



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
October 23, 2023  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
  - 3.1 October 23, 2023
  - 3.2 Councillor Absence
4. **Adoption of Previous Minutes**
  - 4.1 October 2, 2023 Organizational Meeting Pg. 1
  - 4.2 October 2, 2023 Regular Meeting of Council Pg. 4
  - 4.3 October 13, 2023 Special Closed Meeting of Council Pg. 7
5. **Delegation:** None
6. **Bylaws/Policies:** None
7. **Old Business:** None
8. **New Business:**
  - 8.1 RFD Appointment to Parkland Regional Library Board Pg. 10
  - 8.2 RFD Highway Traffic Study Pg. 12
  - 8.3 RFD Amendments to 2023 and 2024 Council Calendars Pg. 20
  - 8.4 RFD Fortis Franchise Pg. 23
9. **Administration:**
  - 9.1 RDF Departmental Reports September Pg. 33
10. **Municipal Area Partnership (MAP):**
  - 10.1 Verbal report - Key Messages from October 18<sup>th</sup> Meeting
11. **Council Committee Reports:**
  - 11.1 RFD Mayor & Councillor Marr's Reports September Pg. 72
  - 11.2 RFD Council Key Messages, September Pg. 73
  - 11.2 RFD Council Key Messages, September Pg. 76
12. **Council Invitations / Correspondence:**
  - 12.1 Letter of Support for Grant Application Pg. 78
  - 12.1 Letter of Support for Grant Application Pg. 79
13. **Closed Meeting:**
  - 13.1 Advice From Officials, *FOIPP Act, Section 24*
  - 13.2 Disclosure harmful to business interest of a third party, *FOIPP Act, Section 16*
  - 13.3 Local public body confidences, *FOIPP Act, Section 23*
14. **Adjournment**



Organizational Council Meeting  
**Town of Sundre Council Chambers**  
Minutes  
October 2, 2023  
6:00 p.m.

The organizational meeting of Council of the Municipality of Sundre was held on Monday, October 2, 2023, commencing at 6:00 p.m.

**IN ATTENDANCE**

Mayor Richard Warnock  
Councillor Connie Anderson  
Councillor Owen Petersen  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Chris Vardas

**ABSENT:**

Councillor Todd Dalke

**STAFF**

Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Manager Planning & Ec. Development, Benazir Thaha Valencia  
Administrative Support, Betty Ann Fountain

**PUBLIC**

0

**PRESS**

1

**CALL TO ORDER**

Mayor Warnock called the Organizational Meeting to order at 6:00 p.m.

**AGENDA ITEM****ADOPTION OF AGENDA**

*Res. 251-02-10-23*

MOVED by Councillor Anderson that the Town of Sundre Council adopt the agenda as amended as follows:

1. Item 4.1 RFD Appointment of Deputy Mayor, motion amended
2. Item 6.1 Committee Appointment Schedule "A" amended.

**CARRIED**

**AGENDA ITEM****ASSIGNMENT OF SEATING**

*Res. 252-02-10-23*

MOVED by Councillor Vardas that the Town of Sundre Council seating arrangement remain the same as decided at the 2022 Organizational meeting.

**CARRIED**

**AGENDA ITEM****DEPUTY MAYOR APPOINTMENT**

*Res. 253-02-10-23*

MOVED by Councillor Isaac that the Town of Sundre Council appoint Jaime Marr as the Deputy Mayor for the months of November 1, 2023 to June 30, 2024 and that Council appoint Owen Petersen as the Deputy Mayor from July 1, 2024 to February 28, 2025.

**CARRIED**

\_\_\_\_\_  
Initials

**AGENDA ITEM****SCHEDULE OF COUNCIL MEETINGS**

Res. 254-02-10-23

MOVED by Councillor Anderson that the Town of Sundre Council approves the 2024 Meeting Calendar as presented

**CARRIED****AGENDA ITEM****COUNCIL APPOINTMENTS****Council Committee and Boards Appointments 2022-2023**

Res. 255-02-10-23

MOVED by Councillor Vardas that the Town of Sundre Council approve the following appointments to Council Committees, Boards and Commissions for a one-year term, 2023-2024 as per Schedule "A", as amended:

**CARRIED**

Mayor Warnock, Councillor Anderson, Councillor Petersen, and Councillor Marr to the *Grant Review Committee* for a one-year term, 2023-2024.

Mayor Warnock, and Councillor Petersen to the *Sundre Wellness Advocacy Committee* for a one-year term, 2023-2024.

Councillor Petersen and Councillor Dalke as Alternative to the FCSS (*Greenwood Neighbourhood Place*) Board for a one-year term, 2023-2024.

Councillor Marr to the *Sundre Municipal Library Board* for a one-year term, 2023-2024.

Mayor Warnock, Councillor Vardas, and Councillor Petersen to the *Intermunicipal Collaboration Committee* for a one-year term, 2023-2024.

Mayor Warnock to *Mountain View Seniors' Housing* for a one-year term, 2023-2024.

Mayor Warnock and Councillor Vardas as Alternative to the *Mountain View Regional Waste Management Committee* for a one-year term, 2023-2024.

*Councillor Dalke joined the Organizational Meeting at 6:14 p.m.*

Mayor Warnock, and Councillor Dalke to the *Intermunicipal Planning Commission* for a one-year term, 2023-2024.

Councillor Marr and Councillor Dalke as Alternative to the *Sundre & District Aquatic Society* for a one-year term, 2023-2024.

Councillor Vardas as the Liaison between Council and the *Central Alberta Economic Partnership* for a one-year term, 2023-2024.

Councillor Dalke to Citizens on Patrol for a one-year term, 2023-2024.

No appointment to Sundre Search & Rescue, 2023-2024.

## Organizational Council Meeting Minutes – October 2, 2023

Councillor Vardas to *Sundre Hospital Futures* (Attraction/Retention) for a one-year term, 2023-2024.

Mayor Warnock, and Councillor Dalke as Alternative, to the *Red Deer River Municipal Users Group* for a one-year term, 2023-2024.

Mayor Warnock to the *Red Deer River Watershed Alliance* for a one-year term, 2023-2024.

Mayor Warnock and Councillor Isaac to the *Sundre & District Chamber of Commerce* for a one-year term, 2023-2024.

Councillor Dalke to the *Sundre & District Historical Society* for a one-year term, 2023-2024.

Councillor Isaac to *Sundre Forest Products / West Fraser Public Involvement Round Table* for a one-year term, 2023-2024.

No appointment to the *Sundre Petroleum Operators Group* (SPOG), 2023-2024.

**AGENDA ITEM****BYLAW 2022-06 COUNCIL PROCEDURAL BYLAW**

Res. 256-02-10-23

MOVED by Councillor Isaac that the Town of Sundre Council accept the brief review of Council Procedural Bylaw 2022-06 as information.

**CARRIED****AGENDA ITEM****BYLAW 2020-07 COUNCIL CODE OF CONDUCT**

Res. 257-02-10-23

MOVED by Councillor Dalke that the Town of Sundre Council accept and review of Council Code of Conduct Bylaw 2020-07 as information.

**CARRIED****AGENDA ITEM****ADJOURNMENT OF ORGANIZATIONAL MEETING**

Res. 258-02-10-23

MOVED by Councillor Isaac to adjourn the October 2, 2023, Organizational Meeting of Council, and revert to a Regular Council Meeting at 6:41 p.m.

**CARRIED**

These Minutes approved this 23<sup>rd</sup> Day of October 2023

---

Mayor, Richard Warnock

---

Chief Administrative Officer, Linda Nelson

---

Initials



Regular Council Meeting  
Minutes  
Town of Sundre Municipal Council Chambers  
October 02, 2023

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, October 2, 2023 commencing at 6:41 p.m.

**IN ATTENDANCE:** Mayor Richard Warnock  
Councillor Connie Anderson  
Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Chris Vardas

**ABSENT:** None

Staff: Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert  
Manager Planning & Economic Development, Benazir Thaha Valencia  
Administrative Support, Betty Ann Fountain

**PUBLIC** 0

**PRESS** 1

**CALL TO ORDER** The meeting was called to order at 6:41 p.m., by Mayor Warnock.

**PUBLIC HEARING** None

**AGENDA – AMENDMENTS AND ADOPTION**

*Res. 259-02-10-23* MOVED by Councillor Anderson that the Agenda be approved as presented.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES**

*Res. 260-02-10-23* MOVED by Councillor Isaac that the Minutes of the Regular Meeting of Council held on September 18, 2023 be approved as presented.

**CARRIED**

**DELEGATION:** None

**OLD BUSINESS** None

**NEW BUSINESS** **Grants to Organization Request to Amend Use of Funds**

*Res. 261-02-10-23* MOVED by Councillor Vardas that the Town of Sundre Council grant the request from the Sundre Volunteer Search and Rescue Society to utilize the allocated funding of \$2,000.00 from electrical and heating renovations to rehabilitation and replacement of the facility's overhead door.

**CARRIED**

**Fire Prevention Week, October 8-14, 2023**

*Res. 262-02-10-23* MOVED by Councillor Marr that the Town of Sundre Council proclaim October 8 – 14, 2023 as Fire Prevention Week, and urge all the citizens of Sundre to “Cook Safely” and to support the many public safety activities and efforts of Sundre’s fire and emergency services.

**CARRIED**

**Capital Budget Adjustment – Unit 510 Fire Command Truck**

*Res. 263-02-10-23* MOVED by Councillor Vardas that The Town of Sundre Council approves the budget increase of \$38,000 for the replacement of Unit 510, for a total budget of \$168,000, with the Town’s additional portion of \$19,000 to be withdrawn from the Fire Capital Restricted Surplus Account.

**CARRIED**

**ADMINISTRATION:** None

**MUNICIPAL AREA PARTNERSHIP:** None

**COUNCIL REPORTS:** None

**COUNCIL INVITATIONS/CORRESPONDENCE:** None

**CLOSED MEETING:**

*Res. 264-02-10-23* MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 7:02 p.m.

**CARRIED**

*Mayor Warnock called a 5 minute recess at 7:02 p.m.*

*Mayor Warnock resumed the Closed Meeting at 7:07 p.m.*

**CLOSED MEETING**      **Topic of Closed Meeting**

**13.1**    Advice From Official, *FOIPP Action Section 24*

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

*Councillor Dalke left the meeting at 7:23 p.m.*

*Councillor Dalke re-joined the meeting at 7:24 p.m.*

*Res. 265-02-10-23*      MOVED by Councillor Anderson that Council return to an open meeting at 7:26 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 266-02-10-23*      MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:27 p.m.

**CARRIED**

These Minutes approved this 23<sup>rd</sup> Day of October 2023

---

Mayor, Richard Warnock

---

Chief Administrative Officer, Linda Nelson



Special Closed Council Meeting  
Minutes  
October 13-15, 2023  
Fall Workshop

The special closed meeting of Council of the Municipality of Sundre was held on October 13, 2023 commencing at 9:00 a.m. at 3310 – 50 Avenue, Red Deer, Alberta, Canada.

**IN ATTENDANCE:**

Mayor Richard Warnock  
Councillor Connie Anderson  
Councillor Owen Petersen  
Councillor Todd Dalke  
Councillor Jaime Marr  
Councillor Paul Isaac  
Councillor Chris Vardas

**STAFF IN ATTENDANCE**

Chief Administrative Officer, Linda Nelson  
Director Corporate Services, Chris Albert  
Fire Chief, Ross Clews  
Manager Planning & Economic Development, Benazir Thaha Valencia  
Manager Operations, Jim Hall  
Administrative Support, Betty Ann Fountain

**ABSENT:**

None

**PUBLIC**

None

**CALL TO ORDER**

Mayor Warnock called the meeting to order at 9:10 a.m.

**AGENDA – AMENDMENTS AND ADOPTION:**

Res. 267-13-10-23      MOVED by Councillor Isaac that the agenda be approved as presented.

**CARRIED**

**CLOSED MEETING**

Res. 268-13-10-23      MOVED by Councillor Isaac that Council go into closed meeting at 9:12 a.m. on October 13, 2023.

**CARRIED**

*Mayor Warnock called a 15 minute recess at 10:15 a.m.*

*Mayor Warnock reconvened the meeting at 10:30 a.m.*

*Mayor Warnock called a 10 minute recess at 11:19 a.m.*

*Mayor Warnock reconvened the meeting at 11:30 a.m.*

*Councillor Vardas left the meeting at 11:47 a.m.*

*Councillor Vardas re-joined the meeting at 11:49 a.m.*

*Mayor Warnock called a 45 minute recess (lunch) at 12:15 p.m.*

*Mayor Warnock reconvened the meeting at 1:01 p.m.*

*Councillor Vardas left the meeting at 1:14 p.m.*

*Councillor Vardas re-joined the meeting at 1:15 p.m.*

Mayor Warnock called a 15 minute recess at 2:10p.m.

Councillor Isaac left the meeting at 2:10 p.m.

Mayor Warnock reconvened the meeting at 2:20 p.m.

Councillor Isaac re-joined the meeting at 2:27 p.m.

Mayor Warnock called for a motion to come out of closed meeting at 4:22 p.m.

Res. 269-13-10-23      *MOVED by Councillor Anderson to come out of closed meeting at 4:23 p.m.*

**CARRIED**

Res. 270-13-10-23      *MOVED by Councillor Isaac to adjourn the meeting at 4:23 p.m.*

**CARRIED**

Mayor Warnock called the closed meeting to order at 9:00 a.m.

Mayor Warnock called for a motion to reconvene the October 14, 2023 closed meeting of Council

Res. 270-14-10-23      *MOVED by Councillor Petersen to reconvene the closed meeting of Council at 9:01 a.m.*

**CARRIED**

Councillor Isaac left the meeting at 9:38 a.m.

Councillor Isaac re-joined the meeting at 9:43 a.m.

Councillor Isaac left the meeting at 10:06 a.m.

Councillor Vardas left the meeting at 10:06 a.m.

Mayor Warnock called a 15 minute break at 10:08 a.m.

Mayor Warnock reconvened the meeting at 10:25 a.m.

Councillor Isaac re-joined the meeting at 10:36 a.m.

Councillor Petersen left the meeting at 10:50 a.m.

Councillor Petersen re-joined the meeting at 10:52 a.m.

Mayor Warnock called a 15 minute break at 11:09 a.m.

Mayor Warnock reconvened the meeting at 11:27 a.m.

Mayor Warnock called a 30 minute break (lunch) at 12:26 p.m.

Mayor Warnock reconvened the meeting at 1:03 p.m.

Councillor Marr re-joined the meeting at 1:06 p.m.

Manager Planning and Ec. Development, Fire Chief and Manager Operations were excused from the meeting at 1:20 p.m.

Mayor Warnock reconvened the closed meeting at 1:26 p.m.

Mayor Warnock called a 15 minute break at 2:11 p.m.

Mayor Warnock reconvened the meeting at 2:30 p.m.

Councillor Anderson left the meeting at 4:05 p.m.

Mayor Warnock called for a motion to come out of closed meeting at 4:15 p.m.

Res. 271-14-10-23      *MOVED by Councillor Dalke to come out of closed meeting at 4:15 p.m.*

**CARRIED**

Res. 272-14-10-23      *MOVED by Councillor Isaac to adjourn the meeting at 4:16 p.m.*

**CARRIED**

*Mayor Warnock called for a motion to reconvene the October 15, 2023 closed meeting of Council*

*Res. 273-14-10-23      MOVED by Councillor Isaac to reconvene the closed meeting of Council at 9:00 a.m.*

**CARRIED**

*Councillor Isaac left the meeting at 9:10 a.m.*

*Councillor Isaac rejoined the meeting at 9:18 a.m.*

*Mayor Warnock called a 20 minute break at 9:53 a.m.*

*Mayor Warnock reconvened the meeting at 10:12 a.m.*

*Mayor Warnock called a 10 minute break at 11:24 a.m.*

*Mayor Warnock reconvened the meeting at 11:34 a.m.*

*Councillor Dalke left the meeting at 11:56 a.m.*

*Councillor Dalke rejoined the meeting at 11:58 a.m.*

*Mayor Warnock called a 45 minute break (lunch) at 12:22 p.m.*

*Mayor Warnock excused Administrative Support and Director of Corporate Services at 1:15 p.m.*

*Mayor Warnock reconvened the meeting at 1:20 p.m.*

*Mayor Warnock excused the CAO at 2:00 p.m.*

*Mayor Warnock called for a motion to come out of closed meeting at 2:26 p.m.*

#### **RETURN TO OPEN MEETING**

*Res. 274-15-10-23      MOVED by Councillor Isaac that Council return to open meeting at 2:26 p.m. on October 15, 2023.*

**CARRIED**

#### **ADJOURNMENT**

*Res. 275-15-10-23      MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 2:37 p.m. on October 15, 2023.*

**CARRIED**

These Minutes approved this 23<sup>rd</sup> day of October 2023

Mayor, Richard Warnock

---

Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Councillor Appointment to Parkland Regional Library Board</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

---

### **BACKGROUND/PROPOSAL:**

At the November 1, 2022 Organizational Meeting, Council appointed Mrs. Pat Toone as Council's representative to the Parkland Regional Library Board for term of one year, ending in October 2023.

