



Regular Council Meeting Minutes

Town of Sundre

Municipal Council Chambers

November 10, 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 10, 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 Cheri Buchan

**ABSENT:**

Councillor Todd Dalke

**STAFF:**

Chief Administrative Officer, Linda Nelson  
Director Community Development, Benazir Thaha Valencia  
Legislative Executive Assistant, Betty Ann Formstone

**PUBLIC:**

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**DELEGATION:**

Sundre & District Aquatic Society Representatives, Society President Blair Rushka & Aquaplex Manager Kari McQuaid

**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. 340-10-11-25*

MOVED by Councillor Petersen that the agenda be approved as amended as follows:

***ADD:*** 12.2 Advice to Officials, Access to Information Act, Section 29;

***REVISE:*** 12.2 as 12.3 Confidential Evaluations, Access to Information Act, Section 22

**CARRIED**

**Councillor Absence:**

*Councillor Dalke did not advise the Chief Administrative Officer of his absence in compliance of s.14.6 of Council's Procedural Bylaw.*

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 341-10-11-25*

MOVED by Councillor Anderson that the Minutes of the Regular Meeting of Council held on October 6, 2025 be approved as presented.

**CARRIED**

*JN*  
Initials

*Res. 342-10-11-25*

MOVED by Councillor Marr that the Minutes of the Organizational Meeting of Council held on October 27, 2025 be approved as presented.

**CARRIED****DELEGATION:****Sundre and District Aquatic Society***Res. 343-10-11-25*

MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation from the representatives of the Sundre & District Aquatic Society as information and thank the Society and Aquatic Centre staff for the services and programs they provide to our community.

**CARRIED****BYLAWS/POLICIES:****Bylaw 2025-12 "Council Committees Bylaw", Addition of Schedules "I", "J" & "K"***Res. 344-10-11-25*

MOVED by Councillor Petersen that the Town of Sundre Council give First Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).

**CARRIED***Res. 345-10-11-25*

MOVED by Councillor Isaac that the Town of Sundre Council give Second Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).

**CARRIED***Res. 346-10-11-25*

MOVED by Councillor Anderson that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).

**CARRIED***Res. 347-10-11-25*

MOVED by Councillor Marr that the Town of Sundre Council gives Third and Final Reading to Bylaw 2025-12 "Council Committees Bylaw", by adding Schedule "I", the Terms of Reference for the Wastewater Facility Construction Oversight Committee (Ad Hoc); Schedule "J", the Terms of Reference for the Wastewater Facility Technology Oversight Committee (Ad Hoc); and Schedule "K" the Terms of Reference for Visitor Information Centre Research Review Committee (Ad Hoc).

**CARRIED**


Initials

**OLD BUSINESS:** None

**NEW BUSINESS:** **Eagle Ridge Subdivision – Deferral of Tax Recovery**

*Res 348-10-11-25* MOVED by Councillor Marr that the Town of Sundre Council direct Administration to defer recovery of tax arrears on the 49 lots designated as Eagle Ridge until such time as the properties are developable or the end of this Council Term, whichever occurs first.

**CARRIED**

**Report on Tax Recovery Sale of Property**

*Res. 349-10-11-25* MOVED by Councillor Buchan that the Town of Sundre Council accept the report from the CAO for Lot 74, Block 2, Plan 8010730, as information.

**CARRIED**

**Grants to Organizations Request to Extend Use of Funds**

*Res. 350-10-11-25* MOVED by Councillor Petersen that the Town of Sundre Council grant the extension for the use of the 2025 Grants to Organizations funding in the amounts of \$420.00 and \$1,000.00 to the spring of 2026 for Rockit Vocal Studios.

**CARRIED**

**Action Items – Fall Strategic Planning Workshop**

*Res. 351-10-11-25* MOVED by Councillor Marr that the Town of Sundre Council provide direction on proceeding with the action items from the 2025 Fall Strategic Advisory Committee workshop.

**CARRIED**

**ADMINISTRATION:** None

**COUNCIL COMMITTEES:** **Council Appointments to Committees, Boards and Commissions**



*Res. 352-10-11-25* MOVED by Councillor Petersen that the Town of Sundre Council appoint to the **Bylaw & Policy Review Committee** Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.

