



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
September 7, 2021  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing:**
  - 2.1 Public Hearing: Bylaw 2021-11
3. **Agenda – Amendments and Adoption**
  - 3.1 September 7, 2021-Regular Council Meeting
4. **Adoption of Previous Minutes**
  - 4.1 August 3, 2021-Special Council Meeting Pg. 1
  - 4.2 August 16, 2021-Regular Council Meeting Pg. 3
5. **Delegation: None**
6. **Bylaws/Policies:**
  - 6.1 Bylaw 2021-11 Land Use Bylaw Amendment 2<sup>nd</sup> and 3<sup>rd</sup> Readings Pg. 5
7. **Old Business: None**
8. **New Business**
  - 8.1 RFD 2021 Auditor Appointment Pg. 13
  - 8.2 RFD Request for Approval for Library Board Members Pg. 14
  - 8.3 RFD Change of Council Date November Pg. 15
  - 8.4 RFD Grants to Organizations Pg. 16
  - 8.5 RFD Bylaw for Feeding Wildlife Pg. 21
9. **Administration: Campground (verbal presentation)**
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports: None**
12. **Council Invitations / Correspondence** Pg. 22
  - 12.1 Crowsnest Pass Letter to Prime Minister Trudeau Re: Bill C-21 Pg. 23
  - 12.2 Letter to Municipal Affairs – Councilor’s Code of Conduct-Claresholm Pg. 25
  - 12.3 Letter to Premiere Kenney – RCMP Retroactive Pay – Claresholm Pg. 26
  - 12.4 Letter to Minister of Justice – RCMP Support Letter – Big Lakes County Pg. 27
13. **Closed Meeting**
  - 13.1 Advice from Officials, *FOIPP Act Section 24*
  - 13.2 Advice from Officials, *FOIPP Act Section 24*
14. **Adjournment**

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Special Council Meeting Minutes  
Town of Sundre Municipal Council Chambers  
August 3, 2021

The special meeting of Council of the Municipality of Sundre was held in Via Teleconferencing, the Municipal Council Chambers or the Town of Sundre Community Centre on Tuesday, August 3, 2021 commencing at 4:30 p.m.

**IN ATTENDANCE**

Mayor Terry Leslie  
Councillor Paul Isaac  
Councillor Richard Warnock  
Councillor Rob Wolfe  
Councillor Charlene Preston  
Councillor Todd Dalke  
Councillor Cheri Funke

**STAFF IN ATTENDANCE**

Chief Administrative Officer, Linda Nelson  
Executive Legislative Clerk, Anne-Marie Jonke

**PUBLIC**

There were no members of the public in attendance.

**CALL TO ORDER**

The meeting was called to order at 4:30 p.m. with a moment of reflection.

**ADOPTION OF AGENDA**

*Res. No. 209-03-08-21*

MOVED by Councillor Isaac that the agenda of August 3, 2021 Special Council Meeting be adopted, as presented (no amendments allowed).

**CARRIED**

**TOPIC OF MEETING**

**First Reading of Bylaw 2021-11 Land Use Bylaw Amendment**

*Res. No. 210-03-08-21*

MOVED by Councillor Funke that the Town of Sundre Council give First Reading to Bylaw 2021-11 being a bylaw to amend Part Four of the Land Use Bylaw 2018-10 and the Land Use Bylaw Map, Schedule "A".

**CARRIED**

*Res. No. 211-03-08-21*

MOVED by Councillor Dalke that the Town of Sundre Council set Monday, September 7, 2021 at 6:00 p.m. for a Public Hearing for Bylaw 2021-11.

**CARRIED**

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Initials

*Res. No. 212-03-08-21*      MOVED by Councillor Wolfe that the Town of Sundre Council revoke Resolution #78/15, being the appointment of Steve Washington as a Designated Officer for the Town of Sundre.

**CARRIED**

*Res. No. 213-03-08-21*      MOVED by Councillor Funke that the Town of Sundre Council appoint Mr. Kevin Bohlken, AMAA, as Designated Officer to carry out the functions, duties, and powers of a municipal assessor under the Act, for the Town of Sundre.

**CARRIED**

Mayor Leslie excused all public members at 4:37 p.m. and advised that they are welcome to return to the Special Council meeting at the conclusion of the closed meeting.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Public: None

**CLOSED MEETING**      **Topic of Closed Meeting**

5.1      Advice from Officials, *FOIPP Act Section 24*;

*Res. No. 214-03-08-21*      MOVED by Councillor Warnock that Council go into closed meeting at 4:37 p.m.

**CARRIED**

*Res. No. 215-03-08-21*      MOVED by Councillor Isaac that Council return to open meeting at 4:59 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. No. 216-03-08-21*      MOVED by Councillor Wolfe that being the agenda matters have been concluded the meeting adjourned at 4:59 p.m.

**CARRIED**

These minutes approved this 7<sup>th</sup> day of September, 2021



Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



Regular Council Meeting Minutes  
Town of Sundre Municipal  
Council Chambers  
August 16, 2021

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, August 16, 2021, commencing at 4:30 p.m.

**IN ATTENDANCE:** Deputy Mayor Richard Warnock  
Mayor Terry Leslie (by Phone)  
Councillor Paul Isaac  
Councillor Rob Wolfe  
Councillor Todd Dalke

**ABSENT:** Councillor Charlene Preston  
Councillor Cheri Funke

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Sr Development Officer, Betty Ann Fountain  
Executive Legislative Clerk, Anne-Marie Jonke

**PUBLIC:** There were 0 members of the public in attendance.

**CALL TO ORDER:** The meeting was called to order at 4:40 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 217-16-08-21* MOVED by Councillor Isaac that the agenda be approved as presented.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 218-16-08-21* MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on June 28, 2021, be approved as presented.

**CARRIED**

**DELEGATIONS:** None

**BYLAWS/POLICIES:** **Bylaw 2021-07 Municipal Development Plan Amendment**

*Res. 219-16—08-21* MOVED by Councillor Wolfe that the Town of Sundre Council give First Reading to Bylaw 2021-07 being a bylaw to amend the Municipal Development Plan for specific modifications to the Intermunicipal Development Plan area (Map 2), Land Use Concept Map (Map 3) and supporting policies.

