



Regular Council Meeting
Town of Sundre Municipal Council Chambers
October 7, 2024
6:00 p.m.

1. Call to Order

Moment of Reflection

2. Public Hearing:

2.1 Public Hearing 20241007 - 2024-06 Municipal Development Plan

Motion to Adjourn the October 7, 2024 Regular Meeting of Council

Motion to Reconvene the October 7, 2024 Regular Meeting of Council

3. Agenda – Amendments and Adoption

3.1 October 7, 2024

3.2 Councillor Absence (if applicable)

4. Adoption of Previous Minutes

4.1 September 30, 2024 Regular Meeting of Council Minutes

Pg. 1

5. Delegation: None

6. Bylaws/Policies:

6.1 RFD Bylaw 2024-06 Municipal Development Plan

Pg. 5

7. Old Business: None

8. New Business:

8.1 RFD Fortis Franchise Fee

Pg. 88

8.2 RFD Gas Alberta Cost Refund

Pg. 100

8.3 RFD Fire Prevention Week, October 6 – 12, 2024

Pg. 104

8.4 RFD Sundre Hospital Futures

Pg. 108

9. Administration: None

10. Council Committee Reports: None

11. Council Invitations / Correspondence: None

12. Closed Meeting:

12.1 Advice From Officials, FOIPP Act, Section 24

13. 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
September 30, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, September 30, 2024, commencing at 6:00 p.m.

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

ABSENT: None

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

PUBLIC: 6, including a Ms. Jackie Seely of STARS Air Ambulance, and Cpl. Courtney Harding, RCMP Sundre Detachment Commander

PRESS: 1

CALL TO ORDER: The meeting was called to order at 6:00 p.m.
Mayor Warnock recognized National Day for Truth and Reconciliation.

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 270-30-09-24 MOVED by Councillor Anderson that the agenda be approved as presented.

CARRIED

Councillor Absence: None

ADOPTION OF THE PREVIOUS MINUTES:

Res. 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.

CARRIED

DELEGATION: **STARS Air Ambulance**

Res. 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.

CARRIED**Sundre RCMP Detachment Commander**

Res. 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.

CARRIED

Mayor Warnock called a recess at 7:13 p.m.

Mayor Warnock reconvened the meeting at 7:19 p.m.

OLD BUSINESS: None**NEW BUSINESS:** **2024 Auditor Appointment**

Res. 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.

CARRIED**Tax Recovery Sale of Property**

Res. 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.

CARRIED**Tax Recovery Sale – Roll 615.003**

Res. 276-09-09-24 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

CARRIED

 Initials

Tax Recovery Sale – Roll 2272.000*Res. 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 identified by Roll No. 2272.000 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.

CARRIED*Res. 278-30-09-24***Parkland Regional Library Board Proposed Increase to 2025 Requisition**

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.

CARRIED**ADMINISTRATION:****Departmental Reports – June, July and August 2024***Res. 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.

CARRIED**COUNCIL COMMITTEE REPORTS:***Res. 280-30-09-24*

MOVED by Councillor Dalke that the Town of Sundre accept Councillor Marr's report for June, July and August 2024, as information.

CARRIED**COUNCIL KEY MESSAGE:****Council Key Messages – June, July and August 2024***Res. 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.

CARRIED

**COUNCIL INVITATIONS /
CORRESPONDENCE:**

Parkland Regional Library System

Res. 282-30-09-24

MOVED by Councillor Petersen that the Town of Sundre Council accept the correspondence from Parkland Regional Library System as information.

CARRIED

CLOSED MEETING:

Res.283-30-09-24

MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 7:57 p.m.

Mayor Warnock called a recess at 7:57 p.m.

Mayor Warnock reconvened the Closed Meeting at 8:00 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. 284-30-09-24

MOVED by Councillor Anderson that Council return to an open meeting at 8:21 p.m.

CARRIED

Res. 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.

CARRIED

ADJOURNMENT

Res. 286-30-09-24

MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 8:24 p.m.

CARRIED

These Minutes approved this 7th Day of October 2024.

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson

Initials



REQUEST FOR DECISION

REQUEST FOR DECISION

COUNCIL DATE	OCTOBER 7, 2024
SUBJECT	RFD BYLAW 2024-06 MUNICIPAL DEVELOPMENT PLAN
ORIGINATING DEPARTMENT	LEGISLATIVE SERVICES
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

The Municipal Development Plan (MDP) is the long-term strategic plan to guide growth and development in the Town of Sundre for the next 25 years. The MDP proposes to maintain the quality of life that residents of the Town currently hold important, while providing for growth in the context of a sustainable environment to progress as a viable community.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The MDP offers a policy framework to guide development, land use, and infrastructure investments. It provides guidelines for the Town's planning processes, including statutory and non-statutory plans, and applications for redesignations, subdivisions, and developments.

ALIGNMENT WITH STRATEGIC PLAN:

The Municipal Development aligns with all five pillars of Council's Strategic Plan.

ADMINISTRATION RECOMMENDATIONS:

That Council give Second and Third Reading to Bylaw 2024-06 being a Bylaw to adopt the Municipal Development Plan.

COSTS/SOURCE OF FUNDING:

N/A

MOTION:

That the Town of Sundre Council give Second Reading to Bylaw 2024-06, being a Bylaw to adopt the Municipal Development Plan.

That the Town of Sundre Council give Third and Final Reading to Bylaw 2024-06, being a Bylaw to adopt the Municipal Development Plan.

ATTACHMENTS:

Bylaw 2024-06 / MDP Schedule "A"

Date Reviewed: October 02, 2024

CAO: Linda Nelson



6.1a

TOWN OF SUNDRE

BYLAW 2024-06

BEING A BYLAW OF THE TOWN OF SUNDRE TO ADOPT A MUNICIPAL DEVELOPMENT PLAN

WHEREAS pursuant to the *Municipal Government Act* R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, provides that a Council may by Bylaw adopt a Municipal Development Plan; and

WHEREAS a Municipal Development Plan has been prepared in accordance with the *Municipal Government Act*;

NOW THEREFORE THE COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, AND PURSUANT TO THE AUTHORITY CONFERRED UPON IT BY THE MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, C. M-26, AS AMENDED, ENACTS AS FOLLOWS:

1. That Bylaw 2024-06 being a Municipal Development Plan for the Town of Sundre as attached hereto is hereby adopted.
2. That Bylaw No. 08.13 and all amendments thereto is hereby repealed.
3. That this bylaw shall come into full force and effect upon the date of the Third and Final Reading.

READ A FIRST TIME this 9th day of September 2024 Motion No. 253-09-09-24;

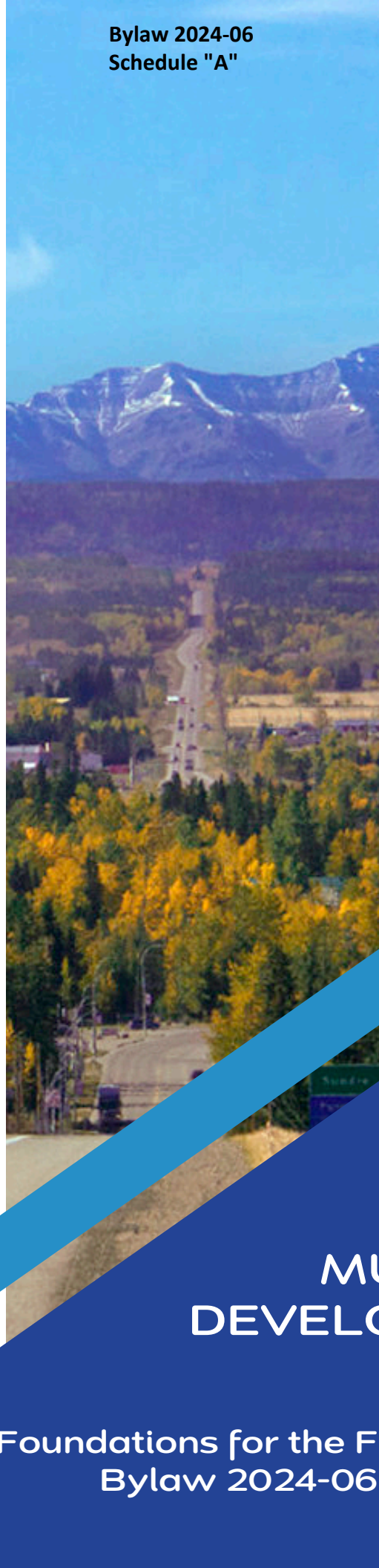
PUBLIC HEARING HELD this 7th day of October 2024;

READ A SECOND TIME this ____ day of _____ 20__ Motion No. _____

READ A THIRD AND FINAL TIME this ____ day of _____ 20__ Motion No. _____

Mayor Richard Warnock

Chief Administrative Officer, Linda Nelson



MUNICIPAL DEVELOPMENT PLAN

Foundations for the Future
Bylaw 2024-06



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A photograph of a field of tall green grass with several pink wildflowers in bloom. The flowers are in the foreground and background, some in sharp focus and others blurred. A semi-transparent text box is overlaid on the middle of the image.

Land Acknowledgement

The Town of Sundre would like to acknowledge that the Town is located on Treaty 6 and 7 territories—the traditional and ancestral territory of the Cree, Dene, Blackfoot, Saulteaux, Nakota Sioux Kainai, Piikani and Siksika as well as the Tsuut'ina Nation, Stoney Nakoda First Nations: Goodstoney First Nation, Chiniki First Nation & Bearspaw First Nation, and Otipemisiwak Métis Battle River Territory District 3. We acknowledge the many First Nations, Métis and Inuit who have lived in and cared for these lands for generations. We are grateful for the traditional Knowledge Keepers and Elders who are still with us today and those who have gone before us. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.



SECTION 1 | INTRODUCTION



1.1 Purpose

The Municipal Development Plan (MDP) for the Town of Sundre 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 MDP addresses land use, development, municipal services, facility planning, and the establishment of municipal reserve land. It also covers intermunicipal matters such as future growth areas and the coordination of transportation systems and infrastructure.

Serving as a tool for landowners and developers, the MDP offers a policy framework to guide development, land use, and infrastructure investments. It provides guidelines for the Town's planning processes, including statutory and non-statutory plans, and applications for redesignations, subdivisions, and developments.

Overall, the MDP adopts a broad, long-term perspective to provide guidance for the Town's future development, ensuring cohesive and efficient development patterns and service provision through comprehensive policies and planning tools.



1.2 Plan Development

The MDP was created in-house following best practices, based on public feedback, previous plans, and contributions from various Town departments and community agencies.

The process began in late 2022, with the development of a third-party growth analysis conducted by WSP Consultants. The growth analysis outlined the trends and contemporary context of Sundre's socioeconomic situation.

This was followed by a first phase of public consultations at various events, including SPOG Neighbour's Day, and an open house. Town departments were also engaged, along with community groups like Greenwood Neighbourhood Place, the Sundre Bike 'n Ski Club, and others.

Following the development of the draft, a second phase of public consultations was undertaken, which included an open house with a summary of the public consultation and the vision and objectives for the MDP. Online public engagement opportunities were also provided prior to the Council approval phase.

A detailed summary of the public engagement for the MDP is provided in the appendix.





1.3 Town of Sundre's Vision

The following vision statement was derived from the public consultation conducted to shape the MDP document.

'Sundre is a place where everyone can thrive, and our community's well-being is at the forefront of all our endeavors. We combine the best of nature, innovation, and community spirit to create a town that is connected, vibrant, and prepared for the future.'

The following categories are taken from Sundre Town Council's Strategic Plan drafted in 2022. The strategic plan was created to facilitate support for our business community, promoting year-round tourism, providing innovative opportunities for growth, community beautification, and enjoyable natural spaces for residents, businesses, and visitors. The MDP is structured according to these categories, which will further be defined into objectives and policies.



Community Development

Community development includes fostering tourism, recreation, year-round events, beautification projects, and support for existing businesses, while addressing growth and housing demands.



Community Wellness

Fostering a dynamic community that promotes a balanced lifestyle, embraces inclusivity and accessibility, prioritizes safety, nurtures intergenerational bonds, and celebrates cultural diversity.



Environmental Stewardship

Promoting water-smart conservation practices, safeguarding river ecosystems, cultivating a green community and ensuring the preservation of pristine waters both within and beyond our borders.



Supportive Infrastructure

Crafting a comprehensive 10-year capital plan that integrates asset management best practices, a utility master plan, regional recreation master plan, trail and connectivity enhancements (as identified in the Parks, Open Space and Trails Plan), and the development of versatile 4-season facilities to enhance community infrastructure and quality of life.



Sustainable & Responsible Governance

Implementing robust communications and engagement strategies alongside stringent financial accountability measures and proactive risk management protocols, while ensuring transparency and fostering regional collaboration for effective community development and governance.



SECTION 2 | FRAMEWORK



2.2 Enabling Legislation

The Municipal Government Act, Alberta 2000 Chapter M-26 (MGA) requires that every municipality adopt a Municipal Development Plan (MDP) to guide long-range planning and land use. The MGA also identifies the required and optional contents of an MDP.

The Town of Sundre's plans, policies, and regulations are part of a larger planning hierarchy. This hierarchy determines the order of authority of plans in the province, region, and Town. The Municipal Development Plan has been prepared to comply with all relevant provincial legislation, regulations, plans, and policies, including the Land Stewardship Act, Land Use Framework and the MGA.

Other statutory and non-statutory plans, such as Area Structure Plans, Area Redevelopment Plans, and Outline Plans must be consistent and aligned with the MDP.

2.3 Plan Alignment

As outlined within the MGA, statutory plans refer to planning documents adopted through bylaw by Town Council to provide land use planning direction. These documents can vary in scope but generally provide a policy perspective to local conditions. Statutory plans include Intermunicipal Development Plans, Municipal Development Plans, Area Structure Plans, and Area Redevelopment Plans.

2.3.1 Intermunicipal Development Plan (IDP)

The IDP is a mutually agreed upon document that is envisioned to guide future communication and collaboration between the two or more municipalities around their shared boundaries.

2.3.2 Area Structure Plans (ASP)

ASPs shall be required for development areas over 30 hectares (74 acres). ASPs shall align with the MDP and shall address those matters identified in the MGA, as well as the following:

- a. Suitability of the site for the intended use
- b. Identification of proposed land uses
- c. Density and intensity of development
- d. Potential impact on adjacent land uses
- e. Location or relocation of utilities
- f. Water and wastewater servicing
- g. Fire protection
- h. Location of proposed arterial and collector roads
- i. Linkages to existing arterial and collector road networks
- j. Internal road network and potential improvements
- k. Proposed phasing for subdivision and development
- l. Removal or demolition of buildings
- m. Compliance with the Transportation Plan, Utilities Master Plan, Parks, Open Space and Trails Plan, and any other relevant plans referenced by the Town
- n. Any other matter deemed necessary by the Development Authority

2.3.3 Area Redevelopment Plans (ARP)

At the discretion of Town Council, an ARP may be prepared for areas experiencing significant redevelopment or intensification pressures, such as Sundre's downtown area or other extensive areas. ARPs shall align with the MDP and shall address those matters identified in the MGA, as well as the following:

- a. Land Use Concept
- b. Transportation considerations
- c. Community engagement
- d. Fiscal impact assessment
- e. Servicing strategies
- f. Other matters deemed necessary by the Development Authority

2.3.4 Outline Plans

Outline Plans, although not mandated by the MGA, are implemented by Town Council in alignment with the intentions of the ASPs and the MDP. The Outline Plan process runs concurrently with the land use redesignation process and is generally prepared for all new subdivisions and greenfield developments. The areas covered by Outline Plans are guided by growth management patterns that consider infrastructure capacity, service availability, environmental stewardship, and land topography. The Town of Sundre requires an Outline Plan when the development of an area is over 10 hectares (24.7 acres) or at the discretion of the development authority and should include the following:

- a. Suitability of the site for the intended uses
- b. Identification of proposed land uses
- c. Linkages to existing arterial and collector road networks
- d. Internal road network and any potential improvements
- e. Proposed phasing for subdivision and development
- f. Prepared in accordance with Plans referenced by the Town and this MDP
- g. Any other matter deemed necessary by the Development Authority

2.3.5 Land Use Redesignation

Land use designation can occur separately or simultaneously with the Outline Plan process. During this phase, land uses for individual parcels are designated in accordance with overarching policy documents, such as the MDP, ASPs, and ARPs.

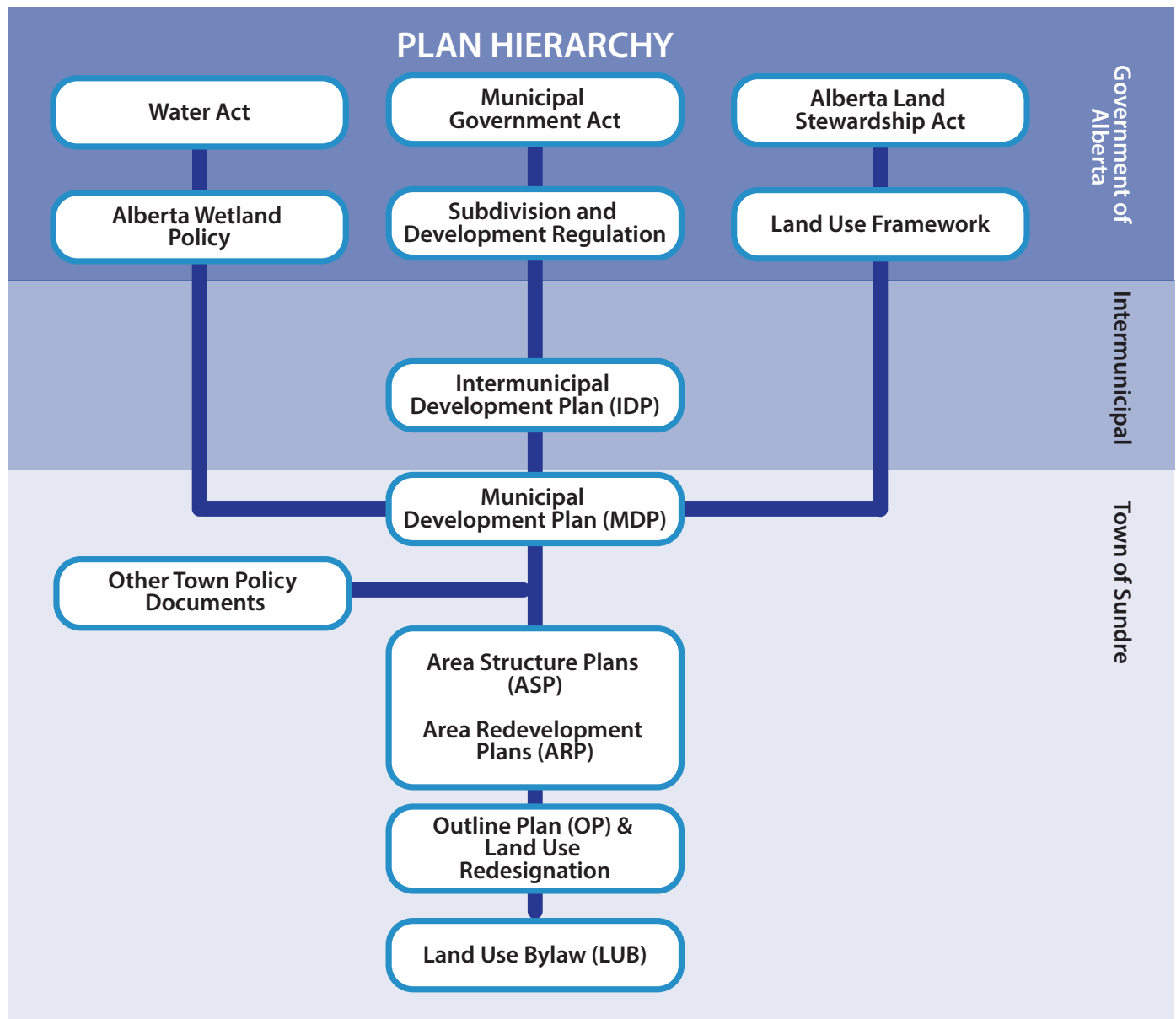
2.4 Plan Interpretation

This document including the policies, tables, and figures constitute the MDP for the Town of Sundre. Graphics and appendices are provided for information purposes only and are not legally part of the plan unless otherwise stated. Revisions to graphics, descriptions, and appendices may be undertaken without the need for a plan amendment.

