



Regular Council Meeting
Council Chambers
May 7, 2018
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing**
3. **Agenda – Amendments and Adoption**
3.1 May 7, 2018 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 April 23, 2018 Regular Council - Page 1
5. **Delegation**
5.1 Sundre and District Chamber of Commerce - Page 5
6. **Bylaws**
6.1 RFD Bylaw 2018-08 To Amend Bylaw 16.17 Chief Administrative Officer Bylaw - Page 6
6.2 RFD Bylaw 2018-09 Revised Bylaw to Address Section 63 of the *Municipal Government Act* - Page 15
7. **Old Business**
8. **New Business**
8.1 RFD Proclamation “Public Works Week” - Page 20
8.2 RFD Proclamation “Senior’s Week” - Page 26
8.3 RFD Highway 27 Pedestrian Crossing Improvement - Page 28
8.4 RFD Public Participation Policy Working Group - Page 33
9. **Administration**
10. **Notice of Motion**
11. **Municipal Area Partnership (MAP)**
12. **Council Committee Reports**
12.1 Mayor’s Report to Council – April 2018 - Page 36
13. **Inquiries Between Councillors or to Administration**



Regular Council Meeting
Council Chambers
May 7, 2018
6:00 p.m.

14. Council Invitations / Correspondence

- 14.1 Minister's Seniors Service Awards, CAO letter of support, J. Wicks - Page 46
- 14.2 Alberta Municipal Affairs, Invitation to 2018 Presentation Fire Services Exemplary Service Medal Awards - Page 47
- 14.3 Mountain View County, Olds/Didsbury Airport Tour - Page 52

15. In Camera

16. Adjournment

Personal information heard in this meeting is being collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 ext. 114.



Regular Council Meeting
Minutes
April 23, 2018

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, April 23, 2018, commencing at 6:00 p.m.

IN ATTENDANCE

Mayor Terry Leslie
Councillor Cheri Funke
Councillor Charlene Preston
Councillor Richard Warnock
Councillor Rob Wolfe
Councillor Paul Isaac

Staff:

Chief Administrative Officer, L. Nelson
Director of Planning and Economic Development, M. Marko
Acting Director of Corporate Services, C. Albert
Manager of Operations, J. Hall
Special Projects Administrator/Development Officer, B. Fountain

Public:

1 Member

Absent:

Councillor Todd Dalke
Director of Finance and Administration, V. Pirie
Economic Development Officer, J. Allan

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

AGENDA – AMENDMENTS AND ADOPTION

Res. No. 179-18-04-23

MOVED by Councillor Funke that the agenda be amended by the following changes:

- Remove 5.1 not in attendance
- Addition of 9.2 consensus for upcoming meeting dates

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. No. 180-18-04-23

MOVED by Councillor Isaac that the minutes of the regular meeting of council held on April 16, 2018, be approved as presented.

CARRIED

DELEGATION

Ms. Liz Nichols (Tentative)

Removed under amendment to the agenda

BYLAWS**RFD Bylaw 2018-01 To Amend Schedule “A”, the Land Use Bylaw District Map****Res. No. 181-18-04-23**

MOVED by Councillor Wolfe that the Town of Sundre Council give First Reading to Bylaw 2018-01, being a Bylaw to amend Schedule A, the Land Use Bylaw District Map of Land Use Bylaw 705, from Urban Reserve District (UR) to General Residential District (R-2). **CARRIED**

Res. No. 182-18-04-23

MOVED by Councillor Funke that the Town of Sundre Council schedule a Public Hearing for Bylaw 2018-01 on May 14, 2018. **CARRIED**

OLD BUSINESS**RFD Proclamation – Worker’s Compensation Board, Day of Mourning****Res. No. 183-18-04-23**

That Council proclaim April 28, 2018 as “National Day of Mourning”, in recognition, and to honour those workers killed, injured or disabled in the workplace. **CARRIED**

RFD Waiver of Fees for Arena & Community Centre for 2018 Canadian 3D Indoor Archery Championships**Res. No. 184-18-04-23**

MOVED by Councillor Warnock that the Town of Sundre Council approves the rental fee waiver in the amount of \$1,425.25 bringing the amount donated to Elkridge Archery Club to a total of \$2,049.25, for the Canadian 3D Indoor Archery Championships, April 2018. For: Mayor Leslie, Councillor Isaac, Councillor Warnock; Against: Councillor Funke, Councillor Preston, Councillor Wolfe **DEFEATED**

NEW BUSINESS**RFD Amend Designated Signatories****Res. No. 185-18-04-23**

MOVED by Councillor Isaac that the Town of Sundre Council appoint, Mr. Chris Albert, Acting Director of Corporate Services, as signing authority for the Town of Sundre. **CARRIED**

ADMINISTRATION**Departmental Reports – March 2018****Res. No. 186-18-04-23**

MOVED by Councillor Warnock that the Town of Sundre Council accept the March 2018 Departmental Reports, as information. **CARRIED**

Consensus on upcoming meeting dates

ICF Meeting options: May 8, May 10 (1/2 day AM or PM), or May 14 (½ day PM)

Res. No 187-18-04-23

MOVED by Councillor Isaac that the Town of Sundre accept his withdrawal from the Town of Sundre ICF Committee, and THAT Deputy Mayor Funke be appointed to the ICF Committee. **CARRIED**

Firehall Tour: May 7 after Council meeting.

Special Meeting April 30, 2018 at 6:00 p.m., Audited Financial Statements

NOTICE OF MOTION

MUNICIPAL AREA PARTNERSHIP Council directed Administration to write a letter to Mountain View County accepting the Terms of Reference for MAP.

COUNCIL REPORTS

1. Report to Council, Councillor Warnock - March 2018

Res. No. 188-18-04-23 MOVED by Councillor Isaac to accept the Council Reports, as information.
CARRIED

INQUIRIES BETWEEN COUNCILLORS OR TO ADMINISTRATION

COUNCIL INVITATIONS / CORRESPONDENCE

1. Alberta Historical Resources Foundation's Heritage Awards 2018
2. Partners for the Saskatchewan River Basin, request for financial support
3. Olds Kiwanis Music Festival Society, thank you letters to Council
4. Minister's Seniors Service Awards, CAO letter of support

Res. No. 189-18-04-23 MOVED by Councillor Funke that Council accept the correspondence, for information.
CARRIED

IN CAMERA – Notice to Public

Mayor Leslie excused all public members at 6:47 p.m., and advised that they are welcome to wait in the lobby to rejoin the council meeting after the In-Camera session concludes.

The following were in attendance for the In-Camera session:

Staff: Ms. Linda Nelson, CAO, and Mr. Jim Hall

Public: No members

It was noted that Mr. Jim Hall was invited to attend the In-Camera session for Agenda Item 16.1

Res. No. 190-18-04-23 MOVED by Councillor Warnock that Council go into In-Camera at 6:49 p.m.
CARRIED

IN CAMERA

Topic of In Camera: ***Disclosure Harmful to Personal Privacy – FOIPP Section 17 (5)***
Local Public Body Confidences – FOIPP Section 23 (1)

Mr. Jim Hall left the Council Chambers at 7:18 p.m.

Res. No. 191-18-04-23

MOVED by Councillor Isaac that Council return to open meeting at 7:42 p.m.
CARRIED

Mayor Leslie directed Administration to invite any public members in the lobby to rejoin the meeting.

ADJOURNMENT

Res. No. 192-18-04-23

MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:43 p.m.

CARRIED

These minutes approved this 7th day of May, 2018.

Mayor

Chief Administrative Officer



COUNCIL DATE: May 7, 2018

SUBJECT: Delegation: Sundre and District Chamber of Commerce

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 5.1

BACKGROUND/PROPOSAL:

Council to welcome Mr. Connie Anderson, President, of the Sundre and District Chamber of Commerce.



REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Bylaw 2018-08 Chief Administrative Officer Bylaw

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 6.1

BACKGROUND/PROPOSAL:

The Municipal Government Act was amended to ensure that the responsibility for implementation of municipal functions is clearly placed on administration and removed the provision in s.201(1)(b) which previously placed this responsibility on council.

A corresponding council responsibility has been added to ensure that the Chief Administrative Office (CAO) properly performs the assigned CAO duties and functions as prescribed under the new s205(4).

The changes under the Act provide clarity on the administrative duties and the CAO's ability to delegate. CAO duties that are corporate in nature have been relocated into Part 8 of the MGA, under Financial Administration, and will not be general municipal responsibilities.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report and Bylaw.

MOTION:

That Council give First Reading to Bylaw #2018-08.

That Council give Second Reading to Bylaw ##2018-08.

That Council give Unanimous Consent for Third Reading to Bylaw ##2018-08.

That Council give Third Reading to Bylaw ##2018-08.

Date Reviewed: <u>April 20, 2018</u> CAO: <u>Linda Nelson</u>



REPORT TO COUNCIL

COUNCIL DATE **MAY 7, 2018**

SUBJECT: **BYLAW #2018-08 AMENDMENT TO BYLAW 16.17**

REPORT WRITER: **CHIEF ADMINISTRATIVE OFFICER**

BACKGROUND/PROPOSAL:

The Municipal Government Act was amended to ensure that the responsibility for implementation of municipal functions is clearly placed on administration and removed the provision in s.201(1)(b) which previously placed this responsibility on council.

A corresponding council responsibility has been added to ensure that the Chief Administrative Office (CAO) properly performs the assigned CAO duties and functions as prescribed under the new s205(4).

The changes under the *Act* provide clarity on the administrative duties and the CAO's ability to delegate. CAO duties that are corporate in nature have been relocated into Part 8 of the *MGA*, under Financial Administration, and will not be general municipal responsibilities.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Bylaw #2018-08 amends and repeals the existing Bylaw 16.17 by:

Amending s. 3.3. by removing the word "shall" and replacing it with "may".

3.3. The CAO ~~shall~~ **may** in accordance with Section 209 of the *Act*, delegate any of the powers, duties, or functions assigned to the CAO to any employee of the Town.

Adding the following under Responsibility and Authority s.4.1 (j):

- iv) Ensure accurate financial records and accounts are kept.**
- v) Ensure financial reports are made to council.**
- vi) Ensure revenues are collected, controlled, and receipted.**
- vii) Ensure monies are deposited and held in a financial institution.**
- viii) Ensure the corporate seal is kept safe.**

CONCLUSION

The original Bylaw was adopted prior to the regulations coming into force and effect; the proposed amendments will bring the Bylaw into compliance with the *Municipal Government Amendment Act*.

RECOMMENDED ACTION

That Council give all three readings to Bylaw # 2018-08.

MOTION:

That Council give First Reading to Bylaw #2018-08.

That Council give Second Reading to Bylaw ##2018-08.

That Council give Unanimous Consent for Third Reading to Bylaw ##2018-08.

That Council give Third Reading to Bylaw ##2018-08.

