

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD TUESDAY, MAY 21, 2013, IN THE TOWN OF SUNDRE COUNCIL CHAMBERS**

**PRESENT:**

Mayor Annette Clews, Councillors Myron Thompson, Pat Toone, Paul Isaac, Tony Jordan, Chris Vardas and Cheri Funke

**STAFF:**

Dean Pickering, Chief Administrative Officer  
Ron Baker, Director of Operations  
Wanda Watson-Neufeld, Director of Corporate Services  
Erin O'Neill, Planning and Development  
Jacci Hager, Manager, Parks and Recreation  
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:**

**170/13** Councillor Cheri Funke moved that the Town of Sundre Council adopt the agenda as amended to include the following items: 13.2 In-Camera – Personnel. **CARRIED**

**MINUTES:**

**Monday, May 6, 2013 Regular Council Meeting Minutes**

**171/13** Councillor Chris Vardas moved that the Town of Sundre Council approve the minutes of the May 6, 2013 Regular Council Meeting as presented. **CARRIED**

**FINANCE:**

**Bank Reconciliation – January to March 2013**

Wanda Watson-Neufeld, Director of Corporate Services, discussed the Bank Reconciliation for January to March 2013 with Council.

**172/13** Councillor Tony Jordan moved that the Town of Sundre Council approve the January to March 2013 Bank Reconciliation as presented. **CARRIED**

**COUNCIL REPORTS:**

**Deputy Mayorship Transfer**

Dean Pickering, CAO, discussed with Mayor and Council the need to appoint the deputy mayorship to a certain council member to maintain the requirements of the MGA.

- 173/13** Councillor Tony Jordan moved that Council appoint Mrs. Cheri Funke to the position of Deputy Mayor effective immediately to October 2013. **CARRIED**

**BYLAWS:****Record Retention Bylaw 04.13 – First, Second and Third Reading**

Dean Pickering, CAO, discussed the Record Retention Bylaw 04.13 with the Mayor and Council Members.

- 174/13** Councillor Cheri Funke moved that the Town of Sundre Council give first reading to the Record Retention Bylaw No. 04.13. **CARRIED**
- 175/13** Councillor Chris Vardas moved that the Town of Sundre Council give second reading to the Record Retention Bylaw No. 04.13. **CARRIED**
- 176/13** Councillor Pat Toone moved that the Town of Sundre Council request for presentation of third reading for Bylaw Number 04.13, the Record Retention Bylaw. **CARRIED UNANIMOUSLY**
- 177/13** Councillor Myron Thompson moved that the Town of Sundre Council give third reading to the Record Retention Bylaw No. 04.13. **CARRIED UNANIMOUSLY**

**NEW BUSINESS:****County and Town Fire Services Agreement**

Dean Pickering, CAO, spoke to Council about the County and Town Fire Services Agreement.

***Councillor Paul Isaac joined the meeting at 6:18 p.m.***

- 178/13** Councillor Chris Vardas moved that the Town of Sundre Council approve the Fire Services Agreement between the Town of Sundre and Mountain View County as presented. **CARRIED**

**CHIEF ADMINISTRATIVE OFFICER REPORT:****Planning and Development April Report**

Erin O'Neill, Planning and Development, presented Council with the Planning and Development April report.

**CAO Report**

Dean Pickering, CAO, presented a verbal update to Council.

- 179/13** Councillor Paul Isaac moved the Town of Sundre Council receive the reports as presented. **CARRIED**

Councillor Myron Thompson gave an impromptu verbal report to Council regarding the happenings at the MAP meeting this morning. He did speak to the MAP attendees regarding the fire this weekend at Sundre Contracting and thanked the Towns of Olds and Didsbury for their assistance with the fire here in Sundre. He also passed on condolences to the Mountain View Council regarding the passing away of their former council member, Mrs. Linda Burrell.

Councillor Myron Thompson also spoke briefly regarding the meeting in Lacombe, AB.

**180/13** Councillor Paul Isaac moved the Town of Sundre Council receive Councillor Myron Thompson's verbal report as presented. **CARRIED**

***Councillor Cheri Funke moved to go In Camera at 6:43 p.m. CARRIED***

***Councillor Paul Isaac moved to come out of In Camera at 7:20 p.m. CARRIED***

**ADJOURNMENT:**

**181/13** Councillor Tony Jordan moved to adjourn the meeting at 7:20 p.m. **CARRIED**

  
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Mayor

I hereby certify these minutes are correct.

