

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD MONDAY, JANUARY 21, 2013, IN THE TOWN OF SUNDRE COUNCIL CHAMBERS

PRESENT:

Mayor Annette Clews, Councillors Myron Thompson, Pat Toone, Paul Isaac, Tony Jordan

ABSENT:

Councillors Cheri Funke, and Chris Vardas

STAFF:

Dean Pickering, Chief Administrative Officer
Erin O'Neill, Manager of Planning and Development
Jacci Hager, Manager of Legislative and Community Services
Ron Baker, Director of Operations
Wanda Watson-Neufeld, Director of Corporate Services
Linda Wallace, Economic Development Officer
Kevin Heerema, Peace/Bylaw Officer
Anne-Marie Wolfe, Legislative Assistant

CALL TO ORDER:

Mayor Annette Clews called the meeting to order at 6:01 p.m. with a moment of reflection.

AGENDA APPROVAL:

24/13 Councillor Paul Isaac moved that Council adopt the agenda as amended with the addition of two items: 14.1 In Camera Land and 14.2 In Camera Personnel. **CARRIED**

MINUTES:

Monday, January 7, 2013 Regular Council Meeting Minutes

25/13 Councillor Tony Jordan moved that the Town of Sundre Council approve the minutes of the January 7, 2013 Regular Council Meeting as presented. **CARRIED**

PUBLIC ADDRESS

Tom King, Maxwell Realty, addressed Council regarding his concerns about the lack of sidewalk drop downs off of Centre Street, close to Main Avenue. The only ones that are available are in traffic lanes and he would like to have a drop down spot and a handicapped-parking area, as well along that block of businesses for safety sake. He feels there needs to be handicapped-parking and drop downs for access to the sidewalks, especially during heavy snow times.

Councillor Tony Jordan and Mayor Annette Clews both addressed the issue, as did Dean Pickering on behalf of Ron Baker, Director of Operations.

FINANCE:

Projected Profit and Loss Statement to December 31, 2012

Wanda Watson-Neufeld, Director of Corporate Services, discussed in detail the projected profit and loss statement with Council.

- 26/13** Councillor Pat Toone moved that the Town of Sundre Council approve the Projected Profit and Loss Statement to December 31, 2012 as presented. **CARRIED**

COUNCIL REPORTS:

Mayor Annette Clews spoke to the Cooking for Kindness lunch that was put on last week, January 16, at the Senior's Centre.

PRESENTATIONS:

MLA – Joe Anglin

Joe Anglin, MLA, Rimbey, Rocky Mountain House, Sundre, addressed Council in regards to the upcoming Provincial Budget coming up on March 7th, 2013.

R.O.A.R. (Rocky Organization for Animal Rescue) Society

Kevin Heerema, Peace/Bylaw Officer, and Kendra Reap, R.O.A.R. representative, discussed with Council the Society's hope to have a letter of support for a facility and representatives here in Sundre.

- 27/13** Councillor Tony Jordan moved that the Town of Sundre Council directed Administration to write a letter of support for R.O.A.R. **CARRIED**

UNFINISHED BUSINESS:

Dual Gas Meters

Ron Baker, Director of Operations, discussed in detail the Dual Gas Meters request for decision.

- 28/13** Councillor Myron Thompson moved the Town of Sundre Council to retain the existing meters and waive the flat gas charge from the garage meters at 606 – 1 Street NE, 108 – 2nd Street NW and 210 – 2 Street NE, while continuing to charge for metered consumption effective January 1, 2013. **CARRIED**

Town Land, Parks and Green Spaces Decision

Jacci Hager, Manager of Parks and Recreation, addressed Council regarding the Town land, Parks and Green Spaces Decision.

Councillor Pat Toone moved the Town of Sundre Council to reserve providing direction until the completion of the Master Recreation Plan to see what recommendations come forward from the Master Recreation Plan and to include the public input that we had. **RESCINDED**

- 29/13** Councillor Paul Isaac moves that the Town of Sundre Council does not sell any parks as listed below:

1. Lot 18, Block J, Plan 8542GM, known as Betty Rose Park.
2. Lot 6, Block 1, Plan 5314FP, known as the Bergen Road Park.
3. Lot 1, Block 2, Plan 9311359, known as the soccer pitch while working with the user groups to find an alternate location within a 5-year period.



4. Lot 28, Block 7, Plan 7546JK, known as Harvey's Park.
5. Lot 7MR, Block 12, Plan 8910549, known as 214 10th Avenue NE.
6. Lot 24MR, Block 12, Plan 8910549, known as 1002 2nd Street NE.
7. Lot 13MR, Block 2, Plan 0613469, known as 39 Noblefern Way.

CARRIED**Doctor Funding**

Wanda Watson-Neufeld, Director of Corporate Services, discussed the doctor's retention and matching the funds contributed by Mountain View County.