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Date Reviewed: <u>April 20, 2018</u> CAO: <u>Linda Nelson</u>

**Town of Sundre
Bylaw No. 2018-08**

A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO ESTABLISH THE POSITION OF THE CHIEF ADMINISTRATIVE OFFICER AND TO DEFINE THE DUTIES POWERS AND FUNCTIONS OF THAT POSITION

WHEREAS Section 205 of the *Municipal Government Act* R.S.A. 2000, c. M-26 provides that Council must by bylaw establish the position of the Chief Administrative Officer, and

WHEREAS the Council may, in accordance with the *Municipal Government Act* R.S.A. 2000, c. M-26, delegate any of its executive and administrative functions;

NOW THEREFORE, the Municipal Council of the Town of Sundre, in the Province of Alberta, in open Council duly assembled enacts as follows:

1. INTERPRETATION

This Bylaw shall be referred to as the “Chief Administrative Officer Bylaw”

2. DEFINITIONS

- 2.1. **Act** means the *Municipal Government Act*, S.A. 2000, c.M-26.
- 2.2. **Chief Administrative Office** or **CAO** means the person appointed to the position of CAO by Council.
- 2.3. **Council** means the Council of the Town of Sundre acting as a duly assembled meeting thereof.
- 2.4. **Town** means the Municipal Corporation of the Town of Sundre.

3. APPOINTMENTS

- 3.1. There shall be created the position of CAO of the Town of Sundre who shall carry out any and all of the executive and administrative powers, duties, and functions assigned to the CAO under the Act, or any other enactment or and any and all powers, duties, and functions delegated by Council.
- 3.2. Council by resolution shall appoint the person who will serve as CAO and prescribe the conditions and terms of employment.
- 3.3. The CAO has all the powers, duties and functions given to a designated officer under the *Municipal Government Act* or any other statute, except for the powers duties and functions of an assessor under the Act.

- 3.3. The CAO ~~shall~~, **may** in accordance with Section 209 of the Act, delegate any of the ~~powers, duties, or functions assigned to the CAO to any employee of the Town.~~
- 3.4 The Council may appoint an Acting CAO to act during the illness, absence or other incapacity of the CAO. The CAO may appoint an Acting CAO where such absences are for a period of less than one month.
- 3.5 The Council must ensure that the CAO appropriately performs the duties and functions and exercises the powers assigned to the CAO as prescribed under section 205(5) of the Act or any other enactment or by council.

4. RESPONSIBILITY AND AUTHORITY

- 4.1. The CAO is responsible to Council for the overall administration of municipal operations of the Town in accordance with objectives, policies, and plans approved by Council. In carrying out these responsibilities, the CAO shall work in close liaison with the Council and supervise the Town's administrative personnel and service contracts in the performance of their duties and responsibilities.

In addition to the powers, duties, and functions generally assigned and delegated under this bylaw, the Act or by Council, the CAO shall.

- a) be the contact between the Administration of the municipality and the Council and communication from the Council to Administration shall flow through the CAO.
- b) Co-ordinate and direct presentations by administrative staff to Council on policy proposals and ongoing municipal operations making recommendations thereon where appropriate.
- c) Ensure the Council receives such information and reports, as it requires, to make effective policy decisions and to monitor the effectiveness of administrative operations.
- d) Attend, or be represented by a delegate, at all meetings of Council and Council Committees and assist in the decision making process by providing advice, guidance, and consultation as required.
- e) Report to Council on the effectiveness of its policies and programs and recommend changes thereto to achieve Council's objectives.
- f) Co-ordinate, direct, and supervise the implementation of the policies and programs of the Council, reporting regularly of the progress thereon to Council.
- g) Communicate with the Mayor, Councillors, and the staff in preparation of agendas for Council meetings.
- h) Enforce or cause to be enforced all bylaws and resolutions of the Town.
- i) Catalogue the policies of the Council and ensure that information concerning these policies are distributed to and understood by affected administrative personnel.
- j) Cause the development of satisfactory procedures concerning budget preparation and financial reporting of the Town's revenues and expenditures including:
 - i) Preparation and submission to Council of annual budgets with appropriate explanations and substantiating information with potential cost reductions and eliminations identified which would not change established programs.

- ii) Quarterly reports to the Council of operating and capital revenues and expenditures with explanations of significant variations and account reallocations for ratification of council.
- iii) Reports to Council on any other matter either administrative or financial, that relates to the Town operations as may be requested by Council or which, in the opinion of the CAO, should be reported to Council.
- iv) **Ensure accurate financial records and accounts are kept.**
- v) **Ensure financial reports are made to council.**
- vi) **Ensure revenues are collected, controlled, and receipted.**
- vii) **Ensure monies are deposited and held in a financial institution.**
- viii) **Ensure the corporate seal is kept safe.**
- k) Perform liaison with other local governments and the provincial government, along with the Mayor when required.
- l) Ensure the prompt and proper handling by the administration of all requests, enquiries, and complaints by residents of the Town including development of policies and procedures for dealing with complaints.
- m) Keep informed about governmental and community affairs and ensure that the Council and the Town employees are made aware of significant trends.
- n) Exercise such natural person powers under the Act as may be consistent with or required to implement the powers, duties, and functions assigned.
- o) As prescribed under section 153.1 of the Act, where the CAO or a person designated by the CAO provides information referred to in section 153(d) of the Act to a councillor, the information must be provided to all other councillors as soon as is practicable.
- p) Perform major administrative duties in accordance with section 208(1) of the Act.
- q) Extend the time period for subdivision plans and for the registration of the subdivision plans in accordance with the Act.
- r) Retain and instruct legal counsel on matters involving any actual or potential legal and administrative proceedings involving the municipality.
- 2) Perform other duties as may be required by Council or where a matter is not specifically referred to herein and where the CAO deems it proper and expedient to implement changes, they may make such recommendations to Council as may be appropriate.

5. PERSONNEL ADMINISTRATION

- 5.1 It is the sole responsibility of the CAO to hire, discipline, and terminate staff. All information pertaining to staff employment matters is confidential in accordance with FOIPP sections 17(4)(d) and 17(4)(f).
- 5.2 All employees, and agents of the Town are subject to the supervision and direction of the CAO.
- 5.3. The CAO shall develop for approval of Council, comprehensive employee policies and programs of Town employees.

- 5.4 The CAO shall implement any internal reorganization of responsibilities and duties required for the effective and efficient operation of the municipality, including creating, eliminating, merging or dividing departments, provided that such reorganization does not result in a decreased level of services to the community. If a major reorganizational change is effected, the CAO shall report such a change to Council. If the reorganization results in an over expenditure to the budget, the CAO shall bring the variance to Council for ratification.
- 5.6. The CAO shall determine the rates of remuneration for any employee within approved budget appropriations.

6. EXPENDITURE AUTHORITY

- 6.1 The CAO shall have the authority to expend funds and arrange the purchase of goods and services within the appropriations and approvals of Council as may be required for operating and capital purposes.
- 6.2. When the value of any arrangement or purchase exceeds \$5,000.00 competitive quotations shall firstly be obtained except:
- a) where the arrangement or purchase is an extension of any existing contract or arrangement.
 - b) where the goods or services are available only from a single supplier or vendor
 - c) in cases of emergency.
- 6.3. The CAO may select tenders up to \$50,000.00 provided Council has provided appropriation for the project.
- 6.4. All tender offers estimated to exceed the sum of \$50,000.00 shall be received by the CAO and referred to Council for award.
- 6.5. The CAO shall ensure that where possible, local businesses and individuals are invited to tender.
- 6.6. Where capital projects have been approved and budget appropriations made, the CAO may exercise the natural person power of the municipality to acquire such land as may be necessary for the undertaking and completion of the capital project.
- 6.7. Where capital projects have not been approved or where budget appropriations have not been made, the CAO may acquire an option to purchase any property which may be needed for any present or future municipal purpose.
- 6.8 Designate the financial institutions to be used by the municipality in accordance with the provisions of the Act.
- 6.9 Invest funds on behalf of the municipality in accordance with the provisions of the Act.
- 6.10 Pay any amounts the Municipality as legally required to pay pursuant to an Order or Judgement of a Court, board or other tribunal having jurisdiction over an action, claim or

demand against or by the Municipality, provided that all rights to appeal the Order or Judgement have expired.

- 6.11 In the case of an emergency, incur any expenditure not previously approved by Council provided a detailed report on such expenditure and its need is presented to the next meeting of Council.
- 6.12 Negotiate contracts, agreements, ~~and~~ transactions, and any instrument or document made or executed on behalf of the municipality as required, for the effective operation of the municipality and to recommend the approval of such to Council.
- 6.13 Conclude contracts on behalf of the municipality to a financial limit established by policy or resolution.
- 6.14 Sign any order, agreement, or cheque, along with the Mayor.

7. DELEGATION AND ORGANIZATION

- 7.1. The administration of the operations of the Town shall be organized in accordance with the organization chart. The Council shall deal with the administrative service through the CAO and Council shall require that its directives be carried out through the offices of the CAO.

8. EVALUATION, SUSPENSION, AND TERMINATION

- 8.1. In each year, the Council thereof shall evaluate the performance of the Chief Administrative Officer, making such recommendations as deemed necessary. Such review shall evaluate the rates of remuneration of the CAO and the non-salary and fringe benefits received.

9. CODE OF ETHICS

- 9.1. The Code of Ethics of the Local Government Administration is hereby adopted as reference as "Schedule A" attached hereto, with the express intent that this shall be the code of professional behavior expected of the CAO.
- 9.2. Schedule A shall be attached hereto and deemed a part of this bylaw.

10 FOIPP HEAD

- 10.1 The CAO is the Head of the Municipality for the purposes of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25.

11. ROYAL CANADIAN MOUNTED POLICE

- 11.1 The CAO shall provide a liaison between the Municipality and the Commanding Officer of the R.C.M.P. detachment of the Town of Sundre.

12. REPEAL

12.1 Bylaw No 16-17 is hereby repealed.

Read for a first time on this _____ day of _____, 2018.

Read for the second time on this _____ day of _____, 2018.

Received Unanimous Consent for third Reading this _____ day of _____, 2018.

Read for the third time on this _____ day of _____, 2018.

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Bylaw 2018-09 Revised Bylaw to Address Section 63 of the Municipal Government Act

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 6.2

BACKGROUND/PROPOSAL:

On April 16, 2018, Council adopted Bylaw 2018-05, a Bylaw to Rescind Outdated or Extraneous Bylaws. Under the new provisions of the Municipal Government Act, a Council may by Bylaw revise any of its Bylaws or any one or more provisions of them in accordance with section 63, provide that the Bylaw contains the words "Revised Bylaw" and that the Chief Administrative Officer has certified in writing that the proposed revisions were prepared in accordance with this section. Section 65 of the Municipal Government Act states that a Bylaw made in accordance with section 63 and the resulting revised bylaw are deemed to have been made in accordance with all the other requirements of the Act respecting the passing and approval of those bylaws, including any requirements for advertising and public hearings.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Bylaw

MOTION:

That the Town of Sundre Council give First Reading to Bylaw 2018-09, being a Revised Bylaw to Address Section 63 of the Municipal Government Act.

