



Regular Council Meeting
Council Chambers
May 13, 2019
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing**
2.1 19-05-13 Bylaw 2019-08 *Separate Agenda*
3. **Agenda – Amendments and Adoption**
3.1 May 13, 2019 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 April 14, 2019 Regular Council Meeting Pg. 1
4.2 April 23, 2019 Special Council Meeting Pg. 7
5. **Delegation**
5.1 SPOG Neighbours Day Pg. 9
6. **Bylaws**
6.1 Bylaw 2019-08 2nd & 3rd Reading Pg. 18
6.2 Bylaw 2019-12 1st Reading Pg. 23
6.3 Grants to Organizations Policy Pg. 26
7. **Old Business - none**
8. **New Business**
8.1 SPOG Neighbours' Day Partnership Agreement Pg. 37
9. **Administration - none**
10. **Municipal Area Partnership (MAP) - none**
11. **Council Committee Reports**
11.1 Councillor R. Warnock Report to Council for April 2019 Pg. 43
12. **Council Invitations / Correspondence**
12.1 Sundre Hospital Futures Pg. 46
13. **Closed Meeting**
13.1 Advice from Officials – FOIPP 24(1) (g)
13.2 Confidential Evaluations – FOIPP 19 (1)
14. **Return to Open Meeting**
15. **Adjournment**



Regular Council Meeting
Council Chambers
May 13, 2019
6:00 p.m.

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 15, 2019

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, April 15, 2019 commencing at 6:00 p.m.

IN ATTENDANCE

Mayor Terry Leslie
Councillor Cheri Funke
Councillor Charlene Preston
Councillor Todd Dalke
Councillor Rob Wolfe
Councillor Paul Isaac

STAFF

Chief Administrative Officer, L. Nelson
Director of Corporate Services, C. Albert
Manager of Operations, J. Hall
Manager of Community Services, S. Nelson
Legislative Assistant, L. Smith

ABSENT

Councillor Richard Warnock
Mike Marko, Director of Planning and Economic Development

PUBLIC

There were 3 members of the public including delegations and the press in attendance.

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. 158-15-04-19*** MOVED by Councillor Dalke that the agenda be accepted as amended with the following changes:
- Add item 10.6 Sundre Pro Rodeo
 - Correction to 5.1 Laura Daniels will be the representative of Price Waterhouse Cooper, LLP to present the Audited Financial Statements.
 - Correction on pg. 91 clause 4.1 remove repeated wording.
 - Correction on pg. 95 strike out the word “first” after the words “second” reading.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

- Res. 159-15-04-19*** MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on April 1, 2019, be approved as presented.

CARRIED

DELEGATION**Price Waterhouse Cooper, LLP**

Laura Daniels, CPA, CA Partner Assurance Price Waterhouse Cooper LLP

Res. 160-15-04-19 MOVED by Councillor Funke that the Town of Sundre Council thank the representative of Price Waterhouse Cooper, LLP and accept the presentation, as information.

CARRIED

CLOSED MEETING – Notice to Public

Mayor Leslie excused all public members and staff at 6:13 p.m. and advised that they are welcome to wait in the lobby to rejoin the council meeting after the closed meeting session concludes.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, CAO

Chris Albert, Director of Corporate Services

Public: None

CLOSED MEETING**Topic of Closed Meeting**

Advice from Officials - FOIP ACT Section 24(1)(1)

Res. 161-15-04-19 MOVED by Councillor Preston that Council go into closed meeting at 6:15 p.m.

CARRIED

Chris Albert and Linda Nelson left the meeting at 6:30 p.m.

RETURN TO OPEN MEETING

Res. 162-15-04-19 MOVED by Councillor Dalke that Council return to open meeting at 6:38 p.m.

CARRIED

Council took a short break.

Res. 163-15-04-19 MOVED by Councillor Wolfe that the Town of Sundre Council move to accept the 2018 Auditor's Report and the 2018 Audited Financial Statements and the 2018 Financial Information Return as presented by Price Waterhouse Cooper LLP; and

Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the *Municipal Government Act*.

CARRIED

BYLAWS**Bylaw 2019-08 Redesignation of land from UR to PS First Reading**

Res. 164-15-04-19 MOVED by Councillor Funke that the Town of Sundre Council grant first reading to Bylaw 2019-08 Redesignation of land from UR to PS.

CARRIED

Res. 165-15-04-19 MOVED by Councillor Funke that the Town of Sundre Council set May 13, 2019 for the Public Hearing Date for Bylaw 2019-08 Redesignation of land from UR to PS.

CARRIED

Bylaw 2019-09 Borrowing Bylaw

- Res. 166-15-04-19** MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2019-09, being a bylaw authorizing the Council of the Town of Sundre to incur indebtedness by the issuance of a debenture in the amount of \$1,307,200 for the purpose of Main Avenue West Upgrade (Phase 2).

CARRIED**Water Use and Conservation Bylaw 2019-05**

- Res. 167-15-04-19** MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2019-05 being a bylaw to make provisions for the conservation and restriction of the use of water.

CARRIED**Bylaw 2019-10 Tax Rate Bylaw**

- Res. 168-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council grant first reading to Bylaw 2019-10, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year.

CARRIED

- Res. 169-15-04-19** MOVED by Councillor Wolfe that the Town of Sundre approve to amend Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year with a tax rate change from 2.25% to 1.25%

DEFEATED

- Res. 170-15-04-19** MOVED by Councillor Wolfe that Town of Sundre Council amend Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year with a tax rate change from 2.25% to 1.75%.

DEFEATED

Councillor Isaac called for a recorded vote.

- Res. 171-15-04-19** MOVED by Councillor Dalke that the Town of Sundre Council amend Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year with a tax rate change from 2.25% to 2.0%.

*Dalke - For
Preston - For
Leslie - For
Wolfe - For
Isaac - Against
Funke - Against*

CARRIED

- Res. 172-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council grant unanimous consent to proceed to a third reading to Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year.

DEFEATED

A Special Council Meeting was set for Tuesday, April 23, 2019 at 5:30 for the passing of Tax Rate Bylaw 2019-10.

OLD BUSINESS**Resource of Communities Coalition of Canada**

Councillor Funke asked the item to be tabled.

NEW BUSINESS**Signing Authority**

- Res. 173-15-04-19** MOVED by Councillor Isaac that the Town of Sundre Council designate the following Council members to have signing authority for the Town of Sundre:

Mayor, Terry Leslie, Councillor Cheri Funke, Councillor Charlene Preston, Councillor Todd Dalke, Councillor Richard Warnock, Councillor Rob Wolfe; and Councillor Paul Isaac.

CARRIED

Council took a 5 minute break to sign the banking documents.

Coalition of Canadian Municipalities for Energy Action

- Res. 174-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council accept the invitation to join the Coalition of Canadian Municipalities for Energy Action (Bill C-69), as information.

CARRIED**Prairie Creek Boardwalk Crossing**

- Res. 175-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council approve the proposed Phase 2 scope changes to install the Prairie Creek Boardwalk and oil grit separator at an additional estimated cost of \$151,456 with funding to be drawn from the MSI Capital Grant.

CARRIED**National Public Works Week**

- Res. 176-15-04-19** MOVED by Councillor Wolfe that the Town of Sundre Council proclaim the week of May 19-25, 2019 as “Public Works Week” on behalf of the citizens of Sundre.

CARRIED**Mutual Aid for Fire Services**

- Res. 177-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council approve the Mutual Aid Agreement for Fire Services between the Towns of Carstairs, Didsbury, Olds, Sundre, the Village of Cremona and Mountain View County dated May 1, 2019 as presented; and that the Mayor and CAO be authorized to sign on behalf of the Town of Sundre.