Mrs. Toone has indicated to Administration that she is no longer able to serve in this capacity.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Parkland Regional Library System is governed by a board appointed by the 64 member municipalities that meets four times a year (February, May, September and November). The next meeting, via Zoom, is scheduled for November 17<sup>th</sup>, 2023 at 10:00 a.m. A copy of the Agenda has been provided for Council's review.

### **ALIGNMENT WITH STRATEGIC PLAN**

This aligns with Council's Strategic Plan Pillar 5, Sustainable & Responsible Governance.

### **MOTION:**

That the Town of Sundre Council moves to appoint Councillor \_\_\_\_\_, to the Parkland Regional Library Board for a one (1) year Term beginning November 1, 2023, ending October 31, 2024.

Attachment: November 17, 2023 PRLB Agenda

Date Reviewed: October 19, 2023

Acting CAO: Chris Allert

**8.1a**



The regular meeting of the Parkland Regional Library Board of Trustees will be held on **November 17, 2022 at 10:00 AM** via Zoom.

## Agenda

### **1. Call to Order**

- 1.1. Agenda\*
  - 1.1.1. Additions or deletions to the agenda
  - 1.1.2. Adoption of the agenda
- 1.2. Approval of the minutes of the September 15, 2022 meeting\*
- 1.3. Business arising from the minutes of September 15, 2022

### **2. Consent Agenda**

- 2.1. Financial Statement\*
- 2.2. Executive Committee Meeting Minutes for October 13, 2022\* (draft)
- 2.3. Correspondence\*
- 2.4. Business arising from the consent agenda
- 2.5. Approval of Consent Agenda

### **3. Items for Action/Information**

- 3.1. Election of Board Chair\*
- 3.2. Election of Executive Committee\*
- 3.3. Marketing and Advocacy Report\*
- 3.4. Election of Advocacy Committee\*
- 3.5. Board Signing Authorities\*
- 3.6. Dates for 2023 Meetings\*
- 3.7. Board Meetings – Virtual or in-Person? \*
- 3.8. Draft Strategic Plan 2023-2025\*
- 3.9. Policy Revisions\*
- 3.10. Budget Approval Update
- 3.11. Updates
  - 3.11.1. Director and Library Services Report\*
  - 3.11.2. Finance & Operations Report\*
- 3.12. Parkland Community Update

### **4. Adjournment**

\*Documents included in the package





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Traffic Study – Hwy 27 Eastbound at 6 Street S.E.</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Community Peace Officer</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

---

### **BACKGROUND/PROPOSAL:**

Highway 27 runs through the centre of the Town of Sundre. Highway 27 is considered a wide load corridor.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

A traffic study was completed on Highway 27 to better understand traffic patterns on this highway. The Community Peace Officer has compiled an information package on the traffic study for the Town of Sundre Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

### **ADMINISTRATION RECOMMENDATIONS**

That Council accept the attached Traffic Study of Highway 27 Eastbound at 6 Street S.E., as information.

### **MOTION:**

That the Town of Sundre Council accept the attached Traffic Study of Highway 27 Eastbound at 6 Street S.E., as information.

### **ATTACHMENTS:**

8.1a – Traffic Study – Hwy 27 Eastbound at 6 Street S.E.

Date Reviewed: October 19, 2023

Acting CAO: *Chris Allert*



## Traffic Study – Hwy 27 Eastbound at 6<sup>th</sup> St SE

Prepared by: Sam Zhao  
Community Peace Officer  
Oct 2023

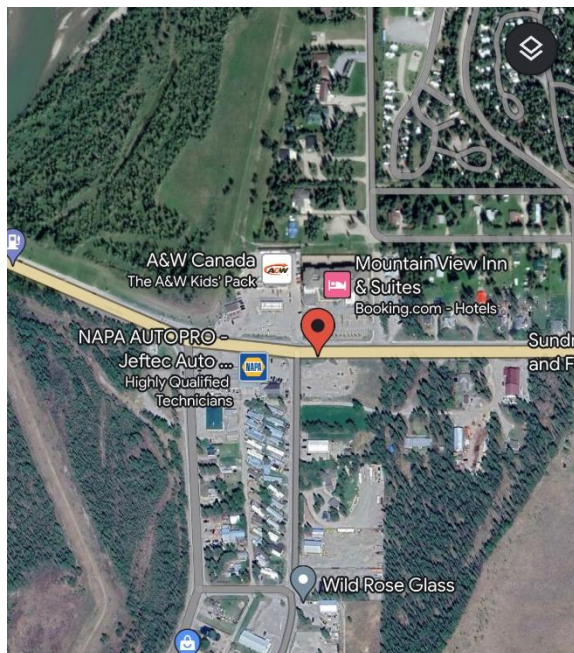


## Introduction

The Town of Sundre is located on the Cowboy Trail between Rocky Mountain House and Cochrane. Highway 27 runs through the centre of town and is considered a wide load corridor. To better understand traffic patterns on this highway, a traffic study was conducted utilizing a radar speed sign. This study aimed to gather data on vehicle count, speed data, and busiest times of the day.

## Methodology

The traffic study was conducted over a period of 10 weeks, from July 10th to Sept 17th, 2023. A radar speed sign was installed on the East end of Sundre, on the shoulder of Highway 27, facing eastbound traffic. The sign was programmed to display the speed of passing vehicles in real-time, and it recorded data relating to vehicle count and speed.





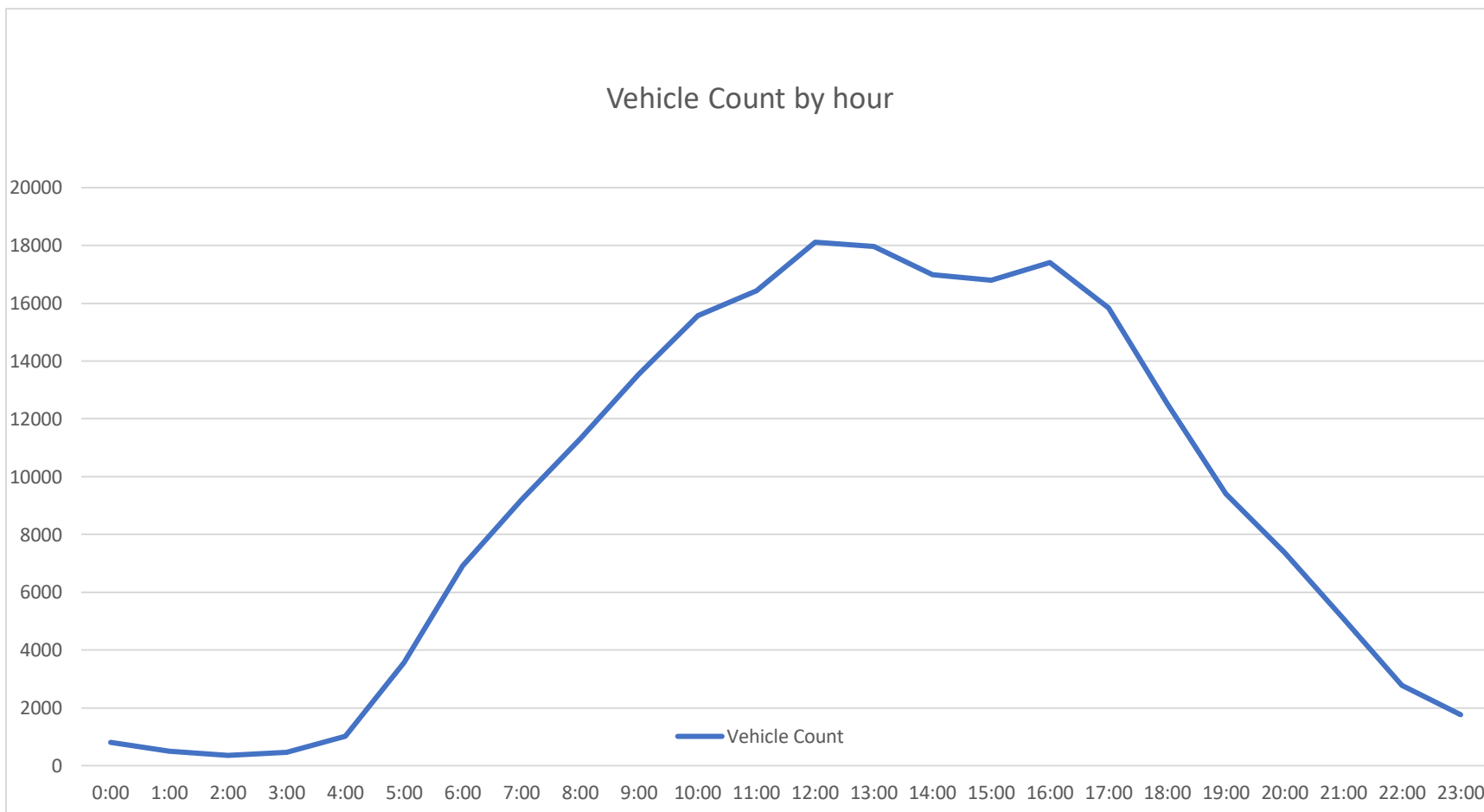
## Vehicle Count Data

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
00:00 - 01:00	89	71	88	109	92	132	228
01:00 - 02:00	68	64	56	64	54	71	118
02:00 - 03:00	48	45	44	57	59	37	65
03:00 - 04:00	99	74	80	57	62	44	47
04:00 - 05:00	174	176	168	177	154	73	86
05:00 - 06:00	569	635	618	651	577	292	228
06:00 - 07:00	1074	1241	1155	1190	1077	584	600
07:00 - 08:00	1495	1622	1582	1523	1441	768	768
08:00 - 09:00	1718	1783	1866	1735	1760	1287	1142
09:00 - 10:00	1973	1971	1895	1990	2022	1845	1844
10:00 - 11:00	2407	2196	1988	2252	2305	2125	2304
11:00 - 12:00	2536	2269	2041	2332	2442	2240	2565
12:00 - 13:00	2877	2344	2569	2205	2685	2508	2924
13:00 - 14:00	2536	2364	2366	2469	2722	2554	2946
14:00 - 15:00	2626	2218	2329	2179	2487	2360	2796
15:00 - 16:00	2568	2181	2324	2269	2421	2315	2712
16:00 - 17:00	2448	2578	2562	2449	2641	2149	2590
17:00 - 18:00	2112	2173	2290	2264	2431	1971	2588
18:00 - 19:00	1671	1721	1653	1764	1919	1755	2039
19:00 - 20:00	1121	1117	1289	1317	1518	1412	1632
20:00 - 21:00	945	871	878	991	1148	1322	1213
21:00 - 22:00	528	627	666	711	809	1041	714
22:00 - 23:00	276	326	329	368	459	606	415
23:00 - 24:00	173	197	216	227	314	428	209
Total	32287	30823	30875	31312	33599	29919	32773



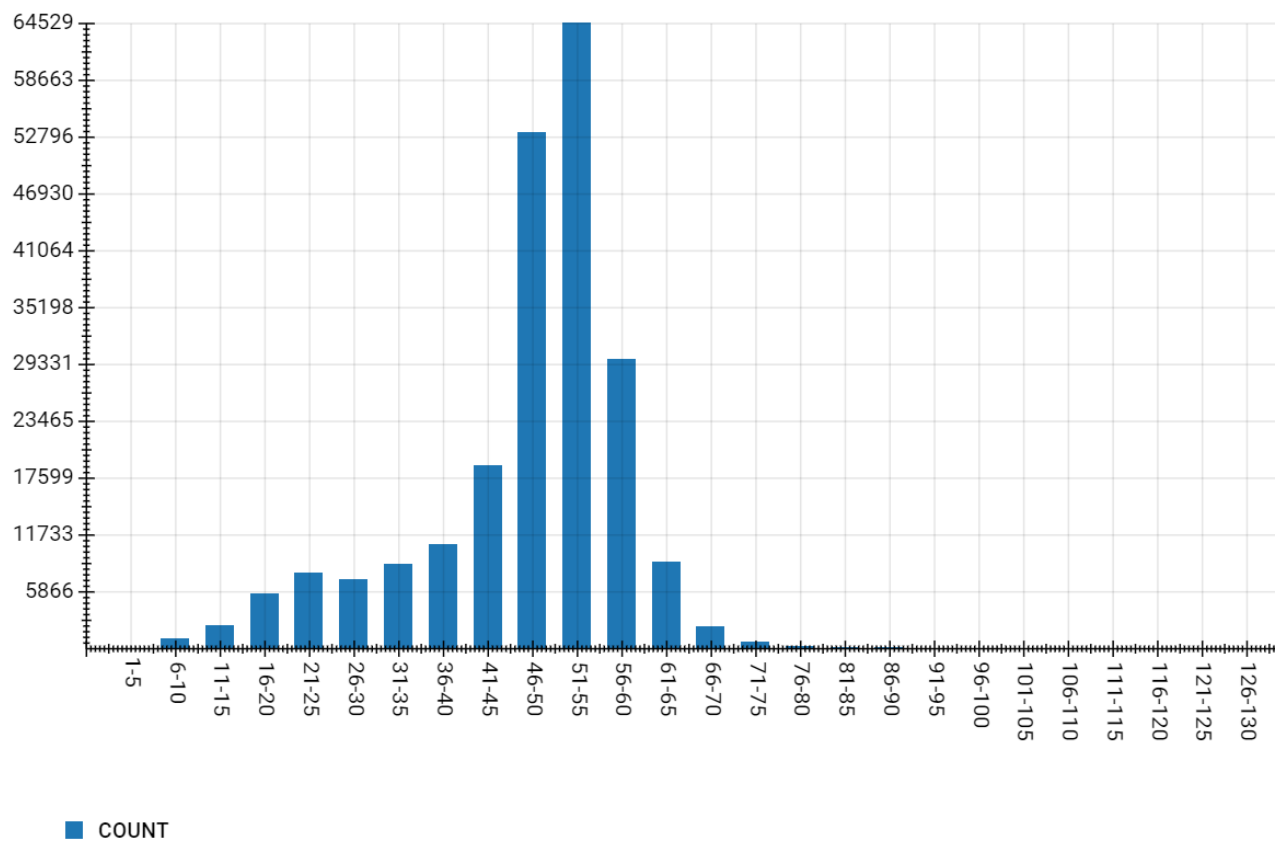
## Vehicle Count Data Analysis

Over the course of the study, a total of 221,900 vehicles were recorded by the radar speed sign. The average number of vehicles during the weekday is 3,178, while the average number of vehicles on a weekend is 3,134. The busiest times of the day during the week are between 12-1 pm and 4-5 pm. The busiest time on the weekend is between 1-2 pm.





Speed km/hr	Count
1-5	23
6-10	1027
11-15	2377
16-20	5578
21-25	7731
26-30	7070
31-35	8708
36-40	10757
41-45	18814
46-50	53249
51-55	64529
56-60	29872
61-65	8877
66-70	2282
71-75	640
76-80	214
81-85	79
86-90	37
91-95	15
96-100	7
101-105	3
106-110	3
111-115	1
116-120	1
121-125	3
126 +	3



\*Note - the data collected does not track the type of vehicle that passes the sign. An abnormally high number could be a result of an emergency vehicle responding to an incident.