That the Town of Sundre Council give Second Reading to Bylaw 2018-09, being a Revised Bylaw to Address Section 63 of the Municipal Government Act.

That the Town of Sundre Council give Unanimous Consent to Third Reading to Bylaw 2018-09, being a Revised Bylaw to Address Section 63 of the Municipal Government Act.

That the Town of Sundre Council give Third and Final Reading to Bylaw 2018-09, being a Revised Bylaw to Address Section 63 of the Municipal Government Act.

Date Reviewed:

May 1, 2018

CAO:

David Nelson



BYLAW NO. 2018-09

AMENDMENT TO BYLAW 2018-05 BEING A REVISED BYLAW TO ADDRESS SECTION 63 OF THE MUNICIPAL GOVERNMENT ACT

WHEREAS, under the provisions of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, Council has been granted the authority to pass bylaws for municipal purposes;

WHEREAS, Section 191 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, states that any amendment or repeal of a bylaw must be made in the same way as the original bylaw; and

WHEREAS Section 63 of the *Municipal Government Act, R.S.A., 2000, Chapter M-26* and amendments thereto, allows a Municipality to omit and provide for the repeal of a bylaw or a provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective; and

WHEREAS Section 65 of the *Municipal Government Act R.S.A., 2000, Chapter M-26* states that a bylaw made in accordance with section 63 and the resulting revised bylaw are deemed to have been made in accordance with all the other requirements of this Act respecting the passing and approval of those bylaws, including any requirements for advertising and public hearings.

WHEREAS Council deems it expedient for administrative purposes to remove bylaws which should no longer be in effect but which were not officially rescinded by subsequent bylaws dealing with the same item, or are no longer relevant;

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows: Bylaw 2018-09 cited as the "Revised Bylaw to Bylaw 2018-05 to Address Section 63 of the Municipal Government Act"

1. The following bylaws will be officially rescinded on the date of final passing of this bylaw:

Animal Control

26, 325, 869

Disaster Services

89, 135, 522, 609

Business License

129, 130, 131, 299, 451, 507, 543

Waste Collection

195, 622, 700, 831

Traffic

327, 381, 607, 765

Fees

137, 294, 296, 310, 311, 314, 541, 661, 677, 756, 757

Bylaws Regulated Under Land Use Bylaw

98, 199, 262

Use of Public Space, Curfew, Unsightly

444, 590, 596, 679,

Bylaws to Establish Committees

605, 607

Regulating Milk

3, 490

Lord's Day Act

218, 345

Bylaw to Warn of Fetal Alcohol Syndrome

685

Attachment - Schedule "A"

Read for a first time on this ____ day of _____ 2018; Motion # _____.

Read for the second time on this ____ day of _____ 2018; Motion # _____.

Read for Unanimous Consent on this ____ day of _____ 2018; Motion # _____.

Read for the third time on this ____ day of _____ 2018; Motion # _____.

Mayor

Chief Administrative Officer

Schedule "A"

BYLAWS TO BE RESCINDED

Bylaw	Content	Original Date	Status	Description
3	To Provide for Inspection of Dairies	23/03/1950	To be rescinded	Regulating Milk
26	Running at large of domestic animals	7/05/1954	To be rescinded	Animal Control (8.11 & 1.13)
89	Establish Civil Defence organization	13/03/1961	To be rescinded	Disaster Services (815 C. 743 A.)
98	Restrict parking of house trailers	11/9/1961	To be rescinded	Regulated under LUB
129	To License and regulate hawkers/peddlers	10/12/1962	To be rescinded	Business License (5.12)
130	To License Plumbers	10/12/1962	To be rescinded	5.12
131	To Regulate and License gas fitters	12/11/1962	To be rescinded	5.12
135	Establish Civil defence unit	8/04/1963	To be rescinded	815, 743
137	To revise scale of sewer rates	12/11/1963	To be rescinded	Fees Bylaw (9.16)
195	To provide for waste collection/disposal	13/11/1967	To be rescinded	Waste Collection (1.12)
199	Licensing of Mobile Homes	21/12/1967	To be rescinded	Regulated under LUB
218	Authorize Sunday sports and films	28/07/1969	To be rescinded	Lord's Day Act
262	Licensing of Mobile Homes	28/12/1971	To be rescinded	Regulated under LUB
294	Revise sewer rates	22/10/1973	To be rescinded	9.16
296	Amend #294	10/12/1973	To be rescinded	9.16
299	Business licenses for certain trades	25/02/1974	To be rescinded	5.12
310	To charge arena and pool water rates	23/12/1974	To be rescinded	9.16
311	To charge arena and pool sewer rates	23/12/1974	To be rescinded	9.16
314	Amend bylaw 294 - change penalty rates	23/12/1974	To be rescinded	9.16
325	To regulate horses, cattle etc	28/07/1975	To be rescinded	Animal Control (8.11 & 1.13)
327	Amends 322	27/10/1975	To be rescinded	Traffic 789
345	Allow for Sunday horse races and betting	24/01/1977	To be rep rescinded	Lord's Day Act
381	Traffic regulations	28/08/1978	To be rescinded	789
444	Public Use of Parks	27/07/1981	To be rescinded	779
451	Regulation & licensing of trades, bus etc.	23/11/1981	To be rescinded	5.12
490	Regulating milk..must be pasturized	12/12/1983	To be rescinded	Regulating Milk
507	Business Licensing bylaw - amend	24/06/1985	To be rescinded	5.12
522	Mutual Aid in Peace Time Disaster	25/08/1986	To be rescinded	815, 743
541	Establish Scale of fees for garbage collection	25/01/1988	To be rescinded	9.16
543	Amend Bus. Licensing #451	9/01/1989	To be rescinded	5.12
590	Removal of snow and ice from sidewalks	11/06/1990	To be rescinded	819

596	Curfew for children	28/05/1990	To be rescinded	6.11
605	To establish an arena committee	9/10/1990	To be rescinded	Committee no longer Current
607	To establish a recycling committee	26/11/1990	To be rescinded	Committee no longer Current
607	To regulate the hours of school zones	27/08/1990	To be rescinded	789
609	To provide for mutual aid in peace time disaster	28/01/1991	To be rescinded	815, 743
622	To regulate collection, removal, disposal of garbage	14/09/1992	To be rescinded	1.12
661	Fixing of rates & charges for natural gas	18/12/1995	To be rescinded	9.16
677	Establish Garbage collection charges	18/09/1995	To be rescinded	9.16
679	Regulation for control of weeds	18/09/1995	To be rescinded	819
685	Provide for warnings re: FAS (fetal alcohol s)	30/10/1995	To be rescinded	Fetal Alcohol Syndrome
700	To amend bylaw 622	28/10/1996	To be rescinded	1.12
756	Revise sewer rates	25/06/2001	To be rescinded	9.16
757	Fixing of rates & charges for natural gas	25/06/2001	To be rescinded	9.16
765	Traffic bylaw	18/03/2002	To be rescinded	789
831	Waste Collection, Removal, and Disposal	26-Jun-06	To be rescinded	1.12
869	Regulate and Control Dogs	5-Aug-08	To be rescinded	Animal Control (8.11 & 1.13)



REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Proclamation "Public Works Week"

ORIGINATING DEPARTMENT: Legislative Department

AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL: APWA (American Public Works Association) is seeking our support to recognize and promote National Public Works Week by acknowledging May 20 – 26, 2018 as National Public Works Week in Sundre. This year's theme is "the Power of Public Works".

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES: See attached letter dated March 29, 2018.

ADMINISTRATION RECOMMENDATIONS: That Council proclaim May 20 – 26, 2018 Public Works Week on behalf of the citizens of Sundre.

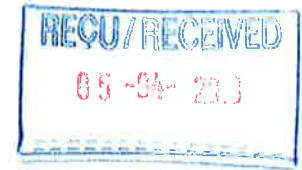
COSTS/SOURCE OF FUNDING: None

MOTION: THAT the Town of Sundre Council proclaim the week of May 20 – 26, 2018 as "Public Works Week" on behalf of the citizens of Sundre.

ATTACHMENTS:

Letter of March 29, 2018
Proclamation

Date Reviewed: <u>May 2, 2018</u> CAO: <u>Amida Nebr</u>
--



March 29, 2018

**Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers**

Re: National Public Works Week, May 20-26, 2018 – "The Power of Public Works"

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 20-26, 2018 as National Public Works Week in your community. This year's theme is "The Power of Public Works."

National Public Works Week is observed each year during the third full week of May and this is the 58th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. www.cpwa.net If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to
office@publicworks.ca or by mail to:
APWA Alberta Chapter
44095 Garside Postal Outlet
EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in black ink, appearing to read 'Joline'.

Joline McFarlane, APWA President



APWA Alberta Chapter 44095 Garside Postal Outlet Edmonton AB T5V 1N6
www.publicworks.ca



PROCLAMATION
"Public Works Connects Us"
PUBLIC WORKS WEEK
MAY 20-26, 2018

WHEREAS: *public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and*

WHEREAS: *such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and*

WHEREAS: *the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and*

WHEREAS: *it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;*

WHEREAS: *Public Works Week also recognizes the contributions of public works professionals.*

NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of May 20-26, 2018, as Public Works Week in Enter your municipality.

Dated this day of _____, 2018.

(Enter Mayor's Name), Mayor



Celebrate Public Works Week May 20-26, 2018

Proclamation

Ensure that your Municipality proclaims or recognizes NPWW! See our website for digital copy of proclamation
www.publicworks.ca

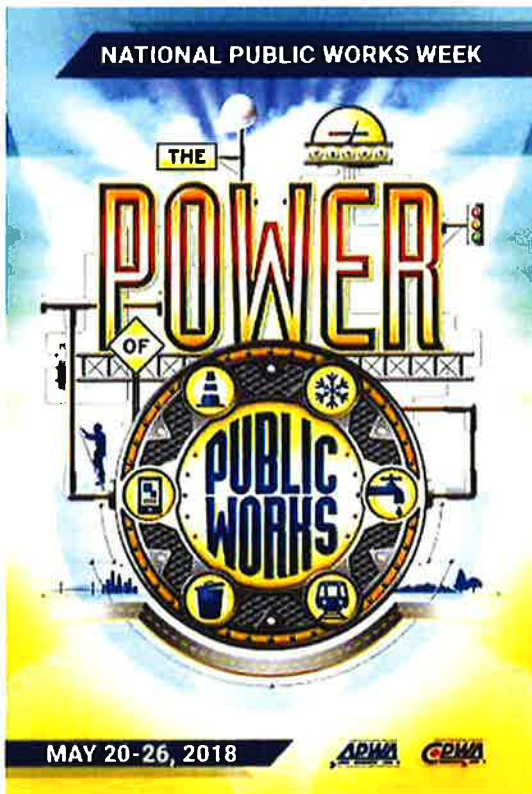
What You Can Do

Environmental Campaign

Develop a week of activities to improve the community's environment. Show the many ways public works departments contribute to your community's environmental health.