**CARRIED**

*Res. 220-16-08-21* MOVED by Councillor Wolfe that the Town of Sundre Council set a Public Hearing date for Bylaw 2021-07 for September 20, 2021.

**CARRIED**

**Bylaw 2021-06 Eagle Ridge Area Structure Plan Amendment**

*Res. 221-16-08-21* MOVED by Councillor Isaac that the Town of Sundre Council give First Reading to Bylaw 2021-06 being a bylaw to amend the Eagle Ridge Area Structure Plan by replacing the existing ASP with the revised ASP as appended to Schedule A of Bylaw 2021.

**CARRIED**

*Res. 222-16-08-21* MOVED by Councillor Isaac that the Town of Sundre Council set a Public Hearing date for Bylaw 2021-06 for September 20, 2021.

**CARRIED**

**OLD BUSINESS:** None

**NEW BUSINESS:** Discussion under Division 5 of MGA - Verbal

**Councillor Dalke joined the meeting at 4:45 p.m.**

*Res. 223-16-08-21* MOVED by Councillor Isaac that the Town of Sundre Council direct Administration to write a letter, on their behalf, to acknowledge, thank, and send best wishes to Councillor Preston in her future endeavours.

**CARRIED**

**ADMINISTRATION:** None

**MUNICIPAL AREA PARTNERSHIP:** None

**COUNCIL REPORTS** None

Deputy Mayor Warnock excused all public members at 4:50 p.m. and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

*Mayor Warnock called a recess at 4:50 p.m.*

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer  
Chris Albert, Director of Corporate Services  
Public: None

**CLOSED MEETING** **Topic of Closed Meeting**

13.1 Advice from Officials, *FOIPP Act Section 24.*

*Res. 224-16-08-21* MOVED by Councillor Isaac that Council go into closed meeting at 4:55 p.m.

**CARRIED**

*Res. 225-16-08-21* MOVED by Councillor Isaac that Council return to an open meeting at 5:29 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 226-16-08-21* MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 5:29 p.m.

**CARRIED**

These Minutes approved this 7<sup>th</sup> Day of September 2021.

Mayor, Terry Leslie

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Chief Administrative Officer, Linda Nelson



**REQUEST FOR DECISION**

**COUNCIL DATE** September 7, 2021  
**SUBJECT** Bylaw 2021-11 Land Use Bylaw Amendment  
**ORIGINATING DEPARTMENT** Planning & Development  
**AGENDA ITEM** 6.1

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**BACKGROUND/PROPOSAL:**

Bylaw 2021-11 proposes to amend the Land Use Bylaw and the Land Use Bylaw Map Legend to introduce a Narrow Lot Residential District (R1-N) and a Direct Control District.

The Narrow Lot Residential District is proposed to meet the demand for entry-level residential housing. The District regulations will provide an economical means which allows for savings on reducing the size of individual residential lots resulting in less cost to the builder and consumer, and the overall cost to service each lot for the developer.

The Direct Control District enables the Municipality to exercise particular control over the use and development of land or buildings within designated areas of the Town, for the purpose of providing developments that due to their unique characteristics, innovative ideas or unusual site constraints, require specific regulation unavailable in other land use districts.

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

The purpose of Bylaw 2021-11 is to provide an administrative addition of a two districts to the Land Use Bylaw as follows:

- **Add** – to Part Four, Land Use District Regulations, Narrow Lot Residential District (R1-N)
- **Add** – to Part Four, Land Use District Regulations, Direct Control District and Schedule “D” when applicable
- **Add** – to the Land Use Bylaw Map, Schedule “A” Legend, Narrow Lot Residential (R1-N) and Direct Control District (DC)

**ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council give Second and Third Reading to Bylaw 2021-11.

**MOTION:**

That the Town of Sundre Council give second reading to Bylaw 2021-11 being a bylaw to amend Part Four of Land Use Bylaw 2018-10 and the Land Use Bylaw Map, Schedule “A” Legend.

That the Town of Sundre Council give third and final reading to Bylaw 2021-11 being a bylaw to amend Part Four of Land Use Bylaw 2018-10 and the Land Use Bylaw Map, Schedule “A” Legend.

Attachment Schedule “A” Land Use Bylaw Map  
Report to Council

Date Reviewed: September 3, 2021

CAO:



**REPORT TO COUNCIL**

**COUNCIL DATE:** September 7, 2021  
**SUBJECT:** Bylaw 2021-11 Land Use Bylaw  
**REPORT WRITER:** Amendment Planning and Development

**BACKGROUND/PROPOSAL:**

Bylaw 2021-11 proposes to amend the Land Use Bylaw and the Land Use Bylaw Map Legend to introduce a Narrow Lot Residential District (R1-N) and a Direct Control District.

The Narrow Lot Residential District is proposed to meet the demand for entry-level residential housing. The District regulations will provide an economical means which allows for savings on reducing the size of individual residential lots resulting in less cost to the builder and consumer, and the overall cost to service each lot for the developer.

The Direct Control District enables the Municipality to exercise particular control over the use and development of land or buildings within designated area of the Town, for the purpose of providing developments that due to their unique characteristics, innovative ideas or unusual site constraints, require specific regulation unavailable in other land use districts.

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

An amendment to Land Use Bylaw 2018-10 and Schedule "A", the Land Use District Map Legend of the Town's Land Use Bylaw, is required to introduce two new Districts to Part Four, Land Use District Regulations. The Narrow Lot Residential District (R1-N) will allow developers and builders to construct residential dwellings, both single detached and semi-detached on laneless lots with a minimum frontage width of 11.0 m. (36 ft.) and a minimum depth of 30.5 m. (100 ft.). All other minimum requirements, for example, setback measurements from property lines for structures, will apply. Currently, developers and builders are seeking ways to keep costs at a reasonable rate to enable new home owners to attain housing. One way to do this is to allow housing with attached garages to be built on lots with slightly less frontage than the standard 15.25 m. (50 ft.) frontage. Overall cost savings are achieved by more lots being created within a subdivision, cost effective infrastructure to be installed by the developer, and the price per lot is reduced for builders who can pass along these savings to potential homeowners.

