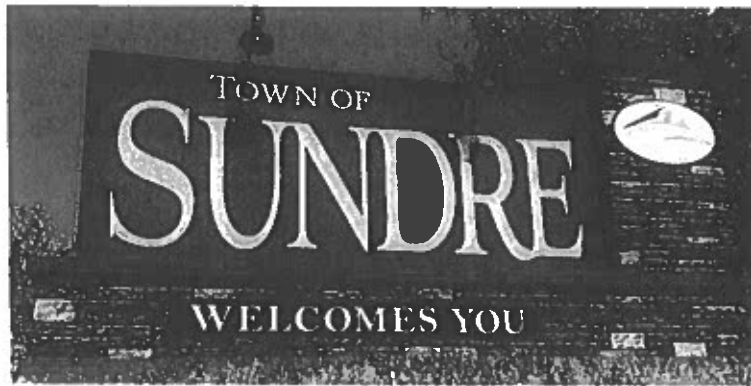


***Judy Haber, Founder
Performance Sponsorship Group, Inc.
403-966-4605***



Facility Name	Naming Sponsor	Value	Year	Term	Community
Border Paving Athletic Centre	Border Paving	\$350 K	2015	10	Spruce Grove
Co-operative Place	Wynyard Co-op	\$400 K	2019	20	Wynyard, SK
Eagle Builders Centre	Eagle Builders	\$500 K	2020	10	Blackfaulds
Eastlink Centre	Eastlink	\$500 K	2012	10	Grand Prairie
Gary Moe Auto Group Sportsplex	Gary Moe Auto	\$250 K	2016	15	Lacombe
GL Recreation Centre	GFL	\$400 K	2021	10	Devon
Riochet Oil Aquatic Centre	Riochet Oil	\$500 K	2022	10	Drayton Valley
Strathmore Motor Products Sports Centre	Strathmore Motors	\$250 K	2017	15	Strathmore
TransAlta Tri Leisure Centre	TransAlta	\$500 K	2022	5	Spruce Grove
Canadian Natural Fieldhouse & Indoor Track (Baytex Energy Centre)	Canadian Natural	\$150 K	2018	5	Peace River
Echo Lacombe Association Arena (Gary More Auto Group Sportsplex)	Echo Lacombe Association	\$50 K	2020	5	Lacombe
Paragon Soil & Environmental Ball Diamonds	Paragon Soil Environmental	\$100 K	2021	10	Devon
Vesta Energy Fish and Fetch Park	Vesta Energy	\$122 K	2022	7	Lacombe





REQUEST FOR PROPOSAL– Sponsorship Naming Rights and Advertising Services

Contact: Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Date: December 1, 2023

Prepared by: Performance Sponsorship Group, Inc.
www.performancesponsorship.com
Judy Haber | (403) 966-4605 | jhaber@performancesponsorship.com

1.0 EXECUTIVE SUMMARY

PSG proposes a phased project with two distinct deliverables:

- Phase 1: Asset Assessment, Valuation and Report;
- Phase 2: Marketing Plan and Strategy Execution.

PSG has comprised a Project Team of senior staff to undertake the project. All phases of the project will be managed by Senior Partner, Judy Haber. Judy has extensive packaging and sales experience in Alberta and will provide sales coaching enabling the Town of Sundre to appreciate the best results from our sales efforts.

1.1 CORPORATE PROFILE, QUALIFICATIONS & EXPERIENCE

1.1a Services

PSG offers a full range of professional counsel for successful programs focused in four key areas: Strategic Design, Valuation, Packaging, and Sales.

STRATEGIC DESIGN: PSG provides expertise in the design of sponsorship strategies, helping to identify the key assets and unique elements that make the experience (i.e., program, event, content) or venue most attractive to potential partners. Not only does PSG pinpoint and prioritize the most valuable assets for sponsorship, but we also provide valuable guidance in developing the benefits, rights and privileges which form the basis of sponsorships. Based on years of successful sponsorship management, we also reveal ways to extend benefits, enabling the client to offer unique leveraging opportunities thereby increasing competitiveness.

VALUATION: PSG has developed a comprehensive system of valuation, based on a pragmatic analysis of the sponsorship package. Our process identifies all potential assets and applies detailed rationale to each tangible and intangible asset. PSG's value analysis ensures that each venue and property is appropriately priced and able to command suitable funding.

PACKAGING: With extensive experience in packaging multi-dimensional venues and events, PSG develops a compelling Case for Support, as well as high impact sales tools that feature the unique advantages of the experience or venue. PSG not only showcases the benefits of the sponsorship but also illustrates both the current value and the additional opportunities offered by the sponsorship.

SALES: The PSG Team has an impressive record of success in sponsorship sales, consistently demonstrating its ability to access top decision-makers in the corporate sector. With an emphasis on intelligent research, PSG has a unique ability to identify and involve new prospects for sponsorship. This talent means each property is presented to innovative, up-and-coming companies, as well as those that have already embraced sponsorship as an important business strategy. Further, PSG is known for its ability to identify such qualified prospects in short order.

1.2 KEY STAFF QUALIFICATIONS & EXPERIENCE

1.2A Team Member Biographies



Judy Haber, Senior Partner – Judy Haber is one of the most successful **Municipal Sponsorship Specialists in Canada**. She has shown the ability to access corporate decision-makers and has enjoyed an enviable success rate in securing corporate sponsorships and Naming Rights partners. She also leverages her experience and expertise to mentor personnel to build internal expertise and capacity to effectively deliver sponsorship programs including servicing sponsorship agreements.

Judy has worked with municipalities, Towns, Cities and facilities in Alberta providing sponsorship consulting, valuation services and securing Naming Rights agreements. Some of those clients include the Lethbridge & District Exhibition, TransAlta Tri Leisure Centre, City of Spruce Grove, City of Lacombe, City of Calgary, City of Edmonton, City of Wetaskiwin, Town of Stoney Plain, City of Lacombe, Town of Devon, Town of Sedgewick, Town of High Level, Town of Strathmore, Town of Edson, MacEwan University, Red Deer College, Bow Valley College, University of Calgary, Faculty of Kinesiology and Olympic Oval, Lindsay Park Sports Society and The Edge School for High Performance Athletes.

Judy has worked on both new construction and renovated multi-use facilities. Regardless of the project, the process for pricing, packaging and selling municipal assets requires all stakeholders (Staff, Council and community) to be engaged, prepared and coached.

Judy has also enjoyed a career in public speaking for the past 25 years at conferences that include: Florida Parks and Recreation, Alberta Recreation Parks Association, National Parks and Recreation Association, Association of Fundraising Professionals, Banff Fundraising Compass, Western Sponsorship Congress, Toronto Sponsorship Congress, Saskatchewan Urban Municipal Association, Festival Events Ontario, Government Finance officers Association of Alberta, and Municipal Officers Association.

As a two-time Provincial tennis champion and tennis coach, Judy continues to enjoy mentoring and coaching her clients. The coaching has enabled her clients to produce a culture enabling them to cultivate, attract and manage sponsorships for various municipally-owned assets.

Judy has sold sponsorship packages to companies that include:

Agrium	Enbridge	Melcor	Scotiabank
Apple Fitness	EPCOR	MNP	Scott Builders
ATB Financial	Fountain Tire	Myshak	Shaw
Bell	Frito-Lay Canada	Nestle	Sobey's
Border Paving	General Mills	New Balance	Stantec
Canadian Tire	GFL	PepsiCo	Subaru
Canalta Hotels	LEONS	Pizza Pizza	Subway Restaurants
Coca Cola	Lexus	RBC	TD Bank
Co-Operators	Loblaw Companies Limited	REMAX	Tim Hortons
Dairy Queen	Mattamy Homes	Rogers	Toyota
Direct Energy	McDonalds	Royal LePage	TransAlta

2.0 PAST PROJECTS

Outlined are selected case studies (completed in the past 3 years) to better illustrate PSG's expertise, approach and successes in the field of corporate fundraising, sponsorships, marketing and Naming Rights.

Typically, projects have 3 distinct phases: 1. Identification and Valuation, 2. Sales Strategy Development, and 3. Sales Strategy Implementation. This proven approach not only ensures alignment with best practices and current marketplace conditions, but identifies risks, solutions and other creative approaches (e.g. bundling opportunities) during program development. With core fundamentals in place, sales implementation can be expedited.

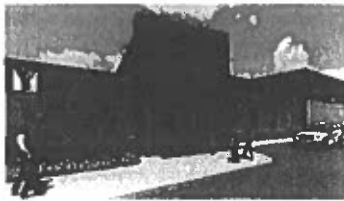
Case Study : Lethbridge & District Exhibition (2023)



PSG was retained by The Lethbridge & District Exhibition to package and sell Naming Rights to what is currently called the Agra Food Hub and Trade Centre. PSG is in receipt of a Letter of Intent to purchase Naming Rights. The official announcement and launch of the new name is planned for February 2024.

Contact: Mike Warkentin, Chief Executive Officer
Lethbridge & District Exhibition
P (403) 317-3201
mike.warkentin@agrifoodhub.ca

Case Study: Municipality of Trent Hills, ON (2023)



PSG was retained by the Municipality of Trent Hills (Town) to provide coaching to the CAO enabling the Municipality to engage in the business of corporate sponsorship and Naming Rights. PSG was hired to price, package and sell Naming Rights and secondary assets for the new multi-use recreation facility (Campbellford Recreation and Wellness Centre). Key tasks in Phase 1 included reviewing existing inventory, conducting a Valuation and, providing recommendations for packaging including benefits and entitlements.

In Phase 2, PSG developed a list of prospects for approval and drafted the sales materials. PSG created a template advertising the Naming Rights opportunities that was posted on the Municipal web site ensuring full transparency.

In Phase 3, PSG packaged the Naming Rights opportunities, co-ordinated and led all sales calls/meetings, and negotiated funding agreements reporting back to the Town on a regular basis.

2.0 PAST PROJECTS (Continued)

Case Study: The Town of Bracebridge, ON (2020-2021)



PSG was secured by the Town of Bracebridge (Town) to provide sponsorship, Naming Rights, and a marketing/communications strategy and plan for the new facility. In phase 1 and 2, PSG completed a detailed valuation and identified key elements (i.e., pricing, terms, rights and benefits) for approval by both Staff and Town Council.

In phase 3, PSG was then directed to develop sponsorship sales materials and sales implementation for a new \$59 M Multi-use Recreational Facility and Library.

PSG provided mentoring to key Town Council and Staff, advised on Reports for presentation to Town Council, and developed Letters of Intent and associated agreements. PSG reported back to Town Staff on a regular basis and provided status reports and updates for various committees including Town Council. PSG provided direction and recommendations on the development and recruitment of a community fundraising Committee, developed terms of reference and provided coaching to Staff as required. The Town and their community fundraising Committee, trained by subcontractor The Goldie Company and PSG, continue to work with prospects who are interested in additional assets.



Summary of Success: The client exceeded project objectives that were outlined in the Valuation, and to date, PSG has successfully secured over \$4.7 M for the new multi-use Recreational Complex. PSG secured \$2.2 M from Muskoka Lumber for the overall Naming Rights and the arena with first right of refusal for additional \$2 M. Secondary Naming Rights were secured for the Field House (\$240 K), Community Hall (\$100 K), Outdoor Patio (\$130 K), Water Stations (\$35 K), Dressing Rooms (\$35 K), and Score Clock (\$30 K).

Contact: Cindy O'Regan, Economic Development
T (705) 644-865 M (705) 645-3037
Email: coregan@bracebridge.ca

3.0 PROPOSAL PRICE / FINANCIAL MODEL

Project Description	Price
Phase 1: Asset Assessment, Valuation and Report	\$25,000
Phase 2: Marketing Plan and Strategy Execution	No Fee
	20% commission on successful sales including budget relieving in-kind
TOTAL	\$25,000

GST Extra

4.2 Proposed Project Schedule

Outlined is a top-line project schedule using a start date of January, 2024.

Task	24-Jan			Feb			Mar		
Phase 1: 3-4 weeks	█	█	█						
Phase 2: 12 weeks+	█	█	█	█	█	█	█	█	█

**REPORT TO COUNCIL**

COUNCIL DATE: November 25, 2024
SUBJECT: Greenwood Campground Washroom Considerations
DEPARTMENT: Community Development

BACKGROUND/PROPOSAL:

Having four-season access to Greenwood Campground provides numerous benefits. It maximizes the campground's usage, allowing visitors to engage in diverse activities year-round, from summer camping to winter activities such as skating. This can significantly boost the local economy, as seasonal tourism supports nearby businesses such as restaurants and shops.

In response to the campground's year-round operation, the Town of Sundre Council has directed administration to gather information on the costs of upgrading the campground's washrooms.

DISCUSSION:

In 2022, an assessment of the building was completed by Stephenson's Engineering Ltd. A cursory summary of the findings of the Facility Lifecycle Assessment was provided on the following areas of the building, including Architectural, Structural, Mechanical, and Electrical. The costs for infrastructure upgrades and connections were not considered in the report. The report also provides a quote for the cost of constructing a new facility. Additionally, further quotes have been obtained to evaluate all potential options for a year-round washroom at Greenwood Campground.

- Option 1: Upgrade to plumbing and heating in the existing washroom**
- a. Plumbing quote to ensure washroom is operation year-round: **\$15 000**
- Option 2: Upgrades/Renovations to existing campground washroom**
- a. Estimated costs according to the Lifecycle assessment (2022 uninflated estimates): \$90 000 + \$15 000 for sewer/water hook up = **\$105 000**
 - b. Quote from Local Contractor: \$85 000 + \$15 000 for sewer/water hook up = **\$100 000**
- Option 3: Replace the existing washroom with a new washroom**
- a. Quote from the assessment report: **\$780 000** - does not include the amount for demolition of the existing structure, infrastructure upgrades or other additional fees.
 - b. **Washrooms with similar features to existing Greenwood washrooms**
 - i. Parkworks Quote: \$620 000 + \$15 000 for sewer/water hook up = **\$635 000**
 - ii. Habitat Quote: \$512 000 + \$15 000 for sewer/water hook up = **\$527 000**
 - c. **Basic Single stall washroom without showers**
 - i. Habitat Quote: \$192 000 + \$15 000 for sewer/water hook up = **\$207 000**
- Option 4: Replace Structure with an Atco Trailer bathroom**
- a. 12' x 40' Skidded Self-Contained Lavatory – LPG Heat (2021)
 - i. Purchase - \$166k + \$15 000 for sewer/water hook up = **\$201 000**
 - ii. Rent: **\$2500/month**

- b. 12' x 34' Skidded Lavatory – LPG Heat – Water ONLY On-Board (2012)
 - i. Purchase: \$95k + \$15 000 for sewer/water hook up = **\$130 000**
 - ii. Rent: **\$1300/month**
- c. 12' x 34' Skidded Lavatory – LPG Heat – Water ONLY On-Board (2008)
 - i. Purchase: \$74k + \$15 000 for sewer/water hook up **\$109 000**
 - ii. Rent: **\$1200/month**

Washroom at another Location in Campground

Another option for consideration is to locate another wash facility further south of the existing campground washroom, as indicated on the map below:



Figure 1: Site 7 location

Option 1: New facility at campground site 7

- a. Parkworks quote with the same features as existing washrooms: \$620 000 + \$35 000 for sewer/water hook up = **\$655 000**
- b. Habitat quote for a basic single stall washroom with installation and other costs: \$192k+ \$35 000 for sewer/water hook up = **\$227 000**

Option 2: Options for an Atco Trailer washroom

- a. 12' x 40' Skidded Self-Contained Lavatory – LPG Heat (2021)
 - i. Purchase - \$166k + \$35 000 for sewer/water hook up = **\$201 000**
 - ii. Rent: **\$2500/month**
- b. 12' x 34' Skidded Lavatory – LPG Heat – Water ONLY On-Board (2012)
 - i. Purchase: \$95k + \$35 000 for sewer/water hook up = **\$130 000**
 - ii. Rent: **\$1300/month**
- c. 12' x 34' Skidded Lavatory (2008)
 - i. Purchase: \$74k + \$35 000 for sewer/water hook up **\$109 000**
 - ii. Rent: **\$1200/month**

Option 3: Two stall Port-a-pottie (similar to the ones at Royal Purple): \$10 000

ALIGNMENT WITH STRATEGIC PLAN:

Four Season Access to Greenwood Campground with Pillar 1, Community Development of Council's Strategic Plan.