- 30/13** Councillor Myron Thompson moved to support the \$54,000 from Surplus to the Doctor Retention Committee for 2013 Doctor Funding with any future funding coming forward to Council for discussion. **CARRIED**

Council Remuneration – Policy 301

Wanda Watson-Neufeld, Director of Corporate Services, discussed with Council the revised Council Remuneration Policy #301.

The two Committees that are not paid are RCMP and School liaison as per Mayor Annette Clews.

- 31/13** Councillor Paul Isaac moved the Town of Sundre Council to forward Policy #301 to the Ad hoc Committee Policy Meeting for review and that it be brought forward again with all councillors present. **CARRIED**

2013 Mountain View Regional Waste Management Commission (MVRWMC)

Wanda Watson-Neufeld, Director of Corporate Services, discussed with Council the Invoice that has been put forward by the Mountain View Regional Waste Commission regarding the Corporate Review expense.

- 32/13** Councillor Pat Toone moved that the Town of Sundre Council does not approve payment of the MVRWMC invoice or the addition to the 2013 Operating Budget, until the Town receives clarification from the Mountain View Waste Management Commission for the items invoiced on January 1, 2013. **CARRIED**

Mayor Annette Clews called a recess at 7:15 p.m.

Mayor Annette Clews called the meeting back to order at 7:22 p.m.

Earned Days Off Policy

Dean Pickering, CAO, discussed the details of the Earned Days Off policy with Council.

- 33/13** Councillor Tony Jordan moved to rescind the 'motion' put forward on January 7, 2013 and put the program back in motion while council is working on the policy. **CARRIED**



NEW BUSINESS:

2013 Operating Budget

Wanda Watson-Neufeld, Director of Corporate Services, discussed the 2013 Operating Budget with Council.

34/13

Councillor Pat Toone moved that the Town of Sundre Council approve the 2013 Operating Budget as presented. **CARRIED**

"The following items require a documented decision of Council:

"OPERATING BUDGET – requirement of \$2,649,656

2013 Transfer of Reserves – See attached Reserve Schedule for reserve Additions. Council was presented the need for \$1,183,050 reserves and set a maximum reserve rate for 2013 at \$225,000, the same amount reserved in 2012. Hence, significant cuts were made during budget deliberations with the note that future budgets will require an increase in reserves or amortization expense will need to be charged within the operating budget so that future infrastructure and capital replacement can occur to ensure service levels are maintained.

2013 Salary Grid – 1.62% increase was presented to Council and accepted on December 3, 2012 – see motion 327/12

Cost of Living – 1% increase to all Town employees and Council – see motion 11/13

Legislative – net increase of \$125,440 due mainly to moving CAO and Legislative Assistant salaries to Legislative.

Corporate Services – Council recommended approving the use of \$80,000 from General Surplus to cover overall budget costs to assist tax rates. Council directs that the use of General Surplus should be phased out in future budgets.

Development – Council recommended approving the use of \$82,950 from General Reserves to cover potential legal and planning costs and to cover the cost of creating the Municipal Development Plan.

Fire Department

Council recommended approving increasing the Volunteer Fire Fighter Honorarium to \$51,531 per year. The Volunteer Fire Fighter increase was discussed and Council has designated an additional \$9,211 to support these volunteers. Fifty (50%) of this funding is covered by Mountain View County. Council is requiring that a policy be written regarding how the Volunteer Fire Fighter honorarium is dispersed.

Council recommended approving \$5,000 to repair fire hall water damage.

Council did not support the request to add \$4,000 to the budget for Wildfire Training.

Animal Services

Council did not support the creation of an Off Leash Area for Dogs and cut \$7,000 from the budget.

Economic Development

Council recommended approving a three-quarter-time contract Senior Economic Development position effective May 1, 2013 costing an estimated \$58,477.

Council recommended approving \$40,000 to develop a Corridor/Downtown Action Plan covered by \$35,000 MSI Operating Grant and \$5,000 Unnamed Economic Development Reserves.

Council recommended approving \$10,000 to develop a business attraction and development plan to be covered by Unnamed Economic Development Reserves.

Council recommended approving \$10,000 to establish a Downtown Storefront Improvement Incentive Program to be covered by Unnamed Economic Development Reserves. Council directed Administration to draft a policy related to this program.

Council recommended approving \$4,000 for the Sundre Economic Development Initiative fund (SEDIF) to be administered by the Economic Development Officer using the unused 2012 SEDIF funds to offset the cost of this program. Council recommended reserving any remaining 2013 SEDIF funds to be used in 2014 should the program continue.

Roads – Council recommended approving \$86,240 for 2013 street improvements, \$59,240 of which will be transferred from Roads Street Improvement reserves.

Water & Waste Water

Council recommended using an estimated \$11,104 of Wastewater surplus to offset Water shortages.

Council recommended transferring any Water and Wastewater surpluses, estimated to be \$95,555, to the Water and Wastewater Unnamed reserves.

Council recommended discontinuation of the Toilet Rebate Program, cutting \$3,000 from the budget.

Council recommended several user rate increases all of which were approved with the 2013 fee schedule on December 17, 2012 by way of motion 351/12.