The Direct Control District enables a Council to allow developers to proceed with developments that are consistent with the Town's Municipal Development Plan but may prevent development due to unique situations, innovative ideas or unusual site constraints within the confines of the regulations under the current land use bylaw. This district is not intended to be a substitution for any other land use district in the current Land Use Bylaw that could achieve the same result.

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

**CONCLUSION:**

Administration is confident that the amendment to add these two Districts to the Land Use Bylaw provides alignment to the Municipal Development Plan, clarity and understanding by administration and the public for the future use of areas designated for residential, commercial or industrial development.

**RECOMMENDED ACTION:**

That the Town of Sundre Council give second and third reading to Bylaw 2021-11 being a bylaw to amend the Land Use Bylaw and the Land Use Bylaw Map, Schedule "A" Legend.

Date Reviewed:

September 03, 2021 CAO: David Neuberger



TOWN OF SUNDRE  
BYLAW NO. 2021-11

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

**WHEREAS**, Section 639 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto requires Council to enact a Land Use Bylaw.

**AND WHEREAS**, Section 191(1) of the *Municipal Government Act, R.S.A. 2000, Chapter M-26* and amendments thereto authorizes Council to amend a Land Use Bylaw.

**NOW THEREFORE**, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows:

Bylaw 2018-10, as amended, is further amended by adding two (2) Land Use Districts to Part Four: Land Use District Regulations as follows:

**UNDER PART FOUR: LAND USE DISTRICT REGULATIONS**

**ADD:** "Narrow Lot Residential District (R1-N)"

**ADD:** "Direct Control District (DC)"

**ADD:** "Narrow Lot Residential District (R1-N)" and "Direct Control (DC)" to the Legend of the Land Use Map

Attachment: Schedule "A"

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

**READ A FIRST TIME** this 3<sup>rd</sup> day of August 2021 Motion No. 210-03-08-21.

**PUBLIC HEARING HELD** this 7th day of September 2021.

**READ A SECOND TIME** this 7th day of September 2021 Motion No. \_\_\_\_\_

**READ A THIRD AND FINAL TIME** this 7th day of September 2021 Motion No. \_\_\_\_\_

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Mayor

\_\_\_\_\_  
Chief Administrative Officer



**SCHEDULE "A"**  
**BYLAW 2021-11**

**PART FOUR: LAND USE DISTRICT REGULATIONS**

**NARROW LOT RESIDENTIAL DISTRICT (R1-N)**

**General Purpose:** To provide for low-density residential development in the form of single detached dwellings or semi-detached dwellings and compatible uses, situated on narrow lots, with or without rear lane access, which are connected to all municipal utility systems.

**Permitted Uses:** Accessory Building  
Home Occupation - Minor  
Housing, Single Detached Dwelling  
Protective Emergency Services  
Public Parks

**Discretionary Uses:** Alternate Energy Systems  
Bed and Breakfast Accommodation  
Day Home Facility  
Home Occupation – Major  
Housing, Semi-Detached  
Secondary Suite  
Public and quasi-public uses  
Public utility buildings  
Temporary Residential Sales Centre  
Any use that is similar, in the opinion of the Development Authority, to the permitted or discretionary uses described above.

In addition to the general regulations contained in Part Three of this Bylaw, the following regulations apply to this District:

**Minimum Lot Area:** Interior parcels 372.0 m<sup>2</sup> per Dwelling Unit  
Corner parcels 417.0 m<sup>2</sup> per Dwelling Unit

**Minimum Site Width:** 11.0 m.

**Minimum Site Depth:** 30.5 for all lots

**Minimum Habitable Floor Area (gross):** 84.0m<sup>2</sup>

Maximum Number of Dwellings: One (1) dwelling per lot, unless a legal Secondary Suite has been approved

Minimum Yard Setbacks: Principal Building  
Front Yard 6.0 m.  
Rear Yard 7.0 m.  
Side Yard 1.5 m. (internal lot); 3.0 m. if property line is shared with a street other than lane.

Maximum Parcel Coverage: 50%

Maximum Parcel Coverage if serviced by rear lane: 60%

Maximum Site Coverage for Accessory Building is 13%

Minimum Gross Floor Area: 84.0 m<sup>2</sup>

Maximum Number of Dwelling: 1 Dwelling per lot, unless a legal Accessory Suite has been approved

Maximum Principal Building Height: 10.0 m.

Maximum Accessory Building Height: 4.5 m.

#### **Additional Site Requirements**

Accessory Building (garages) If a principal building does not have an attached garage at the front of the Dwelling, or has a garage with a side entrance with a driveway parallel to the front property line, the following applies:

Minimum Front Yard Setback: 4.5 m.

Notwithstanding above, if there is no rear lane, and no attached front garage, there shall be one 3.5 m. side yard to allow for access to a rear detached garage.

Flood Plain Provision: All development within the 1:100-year floodplain of the Red Deer River, as shown on the Land Use District Map, being Schedule A, shall be flood proofed as per the definition to the satisfaction of the Development Authority

#### **Additional Development Regulations For Permitted And Discretionary Uses:**

The following regulations are found in Part Three of this Bylaw and may apply to development in this District

**Accessory Buildings** shall be developed in accordance with Part Three, Section 1.1 of this Bylaw.

**Bed and Breakfast Accommodation** shall be developed in accordance with Part Three, Section 6.8 of this Bylaw.

**Day Homes** shall be developed in accordance with Part Three Section 11.1 of this Bylaw, and Use Definitions, Part Two, Section 3 of this Bylaw.

