



Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
March 25, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, March 25, 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 Chris Vardas  
Councillor Paul Isaac

**ABSENT:**

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert  
Administrative Support, Betty Ann Fountain

**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:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 078-25-03-24* MOVED by Councillor Isaac that the agenda be approved as amended as follows:  
*Amend 6.4(f) number of physicians to Steering Committee members.*

**CARRIED**

**Councillor Absence:** None

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 079-25-03-24* MOVED by Councillor Petersen that the Minutes of the Regular Council Meeting of Council held on March 11, 2024, be approved as presented.

**CARRIED**  
  
  
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**DELEGATION:** None

**BYLAWS / POLICIES:**

**Bylaw 2019-05 “Water Use and Conservation Bylaw”**

*Res. 080-25-03-24*

MOVED by Councillor Anderson that the Town of Sundre Council gives First Reading to Bylaw 2019-05 “Water Use and Conservation Bylaw” to govern water use and water conservation during a water shortage.

**CARRIED**

*Res. 081-25-03-24*

MOVED by Councillor Vardas that the Town of Sundre Council gives Second Reading to Bylaw 2019-05 “Water Use and Conservation Bylaw” being a Bylaw to govern water use and water conservation during a water shortage.

**CARRIED**

*Res. 082-25-03-24*

MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2019-05 “Water Use and Conservation Bylaw” being a Bylaw to govern water use and water conservation during a water shortage.

**CARRIED**

*Res. 083-25-03-24*

MOVED by Councillor Marr that the Town of Sundre Council gives Third and Final Reading to Bylaw 2019-05 “Water Use and Water Conservation Bylaw” being a Bylaw to govern water use and water conservation during a water shortage.

**CARRIED**

**Bylaw 2023-09 “Community Standards Bylaw”**

*Res. 084-25-03-24*

MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2023-09 being a “Community Standards Bylaw” in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended.

**CARRIED**

*Res. 085-25-03-24*

MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-09 being a “Community Standards Bylaw” in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended.

**CARRIED**

**Bylaw 2024-01 “Chief Administrative Officer Bylaw”**

*Res. 086-25-03-34*

MOVED by Councillor Vardas that the Town of Sundre Council Rescind Bylaw 2018-08 being “Chief Administrative Officer Bylaw”.

*Res. 087-25-03-24*

MOVED by Councillor Marr that the Town of Sundre Council gives First Reading to Bylaw 2024-01 “Chief Administrative Officer Bylaw”, to establish the position



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of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer.

**CARRIED**

**Amend Bylaw 2024-01, Under Accountability, Add Clause12.**

*The Chief Administrative Officer shall report on all financial and legal matters that may be of interest to Council on a regular basis.*

Res. 088-25-03-24

MOVED by Councillor Anderson that the Town of Sundre Council gives Second Reading to Bylaw 2024-01 "Chief Administrative Officer Bylaw", to establish the position of Chief Administrative officer and to delegate specified powers, duties, and function to the Chief Administrative Officer, as amended.

**CARRIED**

Res. 089-25-03-24

MOVED by Councillor Marr that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", establish the position of Chief Administrative Officer and to delegate specified powers, duties, and functions to the Chief Administrative Officer, as amended.

**CARRIED**

Res. 090-25-03-24

MOVED by Councillor Petersen that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer, as amended.

**CARRIED**

**Bylaw 2024-02 "Committees of Council"**

Res. 091-25-03-24

MOVED by Councillor Petersen that the Town of Sundre Council Rescind Bylaw 2021-03 and amendments thereto.

**CARRIED**

Res. 092-25-03-24

MOVED by Councillor Vardas that the Town of Sundre Council gives First Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishment and regulation of Council Committees.