Thought starters:

- Invite garden clubs, civic groups, historic preservation societies, schools and scouting councils to join you in an environmental project, or suggest a project of their own.
- Organize a tree-planting ceremony, recycling drive, public grounds clean-up or free, safe disposal of oversized items and household hazardous wastes.
- Launch a campaign to solicit organizations to adopt a highway or public park.



Public Works Exhibit

Create an exhibit to spotlight your organization's recent successes and emphasize how they benefit all citizens. Arrange to display your exhibit at libraries, community centers and shopping malls. You may be able to take advantage of a captive audience by exhibiting at a scheduled community event.

Thought starters:

- Feature public works equipment, display photos of facilities and provide information on upcoming public works projects.
- Show a film or video of public works in action.
- When practical, have a representative from various departments staff the exhibit to answer questions and provide information.

Rodeo/Equipment Shop

Display equipment your department uses in day-to-day operations. Give public works employees the opportunity to show the skill required to operate public works equipment.

Thought starters:

- Select a location with high visibility such as a parking lot, city park, or public gathering place. Allow adequate time to research and reserve a location.
- Invite elected officials to participate in an activity during the event.
- Sponsor a regional contest and challenge other municipalities to a test of skills necessary to operate a backhoe, garbage pickup, forklift and lawn tractor.
- Emphasize safety; highlight the cost-effective measures and unique features of your equipment and vehicles.
- Have representatives from various departments show equipment and answer questions.

Open House or Tour

An open house or tour offers participants a new perspective on public works and gives professionals an opportunity to discuss the daily operation at their facility. It also is a good time to gather community members' opinions of public works projects and services.

Thought starters:

- Plan the open house in conjunction with a dedication ceremony, an anniversary, or a celebration of a completed project.
- Select employees to serve as ambassadors or tour guides.
- Provide a forum for citizens to learn about various departments and their functions.
- Develop a survey to gather attendees' opinions about a public works project or service of importance to your organization.

Employee Appreciation Day

Acknowledge the many accomplishments public works employees contribute throughout the year with a special recognition event.

Thought starters:

- Sponsor a banquet to recognize outstanding performance, special achievements, safety records and attendance. Award honorees with a gift registration to a seminar, an engraved plaque, a special proclamation or a cash award.
- Include family members of honorees.
- Invite elected officials.
- Hold your event in a public works facility. For example, host a barbecue in an equipment garage.

Sporting Event

Healthy people are happy people. Promote healthful living by sponsoring a sporting event.

Thought starters:

- Plan the route of a race to end at a facility or project you believe deserves attention.
- Sponsor a golf tournament and arrange for the proceeds to be dedicated to a public works project, such as the purchase of playground equipment in a community park.
- Sponsor a public works night at an organized or professional sporting event. Arrange for a message about public works to be announced during the game.

For further information see our website: www.publicworks.ca
Or contact Jeannette Austin
Executive Director
admin@publicworks.ca

PROCLAMATION
"Public Works Connects Us"
PUBLIC WORKS WEEK
May 20 – 26, 2018

- WHEREAS:** public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of the Town of Sundre; and
- WHEREAS:** such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrators who are responsible for building, operating and maintaining the public works systems that serve our citizens; and
- WHEREAS:** the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and
- WHEREAS:** it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;
- WHEREAS:** Public Works Week also recognizes the contributions of public works professionals.
- NOW THEREFORE:** I, Terry Leslie, Mayor of the Town of Sundre, do hereby proclaim the week of May 20 – 26, 2018 as Public Works Week in the Town of Sundre.

Dated this 7th day of May, 2018

Terry Leslie, Mayor



REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Proclamation "Seniors' Week"

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

Lori Sigurdson, Minister of Seniors and Housing is seeking our support to recognize and promote Seniors' Week by acknowledging June 3 – 9, 2018 as Seniors' Week in Sundre.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached letter dated April 20, 2018.

ADMINISTRATION RECOMMENDATIONS:

That Council proclaim June 3 – 9, 2018 Seniors' Week on behalf of the citizens of Sundre.

COSTS/SOURCE OF FUNDING:

N/A

MOTION:

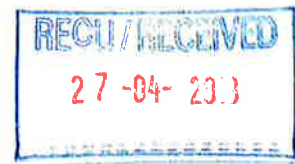
That the Town of Sundre Council proclaim the week of June 3 – 9, 2018 as "Seniors' Week," on behalf of the citizens of Sundre.

Date Reviewed: May 2, 2018 CAO: Linda Nelson



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Edmonton-Riverview*



AR 44893

April 20, 2018

His Worship
Terrance Leslie
Mayor, Town of Sundre
PO Box 420
Sundre, AB T0M 1X0

Dear His Worship Leslie:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during this year's Seniors' Week, which takes place from June 3 to 9, 2018.

Enclosed is a Seniors' Week 2018 promotional poster as well as a Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify our government of your declaration by May 26, 2018, so that this information can be highlighted on my ministry's website. To register your declaration or to request additional copies of the poster, please email seniorsinformation@gov.ab.ca.

Across Alberta, organizations and communities host various events during Seniors' Week, and Seniors and Housing is pleased to host an online special events calendar. Please visit www.seniors-housing.alberta.ca/seniors/seniors-week.html to print additional posters, register for a special event or to see what events are happening in your community.

Please join me in celebrating Seniors' Week 2018!

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Enclosures

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411
9202B - 149 Street, Edmonton, Alberta T5R 1C3 Canada Telephone 780-414-0719 Fax 780-414-0721

Printed on recycled paper



REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Highway 27 Pedestrian Crossing Improvement

ORIGINATING DEPARTMENT: Operations Roads Department

AGENDA ITEM: 8.3

BACKGROUND/PROPOSAL:

During the Alberta Transportation test period it has been noted that although the pedestrian crossings are safer with two lanes of traffic as opposed to four lanes, the markings are insufficient and indicating light systems were removed for the trial period.

The Operations Department has requested Alberta Transportation investigate the installation of new lower profile bright push button activated crossing signals to provide pedestrian and vehicle safety. As well the current test alteration of the crossing areas is confusing without signalization.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Attached Report

ADMINISTRATION RECOMMENDATIONS:

See Attached Report

COSTS/SOURCE OF FUNDING:

Unallocated Roads Reserve/Unallocated Infrastructure Reserve

MOTION:

THAT the Town of Sundre Council approve of the purchase of two pedestrian signal systems, with funds not to exceed \$12,000.00, to come from the Unallocated Roads Reserve.

OR

THAT the Town of Sundre Council approve of the purchase of two pedestrian signal systems, with funds not to exceed \$12,000.00, to come from the Unallocated Infrastructure Reserve.

OR

THAT the Town of Sundre Council does not approve of the purchase of two pedestrian signal systems at this time.

ATTACHMENTS:

Pedestrian Crossing Improvement Report, April 23, 2018

ATS Traffic Alberta Invoice

Date Reviewed:

Amie Nelson

CAO:

April 25, 2018



COUNCIL DATE: May 7, 2018

SUBJECT: Highway 27 Pedestrian Crossing Improvement

ORIGINATING DEPARTMENT / REPORT WRITER: Operations / J. Hall

BACKGROUND

During the Alberta Transportation test period it has been noted that although the pedestrian crossings are safer with two lanes of traffic as opposed to four lanes, the marking are insufficient and indicating light systems were removed for the trial period.

The Operations Department has requested Alberta Transportation investigate the installation of new lower profile bright push button activated crossing signals to provide pedestrian and vehicle safety. As well, the current test alteration of the crossing areas is confusing without signalization.

CONTENT / DISCUSSION

In discussions with Alberta Transportation it was noted that there is a list of municipalities requesting this type of system, however funding is limited and not available to the Town of Sundre at this time. Also, the project budget for the round-a-bout is nearing completion of funds. The Operations Department believes that this added feature will achieve a much safer system for pedestrians and the bright flashing beacon will assist during poor lighting and bright sunset conditions. Upon the completion and report of success of this test, the results would be utilized to further encourage Alberta Transportation to include other installations with the future infrastructure and paving project. As well, the test units could be removed and utilized at the school zones on Centre Street north.

ADMINISTRATION RECOMMENDATION

To improve pedestrian safety, vehicle safety, and to fully assist in regards to the current issue of improper crossing locations, Administration recommends that two signal systems be purchased with funds to come from either the Unallocated Roads Reserve or the Unallocated Infrastructure Reserve to facilitate testing at 4th Street NW/SW.

Date Reviewed: April 25, 2018 CAO: Donna N. B.



**ATS
Traffic**
Alberta

Edmonton Sales
9015 14 Street NW
Edmonton, AB T6P 0C9
Phone: 780-440-4114
Toll Free: 1-800-661-7346
Fax: 780-440-1326
e-mail: ats@atstraffic.ca

Calgary Sales
9800 Endeavor Dr. S.E.
Calgary, AB T3S 0A1
Phone: 403-248-3241
Toll Free: 1-800-242-8404
Fax: 403-248-3967
e-mail: cal@atstraffic.ca

website: www.atstraffic.ca

QUOTE	1120-50011468
Date	4/3/2018
Page	1/2
Printed By	echin
Ordered By	Kirk Kwan
Phone #	+1 403-340-5333

BILL TO:

Alberta Transportation- Red Deer District
401 4920 51st Street
att: Dave Tippe
Red Deer, AB T4N 6K8
Canada

SHIP TO:

Alberta Transportation
Kirk Kwan
4920 - 51 Street
4th fl Provincial Building
Red Deer, AB T4N 6K8
Canada
P: +1 403-340-5333

Purchase Order #		Customer ID	Salesperson ID	Shipping Method		Payment Terms	
KIRK KWAN-SUNDR		11006900	AB005	CHARGE		NET 30	
ORD	SHP	UOM	Item #	Description	Price	Extended Price	
2		EACH	33120037	R920 solar engine 72526 72526	\$1,924.02	\$3,848.04	
2		EACH	33120229	Top of pole mount, 2 - 2.5" square (R 920) 72519 72519	\$98.03	\$196.06	
4		EACH	33120009	Extended temperature battery, 7 Ahr 68326 68326	\$65.52	\$262.08	
4		EACH	33120034	Light bar with confirmation lights, incl. mounting bracket (color) 76440-76441 76441 yellow	\$695.52	\$2,782.08	
4		EACH	33120311	Light bar harness, 16' (std.) 78227 78227	\$84.42	\$337.68	
2		EACH	33120002	Polara Bulldog Push Button 68319 20 21 68319 yellow	\$215.04	\$430.08	
2		EACH	33120312	Push button harness, 20' (std.) 78228 78228	\$76.86	\$153.72	
2		EACH	33120146	Universal Polara Bulldog push button mount (specify color) 70028 29 30 70028 yellow	\$45.00	\$90.00	
2		EACH	21110105	Square 10 x 2 Post POST10S2	\$85.55	10	\$171.10
2		EACH	21120110	Base Plate Galvanized 2 1/4 Square, 8x8 Plate QFB003	\$82.50	8	\$165.00



Edmonton Sales
9015 14 Street NW
Edmonton, AB T6P 0C9
Phone: 780-440-4114
Toll Free: 1-800-661-7346
Fax: 780-440-1326
e-mail: ats@atstraffic.ca

Calgary Sales
9800 Endeavor Dr. S.E.
Calgary, AB T3S 0A1
Phone: 403-248-3241
Toll Free: 1-800-242-8404
Fax: 403-248-3967
e-mail: cal@atstraffic.ca

website: www.atstraffic.ca

QUOTE	1120-50011468
Date	4/3/2018
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Printed By	echin
Ordered By	Kirk Kwan
Phone #	+1 403-340-5333

BILL TO:

Alberta Transportation- Red Deer District
401 4920 51st Street att: Dave Tippe Red Deer, AB T4N 6K8 Canada

SHIP TO:

Alberta Transportation
Kirk Kwan 4920 - 51 Street 4th fl Provincial Building Red Deer, AB T4N 6K8 Canada P: +1 403-340-5333

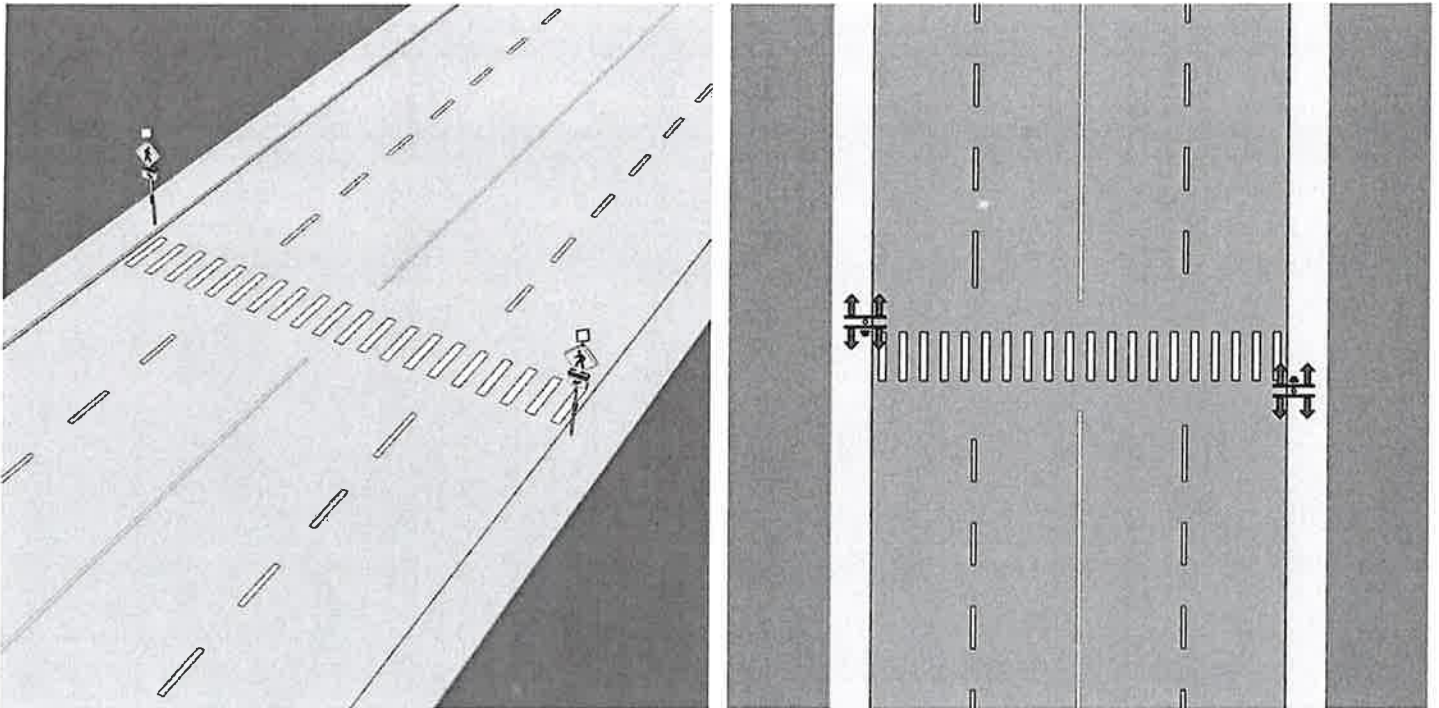
Purchase Order #	Customer ID	Salesperson ID	Shipping Method	Payment Terms
KIRK KWAN-SUNDR	11006900	AB005	CHARGE	NET 30

ORD	SHIP	UOM	Item #	Description	Price	Extended Price
1		EACH	94120001	Rural Installation Install Rural <i>Install location: Sundre</i>	\$3,017.86	\$3,017.86

Goods maybe returned within 30 days of purchase with a Return Authorization number. Goods returned without authorization will be refused and returned at sender's expense. All items returned must be in original manufactures packaging, and be in new condition. Credit cannot be given for merchandise returned in damaged condition due to improper packaging. All items returned are subject to a 15% restocking charge. Returns of items made specially or ordered specifically do not fall within our return policy and cannot be returned.

Subtotal	\$11,453.70
Tax	\$0.00
Freight	\$0.00
Total	\$11,453.70

Standard Two-Way Road





REQUEST FOR DECISION

COUNCIL DATE: May 7, 2018

SUBJECT: Public Participation Policy Working Group

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 8.4

BACKGROUND/PROPOSAL:

The new Public Participation Policy Regulation requires Municipalities to adopt a Public Participation Policy. Administration informed Council of this new requirement at a Regular Council Meeting earlier this year. Council was also asked for an opinion on the benefits of forming a working group, where citizens in the community would have an opportunity to have input on the policy prior to adoption by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report

MOTION:

That Council accept the attached report as information

Date Reviewed: <u>May 3, 2018</u> CAO: <u>Amela Nelson</u>
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REPORT TO COUNCIL

COUNCIL DATE May 7, 2108

SUBJECT: PUBLIC PARTICIPATION POLICY WORKING GROUP

REPORT WRITER: CHIEF ADMINISTRATIVE OFFICER

BACKGROUND/PROPOSAL:

The new Public Participation Policy Regulation requires Municipalities to adopt a Public Participation Policy. Administration informed Council of this new requirement at a Regular Council Meeting earlier this year. Council was also asked for an opinion on the benefits of forming a working group, where citizens in the community would have an opportunity to have input on the policy prior to adoption by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The purpose of the Public Participation Policy working group is to discover the best means of communicating with the citizens of Sundre on Municipal matters that affect our residents. One of the mandates of the Provincial Government is to ensure that Municipal Governments, as the Government closest to the people, are transparent, accountable and collaborative. The new Regulation that requires Municipalities to adopt Public Participation Policies is one of the ways that the Province is accomplishing this obligation.

Municipalities are established to serve people. They become better and happier places when people get involved in decisions. Decisions made by the Council of the Town affect the day-to-day life of the citizens of Sundre and deserve attention.

Citizens may be affected by decisions such as annual budgets, garbage pickup, new building developments, Bylaws and many other decisions that are made at the local level during the normal course of municipal operations. As a citizens and taxpayers, the residents of our community have a stake in the outcome of the decisions that we, as a municipality make every day.

There are many opportunities for the public to become involved and take part in decision-making, and Sundre's Municipal officials welcome input from the public. We are seeking information from the working group on the best way to communicate with the public, and what level of participation is appropriate for the many different decisions that are made.

Our hope is that the Town of Sundre will have a functional Policy, based on input from this group, that will create a framework for involving the citizens of our community in decisions that affect their quality of life. The Policy should be realistic, within the parameters of the legislation that the municipality is bound by and to give Council and Administration the tools that we need to get information out to our public, and a clear direction on the best and most effective way of receiving feedback and involvement from the public.

The following citizens from the Town of Sundre have generously donated their time and commitment to this project:

Tom Mennear;
Chris Vardas;
Colin McNutt;
Mike Beukeboom;
Roy Cummings;
Les Larson; and
Sonia Larson.

MOTION:

That the Town of Sundre Council accept the report on the Citizen Participation Group as information, and that Administration be directed express appreciation to the group on behalf of Council.

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Date Reviewed: <u>May 3, 2018</u>	CAO: <u>Linda Nelson</u>
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Mayor's Report to Council – April 2018

Wednesday April 11, 2018 – 9:00 – 11:00 AM – Ministerial Association Meeting at the Nazarene Church. I attended this meeting to do three things. First, to thank all the members of the Ministerial Association for all their spiritual work ministering to our community and continuing to build and support the spiritual health of Sundre and District. Secondly, to outline what has been happening with efforts to have the provincial government recognize the impact of the carbon tax levy on church groups, volunteer groups, seniors housing authorities, and other organizations, and upcoming plans to have Energy Efficiency Alberta come to Sundre to outline programs, grants and efficiency opportunities for residents, businesses and organizations. Lastly, I wanted to ask what the Ministerial Association thought Council would need to know to assist in making better and more informed decisions that affect the Ministerial Association and the congregations they serve. The group was very positive and being who they are, wanted to know what Council thought they might be able to help with. They expressed an interest in meeting with Council and staff to begin discussions about connecting community programs and services and having everyone more aware of what is available to those in need within our community. We set a follow up lunch meeting for Wednesday May 9th from 11:30 – 1:00 to continue discussions between the Ministerial Association, Council members and town administration. The Ministerial Association has been looking to make more of an impact as a group and they outlined some possible chaplaincy partnerships, the 211 service, the food bank at McDougall Church, the status of a youth “drop in” centre in the planning stages, and their wish to meet with Council to have further conversations about broader collaboration with their group, other agencies and Council to improve awareness and support for “social” issue needs, and available services, in our community. There was also a presentation from a representative from the Gideons with updates on their services and projects available to our community.

Thursday April 12, 2018 – 6:00 – 8:00 – Chamber of Commerce Annual General Meeting at the Sundre Legion. This meeting was the formal election of the executive and board with snacks and social networking that followed.

Tuesday April 17, 2018 – 5:00 – 8:00 – Volunteer Appreciation Evening – Community Centre. I had the opportunity to bring greetings and thanks to all volunteers for their remarkable contributions to our community. Sundre and District is very fortunate to have twice as many volunteers as other communities our size. The dedication and service of our volunteers makes us all so proud to call Sundre our home.