**Day Care Facility – Neighbourhood** shall be developed in accordance with Part Three, Section 11.2 of this Bylaw.

**Building Orientation and Design** shall be provided in accordance with Part Three, Section 1.2 of this Bylaw.

**Fencing** shall be provided in accordance with Part Three, Section 2.4 of this Bylaw.

**Landscaping** shall be developed in accordance with Part Three, Section 9 of this Bylaw.

**Home Occupation - Minor** shall be developed in accordance with Part Three, Section 13.1 of this Bylaw.

**Home Occupation - Major** shall be developed in accordance with Part Three, Section 13.2 of this Bylaw.

**Parking** shall be provided in accordance with Part Three, Section 3.1 of this Bylaw.

**Projections Over Yards** shall be in accordance with Part Three, Section 2.1 of this Bylaw.

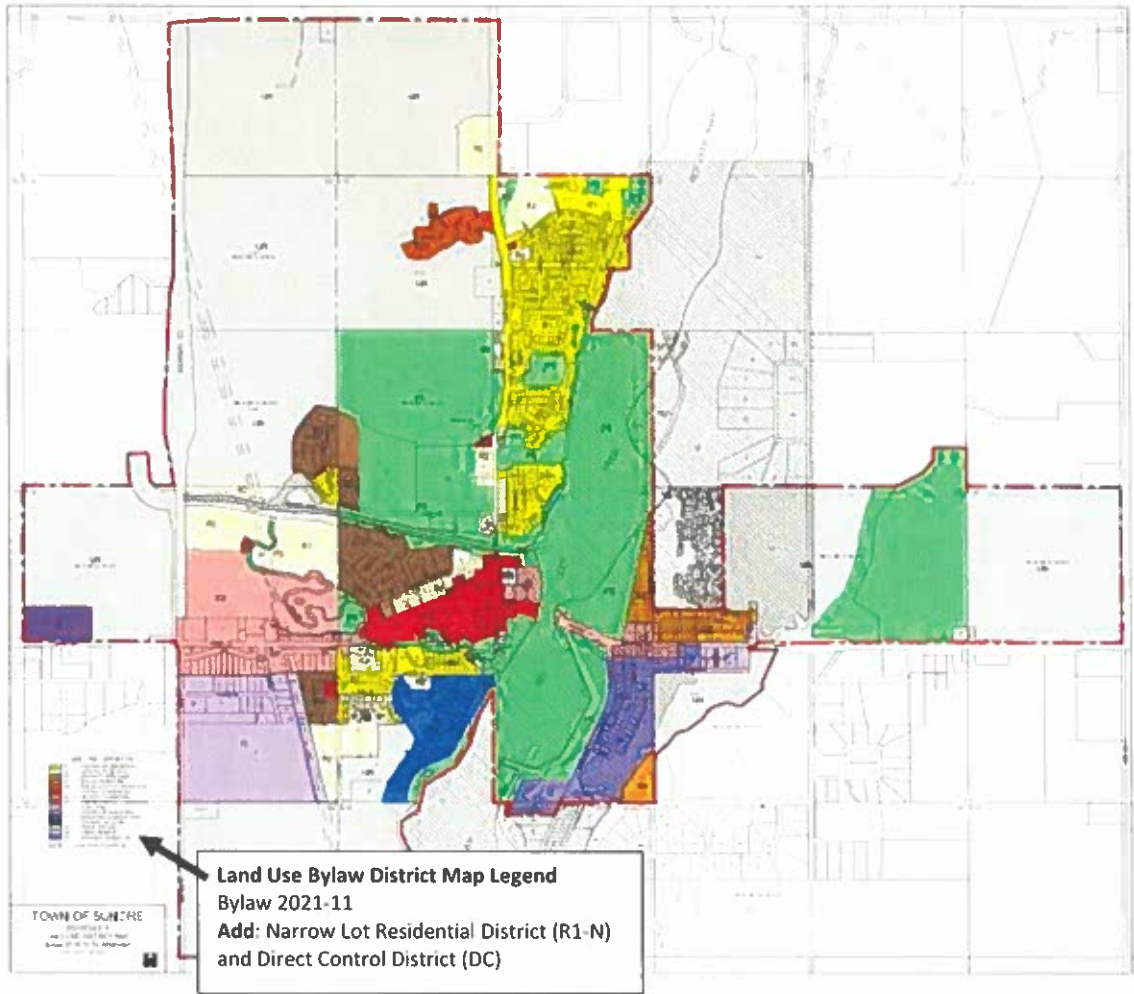
**Signs** shall be developed in accordance with Part Three, Section 5 of this Bylaw.

**Temporary Residential Sales Centres** shall be in accordance with Part Three, Section 14 of this Bylaw

## PART FOUR: LAND USE DISTRICT REGULATIONS

### DIRECT CONTROL - DC

- General Purpose:** To provide a District for the creation of site-specific land use regulations in respect of certain sites within the Town, where the circumstances relating to the development of the site are such that regulation and control by means of the other Land Use Districts in this Bylaw would be inappropriate. Council shall act as the Approving Authority for all Sites in this District.
- Uses:** All Uses in this District shall be at the discretion of Council.
- General Site Requirements:** All site requirements in this District shall be at the discretion of Council
- Other Regulations:** Any application for a Development Permit in this District shall meet the requirements of Part One and Part Three of this Bylaw
- Schedule "D":** All direct control districts adopted by Council shall be included in Schedule "D" of this Bylaw. All districts shall be titled "Direct Control District" followed by a specific name or reference number, which shall be the next in a series of sequential numbers of the direct control districts.
- Schedule "D"** **Direct Control District Regulations**
- Direct Control District "Name" and "Reference No."





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>September 7, 2021</b>
<b>SUBJECT</b>	<b>2021 Auditor Appointment</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND:**

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

In September 2017, the Town of Sundre issued a Request for Proposal (RFP) for audit services to be provided for the 2017, 2018 and 2019 fiscal years, with an option to extend the services for two (2) additional one-year terms. PricewaterhouseCoopers LLP (PwC) was the selected candidate for the appointment.