CARRIED

Sundre Pro Rodeo Request

- Res. 178-15-94-19** MOVED by Councillor Preston that the Town of Sundre Council approve the request from the Sundre Pro Rodeo Association to have barriers placed at key intersections and that the Community Peace Officer assist with traffic control at the West and East end of Main Avenue before and during the parade.

CARRIED**ADMINISTRATION****Department Reports**

- Res. 179-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council accept the Departmental Reports for March 2019, as information.

CARRIED**Sundre RCMP 1st Quarter Report**

- Res. 180-15-04-19** MOVED by Councillor Wolfe that the Town of Sundre Council accept the Sundre RCMP Detachment 1st Quarter 2019 Statistics Report as information.

CARRIED**MUNICIPAL AREA PARTNERSHIP** - none**COUNCIL REPORTS**

- Res. 181-15-04-19** MOVED by Councillor Preston that the Town of Sundre Council accept the Council Report from Mayor Terry Leslie, as information.

CARRIED

- Res. 182-15-04-19** MOVED by Councillor Dalke that the Town of Sundre Council accept the Council Report from Councillor Cheri Funke, as information.

CARRIED**COUNCIL INVITATIONS/CORRESPONDENCE**

- Res. 183-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council accept the Worker's Compensation Board (WCB) National Day of Mourning April 28, 2019, as information; and direct Administration to lower the flags to half-mast on April 28, 2019 at the Administration Office in observance of the day.

CARRIED

- Res. 184-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council accept the Sundre Municipal Library 2018 Annual Report, as information.

CARRIED

- Res. 185-15-04-19** MOVED by Councillor Funke that the Town of Sundre Council accept the Mountain View Seniors' Housing Key Messages from the March 28, 2019 Regular meeting and April 2, 2019 Special Board meeting, as information.

CARRIED

- Res. 186-15-04-19** MOVED by Councillor Wolfe that the Town of Sundre Council accept the Peaks to Prairies PCN, Participaction Community Better Challenge from May 31 to June 16, as information.

CARRIED

CLOSED MEETING – Notice to Public

Mayor Leslie excused all public members at 8:14 p.m. and advised that they are welcome to wait in the lobby to rejoin the council meeting after the closed meeting session concludes.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, CAO

Public: None

CLOSED MEETING**Topic of Closed Meeting**

Confidential Evaluations – *FOIPP Act Section 19(1)*

Advice from Officials - *FOIPP Act Section 24(1)(a)*

Res. 187-15-04-19 MOVED by Councillor Isaac that Council go into closed meeting at 8:15 p.m.

CARRIED

RETURN TO OPEN MEETING

Res. 188-15-04-19 MOVED by Councillor Preston that Council return to open meeting at 9:15 p.m.

CARRIED

Res. 189-15-04-19 MOVED by Councillor Preston that the Town of Sundre Council appoint Councillor Cheri Funke to be the alternate on the Intermunicipal Planning Commission Committee.

CARRIED

ADJOURNMENT

Res. 190-15-04-19 MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourn at 9:16 p.m.

CARRIED

These Minutes approved this 13th, day of May 2019

Mayor, Terry Leslie

CAO, Linda Nelson



Special Council Meeting
Minutes
April 23, 2019

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, April 15, 2019 commencing at 6:00 p.m.

IN ATTENDANCE

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

STAFF

Chief Administrative Officer, L. Nelson
Chris Albert, Director of Corporate Services
Jim Hall, Manager of Operations
Legislative Assistant, L. Smith

PUBLIC

There was 1 member of the the press in attendance.

CALL TO ORDER

The meeting was called to order at 5:30 p.m., with a moment of reflection on the business of the evening.

AGENDA – AMENDMENTS AND ADOPTION

Res. 191-23-04-19 MOVED by Councillor Isaac that the agenda be accepted as presented.

Bylaw 2019-10 Tax Rate Bylaw

Res. 192-23-04-19 MOVED by Councillor Isaac that the Town of Sundre Council rescind resolution 171-15-04-19 to amend Bylaw 2019-10.

CARRIED

Res. 193-23-04-19 MOVED by Councillor Funke that the Town of Sundre give second reading to Bylaw 2019-10 being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year.

CARRIED

Res. 194-23-04-19 MOVED by Councillor Funke that the Town of Sundre Council grant third and final reading to Bylaw 2019-10, being a bylaw authorizing the rates of taxation to be levied against the assessable property within the Town of Sundre for the 2019 taxation year.

CARRIED

ADJOURNMENT

Res. 195-23-04-19 MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourn at 5:56 p.m.

CARRIED

These Minutes approved this 13th, day of May 2019

Mayor, Terry Leslie

CAO, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	Delegation –SPOG Neighbours Day
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Shelley Milne and Tracey McCrimmon of SPOG would like the opportunity to address the Town of Sundre Council regarding the Neighbors' Day ["ND"] Partnership Agreement as it has been five years since the last agreement was presented to Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Some key changes include:

- the list of partners to the agreement
- the date of the event

The Town of Sundre Economic Development department has been supporting SPOG with providing advertising funds up to \$100 as well as time spent in helping with advertisement design.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Community Well-being

Goal 3.1 Continue to work with and value community groups.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the presentation from Shelley Milne regarding the Neighbor's Day Partnership Agreement.

MOTION:

That the Town of Sundre Council thank Ms. Shelley Milne and Tracey McCrimmon for attending the Council meeting and accept the presentation on the Neighbours Day Partnership Agreement, as information.

ATTACHMENTS:

- 2019 Town of Sundre Public Event Application
- 20190501 Draft - Poster (page 2), pending changes
- Winner (low resolution) – is the picture that will be on the poster
- Postcard 2019 – ND (Addressed)-V2 – is the addressed post card to be sent to residents
- Postcard 2019 – ND (Bulk Mail)-V2 – is the bulk mail post card to be sent to residents

Date Reviewed: <u>May 9, 2019</u> CAO: <u>Amie Rob</u>
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PUBLIC EVENT APPLICATION

717 Main Av W, Box 420, Sundre, AB T0M 1X0 facilitybookings@sundre.com
Community Services Office: 403-638-2042 Fax: 403-638-2100

Applicant Information

Name of Applicant Sundre Petroleum Operators Group
Organization/Service Club/Municipality
Name of Event Coordinator: Shelley Milne
Mailing Address: Box 1833, Sundre AB, T0M 1X0
Email: shelley.milne@spog.ab.ca Website: www.spog.ab.ca
Phone: 403-638-5117 Cell Number: 403-710-5676

Event Details

Name of Event: Neighbour's Day
Nature of Event: Industry Trade Fair
Location of Event: Sundre Arena
Event Date: Friday, August 9, 2019 Hours: Start: 08:30 End: 16:30
Additional date: _____ Hours: Start: _____ End: _____
Event Target Market: ☐ Town of Sundre ☐ Mountain View County ☐ Provincial ☐ National
Maximum Attendance Expected: 1500
Type of Advertising (newspaper, poster, social media): newspaper, social media, radio

Event Details: (Please provide a detailed description of your event below or attach information to application)

Poster is attached along with postcard sent to various towns within
MVC and Clearwater County

Signature of Applicant _____ Date: _____

This information is being collected for the purpose of the issuance of a Concert of Special Events Permit pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 32 (c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and distribution of this information you may contact the Town of Sundre FOIP Coordinator at (403) 638-3551

For Office Use Only

Date Received: _____ Received by: _____ Method: _____
Email/Fax/In Person
Approved By: _____ Date: _____
Applicant Notified: _____ Date: _____ Method: _____
Email/Fax/In Person

&thenTM the trade fair poster.





NEIGHBOURS' DAY Friday, August 9th, 2019



Join us in the Sundre Arena from 8-4:30 for
SPOG's Oil & Gas Industry Trade Fair

~ & ~

Sundre Chamber Expo

As we

"EXPLORE SUNDRE TOGETHER"

PLUS:

Door Prizes

Free

Entertainment

Petting Zoo

Submit your
stamped passport
to be drawn for

NEW DATE for 2019!