**CARRIED**

**Amend Bylaw 2024-02 Schedule "F"**

**Under Composition of Committee: CHANGE number of Town of Sundre physicians to read: 2 Town of Sundre Physicians, one from the Moose & Squirrel Clinic and one from Greenwood Family Physicians.**



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*Res. 093-25-03-24*                      MOVED by Councillor Marr that the Town of Sundre Council gives Second Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishment and regulation of Council Committees, as amended. **CARRIED**

*Res. 094-25-03-24*                      MOVED by Councillor Anderson that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended. **CARRIED**

*Res. 095-25-03-24*                      MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended. **CARRIED**

**Policy A-007-01-POL Social Media Policy**

**Friendly Amendment to Motion for Policy A-007-01-POL,  
Amend: Section 3. Definition, under 3.5 replacing the words "in an unintentional way and" with "information which"**

In Favour: Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Isaac, Councillor Vardas  
Opposed: Mayor Warnock, Councillor Marr

**DEFEATED**

*Res. 096-25-03-24*                      MOVED by Councillor Vardas that the Town of Sundre Council approves Policy A-007-01-POL, Social Media Policy, as amended.  
Opposed: Councillor Marr **CARRIED**

*Mayor Warnock called a 5 minute recess at 6:57 p.m.  
Mayor Warnock resumed the meeting at 7:02p.m.*

**OLD BUSINESS:**                      None

**NEW BUSINESS:**                      **2023 Q4 Financial Reports**

*Res. 097-25-03-24*                      MOVED by Councillor Petersen that the Town of Sundre Council accept the Q4 2023 Quarterly Financial Reports as information. **CARRIED**

**ADMINISTRATION:**                      **Departmental Reports February 2024**

*Res. 098-25-03-24*                      MOVED by Councillor Anderson that the Town of Sundre Council accept the February 2024 Departmental Reports as information.

  
  
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**CARRIED**

**Highway 27 Update**

*Res. 099-25-03-24*

MOVED by Councillor Vardas that the Town of Sundre Council accepts Administration’s verbal presentation as information.

**CARRIED**

**COUNCIL REPORTS:**

**Council Committee Reports**

*Res. 100-25-03-24*

MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock’s report for February 2024 as information.

**CARRIED**

*Res. 101-25-03-24*

MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr’s report for January and February 2024 as information.

**CARRIED**

**COUNCIL KEY MESSAGES:**

**February 2024 Council Key Messages**

*Res. 102-25-03-24*

MOVED by Councillor Anderson that the Town of Sundre Council accept the Key Messages of Council for the month of February 2024 as information.

**CARRIED**

**COUNCIL INVITATIONS /  
CORRESPONDENCE:**

**Letter from Honourable Ric McIver, Minister Municipal Affairs**

*Res. 103-25-03-24*

MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Minister of Municipal Affairs pertaining to an update to the regulated property assessment system and stakeholder engagement strategy, as information.

**CARRIED**

**Support for 2024 Culture Days Grant**

*Res. 104-25-03-24*

MOVED by Councillor Isaac that the Town of Sundre Council accept the letter to the Sundre & District Museum in support of the 2024 Culture Days Grant as information.

**CARRIED**

**CLOSED MEETING:**

*Res. 105-25-03-24*

MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 8:26 p.m.



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Mayor Warnock called a 10 minute recess at 8:27 p.m.

Mayor Warnock resumed the meeting at 8:37 p.m.

The following were in attendance for the closed meeting session:  
Staff: Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert

**Topic of Closed Meeting**

- 12.1 Advice from Officials, FOIPP Act, Section 24
- 12.2 Advice from Officials, FOIPP Act, Section 24

Res. 106-25-03-24                      MOVED by Councillor Dalke that Council return to an open meeting at 9:35 p.m.  
**CARRIED**

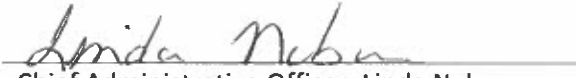
**ADJOURNMENT**

Res. 107-25-03-24                      MOVED by Councillor Isaac being that the agenda matters have been concluded  
the meeting adjourned at 9:37 p.m.  
**CARRIED**

These Minutes approved this 8<sup>th</sup> Day of April 2024.



Mayor, Richard Warnock



Chief Administrative Officer, Linda Nelson