  
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Chief Administrative Officer

**TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending January 2013**

RESERVE ACCOUNTS	
Account Name	Amount
GAS RESERVE	96,604.21
OFF-SITE LEVY RESERVE	150,886.57
GENERAL RESERVE	189,908.69
ARENA RESERVE	146,943.66
PARKS RESERVE	150,605.91
WATER/WASTEWATER RESERVE	117,740.65
RECREATION & CULTURE RESERVE	3,032.52
POLICE RESERVE	50,508.44
BASEBALL RESERVE	5,893.10
ROADS RESERVE	372,495.20
FIRE DONATIONS RESERVE	11,091.09
OUTDOOR RINKS RESERVE	11,576.37
COMMUNITY SERVICES RESERVE	24,688.79
GREENWOOD CAMPGROUND RESERVE	32,207.02
SUNDRE COMMUNITY CENTER RESERVE	52,467.22
TRAILS RESERVE	54,594.03
ECONOMIC DEVELOPMENT RESERVE	42,631.75
SOLID WASTE RESERVE	19,178.29
JOINT PARK EQUIPMENT RESERVE	7,061.46
SUNDRE GOLF SOCIETY FUNDS	147,595.55
FUNERAL HOME RESTRICTED FUNDS	4,630.33
FIRE OPERATING RESERVE	50,921.68
FIRE (TOWN) RESERVE	134,861.31
FIRE (MVC) RESERVE	38,627.36
INFRASTRUCTURE RESERVE	573,869.49
REC FIELDS RESERVE	1,763.63
MUNICIPAL RESERVE CASH-IN-LIEU RESERVE	38,290.16
<b>TOTAL RESERVES</b>	<b>2,530,674.48</b>
RIVER BANK STABILIZATION RESERVE	131,687.38
STREET IMPROVEMENT PROGRAM (SIP) RESERVE	416,689.79
ALBERTA INFRASTRUCTURE (AMIP) RESERVE	0.00
MUNICIPAL SUSTAINABILITY INITIATIVE (MSI) RESERVE	1,043,244.06
FEDERAL GAS TAX FUND (FGTF) RESERVE	244,829.93
BUILDING CANADA FUND (BCF) RESERVE	0.00
<b>TOTAL GRANT RESERVES</b>	<b>1,836,451.16</b>
<b>TOTAL</b>	<b>4,367,125.64</b>

**Total Investments                    4,619,827.93**

\*THE RESERVE ACCOUNT BALANCES DO NOT REFLECT THE OUTSTANDING YEAR END TRANSFERS IN THE AMOUNT OF \$640,389.80.

This Statement Submitted to Council this 21st day of MAY 2013.

  
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Mayor

  
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Chief Administrative Officer

TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending January 2013

	TOTAL
Net Balance at End of Previous Month	458,132.86
ADD: Receipts for the Month	811,250.63
Sub-Total	1,269,383.49
LESS: Disbursements for the Month	<b>1,075,065.86</b>
Net Balance at End of Month	194,317.63
Bank Balance at End of Month	828,483.68
ADD: Outstanding Deposits	50,113.13
ADD: Outstanding Transfers to Bank	548,522.80
Sub-Total	1,427,119.61
LESS: Outstanding Cheques	<b>43,889.38</b>
LESS: Outstanding Transfers from Bank	<b>1,188,912.60</b>
Balance at End of Month	194,317.63

INVESTMENTS	TOTAL
GIC 1.25% - Cashable (22192716700)	250,000.00
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,702.29

Total GIC and T-Bill                      252,702.29

**TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending February 2013**

RESERVE ACCOUNTS	
Account Name	Amount
GAS RESERVE	91,676.13
OFF-SITE LEVY RESERVE	151,002.32
GENERAL RESERVE	178,662.38
ARENA RESERVE	147,056.38
PARKS RESERVE	154,723.09
WATER/WASTEWATER RESERVE	117,830.97
RECREATION & CULTURE RESERVE	3,034.85
POLICE RESERVE	50,547.19
BASEBALL RESERVE	5,897.62
ROADS RESERVE	367,149.98
FIRE DONATIONS RESERVE	11,099.60
OUTDOOR RINKS RESERVE	11,585.25
COMMUNITY SERVICES RESERVE	27,112.05
GREENWOOD CAMPGROUND RESERVE	33,132.10
SUNDRE COMMUNITY CENTER RESERVE	52,707.55
TRAILS RESERVE	54,635.91
ECONOMIC DEVELOPMENT RESERVE	46,666.21
SOLID WASTE RESERVE	16,568.10
JOINT PARK EQUIPMENT RESERVE	7,066.88
SUNDRE GOLF SOCIETY FUNDS	147,708.77
FUNERAL HOME RESTRICTED FUNDS	4,633.88
FIRE OPERATING RESERVE	48,548.98
FIRE (TOWN) RESERVE	146,741.38
FIRE (MVC) RESERVE	38,656.99
INFRASTRUCTURE RESERVE	558,863.67
REC FIELDS RESERVE	1,764.98
MUNICIPAL RESERVE CASH-IN-LIEU RESERVE	38,291.25
TOTAL RESERVES	2,513,364.46
RIVER BANK STABILIZATION RESERVE	127,712.28
STREET IMPROVEMENT PROGRAM (SIP) RESERVE	402,524.07
ALBERTA INFRASTRUCTURE (AMIP) RESERVE	0.00
MUNICIPAL SUSTAINABILITY INITIATIVE (MSI) RESERVE	1,293,730.33
FEDERAL GAS TAX FUND (FGTF) RESERVE	245,017.74
BUILDING CANADA FUND (BCF) RESERVE	0.00
TOTAL GRANT RESERVES	2,068,984.42
<b>TOTAL</b>	<b>4,582,348.88</b>

Total Investments      4,835,053.24

\*THE RESERVE ACCOUNT BALANCES DO NOT REFLECT THE OUTSTANDING YEAR END TRANSFERS IN THE AMOUNT OF \$424,574.81.