### Speed Data Analysis

- The posted speed limit is 50 km/hr
- The average speed of vehicles is 47 km/hr
- The 85<sup>th</sup> percentile speed is 56 km/hr
- The percentage of total vehicles traveling greater than 70km/hr is 0.0045 %

Hour	> 70km/hr
00:00 - 01:00	1 %
01:00 - 02:00	2 %
02:00 - 03:00	4 %
03:00 - 04:00	4 %
04:00 - 05:00	3 %
05:00 - 06:00	2 %
06:00 - 07:00	1 %
07:00 - 08:00	1 %
08:00 - 09:00	0 %
09:00 - 10:00	0 %
10:00 - 11:00	0 %
11:00 - 12:00	0 %
12:00 - 13:00	0 %
13:00 - 14:00	0 %
14:00 - 15:00	0 %
15:00 - 16:00	0 %
16:00 - 17:00	0 %
17:00 - 18:00	0 %
18:00 - 19:00	1 %
19:00 - 20:00	1 %
20:00 - 21:00	1 %
21:00 - 22:00	1 %
22:00 - 23:00	1 %
23:00 - 24:00	1 %

\*Percentages are rounded to the nearest whole number



## Conclusion

The Traffic Study conducted at Hwy 27 Eastbound at 6<sup>th</sup> St SE between July 10th to Sept 17th, 2023 showed valuable insights of traffic patterns in the area. Information regarding vehicle count, speed, and busiest times of the day will be utilized by Sundre Municipal Enforcement to make operational decisions on traffic enforcement in the future.



Sam Zhao

Community Peace Officer # 18742

[sam.z@sundre.com](mailto:sam.z@sundre.com)

T: (403) 638-3551 | F: (403) 638-2100





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Amendment to Council Calendar 2023 and 2024</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

---

### **BACKGROUND/PROPOSAL:**

Council approves the meeting calendar for the year at the annual Organization meeting held in October.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration is requesting an amendment to the 2023 and 2024 Calendar to close the office between Christmas Day and New Years Day.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Council's Strategic Plan Pillar 5 Sustainable & Responsible Governance

### **MOTION:**

That Council approve the amended 2023 and 2024 Meeting Calendars as presented.

### **ATTACHMENTS:**

Schedule "A" 2023 Amended Council Meeting Calendar; and  
Schedule "B" 2024 Amended Council Meeting Calendar.

Date Reviewed: October 19, 2023

Acting CAO:

Chris Allert

# Town of Sundre Meeting Calendar 2023

January						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Regular Council Meeting
Holidays
Council Hiatus
AB Muni's Convention Edmonton
Spring Workshop
New Year's Day - Jan 1
New Year's Day - Jan 2 in lieu
Family Day - Feb 20
Good Friday - April 7
Easter Monday - Apr 10
Victoria Day - May 22
Canada Day - July 1 (July 3rd in Lieu)
Council Hiatus - July 1 - Aug 31
Heritage Day - Aug 7
Labour Day - Sept 4
NDT&R - Sept 30
Thanksgiving - Oct 9
Remembrance Day - Nov 11 (Nov 13 in Lieu)
Christmas Day - Dec 25
Boxing Day - Dec 26
Organizational Meeting
Spring Workshop
Fall Workshop
Open House
FCM - Toronto

# Town of Sundre Meeting Calendar 2024

8.3b

January						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

Regular Council Meeting
OCT. 7 Organizational Meeting
Holidays
Council Hiatus
ABMuni's Convention Red Deer, Sept 25-27
RMA Edmonton, Nov. 4 -7
New Year's Day - Jan 1
Family Day - Feb 19
Good Friday - March 29
Easter Monday - April 1
Victoria Day - May 20
Canada Day - July 1
Council Hiatus - July 1 - Aug 31
Heritage Day - Aug 5
Labour Day - Sept 2
NDT&R - Sept 30
Thanksgiving - Oct 14
Remembrance Day - Nov 11 (Monday)
Christmas Day - Dec 25 (Wednesday)
Boxing Day - Dec 26 (Thursday)
Spring Workshop, April 19-21
Fall Workshop October 18-20
Open House (Spring Mar. 21 / Fall Sept. 12)
FCM - Calgary, June 6-9



## REQUEST FOR DECISION

**COUNCIL DATE:** October 23, 2023

**SUBJECT:** FortisAlberta Franchise Fee for 2024

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.4

---

### **BACKGROUND/PROPOSAL:**

See Report to Council for further details

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

See Report to Council for further details

### **ALIGNMENT WITH STRATEGIC PRIORITIES:**

See Report to Council for further details

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends Council increase the Fortis Franchise Fee to 12.00% for 2024. Such a decision is estimated to have an additional \$1.99/month (\$23.88/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$58,792.

### **COSTS/SOURCE OF FUNDING:**

See Report to Council for further details

### **MOTION:**

The Town of Sundre Council increase the Fortis Alberta Franchise Fee from 10% to 12% effective January 1, 2024.

Date Reviewed: October 19, 2023

ACTED  
CAO:

*Chris O'Brien*



## REPORT TO COUNCIL

**COUNCIL DATE:** October 23, 2023

**SUBJECT:** Fortis Alberta Franchise Fee for 2024

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.4a

---

### **BACKGROUND/PROPOSAL:**

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease, or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2024, FortisAlberta must be notified of the fee change by November 8, 2023. The Town must advertise the fee change for two consecutive weeks. **Therefore, Council must approve any change in the franchise fee at the October 23, 2023 Council meeting.**

The current rate for the Town of Sundre is 10.0%. Council, in approving the rate for 2023, passed the following Motion No. 281-17-10-22

“MOVED by Councillor Dalke that the Town of Sundre Council maintains the Fortis Alberta Franchise Fee at 10% effective January 1, 2023.”

As per Article 5 of the Electric Distribution System Franchise Agreement, the Town of Sundre has the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta. The percentage increase must not go over the agreement’s current cap which is 20%, as was determined by Council during negotiations of the FortisAlberta franchise agreement in April 2013.

In 2013 budget discussions, during budget parameter setting, Council chose to have the franchise fee directly offset taxes rather than being used for specific projects and set the fee at 5%. The franchise fee remained the same until the September 28, 2015 Council meeting when Council increased the rate to 7% for the 2016 fiscal year. The franchise fee, was further adjusted to 8% for the 2017 fiscal year, then to 9% for the 2018 and 2019 fiscal years, and finally to 10% for 2020, 2021, 2022 and 2023.

For comparison purposes, the 2023 franchise fee for each of the seven municipalities within Mountain View County or close proximity are as follows:

Carstairs – 10.0% effective Jan 01/15	Cremona – 10.0% effective Jan 01/16
Didsbury - 17.00% effective Jan 01/16	Olds – 15.00% effective Jan 01/19
Crossfield - 17.00% effective Jan 01/23	Caroline – 12.00% effective Jan 01/21
Sundre – 10.0% effective Jan 01/20	

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Council has the opportunity to increase, decrease or leave the fee the same as long as it does not exceed the 20% cap established in the franchise agreement with FortisAlberta.

Currently, the Town is averaging approximately \$20,500 per month or \$246,000 for the year. Utilizing the Franchise Fee Calculator provided by FortisAlberta the amount of revenues raised for 2024, if the Franchise Fee were left unchanged, would be approximately \$253,210. One philosophical purpose of implementing a franchise fee would be to achieve a return on investment from third-party utilities for the use of municipal assets and agreements, such as land and right of ways. An additional philosophy is the diversification of municipal revenue streams, which would thereby help reduce the required property tax burden and allow for revenue to be generated from entities that would be exempt from municipal property taxes.

As a user of electricity, the Town of Sundre facilities and buildings are also subject to the Franchise Fee. Of the total revenue generated for the Town by the Franchise Fee, it is estimated that approximately 10% to 20% of that revenue is paid by the Town facilities and buildings in increased electricity costs.

To assist Council in determining the impact of the franchise fee on the average residential bill the following estimates were developed utilizing the FortisAlberta Franchise Fee Calculator. Currently, the 10% 2023 Franchise Fee impacts the average bill by \$7.12/month or \$85.43/year

<b><u>Estimated Fee</u></b>	<b><u>Estimated Town Revenue</u></b>	<b><u>Additional Average Bill Impact</u></b>
10%	\$253,210	\$0.47/month or \$5.64/year
11%	\$278,531	\$1.23/month or \$14.76/year
12%	\$303,852	\$1.99/month or \$23.88/year
13%	\$329,173	\$2.75/month or \$33.00/year
14%	\$354,494	\$3.50/month or \$42.00/year

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

This supports Council's strategic pillar of Sustainable & Responsible Governance

**ADMINISTRATIVE RECOMMENDATION:**

Administration recommends Council increase the Fortis Franchise Fee to 12.00% for 2024. Such a decision is estimated to have an additional \$1.99/month (\$23.88/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$58,792.

**COSTS/SOURCE OF FUNDING:**

There is no cost as the Franchise Fee generates revenues for the Town.

**ALTERNATIVE ACTIONS:**

Council can also choose to set the FortisAlberta Franchise Fee at a different percentage for 2024.

**ATTACHMENTS:**

10.00% Franchise Fee Calculation  
 10.00% Residential Bill Impact  
 12.00% Franchise Fee Calculation  
 12.00% Residential Bill Impact  
 2023 Franchise Fees for All Municipalities

---

2023 Current Franchise Fee		10.00%
Franchise Fee Cap		20%
2023 Estimated Revenue	\$	245,060
2024 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$	253,210
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2024 Estimated Franchise Percentage		10.00%
2024 <b>Estimated</b> Franchise Fee Revenue if your Percentage is changed	\$	253,210
Difference in Franchise Fees Collected from 2023 to 2024 with Estimated D&T Rate Changes.		
	\$	8,150

**Please note: All Estimated rate changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, which could be impacted by current economic conditions.**

If your municipality would like to defer adjusting your franchise fees until 2024, here are the key dates to consider. However, adjustments can only be done once per calendar year.

All advertisements are required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks prior to these dates below:

Feb. 15, 2024 (for an April 1, 2024 implementation)  
 May 15, 2024 (For a July 1, 2024 implementation)  
 Aug. 15, 2024 (for an Oct. 1, 2024 implementation)  
 Nov. 15, 2024 (for a Jan. 1, 2025 implementation)



Franchise Fee Estimating Tool is For Information Purposes Only  
 This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption **640 kWh**  
 Billing Period **30 Days**

Existing (Current) Typical Residential Customer Monthly Costs					
<u>Rate 11 (Effective Jan.1, 2023) Distribution Tariff Estimated Rate Filing) Based on Current 10% Franchise Fee</u>					
Delivery Service Charge					
All kWh Delivered	\$	0.071280	640 kWh		\$45.61
Basic Daily Charge	\$	0.55208	30 Days		\$25.59
					<u>\$71.20</u>
Current Franchise Fee			10.00%		\$7.12
			GST	5.0%	\$3.92
					<u>\$82.23</u>
Current Annual Franchise Fee Costs: \$7.12 * 12 = \$85.43					

Proposed Residential Customer Monthly Costs					
<u>Rate 11 (Estimated January 2024 Estimated Distribution Tariff) Based on NEW 10% Franchise Fee</u>					
Delivery Service Charge					
All kWh Delivered*	\$	0.075200	640 kWh		\$48.13
Basic Daily Charge*	\$	0.52540	30 Days		\$27.76
					<u>\$75.89</u>
Estimated Proposed Franchise Fee			10.00%		\$7.59
			GST	5.0%	\$4.17
					<u>\$87.65</u>
Proposed Annual Franchise Fee Cost: \$7.59 * 12 = \$91.06					
* Includes estimated Rate changes.					



2023 Current Franchise Fee		10.00%
Franchise Fee Cap		20%
2023 Estimated Revenue	\$	245,060
2024 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$	253,210
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2024 Estimated Franchise Percentage		12.00%
2024 <b>Estimated</b> Franchise Fee Revenue if your Percentage is changed	\$	303,852
Difference in Franchise Fees Collected from 2023 to 2024 with Estimated D&T Rate Changes.		
	\$	58,792

Please note: All Estimated rate changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, which could be impacted by current economic conditions.

If your municipality would like to defer adjusting your franchise fees until 2024, here are the key dates to consider. However, adjustments can only be done once per calendar year.

All advertisements are required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks prior to these dates below:

Feb. 15, 2024 (for an April 1, 2024 implementation)  
May 15, 2024 (For a July 1, 2024 implementation)  
Aug. 15, 2024 (for an Oct. 1, 2024 implementation)  
Nov. 15, 2024 (for a Jan. 1, 2025 implementation)



Franchise Fee Estimating Tool is For Information Purposes Only  
 This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption **640 kWh**  
 Billing Period **30 Days**

Existing (Current) Typical Residential Customer Monthly Costs					
<b>Rate 11 (Effective Jan.1, 2023) Distribution Tariff Estimated Rate Filing) Based on Current 10% Franchise Fee</b>					
<b>Delivery Service Charge</b>					
All kWh Delivered	\$	0.071250	640 kWh		\$45.61
Basic Daily Charge	\$	0.35298	30 Days		\$25.59
					<b>\$71.20</b>
<b>Current Franchise Fee</b>		<b>10.00%</b>			<b>\$7.12</b>
		GST	5.0%		\$3.92
					<b>\$82.23</b>
<b>Current Annual Franchise Fee Costs: \$7.12 * 12 = \$85.43</b>					

Proposed Residential Customer Monthly Costs					
<b>Rate 11 (Estimated January 2024 Estimated Distribution Tariff) Based on NEW 12% Franchise Fee</b>					
<b>Delivery Service Charge</b>					
All kWh Delivered*	\$	0.075200	640 kWh		\$48.13
Basic Daily Charge*	\$	0.32540	30 Days		\$27.76
					<b>\$75.89</b>
<b>Estimated Proposed Franchise Fee</b>		<b>12.00%</b>			<b>\$9.11</b>
		GST	5.0%		\$4.25
					<b>\$89.25</b>
<b>Proposed Annual Franchise Fee Cost: \$9.11 * 12 = \$109.28</b>					
<b>* Includes estimated Rate changes.</b>					

## MUNICIPAL FRANCHISE FEE RIDERS

**Availability:** Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

### *Price Adjustment:*

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	16%	2023/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	16%	2023/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	5%	2022/04/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	16%	2023/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	9%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.13%	2022/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	7%	2018/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	15%	2023/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	15%	2021/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.91%	2023/01/01	02-0215	Mayerthorpe	12%	2023/04/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	15%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10%	2022/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	17%	2023/03/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	15.3%	2023/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	15.50%	2023/01/01	02-0311	Taber	18%	2020/07/01
04-0273	Ross Haven	0%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
03-0276	Ryley	3%	2016/01/01	02-0318	Tofield	5%	2015/01/01
04-0279	Seba Beach	4%	2014/01/01	04-0324	Val Quentin	0%	2016/01/01
02-0280	Sedgewick	10%	2023/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0331	Viking	8%	2013/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0333	Vulcan	20%	2013/10/01
04-0288	South View	3%	2019/01/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	11%	2020/04/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	0%	2015/01/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	5%	2021/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	0%	2018/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	14.75%	2022/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	17.0%	2023/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	3.91%	2023/01/01
02-0307	Sundre	10%	2020/01/01	04-0354	Yellowstone	3%	2016/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	18%	2023/01/01				



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Departmental Reports – September 2023</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.1</b>

---

### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for September 2023 are provided to Council for their review and information:

- a) Chief Administrative Officer
  - i. Motion Log
  - ii. Appendixes
  - iii. Council Expenses
- b) Fire Chief
- c) Senior Manager Planning & Economic Development
  - i. Planning and Development
  - ii. Economic Development
  - iii. Community Services
- d) Community Peace/Bylaw Officer
- e) Operations
- f) Sundre Library

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

See attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the September 2023 Departmental Reports as information.

### **MOTION:**

That the Town of Sundre Council accept the Departmental Reports for September 2023 as information.

