



Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
June 26, 2023

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, June 26, 2023, commencing at 6:00 p.m.

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

**ABSENT:** Councillor Paul Isaac

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert  
Manager Planning & Ec. Development, Benazir Thaha Valencia  
Sr. Development Officer, Betty Ann Fountain  
Executive Legislative Clerk, Shantele Smith

**PUBLIC:** 4  
**PRESS:** 1

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

**PUBLIC HEARING** **20230626-01, Land Use Bylaw Amendment, Bylaw 2023-02**  
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 20230626-01 relating to Bylaw 2023-02 now open at 6:00 p.m.

**Purpose of Bylaw 2023-02**

The purpose of Bylaw 2023-02 is a “housekeeping” amendment to Land Use Bylaw 2018-10 to provide administrative changes for clarity, efficiency, and new development opportunities.

**Order of Presentations:**

- Confirmation of Notices;
- Development Authority’s report;
- Questions from Council to the Development Authority;

Initials

- Public Communication (letters/emails) read into the minutes;
- Presentation(s) by those in Favour of the Bylaw (max. of 5 minutes);
- Presentation(s) by those in Opposition of the Bylaw (max. of 5 minutes);
- Any other person(s) deemed affected by the Bylaw;
- 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 2023-02 was published in the local newspaper on June 13<sup>th</sup> and June 20<sup>th</sup>, 2023 and on the Town’s website from June 13<sup>th</sup> to June 26<sup>th</sup>. Adjacent Landowner Notification was not necessary.

**Development Authority’s Report:**

Betty Ann Fountain, Sr. Development Officer delivered a verbal report accompanied by a power point presentation.

**Public Communications:**

There were no public communications received.

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

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

**Closing Statements:** Betty Ann Fountain, Sr. Development Officer provided a brief closing statement.

**Call for a Motion:** the Mayor called for a motion to close the Public Hearing at 6:10 p.m.

*Res. 181-26-06-23*      MOVED by Councillor Marr that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2023-02, being a “housekeeping” amendment to Land Use Bylaw 2018-10

**CARRIED**

**PUBLIC HEARING**

**20230626-02 Site Specific Exception and Revision to Definition**

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 20230626-02 relating to Bylaw 2023-04 now open at 6:11 p.m.

**Purpose of Bylaw 2023-04**



Initials

The purpose of Bylaw 2023-04 is to amend the Land Use Bylaw by adding two (2) site specific exceptions to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 19; Civic Address: 104 Main Avenue East; and to allow the installation of two (2) “sea can” type storage containers for the west side bay, and the manufacturing of recreational style “cabins” in the east side bay, and further an amendment to the definition for Custom Manufacturing Establishments.

**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);
- Presentation(s) by those in Opposition of the Bylaw (max. of 5 minutes);
- Any other person(s) deemed affected by the Bylaw;
- 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 2023-04 was published in the local newspaper on June 13<sup>th</sup> and June 20<sup>th</sup>, 2023 and on the Town’s website from June 13<sup>th</sup> to June 26<sup>th</sup>. Twelve (12) Adjacent Landowner Notifications were mailed on June 8, 2023.

**Development Authority’s Report:**

Benazir Thaha Valencia, Manager Planning and Ec. Development delivered a verbal report accompanied by a power point presentation.

**Public Communications:**

There were no public communications received.

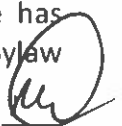
**Those in Favour of the Bylaw:** The tenant /owner/operator of Crude Energy Inc, Kimberley Johnson addressed Council providing reasoning behind the need and use of the sea can to be located in the rear of the property known as 104 Main Avenue East.

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

**Closing Statements:** Benazir Thaha Valencia, Manager Planning and Ec. Development provided a brief closing statement.

**Call for a Motion:** the Mayor called for a motion to close the Public Hearing at 6:31 p.m.

*Res. 182-26-06-23*      MOVED by Councillor Petersen that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw



Initials

2023-04, by adding two (2) site specific exceptions to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 19; Civic Address: 104 Main Avenue East; and to allow the installation of two (2) “sea can” type storage containers for the west side bay, and the manufacturing of recreational style “cabins” in the east side bay, and further an amendment to the definition for Custom Manufacturing Establishments.