2.4.1 Where a policy is accompanied by a descriptive section, the descriptive section is provided as information to enhance the understanding of the policy. Therefore, the policy should take precedence if an inconsistency of interpretation arises between the descriptive section and a policy.

2.4.2 Policy statements using “shall” or “will” are considered mandatory.

2.4.3 Policy statements using “should” or “may” indicates a preferred outcome or course of action but one that is not mandatory.

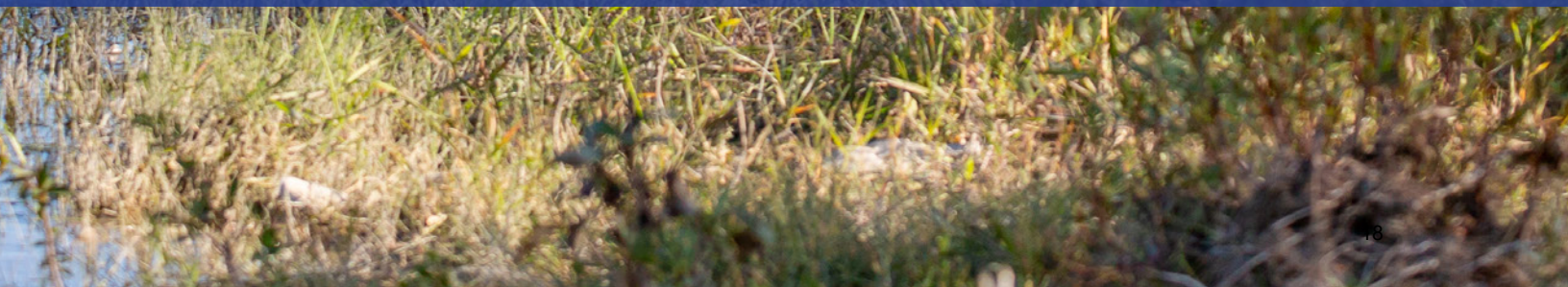


2.5 Map Interpretation

Unless specifically stated in the MDP, the delineations or positions of symbols or regions depicted on a map should be considered approximate and interpreted as such. They are meant to provide general indications rather than precise coordinates, except when they align with easily identifiable physical landmarks or established boundaries such as property lines, roads, and utility rights-of-ways.



SECTION 3 | COMMUNITY CONTEXT

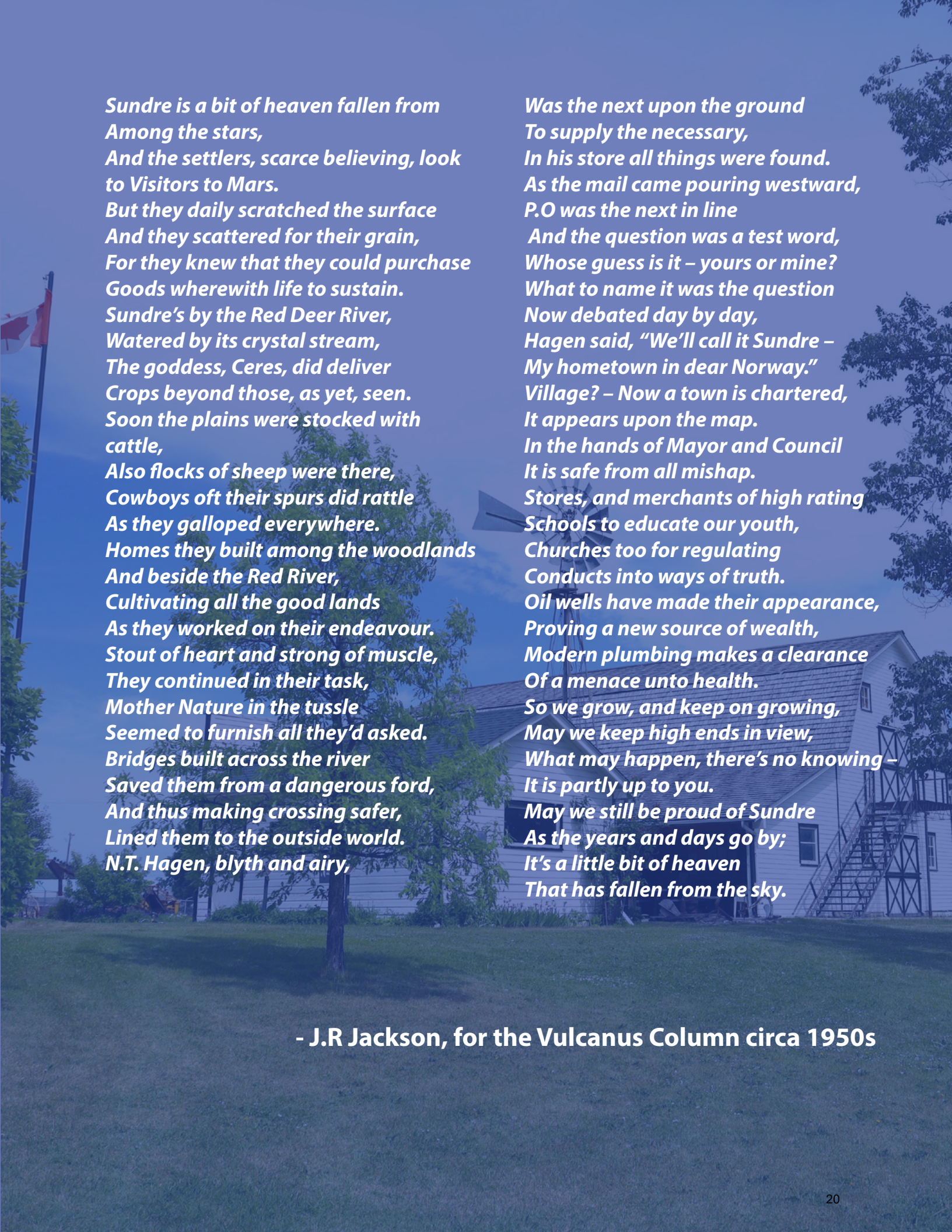




3.1 History

The name Sundre originates from Søndre, Norway, meaning “south” in Norwegian, the original home of Nels T. Hagen, who was one of the first settlers and postmaster of Sundre. The Post Office was founded on December 15, 1909, and it was at that moment that the name Sundre was officially adopted. Sundre continued as a settlement until 1950, when it was formally recognized as a village. Sundre attained Town status in 1956.

The Town and its periphery have historically been a centre of commerce serving multiple industries. The mid-1950s oil boom was pivotal for Sundre’s future stability. While agriculture and lumber industries had significantly helped the district endure challenging periods, it was the development of oil and gas that introduced the potential for sustained prosperity and growth to the area. The public sector (via municipal government, the hospital, schools, and the presence of provincial offices) played major roles as well.



*Sundre is a bit of heaven fallen from
Among the stars,
And the settlers, scarce believing, look
to Visitors to Mars.
But they daily scratched the surface
And they scattered for their grain,
For they knew that they could purchase
Goods wherewith life to sustain.
Sundre's by the Red Deer River,
Watered by its crystal stream,
The goddess, Ceres, did deliver
Crops beyond those, as yet, seen.
Soon the plains were stocked with
cattle,
Also flocks of sheep were there,
Cowboys oft their spurs did rattle
As they galloped everywhere.
Homes they built among the woodlands
And beside the Red River,
Cultivating all the good lands
As they worked on their endeavour.
Stout of heart and strong of muscle,
They continued in their task,
Mother Nature in the tussle
Seemed to furnish all they'd asked.
Bridges built across the river
Saved them from a dangerous ford,
And thus making crossing safer,
Lined them to the outside world.
N.T. Hagen, blyth and airy,*

*Was the next upon the ground
To supply the necessary,
In his store all things were found.
As the mail came pouring westward,
P.O was the next in line
And the question was a test word,
Whose guess is it – yours or mine?
What to name it was the question
Now debated day by day,
Hagen said, "We'll call it Sundre –
My hometown in dear Norway."
Village? – Now a town is chartered,
It appears upon the map.
In the hands of Mayor and Council
It is safe from all mishap.
Stores, and merchants of high rating
Schools to educate our youth,
Churches too for regulating
Conducts into ways of truth.
Oil wells have made their appearance,
Proving a new source of wealth,
Modern plumbing makes a clearance
Of a menace unto health.
So we grow, and keep on growing,
May we keep high ends in view,
What may happen, there's no knowing –
It is partly up to you.
May we still be proud of Sundre
As the years and days go by;
It's a little bit of heaven
That has fallen from the sky.*

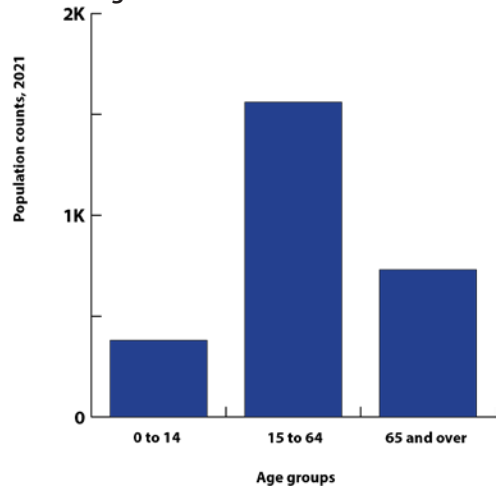
- J.R Jackson, for the Vulcanus Column circa 1950s

3.2 Location

The Town of Sundre is located at the heart of central Alberta, in the foothills of the eastern slopes of the Rocky Mountains, along the banks of the Red Deer River. The Town borders Mountain View County and is situated 40 km west of Olds, roughly 100 km southwest of Red Deer and 93 km northwest of the City of Calgary’s boundary.

3.3 Demographics

Figure 1: Sundre Age Distribution



In 2021, 380 children aged 0 to 14 represented 14.2% of the total population; 1560 persons of the working age population aged 15 to 64 representing 58.4% of the population; and 730 persons aged 65 and over representing 27.3% of the total population.

This demographic profile suggests a community characterized by a blend of established families and retirees, indicative of a diverse and a multi-generational population. This demographic makeup not only highlights the town’s appeal as a desirable place for families to settle down but also underscores its attractiveness as a retirement destination.

3.4 Occupational Landscape

The labor participation in Sundre reflects a community where a significant portion of the population is actively engaged in the workforce, contributing to the local economy and sustaining community development initiatives.

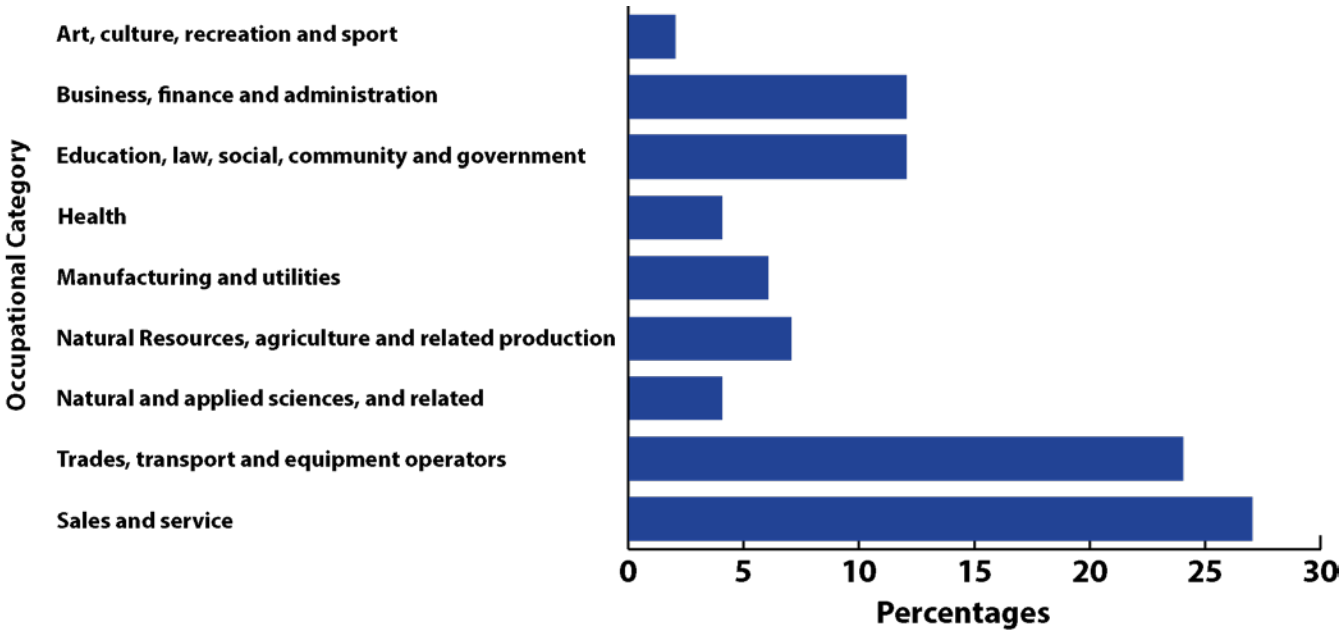
Figure 2: Population age 15 years and over by labour force and age groups, 2021

Labour force Status	Total	15-24	25-64	65 and over
Total Population 15 years and older	2,260	380	1,275	605
In the labour force	1,350	255	990	100
Employed	1,195	225	880	90
Unemployed	160	25	115	15
Not in the labour force	910	120	280	505
Participation rate (%)	59.7	67.1	77.6	16.5
Unemployment rate (%)	11.8	9.8	11.6	14.3

As per Figure 3, the occupational landscape reflects a diverse workforce, with sales and service occupations comprising the largest portion at 27.6%, suggesting a focus on retail and customer service sectors to meet the needs of both residents and visitors.

Trades, transport and equipment operators and other related occupations follow closely behind at 24.7%, indicating a community with a reliance on skilled labor, possibly influenced by local industries or infrastructure projects.

Figure 3: Distribution of the employed labour force aged 15 years and over by occupational categories, 2021





SECTION 4 | GROWTH ASSESSMENT

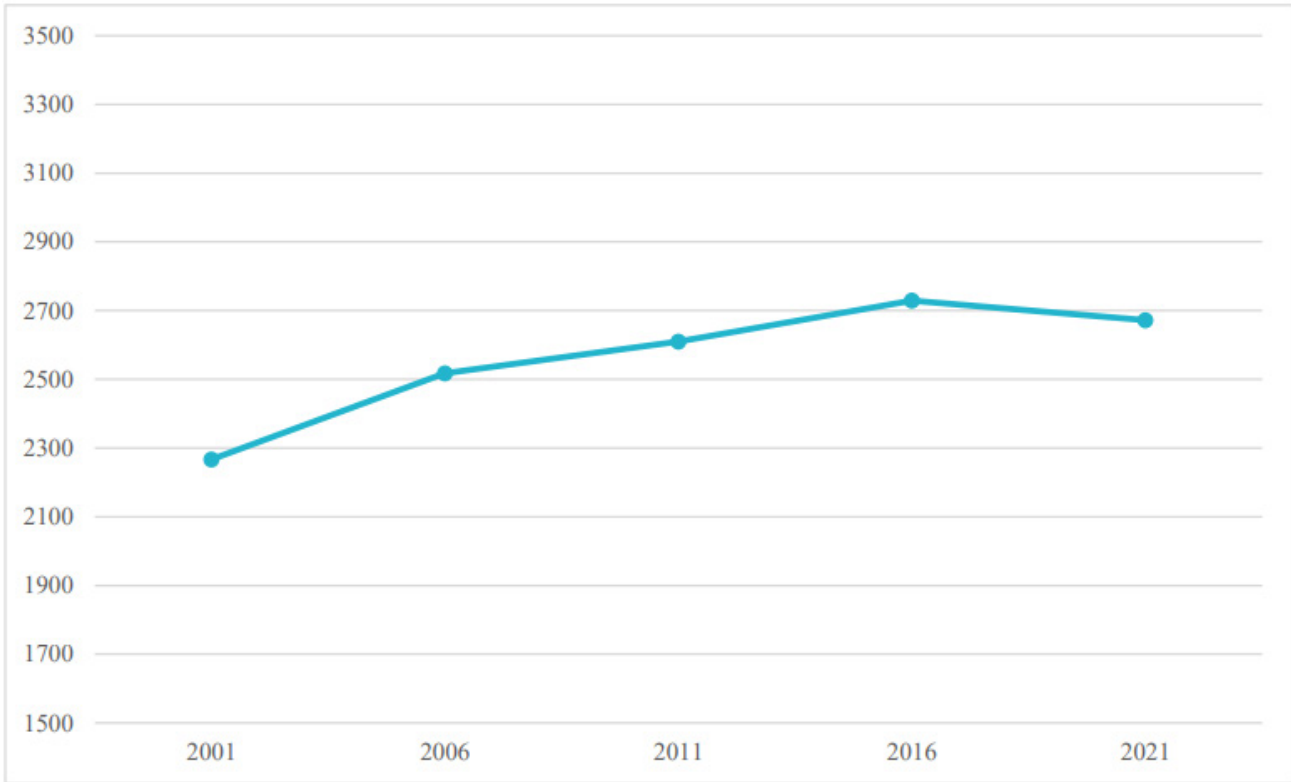
4.1 Growth Analysis

A Growth Analysis was completed by WSP Canada Inc., a planning consulting firm, to support the MDP, by providing a comprehensive overview of the town’s population growth and occupancy trends. By examining current demographic patterns and projecting future changes, the analysis provides critical insights that will inform strategic planning and policy adjustments necessary for the town’s continued development and sustainability.

4.2 Current Population

In the last twenty years, Sundre has experienced slow, but steady population growth, from a population of 2,267 in 2001 to a current population of 2,672, as illustrated in Figure 1.

Figure 4: Population of Sundre, 2001 - 2021



4.3 Population Projections

The Province of Alberta has published population growth rate projections categorized as low, medium, and high, derived from the province’s historical growth patterns, including natural increase, migration, and international migration. Beyond these overall projections, the province has detailed and assigned specific growth rates to its various ‘census divisions.’ These categories reflect population growth projections tailored to each ‘census division,’ considering distinct regional factors such as differences in fertility, mortality, migration assumptions, and economic influences like job creation and industry development.

According to Figure 5, six growth ‘categories’ have been assigned to the various ‘census divisions’ in the southern half of Alberta. The corridor between Edmonton and Calgary, which includes Red Deer, is projected to see a population growth rate of 1.4% to 1.61% annually from 2020 to 2046. Meanwhile, the Rocky Mountain House growth region, which includes Sundre, is expected to experience a 0.36% annual growth rate over the same period.

Figure 5 - Average Annual Population Growth Projection, Medium Growth Scenario

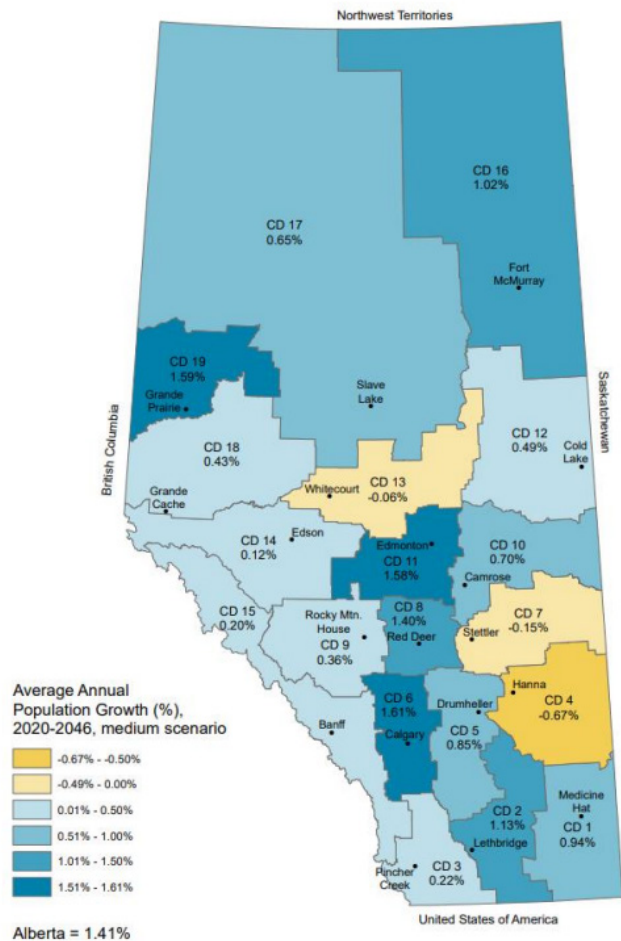


Figure 5 presents growth estimates for Sundre by 2050. Using the Province’s projected medium growth rate per year from 2020 to 2046, as detailed in the Government of Alberta’s Population Projections: Methodology and Assumptions Report (2022), Sundre’s population is projected to grow from 2,672 in 2021 to 4,065 by 2050. This represents an increase of 1,393 people to the Town of Sundre over a twenty-five-year period.