### **ATTACHMENTS:**

Departmental Reports

Date Reviewed: October 19, 2023

Acting CAO Chris Allert



	#/D/M/Y	January 09, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
001	09-01-23	MOVED by Councillor Marr that the Agenda be approved as presented		
002	09-01-23	MOVED by Councillor Vardas that the Minutes of the Regular Meeting Minutes of Council held on December 19, 2022, be approved as presented.		
003	09-01-23	MOVED by Councillor Petersen, that the Town of Sundre Council accepts the Director of Corporate Services, on behalf of the CAO presentation on the History and Status of the Bylaw Review Project initiated in 2018		
004	09-01-23	MOVED by Councillor Anderson, that the Town of Sundre Council recommends that discussions take place regarding the Closing of Recycling Depots, as well as, the Funding and Staffing of Victims Services be considered for inclusion on the January 26, 2023 MAP Agenda.		
005	09-01-23	MOVED by Councillor Vardas, that the Town of Sundre Council accepts the invitation from the Sundre Branch #223 Legion as information.		
006	09-01-23	MOVED by Councillor Dalke, that Council go into closed meeting at 6:30 p.m.		
007	09-01-23	MOVED by Councillor Anderson, that Council return to an open meeting at 7:38 p.m.		
008	09-01-23	MOVED by Councillor Dalke, that the Town of Sundre Council requests Administration to send a letter to notify MVC that the Town of Sundre would like to begin the process to review the current ICF Master agreements.	Legislative Services	Appendix # 1
009	09-01-23	MOVED by Councillor Petersen, that Council go into closed meeting at 7:40 p.m.		
010	09-01-23	MOVED by Councillor Vardas, that Council return to an open meeting at 7:45 p.m.		
011	09-01-23	MOVED by Councillor Petersen, being that the agenda matters have been concluded the meeting adjourned at 7:46 p.m.		
	#/D/M/Y	January 23, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
015	23-01-23	MOVED by Councillor Dalke, that the Agenda be approved and amended as follows: Add: RFD 8.4 Mountain View County All-Council ICC Meeting 13.2 Local Body Confidences, FOIPP Act Section 23 Appendix #24 to Departmental Reports		
016	23-01-23	MOVED by Councillor Anders Andersen, that the Minutes of the Regular Meeting Minutes of Council held on January 9, 2023, be approved as presented.		
017	23-01-23	Mayor and CAO or Gas Utility Manager to sign the attached forms, noting that Council and the CAO and or Gas Utility Manager have reviewed the QMP in its entirety, and the urban gas utility hereby accepts the responsibility for compliance of their distribution system with this plan.		
018	23-01-23	MOVED by Councillor Isaac, that the Town of Sundre Council accepts Administration's verbal presentation for information.		
019	23-01-23	MOVED by Councillor Petersen, that the Town of Sundre Council accepts the CAO's report on Tourism as information.		
020	23-01-23	MOVED by Councillor Isaac, that the Town of Sundre Council direct Administration to coordinate a date for the all-Council ICC Meeting with Mountain View County	Legislative Services	Appendix # 2
021	23-01-23	MOVED by Councillor Dalke, that the Town of Sundre Council accepts the Departmental Reports for Year 2022 as information.		
022	23-01-23	MOVED by Councillor Anderson, that the Town of Sundre Council accepts the Article titled Thank you to You, from the December 9, 2022, edition of the Municipal Information News Network, by author Gord Hume as information.		
023	23-01-23	MOVED by Councillor Marr, that the Town of Sundre Council accept Mayor Warnock's report as information.		
024	23-01-23	MOVED by Councillor Anderson, that Council go into closed meeting at 7:00 p.m.		
025	23-01-23	MOVED by Councillor Petersen, that Council return to an open meeting at 7:38 p.m.		
026	23-01-23	MOVED by Councillor Dalke, that Town of Sundre supports the following recycling service level: Close all recycling sites.		
027	23-01-23	MOVED by Councillor Anderson, being that the agenda matters have been concluded the meeting adjourned at 7:39 p. m.		
	#/D/M/Y	February 6, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status

028	06-02-23	MOVED by Councillor Isaac, that the Agenda be approved and amended or presented as follows: Addition of RFD 9.1 – Amendment to Council Date		
029	06-02-23	MOVED by Councillor Anderson, that the Minutes of the Regular Meeting Minutes of Council held on January 23, 2023, be approved as presented.		
030	06-02-23	MOVED by Councillor Isaac, that the Town of Sundre Council thank Carolyn McTighe for her presentation and accept the Crime Prevention Liaison for Southern Alberta District presentation as information.		
031	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approves the Terms of Reference with changes as presented.		
032	06-02-23	MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for Mainavekidzclub in the amount of \$1,000.00.	Legislative Services	Appendix #3
033	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Olds & District Kiwanis Music Festival in the amount of \$600.	Legislative Services	Appendix #4
034	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Seniors Indoor Walking Club in the amount of \$1,604.	Legislative Services	Appendix #5
035	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Condo Association in the amount of \$1,000. <b>IN FAVOUR: Mayor Warnock, Councillor Petersen, Councillor Marr. OPPOSED: Councillor Anderson, Councillor Dalke, Councillor Isaac. DEFEATED</b>	Legislative Services	Appendix #6
036	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Condo Association in the amount of \$500. <b>IN FAVOUR: Mayor Warnock, Councillor Petersen, Councillor Marr. OPPOSED: Councillor Anderson, Councillor Dalke, Councillor Isaac. DEFEATED</b>	Legislative Services	Appendix #6a
037	06-02-23	MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for The Slingshot Garage in the amount of \$1,100	Legislative Services	Appendix #7
038	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Grad Committee in the amount of \$1,700. <b>OPPOSED: Councillor Dalke opposed</b>	Legislative Services	Appendix #8
039	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for West Country Cruisers-Sundre in the amount of \$1,500.00	Legislative Services	Appendix #9
040	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre & District Historical Society and Sundre and District Chamber of Commerce in the amount of \$2,400.00. <b>OPPOSED: Councillor Dalke opposed</b>	Legislative Services	Appendix #10
041	06-02-23	MOVED by Councillor Dalke, that the Town of Sundre Council approve the Grants to Organizations funding for the Foothills Bluegrass Music Society in the amount of \$2,000.	Legislative Services	Appendix #11
042	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Volunteer Search and Rescue Society in the amount of \$2,000 to be utilized for the Electrical and Heating installation in the proposed expansion project. <b>OPPOSED: Councillor Isaac</b>	Legislative Services	Appendix #12
043	06-02-23	MOVED by Councillor Andersen, that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Rodeo and Race Association in the amount of \$5,000. 00.	Legislative Services	Appendix #13
044	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council defer funding for Sundre Minor Hockey (nets) as this may be considered an Operational item under Community Services.	Legislative Services	Appendix #14
045	06-02-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Minor Hockey (Jerseys) in the amount of \$0.00.	Legislative Services	Appendix #15
046	06-02-23	MOVED by Councillor Anderson, that the Town of Sundre Council approve the to Organizations funding for Suds & Sundries in the amount of \$5,000.	Legislative Services	Appendix #16
047	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council approve the Grants to Organizations funding for Greenwood Neighbourhood Place, Sundre Seniors Connection program in the amount of \$2,000.	Legislative Services	Appendix #17



048	06-02-23	MOVED by Councillor Isaac, that the Town of Sundre Council approve the change to the Regular Council Meeting Scheduled for February 27th to February 21st, 2023 in alignment with Procedural Bylaw 2022-06.		
049	06-02-23	MOVED by Councillor Petersen, that the Town of Sundre Council accepts the correspondence to the CAO of Mountain View County as information.		
050	06-02-23	MOVED by Councillor Anderson, that Council go into closed meeting at 7:23 p.m.		
051	06-02-23	MOVED by Councillor Marr, being that the agenda matters have been concluded the meeting adjourned at 7:54 p.m.		
	<b>#/D/M/Y</b>	<b>February 21, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
052	21-02-23	MOVED by Councillor Petersen that the Agenda be approved amended as follows: 1. Move 8.2_RFD 3rd Quarter 2022 Sundre RCMP Report to 5.2 under Delegations. 2. Add Closed Meeting under FOIP s. 17 Disclosure Harmful to Private Information.		
053	21-02-23	MOVED by Councillor Anderson that the Minutes of the Regular Meeting Minutes of Council held on February 6, 2023, be approved as presented.		
054	21-02-23	MOVED by Councillor Isaac that the Town of Sundre Council thank the Town of Sundre Fire Department for the Lucas Resuscitation (CPR) demonstration and accept as information.		
055	21-02-23	MOVED by Councillor Isaac that the Town of Sundre Council accept the Sundre RCMP Detachment 3 <sup>rd</sup> Quarter 2022 Statistics Report as information		
056	21-02-23	MOVED by Councillor Petersen that the Town of Sundre Council proclaim the week of June 5 - 11, 2023 as "Senior's Week" in the Town of Sundre.		
057	21-02-23	MOVED by Councillor Anderson that the Town of Sundre Council direct administration to submit the resolution to the Alberta Municipalities Resolution Session no later than May 31, 2023.	Legislative Services	Completed
058	21-02-23	MOVED by Councillor Petersen that the Town of Sundre Council accept the information provided regarding applying to the Calgary Flames for new hockey nets for the arena as information.		
059	21-02-23	MOVED by Councillor Anderson that the Town of Sundre Council accept the CAO's verbal report as information		
060	21-02-23	MOVED by Councillor Dalke that the Town of Sundre Council accept the Departmental Reports for January 2023 as information.		
061	21-02-23	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's January 2023 report as information.		
062	21-02-23	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Marr's January 2023 report as information.		
063	21-02-23	MOVED by Councillor Dalke that Council go into closed meeting at 6:57 p.m.		
064	21-02-23	MOVED by Councillor Dalke that Council return to an open meeting at 7:07 p.m.		
065	21-02-23	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:07 p.m.		
	<b>#/D/M/Y</b>	<b>March 13, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
66	13-03-23	MOVED by Councillor Isaac, that the Agenda be approved as presented.		
067	13-03-23	MOVED by Councillor Petersen, that the Minutes of the Regular Meeting Minutes of Council held on February 21, 2023, be approved as presented.		
068	13-03-23	MOVED by Councillor Isaac, that the Town of Sundre Council thank Sundre Rodeo & Race Association for the presentation and accept the presentation as information.		
069	13-03-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the amended Arena Facility & Ice Allocation Policy E-004-00-POL as presented.		
070	13-03-23	MOVED by Councillor Vardas, that the Town of Sundre Council could approve the relaxation of Noise Bylaw 818 s.16(b), as requested.	Legislative Services	Appendix #18
071	13-03-23	MOVED by Councillor Petersen, that the Town of Sundre Council accept the Q4 2022 Quarterly Financial Reports, as information.		
072	13-03-23	MOVED by Councillor Isaac, that the Town of Sundre Council accept the CAO's verbal report on the 2023 Alberta Tourism Advocacy Summit as information.		
073	13-03-23	MOVED by Councillor Vardas, that the Town of Sundre Council accept the Minister of Health letter as information, and that the Mayor request a meeting with MLA Nixon to discuss the letter.	Legislative Services	Appendix #19
074	13-03-23	MOVED by Councillor Marr, that the Town of Sundre Council accept the Sundre Daycare Centre letter as information.		

075	13-03-23	MOVED by Councillor Peterson, that Council go into closed meeting at 8:10 p.m.		
076	13-03-23	MOVED by Councillor Marr, that Council return to an open meeting at 9:06 p.m.		
077	13-03-23	MOVED by Councillor Isaac, being that the agenda matters have been concluded the meeting adjourned at 9:07 p.m.		
	<b>#/D/M/Y</b>	<b>March 27, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
078	27-03-23	MOVED by Councillor Isaac, that the Agenda be approved as presented.		
079	27-03-23	MOVED by Councillor Anderson, that the Minutes of the Regular Meeting Minutes of Council held on March 13, 2023, be approved as presented.		
080	27-03-23	MOVED by Councillor Isaac, that the Town of Sundre Council thank Linda Nelson for her service to the Town of Sundre, Emergency Management Services and other municipalities for her dedicated service and recognizes the significance of the Queens Jubilee Medal that was presented to Linda Nelson by MLA Jason Nixon.		
081	27-03-23	MOVED by Councillor Petersen, that the Town of Sundre Council give First Reading to Bylaw 2023-01, being a Bylaw to adopt the Mountain Springs Area Structure Plan.		
082	27-03-23	MOVED by Councillor Isaac, that the Town of Sundre accept the Mountain View Regional Film Office presentation as information.		
083	27-03-23	MOVED by Councillor Marr, that the Town of Sundre Council approve the McElhanney Engineering proposal for Funding the Underground Infrastructure Replacement Plan with funding in the amount of \$110,000, to be drawn from General Corporate Stabilization RSA.  <b>Councillor Dalke opposed</b>		
084	27-03-23	MOVED by Councillor Petersen, that the Town of Sundre Council proclaim the week of May 21 <sup>st</sup> - 27 <sup>th</sup> , 2023, as "National Public Works Week".		
085	27-03-23	MOVED by Councillor Anderson, that the Town of Sundre Council accept the CAO report on the March 23, 2023, Open House as information.		
086	27-03-23	MOVED by Councillor Marr, that the Town of Sundre Council accept the Departmental Reports for February 2023 as information		
087	27-03-23	MOVED by Councillor Isaac, that the Town of Sundre Council approve the change to the Regular Council Meeting scheduled for May 29 <sup>th</sup> to May 30 <sup>th</sup> , 2023.		
088	27-03-23	MOVED by Councillor Anderson, that the Town of Sundre Council accept Mayor Warnock's February 2023 report as information.		
089	27-03-23	MOVED by Councillor Petersen, that the Town of Sundre Council accept Councillor Marr's February 2023 report, as information.		
090	27-03-23	MOVED by Councillor Marr, that the Town of Sundre Council Anderson's January 2023 report as information.		
091	27-03-23	MOVED by Councillor Anderson, that the Town of Sundre Council go into a closed meeting at 7:00 p.m.		
092	27-03-23	MOVED by Councillor Anderson, that the Town of Sundre Council return to an open meeting at 7:20p.m.		
093	27-03-23	MOVED by Councillor Petersen, being that the agenda matters have been concluded the meeting adjourned at 7:21 p.m.		
	<b>#/D/M/Y</b>	<b>April 11, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
094	11-04-23	MOVED by Councillor Vardas that the Agenda be approved as presented		
095	11-04-23	MOVED by Councillor Anderson that the Minutes of the Regular Meeting Minutes of Council held on March 27, 2023, be approved as presented		
096	11-04-23	MOVED by Councillor Vardas that the Town of Sundre Council give First Reading to Bylaw 2023-03, 2023 Tax Rate Bylaw		
097	11-04-23	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2023-03, 2023 Tax Rate Bylaw		
098	11-04-23	MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2023-03, 2023 Tax Rate Bylaw		
099	11-04-23	MOVED by Councillor Marr that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-03, 2023 Tax Rate Bylaw		
100	11-04-23	MOVED by Councillor Isaac that the Town of Sundre approve the fee waiver for the Community Centre in the amount of \$169.25, to be funded from Council Discretionary Contributions to Local Organizations, for the second Annual Job Fair to take place April 27th, 2023		
101	11-04-23	MOVED by Councillor Anderson that the Town of Sundre Council accept Mayor Warnock' report as information		