**CARRIED**

*Res. 353-10-11-25* MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Sundre Emergency Advisory Committee**, Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.

**CARRIED**

*Res. 354-10-11-25* MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **Sundre Strategic Advisory Committee**, Mayor Warnock, Councillor Marr,

  
  
 Initials

Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.

**CARRIED**

*Res. 355-10-11-25*

MOVED by Councillor Buchan that the Town of Sundre Council appoint to the **Naming Committee**, Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Anderson, Councillor Dalke, Councillor Petersen and Councillor Buchan, for a one-year term, 2025-2026.

**CARRIED**

*Res. 356-10-11-25*

MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Grant Review Committee**, Mayor Warnock, Councillor Isaac, Councillor Marr and Councillor Dalke for a one-year term, 2025-2026.

**CARRIED**

*Res. 357-10-11-25*

MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **Sundre Wellness Advocacy Committee**, Mayor Warnock and Councillor Buchan for a one-year term, 2025-2026.

**CARRIED**

*Res. 358-10-11-25*

MOVED by Councillor Marr that the Town of Sundre Council appoint to the **Sundre Hospital Steering Committee**, Mayor Warnock and Councillor Petersen for a one-year term, 2025-2026.

**CARRIED**

*Res. 359-10-11-25*

MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **FCSS (Greenwood Neighbourhood Place) Committee**, Mayor Warnock and Councillor Marr as Alternate, for a one-year term, 2025-2026.

**CARRIED**

*Res. 360-10-11-25*

MOVED by Councillor Petersen that the Town of Sundre Council appoint to the **Sundre Municipal Library Board**, Councillor Dalke for a one-year term, 2025-2026.

**CARRIED**

*Res. 361-10-11-25*

MOVED by Councillor Marr that the Town of Sundre Council appoint to the **Intermunicipal Collaboration Committee**, Mayor Warnock, Councillor Marr and Councillor Buchan for a one-year term, 2025-2026.

**CARRIED**

*Res. 362-10-11-25*

MOVED by Councillor Petersen that the Town of Sundre Council appoint to the **Mountain View Regional Waste Management Committee**, Councillor Dalke and Mayor Warnock as Alternate, for a one-year term, 2025-2026.

**CARRIED**

*Res. 363-10-11-25*

MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Intermunicipal Planning Commission**, Mayor Warnock and Deputy Mayor Designate for a one-year term, 2025-2026.

**CARRIED**



*Initials*  
Initials

- Res. 364-10-11-25*                      MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **Mountain View Seniors' Housing Board**, Mayor Warnock, for a one-year term, 2025-2026.
- CARRIED**
- Res. 365-10-11-25*                      MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **RAC 10 (AB Health Rural Advisory Council)**, Mayor Warnock, for a one-year term, 2025-2026.
- CARRIED**
- Res. 366-10-11-25*                      MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **MTMC (Mid-sized Mayor's Caucus)**, for a one-year term, 2025-2026.
- CARRIED**
- Res. 367-10-11-25*                      MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Central Alberta Mayor's and Reeves Meeting**, Mayor Warnock, for a one-year term, 2025-2026.
- CARRIED**
- Res. 368-10-11-25*                      MOVED by Councillor Petersen that the Town of Sundre Council appoint to the **Sundre & District Aquatic Society**, Councillor Isaac and Councillor Dalke as Alternate, for a one-year term, 2025-2026.
- CARRIED**
- Res. 369-10-11-25*                      MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Central Alberta Economic Partnership**, Councillor Anderson as the Liaison between Council and the CAEP, for a one-year term, 2025-2026.
- CARRIED**
- Res. 370-10-11-25*                      MOVED by Councillor Buchan that the Town of Sundre Council appoint to **Citizens on Patrol**, Councillor Dalke for a one-year term, 2025-2026.
- CARRIED**
- Res. 371-10-11-25*                      MOVED by Councillor Marr that the Town of Sundre Council appoint to the **Sundre Hospital Futures Advisory Committee (Attraction/Retention)**, Councillor Petersen for a one-year term, 2025-2026.
- CARRIED**
- Res. 372-10-11-25*                      MOVED by Councillor Anderson that the Town of Sundre Council appoint to the **Red Deer River Municipal Users Group**, Mayor Warnock and Councillor Dalke as Alternate, for a one-year term, 2025-2026.
- CARRIED**
- Res. 373-10-11-25*                      MOVED by Councillor Buchan that the Town of Sundre Council appoint to the **Red Deer River Watershed Alliance**, Mayor Warnock, for a one-year term, 2025-2026.

**CARRIED**



JN  
Initials

*Res. 374-10-11-25* MOVED by Councillor Petersen that the Town of Sundre Council appoint to the **Sundre & District Chamber of Commerce**, Mayor Warnock and Councillor Isaac as Alternate, for a one-year term, 2025-2026.

**CARRIED**

*Res. 375-10-11-25* MOVED by Councillor Isaac that the Town of Sundre Council appoint to the **Sundre & District Historical Society**, Councillor Marr and Councillor Anderson as Alternate, for a one-year term, 2025-2026.

**CARRIED**

*Res. 376-10-11-25* MOVED by Councillor Petersen that the Town of Sundre Council appoint to **Sundre Forest Products / West Fraser**, Councillor Isaac for a one-year term, 2025-2026.

**CARRIED**

*Res. 377-10-11-25* MOVED by Councillor Marr that the Town of Sundre Council appoint to the **Parkland Regional Library Board**, Councillor Dalke for a one-year term, 2025-2026.

**CARRIED**

**COUNCIL INVITATIONS /  
CORRESPONDENCE:**

**Letter and Annual Report – Red Deer River Watershed Alliance**

*Res. 378-10-11-25* MOVED by Councillor Buchan that the Town of Sundre Council accept the letter and Annual Report from the Red Deer River Watershed Alliance as information; and further:

*Res. 379-10-11-25* MOVED by Councillor Marr that the Town of Sundre Council directs administration to invite representatives of the Red Deer River Watershed Alliance as a delegation to Council in the spring of 2026.

**CARRIED**

**Mountain View County Council Appointment to Committees and Boards**

*Res. 380-10-11-25* MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from Mountain View County as information.

**CARRIED**

**Town of Carstairs Council Appointments to Committees and Boards**

*Res. 381-10-11-25* MOVED by Councillor Buchan that the Town of Sundre Council accept the letter from the Town of Carstairs as information.

**CARRIED**

**Minister William's Letter of Congratulations**

*Res. 382-10-11-25* MOVED by Councillor Marr that the Town of Sundre Council accept the letter of congratulations from the Honourable Dan Williams, Minister of Municipal Affairs, as information.

**CARRIED**

  
Initials

**CLOSED MEETING:**

Res. 383-10-11-25                      MOVED by Councillor Buchan that the Town of Sundre Council go into a closed meeting at 5:23 p.m.

**CARRIED**

*Councillor Dalke arrived at 5:22 p.m.*

*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.*

*Mayor Warnock called a break at 5:23 p.m.*

*Mayor Warnock reconvened the Closed Meeting at 5:30 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
- 12.2 Advice from Officials, Access To Information Act, Section 29

*CAO, Linda Nelson, left the Closed Meeting at 5:55 p.m.*

*Mayor Warnock called a recess at 5:55 p.m.*

*Mayor Warnock reconvened the closed meeting at 6:00 p.m.*

12.3 Confidential Evaluations, Access To Information Act, Section 22

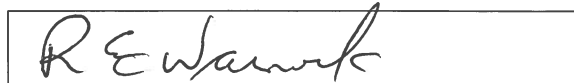
Res. 384-10-11-25                      MOVED by Councillor Buchan that Council return to an open meeting at 6:12 p.m.

**CARRIED****ADJOURNMENT**

Res. 385-10-11-25                      MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 6:13 p.m.

**CARRIED**

These Minutes approved this 24<sup>th</sup> Day of November 2025.



Mayor, Richard Warnock



Chief Administrative Officer, Linda Nelson