COSTS/SOURCE OF FUNDING:

Capital

CONCLUSION:

The Town will keep the campground gates open for the 2024-2025 winter season while monitoring usage and assessing the demand for year-round washroom facilities.

Administration is seeking information from Council on proceeding with the next steps on the washroom options at Greenwood Campground.



REQUEST FOR DECISION

COUNCIL DATE November 25, 2024
SUBJECT RFD October 2024 Departmental Reports
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 11.1

BACKGROUND/PROPOSAL:

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

- a) Chief Administrative Officer
- b) Fire Chief
- c) Community Development (Planning & Development / Community Services)
- d) Community Peace 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 October 2024 Departmental Reports as information.

MOTION:

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

ATTACHMENTS:

October 2024 Departmental Reports

Date Reviewed: November 20, 2024

CAO: Linda Rubin

	#/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 front awning in spring 2024.	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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are</i>				
<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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<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 5, 2024 Special Closed Council Meeting		
Res. #	Date	Council Motion	Action	Status
022A	05-02-24	MOVED by Councillor Petersen that the agenda be approved as presented		
022B	05-02-24	MOVED by Councillor Anderson that Council go into closed meeting at 3:06 p.m.		
022C	05-02-24	MOVED by Councillor Isaac that Council return to open meeting at 4:15 p.m,		
022D	05-02-24	MOVED by Councillor Varda being that the agenda matters have been concluded the meeting adjourned at 4:15 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		
		Councillor Absence: Councillor Chris Vardas notified CAO in compliance of 14.6 of Council's Procedural Bylaw		
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,		
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.		
Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected				
Mayor Warnock called a 5 minute recess at 6:42 p.m.				
Mayor Warnock resumed the meeting at 6:48 p.m.				
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				
Topic of Closed Meeting, 13.1 Advice from Officials, FOIPP Act, Section 24				
Members of Sundre Fire Department left the closed meeting at 7:30 p.m.				
Topic of Closed meeting, 13.2 Advice from Officials, FOIPP Act, Section 24				
Admin. Support left the closed meeting at 7:48 p.m.				
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 Medal to		
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	Leg. Services - Update calendar & circulate	Appendix #7 COMPLETED
038	26-02-24	MOVED by Councillor Dalke tha 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 Repots 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.		
Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected				
Mayor Warnock called a 5 minute recess at 6:37 p.m.				

Mayor Warnock resumed the meeting at 6:45 p.m.				
Manager Operations, Jim Hall joined the Closed Session of Council at 6:55 p.m.				
Manager Operation, left the Closed Session of Council at 7:05 p.m.				
Director Corporate Services, Chris Albert left the Closed Session of Council at 7:35 p.m.				
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,</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</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;	√	√
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</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	√	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,</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		
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		
<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</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		
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	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</i>				
093	25-03-24	MOVED by Councillor Marr tha 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	Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
<i>Friendly Amenment to Motion fpr 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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<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 term of the Committee	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	√	Completed Appendix #40
119	08-04-24	MOVED by Concillor 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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<i>Mayor Warnock called a 5 minute recess at 7:25 p.m.</i>				
<i>Mayor Warnack 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	Auditor's Report and the 2023 Audited Financial Statements and the 2023 Financial		
<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,		
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 Council 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 Areas letter to Water License Holders as information and commit to		

155	29-04-24	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 8:08 p.m.		
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<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 administration 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	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,		
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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<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 Sundre RCMP 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 April 2024 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 Sundre 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 accept the Key Messages of Council for the month of April 2024 as information		
182	27-05-24	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	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 excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<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.		
	#/D/M/Y	June 10, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
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		
<i>Councillor Absence: Councillor Paul Isaac notified the CAO in compliance with 14.6 of Council's Procedural Bylaw</i>				
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		
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. <i>Opposed: Councillor Vardas, Councillor Marr</i>	Legislative Services	Pending/Fall 2024
189	10-06-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the report from the Director of Corporate Services as information		
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 indentified 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 trms 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		

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; 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 900 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		
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 23, 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 years 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		
<i>Mayor Warnock called a 5 minute recess at 6:54 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 7:00 p.m.</i>				
193	10-06-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the Q1 2024 Quarterly Financial Reports, as information		
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	Legislative Services	Completed Appendix # 49
195	10-06-24	MOVED by Councillor Petersen that the Town of Sundre Council accept the verbal report from the CAO as information		
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		
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	Legislative Services	Completed Appendix #50
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	Legislative Services	Completed Appendix #51
199	10-06-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:30 p.m.		
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<i>Mayor Warnock called a recess at 7:33 p.m.</i>				
<i>Mayor Warnock reconvened the closed meeting at 7:38 p.m.</i>				
200	10-06-24	MOVED by Councillor Dalke that Council return to an open meeting at 8:02 p.m.		
201	10-06-24	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:03 p.m.		
	#/D/M/Y	June 24, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
202	24-06-24	MOVED by Councillor Vardas that the Agenda be approved as amended as follows: REMOVE 5.1 RFD Delegation - Elevated Escapes; REVISE 5. RFD Delegation SPOG to CAO Verbal Report; ADD 8.5 RFD Appointment of Sundre Library Board Member; ADD 8.6 RFD Sundre Golf Society RSA Transfer; REVISED 9.1b Fire Department Report - May; ADD 10.4 RFD Council Committee Report - Councillor Isaac; ADD 12.3 Advice from Officials, <i>FOIPP Act, Section 24</i> . Councillor Absence: None		
203	24-06-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on June 10, 2024 be approved as presented		
204	24-06-24	MOVED by Councillor Vardas that the Town of Sundre Council accept the verbal presentation from the CAO on behalf of the Sundre Petroleum Operators Group as information; and further, that several members of Council agree to assist with the breakfast at the August 23rd SPOG Neighbours Day Event Breakfast from 8:00 a.m. - 9:30 a.m.	Legislative Services	Appendix #52
205	24-06-24	MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised as pending to Schedule "A" of Bylaw 2024-04. and further;		
206	24-06-24	MOVED by Councillor Isaac that the Town of Sundre Council set a Public Hearing date for Bylaw 2024-04 for July 15, 2024		

207	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2024-05, being a Bylaw to amend Schedule "A" of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. 1/4, Sec. 9, Twn. 33, Rge 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve (UR) to General Residential District (R-2) and Public Service District (PS). and further;		
208	24-06-24	MOVED by Councillor Dalke that the Council of the Town of Sundre set a Public Hearing for Bylaw 2024-05 on July 15, 2024		
209	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council set a Special Meeting date of Monday, July 15, 2024		
210	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council support the Change of Scope to the Highway 27 Underground Infrastructure Replacement Project		
211	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council support the Change of Scope to the 2nd Avenue N.W. Underground Infrastructure Replacement and Surface Improvement project		
212	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$1,435.00 to the Municipal Lifecycling RSA in unspent funding for the CPO AFRRACS Radio capital project		
213	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$1,129.00 to the Municipal Lifecycling RSA in unspent funding for Unit 110 (2002 GMC) capital project		
214	24-06-24	MOVED by Councillor Petersen that the Town of Sundre Council approves the transfer of additional funding in the amount of \$10,640.00 from the Municipal New Project RSA for the Permanent Outdoor Rink capital project		
215	24-06-24	MOVED by Councillor Isaac that the Town of Sundre Council approves the transfer of additional funding in the amount of \$1,000.00 from the Municipal Lifecycling RSA for the Arena Dehumidifier capital project		
216	24-06-24	MOVED by Councillor Vardas that the Town of Sundre Council approve a budget of \$100,000 for the 1st Avenue N.W. Swale Capital Project with funding to be drawn from the Municipal New Project Restricted Surplus Account. <i>Opposed: Councillor Dalke</i>		
217	24-06-24	MOVED by Councillor Petersen that the Town of Sundre direct administration to work with Transportation and Economic Corridors for fair compensation for the cost of the 1st Avenue N.W. rehabilitation of the swales. <i>Opposed: Councillor Dalke</i>	Legislative Services	Pending
218	24-06-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the purchase of a Spartan Elite Soldier trailer towable hydro jetter at a cost of \$85,000.00 with funds being drawn from the Municipal New Project Restricted Surplus Account		
219	24-06-24	MOVED by Councillor Vardas that the Town of Sundre Council direct administration to invite a representative to attend a Council meeting (virtually) to learn more about this opportunity (Forrest Green)	Legislative Services	Completed
<i>Mayor Warnock called a 5 minute recess at 6:53 p.m.</i>				
<i>Mayor Warnock recovered the meeting at 6:58 p.m.</i>				
220	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council appoint Mr. Allan Tarnoczi to the Sundre Library Board for a term of 3 years, beginning June 24, 2024, ending June 23, 2027	Legislative Services	Appendix 54
221	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council approves the transfer of \$61,553.93 from the Sundre Golf Society RSA to Community Services Stabilization RSA		
222	24-06-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the May 2024 Departmental Report as information		
<i>Councillor Isaac left the meeting at 7:09 p.m.</i>				
223	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council accept the CAO's verbal report on the status of the Town of Sundre's Highway 27 Infrastructure Upgrade project as information		
224	24-06-24	MOVED by Councillor Anderson that the Town of Sundre accept the CAO's report on the Town of Sundre Boardwalk Grand Opening as information		
225	24-06-24	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for May 2024 as information		
226	24-06-24	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Marr's report for May 2024 as information		
227	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac's report for May 2024 as information		
228	24-06-24	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Isaac's report for April 2024 as information		
229	24-06-24	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages for the month of May 2024 as information		
230	24-06-24	MOVED by Councillor Vardas that the Town of Sundre thank Councillor Marr for her commitment and service to the community		
231	24-06-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the Sundre Municipal Library 2023 Year End Financial Report as information		
232	24-06-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation to participate in the annual Bowden Daze Rodeo Parade, Saturday, July 13th, 2024 at 11:00 a.m.	Legislative Services	Appendix 55
233	24-06-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:21 p.m.		

Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected				
Mayor Warnock called a recess at 7:21 p.m.				
Mayor Warnock reconvened the closed meeting at 7:27 p.m.				
Economic Development Officer left the Closed Meeting at 8:07 p.m.				
234	24-06-24	MOVED by Councillor Dalke that Council return to an open meeting at 8:18 p.m.		
235	24-06-24	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 8:19 p.m.		
	#/D/M/Y	July 15, 2024 Special Council Meeting		
Res. #	Date	Council Motion	Action	Status
236	15-07-24	MOVED by Councillor Vardas that the Agenda be approve as amended: Correction to the RFD for Item 6.2: Administration Recommendation to read "That Council give Second nd Third Reading to Bylaw 2024-05, being a Bylaw to amend Schedule "A" of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. 1/4, Sec. 9, Twn. 33, Rge. 5, W5M, contained within the Eagle Ridge Area Structure Plan from Urban Reserve (UR) to General Residential (R-2) and Public Service District (PS)"		
237	15-07-24	MOVED by Councillor Isaac that the Town of Sundre Council direct adminstration to correct the typographical error in the Summary of Dates for Bylaw 2021-06 Eagle Ridge Area Structure Plan Amendment adopted by Council on September 20, 2021, by changing the date for second reading from September 7th, 2021 to September 20, 2021, and by changing the date for third reading from September 7, 2021 to September 20, 2021; to read: "Read A Second Time this 20th day of September 2021 Motion No. 258-20-09-21" and "Read a Third and Final time this 20th day of September 2021 Motion No. 259-20-09-21".	Legislative Services	Complete Appendix 57
Mayor Warnock recessed the Special Meeting of Council to go into Public Hearing 20240715				
238	15-07-24	MOVED by Councillor Petersen that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2024-04 and Bylaw 2024-05, being an amendment to the Eagle Ridge Area Structure Plan and to amend thhe Land Use Bylaw 2018-10 District Map		
239	15-07-24	MOVED by Councillor Dalke that the Minutes of the Regular Council Meeting of Council held on June 24, 2024, be approved as amended as follow: CORRECT: <i>typographical error on Page 4 of June 24, 2024 Minutes under Res. 222-24-06-24</i>		
240	15-07-24	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised as pended Schedule "A" of Bylaw 2024-04. <i>Opposed: Councillor Petersen, Councillor Dalke</i>		
241	15-07-24	MOVED by Councillor Petersen that the Town of Sundre Council give Third Reading to Bylaw 2024-04 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised as pended to Schedule "A" of Bylaw 2024-04. <i>Opposed: Councillor Dalke</i>		
242	15-07-24	MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2024-05, being a Bylaw to amend Schedule "A" of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. 1/4, Sec. 9, Twn. 33, Rge. 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential District (R-2) and Public Service District (PS). <i>Opposed: Councillor Dalke</i>		
243	15-07-24	MOVED by Councillor Petersen that the Town of Sundre Council give Third Reading to Bylaw 2024-05, being a Bylaw to amend Schedule "A" of Land Use Bylaw 2018-10 District Map, for a Portion of S.E. 1/4, Sec. 9, Twn. 33, Rge. 5, W5M, contained within the Eagle Ridge Area Structure Plan, from Urban Reserve District (UR) to General Residential (R-2) and Public Service (PS). <i>Opposed: Councillor Dalke</i>		
Mayor Warnock called a 5 minute recess at 6:40 p.m.				
Mayor Warnock reconvened the Special meeting of Council at 6:45 p.m.				
244	15-07-24	MOVED by Councillor Marr that the Town of Sundre Council defer this agenda item to September 9, 2024 meeting of Council		
245	15-07-24	MOVED by Councillor Marr that the Town of Sundre Council grant the request from the owner of Suds & Sundries to utilize the allocated funding of \$5,000.00 from the original store front improvement of the installation of an awning to the construction of a roof-top extension and installation of new indentification signage. <i>Opposed: Councillor Marr</i>	Legislative Services	Appendix 58
246	15-07-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the sponsorship of a "Hole" at the annual Play 4 Sundre Kidz Golf Tournament at a cost not to exceed \$500.00 with	Legislative Services	Appendix 59
247	15-07-24	MOVED by Councillor Isaac that the Town of Sundre Council reschedule the Regular Council Meeting from Monday, September 23rd to Monday, September 30th, 2024.	Legislative Services	Complete
248	15-07-24	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 6:56 p.m.		
Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected				
Mayor Warnock called a recess at 6:56 p.m.				

<i>Mayor Warnock reconvened the closed meeting at 7:01 p.m.</i>				
249	15-07-24	MOVED by Councillor Petersen being that the agenda matters have been concluded, the meeting was adjourned at 8:02 p.m.		
	#/D/M/Y	September 9, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
250	09-09-24	MOVED by Councillor Anderson that the agenda be approved as amended as follows: 1. Defer Item 8.1 RCMP Q1 2024 Sundre Provincial Community Report to September 30, 2024, RFD 5.2 Delegation; Renumber Item 8.2 as 8.1; Add 8.2 RFD Centre Street North Waterline Replacement		
		Councillor Absence: Councillor Vardas notified CAO in compliance of 14.6 of the Council's Procedural Bylaw; and further Councillor Dalke requested to attend the meeting by phone, and		
251	09-09-24	MOVED by Councillor Isaac that the Minutes of the Special Council Meeting of Council held on July 15, 2024, be approved as presented.		
252	09-09-24	MOVED by Councillor Marr that the Town of Sundre Council direct administration to partner with Forrest Green to install the website link required to provide citizens with the ability to	Legislative Services / Corporate Services	Pending Signed Agreement
253	09-09-24	MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2024-06, being a Bylaw to adopt the Municipal Development Plan; and further		
254	09-09-24	MOVED by Councillor Marr that the Town of Sundre Council schedule a Public Hearing for Bylaw 2024-06 for October 7, 2024		
255	09-09-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the Q2 2024 Quarterly Financial Reports as information		
256	09-09-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the repair and replacement of the water lines within identified area along Centre Street between 1st Ave NW and Hwy 27 at a cost not to exceed \$675,000, with \$200,000 of the funding to be drawn from the Canada Community Building Fund Grant and the remaining \$475,000 to be drawn from the Local Government Fiscal Framework Grant		
257	09-09-24	MOVED by Councillor Marr that the Town of Sundre Council accept the information on the Municipal Indicator response as information		
258	09-09-24	MOVED by Councillor Isaac that the Town of Sundre Council proclaim the week of September 22nd to 28th, 2024 as Alberta Development Officers Week in the Town of Sundre	Legislative Services	Completed Sent to ADOA
259	09-09-24	MOVED by Councillor Marr that the Town of Sundre Council appoint Ms. Nila Stringer to the Sundre Library Board for a term of 3 years, beginning September 9, 2024, ending September 9,	Legislative Services	Completed Appendix #60
260	09-09-24	MOVED by Councillor Petersen that the Town of Sundre Council appoint Mr. George Green to the Sundre Library Board for a term of 3 years, beginning September 9, 2024, ending September	Legislative Services	Completed Appendix #60
261	09-09-24	MOVED by Councillor Isaac that the Town of Sundre Council appoint Mr. George Waldren to the Sundre Library Board for a term of 3 years, beginning September 9, 2024, ending September 9,	Legislative Services	Completed Appendix #60
262	09-09-24	MOVED by Councillor Anderson that the Town of Sundre Council appoint Mr. Simon Ducatel to the Sundre Library Board for a term of 3 years, beginning September 9, 2024, ending September	Legislative Services	Completed Appendix #60
263	09-09-24	MOVED by Councillor Isaac that the Town of Sundre Council purchase 1 table for 8 to the 2024 Sundre Hospital Gala to be held on November 16th, in an amount not to exceed \$800.00 wit	Legislative Services	Completed Appendix #61
<i>Mayor Warnock called a 5-minute recess at 7:08 p.m.</i>				
<i>Project Manager, Carl McDonnell left the meeting at 7:10 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 7:14 p.m.</i>				
264	09-09-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the 2024 Alberta Municipalities (Abmunis) Resolution Book as information		
265	09-09-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the CAO's January to August 2024 new business report as information		
266	09-09-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation from the Town of Ponoka to attend the WPCA Chuckwagon Races and Mayor Warnock's response, as		
267	09-09-24	MOVED by Councillor Marr that the Town of Sundre go into a closed meeting at 8:05 p.m.		
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<i>Mayor Warnock called a recess at 8:04 p.m.</i>				
<i>Mayor Warnock reconvened the closed meeting at 8:06 p.m.</i>				
268	09-09-24	MOVED by Councillor Isaac that Council return to an open meeting at 8:44 p.m.		
269	09-09-24	MOVED by Councillor Anderson, being that the agenda matters have been concluded, the meeting adjourned at 8:45 p.m.		
	#/D/M/Y	September 30, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
<i>Mayor Warnock recognized National Day for Truth and Reconciliation</i>				
270	30-09-24	MOVED by Councillor Anderson that the agenda be approved as presented		

271	30-09-24	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on September 9, 2024, be approved as presented		
272	30-09-24	MOVED by Councillor Marr that the Town of Sundre Council defer the STARS funding request for discussion and inclusion at Council's Fall Strategic Advisory Committee meeting	Legislative Services / Corporate Services	PENDING
273	30-09-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the Q1 2024 Provincial Community Report and Body-Worn Camera Project Overview as information		
<i>Mayor Warnock called a recess at 7:13 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 7:19 p.m.</i>				
274	30-09-24	MOVED by Councillor Vardas that the Town of Sundre Council appoints KPMG as the Town's auditors for the 2024 fiscal year		
275	30-09-24	MOVED by Councillor Petersen that the Town of Sundre Council accept the report from the Director of Corporate Services as information		
276	30-09-24	MOVED by Councillor Anderson that the Town of Sundre Council moves to set a reserve bid of \$317,000 for Lot 4, Block F, Plan 2574JK, Sundre, AB and furthermore; The property identified by Roll No. 615.003 will be offered for sale by public auction, at the Town Office on December 18, 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		
277	30-09-24	MOVED by Councillor Vardas that the Town of Sundre Council approve a reserve bid of \$5,530,000 for Lot 8, Block 3, Plan 1810863, Sundre AB, and furthermore; The property		
278	30-09-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Parkland Regional Library Board's proposed 2025 budget with a per capita rate of \$9.81	Legislative Services	Completed Appendix #62
279	30-09-24	MOVED by Councillor Marr that the Town of Sundre Council accept the June, July and August 2024 Departmental Reports as information		
280	30-09-24	MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Marr's report for June, July and August 2024, as information		
281	30-09-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the Key Messages of Council for the months of June, July and August 2024, as information		
282	30-09-24	MOVED by Councillor Petersen that the Town of Sundre Council accept the correspondence from Parkland Regional Library System as information	Legislative Services	Completed Appendix #62
283	30-09-24	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 7:57 p.m.		
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting, and advised there may be a Motion of Council expected</i>				
<i>Mayor Warnock called a recess at 7:57 p.m.</i>				
<i>Mayor Warnock reconvened the Closed Meeting at 8:00 p.m.</i>				
284	30-09-24	MOVED by Councillor Anderson that Council return to an open meeting at 8:21 p.m.		
285	30-09-24	MOVED by Councillor Vardas that the Town of Sundre Council unanimously supports Mayor Warnock putting in an application to join a regional advisory Health Council		
286	30-09-24	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 8:24 p.m.		
	#/D/M/Y	October 7, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
<i>Mayor Warnock called the Regular Meeting of Council to order at 6:00 p.m.</i>				
<i>Mayor Warnock declared Public Hearing 20241007 relating to Bylaw 2024-06 being the Municipal Development Plan now open at 6:01 p.m. the Public Hearing was held and conducted in the Town of Sundre Municipal Council Chambers and pursuant to the Municipal Government Act, RSA 2000 Chapter M-26 and amendments thereto, and Council</i>				
287	07-10-24	MOVED by Councillor Anderson that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2024-06 Municipal Development		
288	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council adjourn the October 7, 2024 Regular Meeting of Council at 6:30 p.m. to go in to the Organizational Meeting of Council		
<i>Mayor Warnock called a 5 minute recess at 6:30 p.m.</i>				
<i>Mayor Warnock reconvened the Organizational Meeting of Council at 6:44 p.m.</i>				
289	07-10-24	MOVED by Councillor Vardas that the Town of Sundre adopt the agenda of the Organizational Meeting of Council as presented		
290	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council seating arrangement remain the same as decided at the 2023 Organizational meeting. <i>Opposed: Councillor Dalke</i>		
291	07-10-24	MOVED by Councillor Dalke that the Town of Sundre Council appoint Councillor Anderson as the Deputy Mayor for the months of March 1, 2025 to October 19, 2025. <i>Councillor Anderson was nominated by Councillor Dalke; Councillor Anderson accepted.</i>		
<i>Mayor Warnock made an introductory statement regarding the Role of Council as prescribed by the Municipal Government Act, RSA 2000, c.M-26</i>				

292	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the appointment of Mayor Warnock, Councillor Isaac, Councillor Vardas and Councillor Anderson to the Grants to Organizations Committee for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
293	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the appointment of Mayor Warnock, and Councillor Marr to the Sundre Wellness Advocacy Committee for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
294	07-10-24	MOVED by Councillor Anderson tha the Town of Sundre Council approve the appointment of Mayor Warnock, and Councillor Vardas to the Sundre Hospital Steering Committee (ad hoc) for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
295	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the appointment of Councillor Marr and Councillor Dalke as Alternate, to the FCSS (Greenwood Neighbourhood Place) Board for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
296	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Councillor Petersen to the Sundre Municipal Library Board for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
297	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Mayor Warnock, Councillor Dalke and Councillor Petersen to the Intermunicipal Collaboration Committee for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
298	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Mayor Warnock to Mountain View Seniors' Housing for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
299	07-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the appointment of Mayor Warnock, and Councillor Chris Vardas as Alternate to the Mountain View Regional Waste Commitssion for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
300	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Mayor Warnock, and Councillor Dalke to the Intermunicipal Planning Commission for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
301	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Councillor Isaac and Councillor Marr as Alternative to the Sundre & District Aquatic Society for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
302	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Councillor Anderson as the Liaison between Council and the Central Alberta Economic Partnership for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
303	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Councillor Dalke to Citizens on Patrol for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
304	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Councillor Vardas to Sundre Hospital Futures - Attraction & Retention for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
305	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the appointment of Councillor Dalke and Mayor Warnock as Alternate, to the Red Deer River Municipal Users Group for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
306	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Mayor Warnock to the Red Deer River Watershed Alliance for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
307	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Mayor Warnock and Councillor Isaac as Alternate, to the Sundre & District Chamber of Commerce for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
308	07-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the appointment of Councillor Petersen and Councillor Marr as Alternate, to the Sundre & District Historical Society for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
309	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Councillor Isaac to Sundre Forest Products / West Fraser Public Involvement Round Table for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
310	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council approve the appointment of Councillor Dalke to the Parkland Regional Library Board for a one-year term, 2024-2025	Legislative Services	Completed Appendix #63
311	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approves the 2025 Meeting Calendar as presented	Legislative Services	Completed (website)
312	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approves the change to the commencement time for Regular Council Meetings from 6:00 p.m. to 4:00 p.m. starting on December 2, 2024 <i>Opposed: Councillor Dalke, Councillor Marr</i>	Legislative Services	Completed (website, utility insert, social media sites, office)
313	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council accept the brief review of Council Procedural Bylaw 2022-06 as information and directs administration to add this topic to the agenda at the next Sundre Council Strategic Advisory Committee meeting	Legislative Services	Completed
314	07-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the review of Council Code of Conduct Bylaw 2020-07 as information and directs administration to add this topic to the agenda at the next Sundre Council Strategic Advisory Committee meeting	Legislative Services	Completed
315	07-10-24	MOVED by Councillor Isaac to adjourn the October 7, 2024, Organizational Meeting of Council, and return to the Regular Council Meeting at 8:22 p.m.		
<i>Mayor Warnock called a 5 minute recess at 8:22 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 8:30 p.m.</i>				
316	07-10-24	MOVED by Councillor Isaac that the Town of Sundre Council reconvene the October 7, 2024 Regular Meeting of Council at 8:30 p.m.		

317	07-10-24	MOVED by Councillor Vardas that the agenda be approved as presented		
318	07-10-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on September 30, 2024, be approved as presented		
319	07-10-24	MOVED by Councillor Isaac that the Town of Sundre Council give Second Reading to Bylaw 2024-06, being a Bylaw to adopt the Municipal Development Plan		
320	07-10-24	MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2024-06, being a Bylaw to adopt the Municipal Development Plan		
321	07-10-24	MOVED by Councillor Marr that the Town of Sundre Council maintain the FortisAlberta Franchise Fee at 12% effective January 1, 2025. <i>Opposed: Councillor Petersen, Councillor Dalke</i>		
322	07-10-24	MOVED by Councillor Vardas that the Town of Sundre Council approves a per gigajoule credit to be applied on utility bills issued in December 2024 for natural gas consumption used during November 2024. The per gigajoule rebate rate is dependent upon the total number of gigajoules sold. <i>Opposed: Councillor Dalke, Councillor Marr, Councillor Petersen, Councillor Anderson</i> DEFEATED		
323	07-10-24	MOVED by Councillor Anderson that the Town of Sundre Council transfers the Gas Alberta Inc. gas cost refund of \$30,040.32 to the Utilities Infrastructure Lifecycling Restricted Surplus Account. <i>Opposed: Councillor Dalke</i> CARRIED		
324	07-10-24	MOVED by Councillor Isaac that the Town of Sundre proclaim October 6 - 12, 2024 as Fire Prevention Week and urge all citizens of Sundre to ensure there are working smoke alarms in their homes and businesses and to support the many public safety activities and efforts of Sundre's fire and emergency services	Legislative Services	Completed Appendix #64
325	07-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the fee waiver for the Community Centre in an amount not to exceed \$262.50 (gst included), to be funded from	Legislative Services	Completed Appendix #65
326	07-10-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 9:06 p.m.		
<i>Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting. There are no Motions of Council expected</i>				
<i>Mayor Warnock called a recess at 9:06 p.m.</i>				
<i>Mayor Warnock reconvened the Closed Meeting at 9:11 p.m.</i>				
<i>The following were in attendance for the closed meeting session: Staff: Chief Administrative Officer Linda Nelson, Director of Corporate Services, Chris Albert</i>				
<i>Director of Corporate Services, Chris Albert, left the meeting at 9:40 p.m.</i>				
327	07-10-24	MOVED by Councillor Anderson that Council return to an open meeting at 9:56 p.m.		
328	07-10-24	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 9:57 p.m.		
	#/D/M/Y	October 18- 20, 2024 Closed Meeting: Sundre Strategic Advisory Committee		
Res. #	Date	Council Motion	Action	Status
Attending: Oct. 18		<i>Mayor Richard Warnock, Councillor Connie Anderson, Councillor Owen Petersen, Councillor Jaime Marr, Councillor Paul Isaac, Councillor Chris Vardas. ABSENT: Councillor Todd Dalke</i>		
<i>Mayor Warnock called the October 18th, 2024 Strategic Advisory Committee Meeting to order at 4:02 p.m.</i>				
329	28-10-24	MOVED by Councillor Isaac that the agenda be approved as presented.		
330	28-10-24	MOVED by Councillor Isaac that Council go into closed meeting at 4:03 p.m. on October 18, 2024.		
<i>Mayor Warnock called a break at 4:45 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 4:53 p.m.</i>				
<i>Mayor Warnock called for a motion that Council come out of closed meeting at 6:26 p.m.</i>				
331	28-10-24	MOVED by Councillor Marr that Council come out of closed meeting at 6:26 p.m.		
332	28-10-24	MOVED by Councillor Isaac that the meeting be adjourned at 6:27 p.m.		
Attending: Oct. 19		<i>Mayor Richard Warnock, Councillor Connie Anderson, Councillor Owen Petersen, Councillor Jaime Marr, Councillor Paul Isaac, Councillor Chris Vardas, Councillor Todd Dalke.</i>		
<i>Mayor Warnock called the October 19th, 2024 Strategic Advisory Committee Meeting to order at 9:06 a.m.</i>				
<i>Mayor Warnock called for a motion for Council to go into closed meeting on October 19, 2024</i>				
333	28-10-24	MOVED by Councillor Anderson that Council go into closed meeting at 9:06 a.m.		
<i>Mayor Warnock called a break at 10:15 a.m.</i>				

<i>Mayor Warnock reconvened the meeting at 10:32 a.m.</i>				
<i>Mayor Warnock called a break at 11:13 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 11:24 a.m.</i>				
<i>Mayor Warnock called a recess (lunch) at 11:57 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 12:45 p.m.</i>				
<i>Fire Chief was excused from the meeting at 12:46 p.m.</i>				
<i>Councillor Dalke joined the meeting at 12:53 p.m.</i>				
<i>Mayor Warnock called a break at 2:25 p.m.</i>				
<i>Director of Community Development & Project Manager were excused from the meeting at 2:25 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 2:32 p.m.</i>				
<i>Councillor Dalke returned to the meeting at 2:37 p.m.</i>				
<i>Mayor Warnock called a break at 3:50 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 4:00 p.m.</i>				
<i>Councillor Isaac left the meeting at 5:11 p.m.</i>				
<i>Councillor Isaac returned to the meeting at 5:14 p.m.</i>				
<i>Mayor Warnock called for a motion to come out of closed meeting at 5:20 p.m.</i>				
334	28-10-24	MOVED by Councillor Dalke that Council come out of closed meeting at 5:20 p.m.		
335	28-10-24	MOVED by Councillor Isaac that the meeting be adjourned at 5:21 p.m.		
Attending: Oct. 20		<i>Mayor Richard Warnock, Councillor Connie Anderson, Councillor Owen Petersen, Councillor Jaime Marr, Councillor Paul Isaac, Councillor Chris Vardas, Councillor Todd Dalke.</i>		
<i>Director of Corporate Services and Legislative Executive Assistant were excused at 8:53 a.m.</i>				
<i>Mayor Warnock called the October 20th Strategic Advisory Committee Meeting to order at 9:00 a.m.</i>				
<i>Mayor Warnock called for a motion for Council to go into closed meeting on October 20, 2024.</i>				
336	28-10-24	MOVED by Councillor Isaac that Council go into closed meeting at 9:04 a.m.		
<i>Mayor Warnock called a break at 10:08 a.m.</i>				
<i>Mayor Warnock reconvened the meeting at 10:30 a.m.</i>				
<i>Mayor Warnock called a recess (lunch) at 12:00 p.m.</i>				
<i>Mayor Warnock reconvened the meeting at 12:50 p.m.</i>				
<i>Mayor Warnock called for a motion to come out of closed meeting</i>				
337	28-10-24	MOVED by Councillor Anderson that Council return to open meeting at 2:22 p.m on October 20, 2024.		
338	28-10-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 2:25 p.m. on October 20, 2024.		
	#/D/M/Y	October 28, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
339	28-10-24	MOVED by Councillor Anderson that the agenda be approved as amended as follows: 1. ADD 8.6_RFD West Fraser - Values, Objectives, Indicators and Targets; 2. ADD 11.1_RFD Correspondence - Mountain View County Board and Committees appointments		
340	28-10-24	MOVED by Councillor Isaac that the Minutes of the Organizational Meeting of Council held on October 7, 2024, be approved as presented		
341	28-10-24	MOVED by Councillor Dalke that the Minutes of the Regular Council Meeting of Council held on October 7, 2024, be approved as presented		
342	28-10-24	MOVED by Councillor Vardas that the Minutes of the 2024 Fall Strategic Advisory Committee Meeting held on October 18-20, 2024, be approved as presented		
343	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Daycare Centre in the amount of \$1,500.00	Legislative Services	Completed Appendix #66

344	28-10-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Citizens on Patrol in the amount of \$500.00. <i>Opposed: Mayor Warnock, Councillor Anderson, Councillor Isaac, Councillor Petersen</i> DEFEATED		
345	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Citizens on Patrol in the amount of \$250.00. <i>Opposed: Councillor Dalke</i> CARRIED	Legislative Services	Completed Appendix #67
346	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Mountain View High School Rodeo in the amount of \$2,500.00	Legislative Services	Completed Appendix #68
347	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for B.S. Productions in the amount of \$2,550.00	Legislative Services	Completed Appendix #69
348	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Pickleball in the amount of \$2,000.00	Legislative Services	Completed Appendix #70
Councillor Vardas left the meeting at 6:19 p.m. after declaring that he has a pecuniary interest in the next decision of Council				
349	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Original T's Family Restaurant in the amount of \$5,000.00	Legislative Services	Completed Appendix #71
Councillor Vardas returned to the meeting at 6:21 p.m.				
350	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Seniors Indoor Walking Club in the amount of \$1,296.00	Legislative Services	Completed Appendix #72
351	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Volunteer Search & Rescue in the amount of \$2,897.00	Legislative Services	Completed Appendix #73
352	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Sundre & District Aquatic Society in the amount of \$2,077.00	Legislative Services	Completed Appendix #74
353	28-10-24	MOVED by Councillor Petersen that the Town of Sundre Council approve an additional amount of funding of \$190.00 to Sundre Citizens on Patrol for a total award of \$440.00 <i>Opposed: Councillor Isaac</i>	Legislative Services	Completed Appendix #67
354	28-10-24	MOVED by Councillor Marr that the Town of Sundre Council appoint Ms. Carolyn Hellmer to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027	Legislative Services	Completed Appendix #75
355	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council appoint Dr. Janelle Baker to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027	Legislative Services	Completed Appendix #75
356	28-10-24	MOVED by Councillor Vardas that the Town of Sundre Council appoint Ms. Wendy Murphy to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027	Legislative Services	Completed Appendix #75
CAO verbally provided information to Council regarding the Regulatory Process required for municipalities to follow with the Tax Recovery of Property and Tax Recovery Sale of Property as prescribed by the Municipal Government Act				
357	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the report from the Director of Corporate Services as information		
358	28-10-24	MOVED by Councillor Vardas that the Town of Sundre Council accept the verbal update require the Sundre Hospital from Mayor Warnock as information		
359	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the update from the Sundre Health Professional Attraction and Retention Committee (SHPARC) as information and thank the Sundre Hospital Professional Attraction and Retention Committee members for their dedication and commitment to the community		
360	28-10-24	MOVED by Councillor Petersen that the Town of Sundre Council directs administration to invite a representative of West Fraser as a delegation to a future Council meeting to gain more insight into this subject (Values, Objectives, Indicators and Targets (Water & Wildfires))	Legislative Services	Pending
361	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the September 2024 Departmental Reports as information		
362	28-10-24	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for July, August and September 2024 as information		
363	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's report for September 2024 as information		
364	28-10-24	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Isaac's report for September 2024 as information		
365	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Anderson's report for September 2024 as information		
366	28-10-24	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of September 2024 as information		
367	28-10-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the October 28, 2024 letter from Mountain View County advising the Town of Sundre Council of the appointments to the Inter-Municipal Collaboration Committee and the Sundre Library as information		
368	28-10-24	MOVED by Councillor Anderson that the Town of Sundre Council go into a closed meeting at 7:16 p.m.		
Mayor Warnock excused all public members and advised that they are welcomed to return to the Regular Council meeting as the conclusion of the closed meeting. There are no Motions of Council expected				
369	28-10-24	MOVED by Councillor Marr that Council return to an open meeting at 7:35 p.m.		
370	28-10-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:36 p.m.		



CAO's NEW BUSINESS REPORT TO COUNCIL

COUNCIL DATE: November 25, 2024

Council requested periodic updates on the new businesses operating in Town at the Strategic Advisory Committee Meeting, held in October 2023.

New Business List to November 20, 2024 *(No new businesses since last reporting date of Oct. 28th)*

Blended Solutions, Bay 1, 306 Main AV. W.
Complete Home Collective, Bay 3, 306 Main AV. W.
Saveaton (Wholesale Warehouse), Bay 4, 586 Main AV. W.
Norwest Law Office, Bay 4, 117 Centre ST. S.
Dairy Queen, 556 Main AV. W.
Westview Co-op Liquor At Sundre, 103 Main AV. East
Rustic Foods, 206 Centre ST. N.
GTI Liquor Store, 829 Main Avenue West
Juicy Quill Tattoo 503 – 7 ST SW
Western RV, 106 Main Ave. East

Under New Management: *(No changes in Management since last reporting date of Oct. 28th)*

Harvest Heights
Chickens Greenhouse
Pet Value
McDonalds

Home Office to Date (Permitted Use in Residential Districts) *(No new Home Office Permits issued since last reporting date of Oct. 28th)*

Home Office - Bookkeeping Services
Home Office for Mobile Vendor
Home Office for transport driver

Home Occupation to Date (Discretionary Use in Residential Districts) *(No new Home Occupation Permits issued since last reporting date of Oct. 28th)*

Home Occupation - Vehicle Repair in detached garage
Home Occupation - to teach Quilting Classes



**Appendix # 63
Notification of Council Appointments to Boards & Committees
2024-2025**

4565 – 46 Street
Lacombe, AB T4L 0K2
Ph. 403-782-3850

October 4, 2024

Parkland Regional Library System would like to update your contact information and the information related to your PRLS board appointee.

Please fill out this form and return it to administration@prl.ab.ca

Name of Municipality/County: Town of Sundre

PRLS Representative Contact information

Name: Councillor Todd Dalke

Date appointed: 10/7/2024

Address: PO Box 420, Sundre AB TOM
1X0

Length of current term: 1 Year

Phone: 403-507-0367

Consecutive terms served: 7

Email: todd.d@sundre.com

Total consecutive years on PRL Board:
1

Resolution of Council No. 310-07-10-24

Alternate Representative Name: n/a

Mayor/Reeve: Mayor Richard Warnock

Manager/Administrator: Linda Nelson, Chief Administrative Officer

Email contact for your municipality: townmail@sundre.com

If your municipality does not elect/send a board member to Parkland board meetings, please let us know why. We may be able to offer assistance or guidance. Please see the following for more information on the Libraries Regulation regarding Parkland's board.

If you have any questions or concerns, please do not hesitate to contact us.
Thank you!

Due to legislative requirements found in The Alberta Libraries Regulation, board appointment terms cannot exceed three years and board member appointments cannot serve more than nine consecutive years without the approval of 2/3 of all the members of the council. Please also note that alternate members appointed to the system board cannot act on behalf of the board appointee for more than two consecutive meetings except by resolution of the system board. If the system board is found not in compliance with any and all legislation, **provincial operating grants may be withheld**. Should you find it difficult to obtain a suitable individual to sit on the system board, you can select any citizen not employed by the Parkland board. The board appointees do not have to be municipal councilors. In addition, one board member may represent multiple municipalities. Lastly, if a board member misses 3 consecutive board meetings, the board member is deemed to have resigned.

Alberta Libraries Act, Section 16:

A library system board shall consist of (a) one member for each municipality, Metis settlement and school authority that is a member of the library system who is appointed by the council of the municipality, Metis settlement or school authority,

Alberta Libraries Act, section 31:

A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board. (2) If a member of a board is disqualified from remaining a member under subsection (1), the person is deemed to have resigned the person's seat on the board.

Libraries Regulation, page 17

Library system board members:

32(1) When a library system board is established, it shall prepare a list that names every library system board member appointed by the councils that have signed the agreement.

(2) An appointment under section 16(a) of the Act shall not exceed a term of 3 years.

(3) A council of a municipality, Metis settlement or school authority shall not appoint a member under section 16(a) of the Act to serve for more than 9 consecutive years without the approval of 2/3 of all the members of that council.

(6) The alternate member shall not act in place of the library system board member at more than 2 consecutive meetings except by resolution of the library system board.

From the Office of the Chief Administrative Officer

October 15, 2023

Central Alberta Economic Partnership
5013 – 49 AV
Red Deer, AB T4N 3X1
Attn: Ms. Tracy Gardner, Executive Director

Email: tracy@caepalberta.com

Dear Ms. Gardner

RE: 2024-2025 Appointment of Council Member to CAEP

The Town of Sundre Council appointed the following member of Council to the Central Alberta Economic Partnership group for a term of one (1) year, at the Organizational Meeting, held on October 7, 2024, under Motion No. 302-07-10-24;

Councillor Connie Anderson

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful to Councillor Anderson to: connie.a@sundre.com

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Anderson is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer
Town of Sundre

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Sundre Family Community Support Services (FCSS)
c/o Greenwood Neighbourhood Place
Box 1846
Sundre, AB T0M1X0
Attn: Ms. Donny Krahn, Executive Director

Email: donny.krahn@mygnp.org

Re: 2024-2025 Appointment to the Greenwood Neighbourhood Place / FCSS

Dear Ms. Krahn,

The Town of Sundre Council, appointed the following members of Council to the Greenwood Neighbourhood Place / FCSS group for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 295-07-10-24.

**Councillor Jaimie Marr, and
Alternate, Councillor Todd Dalke**

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful to Councillor Marr to: jaimie.m@sundre.com

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Marr is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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 Chief Administrative Officer

October 15, 2024

Intermunicipal Collaborative Committee
Mountain View County
Bag 100
Didsbury, AB T0M 0W0
Attn: Mr. Jeff Holmes, CAO

Email: jholmes@mvcounty.com

Re: 2024-2025 Appointment of Members to Intermunicipal Collaborative Committee (ICC)

Dear Jeff;

The Town of Sundre Council appointed the following members of Council to the Intermunicipal Planning Commission (ICC) for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. ;

**Mayor Richard Warnock
Councillor Todd Dalke, and
Councillor Owen Petersen**

Please feel free to forward any pertinent information to the Recording Secretary for the ICC via email to bettyann.f@sundre.com

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

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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 Chief Administrative Officer

October 15, 2024

Intermunicipal Planning Commission
Mountain View County
Bag 100
Didsbury, AB T0M 0W0
Attn: Mr. Jeff Holmes, CAO

Email: jholmes@mvcounty.com

Re: 2024-2025 Appointment of Members to IMPC

Dear Jeff;

The Town of Sundre Council appointed the following members of Council to the Intermunicipal Planning Commission (IMPC) for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 255-02-10-23;

**Mayor Richard Warnock, and
Councillor Todd Dalke**

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful to Mayor Warnock and Councillor Dalke to:

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Councillor Todd Dalke
Email: todd.d@sundre.com
Phone: (403) 507-0367

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure that Mayor Warnock and Councillor Dalke are kept current in all matters.

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

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Mountain View Regional Waste Management Commission
Box 2130
1414 – 16 Street
Didsbury, AB T0M 0W0

Attn: Michael Wuetherick, CAO

Email: office@mountainviewwaste.ca

Re: 2024-2025 Appointment to the MVRWMC

Dear Mr. Wuetherick,

The Town of Sundre Council appointed the following members of Council to the Mountain View Regional Waste Management Commission for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. ;

**Mayor Richard Warnock, and
Alternate, Councillor Chris Vardas**

We ask that you please forward your meeting schedule and any pre-meeting information directly to Mayor Warnock and Councillor Vardas as noted below:

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Councillor Chris Vardas
Email: chris.v@sundre.com
Phone: (403) 638-8118

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Mayor Warnock and Councillor Vardas are kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Mountain View Seniors' Housing
301, 6501 – 51 Street
Olds, AB T4H 1Y6
Attn: Ms. Stacey Stilling, CAO

Email: stacey.stilling@mvsh.ca

Re: 2024-2025 Appointment to Mountain View Seniors' Housing Board

Dear Ms. Stilling,

The Town of Sundre Council appointed the following member of Council to the Mountain View Senior's Housing Group for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 298-07-10-24;

Mayor Richard Warnock

We ask that you please forward your meeting schedule and any pre-meeting information directly to Mayor Warnock as follows:

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Mayor Warnock is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Red Deer River Municipal Users Group
c/o Town of Drumheller
224 Centre Street
Drumheller, AB T0J 0Y4

Attn: Mr. Rudy Friesen, Executive Director

Email: execdir@rdmug.ca

Re: 2024-2025 Appointment to the Red Deer River Municipal Users Group

Dear Mr. Friesen,

The Town of Sundre Council appointed the following members of Council to the Red Deer River Municipal Users Group for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 305-07-10-24:

**Councillor Todd Dalke; and
Alternate Mayor Richard Warnock**

We ask that you please forward your meeting schedule and any pre-meeting information directly to Councillor Dalke and Mayor Warnock as noted below:

Councillor Todd Dalke
Email: todd.d@sundre.com
Phone: (403) 507-0367

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Dalke and Mayor Warnock are kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Red Deer River Watershed Alliance
4918 – 59 Street
Red Deer, AB T4N 2N1
Attn: Ms. Francine Forrest, Executive Director

Email: info@rdrwa.ca

Re: 2024-2025 Appointment to the Red Deer River Watershed Alliance

Dear Ms. Forrest,

The Town of Sundre Council appointed the following member of Council to the Red Deer River Watershed Alliance for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 306-07-10-24;