102	11-04-23	MOVED by Councillor Isaac that the Town of Sundre Council accept the CAO's update on the Lagoon project as information		
103	11-04-23	MOVED by Councillor Anderson that the Town of Sundre Council amend the Minutes of December 5, 2022, to reflect Motion #348-05-12-22 as follows:  The Town of Sundre Council adopts the 2023 Four-Year Operating Budget and Ten-Year Capital Plan as presented with total operating cash expenditures of \$9,067,227; \$9,241,963; \$9,412,090; \$9,598,331 and total operational revenues of \$5,112,850; \$5,129,350; \$5,134,850; \$5,149,850 in 2023, 2024, 2025 and 2026 respectively. With the remaining \$3,954,377; \$4,112,613; \$4,277,240; \$4,448,481 in 2023, 2024, 2025, 2026 respectively to be funded through taxation, Fortis Franchise Fee, MSI Operating Grant and Restricted Surplus Accounts where identified."		
104	11-04-23	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:33 p.m.		
Mayor Warnock called a 5 minutes recess at 6:34 p.m.				
Benazir Thaha Valencia left the meeting at 6:48 p.m.				
Chris Albert left the meeting at 7:13 p.m.				
Councillor Anderson left the meeting at 7:20 p.m.				
105	11-04-23	MOVED by Councillor Isaac that the Town of Sundre Council return to an open meeting at 7:25 p.m.		
106	11-04-23	MOVED by Councillor Isaac being that agenda matters have been concluded the meeting adjourned at 7:26 p.m.		
	<b>#/D/M/Y</b>	<b>April 21, 2023 Special Closed Council Meeting (Spring Workshop)</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
107	21-04-23	MOVED by Councillor Marr that the agenda be approved as presented		
108	21-04-23	MOVED by Councillor Isaac that Council go into closed meeting at 9:12 a.m. on April 21, 2023.		
		Mayor Warnock called a 10 minute recess at 10:05 a.m.		
		Mayor Warnock reconvened the meeting at 10:15 a.m.		
		Mayor Warnock called a 10 minute recess at 11:00 a.m.		
		Mayor Warnock reconvened the meeting at 11:10 a.m.		
		Mayor Warnock called a 50 minute recess at 12:10 p.m.		
		Mayor Warnock reconvened the meeting at 1:00 p.m.		
		Mayor Warnock called a 10 minute recess at 2:15 p.m.		
		Mayor Warnock reconvened the meeting at 2:25 p.m.		
		Mayor Warnock called a 10 minute recess at 2:57 p.m.		
		Mayor Warnock reconvened the meeting at 3:07 p.m.		
		Mayor Warnock recessed the April 21, 2023 meeting at 4:00 p.m.		
		Mayor Warnock reconvened the meeting on April 22, 2023 at 9:00 a.m.		
		Mayor Warnock called a 10 minute recess at 10:00 a.m.		
		Mayor Warnock reconvened the meeting at 10:10 a.m.		
		Mayor Warnock called a 10 minute recess at 11:10 a.m.		
		Mayor Warnock reconvened the meeting at 11:20 a.m.		
		Mayor Warnock called a 45 minute recess at 12:25 p.m.		
		Mayor Warnock reconvened the meeting at 1:10 p.m.		
		Ross Clews, Benazir Thaha Valencia, Jim Hall and Shantele Smith left the April 22, 2023 meeting at 1:30 p.m.		
		Mayor Warnock called a 5 minute recess at 2:50 p.m.		
		Mayor Warnock reconvened the meeting at 2:55 p.m.		
		Mayor Warnock recessed the April 22, 2023 meeting at 4:35 p.m.		
		Mayor Warnock reconvened the meeting on April 23, 2023 at 9:00 a.m.		
		Mayor Warnock called a 15 minute recess at 10:00 a.m.		
		Mayor Warnock reconvened the meeting at 10:15 a.m.		
		Mayor Warnock called a 50 minute recess at 12:10 p.m.		
		Chris Albert, and Betty Ann Fountain left the April 23 meeting at 12:50 p.m.		
		Mayor Warnock reconvened the meeting at 1:00 p.m.		
		Linda Nelson, CAO left the April 23, 2023 meeting at 2:57 p.m.		
		Linda Nelson, CAO returned to the meeting at 3:14 p.m. on April 23, 2023.		
109	21-04-23	MOVED by Councillor Anderson that Council return to open meeting at 3:15 p.m. on April 23, 2023.		
110	21-04-23	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 3:16 p.m. on April 23, 2023.		

	#/D/M/Y	April 24, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
111	24-04-23	MOVED by Councillor Anderson that the agenda be approved as amended: 1. Add 13.3: Local Public Body Confidences, FOIPP Section 23		
112	24-04-23	MOVED by Councillor Vardas the the Minutes of the Regular Council Meeting of Council held on April 11, 2023 be approved as presented.		
113	24-04-23	MOVED by Councillor Vardas that the Town of Sundre Council thank the representatives of KPMG LLP and accept their presentation as information.		
114	24-04-23	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 6:07 p.m. with the Mayor advising that the public is welcom to return to the Regular Council meeting at the conclusion of the closed meeting.		
CAO Linda Nelson and Director of Corporate Services, Chris Albert, left the meeting at 6:21 p.m.				
115	24-04-23	MOVED by Councillor Vardas that Council return to an open meeting at 6:27 p.m.		
116	24-04-23	MOVED by Councillor Isaac that the Town of Council move to accept the 2022 Auditor's Report and approve the 2022 Audited Financial Statements; and		
117	24-04-23	MOVED by Councillor Anderson that the Town of Sundre Council move to approve the 2022 Financial Information document; and		
118	24-04-23	Furthermore, MOVED by Councillor Marr that the Town of Sundre Council direct Administration to forward said documents to the Minister as prescribed by Section 278 of the <i>Municipal Government Act</i> .		
119	24-04-23	MOVED by Councillor Petersen that the Town of Sundre Council accept the Departmental Reports for March 2023 as information.		
120	24-04-23	MOVED by Councillor Marr that the Town of Sundre Council accept Mayor Warnock's report as information.		
121	24-04-23	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Mountain View Seniors' Housing as information.		
122	24-04-23	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Honourable Jason Nixon, MLA as information.		
123	24-04-23	MOVED by Councillor Dalke that the Town of Sundre accept the letter of support to the Sundre & District Museum for Alberta Cultur Days 2023 as information.		
124	24-04-23	MOVED by Councillor Marr that the Town of Sundre Council accept the letter and the CAO's verbal update pertaining to concerns of 5G installations as information.		
125	24-04-23	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 6:56 p.m.		
Mayor Warnock called a 5 minute recess at 6:56 p.m.				
126	24-04-23	MOVED by Councillor Isaac that Council return to an open meeting at 7:27 p.m.		
127	24-04-23	MOVED by Councillor Anderson that Council authorize the Mayor to sign the letter to the Province of Alberta as requested by the Mayor of Ponoka.		
128	24-04-23	MOVED by Councillor Anderson being that the agena matters have been concluded the meeting adjourned at 7:30 p.m.		
	#/D/M/Y	May 8, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
129	08-05-23	MOVED by Councillor Dalke that the agenda be approved as amended: 1. Remove 3.2 from the Agenda, Councillor Anderson will be attending the meeting via google meets. 2. Amend 13.1 from Advice from Officials, FOIPP Section 24 to Privileged Information, FOIPP Section 27.		
130	08-05-23	MOVED by Councillor Vardas that the Minutes of the Special Council Meeting held on April 21, 2023, be approved as presented.		
131	08-05-23	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting held on April 24, 2023, be approved as presented.		
132	08-05-23	MOVED by Councillor Marr that the Town of Sundre accept Ms. Berg's presentation as information.		
Councillor Dalke left the meeting at 6:14 p.m.				
Councillor Dalke returned to the meeting at 6:16 p.m.				
133	08-05-23	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$10,000 to the Fire - Capital RSA in unspent funding for the Unit 581 ATV Utility Cart capital project. Councillor Isaac joined the meeting att 6:23 p.m. Abstaining: Councillor Isaac In Favour: Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Vardas, Councillor Anderson Opposed: Councillor Dalke		

134	08-05-23	MOVED by Councillor Marr that the Town of Sundre Council approves the transfer of \$2123 to the Fire - Capital RSA in unspent funding for the Unit 570 Honda quad capital project.		
135	08-05-23	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$2,404 to the Municipal Lifecycling RSA in unspent funding for the Port-a-Potties capital project.		
136	08-05-23	MOVED by Councillor Vardas that the Town of Sundre Council approves the transfer of \$5,674 to the Municipal New Projects RSA in unspent funding for the Council Chambers Upgrade capital project.		
137	08-05-23	MOVED by Councillor Isaac that the Town of Sundre Council approves the transfer of \$15,093 to the Municipal Lifecycling RSA in unspent funding for the Sweeper Unit 1138 capital project.		
138	08-05-23	MOVED by Councillor Marr that the Town of Sundre Council approves the allocation of the \$719,539 of 2021 and 2022 operational surpluses for transfer as follows: \$471,038 to General Corporate Stabilization RSA, \$32,688 to Corporate Services Stabilization RSA, \$14,077 to Protective Services Stabilization RSA, \$82,063 to Development Stabilization RSA, and \$119,673 to Community Services Stabilization RSA. In Favour: Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Vardas, Councillor Anderson Opposed: Councillor Dalke		
139	08-05-23	MOVED by Councillor Vardas that the Town of Sundre Council approve the revised waste services agreement, and the Mayor and CAO be authorized to sign the agreement on behalf of the Town.		
140	08-05-23	MOVED by Councillor Marr that the Town of Sundre Council approves the Joint Use and Planning Agreement between the Town of Sundre and Chinook's Edge School Division, and that the Mayor and CAO be authorized to sign the agreement on behalf of the Town of Sundre. In Favour: Mayor Warnock, Councillor Marr, Councillor Isaac, Councillor Vardas, Councillor Anderson Opposed: Councillor Dalke		
141	08-05-23	MOVED by Councillor Isaac that the Town of Sundre Council approves the Lease Agreement between the Town of Sundre and Chinook's Edge School Division, and that the Mayor and CAO be authorized to sign the agreement on behalf of the Town of Sundre.		
142	08-05-23	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's Key Messages from the April 13, 2023, Municipal Area Partnership meeting as information.		
143	08-05-23	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 7:05 p.m.		
144	08-05-23	MOVED by Councillor Isaac that Council return to an open meeting at 8:20 p.m.		
145	08-05-23	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 8:21 p.m.		
	<b>#/D/M/Y</b>	<b>May 30, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
146	30-05-23	MOVED by Council Isaac that the Agenda be amended as follows: Item 6.1: Bylaw 2023-02, Replace Pages 10 and 25; item 12.: Addition of Item 12.2 - West Country Cruisers Invitation		
147	30-05-23	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting held on May 8, 2023 be approved as presented.		
148	30-05-23	MOVED by Councillor Petersen that the Town of Sundre Council give first reading to Bylaw 2023-02 being a bylaw to amend the Land Use Bylaw.		
149	30-05-23	MOVED by Councillor Anderson that the Town of Sundre Council set Monday, June 26, 2023 at 6:00 p.m. for a Public Hearing for Bylaw 2023-02 Land Use Bylaw Amendment.		
150	30-05-23	MOVED by Councillor Marr that the Town of Sundre Council accept the Q1 2023 Quarterly Financial Reports as information.		
151	30-05-23	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter from the Safety Codes Council approving the results of the 2022 annual internal review for the building, plumbing, gas, electric and fire disciplines for the Town of Sundre as information.		
152	30-05-23	MOVED by Councillor Anderson that the Town of Sundre Council approve additional funding in the amount of \$4,500.00 for the Chamber of Commerce for 2023	Legislative Services/Corporate Services	Appendix #21
153	30-05-23	MOVED by Councillor Petersen that the Town of Sundre Council approve that the additional funds for the Chamber of Commerce be drawn from the General Corporate Stabilization Fund		



154	30-05-23	MOVED by Councillor Vardas that the Town of Sundre Council directs administration to open negotiations with the Chamber of Commerce for future funding with information to be brought forward to Fall Workshop	Legislative Services/Corporate Services	Appendix # 21a
155	30-05-23	MOVED by Councillor Petersen that the Town of Sundre Council approve additional funding in the amount of \$55,000.00 for the Aquaplex for 2023. In Favour: None. Opposed: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr, Councillor Isaac, Councillor Vardas <b>DEFEATED</b>		
156	30-05-23	MOVED by Councillor Marr that the Town of Sundre Council approve additional funding in the amount of \$5,000.00 for the Aquaplex for 2023. In favour: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr. Opposed: Councillor Isaac, Councillor Vardas <b>CARRIED</b>	Legislative Services/Corporate Services	Appendix # 22
157	30-05-23	MOVED by Councillor Dalke that the Town of Sundre Council approve that the additional funds for the Aquaplex be drawn from the General Corporate Stabilizaation Fund. In Favour: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr. Opposed: Councillor Isaac, Councillor Vardas. <b>CARRIED</b>		
158	30-05-23	MOVED by Councillor Marr that the Town of Sundre Council approve funding in the amount of \$15,000.00 in 2023 for the Chinooks Edge School Division. In Favour: None. Opposed: Mayor Warnock, Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Marr, Councillor Isaac, Councillor Vardas. <b>DEFEATED</b>	Legislative Services	Appendix # 23
159	30-05-23	MOVED by Councillor Vardas that the Town of Sundre Council approve the appointment of Mr. Allan Tarnoczi to the Sundre Library Board, for a 3-year term beginning June 1, 2023, ending October 31, 2026	Legislative Services	Appendix # 24
160	30-05-23	MOVED by Councillor Anderson that the Town of Sundre Council accept the Departmental Reports for April 2023 as information		
161	30-05-23	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's April 2023 report as information		
162	30-05-23	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Isaac's April 2023 report as information		
163	30-05-23	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's March and April 2023 reports as information		
164	30-05-23	MOVED by Councillor Marr that the Town of Sundre Council accept the Key Messages of Council for the month of April 2023 as information		
165	30-05-23	MOVED by Councillor Dalke that the Town of Sundre Council accept the invitation to participate in the annual Innisfail Rodeo Parade, Saturday, June 17, 2023 at 10:30 a.m. Administration to prepare the Innisfail Rotary Rodeo Parade Registration Form	Legislative Services	Appendix #25
166	30-05-23	MOVED by Councillor Petersen that the Town of Sundre Council accept the invitation for Mayor Warnock or designate, to participate in the West Country Cruisers awards presentation on July 1, 2023 at 1:30 p.m.	Legislative Services	Appendix # 26
167	30-05-23	MOVED by Councillor Anderson that the Town of Sundre Council go into a closed meeting at 7:30 p.m.		
Mayor Warnock called a 5 minute recess at 7:30 p.m.				
Mayor Warnock resumed the Closed Meeting at 7:35 p.m.				
168	30-05-23	MOVED by Councillor Isaac that Council return to an open meeting at 9:59 p.m.		
169	30-05-23	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 10:00 p.m.		
	<b>#/D/M/Y</b>	<b>June 12, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
170	12-06-23	MOVED by Councillor Isaac that the Agenda be approved as presented		
171	12-06-23	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting held on May 30, 2023, be approved as presented.		
172	12-06-23	MOVED by Councillor Dalke that the Town of Sundre Council give First Reading to Bylaw 2023-04 being a bylaw to amend the Land Use Bylaw.		
173	12-06-23	MOVED by Councillor Isaac that the Town of Sundre Council set Monday, June 26 <sup>th</sup> , 2023, at 6: 00 p.m. for a Public Hearing to Bylaw 2023-04 Land Use Bylaw Amendment.		
174	12-06-23	MOVED by Councillor Marr that the Town of Sundre Council proclaim June 15, 2023, as World Elder Abuse Awareness Day in the Town of Sundre.		

175	12-06-23	Moved by Councillor Marr that the Town of Sundre Council fly the Elder Abuse Awareness Day Flag at the Town of Sundre office June15, 2023, in the Town of Sundre. In Favour: Councillor Anderson and Councillor Isaac Opposed: Mayor Warnock, Councillor Petersen, Councillor Dalke, Councillor Marr, Councillor Vardas. <b>DEFEATED</b>		
176	12-06-23	Moved by Councillor Isaac that the Town of Sundre Council direct Administration to draft a letter to Spruce to explain the future direction on Flag protocols in the future.	Legislative Services	Pending Review of Letter Appendix # 27
177	12-06-23	MOVED by Councillor Petersen that the Town of Sundre Council accept the Sundre Municipal Library 2022 Year End Financial Report as information.		
178	12-06-23	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 6:15 p.m.		
179	12-06-23	MOVED by Councillor Dalke that Council return to an open meeting at 7:01 p.m.		
180	12-06-23	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:02 p.m.		
	<b>#/D/M/Y</b>	<b>June 26, 2023 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
181	26-06-23	That the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2023-02, being a "housekeeping" amendment to Land Use Bylaw Land Use Bylaw 2022-10		
182	26-06-23	That the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2023-04, by adding two (2) site specific exceptions to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 19; Civic Address: 104 Main Avenue East; and to allow the installation of two (2) "c-can" type storage containers for the west side bay, and the manufacturing of recreational style "cabins" in the east side bay, and further an amendment to the definition for Custom Manufacturing Establishments.		
183	26-06-23	MOVED by Councillor Vardas that the Agenda be amended as follows: 1. Replacement of RFD 8.2a 2. Replacement of the first page of Fire Department, May 2023 Departmental Report. 3. Bowden Parade		
184	26-06-23	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting held on June 12, 2023, be approved as presented.		
185	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council give Second reading to Bylaw 2023-02 being a bylaw to amend the Land Use Bylaw		
186	26-06-23	MOVED by Councillor Dalke that the Town of Sundre Council give Third and Final reading to Bylaw 2023-02 being a bylaw to amend the Land Use Bylaw.		
187	26-06-23	MOVED by Councillor Petersen that the Town of Sundre Council give Second Reading to Bylaw 2023-04 being a Bylaw to amend the Land Use Bylaw		
188	26-06-23	MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-04.		
189	26-06-23	MOVED by Councillor Dalke that the Town of Sundre Council give First Reading to Bylaw 2023-05 being a Bylaw to amend the Land Use Bylaw Map by redesignating a parcel legally described as Plan 1347GF, Block 1, Lots 8-12 from General Residential (R-2) to Central Commercial District (C-1).		
190	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council set Tuesday, September 5, 2023, at 6:00 p.m. for a Public Hearing to Bylaw 2023-05 Land Use Bylaw Amendment.		
191	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council re-address the one way and bring back to the Fall Workshop for clarification of the level of service.	Legislative Services	Fall Workshop
192	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council accept the attached Traffic Study of Highway 27 Eastbound at 7 <sup>th</sup> St. SW, as information.		
193	26-06-23	MOVED by Councillor Marr that the Town of Sundre Council accept the report from the Director of Corporate Services as information.		