Figure 6: Sundre Population Increase to 2050

	Based on AB Provincial Growth Rate
Sundre 2050 Population Estimate	4,065
Increase in Population from 2021 (2,672)	1,393

4.4 Land Needs Assessment

Based on the examination of current vacancy rates of rental residential units and non-residential vacancies, more residential dwellings and non-residential spaces will be required within the Town to accommodate 1,393 additional people.

Figure 7 shows the proposed population and commercial and industrial land projections for each adopted ASP, at build out.

Figure 7: Estimated population based on Sundre's Area Structure Plans

Plan Name	Population	Allocated Commercial/Industrial Lands
Eagle Ridge ASP – predominantly residential with a small portion of commercial	1400-2245	1.48 ha (3.66 ac)
Bearberry Creek ASP – low density residential with commercial	1254	12.14 ha (30.00 ac)
Southwest Industrial ASP - Industrial	n/a	18.66 ha (46.10 ac)
Total	2654 – 3499 people	32.28 ha (79.76 ac)

Residential

As per Statistics Canada, the average household size in Sundre is 2.1 people/household. Therefore, to accommodate a 25-year population growth, approximately 620 dwelling units will need to be constructed, with the assumption that a portion of the population will inhabit existing dwelling units within the Town. Through the buildout of the adopted plans, there will be more than enough residential development in the town to accommodate a population increase.

Commercial

Figure 5 shows the amount of commercial land needed to support Sundre's population growth based on the shopping centre space per capita need in North America in conjunction with Sundre's 2050 projected population increase of 1,393 people.

Figure 8: Commercial Land Needs Estimate for Sundre's Population Growth

Population Increase Estimate	1,393
Shopping Floor Area (sqm)	19,549
Building Coverage	30%
Land Needs	7.52 ha (18.82 ac)

Based on population projections for Sundre, the Town's allocation of future commercial land will be sufficient to support the estimated population growth over the next twenty-five years. Sundre is projected to need 7.62 hectares of commercial land, while the land-use plans include a total of 13.62 hectares of commercial land as per Figure 4, exceeding the projected requirements.

However, this calculation does not consider the population increase Sundre experiences during the summer months due to tourism. Sundre features a vibrant summer tourism sector, with over 2,000 campsites (and growing) within a roughly 10-minute drive from the town. Travel Alberta designates the Sundre area as a key destination development zone, aiming for Sundre to become a year-round tourist destination.

Another factor to consider is the growing population in Clearwater County and Mountain View County. As a subregional service centre, Sundre serves a population that extends beyond its own residents.

The requirement for additional commercial land in Sundre should not solely be determined by the population projections of its permanent residents. It is crucial to also account for the seasonal influx of tourists and the increasing number of residents in the surrounding counties. These factors significantly contribute to the demand for commercial spaces and services, making it essential to adopt a more comprehensive approach to land-use planning to accommodate the broader community and economic activities.

Industrial

It is recommended that both current and future employment centres, including industrial lands such as the adopted Southwest Industrial ASP as noted in Figure 7, be encouraged and promoted to support local economic development.

Institutional

A review of Sundre's educational and community institutions is needed to assess the development or upgrading of facilities to accommodate population growth. This includes collaborating with the school board early to review growth projections at the Area Structure Plan and Outline Plan stages, addressing future school needs. Additionally, the review should consider facilities for child-friendly programming, indoor and outdoor recreation, and other amenities.

Infrastructure

A review of Sundre's infrastructure facilities is necessary to determine if infrastructure upgrades are required to accommodate and support the town's future population growth, including water and wastewater treatment, and other essential services.

4.5 MDP Considerations

From the Growth Assessment conducted for the Town by WSP Canada Inc., the following are some considerations for policy development of the Town's MDP:

- The Town of Sundre has an adequate supply of land currently planned and allocated for future residential and commercial development to support its projected population growth.
- Based on population projections, the Town does not need to allocate any additional lands for future residential development or future commercial development for the next 25 years and should focus on the development and build-out of the lands that have been designated for future development through existing, adopted, land-use plans.
- To increase the population of the Town, desirable employment opportunities will need to be available to attract, support, and sustain Sundre's population growth as estimated.

- To attract a varied demographic, including young families, the Town should invest in both existing and future infrastructure and facilities. Key areas of focus should include commercial centre, parks, playgrounds, sports fields, active transportation options, and enhancing connectivity throughout the town.
- To accommodate both permanent residents and seasonal tourists, additional commercial lands will be necessary. It is crucial that future land-use plans for Sundre include a sufficient allocation of commercial land to meet these needs.



SECTION 5 | COMMUNITY DEVELOPMENT



5.1 Growth Management

Overview

The Town of Sundre considers managing growth and development as one of its foremost responsibilities. Growth management involves accommodating community growth while guiding the scale, location, and pattern of new developments. It serves as a tool to ensure that development aligns with the community's vision statement, thereby turning that vision into reality.

Thus far, the Town of Sundre has effectively catered to the needs of its residents and visitors. However, spurred by the expansion of the Alberta economy, Sundre faces the pressing challenge of keeping pace with the demands typical of a growing town.

Objectives

- Oversee growth and development in a manner that is environmentally, socially, and fiscally responsible and sustainable, thereby benefiting both current and future residents of the community.
- Preserve Sundre's small town character while balancing growth pressures.

Policies

- 5.1.1** All new development shall be directed to the areas identified in Map 2.
- 5.1.2** Area Structure Plans (ASP) shall be required for development areas over 30 hectares (74 acres).
- 5.1.3** ASPs and ARPs shall be prepared in accordance with the requirements of the Municipal Government Act, the policies of this MDP and any other matter deemed necessary by the Development Authority.
- 5.1.4** New development should be contiguous to the existing built area and maintain a competitive supply of developable land within the Town boundaries while protecting the surrounding farmland from the negative pressures associated with urban sprawl.

- 5.1.5** The costs associated with servicing new developments shall be covered by the Developer in line with policies and bylaws approved by Council and in accordance with the Municipal Government Act.
- 5.1.6** The Town should encourage infill development to take advantage of existing municipal infrastructure.
- 5.1.7** The development authority shall refer to the MGA and Subdivision and Development Regulation when considering proposals for land use designations, subdivision, or development permits.
- 5.1.8** When reviewing proposals for changes in land use designation, subdivisions, or development permits, the development authority must consider the following aspects, where applicable:
- a. The nature and extent of the proposed use
 - b. The appropriateness of the site for the intended use
 - c. Compliance with relevant statutory plans and the Land Use Bylaw
 - d. Site design considerations, including natural features such as topography, trees, landscapes, wetlands, and steep slopes
 - e. Compatibility with surrounding current and future land uses
 - f. Proposed access points, intersection treatments, and impacts on the road network
 - g. Availability of municipal infrastructure
 - h. Provision of open space and public access areas
 - i. Suitability of parcel sizes for the proposed use
 - j. Design aesthetics and appearance of the proposed development
 - k. Assessment of the development's necessity and its potential community benefits
 - l. Any other pertinent factors as determined by the Development Authority.
- 5.1.9** To support compliance with Canada Energy Regulator requirements, when a planning, policy, land use / zoning, subdivision or development application is received that involves land within up to 400 metres of an oil or gas pipeline right-of-way, the Town shall refer the matter to the pipeline operator for review and input prior to approval.



5.2 Residential Development

Overview

The Town of Sundre aims to support diverse lifestyles, demographics, and income levels to create an inclusive environment where residents from diverse backgrounds can thrive. This involves designing neighborhoods and amenities that cater to a range of needs and preferences, such as providing housing options suitable for families, individuals, and seniors. By prioritizing inclusivity in urban planning and development, communities can promote social cohesion and guarantee that housing requirements are fulfilled for all individuals.

Objectives

- Promote a mix of housing types and forms to meet a variety of lifestyles, market preferences, and income levels, while ensuring a high standard of residential development and neighbourhood design.
- Encourage re-investment and infill in older neighbourhoods.

Policies

- 5.2.1** The Town should consult with local social agencies to address changes to the housing market and encourage housing forms that respond to emerging housing needs.
- 5.2.2** The Town of Sundre should encourage the development of innovative and alternative housing forms which broaden the range of housing choices.
- 5.2.3** The Town will promote and collaborate with developers to streamline the construction of new housing developments that prioritize affordability or employ innovative and alternative designs.
- 5.2.4** The Town shall encourage the development of a variety of housing options tailored for seniors and multiple generations, fostering the ability to age in place located near services, and amenities.

- 5.2.5** Manufactured homes may be contemplated within existing comprehensively designed manufactured home subdivisions or parks, provided they are compatible with the overall design and character of surrounding residential uses, at the discretion of the development authority.
- 5.2.6** Manufactured homes may be contemplated as replacement for units within existing manufactured subdivisions as permitted by the land use bylaw.
- 5.2.7** Existing manufactured home subdivisions should be encouraged to be redeveloped to support fixed dwelling options as per the requirements of the land use bylaw.
- 5.2.8** Proposals for recreation/resort residential developments shall be considered if development is in a location where all necessary services and amenities can be readily provided, and that the design of the project ensures protection of environmentally sensitive areas.
- 5.2.9** Secondary use will be, such as, but not limited to home occupations and day care facilities of a dwelling unit where the commercial use is compatible with the residential use.
- 5.2.10** Long-term rental accommodation should be encouraged in all residential neighbourhoods, including allowing for accessory suites as per the requirement of the Land Use Bylaw.



5.3 Commercial Development

Overview

The Town of Sundre aims to cultivate vibrant commercial developments which cater to the needs of residents, neighboring communities, and tourists alike. This entails creating spaces that serve as centres for commerce and contribute to the overall aesthetic appeal and cultural identity of the area. A dynamic commercial development can serve as focal points for social interaction and community engagement, further bolstering the sense of belonging and pride among residents and attracting visitors from far and wide.

Objectives

- Support the retention and expansion of existing local businesses, while attracting new commercial opportunities.
- Encourage vibrant commercial developments that service the needs of Sundre’s residents, our rural neighbours, and the travelling public.

Policies

- 5.3.1** All commercial development shall be required to:
- a. provide high-quality external finishes that enhance or complements the visual appeal of surrounding developments.
 - b. provide high-quality landscaping and visually appealing site design.
 - c. implement controlled vehicle access from highways and collector roads.
 - d. offer sufficient on-site parking facilities.
 - e. establish safe on-site vehicular and pedestrian movement, incorporating linkages to the open space system where feasible.
 - f. implement adequate buffering between commercial development and surrounding residential areas to mitigate incompatible uses, minimize potential noise, traffic, light, and visual impacts.
- 5.3.2** The Town shall support the development of neighborhood commercial sites to serve the needs of residents within residential areas.
- 5.3.3** Commercial developments must ensure that onsite vehicular, bicycle, and pedestrian movement is both safe and convenient.



5.4 Industrial Development

Overview

The Town of Sundre aims to maintain continuity in its industrial sectors by leveraging existing facilities and introducing new ventures. This approach ensures compatibility with surrounding areas and focuses on achieving a balanced economic landscape. By identifying and developing new industrial areas, Sundre seeks to contribute to a diverse and robust employment base.

Objectives

- Encourage existing industries to maintain and expand their operations.
- Encourage new industrial development to appropriate locations that are compatible with adjacent uses.

Policies

- 5.4.1** Adequate separation distances shall be at least 50.0 metres between industrial and non-industrial uses and are maintained to act as a buffer and transitional area to minimize conflict between uses.
- 5.4.2** The Town shall ensure industrial land uses are compatible with adjacent land uses while providing sufficient space for industrial growth.
- 5.4.3** Industrial development proposals shall address environmental impacts related to drainage, sewage discharge, airborne emissions, noise pollution, and any other pertinent environmental issues.
- 5.4.4** Lighting for industrial uses should follow 'Dark Sky' principles.



5.5 Urban Form and Character

Overview

Buildings shape the character of a place through their design and purpose; their connection to the nearby public spaces and the overall environment is key. Great places usually feature buildings and uses that complement each other, bringing life to the streets and open areas.

Objectives

- Create an attractive, safe, functional, and stimulating built environment that complements Sundre's natural setting and provides residents and visitors with a strong sense of community.
- Promote attractive and efficient developments that are pedestrian friendly and contribute to the overall quality of life in Sundre.

Policies

- 5.5.1** The Town will promote a compact and efficient urban form by facilitating infill development in existing residential, commercial, and industrial areas, and increasing the overall density of the Town.
- 5.5.2** Mixed use development is encouraged in locations that may include retail and office uses, higher density housing, schools, institutional uses, and other community facilities to minimize the need for new infrastructure.
- 5.5.3** The Town will promote the integration of public art, architecture, and urban design inspired by Sundre's natural surroundings and history.
- 5.5.4** Universal and barrier-free design principles shall be integrated into the planning and design of all public development projects.
- 5.5.5** Buildings and public spaces should be centrally located within neighborhood centres to enhance community gathering places.

- 5.5.6** Development should incorporate sustainable design principles, such as energy-efficient features into their projects to minimize environmental impact and enhance the overall quality of the built environment.
- 5.5.7** The Town should continue to develop wayfinding systems and signage programs that guide residents and visitors to key destinations, attractions, and amenities within Sundre while enhancing the overall legibility and navigation of the built environment.



5.6 Downtown

Overview

Downtown Sundre serves as the Town's focal point; it is the heart of the community. The Town will continue to foster growth and development to cultivate a lively mixed-use centre that is appealing for shopping, working, visiting, residing, leisure, exploration, events, festivals, and cultural activities.

Objectives

- Improve the quality and aesthetics of development along the Highway 27 corridor.
- Enhance the pedestrian environment and public spaces, including sidewalks and civic areas, addressing concerns such as connectivity, safety, accessibility, and overall comfort in the Downtown area.

Policies

- 5.6.1** The Town shall create an Area Redevelopment Plan aimed at revitalizing the downtown area, in consultation with property owners in the area.
- 5.6.2** Opportunities for infill and intensification within the downtown area to foster a mixed-use, compact urban layout should be encouraged.
- 5.6.3** Downtown storefronts should incorporate landscaping, green buffers, and pedestrian-friendly elements into site design to soften the visual impact of development and create a more inviting streetscape.
- 5.6.4** The Town should support exploration events, festivals, and other cultural activities within the Downtown area.
- 5.6.5** Efforts that support patronage at local businesses in the Downtown Area should be encouraged, through a combination of pedestrian friendliness, parking accessibility, and attractiveness of the built environment.



5.7 Economic Development

Overview

Town of Sundre economic development involves the multifaceted work completed to create an environment conducive to investment within a given geographic area, with the goal of improving the standard of living of residents and wealth of the community.

Objectives

- Create an environment to attract year-round residents.
- Promote an environment conducive to attracting entrepreneurial ventures, while maintaining and growing existing businesses.
- Support economic diversification.

Policies

- 5.7.1** The Town should support local amenities and services that cater to the needs and preferences of year-round residents, such as schools, healthcare facilities, recreational opportunities, and cultural amenities, to create a vibrant and inclusive community.
- 5.7.2** The Town should support educational institutions and workforce development organizations to identify workforce needs.
- 5.7.3** The Town should collaborate with the public, non-profit organizations, and the private sector to explore avenues for diversifying both the local and regional economy.
- 5.7.4** The Town shall encourage economic development initiatives that result in a higher non-residential to residential assessment ratio.

- 5.7.5** Continue to offer a business-friendly environment by streamlining regulatory processes and reducing bureaucratic barriers..
- 5.7.6** The Town should continue to encourage technology and infrastructure improvements to support the growth of entrepreneurial ventures and support investment into the community.
- .



5.8 Tourism

Overview

Sundre is a captivating destination that seamlessly blends tranquility with adventure. Surrounded by rolling hills and lush forests, Sundre invites visitors to discover its picturesque landscapes and natural charm, offering a variety of outdoor activities year-round, such as hiking, biking, camping, and fishing along the Red Deer River. Accordingly, tourism has been identified as a key economic driver in the community of Sundre and area.

Objectives

- Maximize year-round opportunities for residents and visitors while fostering partnerships with local businesses, tour operators, and tourism agencies.
- Promote Sundre as a unique destination featuring cultural activities, events, and festivals.
- Maximize on Sundre's unique blend of western culture, indigenous heritage, proximity to the eastern slopes of the Rocky Mountains, and nature-based adventure activities.
- Further promote Sundre as a service centre for the travelling public to the West Country.

Policies

- 5.8.1** The Town should partner with local businesses and tourism operators.
- 5.8.2** All forms of tourism including but not limited to business/conference, recreational and leisure, festivals, events, and sport/tournaments should be encouraged.
- 5.8.3** The Town should invest in tourism infrastructure and amenities to enhance the visitor experience and promote Sundre as a premier destination for outdoor adventure, cultural exploration, and nature-based tourism activities.

- 5.8.4** The Town should collaborate with neighboring communities, attractions, and natural areas to develop regional tourism initiatives and promote cross-promotion of attractions and events and experiences, leveraging the collective strengths and assets of the region to attract visitors and extend their stay in Sundre.
- 5.8.5** The Town shall support and collaborate with indigenous communities and entrepreneurs to deliver authentic experiences.
- 5.8.6** The Town should continue to collaborate with provincial tourism associations, media, and other online platforms to promote Sundre's cultural offerings and position the Town and surrounding areas as a must-visit destination for cultural and outdoor enthusiasts seeking authentic and immersive experiences.
- 5.8.7** The Town should encourage and develop interpretive trails, heritage sites, and cultural landmarks that celebrate Sundre's western culture, indigenous heritage, and natural beauty, providing educational and recreational opportunities for residents and visitors to connect with the community's identity and history.
- 5.8.8** The Town should encourage local guides, outfitters, and adventure companies to offer guided tours, workshops, and experiential activities that showcase Sundre's outdoor recreation opportunities and introduce visitors to the unique landscapes of the region.
- 5.8.9** The Town should encourage services and facilities, such as accommodations, dining options, fuel stations, and recreational vehicle parks, to meet the needs of travelers passing through or staying in Sundre.



5.9 History and Culture

Overview

Sundre cherishes its rich heritage through various cultural venues and events. These attractions not only enrich the local community but also contribute to Sundre's growing tourism industry. By celebrating its history, embracing its natural wonders, and offering engaging experiences for visitors, Sundre embodies the spirit of its early settlers and continues to thrive as a cherished destination.

Objectives

- Promote cultural and historical preservation
- Encourage the growth of heritage sites as destination areas to promote the cultural history of the Town.

Policies

- 5.9.1** The Town should encourage heritage tourism initiatives that highlight Sundre's rich history and architectural heritage through guided tours, interpretive exhibits, and cultural events that engage residents and visitors alike.
- 5.9.2** The Town should encourage the development of heritage trails, tours, and experiences that highlight the town's diverse history, architecture, stories, and traditions.
- 5.9.3** The Town should foster partnerships with businesses, hospitality providers, and tour operators to develop heritage-themed events, and programming that attract visitors, extend their stay, and generate economic benefits for the local community.