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

Town Administration has established a very good working relationship with PwC over the last number of years. In addition, PwC has the manpower and skill set to meet the Town's audit expectations and timelines. Their experience with doing the Town's audit over the past nine years has provided them with an insight into the Town's operations. An area of focus for PwC is municipal audits and they have a number of partners and senior accountants that have gained a thorough knowledge of the MGA and Public Sector Accounting Board (PSAB) standards. These standards and the MGA are continually changing and experience of this nature is invaluable. They can provide technical expertise to assist the Town in understanding these standards and to provide accounting technical advice as needed. The cost for 2021 auditing services has been estimated at \$57,500 and will be funded through the operational budget.

### **ALIGNMENT WITH STRATEGIC PLAN**

This aligns Council's strategic priorities of  
1.1 Improve communication and transparency with stakeholders

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council appoints PricewaterhouseCoopers LLP as the Town's auditors for the 2021 fiscal year.

### **MOTION:**

That the Town of Sundre Council appoints PricewaterhouseCoopers LLP as the Town's auditors for the 2021 fiscal year.

Date Reviewed: Sept 03, 2021

CAO: Linda Nelson



**REQUEST FOR DECISION**

<b>COUNCIL DATE</b>	<b>September 7, 2021</b>
<b>SUBJECT</b>	<b>Request for Approval for Library Board Members</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

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**BACKGROUND/PROPOSAL:**

Council members are appointed to Committees, Boards and Commissions annually at the Organizational meeting in October. The Sundre Library Board is a part of the Parkland Regional Library System.

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

It has been requested that Town of Sundre Council approve the Library Board Members that have agreed to serve on the Board for another 3 years.

**ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being  
3.3 Continue to work with and value community groups.

**ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council approve the continuation of service of the three members of the Sundre Library Board as listed below.

**MOTIONS:**

That the Town of Sundre Council approve three members of the Sundre Library Board, Laura Skorodenski, Simon Ducatel, and Lynda Lyster continue to serve for a 3-year term ending October 31, 2024.

**ATTACHMENTS:**

Email dated August 30, 2021

Date Reviewed: <i>September 03, 2021</i>	CAO: <i>Amide Nelson</i>
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**REQUEST FOR DECISION**

<b>COUNCIL DATE</b>	<b>September 7, 2021</b>
<b>SUBJECT</b>	<b>Change of Council Meeting Date November</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

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**BACKGROUND/PROPOSAL:**

Council meeting dates are agreed upon at the annual Organizational Meeting, when changes occur, these changes are brought forward to Council for approval as per MGA 193 (1) (3).

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

The Fall Workshop should occur after the Organizational Meeting where the Mayor and Council will be sworn in. The Fall Workshop should be rescheduled from October 23<sup>rd</sup> and 24<sup>th</sup> to October 29<sup>th</sup> to 31<sup>st</sup>, to ensure that Council has been sworn in prior to the Workshop.

The week of November 15<sup>th</sup> will be a full schedule as Administration and Council prepare for the AUMA Conference being held in Edmonton. To avoid any scheduling conflicts, the Regular Council Meeting scheduled for Monday, November 15<sup>th</sup> should be rescheduled to Monday, November 22<sup>nd</sup>.

**ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

**ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council reschedule the Fall Workshop date from October 23<sup>rd</sup> and 24<sup>th</sup> to October 29<sup>th</sup> to 31<sup>st</sup> and reschedule the Regular Council Meeting from November 15<sup>th</sup> to November 22<sup>nd</sup>, 2021.

**MOTIONS:**

That the Town of Sundre Council reschedule the Fall Workshop date from October 23<sup>rd</sup> and 24<sup>th</sup> to October 29<sup>th</sup> to 31<sup>st</sup> and reschedule the Regular Council Meeting from November 15<sup>th</sup> to November 22<sup>nd</sup>, 2021.

**ATTACHMENTS:**

None.

Date Reviewed: September 03 2021

CAO: David Nelson





## REQUEST FOR DECISION

**COUNCIL DATE** September 7, 2021  
**SUBJECT** Grants to Organizations  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 8.4

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### **BACKGROUND/PROPOSAL:**

The Grants to Organizations Policy #A-012-00-POL allows for two (2) in-takes of applications for funding for non-profit organizations and charities that meet the criteria set out in the policy. At Council's direction a third in-take of applications was advertised, ending August 31, 2021

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

Council approved funding for the 1<sup>st</sup> in-take of applications due January 31<sup>st</sup> in the amount of \$5,358 and for a 2<sup>nd</sup> in-take of applications due for May 31<sup>st</sup> in the amount of \$7,956. Since that time, two applicants have contacted the Town to report that their projects did not proceed, releasing \$2400 to be rolled over to the 3<sup>rd</sup> in-take budget.

The balance of funding available for the 3<sup>rd</sup> in-take is \$23,602. Eight applications were received by the due date of August 31, 2021 with a total request for funding in the amount of \$31,411.

The Grant Review Committee met on September 1<sup>st</sup> to review the applications and make the following recommendations for 7 of the applicants in the amount of \$16,634 per Schedule "A".

The Committee recommends the balance of the 2021 funds in the amount of \$6968 be allocated to restricted surplus for future grant use as part of the budgeting process.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 3. Community Well-being

*Goal 3.3 Continue to work with and value community groups.*

### **ADMINISTRATION RECOMMENDATIONS:**

That Council approve the recommended funding by the Grant Review Committee in the total amount of \$16,634 as shown on Schedule "A".

### **MOTION:**

That the Town of Sundre Council approve the Grants to Organizations Funding for the 3<sup>rd</sup> in-take for 2021 in the amount of \$16,634 as shown on Schedule "A".

