



Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
May 26, 2025  
**4:00 P.M.**

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, May 26, 2025, commencing at 4:00 p.m.

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

**ABSENT:** Councillor Todd Dalke (*joined the meeting at 4:43 p.m.*)

**STAFF:** Acting CAO / Director Corporate Services, Chris Albert  
Director Community Development, Benazir Thaha Valencia  
Acting Director Emergency Management, Jim Hall  
Legislative Executive Assistant, Betty Ann Formstone

**PUBLIC:** 4

**DELEGATION:** None

**PRESS:** 1

**CALL TO ORDER:** The meeting was called to order at 4:05 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:** **20250526(1): Bylaw 2025-09 Land Use Bylaw Map Amendment**

The Public Hearing was held in the Town of Sundre Municipal Council Chambers and pursuant to the *Municipal Government Act, RSA 2000 Chapter M-26 and amendments* thereto.

The Mayor declared Public Hearing 20250526(1) relating to Bylaw 2025-09 Land Use Bylaw Map Amendment now open at 4:06 p.m.

**ROLL CALL:** Mayor requested that anyone registered to attend the Public Hearing by phone to state their name for the record.

Legislative Executive Assistant confirmed there were no person(s) registered to call in to the Public Hearing.

  
  
Initials

**Purpose of Bylaw 2025-09**

The purpose of Bylaw No. 2025-09 is to amend the Land Use Bylaw Map by changing the land use designation for a parcel legally described as Plan 8410936, Block 3, Lot 6, Civic Address: 1107 – 1 Avenue N.E., from Estate Residential District (R-4) to General Residential District (R-2).

**Order of Presentations:**

- Confirmation of Notices;
- Development Authority's report;
- Questions from Council to the Development Authority;
- Public Communication (letters/emails) read into the minutes;
- Presentation(s) by those in Favour of the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Presentation(s) by those in Opposition of the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Any other person(s) deemed affected by the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Closing statement of the Development Authority;
- Further questions for the Development Authority;
- Adjournment of the Public Hearing.

**CAO – Public Notifications**

Notification of the Public Hearing for Bylaw 2025-09 was published in the local newspaper on May 13<sup>th</sup> and May 20<sup>th</sup>, 2025 and on the Town's website from May 13<sup>th</sup> to May 26<sup>th</sup>. Adjacent Landowner Notifications were mailed via Canada Post on May 13<sup>th</sup>.

**Development Authority's Report:**

The Development Authority, Benazir Thaha Valencia, Director Community Development delivered a verbal report accompanied by a PowerPoint presentation.

**Public Communications:**

None

**Those in Favour of the Bylaw:**

Mr. Randy Hein (Bar 57 Consulting Inc.) of Sundre, accompanied by a PowerPoint presentation.

**Those in Opposition to the Bylaw:**

None

**Other person(s) Deemed Affected by the Bylaw:**

None

**Closing Statement:**

The Development Authority provided a brief closing statement.

**Call for a Motion:**

The Mayor called for a motion to close the Public Hearing at 4:27 p.m.



Initials

Res. 195-26-05-25

MOVED by Councillor Isaac that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250526(1) pertaining to Bylaw 2025-09 being a bylaw to amend the Land Use Bylaw Map.

**CARRIED****PUBLIC HEARING:****20250526(2): Bylaw 2025-10 Municipal Development Plan Amendment**

The Public Hearing was held in the Town of Sundre Municipal Council Chambers and pursuant to the *Municipal Government Act, RSA 2000 Chapter M-26 and amendments* thereto.

The Mayor declared Public Hearing 20250526(2) relating to Bylaw 2025-10 being a Bylaw to amend the Municipal Development Plan now open at 4:28 p.m.

**ROLL CALL:**

Mayor called for anyone registered to attend the Public Hearing by phone to state their name.

Legislative Executive Assistant confirmed there were no person(s) registered to call in to the Public Hearing.

