



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
April 28, 2025

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, April 28, 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 Chris Vardas
Councillor Paul Isaac

ABSENT: Councillor Petersen

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Legislative Executive Assistant, Betty Ann Fountain

PUBLIC: 1

DELEGATION: 2, Representatives of KPMG LLP, Colin Mitchell and Samuel Straka

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.

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 143-28-04-25 MOVED by Councillor Isaac that the agenda be approved as amended as follows:
1. ADD under Old Business, 9.1 RFD Letter of Support

CARRIED

Councillor Absence: *Councillor Petersen notified CAO in compliance of s.14.6 of Council's Procedural Bylaw.*

ADOPTION OF THE PREVIOUS MINUTES:

Res. 144-28-04-25 MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on April 7, 2025, be approved as presented.

CARRIED


Initials

Res.145-28-04-25 MOVED by Councillor Dalke that the Minutes of the Strategic Advisory Committee Meeting of April 12-13, 2025, be approved as presented.

CARRIED

DELEGATION: **Financial Audit, KPMG LLP**

Res.146-28-04-25 MOVED by Councillor Isaac that the Town of Sundre Council thank the representatives of KPMG LLP and accept the Audited Financial Statements and Financial Information Return for 2024, as information.

CARRIED

CLOSED MEETING:

Mayor Warnock advised the public that they are welcome to remain in the Council Chambers until Council returns from the Board Room.

Res. 147-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 4:08 p.m.

CARRIED

The following, including 7 Council members, retreated to the Board Room for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

Public: KPMG LLP representatives Colin Mitchell and Samuel Straka

Topic of Closed Meeting

6.1 Management Letter Discussion, FOIPP Act Section 24(1)(b).

CAO Linda Nelson and Director of Corporate Services, Chris Albert, left the closed meeting, returning to the Council Chambers at 4:32 p.m.

Mayor Warnock, Council and the representatives of KPMG returned to the Council Chambers at 4:44 p.m.

RETURN TO OPEN MEETING:

Res. 148-28-04-25 MOVED by Councillor Anderson that Council return to an open meeting at 4:45 p.m.

IN ATTENDANCE:

Mayor Richard Warnock
Councillor Connie Anderson
Councillor Todd Dalke
Councillor Jaime Marr
Councillor Paul Isaac
Councillor Chris Vardas



Handwritten signature and initials (CA) with the word 'Initials' written below.

ABSENT: Councillor Petersen

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Legislative Executive Assistant, Betty Ann Fountain

PUBLIC: 1

PRESS: 1

2024 Audit Report, the 2024 Audited Financial Statements and the 2024 Financial Information Return (FIR)

Res. 149-28-04-25 MOVED by Councillor Anderson that the Town of Sundre Council move to approve the 2024 Auditor's Report and the 2024 Audited Financial Statements and the 2024 Financial Information Return; and furthermore

CARRIED

Res. 150-28-04-25 MOVED by Councillor Isaac that the Town of Sundre Council direct Administration to forward said documents to the Minister as prescribed by Section 278 of the *Municipal Government Act*.

CARRIED

KPMG Representatives, Colin Mitchell and Samuel Straka, left the meeting at 5:06 p.m.

BYLAWS / POLICIES: **Council Procedural Bylaw 2025-08**

Res. 151-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2025-08, being the Council Procedural Bylaw.

CARRIED

Res. 152-28-04-25 MOVED by Councillor Anderson that the Town of Sundre Council give Second Reading to Bylaw 2025-08, being the Council Procedural Bylaw.



CARRIED

Res. 153-28-04-25 MOVED by Councillor Vardas that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2025-08, being the Council Procedural Bylaw.

CARRIED

Res. 154-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council give Third and Final Reading to Bylaw 2025-08, being the Council Procedural Bylaw.

CARRIED



Initials

Bylaw 2025-07 Mountain Springs Area Structure Plan

Res. 155-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council rescind Bylaw 2023-01, and
CARRIED

Res. 156-28-04-25 MOVED by Councillor Vardas that the Town of Sundre Council give First Reading to Bylaw 2025-07, being a Bylaw to adopt the Mountain Springs Area Structure Plan, and furthermore
CARRIED

Res. 157-28-04-25 MOVED by Councillor Anderson that the Town of Sundre Council set Monday, June 9, 2025, at 4:00 p.m. for Public Hearing to Bylaw 2025-07.
CARRIED

OLD BUSINESS:

Alberta Forest Products Association's Letter to the Premier

Res. 158-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council that Council supports the signing of the Alberta Forest Products Association's letter to the Premier by Mayor Warnock on behalf of Council and the citizens of Sundre.
CARRIED

Mayor Warnock called a break at 5:21 p.m.

Mayor Warnock reconvened the meeting at 5:27 p.m.

NEW BUSINESS:

National Day of Mourning

Res. 159-28-04-25 MOVED by Councillor Isaac that the Town of Sundre Council supports and is committed to safe workplaces by observing the National Day of Mourning, and by promoting safe work environments for all members of our community.
CARRIED

Alberta Disability Worker Association Proclamation

Res. 160-28-04-25 MOVED by Councillor Vardas that the Town of Sundre Council proclaim the week of May 19 – 23, 2025 as "Alberta Disability Services Professionals Appreciation Week" in the Town of Sundre and that the Mayor be authorized to the sign the proclamation on behalf of Council and the citizens of Sundre.
CARRIED

Lagoon Materials

Res. 161-28-04-25 MOVED by Councillor Marr that the Town of Sundre Council approve funding not to exceed \$100,000.00, which includes the budget overrun for the crushing and rehabilitation of a number of laneways, with funds to be withdrawn from the General Corporate Stabilization Restricted Surplus Account.
Opposed: Councillor Anderson

CARRIED


Initials

Mountain View County Resolution to RMA

Res. 162-28-04-25

MOVED by Councillor Marr that the Town of Sundre Council support the submission of a resolution for “Rural Participation on the Integration Council for Refocusing Alberta’s Health Care System” to the 2025 Alberta Municipalities Conference by June 30, 2025.

CARRIED

ADMINISTRATION:

Departmental Reports March 2025

Res.163-28-04-25

MOVED by Councillor Isaac that the Town of Sundre Council accept the March 2025 Departmental Reports as information.

CARRIED

COUNCIL COMMITTEE REPORTS:

Council Committee Reports March 2025

Res. 164-28-04-25

MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock’s report for March 2025 as information.

CARRIED

COUNCIL KEY MESSAGE:

Council Key Messages March 2025

Res. 165-28-04-25

MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of March 2025 as information.

CARRIED

COUNCIL INVITATIONS/ CORRESPONDENCE:

Council Correspondence

Res. 166-28-04-25

MOVED by Councillor Dalke that the Town of Sundre Council accept the correspondence from Parkland Regional Library System as information.

CARRIED

Res. 167-28-04-25

MOVED by Councillor Isaac that the Town of Sundre accept the Alberta Declaration for Nursing Week, May 12 – 18, 2025, from the Honourable Adriana Lagrange, as information, with a special thank you to all nurses serving in our community.

CARRIED

Completion of EOEP Education Program

Res. 168-28-04-25

MOVED by Councillor Isaac that the Town of Sundre Council congratulate Mayor Warnock on achieving the Municipal Elected Leaders Certificate.

CARRIED



Handwritten signature and initials. The signature is a stylized 'P' followed by 'ur'. Below it is a circular stamp containing the letters 'CA' and the word 'Initials' underneath.

CLOSED MEETING:

Mayor Warnock advised the public that they are welcome to stay in the Council Chambers as Council retreats to the Board Room. There are no Motions of Council expected.

Res. 169-28-04-25 MOVED by Councillor Anderson that the Town of Sundre Council go into a closed meeting at 5:56 p.m.

*Mayor Warnock called a break at 5:57 p.m.
Mayor Warnock reconvened the closed meeting at 6:05 p.m.*

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

Topic of Closed Meeting

14.1 Advice from Officials, FOIPP Act, Section 24

Res. 170-28-04-25 MOVED by Councillor Isaac that Council return to an open meeting at 6:08 p.m.


CARRIED

ADJOURNMENT

Res. 171-28-04-25 MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 6:09 p.m.

CARRIED

These Minutes approved this 12th day of May 2025



Mayor, Richard Warnock



FOR: Chief Administrative Officer, Linda Nelson