**CARRIED**

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 183-26-06-23*      MOVED by Councillor Vardas that the Agenda be amended as follows:

1. Replacement of RFD 8.2a
2. Replacement of the first page of Fire Department, May 2023 Departmental Report.
3. Bowden Parade, verbally discussed, no motion required.

*CAO confirmed that Councillor Paul Isaac notified administration of his absence in accordance with s14.6 of the Procedural Bylaw.*

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES**

*Res. 184-26-06-23*      MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting held on June 12, 2023, be approved as presented.

**CARRIED**

**DELEGATION:**            None

**BYLAWS/POLICIES:    2023-02 Land Use Bylaw Amendment**

*Res. 185-26-06-23*      MOVED by Councillor Vardas that the Town of Sundre Council give Second reading to Bylaw 2023-02 being a bylaw to amend the Land Use Bylaw.

*Res. 186-26-06-23*      MOVED by Councillor Dalke that the Town of Sundre Council give Third and Final reading to Bylaw 2023-02 being a bylaw to amend the Land Use Bylaw.

**CARRIED**

**Bylaw 2023-04 Land Use Bylaw Amendment to the Highway Commercial District: 2 Site Specific Exceptions and an Amendment to the definition of Custom Manufacturing Establishments**

*Res. 187-26-06-23*      MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2023-04 being a Bylaw to amend the Land Use Bylaw.



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Res. 188-26-06-23 MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-04.

CARRIED

**Bylaw 2023-05 Land Use Bylaw Map Amendment  
Redesignation of Parcel, R-2 to C-1**

Res. 189-26-06-23 MOVED by Councillor Dalke that the Town of Sundre Council give First Reading to Bylaw 2023-05 being a Bylaw to amend the Land Use Bylaw Map by redesignating a parcel legally described as Plan 1347GF, Block 1, Lots 8-12 from General Residential (R-2) to Central Commercial District (C-1).

CARRIED

Res. 190-26-06-23 MOVED by Councillor Vardas that the Town of Sundre Council set Tuesday, September 5, 2023, at 6:00 p.m. for a Public Hearing to Bylaw 2023-05 Land Use Bylaw Amendment.

CARRIED

**OLD BUSINESS: One Way Back Lane**

Res. 191-26-06-23 MOVED by Councillor Vardas that the Town of Sundre Council re-address the one way and bring back to the Fall Workshop for further discussion on the level of service expectations.

CARRIED

*Sr. Development Officer, Betty Ann Fountain left meeting 6:57 p.m.  
Sr. Development Officer, Betty Ann Fountain returned to the meeting at 07:00 p.m.*

**NEW BUSINESS: Traffic Study – Hwy 27 Eastbound at 7<sup>th</sup> St SW**

Res. 192-12-06-23 MOVED by Councillor Vardas that the Town of Sundre Council accept the attached Traffic Study of Highway 27 Eastbound at 7<sup>th</sup> Street S.W. as information.

CARRIED

**Tax Recovery Sale of Property**

Res. 193-26-06-23 MOVED by Councillor Marr that the Town of Sundre Council accept the Tax Recovery sale of Property report from the Director of Corporate Services as information.

CARRIED

**Tax Recovery Sale – Roll 914000**



Initials

**Res. 194-26-06-23** MOVED by Councillor Dalke that the Town of Sundre Council moves to set a reserve bid of **\$145,000** for **Lot 8, Block 1, Plan 4875FQ, Sundre, AB;** and furthermore

The property identified by **Roll No. 914000** will be offered for sale by public auction, at the Town Office on **Wednesday, October 25th, 2023, 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.

**Tax Recovery Sale – Roll 4305000**

**Res. 195-26-06-23** MOVED by Councillor Vardas that the Town of Sundre Council moves to set a reserve bid of **\$175,000** for **THE NORTHERLY 280 FT. OF THE WESTERLY 580 FT. OF THE SW ¼ SEC.33, TWP 32, RGE 5, W5M Sundre, AB;** and furthermore

The property identified by **Roll No. 4305000** will be offered for sale by public auction, at the Town Office on **Wednesday, October 25th, 2023, 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**

**Temporary Dog Park**

**Res. 196-26-06-23** MOVED by Councillor Dalke that the Town of Sundre Council direct administration to proceed with the dog park project at a cost not to exceed \$30,000.00 plus GST, with funds to be drawn from the Municipal New Projects RSA.