Attachments: Grants to Organizations Budget Sheet  
Grants to Organizations by Category  
Schedule "A"

Date Reviewed: September 03 2021

CAO: *David Nuber*

**SCHEDULE "A"**

<b>Organization</b>	<b>Application No.</b>	<b>Amount of Request</b>	<b>Amount Recommended</b>
Hope 4 MVC Kids Society	2021-020	\$1,000	\$1000
Sundre SPRUCE	2021-021	\$350	\$350
Sundre Palliative Care	2021-022	In Kind	/
Burger Baron / S. Kamaledine	2021-023	\$1384	\$1384
Original T's Family Restaurant	2021-024	\$4777.50	\$3000
B.S. Productions	2021-025	\$900	\$900
Sundre & District Curling Club	2021-026	\$20,000	\$9500
Burden Bearers Counselling	2021-027	\$3,000	\$500
<b>TOTALS</b>		<b>\$31,411.50</b>	<b>\$16,634</b>
<b>2021 BALANCE FORWARD TO RESERVE</b>			<b>\$6968</b>

**SCHEDULE "A"**

<b>Organization</b>	<b>Application No.</b>	<b>Amount of Request</b>	<b>Amount Recommended</b>
Hope 4 MVC Kids Society	2021-020	\$1,000	\$1000
Sundre SPRUCE	2021-021	\$350	\$350
Sundre Palliative Care	2021-022	In Kind	/
Burger Baron / S. Kamaledine	2021-023	\$1384	\$1384
Original T's Family Restaurant	2021-024	\$4777.50	\$3000
B.S. Productions	2021-025	\$900	\$900
Sundre & District Curling Club	2021-026	\$20,000	\$9500
Burden Bearers Counselling	2021-027	\$3,000	\$500
<b>TOTALS</b>		\$31,411.50	<b>\$16,634</b>
<b>2021 BALANCE FORWARD TO RESERVE</b>			<b>\$6968</b>

**2021 GRANTS TO ORGANIZATIONS**

**Budget 2021 \$50,000**

31-Jan-21

**1st Intake January 31, 2021 \$25,000**

Grant No.	Organization	Description	Amount Requested	Amount Approved	BALANCE	Letter Sent (date)	Info to A/P for Cheque for Payment	Not Required Project or Event Cancelled
<b>Balance</b>		<b>31-Jan-21 Approved by Council February 8, 2021 Motion # 042-08-02-21 \$19,642</b>			<b>\$25,000</b>			
2021-001	Emeralds & Lace (Moe Fahey)	Property Development / Improvement	\$ 2,500.00	\$ 1,900.00	\$ 23,100.00	2021-02-19		Not Required
2021-004	Sundre Pickleball	Rehabilitation of Tennis Courts (with school board consultation)	\$ 15,000.00	\$ 5,000.00	\$ 18,100.00	2021-02-20	yes	
2021-005	Boondox Family Restaurant	Property Development / Improvement	\$ 3,000.00	\$ 1,500.00	\$ 16,600.00	2021-02-21		Not Required
2021-006	Sundre Volunteer Search & Rescue	To enable purchase of medical / rescue equipment	\$ 6,484.00	\$ 3,242.00	\$ 13,358.00	2021-02-22	yes	
2021-011	Sundre Daycare	To enable enhancement of programming	\$ 3,000.00	\$ 2,500.00	\$ 10,858.00	2021-02-23	yes	
2021-013	Byrna Land & Cattle Ltd. (Penny Byma)	Property Development / Improvement	\$ 25,000.00	\$ 3,000.00	\$ 7,858.00	2021-02-24	yes	
2021-014	Sundre Rodeo & Race Association	Advertising campaign for annual rodeo event	\$ 5,000.00	\$ 2,500.00	\$ 5,358.00	2021-02-25	yes	
FUNDS APPROVED BY COUNCIL			\$ 59,984.00	\$ 19,642.00	\$ 5,358.00			\$ -
FUNDS NOT REQUIRED - ROLLED OVER TO 3 INTAKE - PROJECTS DID NOT COMMENCE								

**2021 GRANTS TO ORGANIZATIONS**

**Budget 2021 \$50,000**

31-May-21

**2nd Intake May 31, 2021 \$25,000 + Balance Forward from 1st Intake \$5,358**

Grant No.	Organization	Description	Amount Requested	Amount Approved	BALANCE	Letter Sent (date)	Info to A/P for Cheque	Not Required Project or Event Cancelled
<b>Balance</b>		<b>31-May-21 Approved by Council \$7,956.29 2021 Motion # 183-14-06-21</b>			<b>\$30,358</b>			
2021-015	Sundre Municipal Library	Community based recreation Programming - Story Walk	\$956.29	\$956.29	\$ 29,401.71	June 16, 2021	yes	
2021-016	Play 4 Sundre Kidz	Community based recreation Programming - funding for children to participate in sports	\$ 500.00	\$500	\$ 28,901.71	June 16, 2021	yes	
2021-017	Brenda Ware Memorial Bench	Rec / Community based arts - unique carved bench at Community Gazebo	\$ 1,500.00	\$1,500	\$ 27,401.71	June 16, 2021	yes	
2021-018	Hope 4 MVC Kids Society	Community based Organization - purchase of laptop, programming	\$ 2,200.00	\$ -	\$ 25,201.71	June 16, 2021	n/a	
2021-019	Greenwood Neighbourhood Place	Community based Organization - Youth Centre	\$ 5,000.00	\$5,000	\$ 20,201.71	June 16, 2021	yes	
FUNDS APPROVED BY COUNCIL			\$ 10,156.29	\$7,956.29	\$ 20,202.00			\$ -
AT COUNCIL'S DISCRETION								
FUNDS APPROVED BY COUNCIL								