Farmers' Market
in the Curling Club
from 1:30-7:30



Pancake Breakfast 8:00am - 9:30am

BBQ Beef Lunch 12:00pm - 1:30pm

~ Hosted by: Kodiak BBQ ~



Greenwood Neighbourhood Place

is your Community Resource Centre



It is a key organization, recognized and supported in the community to address social & community concerns that lead to problem solving initiatives and action plans. Please stop by our booth @ Sundre Arena to learn more about what we offer.



Sundre Petroleum Operators Group

Industry Trade Fair in the Sundre Arena

8am—4:30pm

Exhibits showcasing the Oil & Gas Industries and Related Services. Bringing together Industry, Government & Community to collaborate on resource development in the SPOG area.



Sundre & District Chamber of Commerce

Sundre Chamber Expo in the Sundre Arena

8am—4:30pm

Sundre and Area is about Acreage, Ranch and RV Life, a place to call Home. The Sundre Chamber is about never ending Adventure and Relaxation; Golf, Rafting, Hiking, Fishing, Riding, Camping and Shopping!

Sundre & Municipal Library



Sundre Library Pop-Up Programs for Children!

(all day in the Arena)

Afterwards, head over to Bulls & Wagons
At the rodeo grounds—starts at 5pm



BULLS & WAGONS



NEIGHBOURS' DAY Friday, August 9th, 2019



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~ & ~

Sundre Chamber Expo

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Save the Date
Fri., Aug 9, 2019



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SPOG Tradeshow Poster
Option 01.

• 12 x 18 inch



SUNDRE PETROLEUM OPERATORS GROUP PRESENTS:

**2019
ANNUAL
SPOG
NEIGHBOURS'
DAY.**

FRIDAY, AUGUST 9TH
8AM - 4:30PM, SUNDRE ARENA

EXPLORE SUNDRE TOGETHER

Free pancake
breakfast & beef
on a bun lunch by
Kodiak BBQ
+
Farmers' market
1:30-7:30pm in the
Curling Club
+
Door prizes

Petting zoo
10am-3pm
+
Sundre Library
pop-up programs
for children
+
Free entertainment
by (TBA)

For more information, contact SPOG at 403 638 5117



Photo courtesy of Plains Midstream Canada

Catering by:



Proudly supported by:





REQUEST FOR DECISION

COUNCIL DATE: May 13, 2019

SUBJECT: BYLAW 2019-08 TO AMEND SCHEDULE 'A', THE LAND USE BYLAW DISTRICT MAP

ORIGINATING DEPARTMENT: PLANNING & DEVELOPMENT

AGENDA ITEM: 6.1

BACKGROUND/PROPOSAL:

The purpose of Bylaw 2019-08 is to amend the Land Use Bylaw District Map by changing the land use designation of Ptn. SW ¼, Sec. 2, Twp. 33, Rge. 5, W5M from Urban Reserve District (UR) to Public Service District (PS), as shown in Schedule "A" attached to Bylaw 2019-08.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Land Use Amendment will facilitate the subdivision of SW ¼, Sec. 2, Twp. 33, Rge. 5, W5M and consolidation with Block 1, Plan 891 1424 of ±9.66 ha. (±23.87 ac) for the owners of the Sundre Golf Course. Details of this proposed redesignation were provided at the Public Hearing and subsequent Council meeting together with the related subdivision application.

ALIGNMENT WITH STRATEGIC PLAN:

The application process has provided improved communication and transparency with stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council give Second and Third Reading to Bylaw 2019-08.

COSTS/SOURCE OF FUNDING:

N/A

MOTION:

THAT the Town of Sundre Council give Second Reading to Bylaw 2019-08, being a Bylaw to Amend Schedule A, the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Urban Reserve District (UR) to Public Service District (PS).

THAT the Town of Sundre Council give Third Reading to Bylaw 2019-08, being a Bylaw to Amend Schedule A, the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Urban Reserve District (UR) to Public Service District (PS).

ATTACHMENTS:

Bylaw 2019-08

Land Use Bylaw Amendment Report

Date Reviewed: May 9, 2019 CAO: Amie Neber



LAND USE BYLAW AMENDMENT REPORT

COUNCIL DATE: MAY 13, 2019

SUBJECT: BYLAW 2019-08 TO AMEND SCHEDULE 'A', LAND USE BYLAW DISTRICT MAP

REPORT WRITER: DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT

PURPOSE OF APPLICATION:

An application to amend the Land Use District Map was received from Bemoco Land Surveying Ltd. on behalf of the owners of the Sundre Golf Course to change the land use designation from Urban Reserve District (UR) to Public Service District (PS) for a portion of lands affected by a boundary adjustment (see attached key plan). The subject lands are owned by Totem Developments Ltd. and comprise the Sundre Golf Course and adjacent vacant lands to the east. The applicant is adjusting the boundary of the golf course lands (by way of subdivision application) by extending the golf course parcel an additional ± 9.66 ha (23.87 ac) to the west. The boundary adjustment has triggered the need to readjust the land use district areas to coincide with the boundary adjustment. The boundary adjustment and redesignation is in alignment with the existing natural tree line and realigns the adjacent vacant lands to the west for future development consideration. There is no development proposal contemplated at this time.

BACKGROUND:

First Reading to Bylaw 2019-08 was given on April 15, 2019 and Council set the Public Hearing date for May 13, 2019. Notice/advertisement for the May 13, 2019 Public Hearing for Bylaw 2019-08 was published in the Sundre Roundup on April 23, 2019 and April 30, 2019 in accordance with s. 606(2) of the Municipal Government Act. This notice was also posted on the Town's website since April 23, 2019.

As part of a concurrent subdivision application (for boundary adjustment) and redesignation application, the applications were circulated to technical agencies, government departments and Mountain View County for information and comment. No concerns were identified on these applications.

The redesignation and boundary adjustment will facilitate a realignment of the golf course property, establish a consistent Land Use District (PS) for the golf course lands and enable vacant lands to the west to be considered for development when the owner is ready to proceed with a comprehensive development proposal for these lands.

ANALYSIS OF LAND USE:

This redesignation is consistent with current policy contained in the Town's Municipal Development Plan as it involves realignment of the Land Use District boundary with the realigned golf course boundary only. It also incorporates and protects an extensive treed area on golf course lands and realigns the boundary to create a logical vacant land cell on the west side of the golf course for future development consideration.

RECOMMENDED ACTION:

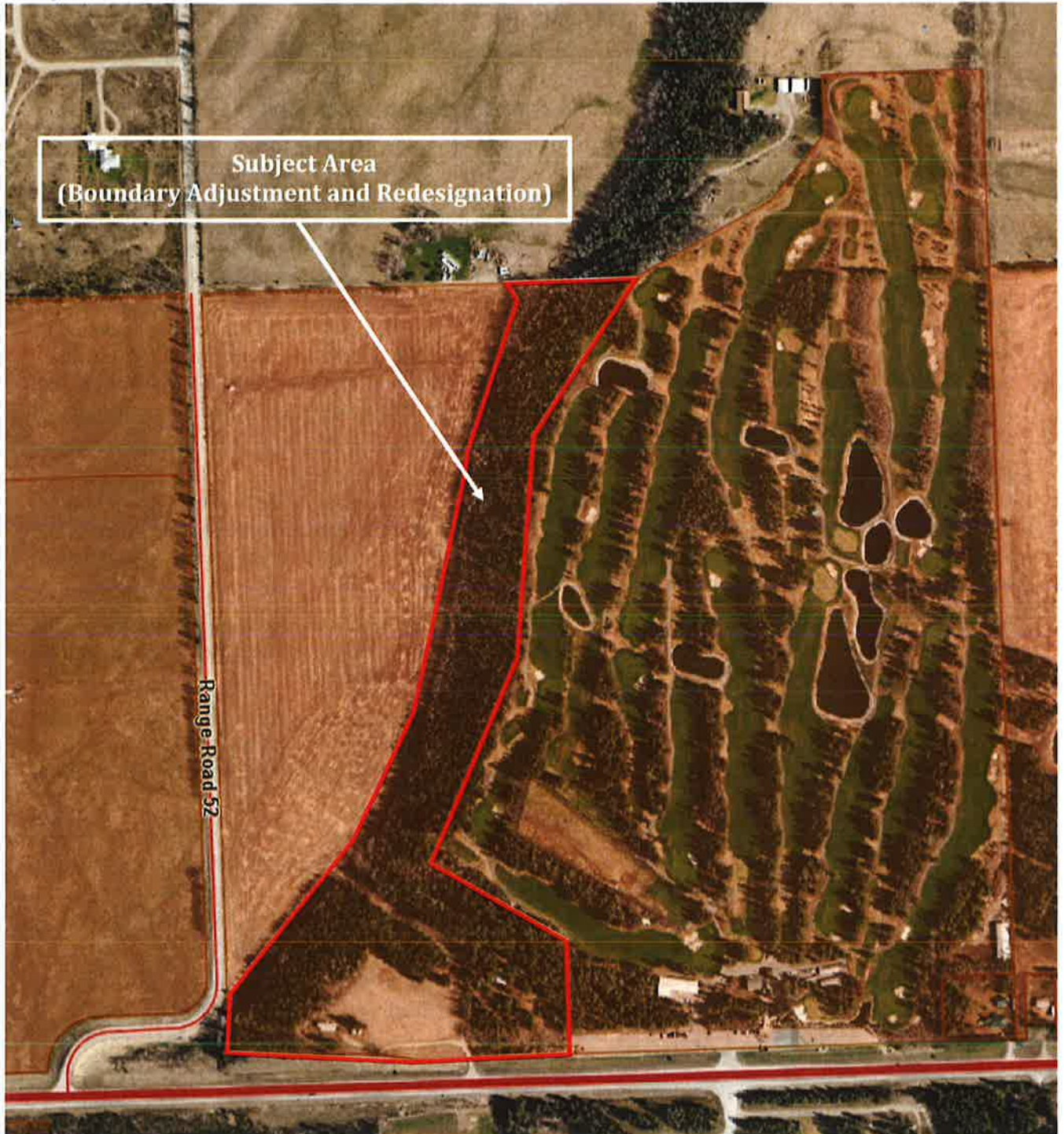
Administration recommends that Council give Second, and Third Reading to Bylaw 2019-08.

Mike Marko

Director of Planning and Economic Development

Date Reviewed: _____ CAO: _____

KEY PLAN





**TOWN OF SUNDRE
BYLAW NO. 2019-08**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO
AMEND THE LAND USE BYLAW 2018-10.**

UNDER AUTHORITY of and pursuant to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*, and amendments thereto, the Municipal Council of the Town of Sundre in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

Schedule 'A', the Land Use District Map in Land Use Bylaw 2018-10 is amended by changing the land use designation for a portion of lands described as SW ¼, Sec. 2, Twp. 33, Rge. 5, W5M from Urban Reserve (UR) to Public Service District (PS), as shown as Area 'A' on the attached Schedule 'A'.

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this 15th day of April 2019

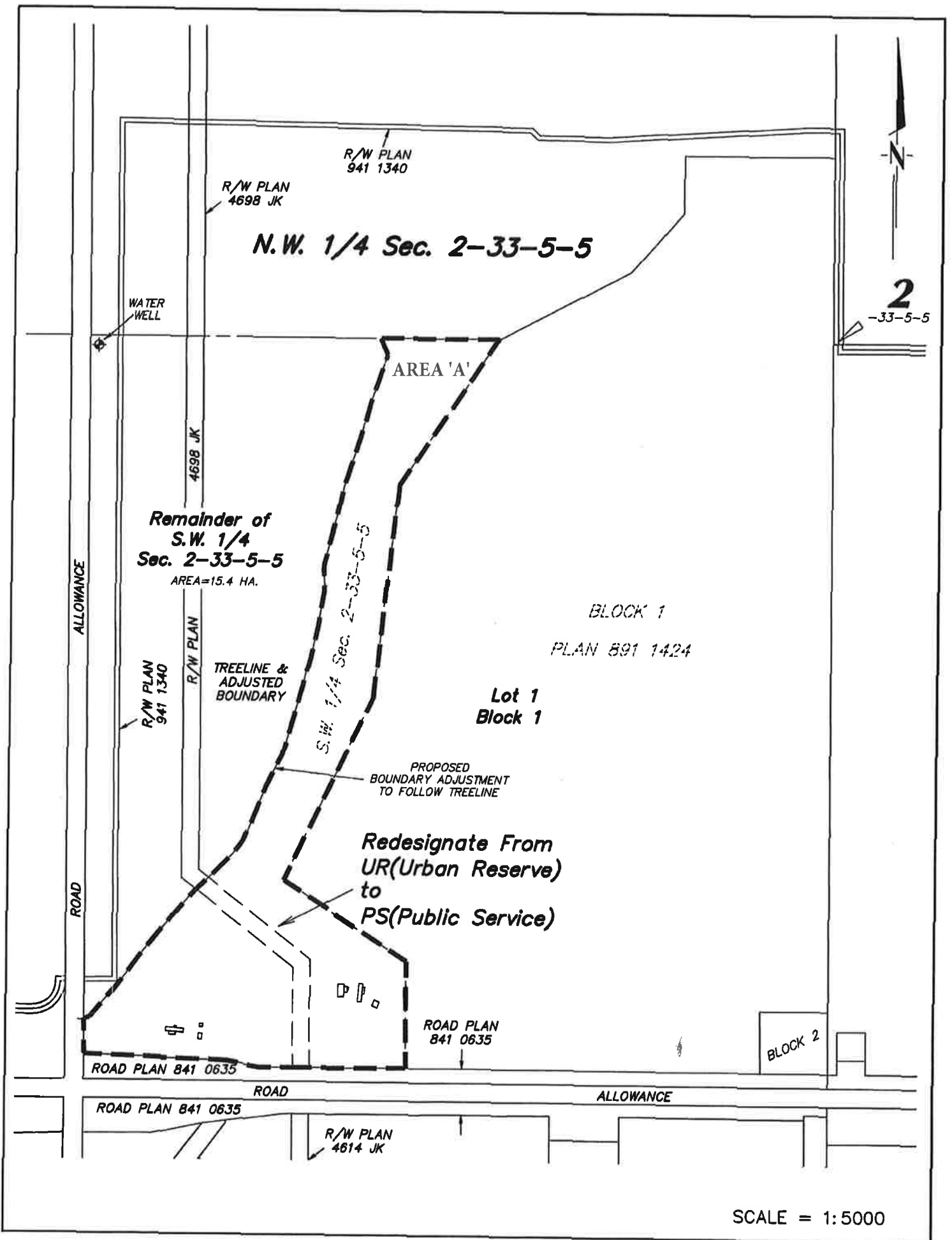
PUBLIC HEARING HELD this 13th day of May 2019

READ A SECOND TIME this ____ day of _____ 2019

READ A THIRD AND FINAL TIME this ____ day of _____ 2019

MAYOR

CHIEF ADMINISTRATIVE OFFICER





REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	Bylaw 2019-12 Land Use District Map Amendment
ORIGINATING DEPARTMENT	Planning & Development
AGENDA ITEM	6.2

BACKGROUND/PROPOSAL:

The purpose of Bylaw 2019-12 is to amend the Land Use District Map by changing the land use designation of a portion of SE 1/4 4-33-5-W5M (0.393 ha) from Public Service District (PS) to Central Commercial District (C-1) as shown in Schedule "A" attached to Bylaw 2019-12. This will accommodate the proper land use district for a proposed development on these lands, and the adjacent parcel known as Block V, Plan 7985HB. This redesignation is being proposed concurrently with Subdivision 2019-SD-004, to complete a land transfer and consolidation of lands for development and the creation of an ER parcel.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This bylaw is required to facilitate a land sale, subdivision and consolidation of a portion of SE ¼ 4-33-5 - W5M with Block V, Plan 7985HB.

ALIGNMENT WITH STRATEGIC PLAN

This matter (process delivery) improves communication and transparency with stakeholders.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council give First Reading to Bylaw 2019-12 and set a Public Hearing date.

COSTS/SOURCE OF FUNDING:

n/a

MOTION:

THAT the Town of Sundre Council give First Reading to Bylaw 2019-12, being a Bylaw to Amend Schedule "A", the Land Use Bylaw District Map of Land Use Bylaw 2018-10, from Public Service District (PS) to Central Commercial District (C-1).

THAT the Town of Sundre Council schedule a Public Hearing for Bylaw 2019-12 on June 10, 2019.

ATTACHMENTS:

Bylaw 2019-12

Date Reviewed:

May 9, 2019

CAO:

Andre Nelson



**TOWN OF SUNDRE
BYLAW NO. 2019-12**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO AMEND
THE LAND USE BYLAW 2018-10.**

UNDER AUTHORITY of and pursuant to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*, and amendments thereto, the Municipal Council of the Town of Sundre in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

Schedule 'A', the Land Use District Map in Land Use Bylaw 2018-10 is amended by changing the land use designation for a portion of lands described as SE ¼ 4-33-5-W5 from Public Service District (PS) to Central Commercial District (C-1), as shown as Area 'A' on the attached Schedule 'A'.

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this ____ day of _____ 2019

PUBLIC HEARING HELD this ____ day of _____ 2019

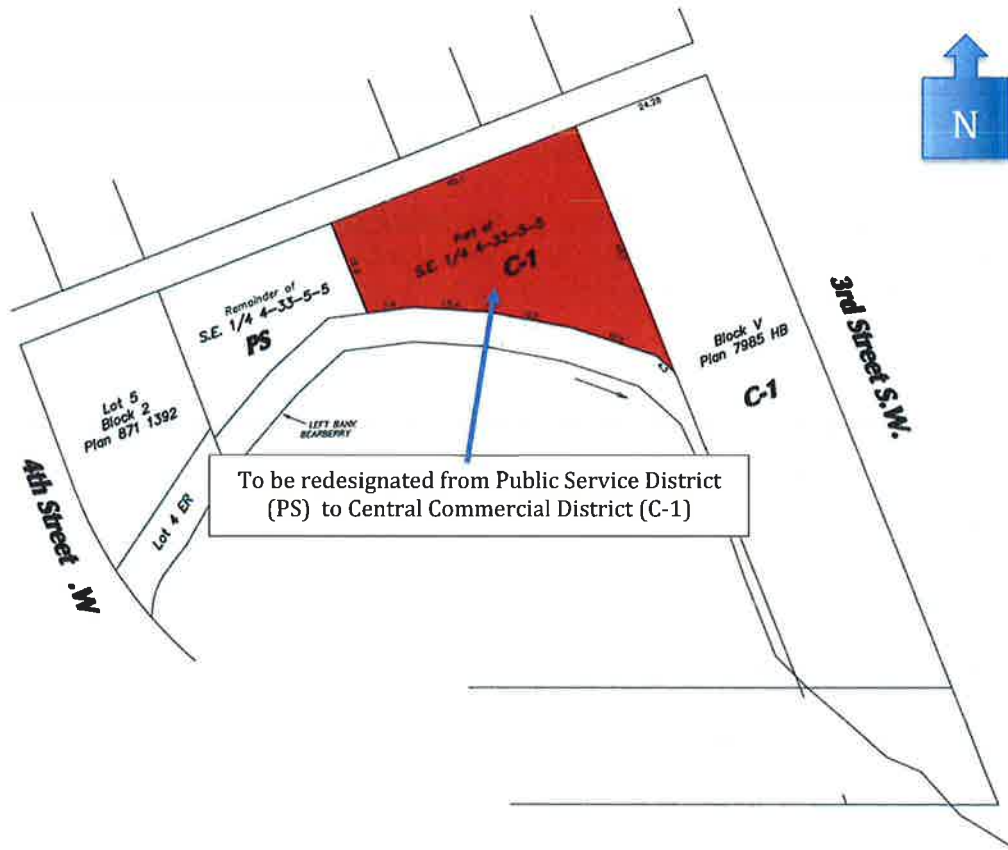
READ A SECOND TIME this ____ day of _____ 2019

READ A THIRD AND FINAL TIME this ____ day of _____ 2019

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
BYLAW NO. 2019-12



Bylaw 2019-12
Bylaw to redesignate portion of SE 1/4 4-33-5-W5M



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	Policy A-012-00-POL Grants to Organizations
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.3

BACKGROUND/PROPOSAL:

Council receives several requests each year to provide funding, in-kind and waiver of rental fees from community groups and organizations.

Administration has developed a policy that would stream-line the process as well as being fair and transparent to all requesting funding and/or grants or facility rental waivers.

The Bylaw and Policy Review Committee has met a few times regarding Policy A-012-00-POL Grants to Organizations.

The purpose of this policy is for the committee to consider and review all applications/requests for funding and provide recommendations to Council based on available funding.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As with all policies, this is a living document. The committee will review the process for effectiveness in 2020.

Please see attached Policy.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 3. Community Well-being

3.3 Continue to work with and value community groups

ADMINISTRATION RECOMMENDATIONS:

That Council approve the policy as presented.

MOTION:

That the Town of Sundre Council approve Policy A-012-00-POL Grants to Organizations as presented.

ATTACHMENTS:

Policy A-012-00 POL Grants to Organizations

Date Reviewed: <u>May 9, 2019</u> CAO: <u>Linda Nubn</u>
--

Policy Number	A-012-00 POL
Policy Title	Grants to Organizations
Related Procedure Name and Number	N/A
Resolution Number	
Approval Date	
Revision Date	NEW
Responsible Department	Legislative Services

1. APPLICATION

This program governs grants to community non-profit organizations and charities.

The Town of Sundre Grants Program has three main categories:

1. Grants – Community-Based Organizations
2. Community Recreation, Parks and Culture Grants
3. Community Festival and Event Grants

This program does not govern the following, which are separately administered by agreement:

1. Grants and contributions pursuant to inter-municipal or other agreements;
2. Tourism & Museums Grants
3. Family and Community Support Services (FCSS)
4. Aquatic Society
5. Historical Society
6. Chamber of Commerce
7. Sundre Community Van
8. Sundre Municipal Library
9. Sundre Rodeo and Race Association Enhanced Policing (motion)
10. Sundre Hospital Futures (motion)
11. SPOG Neighbours' Day

2. AUTHORITY

Pursuant to the *Municipal Government Act*, Statutes of Alberta, 2000, Chapter M-26, as amended or replaced from time to time, provides that a Council may by Bylaw establish standing or special Committees of Council and delegate to such Committees certain duties and powers imposed and conferred upon a Council by the said *Municipal Government Act*;

The Terms of reference for the Grant Review committee, under the Town of Sundre Boards and Committees Bylaw mandates that the committee to consider and review all applications/requests for funding and provide recommendations to Council of the Town of Sundre, based on available funds.

3. BASIC POLICY

Funding for these grants is contingent on the approval of the Operating Budget by the Town of Sundre Council.

All grant applications under the *Town of Sundre Grants Program* shall be assessed using the evaluation criteria contained in *Schedule A*. All grant applications shall normally be submitted on the form provided by the Town.