5.10 Institutional and Public Uses

Overview

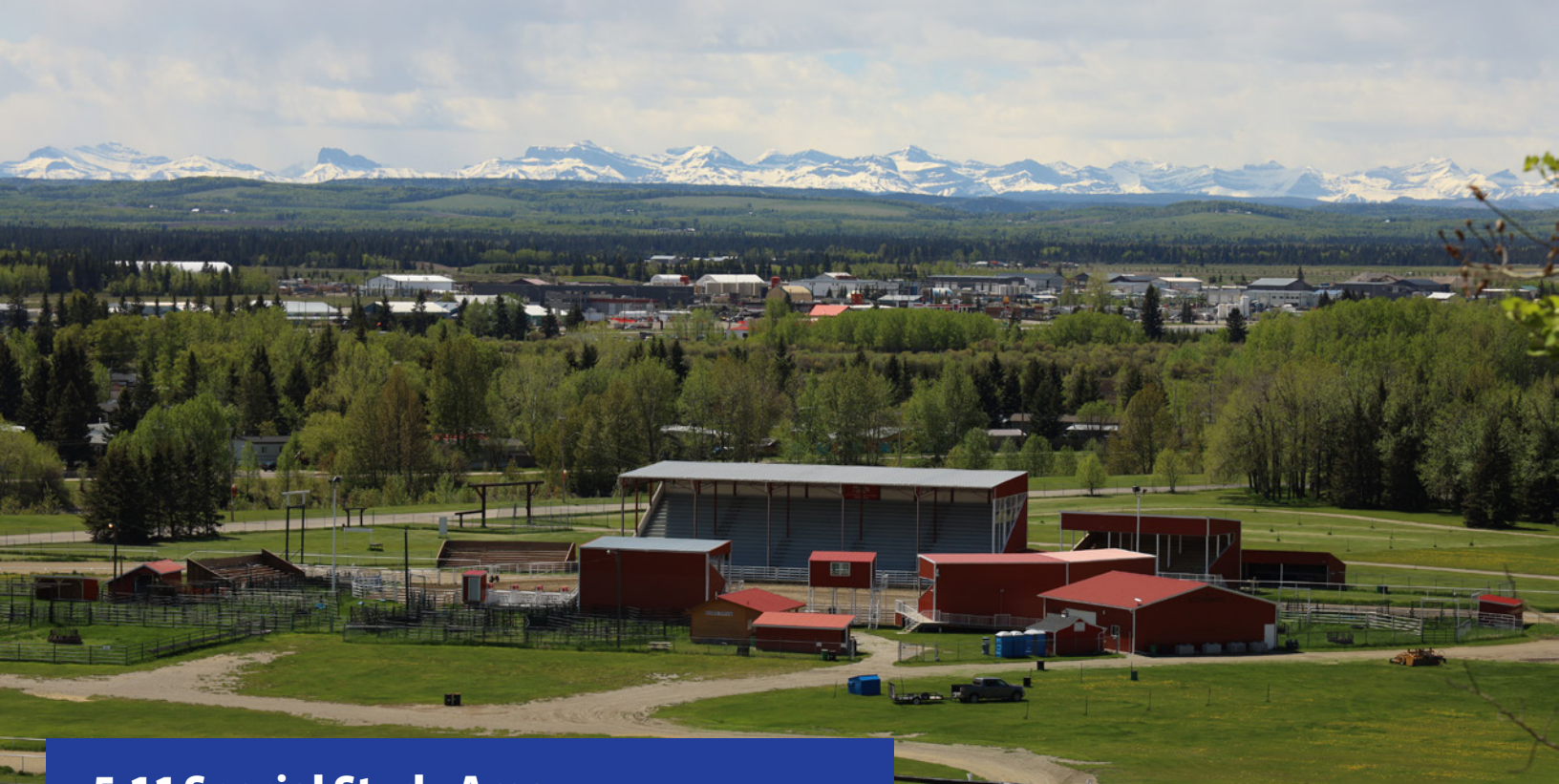
Institutional land use districts are intended to accommodate uses such as hospitals, schools, governmental facilities and not-for-profit organizations which provide services to the community.

Objectives

- Promote a secure, well-being-oriented, and diverse community by offering a range of public amenities, institutional support, and community services.
- Ensure public buildings are strategically positioned throughout Town and are conveniently within reach of residential neighborhoods.

Policies

- 5.10.1** The Town shall work with the province, its agencies, and other stakeholders to develop a new hospital within the Town of Sundre.
- 5.10.2** The Town shall collaborate with school boards in the planning and location of school sites and joint-use sites.
- 5.10.3** Any proposed institutional development shall be compatible with neighbouring land uses and be supported by Town services and infrastructure.



5.11 Special Study Area

Overview

The identification of a Special Study Area provides special policies around use flexibility that will support community development for this area.

Objectives

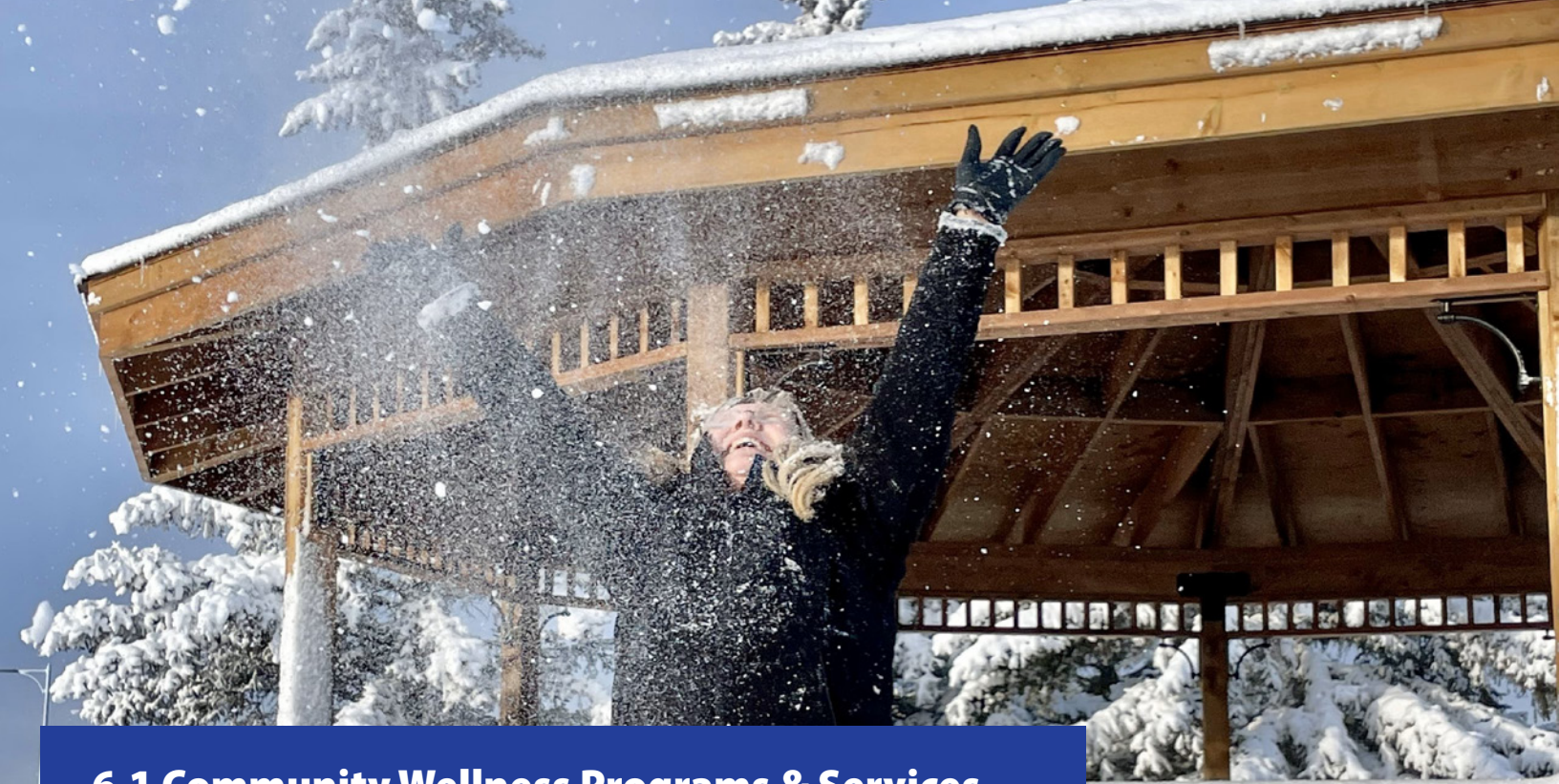
- Ensure infrastructure, utilities, and transportation networks are available to support the development of the Special Study Areas.

Policies

- 5.11.1** The Special Study Areas will be implemented through further subdivision and land use bylaw consideration with the possible use of a Direct Control land use designation.
- 5.11.2** The Town shall work with the Rodeo and Race Association to discuss the optimal use of the existing rodeo grounds. The property will be identified as a special study area and if relocation of the grounds is contemplated, the rodeo site may have potential for institutional or recreational development.



SECTION 6 | COMMUNITY WELLNESS



6.1 Community Wellness Programs & Services

Overview

Sundre provides a wide array of wellness support services aimed at cultivating a safe, healthy, and inclusive environment. A thriving community nurtures the well-being of all its residents, fostering a collective sense of community welfare. Through an interconnected network of social services, Sundre addresses the fundamental needs of its residents while identifying any gaps in service provision.

Objectives

- Enhance the quality of life for Sundre residents and the surrounding area by providing diverse community, recreation, cultural services, and facilities.
- Ensure residents have access to a cohesive and integrated network of social services that addresses the comprehensive needs of the community.
- Support community engagement and volunteerism in recreational initiatives.

Policies

- 6.1.1** Facilities and programs provided by the Government of Alberta and non-governmental organizations should be encouraged.
- 6.1.2** The Town shall work with public and private providers of health and social services to meet community needs.
- 6.1.3** Planning documents should accommodate the development of facilities for social services, religious activities, and health services within the community.
- 6.1.4** Volunteerism should be encouraged to support recreational programs, events, and facilities, providing opportunities for residents to contribute their time, skills, and talents to the community.



6.2 Emergency and Protective Services

Overview

The Town of Sundre's emergency and protective services includes a fire department, a Community Peace Officer and municipal bylaw enforcement. The Town is also supported by ambulance services, the Royal Canadian Mounted Police (RCMP), and a volunteer Search and Rescue team. These services combined strive to make Sundre a safe, secure, and healthy community to live, work, and visit.

Objectives

- Maintain effective police, fire, ambulance, and disaster services that align with community needs.
- Continue to collaborate with RCMP, Ambulance Services and Regional Emergency Management
- Maintain effective Community policing, Fire Services and emergency services that align with community needs.

Policies

- 6.2.1** The Town shall maintain the provision of community policing, fire, and emergency services that are appropriate and meet the needs of the community.
- 6.2.2** The Town shall consider and locate appropriate emergency services and facilities in future developments through Area Structure Plans and Area Redevelopment Plans.
- 6.2.3** The Town will collaborate with the RCMP to assess future law enforcement needs considering projected growth and potential changes in provincial policing.
- 6.2.4** The Town shall ensure safe and efficient emergency service access to neighborhoods by creating well-connected street networks and integrating emergency vehicle accessibility into street design considerations.

- 6.2.5** Crime Prevention Through Environmental Design (CPTED) principles in the design of new developments is encouraged.
- 6.2.6** New Developments shall incorporate Fire-Smart principles in subdivision design, including a buffer area around homes and structures through the clearing of vegetation and flammable materials.
- 6.2.7** Emergency response protocols to coordinate mitigation efforts, evacuation procedures, and emergency services during disaster events should be implemented.



SECTION 7 | ENVIRONMENTAL STEWARDSHIP





7.1 Environmental Management

Overview

Riparian zones and wetlands play a crucial role in mitigating floods and erosion, safeguarding water quality, enhancing the scenic landscape, and supporting wildlife habitats. To uphold the well-being of these critical ecosystems, the Town will enact measures to restrict development that could harm riparian areas and wetlands. Collaborating with the Province, the Town will oversee the management of these areas and undertake initiatives to educate private landowners about their importance. Additionally, there may be opportunities for passive recreational activities and park development in certain instances.

Objectives

- Conserve natural spaces and establish appealing, pristine, and environmentally conscious built environments.
- Encourage the application of environmental sustainability principles in land use planning decisions and development practices.

Policies

- 7.1.1** During the subdivision process, the Town will require lands deemed unsuitable for development, such as environmentally sensitive areas to be designated as Environmental Reserve in alignment with the regulations outlined in the MGA.
- 7.1.2** The Land Use Bylaw regulations should prioritize the preservation of natural spaces, including green belts, wetlands, riparian corridors, and wildlife habitats, while promoting sustainable development practices in built environments.
- 7.1.3** The Town should continue to implement landscaping requirements that promote native plantings, drought-resistant vegetation, and low-impact development techniques to enhance biodiversity, soil health, and water quality in built environments.

- 7.1.4** Connectivity and accessibility should be enhanced within the open space network by creating multi-use trails, pedestrian pathways, and green corridors that link neighborhoods, parks, schools, and community amenities, promoting active transportation and recreational opportunities for residents of all ages and abilities.
- 7.1.5** Dark Sky principles shall be encouraged in the planning and execution of outdoor lighting for both new development projects and infill areas. This would involve minimizing the emission of light that contributes to sky glow and illuminates neighboring properties unnecessarily, aligning with the objective of preserving the natural nighttime environment and reducing light pollution.
- 7.1.6** The Town may require the assessment of site-specific environmental factors and the submission of environmental studies, with a particular focus on environmental impact assessments, for specific developments in areas deemed environmentally significant.
- 7.1.7** The Town will collaborate with the province to safeguard riparian areas and wetlands, which play a crucial role in flood and erosion reduction, water quality preservation, wildlife habitat provision, and landscape aesthetics.



7.2 Flood Plains

Overview

A sizeable portion of the Town is located within designated flood plains. Flood plains and riparian areas need to be protected to provide appropriate places for the storage of water to reduce flooding elsewhere. The area known as the flood fringe is the outer portion of the floodway, which may experience occasional flooding, however does allow for development as prescribed by the Land Use Bylaw.

Objectives

- Partner with provincial agencies and all municipalities within the watershed of the Red Deer River to develop watershed management plans where appropriate.
- Ensure responsible development in proximity to floodplain areas.

Policies

- 7.2.1** The Town may require flood risk mapping and /or confirmation of the grade elevation, at the expense of the developer, prior to the consideration of development proposals in proximity to flood plain areas.
- 7.2.2** The Town shall cooperate with provincial agencies and all municipalities within the watershed of the Red Deer River to develop watershed management plans as appropriate.
- 7.2.3** No development shall be allowed and will typically be designated as Environmental Reserve where the floodwaters would be the deepest.



SECTION 8 | SUPPORTIVE INFRASTRUCTURE





8.1 Transportation

Overview

The Highway 22/27 high-load corridor that bisects the Town significantly impacts Sundre. This highway accommodates high traffic volumes, particularly during the peak tourist season and is heavily travelled by large trucks. The presence of the highway opens opportunities for growth as it draws many people through Town. The Town has identified improvements to the highway corridor as a priority and these improvements must balance the need to move traffic with the Town's goal of creating a thriving downtown.

Objectives

- Work collaboratively with Alberta Transportation and Economic Corridors to ensure Highway 27 provides for a safe, efficient, and effective transportation of people, goods, and services.
- Ensure safe and effective road infrastructure, encompassing amenities for bicycling and pedestrian traffic.
- Seek opportunities to reduce travel demands and promote alternatives to the private automobile in the form of active transportation.

Policies

- 8.1.1** The Town shall develop a Transportation Master Plan to guide improvements to the Town's transportation systems.
- 8.1.2** The Town shall work with the Province of Alberta and Mountain View County to ensure coordination in the planning and construction of connections with the provincial and county road and trail systems.
- 8.1.3** The Town acknowledges that there is an ongoing need to improve the function of Highway 27 to serve the existing needs of the community and provincial highway traffic.
- 8.1.4** The Town shall continue to refer applications to Alberta Transportation and Economic Corridors for

redesignation, subdivision, and development where proposals are located within 1.6 kilometers of the centre line of highways under the jurisdiction of Alberta Transportation and Economic Corridors.

- 8.1.5** Developers shall provide comprehensive transportation studies to the satisfaction of the Town for areas without an approved Area Structure Plan.
- 8.1.6** Plans shall promote active transportation through the incorporation of bicycle and pedestrian facilities throughout the town through the joint efforts of the municipality and private developers.
- 8.1.7** The Town shall ensure rights-of-way are registered at the subdivision stage of development.
- 8.1.8** The Town should implement traffic calming measures, such as reduced speed limits, traffic circles, and pedestrian islands, to create safer and more walkable streetscapes that encourage active transportation and reduce reliance on vehicles.



8.2 Servicing and Utilities

Overview

The Town is dedicated to constructing and upholding sustainable and secure infrastructure, enhancing the quality of life. A meticulously managed network of connections lays the essential groundwork for nurturing a cohesive, livable community. Efficiently delivering services to residents while being prepared to meet rising demands from visitors and prospective residents are paramount.

Objectives

- Ensure that utility infrastructure and capacity are available to accommodate the growth of Sundre as needed.
- Proactively plan for the maintenance, replacement and upgrading of water, wastewater, storm water and gas systems.
- Promote the use of sustainable practices to reduce utility consumption, demands on utility systems, and impacts on the environment.

Policies

- 8.2.1** The Town shall review its infrastructure strategy on an annual basis.
- 8.2.2** Urban growth areas shall be serviced by municipal water and wastewater services
- 8.2.3** Areas that are not currently serviced by Town water and sewer may be considered for development with the understanding that they shall be connected to Town services when available.
- 8.2.4** The Town shall give priority to the efficient utilization of existing and planned capacity in utility and transportation infrastructure when determining appropriate short-term growth directions.
- 8.2.5** The Town shall provide high quality services to residents and businesses in Sundre.

- 8.2.6** The Town owns and operates its own gas system. The developer shall obtain approval from the Town on new developments for natural gas connections.
- 8.2.7** All new utility services and proposed upgrades to existing utility services shall comply with the Town of Sundre Design Guidelines.
- 8.2.8** Developers shall follow the requirements of the Town's Development Agreement and shall be responsible for the construction and initial maintenance of municipal utilities.
- 8.2.9** The Town shall continue to investigate opportunities and technologies that provide cost effective improvements in the efficiency and/or environmental impacts of the provision of utility services.
- 8.2.10** The Town shall continue to update the Utility Master Plan to review existing conditions and constraints, as well as the future growth projections for commercial, industrial, and residential areas. Broad scale planning and cost projections will be considered for the following components:
- a. water supply and treatment
 - b. storage and distribution
 - c. wastewater collection
 - d. transmission and treatment
 - e. stormwater management
 - f. existing roads assessment
 - g. gas distribution and replacement



8.3 Public Space

Overview

Sundre's open space system offers a variety of appealing and versatile opportunities including structured parks containing facilities for formal, high intensity recreational activities, unstructured parkland for low-intensity recreational activities and natural areas for the maintenance and protection of natural processes and interpretation of the natural landscape.

Objectives

- Continue to develop well-planned open space and park system that maximizes the opportunities presented by Sundre's diverse natural features.
- Support a broad range of recreation and cultural opportunities catering to diverse age groups, income levels, and skill levels.
- Improve connectivity and accessibility of trails and natural spaces, expanding on pet-friendly amenities and off-leash areas.