**2021 GRANTS TO ORGANIZATIONS**

**Budget 2021 \$50,000**

31-Aug-21

**3rd Intake August 31, 2021 Balance of Funds \$20,202+1500+1900=\$23602**

Grant No.	Organization	Description	Amount Requested	Amount Approved	BALANCE	Letter Sent (date)	Info to A/P for Cheque	Not Required Project or Event Cancelled
<b>Balance</b>		<b>31-Aug-21 Approved by Council _____, 2021 Motion # _____ \$ _____</b>			<b>\$23,602</b>			
2021-020	Hope 4MVC Kids Society	Tickets to Nov Gala for Speakers & Volunteers (\$100 ea)	\$1,000.00					
2021-021	Sundre SPRUCE (Elder Abuse Awareness)	Rental of facility for presenting programming to community members	\$350					
2021-022	Sundre Palliative Care Association	Continuance of weekly watering of trees in Knott's Glen Memorial Park	IN KIND					
2021-023	Burger Baron (Shady Kamaleddine)	To offset cost of planting trees (landscaping improvements)	\$1,384					
2021-024	Original "T" Family Restaurant	Site landscaping improvement - trees	\$4,777.50					
2021-025	B.S. Production	Music Theatre Production	\$900					
2021-026	Sundre & District Curling Clu	Fire Alarm System and Kitchen Appliances Replacement	\$20,000					
FUNDS APPROVED BY COUNCIL			\$28,411.50	0				\$ -

## 2021 Grants to Organizations by Category

1<sup>st</sup> Intake January 31, 2021

2<sup>nd</sup> Intake May 31, 2021

3<sup>rd</sup> Intake August 31, 2021

### Funds Not Required – Rolled Over to 3<sup>rd</sup> Intake

#### 1. Community Based Organizations/Other

Application #	Name	Description	Paid Out Grant \$
2021-006	Sundre Volunteer Search & Rescue	Medical / rescue equipment	\$3242
2021-011	Sundre Daycare	Enhancement of programming	\$2500
2021-015	Sundre Municipal Library	Story Walk	\$956.29
2021-019	Greenwood Neighbourhood Place	Youth Centre	\$5000

#### 1. Business Storefront Improvements or Landscaping

Application #	Name	Description	Paid Out Grant \$
2021-001	Emeralds & Lace (Moe Fahey)	Property Development / Improvements	\$1900
2021-005	Boondox Family Restaurant	Property Development / Improvements	\$1500
2021-013	Byma Land & Cattle (Penny Byma)	Property Development / Improvements	\$3000

#### 2. Community Recreation, Parks and Culture

Application #	Name	Description	Paid Out Grant \$
2021-004	Sundre Pickleball	Rehabilitation of Tennis Courts	\$5000
2021-016	Play 4 Sundre Kidz	Funding for children to play sports	\$500
2021-017	Brenda Ware Memorial Bench	Unique carved bench at Comm. Gazebo	\$1500

#### 3. Community Festival and Events

Application #	Name	Description	Grant \$
2021-014	Sundre Rodeo & Race Association	Advertising campaign for annual event	\$2500



**REQUEST FOR DECISION**

**COUNCIL DATE:** September 7, 2021

**SUBJECT:** Discussion on Bylaw Pertaining to Feeding Wildlife Within Corporate Limits of Town of Sundre

**ORIGINATING DEPARTMENT:** Legislative Services

**AGENDA ITEM:** 8.5

**BACKGROUND/PROPOSAL:**

Councillor Funke has requested a discussion on the pros and cons of adopting a bylaw that would prohibit feeding wildlife within the corporate limits of the Town.

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

Councillor Funke has been approached by citizens within the Town who have concerns about people feeding wildlife in the Town. The deer have become so tame that they are breaking into backyards and have actually attacked people on their own properties or while out walking.

The Bylaw could stipulate those concerns would be complaint based and would need to be in writing through the Town's formal citizen concern process. The complainant would need to be willing to be identified to ensure that any enforcement action, including possible court action could be substantiated. The Bylaw would also set out penalties for first, second and subsequent offenses.

**MOTION:**

That the Town of Sundre Council direct administration to draft a Bylaw to prohibit the feeding of wildlife within Town of Sundre Corporate Limits for the Bylaw Policy Review Committee's review.

Date Reviewed: September 03, 2021 CAO: Linda Nelson



**REQUEST FOR DECISION**

**COUNCIL DATE** September 7, 2021  
**SUBJECT** Correspondence  
**ORIGINATING DEPARTMENT** Legislative Services  
**AGENDA ITEM** 12.

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**BACKGROUND/PROPOSAL:**

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

**ADMINISTRATION RECOMMENDATIONS:**

That Council accept the attached correspondence for information by passing a separate Motion for each item of correspondence.

**MOTION:**

That the Town of Sundre Council accept the correspondence from the Municipality of Crowsnest Pass as presented, as information.

That the Town of Sundre Council accept the correspondence from the Town of Claresholm as presented, as information.

That the Town of Sundre Council accept the correspondence from the Town of Claresholm as presented, as information.

That the Town of Sundre Council accept the correspondence from Big Lakes County as presented, as information.

**ATTACHMENTS:**

- 12.1 Letter from the Municipality of Crowsnest Pass
- 12.2 Letter from the Town of Claresholm
- 12.3 Letter from the Town of Claresholm
- 12.4 Letter from Big Lakes County

Date Reviewed: September 03, 2021

CAO: David Nelson



July 13, 2021

The Right Honourable Justin Trudeau, MP  
Prime Minister of Canada  
Langevin Block  
Ottawa, Ontario K1A 0A2

**VIA Email**

Dear Prime Minister:

**Re: Bill C-21 – Changes to the Criminal Code and the Firearms Act**

On behalf of the Municipality of Crowsnest Pass, we are writing to express our concerns with respect to Bill C-21 to make changes to the Criminal Code and the Firearms Act. With respect to the provision to allow municipalities to create handgun bylaws, which would place conditions on federal firearms licenses relating to handgun use, storage or transportation within municipalities that have passed such bylaws, Council has passed the following motion at the June 8<sup>th</sup> meeting of Municipal Council in opposition to the Federal Bill C-21:

**16-2021-06-08:** *Councillor Sygutek moved that the Municipality of Crowsnest Pass is opposed to the adoption of any bylaws restricting the possession, storage, and transportation of legally obtained handguns, and that Administration write a letter to Prime Minister Trudeau with similar information as provided by Kingsville, Ontario which will be copied to all Alberta municipalities, MP Shannon Stubbs, MP John Barlow, and to the Leader of Official Opposition Erin O'Toole. Carried*

With the Province of Alberta sending Bill 211 to Royal Assent on April 29<sup>th</sup>, our Provincial government is ensuring that Municipalities are not saddled with trying to find the resources to impose or enforce gun control by creating inconsistent bylaws between jurisdictions. As most Municipalities across our province are rural in nature and would be faced with the same problems in attempting to enforce legislation of this nature, we are anticipating that the sentiment will be the same across most jurisdictions and hope that those municipalities in opposition will make their position known to the Federal Government as well.