Preference will be given to organizations that demonstrate community support, efficient use of resources, sound business practices and develop volunteer knowledge, skills and self-reliance. Funding will not normally be provided to social service, health or similar agencies.

Usually organizations receiving funding assistance should be Incorporated as non-profit under *The Societies Act*, RSA 2000 Chapter S-14; however, groups that are not Incorporated but have a demonstrated need, and a positive history are eligible to make application for funding assistance.

In some cases, a facility contains multiple spaces for the same building (examples: kitchen, club room, bar, etc.) that are used for social recreation purposes and are therefore eligible for funding.

There will be two (2) in-takes of grant applications per year. The **deadline for grant applications are January 31, or June 1** or the last working day of the month of January and May. Late applications shall only be reviewed after applications received by the deadline have been processed.

The total funding available will be allocated through the annual budgeting process and will be based on available funds in each individual year.

4. PROGRAM INTENT

Each year the Town receives more grant requests than it can fund. The objective of this policy is to treat all organizations fairly and consistently. The intention of the *Town of Sundre Grants Program* is to share available resources throughout the Town. Supporting volunteer, community-based organizations is fundamental to maintaining our quality of life.

Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization. The program attempts to balance on-going needs and a rotation of new applicants.

5. PROGRAM COMPONENTS

A. Community-Based Organizations/Other

Community/Local/Business Storefront Improvements or Landscaping

B. Community Recreation, Parks and Culture Grants

Community-Based Recreation Programming

Community-Based Arts (e.g., visual, performing and literary arts)

C. Community Festival and Event Grants

Festivals and Events hosted by local community organizations

CRITERIA OF GRANTS

Evaluation questions and scoring

Criteria Questions	✓	Score
1. Does the project benefit the community as a whole?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
2. Does the project fall within the Town's Strategic Plan Priorities?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
3. Did the group receive funding in the past two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
If yes, was the project successful?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
4. Is there a demonstrated need for the project	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
5. Was the project identified in the <i>Level of Service Workshop</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
6. Will the project occur within the Town of Sundre?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
If no, how does the project benefit the community as a whole?		_____

7. Does the application sustain the organization (i.e. pay for operational costs)	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
8. Is there funding available from other government organizations	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
If yes, have you applied?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
TOTAL		<input type="text"/>

Scoring Legend

Score	Project Impact on Criterion
0	None
1	Low
2	Medium
3	High

The different types of grants awarded under *the* Town of Sundre Grants Program are listed below.

One-time grant:

- Normally awarded to support an *on-going community-based program* recognized as a priority within a community.
- This type of grant is not intended to support staff, salaries or wages.
- Although an organization may be awarded this type of grant several times, the award does not carry the guarantee of renewal over several years.
- Enhancement of a Capital Project.

In Kind grant:

- Request to borrow Town equipment has a monetary value.
- Request for Town staff time has a monetary value.
- Request for Town services has a monetary value.
- Fee Waivers have a monetary value.

6. GRANTS REVIEW PROCESS

- 7.1 Application form received, date-stamped and acknowledgement sent to applicant. Additional information may be requested.
- 7.2 Applications are sorted by category, sent to appropriate staff member or team members to evaluate (score and comments) and then submitted to the Grants Review Committee.
- 7.3 The Grants Review Committee develops a preliminary list of recommended grants based on each application's score, relative to merit of applications in the category, and the budget.
- 7.4 The CAO submits the final list of recommended grants to Council for final approval. Letters are sent to grant recipients, noting program reporting requirements and any restrictions. Letters are also sent to unsuccessful applicants. **There is no appeal process.** The list of awards is public information and is published annually.

8 GENERAL CONDITIONS

- 8.1 All applicants must comply with this policy and procedures.
- 8.2 Only **one application** per organization can be submitted in each funding year for same or similar program, project or service.
- 8.3 Applicants may be requested to make a verbal presentation to Grant Review Committee or Council to explain further and outline the specifics of their projects.
- 8.4 Grants are awarded by the type of project, not the type of organization.
- 8.5 The Town requires promotion of equality of access and opportunity for all persons.
- 8.6 Grants are not awarded for the salary/wages of staff positions or board honoraria.
- 8.7 Grant applicants should be able to demonstrate active fundraising efforts and/or additional funding sources to support the continuation of a program, project or service.
- 8.8 Awards may be issued in full (the usual practice) or can be paid in installments.
- 8.9 In rare circumstances, an applicant's eligibility may be suspended for a specified time period for misappropriation of funds, failure to report, or misrepresentation, or the project, program, or service did not take place.
- 8.10 At the end of a project or by the end of the Town's fiscal year, whichever comes first, grant recipients must submit a brief report and/or financial statement specific to the project to the Town.
- 8.11 Each application determined to be ineligible for funding will be documented and included in the staff report to Council. The applicant will be notified, in writing, if the application is not eligible.

Schedule A

Evaluation Criteria – Grant Application		Score	
1.	Municipal Mission		
	<u>Vital</u> – Fundamental to the Town’s Strategic Plan & Level of Service Priorities	H	3
	<u>Notable</u> – Identified in the Town’s Level of Service Priority	M	2
	<u>Non-Critical</u> – Some relevance to Level of Service, but not Strategic Plan Priorities	L	1
3.	Public Need		
	<u>Community at Large</u> – General need, benefit the community as a whole	H	3
	<u>Multiple Interests</u> – Some need, a limited number of areas	M	2
	<u>Vested Interests</u> – Special interest group(s) localized	L	1
4.	Public Benefit		
	<u>Public Interest</u> – All residents may derive benefit	H	3
	<u>Mixed Interest</u> – Some residents derive benefit	M	2
		L	1
5.	Human Development & Inclusion – Volunteer Participation		
	<u>High</u> – Equality of access and opportunities (demographic, geographic)	H	3
	<u>Moderate</u> – Range of demographic groups and/or development potential	M	2
	<u>Low</u> limited opportunity, access or development potential	L	1
6.	Quality of Life		
	<u>Livable Community</u> – Important to livable/sustainable community	H	3
	<u>Community Pride</u> – Instills pride, sense of community	M	2
	<u>Community Image</u> – Enhances image or public perception	L	1
7.	Alternate Providers		
	<u>Limited</u> – No other potential providers	H	3
	<u>Some</u> – Some potential alternate providers	M	2
	<u>Many</u> – Many potential or existing providers	L	1



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	
Contact Person:	
Telephone Numbers:	
Mailing Address & Civic Address	
Email Address	
Website (if applicable)	
Charitable Society Registration #	

☒ **Please ensure your application includes the following information:**

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☐ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☐ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.

1. Please check (v) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input type="checkbox"/> Community Based Organizations	<input type="checkbox"/> Community/Local
<input type="checkbox"/> Recreation, Parks & Culture Grants	<input type="checkbox"/> Community-based Recreation Programming <input type="checkbox"/> Property Development/Community Facilities <input type="checkbox"/> Leadership Development <input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (v) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input type="checkbox"/> One-Time Grant	\$
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	

4. Please describe your organization's specific project, program or service:

--

5. Please describe the community, area and/or group(s) your organization serves:

6. What benefits will your project, program or service provide to the community/municipality?

**7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?**

8. Does your organization receive other forms of assistance from the Town?

9. List the in-kind contributions that your organization will provide to this project/program/service.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution			
Fundraising			
Donations			
In Kind (if applicable)			
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request			
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By:	_____	_____	_____
(Contact)	Signature	Print Name	Date

Board Authorization:	_____	_____	_____
	Signature	Print Name	Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
T0M 1X0

legislativeservices@sundre.com



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	SPOG Neighbours Day Partnership Agreement
ORIGINATING DEPARTMENT	Community Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

The SPOG Neighbour's Day partnership began in 2012; and the Town of Sundre joined this partnership in 2012. At that time, each partner saw the value in a formal agreement outlining each other's responsibilities and expectations for the event, and the assurance of a secured venue with amenities to allow them to plan for future and multiple years.

The Town receives multiple advertising and recognition awareness opportunities through this partnership:

1. Logo and recognition on all advertising conducted by each partner
2. On-site radio advertising and announcements throughout the day of the event
3. At least one but often two tradeshow tables to promote the Town of Sundre to visitors and provide municipal information

The Neighbours' Day Partnership Agreement expires this year. There are some minor changes being requested to the agreement which includes adding the Sundre & District Museum, ensuring the arena is clean prior to the event, and ensuring the building is heated one day prior to and during the event.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

With the new Grants to organizations Policy, this agreement fits in with Section 1, where the program does not cover grants that are administered separately by agreement. Administration has added this existing agreement into the policy document, and the cost of about \$2,000.00 will be drawn from the existing Community Services Restricted Surplus, which is where the costs have been drawn from for the past 7 years.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 3. Community Well-being

3.3 Continue to work with and value community groups.

ADMINISTRATION RECOMMENDATIONS:

That Council approve the Neighbours' Day Partnership Agreement for a term ending in 2024, and that the CAO be authorized to sign the agreement on behalf of the Town.

MOTION:

That Council approve the Neighbours' Day Partnership Agreement for a term ending in 2024, and that the CAO be authorized to sign the agreement on behalf of the Town.

That Council approve a transfer of \$2,000.00 from the Community Services Restricted Surplus Account to be applied to the SPOG Neighbors' Day event.

ATTACHMENTS:

Neighbours' Day Partnership Agreement

Date Reviewed: May 9, 2019 CAO: Linda Nelson

**NEIGHBOURS' DAY
PARTNERSHIP AGREEMENT**

THIS AGREEMENT MADE THE 24th DAY of APRIL, 2019 BETWEEN:

**SUNDRE PETROLEUM OPERATORS GROUP
THE TOWN OF SUNDRE
SUNDRE & DISTRICT CHAMBER OF COMMERCE
SUNDRE FARMERS' MARKET
SUNDRE MUNICIPAL LIBRARY
GREENWOOD NEIGHBOURHOOD PLACE
SUNDRE & DISTRICT MUSEUM**

The Sundre Petroleum Operator Group (SPOG), in partnership with The Town of Sundre (Town), Sundre & District Chamber of Commerce (Sundre Chamber), Sundre Farmers' Market (Farmers' Market), Sundre Municipal Library (Library) Greenwood Neighborhood Place (GNP) and Sundre & District Museum (Museum) shall collaborate in the hosting of SPOG's Annual Neighbours' Day (ND) and the Sundre Chamber's Expo (Expo). Any group/organization wanting to participate in these events and enter into partnership with the groups mentioned above shall adhere to the following conditions. Accordingly, the parties listed above hereby mutually covenant and agree as follows:

RIGHT OF PARTNERSHIP

SPOG, Town, Chamber, Farmers' Market, Library, GNP and Museum shall enter into a partnership for the annual SPOG ND and the Sundre Chamber's Expo.

TERMS

1. This agreement shall commence on the day of signing and will be reviewed and initialled annually and renewed in 2024. Each partner will commit their participation in the Partnership Agreement (PA) prior to May 1st of the participating year.
2. Any party may terminate their participation in the PA upon thirty (30) days written notice.
3. The PA will be effective for one (1) year from the date signed. If any of the partners at any time fail, refuse or neglect to perform any of the covenants, provisions or conditions consented to in the PA, the negligent party will be notified in writing with respect to such breach or non-observance of the PA. If the negligent party does not remedy the breach or non-observance within seven (7) days after receipt of notice, the remaining partners may declare the PA to be void and no longer in effect.
4. Invoices for each event will be the responsibility of each partner unless specified in the PA and will be sent to SPOG and distributed among parties at regular SPOG ND planning meetings. Partners must pre-approve and agree on any and all joint invoices pertaining to the partnership. Each partner will hold the responsibility and ownership of all invoices pertaining to their individual event unless otherwise specified.

RESPONSIBILITY

SPOG agrees to provide the following to the partners listed in this agreement:

- Planning, scheduling and administration of ND planning meetings.
- Advertising on behalf of the partners through SPOG's media advertising, ND postcards mail outs, SPOG Membership notifications and SPOG's social media outlets.
- Creation and sponsorship of Annual ND Poster.
- Electrical Contractors to setup and provide power to the Sundre Arena (Arena) prior to the event and to remove same after the event.
- Funds and resources to host the SPOG ND Complimentary Breakfast and Complimentary ND Lunch.
- Funds and resources for ND Entertainment Funds and resources for volunteer "Thank You cards" on behalf of all partners.
- Fund and provide onsite advertising and announcements for all partners on the day of the event with the local radio stations.
- Provide volunteers for recycling and garbage collection for the Arena.
- SPOG to make their own arrangements for tables and chairs if the Town's tables and chairs are in use as part of this event at the Sundre Community Centre.
- Drafting and printing of the passport documents showing all venues floor plans and list of participants.
- SPOG to organize the postcards and mail outs, sharing 50% cost portion with the Chamber.
- Host the Volunteer Appreciation at SPOG's Annual General Meeting.

Town agrees to provide the following to the partners listed in this agreement:

- Provide maintenance personnel from the Town to assist partners who are hosting their events in the Arena.
- Clean the Arena prior to the date of the event and conduct a pre-inspection of the venue with a SPOG representative to ensure the Arena floor and bathrooms are in mutually acceptable conditions. Further, SPOG agrees to a post-event inspection of the Arena with a Town representative to ensure the building has been returned to a mutually acceptable condition.
- Provide use of the Arena for SPOG Annual ND event at no cost pending (to be presented to Council on May 13, 2019).
- Supply heating for the Arena building from day prior to event for set-up, through to the end of day of the event.
- Advertise event for all partners on the Community Sign, Town website, Social Media, newsletter and Newspaper advertising.
- Rental of tables and chairs to SPOG at no charge if not in use at the Sundre Community Centre as part of this event by another partner.
- Provide storage space for SPOG ND equipment for up to four (4) days after the event.

Chamber agrees to provide the following to the partners listed in this agreement:

- Include all partners in the Chamber's advertising.
- Provide their own setup, take down.
- Share 50% of the cost for the printing and postage costs to mail out the postcards with SPOG
- Split the costs of the volunteer appreciation gifts with SPOG.

Farmers' Market agrees to provide the following to the partners listed in this agreement:

- Provide their own setup, take down and cleaning of the Sundre & District Curling Club (Curling Club).

Library agrees to provide the following to the partners listed in this agreement:

- Include all partners in Library advertising.
- Provide their own setup, take down and cleaning of their venue.

GNP agrees to provide the following to the partners listed in this agreement:

- Include all partners in GNP's advertising.
- Provide their own setup, take down.

Museum agrees to provide the following to the partners listed in this agreement:

- Provide advertising on the electronic sign.

REPAIR AND MAINTENANCE

Each partner shall be responsible for the repair and maintenance of any facility damage as it relates to the venue in which each hosts their event. The SPOG ND Sundre Chamber's Expo event is held at the Arena and the Farmers' Market is held at the Curling Club.

INSURANCE

A copy of the Insurance Policy with a 2 million liability shall be presented to the Town of Sundre prior to the event.

INDEMNITY

SPOG, the Town, Chamber and all partners agree that they will indemnify and save the partners harmless from any and all liability, damage, expense, cause of action, costs, claims or judgement arising from injury, sickness or death to persons during the events.

CORRESPONDENCE

Written notice under this agreement shall be as follows:

TO: Sundre Petroleum Operators Group	Executive Director – Tracey McCrimmon SPOG Box 1833 Sundre, AB T0M 1X0
TO: Town of Sundre	Chief Administrative Officer Town of Sundre PO Box 420 Sundre, AB T0M 1X0
TO: Sundre & District Chamber of Commerce	President – Connie Anderson Sundre & District Chamber of Commerce Box 1085 Sundre, AB T0M 1X0
TO: Sundre Farmers' Market	President – Karen Campbell Sundre Farmers' Market Sundre, AB T0M 1X0
TO: Sundre Municipal Library	President – Manager – Karen Tubb Sundre Municipal Library Sundre, AB T0M 1X0
TO: Greenwood Neighborhood Place	Executive Director – Sari Werezak Greenwood Neighborhood Place Sundre, AB T0M 1X0
TO: Sundre & District Museum	Executive Director – Sundre & District Museum Sundre, AB T0M 1X0

This Partnership Agreement shall ensure the benefit of and be binding upon all parties and partners to this agreement.

Signed this 24th Day of April, 2019

Sundre Petroleum Operators Group


Executive Director

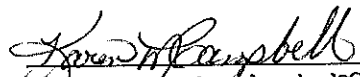
Town of Sundre

Designated Signatory

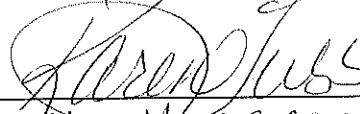
Sundre & District Chamber of Commerce


President

Sundre Farmers' Market


President Market Manager


Sundre Municipal Library


President Manager

Greenwood Neighborhood Place


Executive Director

Sundre & District Museum


Executive Director (Acting)

Initialled this 24th day of April, 2019



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

BACKGROUND/PROPOSAL:

Councillor Richard Warnock provided his report to Council for April 2019.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1 – Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Councillor Warnock's report as information.

MOTION:

That the Town of Sundre Council accept the Report to Council for April 2019 from Councillor Richard Warnock as information.

Date Reviewed: <u>May 9, 2019</u>	CAO: <u>Amie Nebe</u>
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COUNCILLOR WARNOCK'S REPORT TO COUNCIL – April 2019

April 01, 2019 – Town of Sundre Regular Council Meeting

Attending the regular scheduled Council meeting

April 03, 2019 – Sundre Search and Rescue Meeting

Attended the SAR meeting held at the Town Office. It was a busy agenda as this meeting highlighted the successful rescue of the missing hunter that was lost in the west country. The initial call was received at 1700 hours on March 30, 2019 and the search was concluded at 2000 hours on April 01, 2019 when the subject was located and flown by RCMP helicopter to hospital. The Command Trailer rented from Capital Pressure was noted that this was a very good asset for the Command Post and should be purchased to replace the existing truck that is expensive to maintain and is mostly unserviceable.

April 03, 2019 – Mayor's Prayer Breakfast

Attended the Mayor's Prayer Breakfast at the Sundre Golf Course Club House. The guest speaker was MLA Jason Nixon, and his presentation was very good as he highlighted the Mustard Seed Society.

April 04, 2019 – Mountain View Senior's Housing Annual People Gala

Attended the MVSH People Gala at the Pomeroy in Old's. The Fund raiser was sponsored by the Mountain View Seniors Foundation and it was a good event, also the Elvis impersonator was fantastic.

April 08, 2019 – Mountain View Senior's Housing Volunteer Appreciation Night

Attended the Volunteer Appreciation event hosted by the MVSH Sundre Senior Supportive Living Facility. It was a good evening and I was very pleased that they asked me to thank all the volunteers as a MVSH Board Member and on behalf of the Town of Sundre Council.

April 09, 2019 – Jason Nixon Open House

Attended the Jason Nixon campaign open house at the West Country Centre. It was well attended with very good question and answer session hosted by Mr. Nixon.

April 15-16-17, 2019 – Alberta Senior Communities and Housing Conference – Edmonton AB

On Monday the conference opened up with the Guest Speaker from Disney, Mr. Dennis Snow. His presentation revolved around the thoughts that "We all should look at everything through the lens of the Customer.

The Working Lunch was to meet the Board of ASCHA, and to engage new member's in a working group.

Tuesday and Wednesday had workshops and training sessions, held between the guest speakers from

Doug Martin (CARP Alberta), Sandy Sereda (Caregivers Alberta), Cody Krause (CMHC)

I attended the working sessions of – Magic of Design, on Co Habitational Villages – Wellness for Staff & Residents, Recognition & Wellness needs engagement of both residents and staff.

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April 23, 2019 – Mountain View Senior Housing / AHS Meeting

Attended the joint meeting with MVSH Board, MVSH Executive and Albert Health at the MVSH Head Office in Old's. – The meeting was set up to meet and the sharing of information between all parties.

April 26, 2019 – Meeting with Linda Nelson, CAO

Had a meeting with Ms. Nelson regarding the Town of Sundre Grant Committee and the other committees, groups and Boards that I sit on.



REQUEST FOR DECISION

COUNCIL DATE	May 13, 2019
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12.1

BACKGROUND/PROPOSAL:

Correspondence received and/or sent by Legislative Services during the period from April 11 to May 8, 2019.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence for information by passing a separate Motion for each item of correspondence.

That Council accept the letter to Mayor and Council from Sundre Hospital Futures Chair Gerald Ingeveld as information.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priority 3 – Community Well Being
Goal 3.1 Continue to work with and value community groups.

MOTION:

That the Town of Sundre Council accept the letter dated April 25, 2019 to Mayor and Council from Sundre Hospital Futures Chair Gerald Ingeveld as information.

OR

That the Town of Sundre Council direct Administration to draft a Terms of Reference to create a Committee of Council to assist with an audit of the health and well-being of the community in consultation with Alberta Health Services, Hospital Futures, Rural Health Professionals Action Plan and other stakeholders.

ATTACHMENTS:

- Sundre Hospital Futures

Date Reviewed: <u>May 9, 2019</u> CAO: <u>Andre Nels</u>
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SUNDRE HOSPITAL FUTURES

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April 25, 2019

Mayor and Council
Town of Sundre
Sundre, Alberta

Re: Sundre Wellness Committee Proposal

Dear Mayor Leslie and Council:

Greetings on behalf of the board of Sundre Hospital Futures.

As you know, our group has been active in Sundre and area since 2011 when we were gathered by the doctors of Greenwood Family Physicians to assist in the recruitment of new physicians to this community. With your assistance, and the synergy created from many community stakeholders, over the next five years, we have assembled a stable group of family physicians, and a solid system for the recruitment and retention of physicians that should carry us far into the future.

At that point, our committee could well have been abandoned. Then March the 7th 2016 happened. On that day, administration from Central Zone of AHS (Alberta Health Services) announced the closing of over half the beds in our hospital, and on that day, a new vision arose. We realized that recruiting doctors was only one piece of our community health care puzzle. There is a much larger health care picture to embrace to preserve what we have, and to plan for the future.

Having partnered with the Wetaskiwin Health Foundation, we are now able to raise and receipt donations for much needed hospital equipment, and plan for a new hospital. With municipal grants we continue recruitment and retention activities for health care professionals and encourage local students to choose the health care field through hands on skills days, and scholarships.

There is however much more to community health than hospital-based care. Our community needs to take a holistic view of community wellness. To evaluate all the health metrics for our local demographics. To identify the health and wellness opportunities available here in Sundre and identify the gaps.

I believe that this can best be accomplished through the oversight of Town Council and tasked to a Committee of Council. Reporting to Council, and therefore to the citizens of Sundre, this committee would be best suited to carry out an audit of the health and wellbeing of the community. In consultation with

groups such as AHS, Hospital Futures, RhPAP (Rural Health Professions Action Plan), and other stakeholders, a plan for community-based health care can be developed.

Sundre is already recognized as a leader in rural health initiatives, and a pioneer in community engagement. I believe it is time to create a formal and lasting initiative to truly study and build community wellness.

Thank you for considering this proposal.

Sincerely,



Gerald Ingeveld

Sundre Hospital Futures Chair