*In Favour: Councillor Marr, Councillor Dalke*

  
  
 Initials

*Opposed: Councillor Anderson, Councillor Vardas, Councillor Petersen, Warnock*

**DEFEATED**

*Res. 197-26-06-23* MOVED by Councillor Vardas that council direct administration to bring information back based on the results of the eastside passive use recreation lands and further discussions with developers and bring information to a special council for a decision.

*In Favor: Councillor Anderson, Councillor Petersen, Mayor Warnock, Councillor Marr, Councillor Vardas*  
*Opposed: Councillor Dalke*

**CARRIED**

*Mayor Warnock called a 5 min recess at 8:02p.m.*  
*Mayor Warnock resumed the meeting at 8:07 p.m.*

**Grants to Organizations**

*Res. 198-26-06-23* MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre West Country Centre in the amount of \$1,500.00.

**CARRIED**

*Res. 199-26-06-23* MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Chamber of Commerce Visitor Information Centre in the amount of \$9,941.35.

**CARRIED**

*Res. 200-26-06-23* MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Broncs, Bulls and Wagons in the amount of \$3,000.00.

**CARRIED**

*Res. 201-26-06-23* MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Community Choir & Handbells in the amount of \$750.00.

**CARRIED**

*Res. 202-26-06-23* MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Pickleball Association in the amount of \$1,000.00.

**CARRIED**



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*Res. 203-26-06-23* MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Youth Hoops Basketball Camp in the amount of \$800.00.

**CARRIED**

*Res. 204-26-06-23* MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Sundre & District Allied Arts Society in the amount of \$5,000.00.

**CARRIED**

*Res. 205-26-06-23* MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for the Play 4 Sundre Kidz in the amount of \$500.00.

**CARRIED**

*Res. 206-26-06-23* MOVED by Councillor Petersen that the Town of Sundre Council approve the transfer of \$1604.00 to the Council Discretionary Fund.

**CARRIED**

*Res. 207-26-06-23* MOVED by Councillor Petersen that the Town of Sundre Council directs administration to advertise that a 3<sup>rd</sup> Intake of applications will not be considered.

**CARRIED**

**ADMINISTRATION:** **Departmental Reports – May 2023**

*Res. 208-26-06-23* MOVED by Councillor Marr that the Town of Sundre Council accept the Departmental Reports for May 2023 as information.

**CARRIED**

**MUNICIPAL AREA PARTNERSHIP:** None

**COUNCIL REPORTS:** **Council Committee Reports**

*Res. 209-26-06-23* MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's, Councillor Marr's and Councilor Isaac's May 2023 reports as information.

**CARRIED**

*Res. 210-26-06-23* MOVED by Councillor Vardas that the Town of Sundre Council accept the Key Messages of Council for the month of May 2023 as information.

**CARRIED**

  
 Initials



**COUNCIL INVITATIONS/ CORRESPONDENCE: Correspondence**

*Res. 211-26-06-23* MOVED by Councillor Peterson that the Town of Sundre Council accept the letter from Alberta Municipal Affairs Minister, the Honourable Ric McIver as information.

**CARRIED**

**CLOSED MEETING:**

*Res. 212-26-06-23* MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 8:33 p.m.

**CARRIED**

*Mayor Warnock called a 5 minute recess at 8:33 p.m.  
Mayor Warnock resumed the Closed Meeting at 8:38 p.m.*

**CLOSED MEETING      Topic of Closed Meeting**

**13.1**    Advice From Official, *FOIPP Action Section 24*

The following were in attendance for the closed meeting session:  
Staff:    Linda Nelson, Chief Administrative Officer

*Res. 213-26-06-23* MOVED by Councillor Dalke that the Town of Sundre Council that Council return to an open meeting at 9:02 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 214-26-06-23* MOVED by Councillor Anderson that the Town of Sundre being that the agenda matters have been concluded the meeting adjourned at 9:03 p.m.

**CARRIED**

These Minutes approved this 14<sup>th</sup> Day of August 2023.

  
\_\_\_\_\_  
Mayor, Richard Warnock

  
\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson