



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
November 24, 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, November 24, 2025, commencing at 4:00 p.m.

IN ATTENDANCE: Mayor Richard Warnock
Councillor Jaime Marr
Councillor Connie Anderson
Councillor Todd Dalke
Councillor Owen Petersen
Councillor Cheri Buchan

ABSENT: Councillor Paul Isaac

STAFF: Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Project Manager, Carl McDonnell
Operations Manager, Jim Hall
Water/Wastewater Supervisor, Shane Vollett
Events & Festival Coordinator, Moe Fahey
Legislative Executive Assistant, Betty Ann Formstone

PUBLIC: 3

DELEGATION: Sgt. Courtney Harding, Sundre RCMP Detachment Commander

PRESS: 1

CALL TO ORDER: The meeting was called to order at 4:00 p.m., with a moment of reflection on the business of the evening.

AGENDA – AMENDMENTS AND ADOPTION:

Res. 386-24-11-25 MOVED by Councillor Dalke that the agenda be approved as amended as follows:
AMEND: Item 4.2, November 10, 2025 Minutes – remove Councillor Vardas, add Councillor Buchan;
REVISE: 7.1a Report to Council Arena Upgrades (printed copy provided)
ADD Supplemental: 9.1b Fire Department Report, September & October 2025

CARRIED

Councillor Absence: Councillor Paul Isaac advised the Director Corporate Services of his absence in compliance of s.14.6 of Council's Procedural Bylaw.


Initials

ADOPTION OF THE PREVIOUS MINUTES:

Res. 387-24-11-25 MOVED by Councillor Buchan that the Minutes of the November 1 & 2, 2025 Strategic Advisory Committee Meeting be approved as presented.

CARRIED

Res. 388-24-11-25 MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on November 10, 2025 be approved as amended.

CARRIED

DELEGATION:

Sundre RCMP Detachment Commander

Res. 389-24-11-25 MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accepts the Sundre Quarterly Policing Report and Crime Statistics as information.

CARRIED

BYLAWS/POLICIES:

None

OLD BUSINESS:

Update on Arena Renovations Project

Res. 390-24-11-25 MOVED by Councillor Anderson that the Town of Sundre Council accept the Director of Community Development update on the Arena Renovations Project as information and directs Administration to share a copy of the report with Mountain View County.

CARRIED

NEW BUSINESS:

2025 Q3 Financial Reports

Res. 391-24-11-25 MOVED by Councillor Marr that the Town of Sundre Council accept the Q3 2025 Quarterly Financial Reports as information.

CARRIED

Mayor Warnock called a break at 4:52 p.m.

Mayor Warnock reconvened the meeting at 4:59 p.m.

2023-2026 Four-Year Operating Budget and Ten-Year Capital Plan (2026 Version)

Res. 392-24-11-25 MOVED by Councillor Petersen that the Town of Sundre Council approve the addition of \$15,000 to the 2026 Operating Budget for mapping updates.

CARRIED

Res. 393-24-11-25 MOVED by Councillor Marr that the Town of Sundre Council approve the addition of \$6,000 to the 2026 Operating Budget for the replacement of personal gas monitors.

CARRIED



Initials

Res. 394-24-11-25 MOVED by Councillor Buchan that the Town of Sundre Council direct administration to continue with the Festivals and Events pilot project as a contracted position for 2026 at a cost not to exceed \$80,000; and further directs administration to create a reporting platform providing statistics to include number of events, number of participants, volunteers, in-kind and grant contributions.

In Favour: Councillor Buchan, Councillor Marr, Councillor Anderson, Councillor Petersen, Mayor Warnock

Opposed: Councillor Dalke

CARRIED

Res. 395-24-11-25 MOVED by Councillor Petersen that the Town of Sundre Council approves the addition to the 2026 Operating Budget to increase by .5 (half-time) the Administrative Assistant position at a cost of \$35,000 per year.

In Favour: Councillor Petersen, Councillor Anderson, Councillor Marr, Mayor Warnock

Opposed: Councillor Dalke, Councillor Buchan

CARRIED

Res. 396-24-11-25 MOVED by Councillor Buchan that the Town of Sundre Council reduce the budget for Federation of Canadian Municipalities (FCM) from \$12,000 per year to \$6,000 per year for Mayor or designate and CAO or designate to attend the annual conference.