Policies

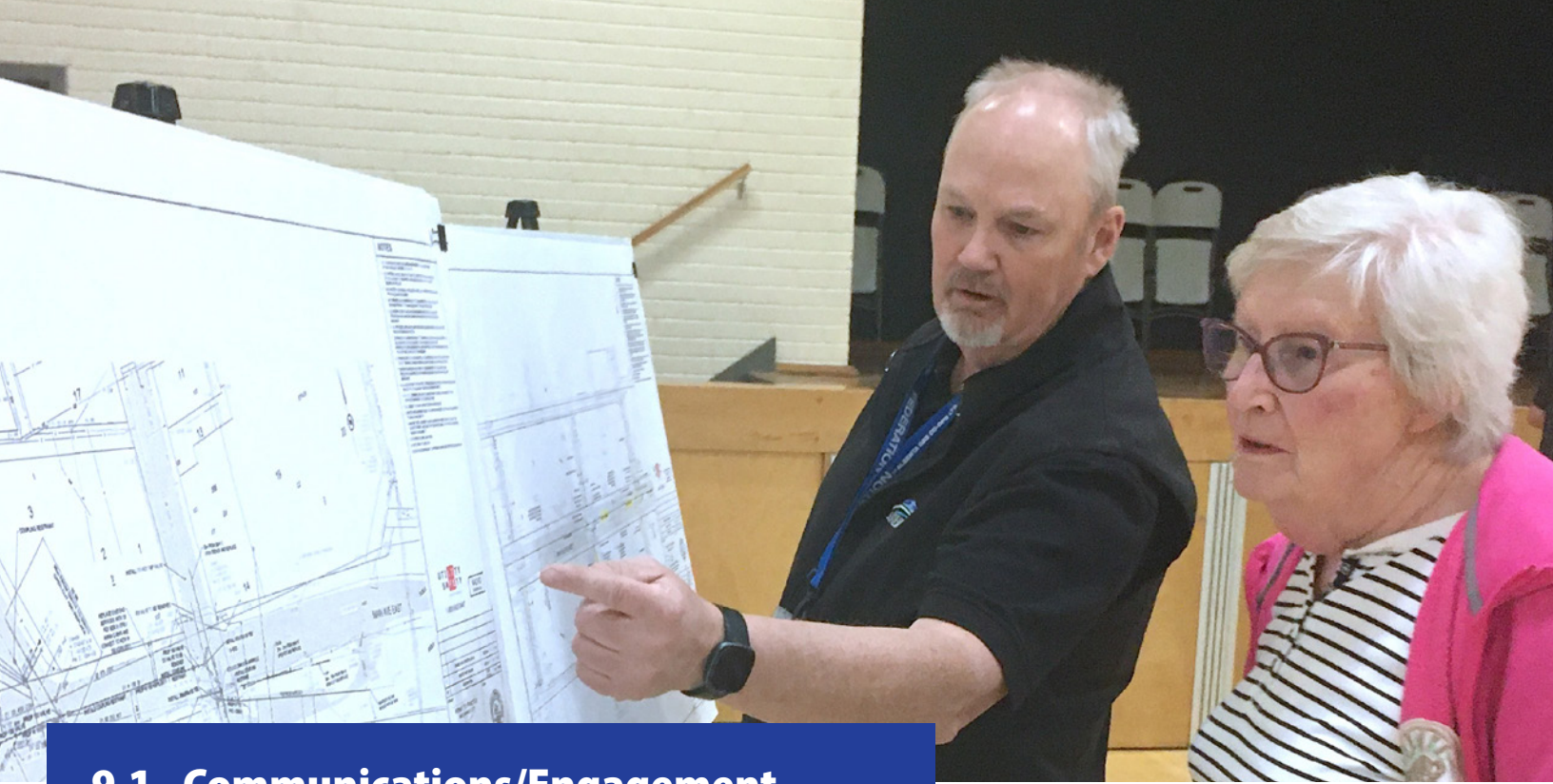
- 8.3.1** The Town shall preserve major green spaces, which remain largely undeveloped, and will provide for parks and trails and major green spaces.
- 8.3.2** The Town shall work with school authorities in the planning and location of school sites and joint-use sites.
- 8.3.3** Parks, Open Space and Trails Plan shall be updated on a regular basis to further guide policy direction on parks, open space, and trails development.
- 8.3.4** Open Space and Recreational areas shall be planned and maintained by the Town in accordance

with the Parks, Open Space and Trails Plan.

- 8.3.5** Dedication of municipal and school reserve lands shall be in accordance with the MGA.
- 8.3.6** Dedication of municipal and school reserve lands shall be allocated for the establishment of school sites, parks, recreation areas, and linear park corridors to facilitate trail routes. The Town emphasizes the preference for the dedication of municipal reserve parcels in larger sizes rather than numerous small parcels.
- 8.3.7** The creation of community parks, greenways, and community gardens in neighborhoods to improve access to nature and promote social cohesion and physical activity should be encouraged.
- 8.3.8** The Town shall enhance existing public spaces through strategic investments in amenities and landscaping to create inviting gathering places that celebrate Sundre's natural beauty and heritage.
- 8.3.9** The Town shall continue to develop and maintain parks, trails, playgrounds, and sports fields to provide recreational opportunities for residents of all ages and abilities, prioritizing projects that enhance connectivity and promote active lifestyles.
- 8.3.10** Connectivity and accessibility within the open space network should be enhanced by creating multi-use trails, pedestrian pathways, and green corridors that link neighborhoods, parks, schools, and community amenities, promoting active transportation and recreational opportunities for residents of all ages and abilities.
- 8.3.11** The Town should continue to develop wayfinding systems and signage programs that guide residents and visitors to key destinations, attractions, and amenities within Sundre while enhancing the overall legibility and navigation of the built environment
- 8.3.12** The Town shall collaborate with neighboring municipalities, government agencies, and Town user groups to develop regional trail networks and green corridors that connect Sundre to surrounding communities, parks, and natural areas, promoting recreation tourism and economic development opportunities.
- 8.3.13** Oil and gas pipeline rights-of-way should be preserved as passive open space.



SECTION 9 | SUSTAINABLE & RESPONSIBLE GOVERNANCE



9.1 Communications/Engagement

Overview

As our Town steadily grows, the significance of active public engagement and collaboration among residents and stakeholders becomes increasingly important. While growth inevitably presents its own set of challenges, prioritizing the involvement of our residents in the decision-making process and nurturing ongoing partnerships with neighboring municipalities and other stakeholders will play a pivotal role in honing our collective objectives. By cultivating transparent communication channels and a spirit of cooperation, we can navigate the complexities of growth with clarity and purpose, ensuring that our community thrives harmoniously amidst development.

Objectives

- Promote an efficient, accessible, and transparent municipal government that addresses community needs by fostering collaboration, consultation, and communication.

Policies

- 9.1.1** The Town shall continue to publish municipal documents online, such as budgets and meeting minutes, as well as conducting regular Council meetings and community consultations to gather feedback and address resident concerns, in compliance with the MGA.
- 9.1.2** The Town shall develop a user-friendly municipal website that provides easy access to information, services, and resources for residents, businesses, and visitors.
- 9.1.3** The Town should continue to offer online platforms and digital tools for submitting feedback, filing concerns, requesting services, and participating in public consultations.
- 9.1.4** A clear and consistent process should continue to be maintained when disclosing information, responding to public inquiries, and handling requests for public records under freedom of information legislation, ensuring transparency and accountability in government operations.



9.2 Financial Stewardship

Overview

Administration and governance structures need to be developed so that the Town of Sundre is ready to meet upcoming challenges as the community and the region continue to grow and change.

Objectives

- Effectively manage the direction of future growth and development in a responsible and sustainable manner, ensuring it aligns with the Financial Framework as adopted by Council.
- Promote Asset Management key principles and practices that enhance the appeal of urban spaces while assessing the risk of capital, operational, and maintenance costs associated with municipal services and infrastructure.

Policies

- 9.2.1** Growth management strategies should align with the Financial Framework, promoting sustainable growth that considers economic, social, and environmental factors, which involves regularly reviewing and updating the Land Use Bylaw and encouraging infill and brownfield redevelopment to maximize land use efficiency.
- 9.2.2** The Town supports the use of off-site levies to be paid at the time of development or subdivision to address the provisions of infrastructure and utility services.
- 9.2.3** Asset management plans and strategies should be developed for key infrastructure assets, such as roads, water and wastewater systems, parks, and facilities, to assess condition, prioritize maintenance and renewal needs, and allocate resources effectively.
- 9.2.4** Proposed public expenditure for improvements or services must undergo the Town's operating and capital budgeting process. These proposals will be assessed based on the community's overall needs and Town-wide priorities.



9.3 Intermunicipal Cooperation

Overview

As Sundre experiences growth, the significance of intermunicipal cooperation becomes increasingly evident. While growth presents challenges, maintaining inclusive and ongoing partnerships with our neighbors will help us stay focused on our objectives.

Objectives

- Cultivate positive relationships within the community and region through collaborative efforts, improved communication channels, and the effective sharing of information and resources.
- Maintain and strengthen cooperative and collaborative relationships with our municipal neighbours.

Policies

- 9.3.1** The Town shall continue to participate in regional planning initiatives and forums to align municipal priorities with broader regional goals and strategies.
- 9.3.2** The Town will collaborate with neighboring municipalities, communities, and agencies, both at elected official and administrative levels, to ensure a unified approach in providing protective and emergency services, as well as promoting awareness and cooperation in delivering social programs.
- 9.3.3** The Town will collaborate with Mountain View County and other regional neighbours to identify, prioritize, and execute municipal services and projects in the most cost-effective and efficient manner possible.
- 9.3.4** The objectives, guidelines, and protocols outlined in the Town of Sundre/Mountain View County IDP will be followed.
- 9.3.5** The Town will process and refer applications in accordance with the requirements of the IDP with Mountain View County, with the prescribed IDP Referral Area as indicated by Map 5.



9.4 Implementation and Monitoring

Overview

The implementation of the MDP will be completed over a 25-year period, subject to review every five years with a rewrite and update every ten years. More detailed planning, specifically through Area Structure Plans or Area Redevelopment Plans, is required prior to the development of new neighbourhoods, employment areas, and strategic areas for intensification. The following policies describe the implementation tools that will be used to achieve the goals, principles, and policies of the MDP.

Objectives

- Provide for periodic reviews and monitoring of the plan's progress towards its goals, allowing for amendments when deemed necessary and desirable to ensure effectiveness.
- Implement the MDP through both statutory and non-statutory planning documents, as well as other planning and development processes.

Policies

- 9.4.1** All statutory plans, ASPs and ARPs, the Land Use Bylaw, as well as other non-statutory plans and policy documents shall be consistent with this Plan and with each other.
- 9.4.2** The Town shall review and amend existing statutory plans and the Land Use Bylaw to ensure consistency with the MDP and update those plans as required.
- 9.4.3** The objectives and policies outlined in the MDP will be implemented through the adoption and application of statutory plans, non-statutory plans, and the Land Use Bylaw.
- 9.4.4** All redesignation, subdivision and development applications will be assessed in consideration of this Plan.
- 9.4.5** Amendments to this Plan must adhere to the provisions outlined in the *MGA* concerning the

modification of a Statutory Plan.

- 9.4.6** The entire MDP should undergo a comprehensive review approximately every five years and be rewritten every ten years. This ensures the incorporation of new policies, reinforcement of existing ones, and removal of outdated or impractical policies, to accommodate evolving priorities, aspirations of the community and changes to the Town's landscape and vision.
- 9.4.7** The Town should establish a structured process for conducting regular reviews of the MDP's progress.

References

Government of Alberta (2022). Population Projections: Methodology and Assumptions, Map 3: Population Projections - Methodology and Assumptions (alberta.ca). July 5, 2022.

Statista (2022). Shopping centre space per capita in North America in 2017 (in square metre): Space per capita in North American shopping centers 2017 | Statista. January 13, 2022

Appendix A Glossary of Terms

Active Transportation includes walking and cycling, as well as other pedestrian powered transportation.

Affordable Housing where residents can allocate no more than 30% of their gross income towards housing costs.

Area Redevelopment Plan (ARP) is a statutory plan, adopted by a municipality by bylaw in accordance with the Municipal Government Act, that provides a framework for the future redevelopment of a defined area of land.

Area Structure Plan (ASP) is a statutory plan, adopted by a municipality by bylaw in accordance with the Municipal Government Act, that provides a framework for the subsequent subdivision and development of a defined area of land.

Architectural Design Guidelines will be prepared by the Town following the approval of the Municipal Development Plan. Their primary purpose is to provide direction on building orientation, design and appearance.

Arterial and Collector provide the main transportation network through Town. Specifications for these roads can be found in the Town of Sundre Infrastructure Study.

Crime Prevention Through Environmental Design (CPTED) strategies rely upon the ability to influence offender decisions that precede criminal acts by affecting the built, social, and administrative environment.

Dark Sky Principles refers to managing or minimizing artificial lighting to preserve the natural darkness of the night, allowing for enhanced visibility of stars, planets, galaxies, and other astronomical features.

Design Guidelines provide the development industry with construction, inspections, and general requirements for development in Sundre. The document is a living document which allows for any future guideline revisions and to ensure best practices are adhered to.

FireSmart is an initiative that is Canada wide and is intended to educate people on how to lessen the risk of wildfires.

Land Use Bylaw is a statutory document that regulates development within the municipality.

Land Use Concept is a map providing directions with respect to the predominant land uses within the municipality boundary.

Infill is the use of land within a built-up area for further construction especially as part of a community re-development or growth management program. Infill: The development of vacant lots within previously developed areas.

Intermunicipal Development Plan is a mutually agreed statutory plan, adopted by bylaw in accordance with the *MGA*, envisioned to guide future communication and collaboration between the two or more municipalities around their shared boundaries.

Manufactured Homes means a single detached dwelling built in an enclosed off-site factory environment in one or more sections and intended to be occupied in a place other than where it was manufactured.

Mobile homes include homes that are either completely self-contained single section dwellings units or are incomplete multi-section modules that are placed together and completed on site. A mobile home is transported to the building site on dollies (wheels) or on a flatbed truck and after placement the dollies are removed from the site.

Municipal Development Plan is a statutory document intended to guide the long-term growth and development of a municipality over a 25 year time frame, required by the Province of Alberta, and specified by the *MGA*.

Outline Plans guides development at a neighbourhood level, ensuring the efficient and orderly development of land. They are required to be completed prior to the development of tract of land larger than 10 hectares (24.7 acres).

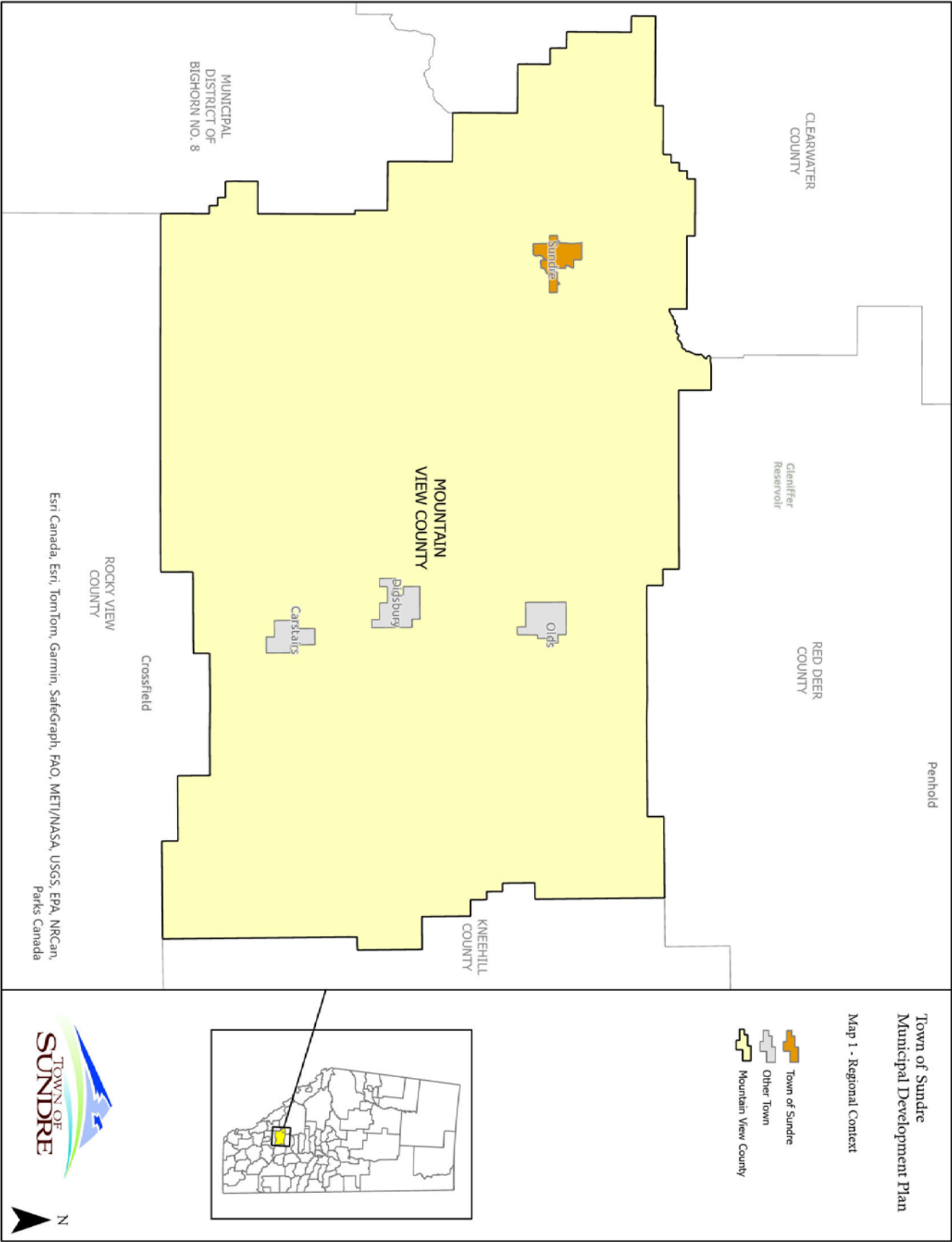
Open Space: Space owned and maintained by a public agency and dedicated for the common use and enjoyment of the public. This could include open green spaces, parks, or public squares, and may include stormwater ponds or systems.

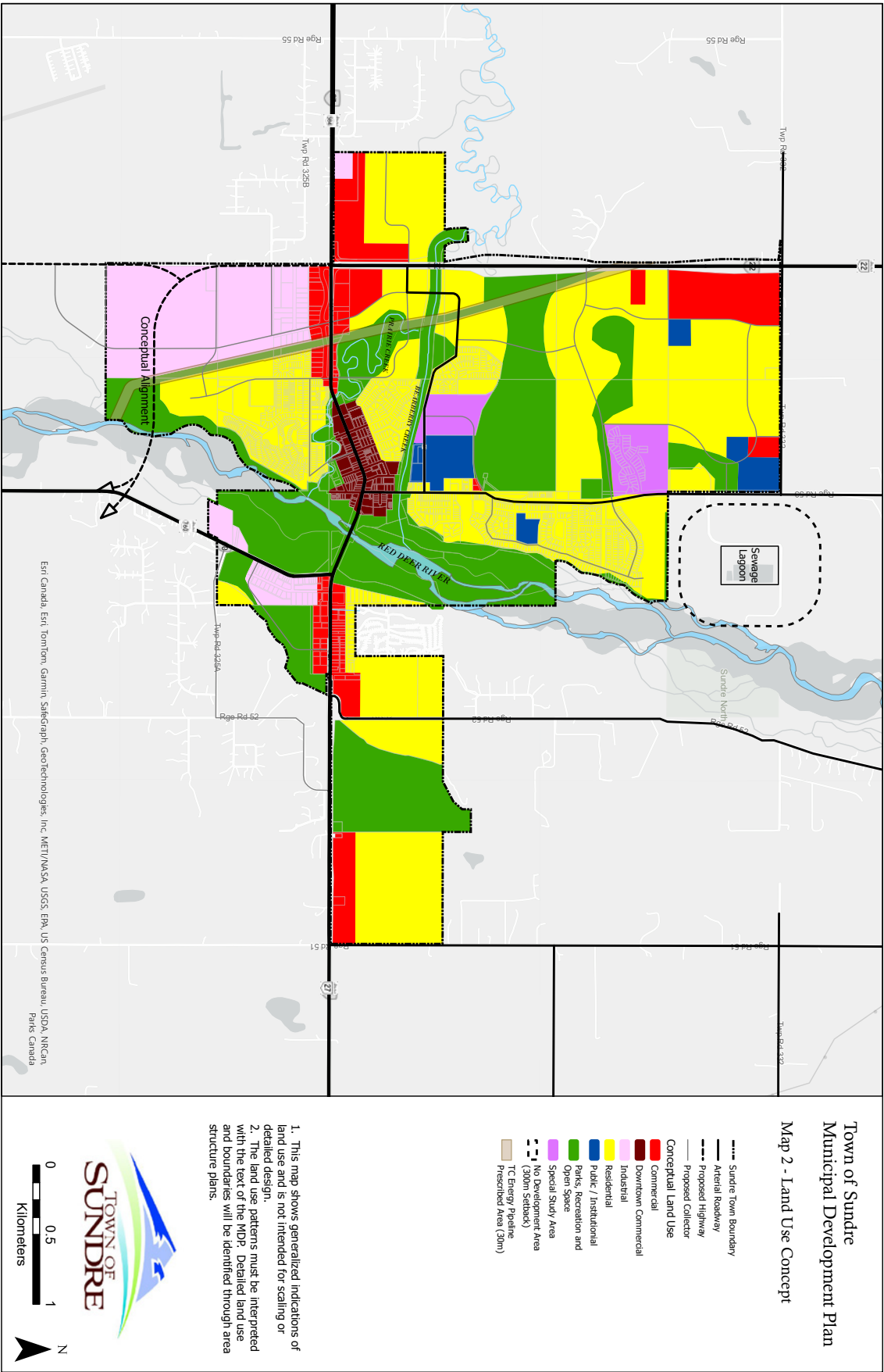
Statutory Plan is a plan adopted by a municipality by bylaw in accordance with the Municipal Government Act, including Intermunicipal Development Plans, Municipal Development Plans, Area Structure Plans, and Area Redevelopment Plans.