Solid Waste – Requisition fees increased substantially by the Waste Commission and user rate increases were approved with the 2013 fee schedule on December 17, 2012 by way of motion 351/12.

Gas

Council recommended a user rate increase that was approved with the 2013 fee schedule on December 17, 2012 by way of motion 351/12.

Council recommended approving an \$11,000 increase in the Gas meter replacement project to finalize the project in 2013.

Sundre Community Centre

Council recommended approving the placement of \$7,500 in reserves for a new gym floor. This money is included in the \$225,000 total reserves addition.

Council did not recommend approving the placement of \$2,000 in reserves for a new community centre kitchen dishwasher.

Greenwood Campground

Council approved a \$2 increase in the sale of wood at the Greenwood Campground on December 17, 2012 by way of motion 351/12 2013 Fee Schedule.

Parks

Council did not recommend an increase of \$5,000 to Parks Vehicle Equipment and Repair.

Council did not recommend an increase of \$5,000 to Parks Landscaping for new trees.

Council did not recommend an increase of \$3,600 to Parks General Supplies for additional garbage cans.

FCSS

Council recommended approving the FCSS budget as presented on October 15, 2012.

Council recommended approving Greenwood Neighbourhood's request of \$10,000 to be funded from the MSI Operating Grant.

Library – Council recommended approving a 0% increase in the Library Town Contributions allocating \$96,596 as Town Contributions.

Recreation & Culture

Council recommended allocating \$165,000 to the Sundre Aquatic Society once 2010 Financial Statements have been received and presented to Council.

Recreation & Culture Grants of \$11,003 will be available to the community, \$2,500 of this amount will come directly from the Recreation and Culture Reserve. All other allocations are designated per budget deliberations.

Requests for Funding

- \$5,000 General Community Donations (Council's discretion)
- \$6,000 Historical Society (includes \$1,000 for 2014 Winterfest)
- \$10,000 Greenwood Neighbourhood Place (covered by MSI operating grant funding)
- \$7,000 Community Van (covered by MSI operating grant funding)

MSI Operating Grant Allocations

2013 MSI OPERATING GRANT	51,575
Economic Development - Corridor/Downtown Action Plan Project	35,000
Community Services - Greenwood Neighbourhood Place Donation	10,000
Community Services - Community Van	7,000
Total MSI Operating Allocated	<u>52,000</u>

CAPITAL BUDGET – requirement of \$3,410,934 Passed December 17, 2012

Capital items are discussed with Council during an annual Capital Planning session where projects are itemized and discussed in detail. At that time, Council recommends bringing capital projects forward to budget with funding options. See 2013 Capital Budget for details.

Capital funding requirements are as follows:

Town Reserve Usage =	\$1,023,438
Capital Grants =	\$2,387,496
Debentures =	\$ 0
Local Improvements =	\$ 0
Operating Funds/Surplus =	\$ 0
Other non-Town Sources =	<u>\$ 0</u>
	<u>\$3,410,934</u>

MSI Capital Grant Allocations

2013 MSI CAPITAL GRANT	550,000
R/W/WW - 5th Avenue Industrial Park	515,000
WW - Replace Line Bearberry Creek to GW Campground	787,370
R/W/WW - East Side Servicing	21,709
Parks - Playground Equipment and Tennis Court	122,500
Total MSI Capital Allocated	<u>1,446,579"</u>

Social Media Policy

Linda Wallace, Economic Development Officer, discussed with the Town of Sundre Council the Social Media Policy.

35/13 Councillor Tony Jordan moved that the Town of Sundre Council adopt the Social Media Policy as presented. **CARRIED**

CORRESPONDENCE:

Heart and Stroke Foundation – February is Heart Month Proclamation

36/13 Councillor Pat Toone moved that the Town of Sundre Council allow proclamations to go directly to the Mayor for signature unless she has some concern then she shall bring them to council. **CARRIED**

CHIEF ADMINISTRATIVE OFFICER REPORT:

Planning and Development Report

Erin O’Neill, Planning and Development, presented the December 2012 Planning and Development report to the Town of Sundre Council for information.

Christmas Eve Public Skating Report

Jacci Hager, Manager, Parks and Recreation, presented the Christmas Eve Public Skating Report to Council as information.

Corporate Review Action List - Review

Dean Pickering, CAO, presented the update of the Corporate Review Action List to the Town of Sundre Council for information.

37/13 Councillor Paul Isaac moved that the Town of Sundre Council receive the above reports for information as presented. **CARRIED**

38/13 Councillor Myron Thompson moved to go In Camera at 7:53 p.m. **CARRIED**

39/13 Councillor Paul Isaac moved to come out of In Camera at 8:44 p.m. **CARRIED**

ADJOURNMENT:

40/13 Councillor Myron Thompson moved to adjourn the meeting at 8:45 p.m. **CARRIED**



Mayor

I hereby certify these minutes are correct.



Chief Administrative Officer