



Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
September 8, 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, September 8, 2025, commencing at 4:00 p.m.

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

**ABSENT:** Councillor Chris Vardas

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

**PUBLIC:** 1

**DELEGATION:** Sgt. Courtney Harding, Sundre R.C.M.P. 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. 266-08-09-25 MOVED by Councillor Isaac that the agenda be approved as presented.

**CARRIED**

**Councillor Absence:** Councillor Vardas advised the CAO in compliance of s.14.6 of Council's Procedural Bylaw.

**ADOPTION OF THE PREVIOUS MINUTES:**

Res. 267-08-09-25 MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on June 23, 2025 be approved as presented.

**CARRIED**

*LN*  
Initials

*Res. 268-08-09-25* MOVED by Councillor Petersen that the Minutes of the Special Meeting of Council held on July 10, 2025 be accepted as presented.

**CARRIED**

**DELEGATION:**

**Sundre R.C.M.P. Detachment Commander – Q1 Report**

*Res. 269-08-09-25* MOVED by Councillor Marr that the Town of Sundre Council thank the Detachment Commander for attending Council and accept the Sundre Provincial Community Report and Crime Statistics as information and congratulates Sgt. Harding on her promotion and appointment as detachment commander.

**CARRIED**

**BYLAWS/POLICIES:**

**Bylaw 2025-11 Council Committees Bylaw, Schedule "H", Naming Committee**

*Res. 270-08-09-25* MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee.

**CARRIED**

*Res. 271-08-09-25* MOVED by Councillor Petersen that the Town of Sundre give Second Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee.

**CARRIED**

*Res. 272-08-09-25* MOVED by Councillor Dalke that the Town of Sundre gives Unanimous Consent for Third and Final Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee.

**CARRIED**

*Res. 273-08-09-25* MOVED by Councillor Anderson that the Town of Sundre gives Third and Final Reading to Bylaw 2025-11 "Council Committees Bylaw", by adding Schedule "H", the Naming Committee.

**CARRIED**

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Q2 Financial Reports**

*Res 274-08-09-25* MOVED by Councillor Isaac that the Town of Sundre Council accept the Q2 2025 Quarterly Financial Reports as information.

**CARRIED**

**2025 Auditor Appointment**

*Res. 275-08-09-25* MOVED by Councillor Anderson that the Town of Sundre Council appoints KPMG as the Town's auditors for the 2025 fiscal year.

**CARRIED**

**FRIAA FireSmart Program Grant**

  
Initials

*Res. 276-08-09-25*

MOVED by Councillor Petersen that the Town of Sundre Council support the grant application to the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program, for the purpose of implementing a vegetation management plan.

**CARRIED****ADOA Proclamation***Res. 277-08-09-25*

MOVED by Councillor Isaac that the Town of Sundre Council proclaims the week of September 23<sup>rd</sup> to 26<sup>th</sup>, 2025 as Alberta Development Officers Week in the Town of Sundre, and further, that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre.

**CARRIED****National Depression Screening Day***Res. 278-08-09-25*

MOVED by Councillor Dalke that the Town of Sundre Council proclaim October 9, 2025 as National Depression Screening Day in Sundre and further, that the Mayor sign the proclamation on behalf of Council and the citizens of Sundre, and further that Council directs administration to post the proclamation on the Town's website with web link to obtain more information.

**CARRIED****ADMINISTRATION:****Achievement of Land Use Planning Certificate***Res. 279-08-09-25*

MOVED by Councillor Marr that the Town of Sundre Council accept the Chief Administrative Officer's verbal report on the achievement of a member of administration as information and further, congratulate the member of administration on her achievements.

**CARRIED****COUNCIL COMMITTEE  
REPORTS:****Mayor's Request**

Mayor Warnock requested that each Councillor present a verbal report on their committee / board participation over the past four years at the final meeting of the current Council on October 6, 2025. This report is intended to inform all members of Council and the public about the work done on various committees and boards.

**Accepted by Consensus****COUNCIL KEY MESSAGE:**

None


**COUNCIL INVITATIONS /  
CORRESPONDENCE:**

**Letter of Introduction, Commanding Officer Alberta R.C.M.P.**

Res. 280-08-09-25

MOVED by Councillor Anderson that the Town of Sundre Council accept the letter of introduction from the new Commanding Officer of the Alberta Royal Canadian Mounted Police, Deputy Commissioner Trevor Daroux, as information.

**CARRIED**

**Sundre & District Aquatic Society**

Res. 281-08-09-25

MOVED by Councillor Marr that the Town of Sundre Council accept the letter from the Sundre & District Aquatic Society regarding the cancellation of the Triathlon as information.

**CARRIED**

**Sundre Rodeo & Race Association**

Res. 282-08-09-25

MOVED by Councillor Petersen that the Town of Sundre Council accept the letter of support to the Sundre Rodeo & Race Association as information.

**CARRIED**

**2025 Hospital Gala Sponsorship**

Res. 283-08-09-25

MOVED by Councillor Isaac that the Town of Sundre Council accept the sponsorship letter from the Sundre Hospital Futures Committee pertaining to the November 15, 2025 Gala as information.

**CARRIED**

Res. 284-08-09-25

MOVED by Councillor Petersen that the Town of Sundre Council directs administration to purchase 1 table of 8 at a cost of \$800.00 for the Gala on November 15, 2025, with \$426.25 drawn from Council's Discretionary Fund to Local Organizations and the balance of the funds required in the amount of \$373.75 to be drawn from the Community Services Operating Budget.

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

*Opposed: Councillor Dalke*

**CARRIED**

**CLOSED MEETING:**

Res. 285-08-09-25

MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 5:14 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.*

  
Initials

*Mayor Warnock called a break at 5:14 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 5:20 p.m.*

The following were in attendance for the Closed Meeting:  
Chief Administrative Officer, Linda Nelson

**Topic of Closed Meeting**

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

*Res. 286-08-09-25*

MOVED by Councillor Dalke that Council return to an open meeting at 6:40 p.m.

**CARRIED**

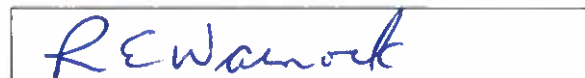
**ADJOURNMENT**

*Res. 287-08-09-25*

MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:41 p.m.

**CARRIED**

These Minutes approved this 22<sup>nd</sup> Day of September 2025.



Mayor, Richard Warnock



Chief Administrative Officer, Linda Nelson