Mayor Richard Warnock

We ask that you please forward your meeting schedule and any pre-meeting information directly to Mayor Warnock, as noted below:

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Please “cc” meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Mayor Warnock is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 7, 2024

Sundre Forest Products / West Fraser
Public Involvement Round Table
PO Box 1
Highway 584 W.
Sundre, AB T0M 1X0

Attention: Mr. Jason Foote

Email: jason.foote@westfraser.com

Re: 2024-2025 Appointment to the Sundre Forest Products/West Fraser Round Table

Dear Mr. Foote,

The Town of Sundre Council, appointed the following member of Council to Sundre Forest Products / West Fraser's Public Involvement Round Table for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 309-07-10-24;

Councillor Paul Isaac

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful directly to Councillor Isaac, as noted below:

Councillor Paul Isaac
Email: paul.i@sundre.com
Phone: (403) 507-5309

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Isaac is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Sundre and District Aquatic Society
P.O. Box 648
Sundre, AB T0M1X0
Attention: Blair Rushka, President

Email: sundreaquaplex@gmail.com

Re: 2024-2025 Appointment to Sundre and District Aquatic Society

Dear Mr. Rushka,

The Town of Sundre Council appointed the following members of Council to the Sundre and District Aquatic Society for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 301-07-10-24:

**Councillor Paul Isaac; and
Alternate, Councillor Jaime Marr**

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful directly to Councillor Isaac, as noted below:

Councillor Paul Isaac
Email: paul.i@sundre.com
Phone: (403) 507-5309

Councillor Jaime Marr
Email: jaimem@sundre.com
Phone: (403) 638-7980

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Isaac is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Sundre and District Chamber of Commerce
Sundre, AB T0M 1X0

Attn: Sarah Kennedy, President

Email: SCOC@telus.net

Re: 2024-2025 Appointment to the Sundre and District Chamber of Commerce

Dear Sarah,

The Town of Sundre Council, appointed the following members of Council to the Sundre and District Chamber of Commerce for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 307-07-10-24;

**Mayor Richard Warnock, and
Alternate, Councillor Paul Isaac**

We ask that you please forward your meeting schedule and any pre-meeting information that may be helpful directly to Mayor Warnock and Councillor Isaac, as noted below:

Mayor Richard Warnock
Email: richard.w@sundre.com
Phone: (403) 813-9488

Councillor Paul Isaac
Email: paul.i@sundre.com
Phone: (403) 507-5309

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Mayor Warnock is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Sundre and District Historical Society
PO Box 314
211 - 1st Ave SW
Sundre, AB T0M 1X0

Attn: Ms. Carrie Couch, Museum Executive Director Email: executivedirector@sundremuseum.com

Re: 2024-2025 Appointment to the Sundre & District Historical Society

Dear Carrie,

The Town of Sundre Council, appointed the following member of Council to the Sundre and District Historical Society for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 308-07-10-24;

**Councillor Owen Petersen; and
Alternate, Councillor Jaime Marr**

We ask that you please forward your meeting schedule and any pre-meeting information directly to Councillor Petersen, as noted below:

Councillor Owen Petersen
Email: owen.p@sundre.com
Phone: (403) 638-7998

Councillor Jaime Marr, Alternate
Email: jaime.m@sundre.com
Phone: (403) 638-7980

Please “cc” meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Petersen is kept current in all matters.

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


Yours truly,
Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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 Chief Administrative Officer

October 15, 2024

Royal Canadian Mounted Police
Citizens on Patrol Group
215 - 6 Avenue NE
Sundre, AB T0M 1X0

Attn: Detachment Commander

Email: courtney.harding@rcmp-grc.gc.ca

Re: 2024-2025 Appointment to Citizens on Patrol Group

Dear Sir or Madame,

The Town of Sundre Council appointed the following member of Council to the Sundre Citizens on Patrol Group for a term of one (1) year, at the Organizational Meeting held on October 7, 2024 under Motion No. 303-07-10-24;

Councillor Todd Dalke

We ask that you please forward your meeting schedule and any pre-meeting information directly to Councillor Dalke, as noted below:

Councillor Todd Dalke
Email: todd.d@sundre.com
Phone: (403) 507-0367

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Dalke is kept current in all matters.

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

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Alberta Health Services
Sundre Hospital Futures
Bag 3
701 – 1 Street NE
Sundre, AB T0M 1X0

Attn: Mr. Gerald Ingeveld, Chair

Email: gsingeveld@gmail.com

RE: 2024-2025 Appointment to the Sundre Hospital Futures Advisory Committee

Dear Mr. Ingeveld,

The Town of Sundre Council appointed the following member of Council to the Sundre Hospital Futures Advisory Committee for a term of one (1) year, at the Organizational Meeting held on October 7, 2024, under Motion No. 304-07-10-24;

Councillor Chris Vardas

We ask that you please forward your meeting schedule and any pre-meeting information directly to Councillor Vardas, as noted below:

Councillor Chris Vardas
Email: chris.v@sundre.com
Phone: (403) 638-8118

Please "cc" meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Vardas is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Mountain View County
Bag 100
Didsbury, AB T0M 0W0

Attn: Mr. Jeff Holmes, CAO

Email: jholmes@mvcounty.com

Re: 2024-2025 Appointment of Members to Sundre Hospital Steering Committee (ad hoc)

Dear Jeff;

The Town of Sundre Council appointed the following members of Council to the Sundre Hospital Steering Committee (ad hoc) for a term of one (1) year, at the Organizational Meeting held on October 15, 2024, under Motion No. 294-07-10-24;

**Mayor Richard Warnock, and
Councillor Chris Vardas**

Please feel free to forward any pertinent information to the Recording Secretary for the Sundre Wellness Advocacy Committee, Betty Ann Fountain, (403) 638-3551 ext. 114 or Email: bettyann.f@sundre.com

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

From the Office of the Chief Administrative Officer

October 15, 2024

Sundre Municipal Library Board
Box 539
#2, 96 – 2 Avenue NW
Sundre, AB T0M 1X0

Attn: Ms. Joy Willihnganz, Manager

Email: jwillihnganz@prl.ab.ca

Re: 2024-2025 Appointment to the Sundre Municipal Library Board

Dear Ms. Willihnganz,

The Town of Sundre Council, appointed the following member of Council to the Sundre Municipal Library Board for a term of one (1) year, at the Organizational Meeting held on October 7, 2024 under Motion No. 296-07-10-24:

Councillor Owen Petersen

We ask that you please forward your meeting schedule and any pre-meeting information directly to Councillor Petersen, as noted below:

Councillor Owen Petersen
Email: owen.p@sundre.com
Phone: (403) 638-7998

Please “cc” meeting schedule(s) or any pre-meeting information to Betty Ann Fountain, Legislative Services, bettyann.f@sundre.com to ensure Councillor Petersen is kept current in all matters.

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

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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 Chief Administrative Officer

October 15, 2024

Mountain View County
Bag 100
Didsbury, AB T0M 0W0

Attn: Mr. Jeff Holmes, CAO

Email: jholmes@mvcounty.com

Re: 2024-2025 Appointment of Members to Sundre Wellness Advocacy Committee

Dear Jeff;

The Town of Sundre Council appointed the following members of Council to the Sundre Wellness Advocacy Committee for a term of one (1) year, at the Organizational Meeting held on October 15, 2024, under Motion No. 293-07-10-24;

**Mayor Richard Warnock, and
Councillor Jaime Marr**

Please feel free to forward any pertinent information to the Recording Secretary for the Sundre Wellness Advocacy Committee, Betty Ann Fountain, (403) 638-3551 ext. 114 or Email: bettyann.f@sundre.com

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



Appendix #64



Fire Prevention Week 2024 Proclamation

WHEREAS, the Town of Sundre is committed to ensuring the safety and security of all those living in and visiting our community; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, roughly half of fire deaths happen in homes with either no smoke alarms or with no working smoke alarms; and

WHEREAS, working smoke alarms reduce the risk of dying in reported home fires almost in half; and

WHEREAS, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as two minutes to escape safely; and

WHEREAS, Town of Sundre residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, Town of Sundre residents will make sure their smoke alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

WHEREAS, Town of Sundre residents should test smoke alarms at least once a month.

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Town of Sundre first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Town of Sundre residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2024 Fire Prevention Week™ theme, "Smoke alarms: Make them work for you.™," serves to remind us the importance of having working smoke alarms in the home.

THEREFORE I, Richard Warnock, Mayor on behalf of the Council and Citizens of the Town of Sundre, do hereby proclaim Oct. 6-12, 2024, as Fire Prevention Week, and I urge all the people of our community to ensure their homes have working smoke alarms and to support the many public safety activities and efforts of the Town of Sundre's fire and emergency services.

A handwritten signature in black ink that reads "Richard Warnock".

Richard Warnock, Mayor

RENTAL FEE WAIVER FOR HOSPITAL FUTURES GALA

1 message

Betty Ann Formstone <bettyann.f@sundre.com>
To: Callie Klettli <callie.k@sundre.com>, Jeff Elder <jeff.e@sundre.com>
Cc: Benazir Thaha Valencia <benazir.t@sundre.com>

Thu, Oct 10, 2024 at 2:50 PM

Hello Callie,

The motion of Council regarding the rental fee waiver for the 2024 Hospital Futures Gala from the October 7 Council meeting is below:

Sundre Hospital Futures

Res. 325-07-10-24 MOVED by Councillor Anderson that the Town of Sundre approve the fee waiver for the Community Centre in an amount not to exceed \$262.50 (GST included), to be funded from Council's Discretionary Contributions to Local Organizations, for the Sundre Hospital Futures Gala to be held on November 16, 2024.

Regards,
Betty Ann

--



BETTY ANN FORMSTONE

Legislative Executive Assistant

T. 403-638-3551 Ext. 114

F. 403-638-2100

bettyann.f@sundre.com

www.sundre.com



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre Daycare Centre
PO Box 1498
Sundre, AB T0M 1X0
Attn: Harley Telgen

Email:sundredaycare@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Harley,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved funding for your organization in the amount of \$1,500.00 to be used towards the 2025 Bike Rodeo for advertising costs and refreshments for participants, at the October 28, 2024 Council Meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. Staff salaries and operational costs may not be considered for funding under the policy. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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

FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre Citizens on Patrol
c/o Box 1, Site 14, RR 2
Sundre, AB T0M 1X0
Attn: Mr. Gerald Ingeveld

Email: gsingeveld@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Gerald,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved funding in the amount of \$440.00 to be used towards professionally created promotional materials for print media and social media, at the October 28, 2024 Regular Council Meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Mountain View High School Rodeo
c/o Box 15, Site 10, RR 2
Sundre, AB T0M 1X0
Attn: Randy & Tracy Wilson

Email: randygrwilson@gmail.com
twwilson2173@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Randy & Tracy,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved your request for funding in the amount of \$2,500.00 to be used towards the costs of hosting the 2024 High School Rodeo held in September, at the October 28, 2024 Regular Council Meeting. This funding is allocated specific to the project as described in your application.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

B.S. Productions
c/o Syer, RR 2
Sundre, AB T0M 1X0
Attn: Jamie Syer

Email: info@bs-productions.ca

Re: Town of Sundre Grants to Organizations Program

Dear Jamie,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved funding for your organization in the amount of \$2,550.00 to be used towards printing and advertising costs for the Mary Poppins production, at the October 28, 2024 Council Meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (25 applications on the 1st Intake, and 9 applications on the 2nd Intake).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre Pickleball Association
Box 6, Site 18, RR 1
Sundre, AB T0M 1X0
Attn: Rick Hertz

Email: rickhertz@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Rick,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved funding in the amount of \$2,000.00 to be used towards the purchase of a new net for the pickleball court, at the October 28, 2024 Council meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*). All applicants are encouraged to seek funding from other organizations and levels of government.

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Original T's Family Restaurant
Po Box 354
Sundre, AB T0M 1X0
Attn: Mr. Chris Vardas

Email: trendies01@hotmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Chris,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved your request for funding in the amount of \$5,000.00 to be used towards the Store Front Improvement for your restaurant located at 401 Main Avenue West, at the October 28, 2024 Council Meeting. This funding is allocated specific to the project as described in your application.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre Senior (50+) Walking Club
c/o Box 26, Site 119, RR 3
Sundre, AB T0M 1X0
Attn: Wendy Read & Irene McBee

Email: jwperead@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Wendy and Irene,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved your request for In-Kind funding in the amount of \$1,296.00 to be used towards the rental fee of the Sundre Community Centre, at the October 28, 2024 Council Meeting. This funding is allocated specific to the indoor walking program as described in your application.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

We have notified the Community Services Department on your behalf, who will keep a record of use for the Community Centre from October 2024 to April 2025.

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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

FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre Volunteer Search & Rescue

PO Box 635

Sundre, AB T0M 1X0

Attn: Helen Jackson, SVSAR Grant-Fundraising Coordinator

Email: h.g.jackson49@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Helen,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved funding in the amount of \$2,897.00 to assist with the purchase of Cascade Rescue Equipment, at the October 28, 2024 Council Meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*). All applicants are encouraged to seek funding from other organizations and levels of government.

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR

Chief Administrative Officer

/file

cc: Council



FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 31, 2024

Sundre & District Aquatic Society

PO Box 648

Sundre, AB T0M 1X0

Attn: Kari McQuaid, Manager

Email: sundreaquaplexmanager@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Kari,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. Council approved your request for funding in the amount of \$2,077.00 to be used towards the installation of a Water Fountain/Bottle Filling Station, at the October 28, 2024 Council Meeting. This funding is allocated specific to the project as described in your application, therefore, if the project does not take place funds will not be transferred.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. The Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of thirty six (36) applications with a total of \$132,780.00 in funding requests which is more than was allocated for the entire year (*25 applications on the 1st Intake, and 9 applications on the 2nd Intake*).

To receive the funding, your organization must provide confirmation (*copies of invoices for expenditures or bookings*) that your project or program has been completed. A cheque will be mailed to your organization within 2 weeks of receiving confirmation. Please forward documents to: Legislative Services c/o Betty Ann Formstone, by regular mail to PO Box 420, Sundre AB, T0M 1X0, or email: bettyann.f@sundre.com

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

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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

FROM THE OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

October 30, 2024

Sundre Municipal Library Board

PO Box 539

2, 96 – 2 Ave. N.W.

Sundre, AB T0M 1X0

Attn: Joy Willihnganz, Library Manager

Email: jwillihnganz@prl.ab.ca

RE: Appointment of Library Board Members

Dear Joy,

The Town of Sundre Council was presented with three (3) recommendations for appointment to the Sundre Municipal Library Board at the October 28, 2024 Regular Council Meeting. Below are the resolutions of Council relating to the appointments:

Res. 354-28-10-24 MOVED by Councillor Marr that the Town of Sundre Council appoint Ms. Carolyn Hellmer to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027.

Res. 355-28-10-24 MOVED by Councillor Isaac that the Town of Sundre Council appoint Dr. Janelle Baker to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027.

Res. 356-28-10-24 MOVED by Councillor Vardas that the Town of Sundre Council appoint Ms. Wendy Murphy to the Sundre Library Board for a term of 3 years, beginning October 28, 2024, ending October 28, 2027.

Should you require additional information, please contact Legislative Services at (403) 638-3551 or email: townmail@sundre.com

Yours truly,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

SCHEDULE A - 2024 Expenditures to Date**TOTAL COUNCIL BUDGET 2024: \$79,000****TOTAL EXPENDITURES TO DATE (October 31, 2024) \$45,545.20****BALANCE: \$33,454.80****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
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Milage	\$ 100.00

Mayor Richard Warnock, Con't

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
6-Jun-24	Calgary	FCM	Per Diem	\$ 280.00
6-Jun-24	Calgary	FCM	Travel Per Diem	\$ 60.00
7-Jun-24	Calgary	FCM	Per Diem	\$ 280.00
8-Jun-24	Calgary	FCM	Per Diem	\$ 280.00
9-Jun-24	Calgary	FCM	Per Diem	\$ 160.00
11-Jun-24	Bowden	Bowden Parade	Parade Candy	\$ 255.68
20-Jun-24	Red Deer	Mayors/Reeves Meeting	Milage	\$ 147.00
20-Jun-24	Red Deer	Mayors/Reeves Meeting	Per Diem	\$ 120.00
20-Jun-24	Red Deer	Mayors/Reeves Meeting	Travel Per Diem	\$ 50.00
2-Jul-24	Sundre	Zoom - AB Mid-Sized Towns Mayors Caucus	Per Diem	\$ 80.00
4-Jul-24	Calgary	Mid-Sized Town Premier Meeting	Per Diem	\$ 160.00
4-Jul-24	Calgary	Mid-Sized Town Premier Meeting	Travel Per Diem	\$ 60.00
18-Jul-24	Red Deer	RDRMUG	Per Diem	\$ 240.00
18-Jul-24	Red Deer	RDRMUG	Travel Per Diem	\$ 50.00
6-Aug-24	Sundre	Hospital Future Engagement	Per Diem	\$ 140.00
10-Aug-24	Sundre	ASA Classic Opening	Milage	\$ 45.57
29-Aug-24	Ponoka	WPCA Chuckwagon Races	Milage	\$ 224.91
12-Sep-24	Carstairs	MVSH Golf Tournament	Milage	\$ 91.00

Mayor Richard Warnock, Con't

12-Sep-24	Sundre	Sundre Chamber of Comm. Mtg.	Per Diem	\$ 80.00
16-Sep-24	Acme	WasteWater Mtg.	Milage	\$ 155.40
16-Sep-24	Acme	WasteWater Mtg.	Per Diem	\$ 80.00
16-Sep-24	Acme	WasteWater Mtg.	Travel Per Diem	\$ 50.00
19-Sep-24	Drumheller	RDRMUG Mtg.	Milage	\$ 238.00
19-Sep-24	Drumheller	RDRMUG Mtg.	Per Diem	\$ 120.00
19-Sep-24	Drumheller	RDRMUG Mtg.	Travel Per Diem	\$ 80.00
19-Sep-24	Innisfail	Central AB Mayors Mtg.	Milage	\$ 49.00
19-Sep-24	Innisfail	Central AB Mayors Mtg.	Per Diem	\$ 80.00
19-Sep-24	Innisfail	Central AB Mayors Mtg.	Travel Per Diem	\$ 20.00
23-Sep	Red Deer	AB Municipalities Conference - 4 nights	Accomodations	\$ 796.04
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Meal	\$ 30.00
24-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Meal	\$ 24.00
sept 23-27	Red Deer	AB Municipalities Conference Sept 23-27	Per Diem	\$ 1,040.00
Sept 23-27	Red Deer	AB Municipalities Conference Sept 23-27	Travel Per Diem	\$ 50.00
4-Oct-24	Delburne	RDRWA	Milage	\$ 198.45
4-Oct-24	Delburne	RDRWA	Per Diem	\$ 200.00
4-Oct-24	Delburne	RDRWA	Travel Per Diem	\$ 60.00
10-Oct-24	Caroline	West Fraser	Milage	\$ 58.80
10-Oct-24	Caroline	West Fraser	Per Diem	\$ 120.00
10-Oct-24	Caroline	West Fraser	Travel Per Diem	\$ 20.00
17-Oct-24	Sundre	Chamber of Commerce Meeting	Per Diem	\$ 80.00
18-Oct-24	Red Deer	Fall Council Strategic Advisory Comm. Mtg.	Per Diem	\$ 120.00
18-Oct-24	Red Deer	Fall Council Strategic Advisory Comm. Mtg.	Travel Per Diem	\$ 50.00
19-Oct-24	Red Deer	Fall Council Strategic Advisory Comm. Mtg.	Per Diem	\$ 280.00
20-Oct-24	Red Deer	Fall Council Strategic Advisory Comm. Mtg.	Per Diem	\$ 280.00

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
5-Jun-24	Calgary	FCM	Mileage	\$ 168.00
June 6 - 9	Calgary	FCM	Per Diem	\$ 1,000.00
June 6 - 9	Calgary	FCM	Travel Per Diem	\$ 80.00
27-Jun-24	Innisfail	AB Muni Leaders Caucus	Mileage	\$ 102.20
27-Jun-24	Innisfail	AB Muni Leaders Caucus	Per Diem	\$ 200.00
27-Jun-24	Innisfail	AB Muni Leaders Caucus	Travel Per Diem	\$ 30.00
23-Sep-24	Red Deer	AB Municipalities Conference	Registration	\$ 1,113.00
Sept 23, 2024	Red Deer	AB Municipalities Conference	Accomodations	\$ 597.03
24-Sep-24	Red Deer	AB Municipalities Conference	Meal	\$ 20.00
24-Sep-24	Red Deer	AB Municipalities Conference	Mileage	\$ 147.00
sept 24-27	Red Deer	AB Municipalities Conference	Per Diem	\$ 1,040.00
Sept 24-27	Red Deer	AB Municipalities Conference	Travel Per Diem	\$ 40.00
18-Oct-24	Red Deer	Fall Council Strategic Advisory	Mileage	\$ 154.35
18-Oct-24	Red Deer	Fall Council Strategic Advisory	Per Diem	\$ 120.00
18-Oct-24	Red Deer	Fall Council Strategic Advisory	Travel Per Diem	\$ 40.00
19-Oct-24	Red Deer	Fall Council Strategic Advisory	Per Diem	\$ 280.00
20-Oct-24	Red Deer	Fall Council Strategic Advisory	Per Diem	\$ 280.00

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
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
19-Jun-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
27-Jun-24	Innisfail	AB Muni's Summer Caucus	Per Diem	\$ 200.00
27-Jun-24	Innisfail	AB Muni's Summer Caucus	Travel Per Diem	\$ 30.00
17-Jul-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
21-Aug-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
23-Sep-24	Red Deer	AB Municipalities Conference	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference	Accomodations	\$ 796.04
24-Sep-24	Red Deer	AB Municipalities Conference	Meal	\$ 24.00

Councillor Owen Petersen (con't)

Sept 23-27	Red Deer	AB Municipalities Conference	Mileage	\$ 147.00
Sept 23-27	Red Deer	AB Municipalities Conference	Per Diem	\$ 1,040.00
Sept 23-27	Red Deer	AB Municipalities Conference	Travel Per Diem	\$ 40.00
18-Oct-24	Sundre	GNP Strategic Planning	Per Diem	\$ 240.00
18-Oct-24	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 50.00
18-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 120.00
19-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
19-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
24-Oct-24	Sundre	SDHS AGM	Per Diem	\$ 80.00

Councillor Todd Dalke

Date	Hosting Town	Description	Expense (less Tax)	Cost
23-Sep-24	Red Deer	AB Municipalities Conference	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference	Accommodations	\$ 597.03
19-Oct-24	Red Deer	Council Strategic Advisory	Mileage	\$ 154.35
19-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
19-Oct-24	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 40.00
20-Oct-19	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00

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
13-Jun-24	Calgary	Ladies Elected Officials Meeting	Mileage	\$ 168.00
13-Jul-24	Bowden	Bowden Parade	Per Diem	\$ 120.00
27-Jun-24	Innisfail	ABMunis Spring Leaders Caucus	Per Diem	\$ 280.00
12-Sep-24	Airdrie	Ladies Elected Officials Meeting	Mileage	\$ 105.00
18-Sep-24	Carstairs	Local Ladies Networking Meetin	Mileage	\$ 61.60
23-Sep-24	Red Deer	AB Municipalities Conference	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference	Accommodation	\$ 597.03
24-Sep-24	Red Deer	AB Municipalities Conference	Meal	\$ 14.00
24-Sep-24	Red Deer	AB Municipalities Conference	mileage	\$ 147.00
24-Sep-24	Red Deer	AB Municipalities Conference	Travel Per Diem	\$ 40.00
27-Sep-24	Red Deer	AB Municipalities Conference	Per Diem	\$ 760.00
18-Oct-24	Red Deer	Council Strategic Advisory	Mileage	\$ 154.35
18-Oct-24	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 40.00
18-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 120.00
19-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
20-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00

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
23-Sep-24	Red Deer	AB Municipalities Conference	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference	Accommodations	\$ 796.04
23-Sep-24	Red Deer	AB Municipalities Conference	Meal	\$ 26.00
24-Sep-24	Red Deer	AB Municipalities Conference	Meal	\$ 30.00
23-Sep-24	Red Deer	AB Municipalities Conference	mileage	\$ 147.00
Sept 23-27	Red Deer	AB Municipalities Conference	Per Diem	\$ 1,040.00
Sept 23-27	Red Deer	AB Municipalities Conference	Travel Per Diem	\$ 40.00
18-Oct-24	Red Deer	Council Strategic Advisory	mileage	\$ 154.35
18-Oct-24	Red Deer	Council Strategic Advisory	Travel Per Diem	\$ 40.00
18-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 120.00
19-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00
20-Oct-24	Red Deer	Council Strategic Advisory	Per Diem	\$ 280.00

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
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Registration	\$ 1,113.00
23-Sep-24	Red Deer	AB Municipalities Conference Se	Accommodations	\$ 796.04
23-Sep-24	Red Deer	AB Municipalities Conference Se	Meal	\$ 25.00
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Mileage	\$ 147.00
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Per Diem	\$ 1,040.00
23-Sep-24	Red Deer	AB Municipalities Conference Sept 23-27	Travel Per Diem	\$ 40.00
18-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	mileage	\$ 74.24
18-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	Per Diem	\$ 120.00
19-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	Per Diem	\$ 280.00

Councillor Chris Vardas (con't)

20-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	mileage	\$ 74.24
20-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	Per Diem	\$ 280.00
20-Oct-24	Red Deer	Council Strategic Advisory Committee meeting	Travel Per Diem	\$ 40.00
22-Oct-24	Sundre	Hospital Futures meeting	Per Diem	\$ 80.00

DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	Nov 25, 2024
FOR MONTH(S) OF	October 2024
911 DISPATCHES:	
	Emergency Response Numbers, 367 Year to Date October 2024, Responses - 37
Response Types:	<ul style="list-style-type: none"> ➤ Alarm – No Fire – Steam or Smoke Mistaken – 2 ➤ Alarm – False - 1 ➤ Fire Motor Vehicle – 1 ➤ Medical First Response – 26 ➤ Motor Vehicle Collision - 6 ➤ Rubbish or grass fire (no dollar loss) - 1
Results:	➤ All incidents Responded, Managed and Resolved by SFD Members
TRAINING & ACTIVITIES	
In-Hall/Weekly:	<p>October 2024 consisted of the following:</p> <ul style="list-style-type: none"> ➤ Officer Meeting ➤ General Meeting <ul style="list-style-type: none"> ○ Formal Truck Pictures ○ Truck Checks ○ Hall Duties ○ Equipment Put Away ➤ Plains Midstream Presentation on Pipeline Safety <p>Community/Public Relations Events</p> <ul style="list-style-type: none"> ➤ Playschool Tour – 16 October 2024 ➤ Cooking for Kindness – 16 October 2024 ➤ Playschool Tour – 17 October 2024 ➤ Sundre Fire Hall Open House – 19 October 2024 ➤ Fire Hall Pumpkin Carving – 23 October 2024 ➤ Halloween Candy Handout at the Fire Hall – 31 October 2024 ➤ Remembrance Day Ceremony – 11 November 2024
Formal Courses in-Progress/Upcoming:	<ul style="list-style-type: none"> ➤ Advanced First Aid – TBD ➤ NFPA 1001 to be completed ➤ NFPA 1072 – Hazmat Awareness and Operation - TBD ➤ Drone Course – TBD ➤ Oxygen Provider Course – TBD
Fire Hall:	
Building/Maintenance:	<ul style="list-style-type: none"> ➤ Eaves troughing Quotes received, approved waiting on contractor ➤ Parking Blocks to be installed
SFD Units - Equipment	
Units:	<ul style="list-style-type: none"> ➤ Unit #560, preconstruction ongoing with Mountainview County. ➤ New Unit #540 Ordered – expected date of Delivery 3rd Qtr -2025 ➤ Unit #541 in primary service.

	<ul style="list-style-type: none"> ➤ Unit 510 Replacement ordered – expected delivery date Dec 2024, delayed due to backorder of components
<u>Equipment:</u>	<ul style="list-style-type: none"> ➤ Mountain View County Representative for Unit Survey - 2 October 2024 ➤ Breathing air service and quality testing completed
<u>Safety Codes:</u>	
<u>Inspections -Occupancies</u>	<ul style="list-style-type: none"> ➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently
<u>Status:</u>	<ul style="list-style-type: none"> ➤ Safety Codes Officer training Members - 90% completed, 2 members completed. ➤ 5 Additional SFD Members to take training in 2024-2025

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



Sundre Fire Department Incident Location Breakdown



INCIDENTS	Town of Sundre incidents	Mountain View County	Clearwater County	Bighorn MD	Month Total	Last Month's Total	Year to Date Total
Outside Fires - Investigation					0	1	9
Control Burn - Arrived on scene					0	0	0
Fire - Machinery/Equipment					0	0	1
Fire - Motor Vehicle		1			1	0	2
Fire - Structure					0	2	7
Fire - Investigation (Explosion)					0	1	1
Investigation of Smoke					0	0	1
Alarm -No Fire - Steam or Smoke mistaken	1	1			2	5	21
Alarm -No Fire - detector activated					0	0	16
Alarm No Fire - accidental miscellaneous	1				1	0	4
False Alarm – Confirmed telephone					0	0	14
False Alarms-internal or local alarm system					0	0	1
Medical First Response	8	16	2		26	23	223
Medical Assist (lift)					0	0	4
Medical Assists					0	0	0
Miscellaneous Rescues					0	0	0
Motor Vehicle Collision	1	3	2		6	0	35
Mutual Aid Request					0	0	1
Public Hazard - Electrical					0	0	4
Public Hazard - Gasoline or Fuel					0	0	1
Public Service - Citizens trapped in Elevator					0	0	1
Public Service - Miscellaneous					0	0	1
Rescue					0	0	2
Rubbish or grass Fire (no dollar loss)		1			1	1	17
Rupture – Water Pipes					0	0	1
Total	11	22	4	0	37	33	367



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	2	2	7	7.0
Alarm -No Fire - detector activated	1.0	4	4	25	25.0	8	8	21	21.0
Alarm -No Fire - detector activated	1.5	1	1.5	1	1.5				
Alarm -No Fire - detector activated	2.0					2	4	8	16.0
Alarm -No Fire - Steam or Smoke mistaken	1.0	27	27	66	66.0	7	7	15	15.0
False Alarm – Confirmed telephone	1.0	1	1	4	4.0	2	2	6	6.0
Fire - Investigation	1.5					1	1.5	9	13.5
Fire - Machinery/Equipment	2.0					1	2	5	10.0
Fire - Motor Vehicle	1.0	1	1	6	6.0				
Fire - Motor Vehicle	1.5					1	1.5	4	6.0
Fire - Motor Vehicle	2.0					1	2	10	20.0
Fire - Motor Vehicle	2.5					1	2.5	5	12.5
Fire - Structure	1.0	1	1	8	8.0				
Fire - Structure	2.0								
Fire - Structure	2.5					1	2.5	10	25.0
Fire - Structure	4.0	1	4	12	48.0				
Fire - Structure	4.5	1	4.5	9	40.5				
Fire - Structure	5.5					1	5.5	6	33.0
Investigation of Smoke	1.0	1	1	2	2.0				
Medical Assist (lift)	1.0	2	2	5	5.0	2	2	6	6.0
Medical First Response	1.0	105	105	271	271.0	57	57	161	161.0
Medical First Response	1.5	10	15	29	43.5	29	43.5	78	117.0
Medical First Response	2.0	1	2	6	12.0	9	18	30	60.0
Medical First Response	2.5		0			1	2.5	2	5.0
Motor Vehicle Collisions	1.0	3	3	13	13.0	2	2	12	12.0
Motor Vehicle Collisions	1.5	1	1.5	7	10.5	9	13.5	55	82.5
Motor Vehicle Collisions	2.0		0			4	8	20	40.0
Motor Vehicle Collisions	2.5		0			2	5	14	35.0
Motor Vehicle Collisions	3.5		0			1	3.5	4	14.0
Mutual Aid Request	3.0		0			1	3	10	30.0
Outside Fires - Investigation	1.0		0			3	3	11	11.0
Outside Fires - Investigation	1.5		0			1	1.5	4	6.0
Outside Fires - Investigation	2.0		0			1	2	3	6.0
Outside Fires - Investigation	3.0		0			1	3	5	15.0
Public Hazard - gasoline or fuel wash down	1.0	1	1	3	3.0				
Public Hazard - Electrical	1.0					2	2	8	8.0
Public Hazard - Electrical	1.5					1	1.5	4	6.0
Public Service - Citizens trapped in elevator	1.0	1	1	3	3.0				
Public Service - Miscellaneous	1.0	1	1	4	4.0				
Rescue- miscellaneous	2.0					1	2	5	10.0
Rescue - Miscellaneous	2.5					1	2.5	3	7.5
Rubbish or grass Fire (no dollar loss)	1.0	2	2	5	5.0	1	1	5	5.0
Rubbish or grass Fire (no dollar loss)	1.5	1	1.5	3	4.5	4	6	24	36.0
Rubbish or grass Fire (no dollar loss)	2.0					1	2	2	4.0
Rubbish or grass Fire (no dollar loss)	2.5		0			2	5	11	27.5
Rubbish or grass Fire (no dollar loss)	3.0		0			2	6	21	63.0
Rubbish or grass Fire (no dollar loss)	3.5		0			1	3.5	4	14.0
Rupture – Water Pipes	1.0	1	1	5	5.0				
Total	-N/A-	168	182	492	585.5	167	239.5	608	966.5

DEPARTMENTAL REPORT

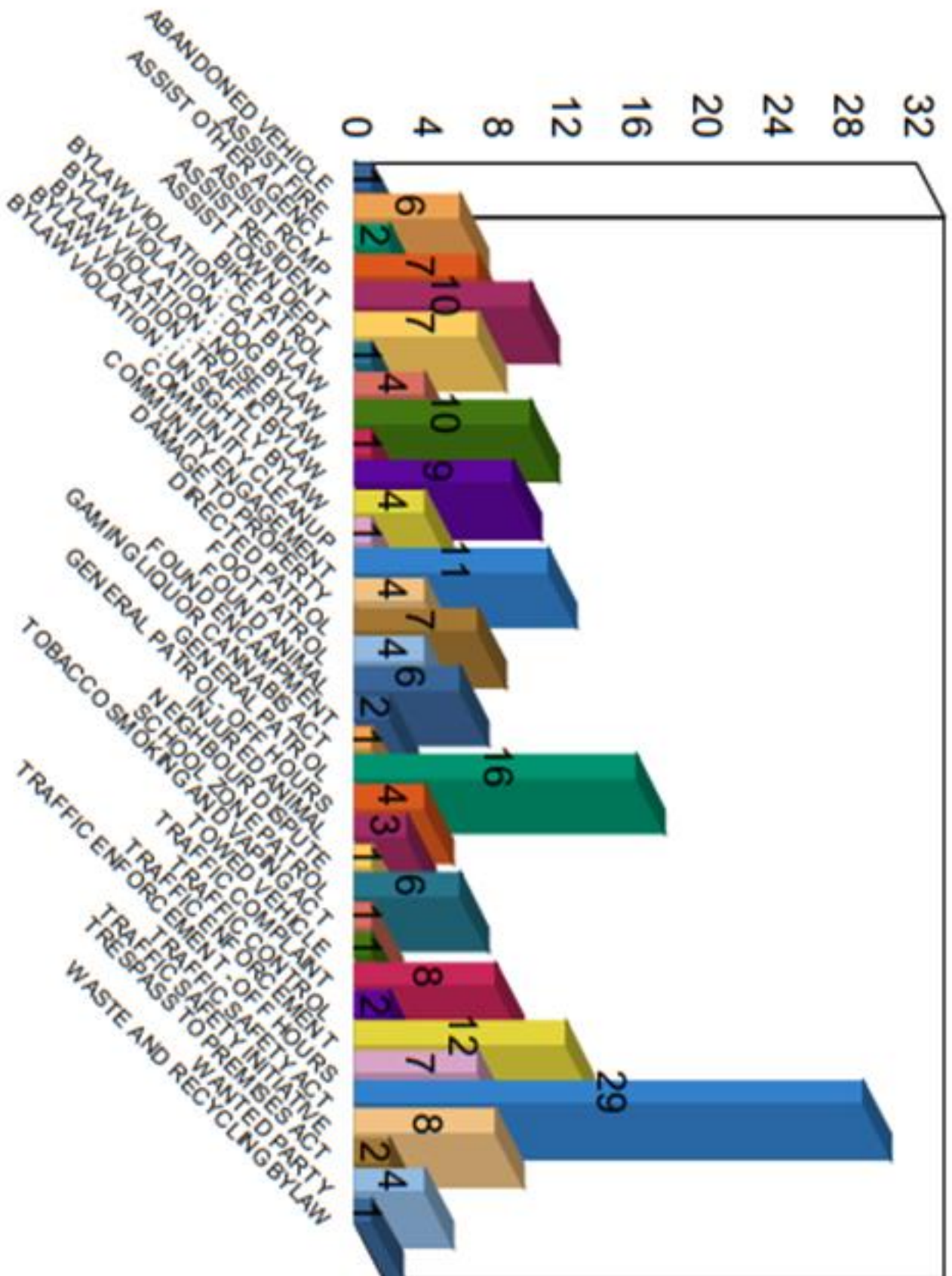
DEPARTMENT:	Municipal Enforcement
SUBMITTED BY:	Peace Officer Sam Zhao
COUNCIL DATE:	2024/11/24
FOR MONTH OF:	October 2024

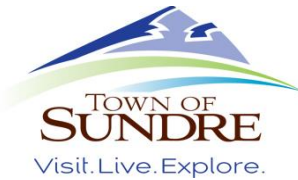
TOPIC / PROJECT #1	Calls for Service - October
STATUS OF PROJECT Completed:	
Action Steps / Successes	Municipal Enforcement responded to 203 calls for service in the month of October 2024 SEE ATTACHED REPORT

Attachment #1	<p>Municipal Enforcement and Sundre RCMP attended RVS and Mt Imagination Daycare for Halloween Safety talks for youth</p> 
Attachment #2	<p>Municipal Enforcement conducting high visibility bike patrols during Halloween night in partnership with Sundre Fire Dept and Sundre RCMP</p>



Count of IncidentTypes





DEPARTMENTAL REPORT

DEPARTMENT:	Community Development - Planning & Development
SUBMITTED BY:	Benazir Thaha Valencia, Director of Community Development
COUNCIL DATE:	November 25, 2024
FOR MONTH OF:	October 2024
TOPIC / PROJECT #1	Development Permits
Total 4 Development Permits	Development Permits were issued for: <ul style="list-style-type: none"> - Custom Manufacturing - Sign - Change of Use to 'retail' - Accessory Building
TOPIC / PROJECT #2	Building Permits
Total 4 Building Permits	Building Permits were issued for: <ul style="list-style-type: none"> - Pedestal Sign - Accessory Building - Roof-top Solar Panels - Change of Use to 'retail'
TOPIC / PROJECT #3	Safety Code Permits
Total 6 Safety Code Permits	Safety Code Permits were issued for residential upgrades and new residential developments. <p>Electrical Permits: 3 Gas Permits: 2 Plumbing: 1</p>
TOPIC / PROJECT #4	Compliance Stamps/Letters (from Real Property Reports)
Total 3 Compliances completed.	Real Property Reports are submitted to the Town with a request for a Stamp/Letter of Compliance to facilitate the sale of a property. The role of Administration is to assist property owners to solve non-compliant issues.
TOPIC / PROJECT #5	Downtown Area Redevelopment Plan
	Preparing Project Management Plan Preparing Terms of Reference for an Ad-Hoc Committee
TOPIC / PROJECT #6	Land Use Bylaw (LUB) Updates
	Staff continues to review LUB to ensure clarity in language and regulations for applicants. An RFD is forthcoming for general amendments to the LUB.
TOPIC / PROJECT #7	Municipal Development Plan:
	The Municipal Development Plan was adopted by Council at the October 7 Regular Council meeting

ATTACHMENTS: October 2024 Building Permit Statistics & CAO Commercial/Industrial Report



11.1c(i)

MEMO

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

COMMERCIAL

Development / Building Permit	District	Civic Address	Project	Value
2024-D37 / TSD B-0027 24	C-2	106 Main Ave E	New commercial pedestal sign (Western Country RV)	\$ 20,000
2024-D38 / TSD B-0030 24	C-1	103 – 2 St NW	Minor Renovations & Sign - SMARTS <i>(formerly the Round-up)</i>	\$ 5,000

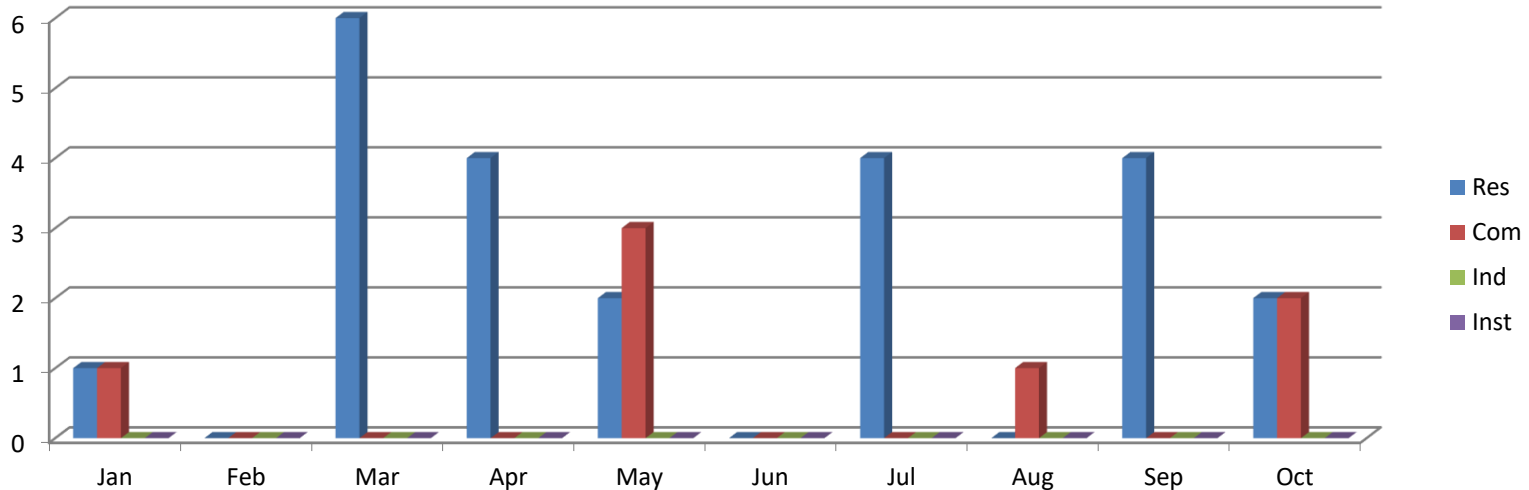
Legend:

- 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

**MONTHLY BUILDING REPORT
FOR THE MONTH OF OCTOBER 2024**

	Oct. 2024			2024 Year To Date			OCT. 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	\$ -
Bungalows				0	3	\$ 1,180,000	1	1	\$ 400,000
Bi-Level				0	0	\$ -	1	1	\$ 360,000
	0	0	\$ -	0	0	\$ -	0	0	\$ -
Duplex/Semi Det.				0	0	\$ -	0	0	\$ -
Multi-Family				6	6	\$ 1,360,000	0	0	\$ -
Mobile Homes				36	2	\$ 3,200,000	0	0	\$ -
Accessory Buildings				2	2	\$ 200,000	0	0	\$ -
Renovation/Addition		1	\$ 3,850	0	1	\$ 3,850	0	0	\$ -
	0	1	\$ 7,900	0	9	\$ 7,900	0	6	\$ 132,000
							0	15	\$ 244,800
Sub-Total	0	2	\$ 11,750	47	23	\$ 5,951,750	2	23	\$ 1,136,800
COMMERCIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		2	\$ 2,300,000
		2	\$ 25,000		7	\$ 935,000		1	\$ 250,000
		2	\$ 25,000		7	\$ 935,000		3	\$ 2,550,000
INDUSTRIAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		1	\$ 2,300,000
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		1	\$ 2,300,000
								0	
INSTITUTIONAL									
Building Starts		No. of	Building		No. of	Building		No. of	Building
Renovation/Addition		Permits	Value		Permits	Value		Permits	Value
		0	\$ -		0	\$ -		1	\$ 84,870
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		1	\$ 84,870
TOTAL	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
	0	4	\$ 36,750	47	30	\$ 6,999,412	2	28	\$ 6,071,670





11.1c(iii)

DEPARTMENTAL REPORT

DEPARTMENT:	Community Services
SUBMITTED BY:	Jeff Elder
COUNCIL DATE:	November 25, 2024
FOR MONTH OF:	October 2024

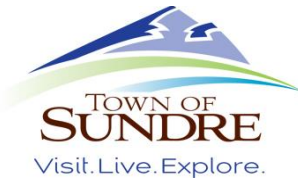
TOPIC #1	Community Centre
	<p>Regular Groups using the Community Centre</p> <ul style="list-style-type: none"> • Tae Kwon Do • Gymnastics • Walking Club • Pickleball • Small Hoops <p>New in October</p> <ul style="list-style-type: none"> • Song Writing workshop
TOPIC #2	Arena
	<ul style="list-style-type: none"> • Arena continues to be busy with regular user groups. • Concession opened on October 18. • Getting good attendance for Public Skating & Sticks & Pucks options. • One birthday party Rental
TOPIC #3	Banners & Signs
	<ul style="list-style-type: none"> • Removed all banners from streetlights. • Installed posts for Wayfinding signs (Memorial Park) – signs to arrive in November
TOPIC #4	Other Events / Meetings
	<ul style="list-style-type: none"> • Snake Hill Race – Snakes and Ladders • Flower order for 2025 evaluated and adjusted - submitted to greenhouse. • Temporary outdoor rink set up in Royal Purple Park.



DEPARTMENTAL REPORT

DEPARTMENT:	Operations
SUBMITTED BY:	Jim Hall
COUNCIL DATE:	November 25, 2024
FOR MONTH OF:	October 2024

TOPIC / PROJECT #1	Centre Street & Phase 2 Water Works
STATUS OF PROJECT In progress: Completed: Yes	These 2 sections of water main were pipe-bursted with new HDPE plastic pipe and new connections to service valves. Temporary water was maintained for the customers. A cracked pipe and 2 additional leaks points were found during the construction.
Action Steps / Successes	These sections were similar to other installations, with a date in the range of the 1960's. Only surface work will be required to be done for this portion of Centre St. due to the underground work that has been completed. While on site the new RV dealer has worked with our contractor for new servicing removing a long standing unfound leak
TOPIC / PROJECT #2	Gas Line Heater
STATUS OF PROJECT In progress: Completed: Yes	All costs were received for this project in October 2024. The unit operating status is excellent. Staff are preparing trending reports to show operating temperatures this winter to compare efficiencies
Action Steps / Successes	This 2018--2019 project has been successfully completed.
TOPIC / PROJECT #3	Fire Hydrants, Sewer flushing
STATUS OF PROJECT In progress: Yes Completed:	The water department has been busy winterizing hydrants that require flushing and draining prior to winter freeze. Sewer flushing has commenced during this period
Action Steps / Successes	The sewer flusher has provided additional assistance to the flushing of dead end systems in cul de sacs and some storm systems
TOPIC / PROJECT #4	Gas Servicing
STATUS OF PROJECT In progress: Completed: Yes	The department has completed servicing to another new home in the Brookside development. This is the third home. Strathmore Lakes development has had 6 services completed.
Action Steps / Successes	The department has additional work scheduled this fall. As work orders for new builds come in, staff will commence installs of services.
TOPIC / PROJECT #5	Cathodic Survey for Gas Steel Piping
STATUS OF PROJECT In progress: Completed: Yes	This is an annual requirement completed by a third party survey specialist to ensure our steel pipes in the ground are protected from corrosion and meet a specified electrical criteria
Action Steps / Scheduled Events / Successes	From this report any deficiencies or required upgrades to the system are examined. For the 2024 survey, the system is operating within criteria and some optional future upgrades can be considered.
TOPIC / PROJECT #6	Water Department Leak Reduction Team
STATUS OF PROJECT In progress: Completed: Yes	Successful completion of the underground works in HWY 27, Centre street North and phase 3 at Fas Gas mini mall, with minimal disruption to businesses.
Action Steps / Scheduled Events / Successes	The team is monitoring daily output from the water treatment plant and has noted a significant reduction in the plant output. Staff will continue with detailed field surveys to detect leaks.



DEPARTMENTAL REPORT

DEPARTMENT:	Economic Development
SUBMITTED BY:	Jon Allan
COUNCIL DATE:	November 25, 2024
FOR MONTH OF:	October 2024

TOPIC #1	Business Attraction, Retention and Expansion
STATUS OF PROJECT Ongoing	Work conducted to support business development and diversification within Sundre.
Action Steps / Successes	<ol style="list-style-type: none"> 1) Under the Alberta Advantage Immigration Program, <ol style="list-style-type: none"> a. approx. 5 Rural Entrepreneur Stream meetings and/or town tours were conducted with prospective international investors in the month of October. Communications continues with other potential candidates. 2) Met with commercial investment firm to promote mixed-use development in Sundre; following meeting, the investor acquired land in town. 3) Discussed investment in Sundre with another prospective investor interested in purchasing a vacant building. 4) Downtown Area C-1 vacancies remain sustained below the 5% range. <ol style="list-style-type: none"> a. Prioritizing promoting investment into mixed-use commercial and residential real estate developments to ease the burden on our tight commercial rental market.
TOPIC #2	Mountain View Regional Film Office – Strategic Organizational Development Plan
STATUS OF PROJECT In progress	Film development supporting economic diversification, workforce development, and awareness generation about Sundre and our partners.
Action Steps / Successes	<ol style="list-style-type: none"> 1. Work on MVRFO Organizational Development Plan continues in collaboration with our partners. <ol style="list-style-type: none"> a. Next steps: <ol style="list-style-type: none"> i. Completion of draft document, including way forwarded for future Film Festival/Conference/Media showcase event. ii. Presentation to Council forthcoming in November.
TOPIC #3	Tourism Development and Promotion
STATUS OF PROJECT Ongoing	Work conducted to promote Sundre and expand partnerships and tourism service opportunities in the area.
Action Steps / Successes	<ol style="list-style-type: none"> 1. Conducted tour with tourism transportation operator to encourage providing service to the Sundre area from Calgary and Banff.

	<ol style="list-style-type: none"> 2. Continued online promotion of Sundre through social media and curated content creation. <ol style="list-style-type: none"> a. Next steps: continuing promotional activities in support of year-round tourism.
TOPIC #4	Community Development
STATUS OF PROJECT Ongoing	Work completed to support the development of amenities, education/workforce and quality of living in the Town of Sundre.
Action Steps / Successes	<ol style="list-style-type: none"> 1. Continued work updating accuracy of public trails and pathways map. <ol style="list-style-type: none"> a. Next steps: print and distribute the maps. 2. Completed way-finding sign hole preparation together with Community Services. Signs ordered. 3. Hosted Health Care Aide information open house for prospective students. Hosted in partnership with GNP. 16 attendees. <ol style="list-style-type: none"> a. Next steps: Continue promoting enrollment in time for the program to commence.
TOPIC #5	Events and Festivals
STATUS OF PROJECT Ongoing	In support of year-round tourism, the Events Coordinator is working on two new events and providing assistance on other existing ones.
Action Steps / Successes	<ol style="list-style-type: none"> 1. Winterfest & the Mountain Survivalist Competition initiation meeting hosted in October. Winterfest will be organized in partnership between the Sundre Chamber of Commerce, the Sundre Museum, the Town of Sundre, and Greenwood Neighbourhood Place/FCSS. <ol style="list-style-type: none"> a. Next Steps: <ol style="list-style-type: none"> i. Solicit sponsorship ii. Book service suppliers iii. Develop promotional material



REQUEST FOR DECISION

COUNCIL DATE November 25, 2024
SUBJECT RFD Council Committee Reports October 2024
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 12.1

BACKGROUND/PROPOSAL:

Mayor Warnock and Councillor Isaac have provided reports for Council's review and information for the month of October 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 October 2024 as presented.
That Council accept Councillor Isaac's report for October 2024 as presented.

MOTIONS:

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

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

ATTACHMENTS:

12.1a Mayor Warnock's report
12.1b Councillor Isaac's report

Date Reviewed: November 20, 2024

CAO: Amide Nebun



**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 October 2024

Bylaw Policy Review Committee

Date of Meeting:

No October Meeting

Emergency Management Advisory Committee

Date of Meeting:

No October Meeting

Intermunicipal Collaboration Committee

Date of Meeting:

No October Meeting

Mountain View Senior’s Housing

Date of Meeting: Oct 16

Attended the MVSH Foundation Board Meeting as the Board Representative – the Board met to prepare a business plan to recruit new Foundation Board members and the discuss the great success of the Annual Golf Tournament even with the bad weather that decided to visit for the entire day.

Mountain View Regional Waste Management Committee

Date of Meeting:

No October Meeting

Intermunicipal Planning Commission

Date of Meeting:

No October Meeting

Red Deer River Municipal Users Group

Date of Meeting:

No October Meeting

Red Deer River Watershed Alliance

Date of Meeting: Oct 04

RDRWA Fall Forum – Held at Delburne Alberta – Full day of very good state of the river conversations with Presentations by: Dr. Shari Clare, Fiera biological Consulting Ltd. On Riparian Areas in the Red Deer River Water Shed Basin: Peter Bezeau, Government of Alberta on the Ardley Dam Scoping and Feasibility Study: Elliot Lindsey, Trout Unlimited on Charting a course towards a healthy Red Deer River Watershed: Todd Assen, Government of Alberta on Alberta Water Licensing system overview and Ken Lewis, Red Deer County/ALUS on how ALUS helps Farmers and Ranchers increase drought resiliency. The meeting concluded with the RDRWA Update and Forum evaluations.

Sundre Petroleum Operators Group

Date of Meeting:

No October Meeting

Sundre Wellness Advocacy Committee

Date of Meeting:

No October Meeting

Other:

Date of Meeting: October 2024

October 07 – Town of Sundre Council Organisational meeting followed by the Regular Council Meeting – Agenda's and Minutes at – www.sundre.com

October 10 – Attended the Sundre Grants to Organizations meeting to prepare a presentation by the Committee for the Regular Council Meeting.

October 10 – Westfraser (SPIRT) Sundre Forest Products Partnership, Industry Relations Team Meeting held in Caroline to advise of the preparations of the Forest Management Plan (FMA) submissions in 2025, Forest Resource Improvement Projects, Fire Salvage in Cripple Creek and Business updates/.

October 15 – Participated in an Alberta Health interview that if selected would give a Sundre Voice to the Health Care Pillars being presented by Alberta Health to improve health delivery in Acute Care, Patient Care, Long Term Care and Emergency services.

October 17 – Participated in the Mid Sized Towns Caucus Executive committee meeting to work towards an Agenda for a full committee meeting being held on Nov 1.

October 17 – Sundre and District Chamber of Commerce Board Meeting held at the Sundre VIC with Agenda Items: Minutes of September meeting, Mayor Warnock discussion regarding EV Charging stations, meeting with Mountain View Regional Film Office, Meeting with regards to the Sundre Tourism Association, Discussion regarding the road work on Centre Street North, and 2025 membership.

October 18 – The Town of Sundre Hospital Steering Committee hosted ADM Christine Sewell for a new hospital/health campus discussion and then a tour of both the E.Sim Lab and the Sundre Hospital to highlight the need today not tomorrow to work towards a new Campus of Care here in Sundre.

October 18/19/20 – Sundre Council Fall Workshop held to get the project back casting updates to start the 2025 Budget discussions on the changes that may be required to the 4 year approved operating budget and the 5 year capital plan. Administration gave a very detailed overview with costing implications of the additions and/or deletions to both operating budget and capital plan. Council I feel had the opportunity to get into the entire budget and had extensive discussions on our Service Levels in all department's delivery budget breakdowns.

October 22 – Attended the Hospital Futures Committee meeting to give an update on the ADM Visit to Sundre and the next steps planned for the Steering Committee.

October 23 – Coffee with the Mayor session held at the Sundre Seniors Support Living facility, This is always a great networking time with seniors to listen to such great history and take in all their knowledge.

October 23 – Attended the Minister Schulz town hall phone call to gather information on the GOA review of the drought and how it played out with the water sharing agreements that Industry bought into to address this In the spring of 2024.

October 24 – Attended the Sundre Historical Society (Museum) AGM as a member and to give support from the Town of Sundre for the work that they do.

October 28 – Attended the Town of Sundre Regular Council Meeting – Agenda’s and Minutes at – www.sundre.com



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 October 2024

Bylaw Policy Review Committee

Date of Meeting:

No meeting scheduled

Emergency Management Advisory Committee

Date of Meeting:

No meeting scheduled

Sundre Forest Products/West Fraser

Date of Meeting:

No meeting scheduled

Other:

Date of Meeting:

Monday, October 7, 6:00 p.m. Public Hearing – Municipal Development Plan Bylaw;

Monday, October 7, Regular Council Meeting;

Friday – Sundre, October 18 – 20: Fall Council Strategic Advisory Committee Meeting;

Monday, October 28, 6:00 p.m.: Regular Council Meeting.

I have had some discussions with various residents regarding all of our underground infrastructure projects, still a few regarding the plan from Alberta Highways regarding the round-a-bouts. In general, most of the discussions have been very positive, and much encouragement to us on Council & administration for the work we are doing.



REQUEST FOR DECISION

COUNCIL DATE November 25, 2024
SUBJECT RFD Council Key Messages October 2024
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 12.2

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 October, 2024 as information.

ATTACHMENTS:

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

Date Reviewed: November 20, 2024

CAO: Amida Nub

FROM THE OFFICE OF THE COUNCIL

KEY MESSAGES FOR THE MONTH of October, 2024

October 7, 2024

Council held a Public Hearing for the Municipal Development Plan (MDP) and approved 2nd and 3rd Reading. The (MDP) provides a strategic framework for guiding growth and development over the next 25 years. Its primary goals are to promote sustainable expansion, enhance the quality of life for residents, and accommodate population and economic growth within an environmentally sustainable framework. The final MDP was a culmination of extensive public consultation over a 2-year period, and research by staff into best practises, based on public feedback, previous plans, and contributions from various Town departments and community agencies. Council was appreciative of the hard work by staff and is very pleased with the final plan. Staff would be pleased to meet with anyone interested in learning more about the plan.

Council held it's annual organizational meeting on October 7th, and had lengthy discussions on appointments to Committees, Boards and Commissions, reviewed the procedural Bylaw and the Council Code of Conduct Bylaw. The time for Council meetings has changed from 6:00 pm to 4:00 pm, starting on December 2nd, 2024.

October 28, 2024

Council was impressed with the departmental reports and all the great work done by Town staff. Citizens are encouraged to visit the Town's website and access the agenda for the second Council meeting of each month to read about work being done in the Town.

Council approved grants to 9 organizations for the second grant intake for 2024. Organizations have received a combined total of \$50,000.00 for the 2024 year.

FROM THE DESK OF THE MAYOR

The Mayor and Council have been working with the Hospital Futures Committee on planning for a new hospital in the Town of Sundre for several years.

We are interested in working with the province in alignment with the Premier's objectives for health care in Alberta, which specifically state:

- A primary focus of our government over the next four years will be to ensure Albertans have improved access to world-class health care when and where they need it.
- We need to foster an environment within AHS and the entire health community that welcomes innovation and incentivizes the best patient care.
- Working to address rural health challenges such as access to health care professionals.
- Working with municipalities, post-secondary institutions, doctors, and allied health providers to identify strategies to attract and retain health care workers to rural Alberta.

The Myron Thompson Health Centre in Sundre is inadequate for current community demand. There are several critical issues with the facility that in the future will impact the safety and comfort of the patients.

On March 25, 2024, Council approved a Terms of Reference for a Hospital Steering Committee that outlines the purpose, composition, roles, and responsibilities for this new committee of Council. The committee will play a pivotal role in shaping the direction and strategies towards our goal of a new Sundre Hospital/Health Complex.

On October 18th, the Town and the Committee hosted Assistant Deputy Minister Christine Sewall (Finance and Capital Planning Division, Ministry of Health), on a tour of the Myron Thompson Health Care Centre, which began with a meeting between the Steering Committee and ADM Christine Sewell, and followed with a tour of the E-sim lab and the Hospital. I encourage all who are interested in hearing more about this objective, to reach out to the Town to set up a meeting with the Mayor

Respectfully

Mayor Richard Warnock



REQUEST FOR DECISION

COUNCIL DATE	November 25, 2024
SUBJECT	RFD Invitation from Chinook's Edge School Division
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	13.1

Council has received an invitation to attend a meeting on April 29, 2025 or May 13, 2025, with Chinook's Edge School Division Board of Trustees in Innisfail. Under the Terms of the Joint Use Agreement, between Chinook's Edge and the Town of Sundre, the Council of the Municipality and the members of the Board shall meet at least every four (4) years to discuss issues of mutual interest.

The dates and times suggested for the meeting are as follows:

<u>Date:</u>	<u>Time:</u>
Tuesday, April 29, 2025	8:00 a.m. – 10:00 a.m.
Tuesday, April 29, 2025	5:00 p.m. – 7:00 p.m.

Alternative:

<u>Date:</u>	<u>Time:</u>
Tuesday, May 13, 2025	8:00 A.M. – 10:00 A.M.
Tuesday, May 13, 2025	5:00 P.M. – 7:00 P.M.

MOTION:

That the Town of Sundre Council discuss Council's availability to attend the meeting, and direct administration to advise Chinook's Edge of Council's preference of date and time.

OR

At Council's discretion.

ATTACHMENTS:

13.1 Invitation from Chinook's Edge School Division

linda.n@sundre.com

From: Shawn Russell <srussell@cesd73.ca>
Sent: November 5, 2024 10:36 AM
To: Linda Nelson
Subject: Meeting with CESD Board of Trustees

Linda,

Our Board would like to have a meeting with the Town Council. We will host the meeting here at our Division Office in Innisfail and provide either breakfast or supper. The meeting would start with breakfast or supper at either 8:00 a.m. or 5:00 p.m. and last approximately 2 hours.

We would like to propose the following dates:

Tuesday April 29th - 8:00 a.m. - 10:00 a.m. or 5:00 p.m. - 7:00 p.m.
Tuesday May 13th - 8:00 a.m. - 10:00 a.m. or 5:00 p.m. - 7:00 p.m.

Please let me know if your council could make this work and which date you would prefer and the time (breakfast or supper).

Thanks

Shawn

--
Shawn Russell
Associate Superintendent Corporate Services
Chinook's Edge School Division