Wednesday April 18, 2018 – Alberta Health Services Meeting at the Sundre Hospital. The intent of this meeting was to share information, statistics, review hospital performance and renovations and to hear about concerns from the community. The metrics package (statistics and data comparisons) presented is not common in any other central region hospital site. There were comparisons with Disbury, Rimby Three Hills, Innisfail, Olds and Rocky Mountain House presented. There are good flow statistics for emergency patients being seen at the Sundre Hospital in comparison with other hospitals. Getting patients back from other hospitals is also very good. There were 64 patients transferred out of the Sundre Hospital to other hospitals during 2016/2017, which is the second highest in the 13 comparable hospitals. Access to see a doctor in emergency is good. Statistics for patients seen in emergency that could have been seen in a doctor office was presented and Sundre has higher than average numbers of patients who go to emergency rather than being seen in a doctor's office. Readmissions within 7 days

stats indicated average which means patients are not being discharged too soon. Hand washing cleanliness within the hospital staff is excellent. Occupancy rates for the 14 acute care beds indicate some periods of overcapacity, but not in excess of other comparison hospitals. Lengths of stay for patients are not excessive. There is some additional capacity available for restorative care beds as they are not being used to capacity, possibly because the criteria for use may be too restrictive. There is an increasing number of very severe (sick) patients coming in to emergency at the Sundre Hospital. There are challenges in filling vacant positions in the Sundre Hospital and in the region. The Sundre Hospital has seen an improvement in filling vacant positions in the last few months. Overtime hours worked at the Sundre Hospital are declining. New staffing positions are often new graduates and the training required causes some of stress on current staff. There is an issue after new staff are trained, because they leave, with training that allows them to work where they want. Our new hospital administrator is doing an excellent job in addressing many concerns identified in the last year.

An issue for the Attraction and Retention Committee is the retention component. Is there a way to work together to retain, or to “grow our own”, is the question proposed from the Attraction and Retention Committee. Currently the committee is hosting school students from grades 9-12 from Sundre, Cremona, and other local schools, to “shadow” hospital related jobs. The dual credit option available to High School students is currently underutilized. The current senior staff is exhausted from all the training requirements. There is a need to attract more experienced staff, potentially with families, that will stay and be committed to remaining in Sundre long term. There is a possible opportunity to incentivize, and market our community amenities and lifestyle, and our hospital.

Supportive living funding changes will have an impact on our hospital. In our new MVSH facility we have supportive living, and lodge options. In Didsbury there are cooperative arrangements where a nurse from supportive living can go to help out a patient who has fallen in supportive living. In the Sundre facility, that patient is treated by calling an ambulance and going to emergency at the hospital. Why is it that in one Health Region, Didsbury, it is done one way, and in Sundre, an ambulance and an emergency room visit is the practice? Possibly, a community paramedic model might be a solution. AHS is also meeting with Mountain View Seniors Housing and both health regions to look at best practices. The local medical community must also be contacted to help offer suggestions. The request from AHS is to have a representative from MVSH contact Kerry Bales to request a meeting to discuss practices and inconsistencies between the two health regions, with the two health zones. There is a need to have examples of what is working well and what is not, then identify best practices.

The history of the current Hospital Futures Committee was originally a “Doctor Recruitment Committee”. The focus changed to an “Attraction and Retention Committee” for doctor recruitment and then evolved to a “Medical Professionals Attraction and Retention Committee”. The Hospital Futures Committee has now established a health trust and fundraising to build a new hospital. There are also two home palliative groups supported by both medical clinics, and funded by the Hospital Futures Committee. There are also fundraising benefits sponsored by the Committee for specific medical needs for individuals in the community. The committee continues to evolve to meet the needs of the community.

There is still a concern from the Hospital Futures Committee that “flex care and acute care beds” are not being utilized, or funded properly. The idea that the “data” should be studied for a year was a good one, yet there has been a gap in that they did not get up and running properly. Looking at the stats we have

just gone through, there is not conformational data that these beds are needed – possibly because the funding did not get put in place on time. The Committee would like AHS to consider the idea to minimally staff those beds to “house” patients on a “regional” level. AHS would be more interested in being sure that when acute care beds are needed, they are available – whether that means needing 14, 15, or 17 beds – not using those beds as a transition unit. The issue of underutilization of 4 restorative care beds may require a review of the current rules and conditions of use. Flex beds for acute care are more of a priority. The province does not support the idea of “transitional” beds. AHS does not staff any hospital at 100% occupancy/capacity. Home care has gone from 2FTE to 8FTE positions. There will not be increases in hospital funding, but there has been an increase in efforts to treat patients in their own homes and to transition patients out of expensive hospitals and home to more affordable – and comfortable patient experiences. More work needs to be done to reduce visits to the emergency room for medical conditions that can be treated in a medical clinic or in another more cost effective manner.

Thursday April 19, 2018 – Energy Efficiency Alberta Meeting with Allison Mostowich – Town Office and tour of the community. 9:00 – 11:00. This was a follow up meeting from carbon tax concerns brought forward by community groups to the Premier’s Office. Ms. Mostowich was tasked with coming to Sundre, hearing more about the concerns from the community, and looking for ways to provide information to community groups, residents and businesses, about programs and supports for energy efficiency so carbon tax bills could be reduced. She met with the new Chamber of Commerce President, Connie Anderson, and was provided the contact information to be able to set up a booth at the upcoming Sundre Expo, May 11-12, to provide information on programs, grants, and other information from Energy Efficiency Alberta. We also visited Black Gold Rush Industries, where she learned about the partnership they have with the Town of Sundre for the “first in Canada” Rush Power Pilot Project Partnership utilizing their newest technology to power our gas system line heater, monitoring equipment and yard light, using very small volumes of gas. She will follow up with Black Gold Rush Industries, as this “Alberta Innovates” story has so many applications for solutions to waste gas release to the atmosphere.

Thursday April 19, 2018 – Mountain View Seniors Housing Foundation Fundraising Gala – Carstairs Community Centre – 5:30 – 8:30. This was the third annual Gala fundraiser held by the Foundation. The first was in Sundre at our new Seniors Housing Facility. The Foundation is the fundraising arm of the Mountain View Seniors Housing Authority. The Foundation hosts an annual golf tournament and fundraising events like this with the goal of raising \$1 million dollars to pay for furniture and equipment in all Seniors Housing facilities throughout Mountain View County in Sundre, Olds, Didsbury, Carstairs and Cremona. Grant money for building facilities comes from both the Provincial and Federal Governments, but there is no government money for furniture and equipment. The Foundation has been very successful in fundraising \$10,000 - \$20,000 per event, and they still have a long way to go to reach their goal of supporting seniors in our region with furniture and equipment. Carstairs is next in line for a new seniors facility that will be very similar to the Sundre facility. They are hoping to begin construction in the next year or two.

Tuesday April 24, 2018 – Municipal Area Partnership Meeting (MAP) – Mountain View County Office – 9:00 – 11:30. MAP is a regional group that consists of the Mayors of Olds, Didsbury, Carstairs, Cremona, Sundre, the Reeve of Mountain View County, two County Councillors, and the Chief Administrative Officers from all 6 municipalities. The purpose of MAP is to discuss issues of a regional nature, share information about each municipality, and look for ways to collaborate on regional and local projects,

issues, events and concerns. As a group, they make no decisions without taking matters back to their full Councils for consideration. One of the roles of MAP is to hold one “all Council” meeting each year so all Council members can have the opportunity to meet with all other regional municipalities to discuss, and learn about regional issues. The following is a summary of the agenda topics.

Presentations:

Campus Alberta Central (CAC) – Bonnie Ireland, Executive Director

Campus Alberta Central (CAC) is a joint venture between Olds College and Red Deer College with the purpose of taking post secondary education to outlying communities. There are 11 regional colleges in Alberta that have the responsibility to take opportunities to rural communities. CAC provides services to an area from Ponoka to Carstairs, and Rocky Mountain House to Drumheller in 22 communities. Campus Alberta Central has a partnership with Greenwood Neighbourhood Place in Sundre. Their funding comes from Advanced Education and Manpower. Their goals are Accessibility, Affordability and Quality Programs. Health Care Training is currently the most “high demand” program. As Red Deer College has just received “university” status, the programs offered will have university transferability for credit. Online programs are provided in 21 communities. CAC is looking at horticultural programs with direct training in the area of cannabis production with the current job demands expected with development of 4 regional cannabis production facilities within Mountain View County. Bonnie is going to Sundre to look at possible sites for future programs for either dual credit or adult training for Health Care Aide positions. Red Deer College has developed a program for health care aid training, in addition to Norquest College’s program and will be piloting the program in Drumheller in the fall of 2018.

Canada Winter Games 2019 – Lyn Radford, Chair and Scott, Robinson, CEO

From February 15 – March 3, 2019, there will be 3600 athletes from 800 communities who will compete in 19 sports over these 18 days in 14 venues. There will be 100,000 spectators and over 5 million people will be watching the events on TV. This opportunity will not come back to the region for 25 years. The regional impact will generate \$130 million in economic activity with 2500 jobs created. There will be over 5000 volunteers needed, who will actually “deliver” the games. There must be \$13 million generated through fundraising to run the games, on top of the grant money that is available. There will be \$45 million spent directly by the Games in the region. Surpluses raised over expenses will stay in Central Alberta. One of the best speedskating ovals in Canada will be left as a legacy from the games. Canyon Ski area will be a legacy as one of the best freestyle skiing venues in Canada. The regional airport expansion in Penhold will also be another legacy. The first national torch relay will be a part of this games and will market the Red Deer region in every part of Canada that is touched by the relay. There will be lasting legacy impacts in sport and culture with volunteers registered from every community in central Alberta that will bring leadership and transfer of knowledge back to all our communities. Each community can become involved with a volunteer program, or a “catch the spirit” school program and awareness of the torch relay. Volunteer dance and cultural groups are welcome to apply as entertainment at locations during the games. There will be named entertainment coming to the festival site and there is lots of opportunity for municipal partners and sponsors if we choose to invest between \$5000 and \$50,000, which can allow our communities national exposure. Registration by October 1, 2018 is necessary. Red Deer College will be closed for the games and many students will be housed at Olds College because of their partnership. These games are bigger than the Winter Olympics.

Because there is a 30% attrition rate, there will need to be over 6800 volunteers registered to enable the final 5000 volunteers to be in place for the games. There will be a Games float at all of our parades.

There was discussion about whether Councils might be interested in supporting the Canada Winter Games or if the Municipal Area Partnership would like to be a sponsor. There was no decision made.

MAP Terms of Reference – The proposed changes by Mountain View County were voted on and adopted. There were no Council concerns regarding the Terms of Reference from other communities.

Regional Recreation Plan Update – Jeff Holmes, CAO Mountain View County

A chart was included from the 2009 Recreation Master Plan as part of the agenda package for discussion. The Town of Olds has been working with Mountain View County and have completed all the projects identified, and they have found that the maintenance costs were twice as much as they had anticipated. The pool has not had as much maintenance as anticipated but the arena has had twice as much as originally thought. There is a need to have updates and understandings of what we have for facilities and resources regionally, if we ever wish to host an event like the Canada Winter Games. With the upcoming changes to the Municipal Government Act there is an opportunity to allocate offsite levy charges to recreation. With Mountain View County's recent decision to set aside capital money for upcoming regional capital projects (\$500,000 per year), there is a further need to continue with regional planning and prioritizing of future recreation building needs. With the possibilities of both Carstairs and Sundre looking at Tri-Services buildings, and the ability to use offsite levy dollars, there is a need to look at Recreation and Culture facilities in the same way. As the current Regional Recreation Master Plan is nearing the "10 year life expectancy" of most plans, and the fact that it has achieved most of the outlined goals, there is a question as to whether the MAP group would like to update the Plan. The history of the current plan was outlined. The decision was to take some time to consider the idea of updating the Recreation Master Plan and bring the item back to the next agenda. A Council discussion on this topic before the next MAP meeting would be important.