We are also concerned that Bill C-21 is only targeting citizens that have licenses, not criminals that have already obtained firearms illegally and would never comply with a municipal bylaw. This will create a very confusing system that could result in an otherwise law abiding citizen, now being sentenced to two years imprisonment or permanent license revocation for unknowingly being in contravention of a bylaw in a community with different bylaws.

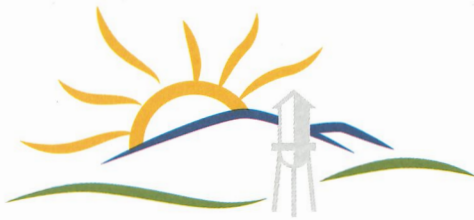
We thank you for your kind attention in this matter and request that the federal government will reconsider these changes to the Criminal Code and Firearms Act.

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: All Alberta Municipalities  
MP Shannon Stubbs  
MP John Barlow  
Erin O'Toole, Leader of the Official Opposition



# Claresholm

Where **Community** Takes Root

# 12.2

July 26, 2021

Honourable Ric McIver  
Minister of Municipal Affairs  
320 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

**RE: CODE OF CONDUCT**

At the last regular meeting of Claresholm Town Council held Monday, July 19, 2021, Council discussed the Councillor Codes of Conduct instituted by the Alberta Government on October 26, 2017. It has been brought to our attention by the Alberta Urban Municipalities Association (AUMA) that the current Alberta Government has plans in the works to remove the requirement for municipalities to have a Code of Conduct in place to govern all Councillors equally by way of Bylaw.

The Town of Claresholm passed Bylaw #1641, the Council Code of Conduct Bylaw on April 9, 2018 prior to the government's deadline of July 23, 2018. In the current Council's first year of governance, it became inherently clear how important a Councillor Code of Conduct is, as our Council had to undergo advanced communication training and contract outside mediation to overcome some contentious issues.

Claresholm Town Council respectfully requests that your ministry tread this path lightly and make sure that consultation with municipalities in Alberta is completed prior to any major changes being made. The Alberta Urban Municipalities Association should be highly involved, and the Town of Claresholm fully supports their efforts. Having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council members' behavior and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. Claresholm Town Council requests that the Council Code of Conduct Bylaw requirement remains in place.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

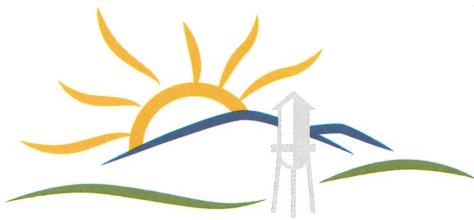
Yours truly,

Doug MacPherson  
Mayor  
Town of Claresholm

DM/kk

Cc: Mr. Roger Reid, MLA for Livingstone-Macleod  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities





# Claresholm

Where **Community** Takes Root

# 12.3

July 26, 2021

Premier Jason Kenney  
307 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

**RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY**

At the last regular meeting of Claresholm Town Council held Monday, July 19, 2021, Council discussed the recent developments that the Royal Canadian Mounted Police (RCMP) have been drawing closer to an agreement that will require retroactive pay to be issued. This has been brought to our attention by the Alberta Urban Municipalities Association (AUMA).

Municipalities in Alberta such as ours under total population of 5,000 have recently been subjected to increasing our property tax rates on citizens and businesses in order to cover the cost of policing in our province. It is also something that we are not able to requisition for, which has further made raising the funds a contentious issue. Our tax payers are being directly affected by the increase already, and will feel the burden even more if our municipality must pay a share of the RCMP's pay increases.

Claresholm Town Council respectfully requests that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Doug MacPherson  
Mayor  
Town of Claresholm

DM/kk

Cc: Mr. Roger Reid, MLA for Livingstone-Macleod  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities







## BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0  
T / (780) 523-5955 F / (780) 523-4227

# 12.4

July 28, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Hon. Madu,

**Re: Big Lakes County's Support for the Royal Canadian Mounted Police**

At the July 28, 2021 regular meeting of Council, the many letters of support received from across the province in support of the Royal Canadian Mounted Police (RCMP) were discussed and a motion of opposition to the Provincial Government's recent proposal for a Alberta Provincial Police force was passed.

Rather than starting a new police service and the burden of costs and management that would come with that, we believe it would be better for the Alberta Government to investigate ways that the RCMP could receive more support. In previous history, Alberta had its own provincial police force, which led to economic hardships and the police force being unsustainable and the Royal Canadian Mounted Police policing services taking over. We believe that with today's financial realities we would end up with the same result.

Council of Big Lakes County and the local detachment have a very good relationship and we appreciate the care and commitment these members show in the community. Our local RCMP detachment is well respected in our community. They are visible in the community and take part in community events and initiatives. With many municipalities, including our own, indicating good relationships with the current RCMP detachments in their area, we do not feel that new police service would serve the best interests of our residents.

We ask for the Provincial Government to listen to the voice of the people and redirect the time, energy and funds being used to investigate an Alberta Police Service be used for other needs, such as RCMP support.

We look forward to having an open dialogue with the Province as to the outcome of the continuance of the Royal Canadian Mounted Police. Thank you for taking our concerns into consideration. Please do not hesitate to contact our office should you have any questions or require any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Matthews". The signature is fluid and cursive, with the first name "Ken" being more prominent than the last name "Matthews".

Ken Matthews  
Reeve

cc: Hon. Jason Kenney, Premier  
Pat Rehn, MLA, Lesser Slave Lake  
Dan Williams, MLA, Peace River  
RMA Members  
AUMA Members