Transportation Plan refers to the Town of Sundre Transportation Master Plan.

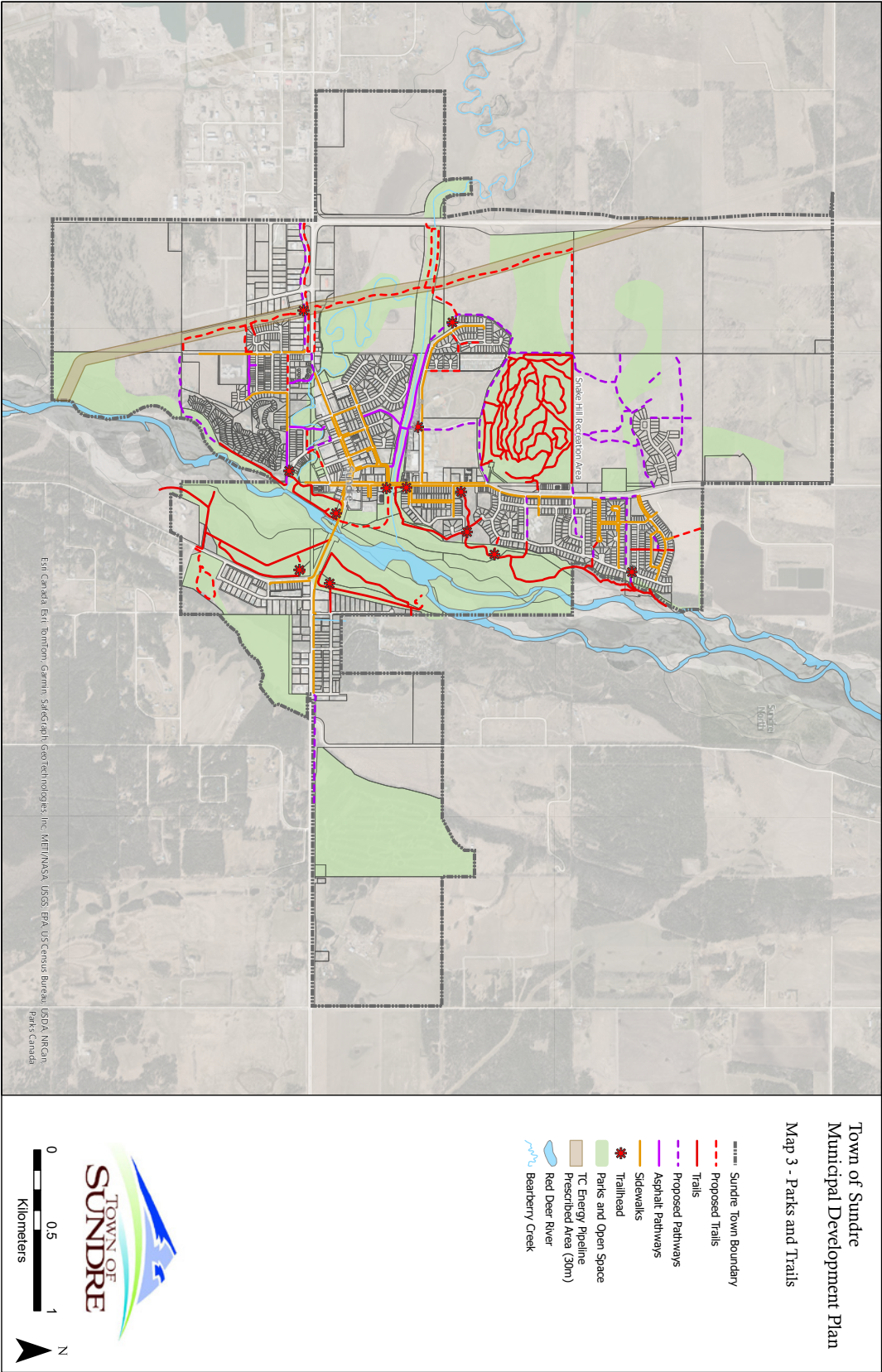
Utility Master Plan is a document used by the Town to identify existing infrastructure improvements required to maintain levels of services as well as the infrastructure required to support future growth.

REGIONAL CONTEXT: MAP 1

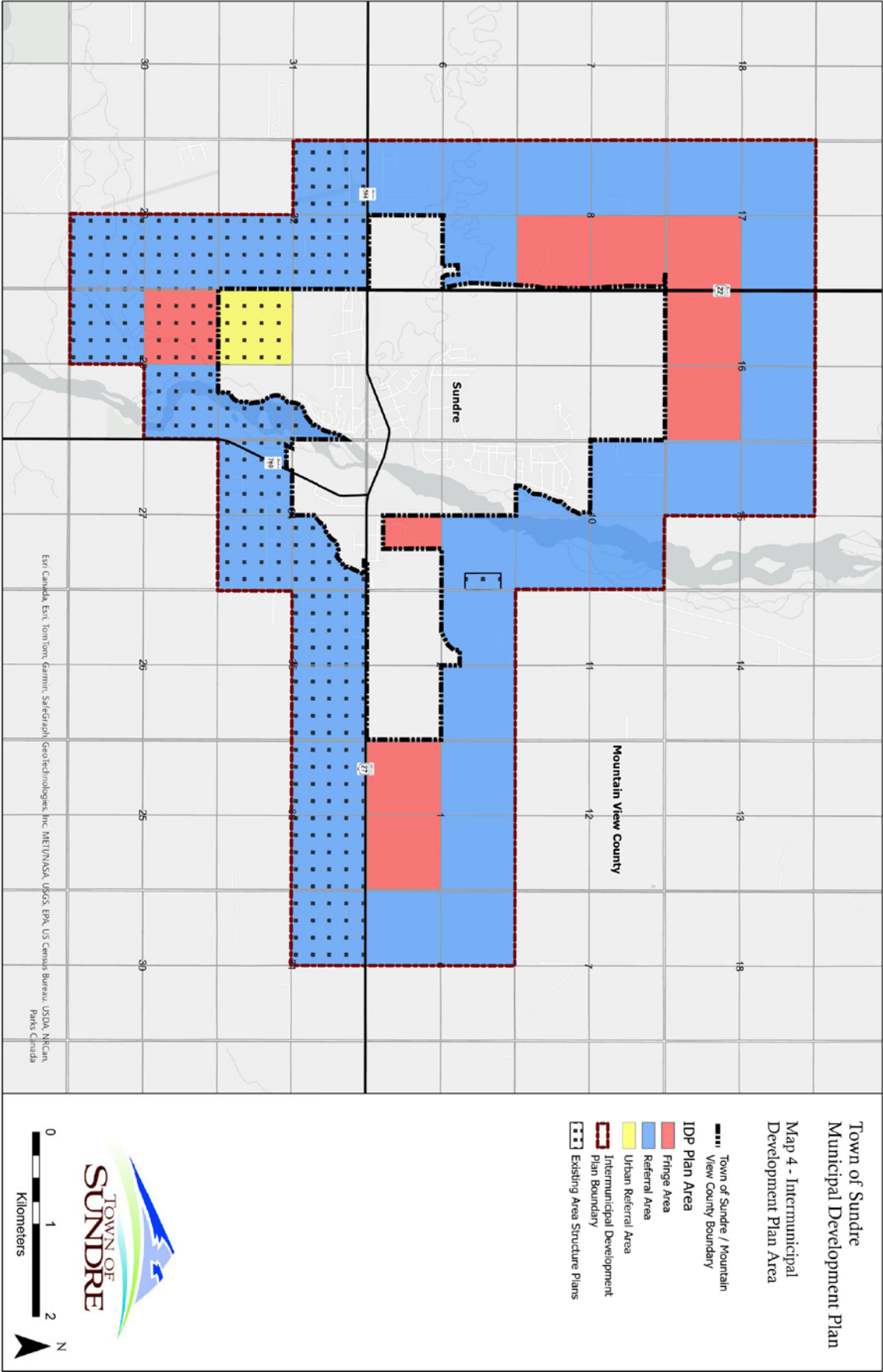




PARKS AND TRAILS: MAP 3



INTERMUNICIPAL DEVELOPMENT PLAN: MAP 4





PUBLIC CONSULTATION SUMMARY

2024 Municipal Development Plan Update



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ENGAGEMENT SUMMARY

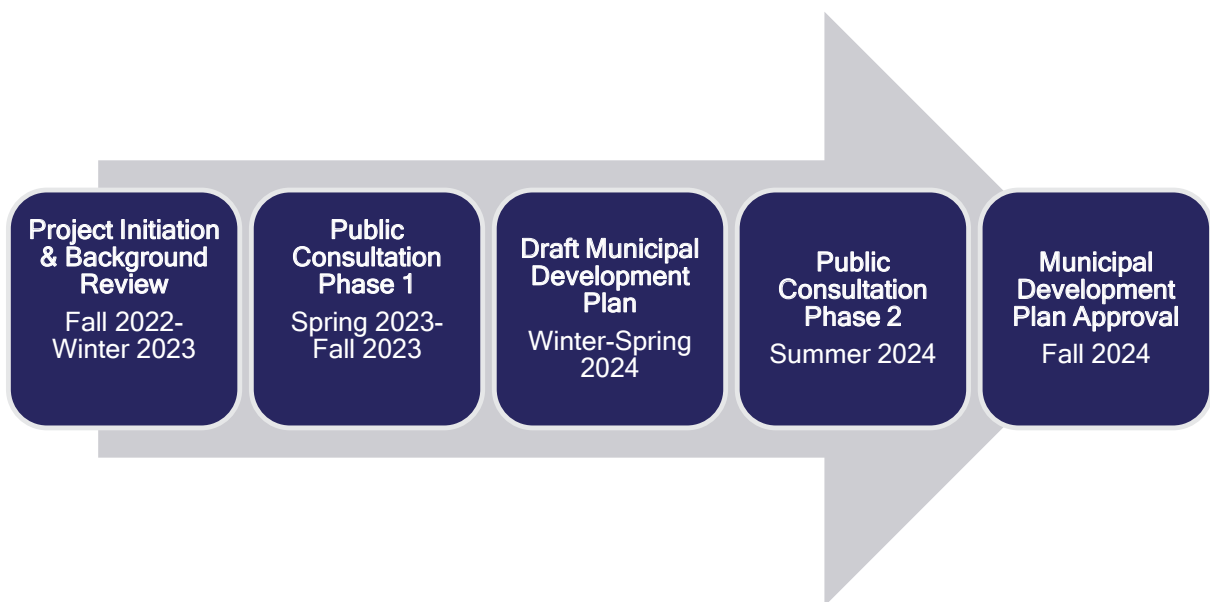
The Municipal Development Plan (MDP) is a statutory document intended to guide decisions on future development in the Town of Sundre for the next 25 years. It is essential that the plan is community-supported, therefore, an extensive public consultation process was undertaken. The public consultation process was created in accordance with the Town of Sundre Public Participation and Engagement Policy (A-10-00 POL), which recognizes the value of public participation and seeks to create opportunities for meaningful public participation in decisions that directly impact the public.

The MDP was created in-house following best practices, based on public feedback, previous plans, and contributions from several stakeholder groups.

The process began in late 2022, with the development of a third-party growth analysis conducted by WSP Consultants. The growth analysis outlined the trends and contemporary context of Sundre's socioeconomic situation.

This was followed by a first phase of public consultations at various events, engagements sessions and a survey with community groups like Greenwood Neighbourhood Place, the Sundre Bike and Ski Club, and others.

Following the development of the draft MDP, a second phase of public consultations was undertaken.



PHASE 1 CONSULTATION PROCESS

The purpose of engagement during Phase 1 was to gain an understanding of resident and stakeholder perspectives regarding what they envision the town of Sundre in the future, what they value most about the Town and potential opportunities.

Feedback from the community informed the analysis of the Town as it exists today as well as developing the overarching vision and objectives of the MDP.

POSTERBOARDS

During the first round of public engagement, poster boards were placed at the Town office and the Sundre Municipal Library, featuring two simple and straightforward questions intended to elicit feedback from the public on their vision for Sundre. The poster boards were also featured during the August 2023 open houses at the library and SPOG Neighbor's Day.

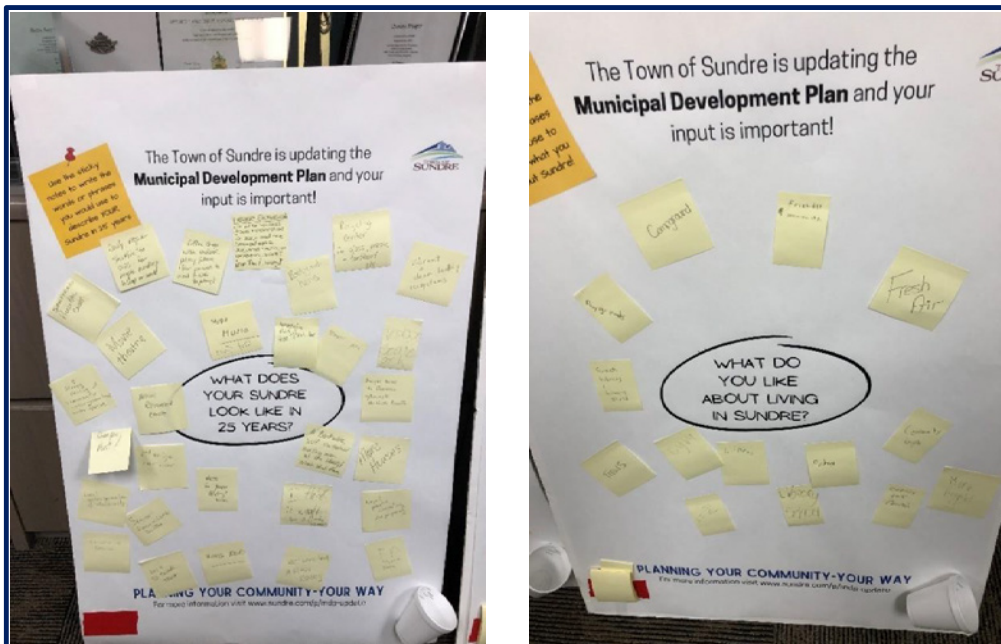


Figure 1: Posterboards placed at various locations

The questions were:

Question 1: What do you envision Sundre looking like in the next 25 years?

Question 2: What do you enjoy about living in Sundre?

The responses for Question 1 were divided into the five pillars as per Council's Strategic Plan:

- Community Development
- Community Wellness
- Environmental Stewardship
- Supportive Infrastructure
- Sustainable and Responsible Governance

Table 1 features a summary of the responses we received under each category of question 1.

Table 1 – Question 1 Response Summary

What do you envision Sundre looking like in the next 25 years?	
Community Development	
<ul style="list-style-type: none"> larger community - bypass road around Sundre & new hospital attract small independent business keep small independent businesses in Sundre - do not let big corporate businesses move in, they close small businesses more industrial jobs redevelopment on east side movie theatre coffee shop with indoor play place for parents to meet & kids to play more / improved tourist accommodations local micro-generation of electricity backyard hens more people 	<ul style="list-style-type: none"> need new housing complex & supermarket senior low-income suites more houses cheaper rent fewer mobile homes more mobile homes and affordable housing more affordable housing "tiny house" community (not mobiles) maintain & improve the aesthetics - country charm beautify downtown and alleys improve the "look" of downtown imagine being like Canmore - gateway to the west country younger population
Community Wellness	
<ul style="list-style-type: none"> more family doctors more live music walkable Streets lower crime rate increased policing a strong feeling of community / inter-generational / inter-species more services More things for kids 	<ul style="list-style-type: none"> retain small town atmosphere & sense of community a bookable self-contained meeting room at the library / private study room library expansion - with all the activities, groups & presentations / we really need more room / perhaps a dedicated meeting or conference space / love the library
Environmental Stewardship	
<ul style="list-style-type: none"> more trees lining the streets have an ECO Centre for all recycling (like Cochrane) protection from flooding or new development above flood plain 	<ul style="list-style-type: none"> vibrant & clean, healthy ecosystems recycling centre for glass, plastic and cardboard etc. Dark Sky Policy local plastic recycling / re-purposing
Supportive Infrastructure	
<ul style="list-style-type: none"> larger community - bypass road around Sundre & new hospital fix roads by schools & rodeo grounds highway bypass (ring road), traffic circles become flower gardens 2nd bridge over river / ring road more efficient transportation options through town proper road maintenance (2 Ave NW) more adventure tourism (rafting, canoeing, backpacking, hiking, climbing) rural health campus & new hospital, teaching rural healthcare new RCMP detachment address parking areas for big trucks boat launch at bridge brick & mortar dogs on leashes instead of running free no more campgrounds 	<ul style="list-style-type: none"> sheltered pickleball court more ball diamonds for tournaments indoor skate park bigger sportsplex / bigger gym dog park splash park indoor recreation centre inline park pump track trampoline park, pools for free tennis court please more trails / green spaces for walking and riding more biking trail connections complete the walking trails (loop) beautiful public spaces a rec centre for kids
Sustainable & Responsible Governance	
<ul style="list-style-type: none"> make business & residents water bills lower 	<ul style="list-style-type: none"> more speed monitoring signs

Question 1 Summaries:

In the next 25 years, residents of Sundre envision the Town growing and developing in various aspects:

Community Development:

- Attraction and retention of small independent businesses, avoiding large corporate chains to support local entrepreneurs.
- More industrial jobs and redevelopment.
- Addition of amenities such as a movie theatre, coffee shop with an indoor play area, improved tourist accommodations, and local micro-generation of electricity.
- Increased affordable housing options.
- Maintaining and enhancing the Town's country charm and aesthetics, with beautification efforts focused on downtown areas and alleys.
- Development of a vibrant community, serving as a gateway to the west country and attracting a younger population.

Community Wellness:

- Increased availability of family doctors, more live music, walkable streets,
- Lower crime rate with increased policing.
- A strong sense of community with inter-generational and inter-species connections, more services, and activities for kids.
- Expansion of the library to include more space for activities, groups, presentations, and a dedicated meeting or conference space.
- Retaining the small-town atmosphere and sense of community.

Environmental Stewardship:

- More trees lining the streets, an ECO Centre for recycling, and new developments above the flood plain to protect from flooding.
- Creation of a vibrant and clean ecosystem, implementation of a Dark Sky Policy, and local plastic recycling/re-purposing initiatives.

