



Council Workshop  
Council Chambers  
February 6, 2017  
7:00 p.m.

**In attendance:** Mayor Leslie, Councillors: Verna McFadden, Cheri Funke, Nolan Blatchford, and Myron Thompson

**Absent:** Councillors: Chris Vardas and Paul Isaac

**Staff in attendance:**

Angie Lucas, CAO (Interim)  
Vic Pirie, Director of Finance and Administration  
Jim Hall, Operations Manager  
Ian James, Community Services Manager  
Cynthia Robey, Legislative Executive Assistant

**1. Call to Order**

Mayor Leslie called the Workshop to order at 7:00 p.m.

**2. Modification to or Adoption of Agenda**

Councillor Funke moved that the Town of Sundre Council adopt the February 6, 2017 Workshop Agenda with the following addition:

- Verbal Report – Councillor Thompson - Repurposing of Foothills Lodge

**Carried**

**3. Adoption of Minutes**

Councillor Blatchford moved that the Town of Sundre adopt the January 23, 2017 Workshop Minutes, as presented. **Carried**

**4. Proposed Flag Policy**

Mr. Ian James, Community Services Manager, presented the proposed A-008-00 Flag Policy for review and discussion prior to this Policy being brought to the February 27, 2017 Regular Meeting of Council for approval.

The Town of Sundre wishes to recognize the Historical Flag Policy as set out by the Minister of Canadian Heritage. Properly and appropriately displayed flags signify honour and respect for Canada's history while providing opportunities to bestow an honour or express a collective sense of sorrow

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through the action of lowering flags to half-mast. The purpose of this Policy is to provide consistent and accurate guidelines for displaying and maintaining the National Flag of Canada, Province of Alberta, Territories, Town of Sundre as well as other flags when being flown in or on Town-Owned Facilities.

**5. Proposed Snow Removal Policy - Roads**

Mr. Jim Hall, Operations Manager, presented the proposed D-018-00 Street Snow Plowing/Removal and Ice Control Policy for review and discussion prior to this Policy being brought to the February 27, 2017 Regular Meeting of Council for approval, if it is ready.

The Town of Sundre, within the resources allocated by Town Council, will plow and/or remove snow and ice, as reasonably practical on designated roadways and Town-Owned Facilities.

- Mayor Leslie asked how is the concern/complaint process handled? Mr. Hall responded by saying that all concerns are put on concern forms and given to Operations to respond to.
- Councillor Funke asked if the parking lots that are not Town-Owned, won't be cleared of snow and ice anymore (i.e., the Aquaplex) and will this be stated in the Procedure? Administration responded by saying that the Policy will cover Town-Owned facilities only.
- Administration spoke to clarify why Procedures aren't being brought to Council. The explanation is that Procedures are created and approved and signed off by the Chief Administrative Officer but will be brought to Council for information.
- Council reviewed the maps provided by Operations and a discussion commenced to clarify which areas the Town is responsible for clearing snow and ice.
- A suggestion was made to Administration to amend the wording in the Policy statement to include that the Town will potentially consider to add future contracts/agreements within that Policy statement.

**6. Proposed Snow Removal Policy - Sidewalks**

Mr. Jim Hall, Operations Manager, presented the proposed D-019-00 Sidewalk and Trail Snow Plowing Policy for review and discussion prior to this Policy being brought to the February 27, 2017 Regular Meeting of Council for approval, if it is ready.

The Town of Sundre, within the resources allocated by the Town Council, will plow and/or remove snow and ice, as reasonably practical on designated sidewalks, sidewalks adjacent to municipal property and the designated trails on the trail system within the Town boundaries.

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- Councillor Funke asked if the Bylaw will be ready by February 27, 2017. Administration indicated that the Bylaw may either be brought forward before this date in a Council Workshop or may be presented during the February 27, 2017 Regular Council Meeting, if it is ready.
- Mayor Leslie asked Administration to consider amending the wording of the Policy statement in order to cover potential liability issues.
- Mayor Leslie asked Administration and Operations for feedback concerning the sidewalks that border Alberta Transportation roads.

**7. Recycle Centre discussion**

- Administration handed out correspondence received from Mountain View Waste Commission. This correspondence was sent to the Town of Sundre, and all nearby municipalities who have Recycling Depots in operation. Topics in this letter covered were: 1) An increase in overflowing at the bins at unmanned Recycling Depots throughout the member municipality area. 2) Commercial companies within the member municipalities are using these sites but the original intent was to aid in the collection of recyclable material from residential users only. Use of these sites by commercial users will add more tipping fees and more cost to the clean up of unwanted waste at these sites. 3) Administration is yet to firm up the direction with Mountain View County concerning the follow-up from the joint meeting between the Town and of Mountain View County, however education on the use of the Recycle Centre via websites and the newspaper will happen in the near future.

**8. CAO Job Description**

Administration presented Council with an updated position description for the Chief Administrative Officer to replace the document that was completed in 2015. Council asked Administration to bring back a clearer copy that shows specifically what changes were made from the original document.

**9. 2017 – 2018 Operating Budget**

Mr. Vic Pirie, Director of Finance and Administration presented the 2017-2018 Operating Budget document to Council for review and discuss. Mr. Pirie indicated that this document will be posted on the website for residents to view.

- Mayor Leslie asked if a statement concerning the three year budget could be added, as per Municipal Government Act regulation changes. Further, Mayor Leslie said that the five year Capital Plan should be celebrated, by highlighting in bold within this document, as it is the first time this has been done since the 1950's.

  
  
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**10. Viability Assessment - discussion**

- Mayor Leslie spoke about a letter he has written which speaks to the topic of viability. Mayor Leslie hopes to post this document on the website and to also provide it to the Sundre Round-Up this coming week.
- Councillor Thompson reiterated that he believes Sundre is viable and sustainable.
- Mayor Leslie summarized what Council now knows about this topic.

**11. Future Topics for Council Workshop and Council Meeting Agendas**

- Councillor Thompson – property owners who are not residents in this Town should have a voice.
- Councillor Blatchford – business incentive programs, and the possibility of contracting out the services to maintain the Arena.


**13. Verbal Report - Foothills Lodge**

- Councillor Thompson spoke about the details of a meeting he attended concerning the repurposing of Foothills Lodge. Topics that were covered in this meeting was medical facility, educational items, and business incubation.

**14. In-Camera**

**15. Adjournment**

Councillor Funke moved that the Town of Sundre Council conclude the Workshop at 8:50 p.m. **Carried**



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Mayor

I hereby certify these minutes are correct.



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Interim Chief Administrative Officer



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