194	26-06-23	<p>MOVED by Councillor Dalke that the Town of Sundre Council moves to set a reserve bid of \$145,000 for Lot 8, Block 1, Plan 4875FQ, Sundre, AB, and furthermore,</p> <p>The property identified by Roll No. 914000 will be offered for sale by public auction, at the Town Office on Wednesday, October 25th, 2023, at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,</p> <p>A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.</p>		
195	26-06-23	<p>MOVED by Councillor Vardas that the Town of Sundre Council moves to set a reserve bid of \$175,000 for THE NORTHERLY 280 FT. OF THE WESTERLY 580 FT. OF THE SW ¼ SEC.33, TWP 32, RGE 5, W5M Sundre, AB, and furthermore,</p> <p>The property identified by Roll No. 4305000 will be offered for sale by public auction, at the Town Office on Wednesday, October 25th, 2023, at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore,</p> <p>A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty days from the date of the auction or the deposit will be forfeited, and the Town will consider the next bid.</p>		
196	26-06-23	<p>MOVED by Councillor Dalke that the Town of Sundre Council direct administration to proceed with the dog park project at a cost not to exceed \$30,000.00 plus GST, with funds to be drawn from the Municipal New Projects RSA.</p> <p>In Favour: Councillor Marr, Councillor Dalke</p> <p>Opposed: Councillor Anderson, Councillor Vardas, Councillor Petersen, Warnock</p> <p><b>DEFEATED</b></p>		
197	26-06-23	<p>MOVED by Councillor Vardas that council direct administration to bring information back based on the results of the eastside campground lands and further discussions with developers and bring information to a special council.</p> <p>In Favor: Councillor Anderson, Councillor Petersen, Mayor Warnock, Councillor Marr, Councillor Vardas</p> <p>Opposed: Councillor Dalke</p> <p><b>CARRIED</b></p>	Legislative Services	Special Council Meeting to be Scheduled
198	26-06-23	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre West Country Centre in the amount of \$1,500.00	Legislative Services	Appendix #28
199	26-06-23	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Chamber of Commerce Visitor Information Centre in the amount of \$9,941.35.	Legislative Services	Appendix #29
200	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Broncs, Bulls and Wagons in the amount of \$3,000.00.	Legislative Services	Appendix #30
201	26-06-23	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Community Choir & Handbells in the amount of \$750.00.	Legislative Services	Appendix #31
202	26-06-23	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Pickleball Association in the amount of \$1,000.00.	Legislative Services	Appendix #32
203	26-06-23	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for Youth Hoops Basketball Camp in the amount of \$800.00.	Legislative Services	Appendix #33



204	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Sundre & District Allied Arts Society in the amount of \$5,000.00.	Legislative Services	Appendix #34
205	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for the Play 4 Sundre Kidz in the amount of \$500.00.	Legislative Services	Appendix #35
206	26-06-23	MOVED by Councillor Petersen that the Town of Sundre Council approve the transfer of \$1604.00 to the Council Discretionary Fund.		
207	26-06-23	MOVED by Councillor Petersen that the Town of Sundre Council directs administration to advertise that a 3rd Intake of applications will not be considered.	Legislative Services	Appendix #36
208	26-06-23	MOVED by Councillor Marr that the Town of Sundre Council accept the Departmental Reports for May 2023 as information.		
209	26-06-23	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's, Councillor Marr's and Councilor Isaac's May 2023 reports as information.		
210	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council accept the Key Messages of Council for the month of May 2023 as information.		
211	26-06-23	MOVED by Councillor Peterson that the Town of Sundre Council accept the letter from Alberta Municipal Affairs Minister, Ric McIver as information.		Appendix #37
212	26-06-23	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 8:33 p.m.		
213	26-06-23	MOVED by Councillor Dalke that the Town of Sundre Council that Council return to an open meeting at 9:02 p.m.		
214	26-06-23	MOVED by Councillor Anderson that the Town of Sundre being that the agenda matters have been concluded the meeting adjourned at 9:03 p.m.		
	<b>#/D/M/Y</b>	<b>August 14, 2023 Special Open Council Meeting (Dog Park Decision)</b>		
<b>Res. #</b>	<b>Date</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
215	14-08-23	MOVED by Councillor Anderson that the agenda be approved as amended. 1. Remove Item 6.1 – Closed Meeting		
216	14-08-23	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting held on June 26, 2023, be approved as presented.		
217	14-08-23	MOVED by Councillor Dalke that the Town of Sundre Council direct administration to proceed with the temporary off-leash dog park project at a cost not to exceed \$21,587.00 plus GST, with funds to be drawn from the Municipal New Projects RSA  In Favour: Councillor Dalke, Councillor Marr, Councillor Petersen, Mayor Warnock Opposed: Councillor Vardas, Councillor Anderson <b>CARRIED</b>		
218	14-08-23	MOVED by Councillor Marr that the Town of Sundre Council approves accepting the AIC Construction tender and a revised total project budget of \$2.9 M, with the additional \$1,094,000 to be drawn from the Utility Lifecycling RSA, net of outside funding received for this project.		
219	14-08-23	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 3:42 p.m.		

	#/D/M/Y	September 5, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
220	05-09-23	MOVED by Councillor Anderson that the Council of the Town of Sundre has received sufficient information to close the Public Hearing pertaining to Bylaw 2023-05, being an amendment to the Land Use Bylaw Map.		
221	05-09-23	MOVED by Councillor Vardas that the Agenda be approved amended as follows: 1. Addition of 4 Items under FOIPP 24, Advice from Officials		
222	05-09-23	MOVED by Councillor Marr that the Minutes of the Special Open Meeting of Council held on August 14, 2023 be approved as presented.		
223	05-09-23	MOVED by Councillor Petersen that the Town of Sundre Council thank Ms. Lisa Nicholson for the Hope 4 MVC Kids Society presentation and accept the presentation as information.		
224	05-09-23	MOVED by Councillor Vardas that the Town of Sundre Council give Second Reading to Bylaw 2023-05, being a Bylaw to amend the Land Use Bylaw Map by redesignation a parcel legally described as Plan 1347GF, Block 1, Lots 8-12 from General Residential (R-2) to Central Commercial District (C-1).		
225	05-09-23	MOVED by Councillor Isaac that the Town of Sundre give Third and Final Reading to Bylaw 230-05, being a Bylaw to amend the Land Use Bylaw Map by redesignating a parcel legally described as Plan 1347GF, Block 1, Lots 8-12 from General Residential (R-2) to Central Commercial District (C-1).		
226	05-09-23	MOVED by Councillor Anderson that the Town of Sundre give First Reading to Bylaw 2023-06 a Bylaw to Authorize Temporary Borrowing Facilities.		
227	05-09-23	MOVED by Councillor Petersen that the Town of Sundre give Second Reading to Bylaw 2023-06 being a Bylaw to Authorize Temporary Borrowing Facilities.		
228	05-09-23	MOVED by Councillor Anderson that the Town of Sundre give Unanimous Consent to proceed to third reading by Bylaw 2023-06 being a Bylaw to Authorize Temporary Borrowing Facilities.		
229	05-09-23	MOVED by Councillor Marr that the Town of Sundre give Third and Final Reading to Bylaw 2023-06 being a Bylaw to Authorize Temporary Borrowing Facilities.		
230	05-09-23	MOVED by Councillor Vardas that the Town of Sundre Council accept the Q2 2023 Quarterly Financial Reports as information.		
231	05-09-23	MOVED by Councillor Isaac that the Town of Sundre Council proclaim the week of September 19th to 22nd, 2023 as Alberta Development Officers Week in the Town of Sundre.		
232	05-09-23	MOVED by Councillor Isaac that the Town of Sundre Council accept the Sundre RCMP Detachment 1st Quarter 2023 Statistics Report as information.		
233	05-09-23	MOVED by Councillor Anderson that the Town of Sundre Council accept the update from Sundre & District Museum as information	Corp. Services / Communications post event information to website and Utility Insert	Appendix #38 Completed
234	05-09-23	MOVED by Councillor Marr that Council go into closed meeting at 7:33 p.m.		
Mayor Warnock called a 5 minute recess at 7:33 p.m.				
235	05-09-23	MOVED by Councillor Vardas that Council return to an open meeting at 8:34 p.m.		
236	05-09-23	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:34 p.m.		
	#/D/M/Y	September 18, 2023 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
237	18-09-23	MOVED by Councillor Isaac that the Agenda be approved as amended as follows: 1. 3.2 Councillor absence confirmed by the CAO; 2. Remove Closed Session 13.1		
238	18-09-23	MOVED by Councillor Marr that the Minutes of the Regular Meeting of Council held on September 5, 2023 be approved as presented.		
239	18-09-23	MOVED by Councillor Anderson that the Town of Sundre Council thank Mr. Gerald Ingeveld and Mrs. Heidi Overguard of the Sundre Hospital Futures Board for the update on Board activities and accept the presentation as information.		
240	18-09-23	MOVED by Councillor Petersen that the Town of Sundre Council purchase one table of eight, with funds drawn from Council's Discretionary Fund for Grants	Corp. Services	Appendix #39
241	18-09-23	MOVED by Councillor Vardas that the Town of Sundre Council waive the Community Centre rental fee for the Sundre Hospital Futures Gala on November 18, 2023	Comm. Services	Appendix #40
242	18-09-23	MOVED by Councillor Marr that the Town of Sundre Council repeal Bylaw 2019-07 Borrowing Bylaw effective this date of September 18, 2023		

243	18-09-23	MOVED by Councillor Marr that the Town of Sundre council approve the new Quality Management Plan as presented, and direct administration to forward the Quality Management Plan to the Administrator of Accreditation for further processing.	Leg. Services	Appendix #41
244	18-09-23	MOVED by Councillor Vardas that the Town of Sundre support the application for Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan	Fire Chief	Completed
245	18-09-23	MOVED by Councillor Petersen that the Town of Sundre Council supports Mountain View County as the managing partner for the grant	Fire Chief	Completed
246	18-09-23	MOVED by Councillor Marr that the Town of Sundre Council support administrative assistance to complete the ESS grant project	Fire Chief	Completed
247	18-09-23	MOVED by Councillor Vardas that the Town of Sundre Council accept the Departmental Reports for June, July, and August 2023 as information		
248	18-09-23	MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock's, Councillor Marr's and Councillor Petersen's reports for June, July, and August 2023 as information		
249	18-09-23	MOVED by Councillor Anderson that the Town of Sundre Council accept the Key Messages of Council for the months of June, July, and August 2023 as information		
250	18-09-23	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:00 p.m.		

9.1a(ii)



Appendix 39

SALUTE TO OUR HEALTHCARE HEROES & HEALTH COMMUNITY

# Sundre Hospital Legacy Gala

## BETTER TOGETHER

Sundre Community Centre - Doors open at 5 pm

Thank you for purchasing tickets for the Sundre Hospital Futures Legacy Gala!

The following information was recorded for your registration:

Annual Sundre Hospital Futures Gala

Saturday, November 18, 2023 5:00 PM

<b>Table Fee</b>	<b>\$800.00</b>
Town of Sundre Town of Sundre Your Tables Main Contact: Mayor Richard Warnock	
<b>Total</b>	<b>\$800.00</b>

Amount paid: \$800.00

Payment Method: MasterCard Credit card ending in 5616

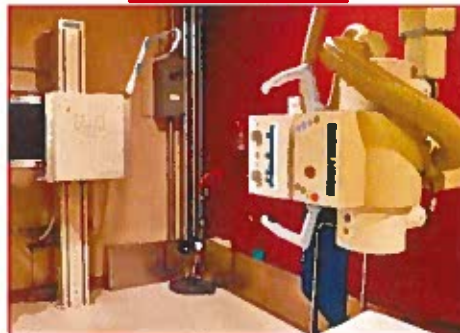
Date: 9/20/2023

On behalf of the Sundre Hospital Legacy Committee, thank you again for purchasing tickets to our Gala. We look forward to seeing you there!

### JOIN OUR TEAM



### OUR WISH LIST



### WAYS TO GIVE



E-Mail Sundre Hospital Futures

WEBSITE BY WINDSOR GRAPHICS

find us on **facebook**





SALUTE TO OUR HEALTHCARE HEROES & HEALTH COMMUNITY

# Sundre Hospital Legacy Gala

## BETTER TOGETHER



SATURDAY

18

NOVEMBER

Doors Open & Cocktails | 5:00pm

Dinner | 6:00pm

Formal Program | 7:00pm

Live & Silent Auction | 8:00pm

DJ & Dance | 9:00pm – 1:00am

**\$125/PERSON OR \$800/TABLE**

PURCHASE TICKETS ONLINE AT:  
[WWW.SUNDREHOSPITALFUTURES.COM](http://WWW.SUNDREHOSPITALFUTURES.COM)

Drive Home Service Available | ATM On-Site | Limited Seating | Semi Formal

---

**From:** Betty Ann Fountain <bettyann.f@sundre.com>  
**Sent:** September 19, 2023 11:07 AM  
**To:** Sue Nelson; Michelle Smith  
**Cc:** Benazir Thaha Valencia; Linda Nelson  
**Subject:** COMMUNITY CENTRE RENTAL FEES WAIVED

Good Morning,  
At the September 18th Council meeting the following motion of  
Council was approved:

*Res. 241-18-09-23* MOVED by Councillor Vardas that the Town of Sundre Council waive the Community Centre rental fee for the Sundre Hospital Futures Gala on November 18, 2023. **CARRIED**

Thank you,  
Betty Ann



*From the Desk of the Chief Administrative Officer*

September 20, 2023

Mr. Peter Thomas  
Administrator of Accreditation  
500, 10405 Jasper AVE  
Edmonton, AB T5J 3N4

**RE: TOWN OF SUNDRE QUALITY MANAGEMENT PLAN**

Dear Peter,

On September 18, 2023, Council approved the attached Quality Management Plan (QMP) for the Town of Sundre, by Motion # 243-18-09-23.

A copy of the new QMP will be distributed to our contracted agency, the Fire Department and permit issuers for the Town. It is expected that all recipients will review and become familiar with the revisions.

We have submitted an endorsed copy of the Council approved QMP through Council Connect. We will check Council Connect to obtain a signed and dated copy from the your office for our records.

Thank you very much for your letter of August 29<sup>th</sup>, and to the Safety Codes Council for the instruction pamphlet and the QMP template.

Please contact me if you have any questions.