Supportive Infrastructure:

- Improved road maintenance, particularly around schools and rodeo grounds.
- Efficient transportation options through town.
- Enhancements to rural healthcare with a new hospital and rural health campus, a new RCMP detachment, and better parking solutions for big trucks.
- Increased recreational infrastructure.
- Expansion of trails and green spaces for walking and riding, completion of walking trail loops, and development of beautiful public spaces and a recreation center for kids.

Sustainable & Responsible Governance:

- Lower water bills for businesses and residents, more speed monitoring signs, and overall responsible and sustainable governance practices to support the town's growth and development.

Table 2 features a summary of responses received for question 2, what do you like about living in Sundre?

Table 2 - Question 2 Responses

What do you like about living in Sundre?	
<ul style="list-style-type: none"> Snake Hill people community living off the prairies in the gentle foothills mountain bike scene, however, trail marking is limited small town, I can walk everywhere, it's original, it's not a tourist town open conversation with Town Council & Staff trail system extra curricular activities for my child, trails & amenities community involvement nature - river & trees the town's willingness to hear concerns - great work quiet neighbourhoods friendly great view of the mountains the People, that's what makes Sundre so charming parks best place to live, everyone treats each other with love river access fresh air playgrounds curling, golf, people 	<ul style="list-style-type: none"> community gym school great library & staff pool incredible views the atmosphere excellent access to health care adequate shopping - no big box stores (shop local) small town / tourist vibe walkable the library, aquaplex, parks & paths, skatepark, schools hospital, bike & ski club, post office warm community the beautiful view and friends GNP beautiful scenery lots to do if willing to join in price and accessibility everything the size things that the town does for people in the winter swimming pool campground

Question 2 Summary:

People identified enjoying living in Sundre for various reasons, including:

1. Natural Attractions:

- Snake Hill
- scenic views of mountains, river, and trees
- fresh air
- river access
- beautiful scenery
- campground

2. Recreational Activities:

- mountain biking, though trail marking is limited
- trails and amenities
- parks and playgrounds
- curling, golf, community gym, Aquaplex, skatepark and swimming pool.

3. Community and Lifestyle:

- small-town feel with walkability

- friendly, warm, and charming community
- active community involvement
- open conversations with town council & staff
- adequate shopping, emphasis on local shops
- not a tourist town, original atmosphere

4. Facilities and Services:

- school and excellent library with friendly staff
- hospital, post office
- great access to healthcare
- various extracurricular activities for children

5. General Appeal:

- quiet neighborhoods
- great views and atmosphere
- everything is easily accessible
- suitable size of the town
- people treat each other with love and respect

Overall, the combination of natural beauty, recreational opportunities, a close-knit community, and adequate facilities makes Sundre a desirable place to live.

Open Houses

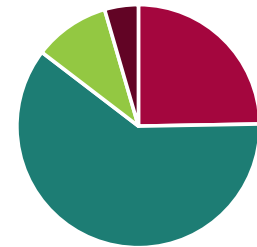
Open houses were conducted at the Community Public Library and the Sundre Arena during SPOG Neighbour's Day in August 2023. In addition to the two poster board questions regarding what people envision the Town to be and what they like about the Town, the public provided input on priorities for residential, commercial, industrial, and parks/trail development. Participants were given coloured stars to place on x, the results are as follows:

Residential Priorities	#	Comments
Development of New Areas	11	
Infill of Existing Areas	12	
More Housing Diversity	30	
Other	9	Seniors Buildings; no more campgrounds; utilize lots north of town that were sold without services; more affordable housing



- Development of New Areas
- Infill of Existing Areas
- More Housing Diversity
- Other

Commercial Priorities	#	Comments
Retention of existing businesses	22	
Attract new businesses	54	
Create new commercial areas	9	
Other	4	Seniors' interests; youth interests; year-round greenhouses; focus on year-round tourist economy – not just summer; family-oriented venues; hospital campus



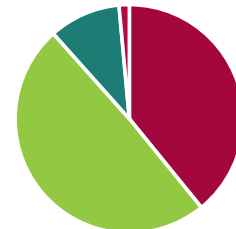
- Retention of Existing Businesses
- Attract New Businesses
- Create New Commercial Areas
- Other

Parks & Trails Priorities	#	Comments
We have enough open space & trails	4	
We need more open space & trails	15	
Create more open space & trails connectivity	26	
Other	9	Trail connectivity to McDougal Flats/West Country (MVC); dog park; splash park; more ball diamonds



- We have enough open space & trails
- We need more open space & trails
- Create more open space & trails connectivity
- Other

Industrial Priorities	#	Comments
Development of New Areas	27	
Infill of Existing Areas	34	
More Housing Diversity	7	
Other	1	Farm and auto dealership



- Retention of Existing Businesses
- Attract New Businesses
- Create New Industrial Areas
- Other



Figure 2: Open houses held at the Library and SPOG Neighbour's Day

Following public engagement efforts from the open houses and the information from the posterboards, we developed a comprehensive vision statement for the Municipal Development Plan. This statement reflects the collective input and aspirations of the community:

'Sundre is a place where everyone can thrive, and our community's well-being is at the forefront of all our endeavors. We combine the best of nature, innovation, and community spirit to create a town that is connected, vibrant, and prepared for the future.'

STAKEHOLDER SESSION

To further develop the MDP's objectives and policies, a stakeholder session was held in December 2023 where round table discussions were had on more focused questions to help guide policy development on topics regarding housing needs, economic development, community development, tourism, and open space/recreation. The following are the questions, responses and summaries for policy considerations:

Housing Needs

1. What are some pressing housing needs in Sundre?

- Severe housing shortage affecting recruitment of essential workers (RCMP, nurses, caregivers).
- Affordable housing needed for rentals (under \$1500/mo.) and purchases (under \$425,000).
- Many single individuals, one-parent families, and young families relocating to more affordable areas.
- Diverse affordable housing options for various income levels and demographics.
- High demand for retirement housing and low-income housing, including for post-secondary students.
- Significant need for short/long-term mental health housing and temporary transition housing.
- High rental shortage leading to illegal rentals and lack of housing options.
- Simplify processes for secondary suites and additional dwelling units to ease housing crisis.
- Promote development of smaller, downsized homes and incentivize various housing options.

Policy Considerations: consideration of income and demographic inclusivity, retirement and low-income housing, rental shortages, streamlining development processes, and promoting entry level housing.

2. How should these needs be addressed?

- Offer incentives, reduce red tape, and provide financing options for developers committed to building.
- Encourage affordable housing developments through targeted incentives.
- Collaborate with developers to create diverse housing options.
- Engage the community in comprehensive planning efforts.
- Increase housing type diversity at various price points.

Policy Considerations: Encourage affordable and varied housing options, streamlined development processes, collaboration with developers, inclusive planning processes.

3. What types of housing do you think our town needs more of?

- Develop townhouses and single dwellings for one to two people.
- Create attractive, affordable housing that enhances neighborhood aesthetics and is middle-class friendly (e.g., appealing timber construction, not trailers or mansions).

Policy Considerations: provide for diverse housing options, aesthetic and affordable design, accessible and inclusive.

Economic Development

1. How do you envision the role of industry in the Town's development?

- Promote sustainable, diverse industries for job creation and economic stability.
- Integrate technology for growth and diversify employment opportunities beyond the service sector.
- Attract new industries to offset the decline in oil and gas investment and seasonal tourism.
- Invest in recreation and eco-tourism to make the town more desirable.
- Develop small, affordable permanent housing to replace trailers.
- Ensure responsible development with designated areas for owner-occupied housing.
- Improve infrastructure, like good roads, to support growth.
- Coordinate industrial, commercial, and residential development.
- Highlight Sundre's strengths to attract companies looking to move from urban areas.
- Utilize the economic corridor of Hwy 27/22 and offer town/province incentives for industry.
- Encourage investment co-ops and inter-municipal collaboration.
- Balance labor supply to meet industry needs.

Policy Considerations: opportunities for job creation, growth through technology, attracting new industries, enhancing town appeal, permanent housing solutions, infrastructure improvement, attracting urban companies, and economic corridor utilization (Hwy 22/27).

Cultural and Community Development

1. What unique characteristics of Sundre should be preserved and celebrated as we further develop our community?

- Highlight natural landscapes, outdoor spaces, and historical landmarks.
- Foster community spirit and inclusivity.
- Promote unique natural features and preserve the museum.
- Unite the community to advocate for desired changes.
- Attract industry to boost tax revenue for development.
- Enhance parks with trails and playgrounds and support outdoor activities.
- Improve facilities and extend their hours.
- Host cultural and multi-cultural events to attract diverse visitors.
- Preserve the rodeo grounds, festivals, and historical sites.
- Reimagine the downtown area while maintaining the "close to nature" feel.
- Develop an event center, movie theater, bowling, and small musical venues.
- Invest in performing arts spaces and improve the library and information center.
- Coordinate cultural and recreational activities and develop a historically rooted community plan.

Policy Considerations: improved downtown area, investment in arts and education, historical and cultural preservation, improved facilities and accessibility, enhanced recreational spaces, promote cultural and natural heritage, foster community spirit and inclusivity, and highlight natural landscapes and historical landmarks.

2. What cultural and recreational facilities or events would you like to see developed or enhanced in the town?

- Host cultural festivals to showcase local talent and diverse cuisines.
- Enhance parks, green spaces, and increase greenery and trees downtown.
- Develop community centers for various activities.
- Expand walking trails, sidewalks, and river access for fishing, swimming, and walking.
- Build more sports facilities, including a track and field center, turf fields, and an indoor sports complex with a walking track, climbing center, pools, and gyms.
- Establish a Nordic spa to attract tourists.
- Organize annual bike rides and car shows.
- Support community development through associations and volunteer groups.
- Improve walking paths, including better river crossings and connectivity throughout town.

Policy Considerations: Community events, improved infrastructure, tourism, green spaces and urban beautification, and cultural enrichment.

Tourism

1. What aspects of the Town do you believe would be attractive to visitors?

- Emphasize the culture and small-town feel
- Proximity to mountains and the West Country.
- Highlight attractions like Snake Hill, the river, pathways, rodeo, Shadygrove Music Festival, and golf courses.
- Promote scenic landscapes, outdoor activities, unique local businesses, and markets.
- Unique local businesses and markets
- Historical and cultural sites
- Snake Hill, the museum, the red deer river currently
- Further development of what we have to grow experiences
- Have available serves to make staying in town affordable
- More guidance and travel options to back country trails
- Options to stay in town other than RVs
- Golf courses bring people into town
- Creating options for lower income people to come to town and have things to do
- More advertising for the amenities in town to tourists
- Have brochures showing families their options
- Native plants walking trail
- Campgrounds
- Brewery
- Recreational Infrastructure
- Disc golf
- Downtown-create something people can walk around and enjoy
- Partner w/ business to have charging station
- Encouragement of events through free Town advertising
- Experiences
- River access - need committee for access
- "Trolley" to tour connect key locations
- Bus tours
- indigenous
- Outdoor theatre
- Open - wild ice
- Promote sasquatch program

Policy Considerations: providing for unique experiences, ensure availability of community and visitor services, promote cultural and small-town appeal, promote the Town's proximity to natural attractions, provide recreational opportunities and showcase key attractions and events.

2. What amenities or attractions could be developed to enhance the town's appeal to tourists?

- Develop Eastside Campground with year-round camping, event buildings, and an amphitheater.
- Offer outdoor adventure tours and activities.
- Promote artisan markets and local crafts.
- Create a quieter, pedestrian-friendly street with diverse, well-maintained businesses to attract visitors.
- Develop sports facilities to attract younger, active residents and improve the region's reputation.
- Enhance year-round recreation opportunities to attract tourists, including indoor activities for extreme weather conditions.
- Provide tour guides.
- Affordable permanent housing.
- Expand trail systems around the river, including a boardwalk and interpretive trails.
- Encourage co-op investments.
- Add attractions like mini-golf and zip lines.
- Develop 15-20 km of single-track trail.
- Mix of hardtop and nature trails.
- Offer glamping options and stay-and-play packages.
- Integrate new campground areas with local events and trail systems leading to stores.
- Enhance the visitor center and support multi-use passive outdoor recreation.
- Host tournaments.
- Promote the campground for local events.

Policy Considerations: enhancing and developing diverse recreational activities, improving community facilities, and promoting local culture and tourism.

Open Space/Recreation

1. What types of recreational activities do you believe should be prioritized in the Town's open spaces?

- The town is on the right track with promoting hiking, biking, cross-country skiing, and fishing.
- Expand and maintain walking and biking trails, including gravel paths and river trails with maps.
- Enhance community parks with play areas, more trees, grass, picnic areas, benches, and dog parks.
- Develop sports facilities for various interests.
- More community skating rinks.
- Build outdoor amphitheaters
- Take advantage of existing facilities like baseball diamonds.
- Promote outdoor activities and events, including cross-country skiing, snowshoeing, mountain/fat biking, and horseback riding.
- Large off-leash dog park
- Beach with a swim hole.
- Continue improving and showcasing natural spaces and recreational amenities.
- Support/rodeo culture/winter sports.
- Preserve natural interface and quality of life.
- Further develop facilities like the skate park, pool, and trails.
- Promote the museum, arts center, and aquaplex.
- Encourage DIY changes like fat bike trails.
- Promote volunteerism.
- Preserve local culture, including rodeo and winter sports.
- Designate spaces for recreation and sports.
- Develop ATV trails.

Policy Considerations: enhancing outdoor recreation, community facilities, natural spaces, cultural activities, and designated recreational areas.



Figure 3: Stakeholder Session

SUNDRE AFFORDABLE & ATTAINABLE STUDY

Information about the state of housing and affordability in Sundre, gleaned from the draft report on the results of the Sundre Affordable & Attainable Housing Study, conducted in the Fall of 2023, also informed residential growth policy development in the MDP.

The Town of Sundre conducted a study on housing affordability using a survey and interview process intended to identify housing needs for residents, including provincially identified priority populations. The study combined quantitative survey data and qualitative interviews to gather information. 94 survey responses were received from Town of Sundre residents, and interviews were conducted with ten organizations serving the Sundre area.

The study revealed a significant affordability gap in Sundre, with many residents spending over 30% of their income on housing. The MDP attempts to address these challenges.

PUBLIC CONSULTATION PHASE 2

OPEN HOUSE

One final open house was held on June 25, 2024, at the Sundre Community Centre. Presentation boards included a summary of the public engagement conducted in phase 1 of the project and the high-level vision and objectives that were determined to date.

Furthermore, the public had the opportunity to view the presentation boards and provide comments online from June 25, 2024, to July 10, 2024, prior to the next phase of the project. No comments were received.



Figure 4: Phase 2 Open house

Conclusion

The consultation process has been instrumental in capturing the diverse perspectives and aspirations of Sundre's residents and stakeholders. By engaging the community through various channels, including poster boards, open houses, and stakeholder sessions we have gathered valuable insights that will shape the future of our town. The feedback received has not only informed our current analysis but also helped in developing a comprehensive vision, objectives and policies for the Municipal Development Plan. As we move forward, the themes of community development, wellness, environmental stewardship, supportive infrastructure, and sustainable governance will guide our efforts to create a vibrant and resilient Sundre.



REQUEST FOR DECISION

COUNCIL DATE: October 7, 2024
SUBJECT: FortisAlberta Franchise Fee for 2025
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL:

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease, or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2025, FortisAlberta must be notified of the fee change by November 1, 2024. The Town must advertise the fee change for two consecutive weeks. Therefore, Council must approve any change in the franchise fee at the October 7, 2024 Council meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details

ALIGNMENT WITH STRATEGIC PRIORITIES:

This Item supports Council's Strategic Plan Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council leaving the Fortis Franchise Fee at 12.00% for 2025. Such a decision is estimated to have an additional \$0.29/month (\$3.48/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$20,605, which are a result of estimated increases to the Fortis rates.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details

MOTION:

The Town of Sundre Council maintains the Fortis Alberta Franchise Fee at 12% effective January 1, 2025.

Date Reviewed: October 3, 2024

CAO:

Linda Nelson



REPORT TO COUNCIL

COUNCIL DATE: October 7, 2024
SUBJECT: Fortis Alberta Franchise Fee for 2025
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.1a

BACKGROUND/PROPOSAL:

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease, or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2025, FortisAlberta must be notified of the fee change by November 1, 2024. The Town must advertise the fee change for two consecutive weeks. **Therefore, Council must approve any change in the franchise fee at the October 7, 2024 Council meeting.**

The current rate for the Town of Sundre is 12.0%. Council, in approving the rate for 2024, passed the following Motion No. 284-23-10-23

“MOVED by Councillor Anderson that the Town of Sundre Council increase the Fortis Alberta Franchise Fee from 10% to 12% effective January 1, 2024.”

As per Article 5 of the Electric Distribution System Franchise Agreement, the Town of Sundre has the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta. The percentage increase must not go over the agreement’s current cap which is 20%, as was determined by Council during negotiations of the FortisAlberta franchise agreement in April 2013.

In 2013 budget discussions, during budget parameter setting, Council chose to have the franchise fee directly offset taxes rather than being used for specific projects and set the fee at 5%. The franchise fee remained the same until the September 28, 2015 Council meeting when Council increased the rate to 7% for the 2016 fiscal year. The franchise fee, was further adjusted to 8% for the 2017 fiscal year, then to 9% for the 2018 and 2019, to 10% for 2020, 2021, 2022 and 2023, and finally to 12% for 2024.

For comparison purposes, the 2024 franchise fee for each of the five municipalities within Mountain View County are as follows:

Carstairs – 10.0% effective Jan 01/15
Didsbury - 17.0% effective Jan 01/16
Crossfield - 17.0% effective Jan 01/23
Sundre – 12.0% effective Jan 01/24

Cremona – 10.0% effective Jan 01/16
Olds – 17.0% effective Jan 01/24
Caroline – 12.0% effective Jan 01/21

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council has the opportunity to increase, decrease or leave the fee the same as long as it does not exceed the 20% cap established in the franchise agreement with FortisAlberta.

Currently, the Town is averaging approximately \$25,000 per month or \$300,000 for the year. Utilizing the Franchise Fee Calculator provided by FortisAlberta the amount of revenues raised for 2025, if the Franchise Fee were left unchanged, will be approximately \$312,100. One philosophical purpose of implementing a franchise fee would be to achieve a return on investment from third-party utilities for the use of municipal assets and agreements, such as land and right of ways. An additional philosophy is the diversification of municipal revenue streams, which would thereby help reduce the required property tax burden and allow for revenue to be generated from entities that would be exempt from municipal property taxes.

To assist Council in determining the impact of the franchise fee on the average residential bill the following estimates were developed utilizing the FortisAlberta Franchise Fee Calculator. Currently, the 12% 2024 Franchise Fee impacts the average bill by \$9.73/month or \$116.73/year

<u>Estimated Fee</u>	<u>Estimated Town Revenue</u>	<u>Additional Average Bill Impact</u>
11%	\$286,092	less \$0.54/month or \$6.48/year
11.5%	\$299,096	less \$0.12/month or \$1.44/year
12%	\$312,100	\$0.29/month or \$3.48/year
12.5%	\$325,104	\$0.71/month or \$8.52/year
13%	\$338,108	\$1.13/month or \$13.56/year

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic pillar of Sustainable & Responsible Governance

ADMINISTRATIVE RECOMMENDATION:

Administration recommends Council leave the Fortis Franchise Fee at 12.00% for 2025. Such a decision is estimated to have an additional \$0.29/month (\$3.48/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$20,605, as a result of estimated increases to the Fortis rates.

COSTS/SOURCE OF FUNDING:

There is no cost as the Franchise Fee generates revenues for the Town.

ALTERNATIVE ACTIONS:

Council can also choose to increase or decrease the FortisAlberta Franchise Fee for 2025.

ATTACHMENTS:

11.50% Franchise Fee Calculation and Residential Bill Impact
12.00% Franchise Fee Calculation and Residential Bill Impact
12.50% Franchise Fee Calculation and Residential Bill Impact
2024 Franchise Fees for All Municipalities

	2024 Current Franchise Fee	12.00%
	Franchise Fee Cap	20%
	2024 Estimated Revenue	\$ 291,495
	2025 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$ 312,100
	Franchise Fee Calculator Changes:	
	Yellow area is to calculate different franchise fee.	
	2025 Proposed Franchise Percentage	11.50%
	2025 Estimated Franchise Fee Revenue if your Percentage is changed	\$ 299,096
	Difference in Franchise Fees Collected from 2024 to 2025 with Proposed D&T Rate Changes.	\$ 7,601

Please note: All proposed changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, **which could be impacted by current economic conditions**.