**Purpose of Bylaw 2025-10**

The purpose of Bylaw No. 2025-10 is to amend portions of Bylaw 2024-04, the Municipal Development Plan as follows: Section 5.3 Commercial – Transitional areas between higher-intensity commercial and institutional uses and lower-intensity residential neighbourhoods shall support a compatible mix of land uses such as medium-density housing, small-scale retail, offices, and community services to reduce land use conflicts, enhance walkability and contribute to vibrant, livable communities.

**Order of Presentations:**

- Confirmation of Notices;
- Development Authority's report;
- Questions from Council to the Development Authority;
- Public Communication (letters/emails) read into the minutes;
- Presentation(s) by those in Favour of the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Presentation(s) by those in Opposition of the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Any other person(s) deemed affected by the Bylaw (max. of 5 minutes, person(s) present in the Council Chambers will speak first, anyone on the phone will speak second);
- Closing statement of the Development Authority;
- Further questions for the Development Authority;
- Adjournment of the Public Hearing.

**CAO – Public Notifications**

Notification of the Public Hearing for Bylaw 2025-10 was published in the local newspaper on May 13<sup>th</sup> and May 20<sup>th</sup>, 2025 and on the Town's website from May 13<sup>th</sup> to May 26<sup>th</sup>. Adjacent Landowner Notifications were not required.




Initials

**Development Authority's Report:**

The Development Authority, Benazir Thaha Valencia, Director Community Development delivered a verbal report accompanied by a PowerPoint presentation.

**Public Communications:** None

**Those in Favour of the Bylaw:** None

**Those in Opposition to the Bylaw:** None

**Other person(s) Deemed Affected by the Bylaw:** None

**Closing Statement:** The Development Authority provided a brief closing statement.

**Call for a Motion:** The Mayor called for a motion to close the Public Hearing at 4:38 p.m.

*Res. 196-26-05-25* MOVED by Councillor Anderson that the Town of Sundre Council has received sufficient information to close Public Hearing No. 20250526(2) pertaining to Bylaw 2025-10 being a bylaw to amend the Municipal Development Plan.

**CARRIED**

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res.197-26-05-25* MOVED by Councillor Vardas that the agenda be approved as amended, as follows:  
***ADD: 11.7 Invitation to Council to attend the Guild of Filipino-Canadian of Sundre Alberta and Area Meet & Greet Fundraiser Event, May 31, 2025, from 11:00 a.m. to 5:00 p.m. at the Sundre Community Centre***

**CARRIED**

**Councillor Absence:** *Councillor Dalke did not advise the Acting CAO that he would be late or not attending the meeting in compliance of s.14.6 of Council's Procedural Bylaw. Councillor Dalke joined the meeting at 4:43 p.m.*

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 198-26-05-25* MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on May 12, 2025 be approved as presented.

**CARRIED**

**DELEGATION:** None

**BYLAWS/POLICIES:** **Bylaw 2025-09, Land Use Redesignation, R-4 to R-2**

  
  
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*Res.199-26-05-25* MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2025-09, being a bylaw to amend the Land Use Bylaw Map to redesignate the Estate Residential District (R-4) lot, legally described as Plan 8410936, Block 3, Lot 6 (Civic Address of 1107 1 Ave. NE), to General Residential District (R-2).

**CARRIED**

*Res.200-26-05-25* MOVED by Councillor Marr that the Town of Sundre Council give Third Reading to Bylaw 2025-09, being a bylaw to amend the Land Use Bylaw Map to redesignate the Estate Residential District (R-4) lot, legally described as Plan 8410936, Block 3, Lot 6 (Civic Address of 1107 1 Ave. NE), to General Residential District (R-2).

**CARRIED**

*Mayor Warnock called a break at 4:45 p.m.*

*Mayor Warnock reconvened the meeting at 4:50 p.m.*

**Bylaw 2025-10, Municipal Development Plan Amendment**

*Res. 201-26-05-25* MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2025-10, being a bylaw to amend the Municipal Development Plan.

**CARRIED**

*Res. 202-26-05-25* MOVED by Councillor Vardas that the Town of Sundre Council give Third Reading to Bylaw 2025-10, being a bylaw to amend the Municipal Development Plan.

**CARRIED**

**OLD BUSINESS:**

**Mountain View County Facility Funding – Verbal Report**

*Res. 203-26-05-25* MOVED by Councillor Anderson that the Town of Sundre Council accept the Acting Chief Administrative Officer's verbal report regarding the Facility Funding received from Mountain View County as information.

**CARRIED**

**NEW BUSINESS:**

None

**ADMINISTRATION:**

**Departmental Reports, April 2025**

*Res. 204-26-05-25* MOVED by Councillor Marr that the Town of Sundre Council accept the April 2025 Departmental Reports as information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS:**

**Council Committee Reports March and April 2025**

*Res. 205-26-05-25* MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's report for April 2025 as information.

**CARRIED**

  
  
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Res. 206-26-05-25                      MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's reports for March and April 2025 as information.

**CARRIED**

**COUNCIL KEY MESSAGE:**                      **Council Key Messages April 2025**

Res. 207-26-05-25                      MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of April 2025 as information.

**CARRIED**

**COUNCIL INVITATIONS /**                      **Acknowledgement of Alberta Rural Health Week**  
**CORRESPONDENCE:**

Res. 208-26-05-25                      MOVED by Councillor Vardas that the Town of Sundre Council acknowledge Alberta Rural Health Week, May 26 – 30, 2025, with a special thank you to all health professionals who serve in our community.

**CARRIED**

**Parkland Regional Library System Financial Reports**

Res 209-26-05-25                      MOVED by Councillor Petersen that the Town of Sundre Council accept the Parkland Regional Library System 2024 Financial Statement and Report to the Audit Committee as information.

**CARRIED**

**Invitation to Opening of the Sundre Seniors' Fair**

Res.210-26-05-25                      MOVED by Councillor Anderson that the Town of Sundre Council accept the invitation for the Mayor or the Deputy Mayor to attend the Opening of the Sundre Seniors' Fair on Tuesday, June 3, 2025.

**CARRIED**

**Invitation to Ponoka Stampede**

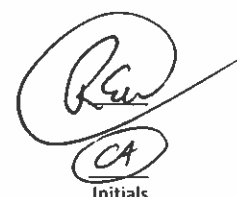
Res. 211-26-05-25                      MOVED by Councillor Isaac that the Town of Sundre Council accept the invitation for Mayor Warnock to attend the Ponoka Stampede on Friday, June 27 as information, and direct administration to send the RSVP on behalf of the Mayor.

**CARRIED**

**Invitation to Participate in Camrose's 25<sup>th</sup> Annual Kickin' Country Parade**

Res. 212-26-05-25                      MOVED by Councillor Petersen that the Town of Sundre Council decline with regret, the invitation to participate in the 25<sup>th</sup> Annual Kickin' Country Parade, Thursday, July 31, 2025.

**CARRIED**



Handwritten signature and initials. The signature is a stylized 'R' followed by 'G'. Below it, the initials 'CA' are written inside a circle, with the word 'Initials' printed underneath.

**Invitation to Participate in Town of Bowden Daze Rodeo Parade**  
*Res. 213-26-05-25* MOVED by Councillor Petersen that the Town of Sundre Council accept the invitation to participate in the Town of Bowden Daze Rodeo Parade on Saturday, July 12, 2025.  
**CARRIED**

**Invitation to Guild of Filipino-Canadian of Sundre Alberta and Area Meet & Greet Fundraiser Event**  
*Res. 214-26-05-25* MOVED by Councillor Vardas that the Town of Sundre Council accept the invitation for the Deputy Mayor to attend the Guild of Filipino-Canadian of Sundre Alberta and Area Meet & Greet Fundraiser Event, on Saturday, May 31, 2025 from 11:00 a.m. to 5:00 p.m.

**CARRIED**

**CLOSED MEETING:** None

**ADJOURNMENT**

*Res. 215-26-05-25* MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 5:30 p.m.  
**CARRIED**

These Minutes approved this 9<sup>th</sup> Day of June 2025.

  
 Mayor, Richard Warnock

  
 Acting Chief Administrative Officer, Chris Albert