Yours truly,



Linda Nelson, CLGM, EMR, CTAJ  
Chief Administrative Officer, QMP Manager

/file

cc: Council

**SCHEDULE A - 2023 Expenditures to Date****Mayor Richard Warnock**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 15,000.00
10-Jan-23		South McDougall - Area Structure Plan (ASP)	Per Diem	\$ 150.00	\$ 14,850.00
10-Jan-23		South McDougall - Area Structure Plan (ASP)	Mileage	\$ 68.00	\$ 14,782.00
18-Jan-23	Red Deer	Red Deer River Municipal Users Group	Mileage	\$ 231.20	\$ 14,550.80
18-Jan-23	Red Deer	Red Deer River Municipal Users Group	Per Diem	\$ 280.00	\$ 14,270.80
24-Jan-23	Red Deer	Red Deer Polytechnic	Mileage	\$ 142.00	\$ 14,128.80
24-Jan-23	Red Deer	Red Deer Polytechnic	Per Diem	\$ 130.00	\$ 13,998.80
26-Jan-23	County	Municipal Aera Partnership	Mileage	\$ 68.00	\$ 13,930.80
26-Jan-23	County	Municipal Aera Partnership	Per Diem	\$ 110.00	\$ 13,820.80
8-Feb-23	Spruce	Spruce - Coordinate Response	Meeting Per Diem	\$ 80.00	\$ 13,740.80
8-Feb-23	Calgary	Emerging Trends	Hotel	\$ 143.07	\$ 13,597.73
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 13,412.73
9-Feb-23	Calgary	Emerging Trends	Meals	\$ 35.00	\$ 13,377.73
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 13,097.73
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 60.00	\$ 13,037.73
14-Feb-23	County	Mountainview County ASP Meeteing	Meeting Per Diem	\$ 80.00	\$ 12,957.73
14-Feb-23	County	Mountainview County ASP Meeteing	Travel Per Diem	\$ 30.00	\$ 12,927.73
8-Mar-23	Calgary	Eco Growth	Mileage	\$ 163.20	\$ 12,764.53
8-Mar-23	Calgary	Eco Growth	Meeting Per Diem	\$ 80.00	\$ 12,684.53
8-Mar-23	Calgary	Eco Growth	Travel Per Diem	\$ 60.00	\$ 12,624.53
8-Mar-23	Calgary	Deshmesh Culture Centre	Meeting Per Diem	\$ 80.00	\$ 12,544.53
16-Mar-23	Drumheller	RDRMUG Executive	Mileage	\$ 231.20	\$ 12,313.33
16-Mar-23	Drumheller	RDRMUG Executive	Meeting Per Diem	\$ 80.00	\$ 12,233.33
16-Mar-23	Drumheller	RDRMUG Executive	Travel Per Diem	\$ 80.00	\$ 12,153.33
16-Mar-23	Drumheller	RDRMUG Board	Meeting Per Diem	\$ 120.00	\$ 12,033.33
21-Mar-23	Sundre	Mayors of South Central Alberta	Meeting Per Diem	\$ 100.00	\$ 11,933.33
22-Mar-23	Blackfalds	RDRWA	Mileage	\$ 156.40	\$ 11,776.93
22-Mar-23	Blackfalds	RDRWA	Meeting Per Diem	\$ 160.00	\$ 11,616.93
22-Mar-23	Blackfalds	RDRWA	Travel Per Diem	\$ 50.00	\$ 11,566.93
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Hotel	\$ 626.64	\$ 10,940.29
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Mileage	\$ 346.80	\$ 10,593.49
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Registration	\$ 350.00	\$ 10,243.49
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Meals	\$ 81.75	\$ 10,161.74
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Meeting Per Diem	\$ 280.00	\$ 9,881.74
29-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Travel Per Diem	\$ 120.00	\$ 9,761.74
30-Mar-23	Edmonton	AB Munis Presidents & Leadership Caucus	Meeting Per Diem	\$ 280.00	\$ 9,481.74
31-Mar-23	Edmonton	AB Municipalities Leadership Caucus	Meeting Per Diem	\$ 160.00	\$ 9,321.74
13-Apr-23	MVC	MAP Committee Meeting	Meeting Per Diem	\$ 80.00	\$ 9,241.74
13-Apr-23	MVC	MAP Committee Meeting	Travel Per Diem	\$ 30.00	\$ 9,211.74
18-Apr-23	Ponoka	Ponoka Central AHS Issues	Mileage	\$ 209.44	\$ 9,002.30
18-Apr-23	Ponoka	Ponoka Central AHS Issues	Meeting Per Diem	\$ 100.00	\$ 8,902.30
18-Apr-23	Ponoka	Ponoka Central AHS Issues	Travel Per Diem	\$ 60.00	\$ 8,842.30



20-Apr-23	Sundre	AB Munis FOMG Climate Risk	Meeting Per Diem	\$ 60.00	\$ 8,782.30
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 840.00	\$ 7,942.30
21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 7,872.30
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Meeting Per Diem	\$ 1,120.00	\$ 6,752.30
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Travel Per Diem	\$ 280.00	\$ 6,472.30
13-Jun-23	Drayton Valley	Leadership Caucus	Mileage	\$ 218.96	\$ 6,253.34
13-Jun-23	Drayton Valley	Leadership Caucus	Meeting Per Diem	\$ 200.00	\$ 6,053.34
13-Jun-23	Drayton Valley	Leadership Caucus	Travel Per Diem	\$ 80.00	\$ 5,973.34
16-Jun-23	Rocky Mountain	Minister Nixon	Mileage	\$ 108.80	\$ 5,864.54
19-Jun-23	Edmonton	Minister Dreeschen	Mileage	\$ 346.80	\$ 5,517.74
19-Jun-23	Edmonton	Minister Dreeschen	Meeting Per Diem	\$ 120.00	\$ 5,397.74
19-Jun-23	Edmonton	Minister Dreeschen	Travel Per Diem	\$ 120.00	\$ 5,277.74
21-Jun-23	Red Deer	Central AB Mayor	Mileage	\$ 142.80	\$ 5,134.94
21-Jun-23	Red Deer	Central AB Mayor	Meeting Per Diem	\$ 120.00	\$ 5,014.94
21-Jun-23	Red Deer	Central AB Mayor	Travel Per Diem	\$ 60.00	\$ 4,954.94
11-Jul-23	MVC	South McDougall Flats	Meeting Per Diem	\$ 100.00	\$ 4,854.94
11-Jul-23	MVC	South McDougall Flats	Travel Per Diem	\$ 30.00	\$ 4,824.94
12-Jul-23	Innisfail	Ind Machine Demo	Meeting Per Diem	\$ 120.00	\$ 4,704.94
12-Jul-23	Innisfail	Ind Machine Demo	Travel Per Diem	\$ 40.00	\$ 4,664.94
20-Jul-23	Red Deer	RDRMUG/RDRWSA Meeting	Mileage	\$ 142.80	\$ 4,522.14
20-Jul-23	Red Deer	RDRMUG/RDRWSA Meeting	Travel Per Diem	\$ 50.00	\$ 4,472.14
20-Jul-23	Red Deer	RDRMUG/RDRWSA Meeting	Meeting Per Diem	\$ 160.00	\$ 4,312.14
12-Sep-23	Drumheller	Mayors of South Central Alberta	Mileage	\$ 231.20	\$ 4,080.94
12-Sep-23	Drumheller	Mayors of South Central Alberta	Meeting Per Diem	\$ 100.00	\$ 3,980.94
12-Sep-23	Drumheller	Mayors of South Central Alberta	Travel Per Diem	\$ 80.00	\$ 3,900.94
21-Sep-23	Drumheller	RDRMUG	Mileage	\$ 231.20	\$ 3,669.74
21-Sep-23	Drumheller	RDRMUG	Meeting Per Diem	\$ 120.00	\$ 3,549.74
21-Sep-23	Drumheller	RDRMUG	Travel Per Diem	\$ 80.00	\$ 3,469.74
21-Sep-23	Drumheller	RDRMUG	Meals	\$ 24.97	\$ 3,444.77
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,172.00	\$ 2,272.77
26-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$ 1,102.77
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meals	\$ 58.26	\$ 1,044.51
29-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meeting Per Diem	\$ 1,120.00	-\$75.49
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Travel Per Diem	\$ 120.00	-\$195.49

### **Councillor Connie Anderson**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 6,815.00
9-Feb-23	Calgary	Emerging Trends	Mileage	\$ 163.20	\$ 6,651.80
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 6,371.80
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 60.00	\$ 6,311.80
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 840.00	\$ 5,471.80

21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 5,401.80
-----------	---------	-----------------	-----------------	----------	-------------

### **Councillor Owen Petersen**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
8-Feb-23	Calgary	Emerging Trends	Hotel	\$ 143.07	\$ 6,856.93
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 6,671.93
9-Feb-23	Calgary	Emerging Trends	Meals	\$ 15.00	\$ 6,656.93
9-Feb-23	Calgary	Emerging Trends	Mileage	\$ 163.20	\$ 6,493.73
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 6,213.73
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 60.00	\$ 6,153.73
28-Feb-23	Sundre	Sundre District & Historical Society (SDHS)	Meeting Per Diem	\$ 80.00	\$ 6,073.73
8-Mar-23	Calgary	Eco and Dashmesh Tour	Mileage	\$ 163.20	\$ 5,910.53
8-Mar-23	Calgary	Eco and Dashmesh Tour	Meeting Per Diem	\$ 160.00	\$ 5,750.53
8-Mar-23	Calgary	Eco and Dashmesh Tour	Travel Per Diem	\$ 60.00	\$ 5,690.53
21-Mar-23	Sundre	SDHS Monthly Meeting	Meeting Per Diem	\$ 80.00	\$ 5,610.53
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Mileage	\$ 346.80	\$ 5,263.73
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Hotel	\$ 417.76	\$ 4,845.97
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Parking	\$ 38.00	\$ 4,807.97
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Registration	\$ 200.00	\$ 4,607.97
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Meals	\$ 41.18	\$ 4,566.79
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Meeting Per Diem	\$ 280.00	\$ 4,286.79
29-Mar-23	Edmonton	Spring Municipal Leaders Caucus	Travel Per Diem	\$ 120.00	\$ 4,166.79
18-Apr-23	Sundre	SDHS Regular Meeting	Meeting Per Diem	\$ 80.00	\$ 4,086.79
21-Apr-23	Canmore	Spring Workshop	Mileage	\$ 306.40	\$ 3,780.39
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 840.00	\$ 2,940.39
21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 2,870.39
16-May-23	Sundre	SDHS Regular Meeting	Meeting Per Diem	\$ 80.00	\$ 2,790.39
20-Jun-23	Sundre	SDHS Regular Meeting	Meeting Per Diem	\$ 80.00	\$ 2,710.39
19-Sep-23	Sundre	SDHS Monthly Meeting	Meeting Per Diem	\$ 80.00	\$ 2,630.39
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,172.00	\$ 1,458.39
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$288.39
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Mileage	\$ 346.80	-\$58.41
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meeting Per Diem	\$ 760.00	-\$818.41
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Travel Per Diem	\$ 120.00	-\$938.41

### **Councillor Todd Dalke**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 6,815.00
9-Feb-23	Calgary	Emerging Trends	Mileage	\$ 163.20	\$ 6,651.80
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 6,371.80
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 60.00	\$ 6,311.80
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 840.00	\$ 5,471.80
21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 5,401.80

25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,196.00	\$ 4,205.80
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$ 3,035.80

### **Councillor Jaime Marr**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
24-Jan-23	Sundre	Pool Committee Meeting	Meeting Per Diem	\$ 40.00	\$ 6,960.00
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 6,775.00
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 6,495.00
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 30.00	\$ 6,465.00
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 840.00	\$ 5,625.00
21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 5,555.00
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,196.00	\$ 4,359.00
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$ 3,189.00
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meals	\$ 225.00	\$ 2,964.00
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Mileage	\$ 346.80	\$ 2,617.20
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meeting Per Diem	\$ 840.00	\$ 1,777.20
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Travel Per Diem	\$ 70.00	\$ 1,707.20

### **Councillor Paul Isaac**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
8-Feb-23	Calgary	Emerging Trends	Hotel	\$ 143.07	\$ 6,856.93
9-Feb-23	Calgary	Emerging Trends	Registration	\$ 185.00	\$ 6,671.93
9-Feb-23	Calgary	Emerging Trends	Meals	\$ 32.00	\$ 6,639.93
9-Feb-23	Calgary	Emerging Trends	Mileage	\$ 163.20	\$ 6,476.73
9-Feb-23	Calgary	Emerging Trends	Meeting Per Diem	\$ 280.00	\$ 6,196.73
9-Feb-23	Calgary	Emerging Trends	Travel Per Diem	\$ 60.00	\$ 6,136.73
21-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,856.73
21-Apr-23	Canmore	Spring Workshop	Travel Per Diem	\$ 70.00	\$ 5,786.73
22-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,506.73
23-Apr-23	Canmore	Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,226.73
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Meeting Per Diem	\$ 1,120.00	\$ 4,106.73
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Travel Per Diem	\$ 280.00	\$ 3,826.73
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,196.00	\$ 2,630.73
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$ 1,460.73
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Mileage	\$ 346.80	\$ 1,113.93
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meeting Per Diem	\$ 1,080.00	\$33.93
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Travel Per Diem	\$ 120.00	<b>-\$86.07</b>

### **Councillor Chris Vardas**

Date	Hosting Town	Description	Expense (less Tax)	Cost	Balance
					\$ 7,000.00
03-Mar-23	Olds	MVSH Board Retreat	Meeting Per Diem	\$ 200.00	\$ 6,800.00
03-Mar-23	Olds	MVSH Board Retreat	Travel Per Diem	\$ 20.00	\$ 6,780.00
08-Mar-23	Calgary	ECO Growth/Desh Mest	Mileage	\$ 137.40	\$ 6,642.60
08-Mar-23	Calgary	ECO Growth/Desh Mest	Meeting Per Diem	\$ 160.00	\$ 6,482.60

08-Mar-23	Calgary	ECO Growth/Desh Mest	Travel Per Diem	\$ 60.00	\$ 6,422.60
04-Apr-23	Didsbury	Mountianview Fim	Mileage	\$ 74.80	\$ 6,347.80
20-Apr-23	Canmore	Council Spring Workshop	Travel Per Diem	\$ 70.00	\$ 6,277.80
21-Apr-23	Canmore	Council Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,997.80
22-Apr-23	Canmore	Council Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,717.80
23-Apr-23	Canmore	Council Spring Workshop	Meeting Per Diem	\$ 280.00	\$ 5,437.80
16-May-23	Sundre	Hospital Futures	Meeting Per Diem	\$ 100.00	\$ 5,337.80
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Meeting Per Diem	\$ 1,120.00	\$ 4,217.80
24-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Travel Per Diem	\$ 280.00	\$ 3,937.80
29-May-23	Toronto	FCM - Federation of Cdn Municipaliies	Parking	\$ 76.28	\$ 3,861.52
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Hotel	\$ 1,196.00	\$ 2,665.52
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Registration	\$ 1,170.00	\$ 1,495.52
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Meeting Per Diem	\$ 1,120.00	\$ 375.52
25-Sep-23	Edmonton	AB Municipalities Convention and Trade Show	Travel Per Diem	\$ 120.00	\$ 255.52

## DEPARTMENTAL REPORT

DEPARTMENT		Fire Department
SUBMITTED BY		Ross Clews Fire Chief
DATE		October 23, 2023
FOR MONTH(S) OF		September 2023
911 DISPATCHES:		
	Emergency Response Numbers, 261 Year to Date September 2023, Responses – 20 Total	
Response Types:	<ul style="list-style-type: none"><li>➤ Fires – 1</li><li>➤ Alarms – No Fire – Steam or Smoke Mistaken – 3</li><li>➤ Medical First Response – 11</li><li>➤ Motor Vehicle Collisions - 4</li><li>➤ Miscellaneous – 1</li></ul> <u>Location Breakdown as Chart Below</u>	
Results:	<ul style="list-style-type: none"><li>➤ All incidents Responded, Managed and Resolved by SFD Members</li></ul>	
TRAINING & ACTIVITIES		
In-Hall/Weekly:	<u>September 2023 in House Training consisted of the following:</u> <ul style="list-style-type: none"><li>➤ Unit and Equipment inspection, inventory, and usage</li><li>➤ New Recruit Training</li><li>➤ Hose Deployment, Pump Hose Operations</li><li>➤ Rapid Intervention Team (RIT) Overview<ul style="list-style-type: none"><li>○ Man Down Retrieval</li><li>○ RIT Pack overview</li><li>○ Rescue Downed Firefighters</li><li>○ Harnessing and Dragging Down Fire Fighter</li><li>○ Practical Exercises</li></ul></li><li>➤ MAYDAY/Firefighter Survival<ul style="list-style-type: none"><li>○ MAYDAY Transmissions</li><li>○ When to call MAYDAY situations</li><li>○ Psychological Barriers</li><li>○ Physical Barriers</li><li>○ Procedures of MAYDAY Call</li><li>○ Firefighter Survival</li><li>○ Structure and Designs</li><li>○ House Layout for attack</li></ul></li><li>➤ Reviewed Knot ties (figure 8’s, bowlines, hitches, butterfly), did practical</li><li>➤ Winterized Units</li></ul> <u>Community/Public Relations Events</u> <ul style="list-style-type: none"><li>➤ SPOG Mock disaster exercise September 20<sup>th</sup> SFD to host part of event and observe/participate</li><li>➤ Fire Chief attended two industry Mock disaster</li></ul>	