In Favour: Councillor Buchan, Councillor Marr, Councillor Anderson, Councillor Petersen, Mayor Warnock

Opposed: Councillor Dalke

CARRIED

Res. 397-24-11-25 MOVED by Councillor Petersen that the Town of Sundre Council directs Administration to present the final proposed budget documents to Council on December 8, 2025.

CARRIED

Mayor Warnock called a break at 6:41 p.m.

Mayor Warnock reconvened the meeting at 6:46p.m.

Expression of Interest – Campus of Care

Res. 398-24-11-25 MOVED by Mayor Warnock that the Town of Sundre Council direct administration to proceed with posting the Request for Expression of Interest on the Alberta Purchasing Connection.

CARRIED

Council Meeting Time

Res. 399-24-11-25 MOVED by Councillor Marr that the Town of Sundre Council approve the change to the commencement time for Regular Council Meetings from 4:00 p.m. to 5:00 p.m. starting on January 12, 2026.

In Favour: Councillor Marr, Councillor Buchan, Councillor Dalke, Councillor Petersen, Mayor Warnock

Opposed: Councillor Anderson

CARRIED



Initials

Proposed Changes to Provincial Electoral Boundary*Res. 400-24-11-25*

MOVED by Councillor Dalke that the Town of Sundre Council give approval to Mayor Warnock to write a letter of concern to the Alberta Electoral Boundaries Commission pertaining to the proposed changes to the Rimbey-Rocky Mountain House-Sundre electoral boundary; and further

CARRIED*Res. 401-24-11-25*

MOVED by Councillor Dalke that the Town of Sundre direct the Chief Administrative Officer to write a letter of concern to the Alberta Electoral Boundaries Commission pertaining to the proposed changes to the Rimbey-Rocky Mountain House-Sundre electoral boundary.

CARRIED**ADMINISTRATION:****Departmental Reports September & October 2025***Res. 402-24-11-25*

MOVED by Councillor Anderson that the Town of Sundre Council accept the September and October 2025 Departmental Reports as information.

CARRIED**COUNCIL:****Council Key Messages September & October 2025***Res. 403-24-11-25*

MOVED by Councillor Buchan that the Town of Sundre Council accept the Key Messages of Council for the months of September and October, 2025, as information.

CARRIED**Date for Strategic Planning Session***Res. 404-24-11-25*

MOVED by Councillor Petersen that the Town of Sundre Council reaffirm their commitment and support to participate in a 1-day strategic planning session lead by the Chief Administrative Officer on January 17, 2026 commencing at 9:00 a.m.

CARRIED**COUNCIL INVITATIONS /
CORRESPONDENCE:****Alberta Museum Association***Res. 405-24-11-25*

MOVED by Councillor Buchan that the Town of Sundre Council accept the letter from the Alberta Museum Association as information.

CARRIED


Handwritten signature and initials. The signature is a stylized 'A' with a flourish. Below it are the initials 'JN' and the word 'Initials'.

CLOSED MEETING:

Res. 406-24-11-25

MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 8:17 p.m.

CARRIED

Mayor Warnock excused all members of the public and advised that they may leave or remain in the Council Chambers as Council retreats to the boardroom. There are no Motions of Council expected, and that at this time the Live Stream is ending.

Mayor Warnock called a break at 8:17 p.m.

Mayor Warnock reconvened the Closed Meeting at 8:26 p.m.

The following were in attendance for the Closed Meeting:

Director of Corporate Services, Chris Albert

Virtually: KPMG LLP Representatives Colin Mitchell and Samuel Straka

Topic of Closed Meeting

12.1 Advice from Officials, Access To Information Act, Section 29

KPMG Representatives left the closed meeting at 8:43 p.m.

12.2 Advice from Officials, Access To Information Act, Section 29

12.3 Advice from Officials, Access to Information Act, Section 29

Res. 407-24-11-25

MOVED by Councillor Dalke that Council return to an open meeting at 9:07 p.m.

CARRIED

ADJOURNMENT

Res. 408-24-11-25

MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 9:08 p.m.

CARRIED

These Minutes approved this 8th Day of December, 2025.



Mayor, Richard Warnock



Chief Administrative Officer, Linda Nelson