CARES Video Project Update – expected to have videos available to be delivered by the fall of this year. This project will see a community profile video for each community, as well as a regional video for all of Mountain View County. The intent is to use the videos as promotional advertising for economic development and any other use each municipality might find appropriate.

Red Deer River Municipal Users Group Source Water Protection Workshop. There was information and encouragement to attend the upcoming workshop Friday April 27th at the Olds Legion. Participants will be looking at ways each municipality can do further protection of source water in the Red Deer River Watershed. Although there are many great initiatives for source water protection in each and every municipality, we can all do more. Sharing ideas and innovation that is occurring in communities around us will give us all better ideas about how we might do more to protect source water for future generations.

MAP Priorities History of activity was presented for information. For new members of the group, this gave a better understanding of what has happened since the inception of the Municipal Area Partnership.

Round Table Discussion. This is a chance for each municipality to outline some of the projects, issues and solutions that they are currently facing, in their communities, or in the region.

Mountain View Seniors Housing representatives are meeting with the Assistant Deputy Minister. One of the items to get clarification on will be the Foothills Lodge future in Sundre.

Cremona will be part of the Municipal Accountability Program, as Sundre will be. That will occur through June and July.

Sundre will be seeing a new cannabis production facility, as other communities within Mountain View County. We are looking forward to the interest we are seeing from housing developers.

Didsbury has a new manager of Development and Planning. They will be having a Round Table meeting with developers this week to continue with those relationships. There is planning for a new skateboard park. Council will be debating a 0% increase to the tax rate tonight. The show and shine is coming May 12 with 800 participants.

Mountain View County passed a budget increase of 1% for their residents. Flooding and road bans are at normal levels. There is a new McDougall Emergency Response Plan that will be rolled out. You will be responsible for yourself because there can't be an expectation that the County will be responsible for everyone. Mountain View County received the Partner of the Year Award from Olds College. Congratulations given to all municipalities for their Volunteer recognition during Volunteer Appreciation Week. There are some changes to the land use bylaw with open houses to meet with the public.

Olds has a new Staff Sargent at the RCMP and has started a Citizens On Patrol program. There is a new Fire Chief as well. They have raised over \$900,000 for their Rotary Park on the west end. There has been a great deal of interest by provincial and federal officials in O-Net.

June 14, 2018 – 5:30 – 8:00 at Mountain View County is the next meeting being the All Council Meeting

Tuesday April 24, 2018 – Meeting with Aquaplex and Curling Club representatives, Reeve Beattie at Mountain View County Office – 1:00 – 2:30. Representatives requested a meeting to present a document titled "A Voice at the Table – Recreational Cost Sharing Between Mountain View County and The Town of Sundre". They presented budget grant comparisons in recreation and libraries between different communities over different years, and how those allocations had been divided in Sundre. They provided financial statements from both the Aquaplex and the Curling Club, and a breakdown of Town/County user numbers for the Aquaplex. They further outlined many of the facility upgrades in the last two years at the Aquaplex. The Curling Club representatives spoke about the different relationship agreements between various towns and curling clubs in Mountain View County. There was a question to Mountain View County about the details of the possible 40% increase in recreation and culture funding, and the "timeline" on when groups might be able to receive some of that money, as they are doing their budget forecasts for the upcoming year, and beyond. Both the Reeve and the Mayor indicated that we want to have an agreement in place so funds can be accessed for the last half of 2018. Mountain View County has money in their budget for that to occur and the intent of both our municipalities is to have an agreement in place as soon as possible. There is a wish, on the part of the Aquaplex, to have further conversations about the Aquaplex being seen more as a "public" facility with conversations addressing future financial, operational and liability issues. A future meeting with the Sundre Mayor Leslie, CAO, Linda Nelson, and Aquaplex representative from Council, Charlene Preston, has been set for May 2nd. A follow up presentation to Sundre Town Council will be scheduled at that time.

Friday April 27, 2018 – Red Deer River Municipal Users Group Source Water Protection Toolkit

Workshop – Olds Legion – 9:30 – 3:00. The purpose of the workshop was to provide information to municipalities on the “Source Water Quality Primer” that was published in 2016 by the Municipal Users Group, and to go over the follow up publication “Toolkit For Protecting Source Water Quality in the Red Deer River Watershed”. The reason the Red Deer River Municipal Users Group (MUGS) was created was to give municipalities, that draw water from the Red Deer River, an opportunity to talk about the water issues that affect municipalities. It is the only group of its kind in Alberta. The Red Deer River is the only river basin in Alberta that has “unused capacity” for licensing expanded use of more water requirements. The inception of the Municipal Users Group was as a result of the question about how water would be supplied to the Cross Iron Mills project at Balzac, and the threats to municipalities if inter basin transfers begin. Traditionally, watersheds are self sustaining without transfers from basin to basin. Concerns from municipalities as they grow is the ability to supply water for that growth. The Municipal Users Group advocates for the provision of “crown reservations” to the Provincial Government. A crown reservation would give the Provincial Government the ability to keep unused capacity in reserve to be allocated if future population growth requires it. There are studies in other river basins that indicate pharmaceuticals, agricultural chemical run off, feedlot runoff, irrigation return runoffs, waste water effluent from municipal systems, and other pollutants are changing fish habitat and other aspects of the environment, which has an affect on the sustainability of the watershed. Source water is not the water that comes out of your tap, but the water source that we draw into our water treatment facilities. The first step in protecting the water that comes out of your tap for drinking, is to protect source water. There are 52 municipalities wholly or partially depending on the Red Deer River, and 81 municipalities that are located within the watershed. Both the Alberta Urban Municipalities Association (AUMA), and the Rural Municipalities of Alberta (RMA), point out that municipalities have to provide drinking water, waste water and storm water management, land use planning, management of impacts, management of source pollution, wetland, riparian land and aquatic habitat protection and the promotion of land and water stewardship. The purpose of the workshop today is to come up with an advisory “action plan” to take back to our municipality, Already, municipalities do so much to protect water and the land. The intent is to bring awareness, and to do “one more thing” to protect source water, that will have cumulative affects on the future source water protection for the next generation. Many of the threats to source water quality have been identified, and the toolkit can assist each municipality to take on one or more actions. 21 threats have been identified, some site specific, some common throughout the watershed. Provincial responses, like pipeline breaks, are not included as threats within the scope of the toolkit because they are beyond municipal control. The workshop outcome is to come up with one new action, take it back to the CAO, staff and Council, and commit to an action we can all agree is important to us in our community. Councillor Warnock, Director of Planning and Development, Mike Marko, and Mayor Leslie worked through the process outlined to identify and prioritize threats to our community. We looked at an initial assessment of Threats, and initial assessment of Tools, then we had discussions to evaluate, revise, then prioritize issues we thought we should take back to the CAO, staff and Council. We completed a working summary sheet and our Community Action Assessment sheet. Because we have a Drinking Water Safety Plan, we need to review, with this document, so we have a plan, and action that is not a “one off”. Because this process has not been considered in the current budget year, the goal for completion would be to be completed by 2020. We identified 6 “Threats of Most Concern” to be taken back to our community for

consideration: 1. Waste Water, 2. Storm Water, 3. Road Salt, 4. Snow Storage, 5. Loss of Woodlands, and 6. Development of and Urban/Rural Intermunicipal Development Plan

Saturday April 28, 2018 – Canadian Indoor 3D Championships – 8:00 – 9:00 – Community Centre. On behalf of Council and the community I brought greetings and welcome to all 250 competitors from across Canada, to this national championship. The Elk Ridge Archery Club, volunteers, Town staff, and businesses did a remarkable job in setting up the event and comments from everyone I spoke with were positive. I also got to thank all visitors to our community at the award presentations and closing ceremonies Sunday afternoon and wish everyone a safe trip home, some from as far away as Nova Scotia.

Monday April 30, 2018 – Mountain View Regional Waste Management Commission Regular Meeting – Mountain View County Office – 9:00 – 2:00. The Commission meets monthly. It operates the Didsbury landfill, all the transfer stations in Mountain View County (except Olds, which is operated by a contractor) and it has members from the municipalities of Sundre, Olds, Didsbury, Carstairs, Cremona and Mountain View County. What follows is a summary of the meeting:

Delegations:

4.1 Metrix Group – Jeff Alliston – 2017 Financial Audit for the Commission. He outlined the audit parameters. This is a “clean” opinion for the 2017 financial year, which means all the accounting is done properly and appropriately. There is a significant liability for closure and post closure cost estimates as they are projected for the next 40-50 years. The estimates on closure/post closure costs come from a report in 2007. There is 52% of the eventual closure/post closure costs that is currently in reserves, which is above the 50% from the prior year. The closure/post closure costs are on track moving forward. There is a need to have \$4,836,576 in reserves at the time the landfill is filled and closed, to ensure that at the time of closure sufficient money is in place to fund that cost. There was no new long term debt in the past year. The Commission has essentially lost \$1.1 million in the accumulated operations since inception. There is a recommendation from the auditors to consider establishing a funding strategy for the Commission to eliminate its net debt position. The Unrestricted surplus (deficit) has changed from (\$744,922) in 2016 to (\$1,100,589), a loss of \$400,000 in 2017. There was a \$230,000 shortfall from budget to actual. Tipping fees are 70% of total revenue. 20% of the operations are subsidized by requisition to municipalities, which is, on average, typical for Commission operations. Salary, wages and benefits make up 32% of expenses. Amortization is 14% of expenses. Net debt is down from last year.

There are issues for the Commission to consider after reviewing the audited financial report. There are changes in the way the budget has been prepared, and a review of recent changes will bring more consistency to the budget process. Closure/post closure costs based on a 2007 report need to be reviewed and updated

4.2 FOGDOG Energy Presentation – Michael Beaudin – Business Development Consultant

This presentation outlined a “no landfill facility alternative” for the Commission to consider. FOGDOG provides Converter machines designed for the treatment of waste of almost any kind. Their machines convert municipal solid waste to a composition that is sterile, disinfected and dehydrated. The waste is mechanically heated directly from inside the converter by means of friction, generated by material

breakdown. There is no sorting, incineration and the process “skips the landfill”. There is a reduction of the use of fossil fuels, reduction of greenhouse gasses, and the end product is sterile with no odour.