This Statement Submitted to Council this 21st day of MAY 2013.

  
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Mayor

  
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Chief Administrative Officer

**TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending February 2013**

	TOTAL
Net Balance at End of Previous Month	194,317.63
ADD: Receipts for the Month	588,690.81
Sub-Total	783,008.44
LESS: Disbursements for the Month	519,832.42
Net Balance at End of Month	263,176.02
Bank Balance at End of Month	671,953.43
ADD: Outstanding Deposits	17,280.77
ADD: Outstanding Transfers to Bank	399,754.04
Sub-Total	1,088,988.24
LESS: Outstanding Cheques	1,483.37
LESS: Outstanding Transfers from Bank	824,328.85
Balance at End of Month	263,176.02

INVESTMENTS	TOTAL
GIC 1.25% - Cashable (22192716700)	250,000.00
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,704.36

Total GIC and T-Bill                      252,704.36

**TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending March 2013**

RESERVE ACCOUNTS	
Account Name	Amount
GAS RESERVE	110,111.50
OFF-SITE LEVY RESERVE	151,130.57
GENERAL RESERVE	194,180.68
ARENA RESERVE	147,181.28
PARKS RESERVE	154,854.50
WATER/WASTEWATER RESERVE	299,254.03
RECREATION & CULTURE RESERVE	3,037.43
POLICE RESERVE	50,590.12
BASEBALL RESERVE	5,902.63
ROADS RESERVE	371,602.11
FIRE DONATIONS RESERVE	11,109.03
OUTDOOR RINKS RESERVE	11,595.09
COMMUNITY SERVICES RESERVE	26,264.65
GREENWOOD CAMPGROUND RESERVE	33,160.24
SUNDRE COMMUNITY CENTER RESERVE	65,707.02
TRAILS RESERVE	54,682.31
ECONOMIC DEVELOPMENT RESERVE	51,240.83
SOLID WASTE RESERVE	16,582.17
JOINT PARK EQUIPMENT RESERVE	7,072.88
SUNDRE GOLF SOCIETY FUNDS	147,834.22
FUNERAL HOME RESTRICTED FUNDS	4,637.82
FIRE OPERATING RESERVE	48,590.21
FIRE (TOWN) RESERVE	146,866.01
FIRE (MVC) RESERVE	38,689.82
INFRASTRUCTURE RESERVE	552,055.80
REC FIELDS RESERVE	1,766.48
MUNICIPAL RESERVE CASH-IN-LIEU RESERVE	38,292.45
TOTAL RESERVES	2,743,991.88
RIVER BANK STABILIZATION RESERVE	127,821.90
STREET IMPROVEMENT PROGRAM (SIP) RESERVE	538,338.60
ALBERTA INFRASTRUCTURE (AMIP) RESERVE	0.00
MUNICIPAL SUSTAINABILITY INITIATIVE (MSI) RESERVE	958,655.19
FEDERAL GAS TAX FUND (FGTF) RESERVE	204,652.71
BUILDING CANADA FUND (BCF) RESERVE	0.00
TOTAL GRANT RESERVES	1,829,468.40
<b>TOTAL</b>	<b>4,573,460.28</b>

Total Investments                      4,576,166.94

\*THE RESERVE ACCOUNT BALANCES DO NOT REFLECT THE OUTSTANDING YEAR END TRANSFERS IN THE AMOUNT OF \$323,568.47.

This Statement Submitted to Council this 21st day of MAY 2013.

  
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Mayor

  
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Chief Administrative Officer



TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending March 2013

	TOTAL
Net Balance at End of Previous Month	263,176.02
ADD: Receipts for the Month	1,287,652.31
Sub-Total	1,550,828.33
LESS: Disbursements for the Month	1,581,071.38
Net Balance at End of Month	-30,243.05
Bank Balance at End of Month	282,297.90
ADD: Outstanding Deposits	67,482.54
ADD: Outstanding Transfers to Bank	0.00
Sub-Total	349,780.44
LESS: Outstanding Cheques	56,455.02
LESS: Outstanding Transfers from Bank	323,568.47
Balance at End of Month	-30,243.05

INVESTMENTS	TOTAL
GIC 1.25% - Cashable (22192716700)	0.00
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,706.66

Total GIC and T-Bill                      2,706.66