Franchise Fee Estimating Tool is For Information Purposes Only
 This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 640 kWh
 Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (Effective Jan.1, 2024) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$	0.080409	640 kWh	\$51.46
Basic Daily Charge	\$	0.98675	30 Days	\$29.60
				<u>\$81.06</u>

Current Franchise Fee	12.00%	\$9.73
GST	5.0%	\$4.54
		<u>\$95.33</u>

Current Annual Franchise Fee Costs: $\$9.73 \times 12 = \116.73

Proposed Residential Customer Monthly Costs

Rate 11 (Proposed January 2025 Estimated Distribution Tariff) Based on NEW 11.5% Franchise Fee

Delivery Service Charge

All kWh Delivered*	\$	0.082861	640 kWh	\$53.03
Basic Daily Charge*	\$	1.01685	30 Days	\$30.51
				<u>\$83.54</u>

Estimated Proposed Franchise Fee	11.50%	\$9.61
GST	5.0%	\$4.66
		<u>\$97.80</u>

Proposed Annual Franchise Fee Cost: $\$9.61 \times 12 = \115.28

* Includes estimated Rate changes.

2024 Current Franchise Fee		12.00%
Franchise Fee Cap		20%
2024 Estimated Revenue		\$ 291,495
2025 Estimated Franchise Fee Revenue if your Franchise Fee remains the same		\$ 312,100
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2025 Proposed Franchise Percentage		12.00%
2025 Estimated Franchise Fee Revenue if your Percentage is changed		\$ 312,100
Difference in Franchise Fees Collected from 2024 to 2025 with Proposed D&T Rate Changes.		\$ 20,605

Please note: All proposed changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, **which could be impacted by current economic conditions**.



Franchise Fee Estimating Tool is For Information Purposes Only
This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 640 kWh
Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (Effective Jan.1, 2024) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$	0.080409	640 kWh	\$51.46
Basic Daily Charge	\$	0.98675	30 Days	\$29.60
				<u>\$81.06</u>

Current Franchise Fee		12.00%	\$9.73
	GST	5.0%	\$4.54
			<u>\$95.33</u>

Current Annual Franchise Fee Costs: $\$9.73 \times 12 = \116.73

Proposed Residential Customer Monthly Costs

Rate 11 (Proposed January 2025 Estimated Distribution Tariff) Based on NEW 12% Franchise Fee

Delivery Service Charge

All kWh Delivered*	\$	0.082861	640 kWh	\$53.03
Basic Daily Charge*	\$	1.01685	30 Days	\$30.51
				<u>\$83.54</u>

Estimated Proposed Franchise Fee		12.00%	\$10.02
	GST	5.0%	\$4.68
			<u>\$98.24</u>

Proposed Annual Franchise Fee Cost: $\$10.02 \times 12 = \120.29

* Includes estimated Rate changes.

2024 Current Franchise Fee		12.00%
Franchise Fee Cap		20%
2024 Estimated Revenue		\$ 291,495
2025 Estimated Franchise Fee Revenue if your Franchise Fee remains the same		\$ 312,100
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2025 Proposed Franchise Percentage		12.50%
2025 Estimated Franchise Fee Revenue if your Percentage is changed		\$ 325,104
Difference in Franchise Fees Collected from 2024 to 2025 with Proposed D&T Rate Changes.		\$ 33,609

Please note: All proposed changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, **which could be impacted by current economic conditions**.



Franchise Fee Estimating Tool is For Information Purposes Only
 This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption **640 kWh**
 Billing Period **30 Days**

Existing (Current) Typical Residential Customer Monthly Costs				
Rate 11 (Effective Jan.1, 2024) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee				
Delivery Service Charge				
All kWh Delivered	\$	0.080409	640 kWh	\$51.46
Basic Daily Charge	\$	0.98675	30 Days	\$29.60
				\$81.06
Current Franchise Fee		12.00%		\$9.73
	GST	5.0%		\$4.54
				\$95.33
Current Annual Franchise Fee Costs: \$9.73 * 12 = \$116.73				

Proposed Residential Customer Monthly Costs				
Rate 11 (Proposed January 2025 Estimated Distribution Tariff) Based on NEW 12.5% Franchise Fee				
Delivery Service Charge				
All kWh Delivered*	\$	0.082861	640 kWh	\$53.03
Basic Daily Charge*	\$	1.01685	30 Days	\$30.51
				\$83.54
Estimated Proposed Franchise Fee		12.50%		\$10.44
	GST	5.0%		\$4.70
				\$98.68
Proposed Annual Franchise Fee Cost: \$10.44 * 12 = \$125.3				
* Includes estimated Rate changes.				

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	4%	2024/04/01
02-0011	Athabasca	20%	2024/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	17%	2024/01/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	16%	2024/01/01
02-0387	Banff	7%	2024/02/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	7.5%	2024/01/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	8%	2024/01/01	02-0065	Claresholm	6%	2024/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	18%	2024/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	18%	2024/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	17%	2024/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	10%	2024/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.63%	2024/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	10%	2024/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	17%	2024/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	20%	2024/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.70%	2024/01/01	02-0215	Mayerthorpe	14%	2024/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	18%	2024/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	0%	2024/02/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	17%	2024/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10.5%	2024/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	20%	2024/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	17%	2023/03/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	15.3%	2023/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	7%	2024/01/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	15.50%	2023/01/01	02-0311	Taber	18%	2020/07/01
04-0273	Ross Haven	0%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
03-0276	Ryley	3%	2016/01/01	02-0318	Tofield	5%	2015/01/01
04-0279	Seba Beach	4%	2014/01/01	04-0324	Val Quentin	0%	2016/01/01
02-0280	Sedgewick	11%	2024/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0331	Viking	8%	2013/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0333	Vulcan	20%	2013/10/01
04-0288	South View	3%	2019/01/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	12%	2024/01/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	4%	2024/04/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	7%	2024/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	0%	2018/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	16.25%	2024/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	18%	2024/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	4.47%	2024/01/01
02-0307	Sundre	12%	2024/01/01	04-0354	Yellowstone	8%	2024/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	18%	2023/01/01				



REQUEST FOR DECISION

COUNCIL DATE: October 7, 2024
SUBJECT: Gas Alberta Inc. 2024 Gas Cost Refund
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

Gas Alberta Inc. is the Town of Sundre's gas supplier and the Town is a shareholder of this company. Due to gas management and hedging activities during the fiscal year ending June 30, 2024, Gas Alberta is refunding \$4 million to its shareholders.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This Item aligns with Council's Strategic Plan Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass the refund on to the Town's utility customers through a one-time per gigajoule credit associated with the amount of gigajoules used during November 2024.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details.

MOTION:

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.

OR

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.

OR

That the Town of Sundre Council directs Administration to record the Gas Alberta Inc. gas cost refund of \$30,040.32 as an additional revenue item for the Gas Department in 2024.

Date Reviewed: October 3, 2024

CAO:

Amida Nelson



REPORT TO COUNCIL

COUNCIL DATE: October 7, 2024

SUBJECT: Gas Alberta Inc 2024 Gas Cost Refund

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.2a

BACKGROUND/PROPOSAL:

Gas Alberta Inc. is the Town of Sundre's gas supplier and the Town is a shareholder of this company. Due to gas management and hedging activities during the fiscal year ending June 30, 2024, Gas Alberta is refunding \$4 million to its shareholders.

As a shareholder the Town customers have benefited from lower gas rates than if the Town purchased gas from investor owned utility companies. In addition to this ongoing savings, the Town has received a gas cost refund of \$30,040.32 based on Town of Sundre gas purchases from Gas Alberta Inc. between July 1, 2023 and June 30th, 2024.

In 2017, 2018, 2019, 2021 and 2023, Council passed motions to pass the amounts on to the Town's utility customers through a per gigajoule refund. In 2020, Council passed a motion to transfer the refund to the Utilities Lifecycling Restricted Surplus Account. There was no gas cost refund in 2022.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council can direct administration to record the refund as gas revenue received in 2024 with the amount becoming a part of the Gas Department's budget. If a surplus arose from the additional revenues, it would be administered according to the Restricted Surplus Account Policy. Such an approach would provide the greatest latitude in determining the best use of the refund for 2024 operating expenses, however the Town's gas customers would receive no gas refund on their bill this year.

Council can direct administration to transfer the amount to the Utilities Infrastructure Lifecycling Restricted Surplus Account to be used for future infrastructure projects. The additional funds would be used for future gas projects reducing the need to increase gas rates to fund those projects, but the Town's gas customers would not receive a gas refund on their bill this year.

Council can direct administration to credit utility customers accounts with a one-time per gigajoule rebate on the December 2024 bills. Such action would have an insignificant impact on

the gas budget, as the reduction in utility revenue would be the same as the amount received from Gas Alberta. To determine the per gigajoule credit, administration will divide the actual gas consumption measured for sale to all users during the month of November 2024 into the total gas cost refund of \$30,040.32. The total refund would be distributed over all natural gas customers based on how many gigajoules they use during the month of November 2024. Using historical November usages as a guideline, it is estimated an average residential customer could see approximately a \$15.00 gas rebate. Higher demand customers will see a higher rebate because they have incurred higher costs to purchase their gas supply during Gas Alberta's fiscal year ending June 30, 2024. The Town's gas customers will receive the direct benefit of a refund as the funds will be distributed to the customers based on gas consumption.

ALIGNMENT WITH STRATEGIC PRIORITIES:

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

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass on the refund to the Town's utility customers through a one-time gigajoule credit associated with the number of gigajoules used during November 2024.

COSTS/SOURCE OF FUNDING:

Refund received from Gas Alberta Inc. in September 2024.

ATTACHMENTS:

Gas Alberta Inc. September 26, 2024 letter



September 26, 2024

8.2b

To: Jim Hall, Manager of Operations
Town of Sundre

Re: Gas Cost Refund

We are pleased to inform you that Gas Alberta Inc. is refunding a total of \$4.0 million to its shareholders as a result of gains that were generated by the Company's gas management activities during the fiscal year ending June 30, 2024.

Each shareholder will receive a portion of this refund based on their gas purchase volume for the period July 1, 2023 to June 30, 2024.

The refund for your organization was calculated as follows:

Total gas purchases by current shareholders: **29,125,787 GJs**

Total gas purchases by your organization: **218,737 GJs**

Pro-rated Refund Amount: **\$30,040.32**

GST: **\$1,502.02**

Total Refund Amount: **\$31,542.34**

The above refund will be credited to your account via EFT on September 27, 2024. If you have any questions regarding the above, please contact me at (403) 509-2601.

Regards,

A handwritten signature in blue ink, appearing to read "Paul Dunsmore".

Paul Dunsmore
President and CEO



REQUEST FOR DECISION

COUNCIL DATE	October 7, 2024
SUBJECT	Proclamation – Fire Prevention Week
ORIGINATING DEPARTMENT	Sundre Fire Department
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

This year's FWP campaign focus is "Smoke Alarms: Make them Work for You". The campaign strives to educate everyone about the importance of having working smoke alarms in the home. The National Fire Protection Association (NFPA) is requesting that all communities join together to take part in "Fire Prevention Week," from October 6 – 12, 2024. Since 1922, the NFPA has sponsored the public observance of Fire Prevention Week. Fire Prevention Week is the longest-running public health observance in North America. During Fire Prevention Week, children, adults and teachers learn how to stay safe in case of a fire. Firefighters provide lifesaving public education in an effort to drastically decrease casualties caused by fires.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached: Smoke Alarm tip sheet and, FPW24 Checklist - Smoke Alarms.

ALIGNMENT WITH STRATEGIC PLAN

This aligns Council's strategic priorities of Pillar 2, Community Wellness.

ADMINISTRATION RECOMMENDATIONS:

That the Council of the Town Sundre proclaim October 6 – 12, 2024 as Fire Prevention Week in Sundre.

MOTION:

That the Council of the Town of Sundre proclaim October 6 – 12, 2024 as Fire Prevention Week, and urge all the 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.

Attachment: Smoke Alarm Safety Information and Fire Prevention Week Proclamation

Date Reviewed: October 3, 2024

CAO: 



8.3a8



**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.

Richard Warnock, Mayor

FIRE PREVENTION WEEK, OCTOBER 6 – 12, 2024

“Smoke Alarms: Make them Work for You”

Key smoke alarm safety tips and guidelines



Install

Install smoke alarms in every bedroom, outside each separate sleeping area (like a hallway), and on each level (including the basement) of the home.



Test

Test smoke alarms at least once a month by pushing the test button.



Replace

Replace all smoke alarms when they are 10 years old or stop responding when tested.

GATHER THE WHOLE FAMILY and do some searching to find the answers to these very important smoke alarm safety questions. Then, go to **Sparky.org** and take the pledge to be a FIRE SAFETY HERO.

Location, location, location!

Is there at least one smoke alarm:

- ☐ Inside each bedroom? ☐ Outside all sleeping areas? ☐ On every level of the home, including the basement?
☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No

Action item: Figure out **how many*** smoke alarms you need to make each answer YES. (You need at least one on every level of your home, including the basement, outside all sleeping areas, and inside each bedroom.)

*Our home needs _____ smoke alarms.

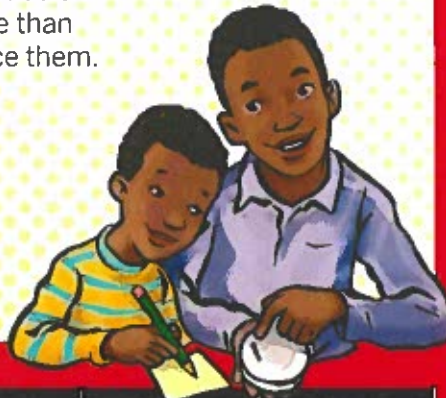
What have you got?

To find the answer to the question below, look on the back of your smoke alarms. You'll have to take them down to do so, so make sure to put them back up.

Do you know how old your smoke alarms are? ☐ Yes ☐ No

Action item: Fill in the chart below. If your smoke alarms are more than 10 years old, it's time to replace them.

Smoke Alarm Checkup



Smoke alarm	Date on back	How old	Need a new one	Working
living room	2019 Oct. 1	5 years	No	Yes



What to do!

Do you test your smoke alarms each month?

☐ Yes ☐ No

Action item: Test all the smoke alarms in your home at least once a month by pushing the test button.

Does everyone in your home know the sound of the smoke alarm?

☐ Yes ☐ No

Action item: Push the test button so everyone knows the sound of the alarm. Smoke alarms make a loud "BEEP, BEEP, BEEP" sound.

Does everyone in your home know what to do when the smoke alarm sounds?

☐ Yes ☐ No

Action item: Make a home fire escape plan and practice it at least two times a year. This way everyone knows what to do when the smoke alarm sounds and can get outside and stay outside.



Kids

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REQUEST FOR DECISION

COUNCIL DATE	October 7, 2024
SUBJECT	Waiver of Rental Fees for Hospital Futures Gala
ORIGINATING DEPARTMENT	Community Services
AGENDA ITEM	8.4

BACKGROUND/PROPOSAL:

The Sundre Hospital Futures Gala will take place on Saturday, November 16, 2024 in the Sundre Community Centre. A request has been received to waive the rental fee for the Community Centre in the amount of \$262.50 (GST included).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Historically, Council has waived the Community Centre rental fee for the Hospital Gala with funds to be withdrawn from the Council's Discretionary Fund to Local Organizations. Currently, the balance of the fund is \$922.23

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 2 of the Strategic Plan, Community Well-being, and Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

At Council's discretion.

MOTION:

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 Council Discretionary Contributions to Local Organizations, for the Sundre Hospital Futures Gala to be held on November 16, 2024.

OR

That the Town of Sundre Council deny the request for a fee waiver for the Community Centre in the amount of \$262.50 for the Sundre Hospital Futures Gala to be held on November 16, 2024.

Date Reviewed: October 03, 2024

CAO: Linda Nebe



SUNDRE COMMUNITY CENTRE #3, 96 - 2nd AV NW

Email: facilitybookings@sundre.com

Office Ph. 403.638.2042

Rental Booking Contract SCC #2024.092

Rental Date(s): Saturday, November 16th 2024

Renter(s) Name: Gerald Ingeveld

Type of Use: Hospital Gala

Contact Name(s): Gerald Ingeveld

Contact Phone/Email: gsingeveld@gmail.com

Date:	<u>Saturday</u>	Date:	<u>N/A</u>
Start Time:	<u>All Day Event</u>	Start Time:	<u>N/A</u>
End Time:	<u></u>	End Time:	<u>N/A</u>

Rental Fee:	<u>\$250.00</u>	x	<u>1</u>	=	<u>\$250.00</u>
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Rental Fee:	<u></u>	x	<u></u>	=	<u>\$0.00</u>
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*Deposit required depending on the
Rental Use, see Page 2.*

Subtotal: \$250.00

GST: \$12.50

Total Rental: \$262.50

Payment received: MC VISA DEBIT CASH Receipt No.

Deposit received: MC VISA DEBIT CASH Receipt No.

Liquor Licence Required: Yes ☐ No ☐ Date Copy Received:

PAL Insurance Required: Yes ☐ No ☐ Date Copy Received:

ProServe Bartenders Certificates Required: Yes ☐ No ☐ Received:

Occupancy Load Reviewed: Yes ☐ No ☐

Notes: Please review booking dates and times to ensure they are correct. Signature and payment required before rental date. Payment can be made at the Town Office, 717 Main Ave W, 8:00 am to 4:00 pm, Monday to Friday or by phone 403.638.3551

If you have any concerns during your rental please call 403.586.3408

The Community Center is a designated Emergency Reception Centre. In the event of an emergency, you may be asked to leave the facility with limited notice.

Confirmation/Cancellation

The renter is responsible for contacting the Community Services Department at least two weeks prior to the event to confirm and indicate any other special requirements and / or to cancel the booking.

Deposit**\$0.00**

Renter is required to submit a deposit as per the current 'Schedule of Fees and Charges' to be used as a retainer for the use and occupancy of the facility. The deposit fee shall be withheld until inspection of the facility / or equipment. Any damages will result in deposit funds being withheld.

Refund

Cancellations of bookings less than one week will result in a \$40.00 fee to be withheld from the rental payment.

Cleaning Fee

The renter agrees to be responsible for any cleaning fees as per the current 'Schedule of Fees and Charges' if the facility is not left in the state required. Cigarette / garbage mess outside of the facility included in this cleaning fee.

Vomit/Body Fluids: Clean up is the responsibility of the renter, inside and outside of the facility.

Facility Fire Code Capacity

Occupancy load varies depending on use of the space. Example: Standing Space, Space with non-Fixed Seat, Space with Non-Fixed seats and tables, and other. Renter must ensure maximum occupancy load is not exceeded.

Liability

This booking contract is subject to the understanding and agreement that the Town of Sundre shall not be held responsible nor liable for any injuries or losses to any person(s) or property by reason of or as a result of the acts of it's servants, agents, employees or workers. The Town of Sundre will not be held responsible for the loss or theft of any personal property left at the facility by the renter or their guests. The renter or designate must be available at the location for the entire rental period.

Callie Klett October 2nd 2024

Renter Signature / Date

Town of Sundre / Date

PRIVACY: The personal information on this form is collected under the authority of the Municipal Government Act (Section 3) and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The information collected will be used for the purpose of administering Town facility bookings. If you have any questions about the collection, use and protection of this information please contact: Town of Sundre, 717 Main Avenue NW, Sundre, AB T0M1X0, 403.638.3551

Keys Required:

Main Door	<u> X </u>
Conference Room Door	<u> X </u>
Garbage Bin	<u> X </u>

Alarm Code Required: Yes

Bar Room	<u> X </u>	
Sound System	<u> X </u>	Stage Storage <u> </u>
Kitchen	<u> X </u>	Sports Equipment Storage <u> </u>