Landfills in Canada contribute 25% of GHG emissions. There are 150 active landfills in Alberta. There are over 800 conventional waste to energy facilities in Europe and the United States. Canada, and North America is 10-15 years behind in “attitude” toward waste management. There are only 5 large waste to energy facilities in Canada. AHS spends \$6 million per year to get rid of medical waste. Pyrolysis, converter, gasification and powder technology are the 4 options for eliminating medical waste. Currently some medical waste goes to Swan Hills and some is exported to the US. There are various sizes of converters for business and municipality use. This technology has been used in Europe for 15 years and is proven. 40 kg/hour, 80 kg/hour, and 160 kg/hour, and larger processor size machine options are available. There is a residue that is left that is “fluff” with the consistency of “dust bunnies”. When processed, it is carbon based and can be used as a replacement for coal, but it is much cleaner. A ton of MSW generates 30% “fluff”, once compressed. Fluff can be used as an energy source, burned and is cleaner than coal. Converters are modular, and there is no size restriction. There is no emission, no gas, and 30 minutes from the time you put in 160 Kg, the process is complete. There is a heat and sterilization process – 100 degrees for a period of time, then 150 degrees for a time, and the process is complete in 30 minutes. Items that are too big for the chamber can’t go in but everything else is appropriate. All household items can be feedstock. All present garbage can be used, and there is an ability to mine current landfills to reclaim. Converter technology has an electrical and water requirement unless there is a “refinery”. There is a \$30 per ton to operate PLUS initial investment costs. Based on the local needs, generally on average, what is your tonnage per day, and other options, Fogdog Energy will develop a plan with costs for your application. With these processes, there is the possibility to use unwanted plastics to generate 70% diesel fuel. There is also a market for “carbon black” that is a by-product of processing tires. There is a 50 ton/day plant going into Sylvan Lake in the next year as a pilot project where they are saving \$35/ton, where the cost for tipping was \$135/ton. The positive is that there is no municipality investment costs for the Sylvan Lake project. The actual investment cost is \$15-20 million. Fogdog will invest, will partner, or work with municipalities for their needs. They need 3,000 square feet for a plant footprint. Sylvan Lake has given Fogdog 2 acres, which is taking over Sylvan Lake’s transfer site. They will process garbage “on site” eliminating transportation costs to the landfill. The Commission will consider the possibilities for this technology in the future and accepted the presentation for information.

There was a motion put forward for a partnership between Mountain View County and the Commission to explore the possibility of disposing of Agricultural Plastics with no cost to the Commission. Carried

Landfill volumes are down in the first quarter by 750 tonnes which equates to \$86,000 in lost revenue. There has been an upsurge in April volumes. The weather conditions may have played a factor as the lower numbers are being experienced by other land fill locations.

The CAO of the Commission is meeting with member municipalities to put together and Request For Proposals for the purpose of waste hauling. The Board moved to stop storing and stockpiling contaminated soil at the landfill as we have enough for many years to come. There was a report on Commission goals and core activities and the progress toward each one. Leachate has been pumped out as part of the annual “runoff” maintenance. There has been very little leachate of concern and the current landfill is well within acceptable standards. The STEP grant has been successful and the Canada

Summer Jobs grant has also been successful. Manpower needs can now be filled until the end of August with summer student hires. Often, the summer students work into employees of the Commission. There is a concern about the unsightly premises and the potential of a fire hazard at the Olds Transfer Station. Because of a complaint from an Olds resident who claimed she was turned away from dropping off her garbage, the Board directed administration to write a letter to the operator of the facility, to accept garbage from Olds residents.

Alberta Environment reports were provided to each Board Member along with a map of the Site Plan of the landfill.



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E.townmail@sundre.com

April 20, 2018

The Honorable Lori Sigurdson
Minister, Seniors and Housing
Province of Alberta

**RE: Alice Modin Award
2018 Minister's Senior Service Awards
Letter of Support for Mrs. Joyce Wicks RN, BN.**

Dear Madame,

It is with great pleasure that I provide a letter of support for the nomination of Mrs. Joyce Wicks for consideration of the 2018 Minister's Senior Service Award, in the category of *Individual*, on behalf of the Town of Sundre.

A registered nurse with 40 years of experience, Mrs. Wicks has been recognized for her outstanding leadership and tireless efforts given to the community of Sundre. Joyce retains a significant role on the Sundre Hospital Futures Committee, with a focus on Advocacy, staff recruitment and retention, and in organizing the yearly fund raising gala.

Over the years Joyce has served as a consultant, facilitator, transition planner, Acting Director and Chair of a variety of senior housing initiatives, boards and commissions, always focusing on education, and for the delivery of safe, efficient and effective care for Seniors.

Joyce attends many community events, lending a hand when needed, and continues to play an active role in organizing activities at the West Central Seniors Centre. She is also very active with the Sundre United Church and ministerial group.

Her continued efforts and commitment to the betterment of the lives of seniors has earned Joyce the respect and gratitude of our community. We are excited to have the opportunity to acknowledge Joyce and thank her for her continued contribution to our community. We are honoured to provide this letter of support, and wish her well in the opportunity for consideration of such a prestigious award.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



April 11, 2018

Mr. Marty Butts
Fire Chief, Sundre Fire Department
114 - 10 Avenue NE
Sundre AB T0M 1X0

Dear Chief Butts,

It is my distinct pleasure and honour to invite you and your guest to the 2018 presentation of the Fire Services Exemplary Service Medal. The Honourable Lois Mitchell, Lieutenant Governor of Alberta, has been invited to attend and present these honours.

Date and Time: Sunday, May 27, 2018 at 12 p.m. (registration opens at 11 a.m.)
Location: Edmonton Expo Centre (Ballroom)
7515 - 118 Avenue, Edmonton
Dress: Uniform (without headdress) or Business Attire

If attending, please reply and advise if a guest will accompany you, as we will be presenting guests with a special pin to recognize their support. Also, please provide the name of your MLA and/or the constituency within which you reside so we can ensure your MLA is advised.

Please RSVP by May 15, 2018, to firecomm@gov.ab.ca. Not providing an RSVP will result in your honour being unavailable for award on May 27, 2018.

Additional event information is attached. Should you have any further questions, please contact Jolayne Manning, Coordinator, Office of the Fire Commissioner, at 1-866-421-6929.

The exemplary service you have provided to ensure the safety of Albertans and our communities is truly inspirational. Thank you for your service.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Recipient Information

cc: Mayor Terrance Leslie, Town of Sundre
Jolayne Manning, Coordinator, Office of the Fire Commissioner



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



AR92822

April 11, 2018

Mr. David Bennet
Captain, Sundre Fire Department
6472 Hwy 584
Sundre AB T0M 1X0

Dear Mr. Bennet,

It is my distinct pleasure and honour to invite you and your guest to the 2018 presentation of the Fire Services Exemplary Service Medal. The Honourable Lois Mitchell, Lieutenant Governor of Alberta, has been invited to attend and present these honours.

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Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

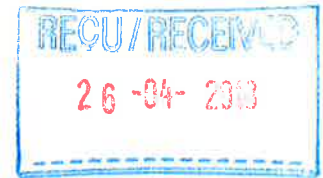
Attachment: Recipient Information

cc: Mayor Terrance Leslie, Town of Sundre
Marty Butts, Fire Chief, Sundre Fire Department
Jolayne Manning, Coordinator, Office of the Fire Commissioner



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



AR92822

April 11, 2018

Mr. Kevin Gamble
Deputy Chief, Sundre Fire Department
6472 Hwy 584
Sundre AB T0M 1X0

Dear Mr. Gamble,

It is my distinct pleasure and honour to invite you and your guest to the 2018 presentation of the Fire Services Exemplary Service Medal. The Honourable Lois Mitchell, Lieutenant Governor of Alberta, has been invited to attend and present these honours.

Date and Time: Sunday, May 27, 2018 at 12 p.m. (registration opens at 11 a.m.)
Location: Edmonton Expo Centre (Ballroom)
7515 - 118 Avenue, Edmonton
Dress: Uniform (without headdress) or Business Attire

If attending, please reply and advise if a guest will accompany you, as we will be presenting guests with a special pin to recognize their support. Also, please provide the name of your MLA and/or the constituency within which you reside so we can ensure your MLA is advised.

Please RSVP by May 15, 2018, to firecomm@gov.ab.ca. Not providing an RSVP will result in your honour being unavailable for award on May 27, 2018.

Additional event information is attached. Should you have any further questions, please contact Jolayne Manning, Coordinator, Office of the Fire Commissioner, at 1-866-421-6929.

The exemplary service you have provided to ensure the safety of Albertans and our communities is truly inspirational. Thank you for your service.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

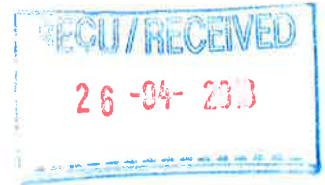
Attachment: Recipient Information

cc: Mayor Terrance Leslie, Town of Sundre
Marty Butts, Fire Chief, Sundre Fire Department
Jolayne Manning, Coordinator, Office of the Fire Commissioner



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



AR92822

April 11, 2018

Mr. Robert Kibblewhite
Captain, Sundre Fire Department
6472 Hwy 584
Sundre AB T0M 1X0

Dear Mr. Kibblewhite,

It is my distinct pleasure and honour to invite you and your guest to the 2018 presentation of the Fire Services Exemplary Service Medal. The Honourable Lois Mitchell, Lieutenant Governor of Alberta, has been invited to attend and present these honours.

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Hon. Shaye Anderson
Minister of Municipal Affairs

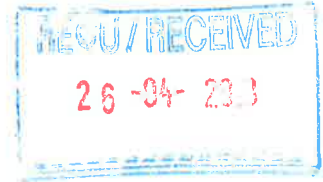
Attachment: Recipient Information

cc: Mayor Terrance Leslie, Town of Sundre
Marty Butts, Fire Chief, Sundre Fire Department
Jolayne Manning, Coordinator, Office of the Fire Commissioner



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



AR92822

April 11, 2018

Mr. Robert McBride
Training Officer, Sundre Fire Department
6472 Hwy 584
Sundre AB T0M 1X0

Dear Mr. McBride,

It is my distinct pleasure and honour to invite you and your guest to the 2018 presentation of the Fire Services Exemplary Service Medal. The Honourable Lois Mitchell, Lieutenant Governor of Alberta, has been invited to attend and present these honours.

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Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Recipient Information

cc: Mayor Terrance Leslie, Town of Sundre
Marty Butts, Fire Chief, Sundre Fire Department
Jolayne Manning, Coordinator, Office of the Fire Commissioner



Mountain View COUNTY

May 2, 2018

Mayor Terry Leslie
Town of Sundre
Box 420
Sundre, AB T0M 1X0

Dear Mayor Leslie:

Re: Olds/Didsbury Airport Tour

On behalf of Mountain View County and the Olds/Didsbury Flying Association, I would like to extend an invitation to yourself and your Chief Administrative Officer to attend a presentation on the benefits of Regional Airports being provided by the Canadian Owners and Pilots Association as well as a tour of the Olds/Didsbury Airport.

The tour and presentation will take place on May 14, commencing at 9am. As the tour is expected to go until noon, lunch will be provided.

If you wish to attend the tour, please RSVP to Jessica Hammer or Gail Eysers at jehammer@mvcountry.com or geyers@mvcountry.com by May 9th, 2018.

Sincerely,



Bruce Beattie
Reeve

pc L. Nelson, Chief Administrative Officer

BB/vl