<b><u>Formal Courses in-Progress/Upcoming:</u></b>	<ul style="list-style-type: none"> <li>➤ NFPA 1002 Pump Operator September/October Completion</li> <li>➤ Nozzle forward course September 9<sup>th</sup> &amp; 10<sup>th</sup> completed.</li> <li>➤ <u>RCMP Evidence Protection, Collection, Agency Collaboration Training RCMP September 27<sup>th</sup></u></li> <li>➤ Advanced First Aid for 6 members October – December</li> <li>➤ Swift Water rescue – October</li> </ul>
<b><u>Fire Hall:</u></b>	
<b><u>Building/Maintenance:</u></b>	<ul style="list-style-type: none"> <li>➤ Furnace in Ambulance Bay to be replaced, Authorized contractor to proceed as quoted</li> <li>➤ Remodel Training Room to incorporate EOC for Disaster Management. <u>Waiting on Quotes</u></li> </ul>
<b><u>SFD Units - Equipment</u></b>	
<b><u>Units:</u></b>	<ul style="list-style-type: none"> <li>➤ New Replacement Fire Truck Expected Delivery Changed to November 2023</li> </ul>
	<ul style="list-style-type: none"> <li>➤ Requested Quotes from vendors for Unit 510 Replacement <u>Approved and ordered</u></li> <li>➤ Annual CVIP's completed <u>September 15<sup>th</sup></u>.</li> <li>➤ Pump Annual testing to be scheduled. <u>Completed September 11<sup>th</sup></u></li> </ul>
<b><u>Equipment:</u></b>	<ul style="list-style-type: none"> <li>➤</li> </ul>
<b><u>Safety Codes:</u></b>	
<b><u>Inspections -Occupancies</u></b>	<ul style="list-style-type: none"> <li>➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently</li> </ul>
<b><u>Status:</u></b>	<ul style="list-style-type: none"> <li>➤ Safety Codes Officer training 2 Members - 90% completed, 1 member complete.</li> <li>➤ 4 Additional SFD Members to take training in 2023</li> </ul>

<b>INCIDENTS</b>	<b>Town of Sundre</b>	<b>Mountain View County</b>	<b>Clearwater County</b>	<b>Bighorn MD</b>	<b>Total</b>	<b>Last Month's Total</b>	<b>Year to Date Total</b>
Fires		1			1	0	4
Outside Fires						1	5
Control Burn - Arrived on scene						1	4
Rubbish/Grass Fires						7	20
Investigation of Smoke						3	5
Electrical Public Hazard						0	2
Alarm -No Fire - Steam or Smoke mistaken	3				3	12	17
Alarm -No Fire - detector activated						4	8
Alarm No Fire – Miscellaneous						2	2
False Alarms-internal or local alarm system						2	13
Gas Leak Miscellaneous						0	1
Gas Leak Natural Gas						0	0
Gas Leak Response to CO						0	3
Medical First Response	6	5			11	39	50
Medical Assists						14	80
Medical Assists-stood down						0	0
Miscellaneous Rescues						0	0
Motor Vehicle Collisions	1	3			4	12	36
Mutual Aid Requests						2	5
Public Hazard - miscellaneous						2	2
Miscellaneous		1			1	2	4
<b>Total</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>103</b>	<b>261</b>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Planning and Economic Development</b>
<b>SUBMITTED BY</b>	<b>Benazir Thaha Valencia, Manager of Planning &amp; Economic Development</b>
<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>FOR MONTHS OF</b>	<b>September 2023</b>
<b>Development Permits:</b>	4 issued for Home Office, Accessory Buildings (sheds) & Change of Use for a retail outlet (artisan goods)
<b>Building Permits: 2</b> Permits were issued for a residential renovation project (basement bathroom), and an accessory building (shed).	
<b>Electrical Permits: 2</b> <b>Gas Permits: 2</b> <b>Plumbing Permits: 2</b> Safety Code Permits were issued for a new residential dwelling and a variety of minor residential projects	
<b>Real Property Reports</b>	2 RPR's are submitted with a request for a Stamp of Compliance to facilitate the sale of a property. The role of Administration is to assist property owners to solve non-compliant issues.
<b>Area Structure Plans</b>	<ul style="list-style-type: none"> <li>Administration continues to collaborate with developer's representatives to develop a plan for adoption by Council (Sundre Hills, Mountain Springs);</li> </ul>
<b>Land Use Bylaw</b>	<ul style="list-style-type: none"> <li>Council gave 2<sup>nd</sup> and 3<sup>rd</sup> reading to Bylaw 2023-05 a redesignation for a downtown property from General Residential to Central Commercial and set a Public Hearing date of September 5, 2023;</li> <li>Administration anticipates an application for development and building permits in the near future.</li> </ul>
<b>Municipal Development Plan</b>	<ul style="list-style-type: none"> <li>Administration completed public engagement sessions, and continues with the re-write</li> </ul>
<b>Brookside Subdivision</b>	<ul style="list-style-type: none"> <li>Subdivision progressing with construction of underground infrastructure, shallow services and road/sidewalk.</li> <li>Collaborative on-site inspections conducted by Town's consulting engineer, water &amp; wastewater and P &amp; D staff.</li> </ul>
<b>UMP &amp; Design Standards</b>	<ul style="list-style-type: none"> <li>Administration continues to collaborate with Operations, Water &amp; Wastewater staff and the Town's consulting engineers to deliver updated documents for clarity and efficiency and to identify specific requirements for all development;</li> </ul>
<b>Trails and Pathways assessment</b>	<ul style="list-style-type: none"> <li>Administration continued to assess the Town of Sundre's trails and pathway connectivity.</li> </ul>
<b>Attachments</b>	1. CAO Commercial / Industrial Report 2. CAO Home Occupation Report 3. Building Permit Statistics





## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Sr. Development Officer  
RE: September 2023 Commercial, Industrial, Institutional Projects

---

### COMMERCIAL

<u>Development / Building Permit</u>	<u>District</u>	<u>Civic Address</u>	<u>Project</u>	<u>Value</u>
2023-D41	C-1	116 Centre St. N.	Tamer Trading Co.; Change of Use - Retail General	0.00

Legend:

C-1 Central Commercial  
C-2 Highway Commercial  
C-3 Neighbourhood Commercial  
I-1 Light Industrial  
I-2 Flood Plain Industrial  
PS Public Service

Value: n/a = no building permit required



## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Development Officer  
RE: September 2023 Home Occupation Permits

---

### HOME OCCUPATION:

<u>Home Office or Home Occupation</u>	<u>Permitted or Discretionary</u>	<u>Civic Address</u>	<u>Business to be Conducted</u>
Home Office	Permitted	136 – 12 AVE NE	IT Support Services

Home Occupation Development Permits are issued for business conducted in residential districts, and each applicant requires a Town of Sundre Business License.

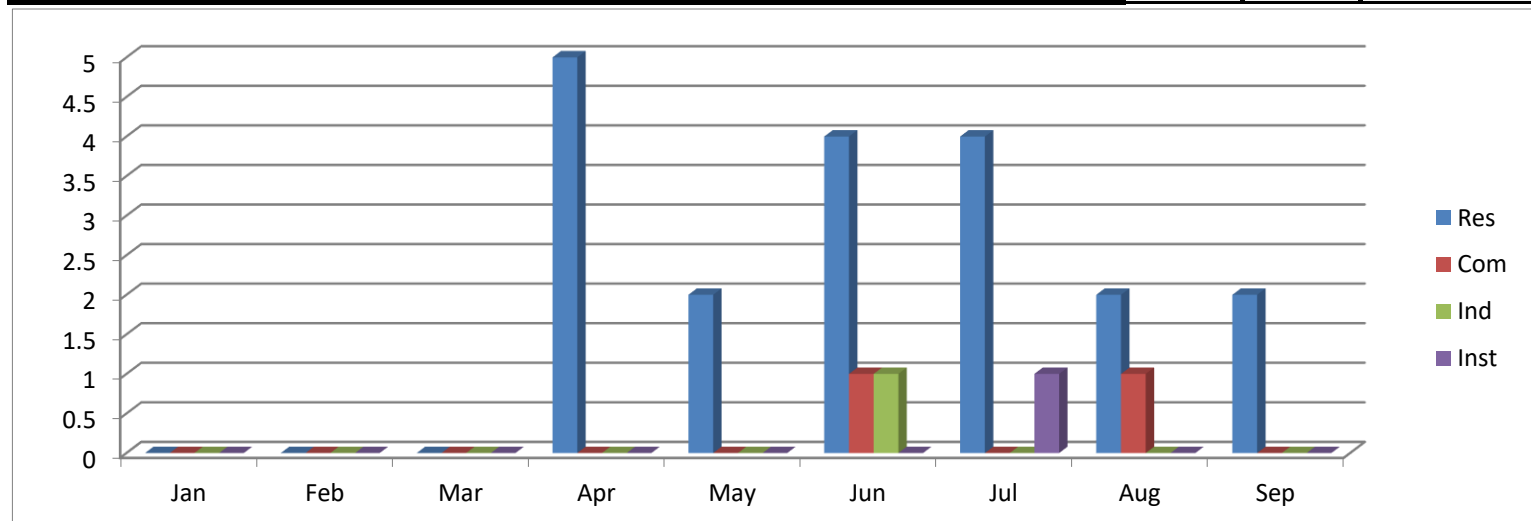
*Bylaw 2023-02*

**Home Occupation** means a business, occupation, trade, profession or craft carried on by an occupant of a dwelling and which does change the character of the building in which it is located. The Home Occupation may be located in the primary dwelling or in some cases a detached accessory building. A Home Occupation may include, but is not restricted to, hairdressings, esthetics, massage therapy, mental health therapy, medical/physician health care, travel agency, dressmaking, millinery, and similar domestic crafts, music and/or dance instruction, fitness instruction, minor repairs to household equipment and appliances, small engine repair, day home (childcare), and educational tutoring.

**Home Office** means development consisting of the use of a dwelling as a “desk-phone-computer” business only by a person who occupies the dwelling as their private residence. There shall be no warehousing of goods and no clients attending the home. All transactions with clients to be conducted by traditional mail services, phone or digitally. A Home Office may include, but is not restricted to, professional accounting and bookkeeping services, business and professional consultants, online catalogue sales and service, internet sales, contractors.

**MONTHLY BUILDING REPORT  
FOR THE MONTH OF SEPTEMBER 2023**

	Dwelling Units	Sept. 2023		2023 Year To Date			2022 Year to Date		
		No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
<b>RESIDENTIAL</b>									
Two-Storey Bungalows Bi-Level				0	0	\$ -	0	0	\$ -
	0	0	\$ -	0	1	\$ 400,000	0	0	\$ -
				1	1	\$ 360,000	0	0	\$ -
				0	0	\$ -	0	0	\$ -
Duplex/Semi Det. Multi-Family				0	0	\$ -	4	4	\$ 950,000
Mobile Homes	0	0	\$ -	0	0	\$ -	0	0	\$ -
Accessory Buildings		1	\$ 5,000	0	5	\$ 130,000		3	\$ 45,000
Renovation/Addition	0	1	\$ 8,000	0	11	\$ 218,800	0	16	\$ 161,385
<b>Sub-Total</b>	0	2	\$ 13,000	2	18	\$ 1,108,800	6	25	\$ 1,756,385
<b>COMMERCIAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		2	\$ 2,300,000		0	\$ -
		0	\$ -		0	\$ -		6	\$ 148,000
		0	\$ -		2	\$ 2,300,000		6	\$ 148,000
<b>INDUSTRIAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		1	\$ 2,300,000		0	\$ -
		0	\$ -		0	\$ -		2	\$ 27,000
		0	\$ -		1	\$ 2,300,000		2	\$ 27,000
<b>INSTITUTIONAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		1	\$ 84,870		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		1	\$ 84,870		0	\$ -
<b>TOTAL</b>	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	0	2	\$ 13,000	2	23	\$ 5,813,670	6	33	\$ 1,931,385



## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Economic Development</b>
<b>SUBMITTED BY</b>	<b>Jonathan Allan</b>
<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>FOR MONTH OF</b>	<b>September 2023</b>

<b>TOPIC #1</b>	<b>Community Development, Business Development and Vacancy Rates</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>VACANCY RATES <ul style="list-style-type: none"> <li>September commercial vacancy was estimated at 6.9% as a proportion of square footage available in the C1 district downtown.</li> </ul> </li> </ul>
<b>RESOLUTIONS/SUCCESSIONS:</b>	<ul style="list-style-type: none"> <li>Continued updating Mountain View Regional Film Office website;</li> <li>Participated in discussion panel Alberta Municipalities conference regard MVRFO;</li> <li>MVRFO shortlisted for two national economic development awards;</li> <li>Met with MVRFO partners to discuss prospect for future film festival;</li> <li>Continued work on provincial housing needs assessment;</li> <li>Conducted affordability survey, which will be analyzed and included as a report to be attached to the provincial housing needs assessment. Study involved interviews with approximately 10 organizations, and survey of the public, summarizing key info from all interviews and open-ended responses. First draft of study report to be completed in October;</li> <li>Commenced preparation of marketing materials for National Franchise Show attendance in November;</li> <li>Met with and corresponded with multiple Rural Entrepreneur Stream candidates; submitted Letter of Support for a candidate met with during summertime who has decided to start a business and immigrate to Sundre;</li> <li>Assisted local business that has impending closure to try and find investor/new owner;</li> <li>Continued working with other departments in support of MDP development and trails and pathways planning.</li> </ul>
<b>TOPIC #2</b>	<b>Tourism Development</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	<ul style="list-style-type: none"> <li>Continued coordination of Explore Sundre tourism advertising campaign;</li> <li>Met with resident about prospect of starting new Sundre Music Week festival;</li> <li>Provided a Hotel and Accommodation Survey to hotels and motels in Sundre.</li> </ul>
<b>TOPIC # 3:</b>	<b>Committees, Meetings, Conferences and Professional Development</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	<ul style="list-style-type: none"> <li>Attended interagency meeting.</li> </ul>
<b>TOPIC # 4:</b>	<b>Communications</b>
<b>RESOLUTIONS/SUCCESSIONS:</b>	<ul style="list-style-type: none"> <li>Updated website(s) as necessary; with assistance of website service provider, repairs to mobile app completed;</li> <li>Conducted survey on behalf of Community Services regarding Sticks n Pucks.</li> </ul>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Community Services</b>
<b>SUBMITTED BY</b>	<b>Sue Nelson</b>
<b>DATE</b>	<b>October 23,2023</b>
<b>FOR MONTH OF</b>	<b>September</b>

<b>TOPIC #1</b>	<b>Parks</b>
	<ul style="list-style-type: none"> <li>Greenwood campground had an awesome year and is officially closed for the season;</li> <li>Staff set up the outdoor rink boards (formerly at the skateboard park) at the Royal Purple Park;</li> <li>Staff assisted the contractor with the prepping of the permanent outdoor rink adjacent to the skateboard park;</li> <li>Gazebo construction on the West Boulevard was completed.</li> </ul>
<b>TOPIC #2</b>	<b>Arena</b>
	<ul style="list-style-type: none"> <li>The electrical box for the arena Dehumidifier was installed and turned on September 5<sup>th</sup>;</li> <li>Ice plant startup was on September 7<sup>th</sup> with ice making commencing on September 11<sup>th</sup>;</li> <li>The new dehumidifier in use with 99% less dripping from the ceiling;</li> <li>Arena opened to the public on September 18<sup>th</sup>.</li> </ul>
<b>TOPIC # 3:</b>	<b>Community Centre</b>
	<ul style="list-style-type: none"> <li>The Welcome back BBQ was well attended. There were 15 tables set up by clubs / organizations;</li> <li>Gymnastics, MVTKD, and walking groups have commenced utilizing the facility;</li> <li>3 Birthday parties were booked this month.</li> </ul>



9.1d

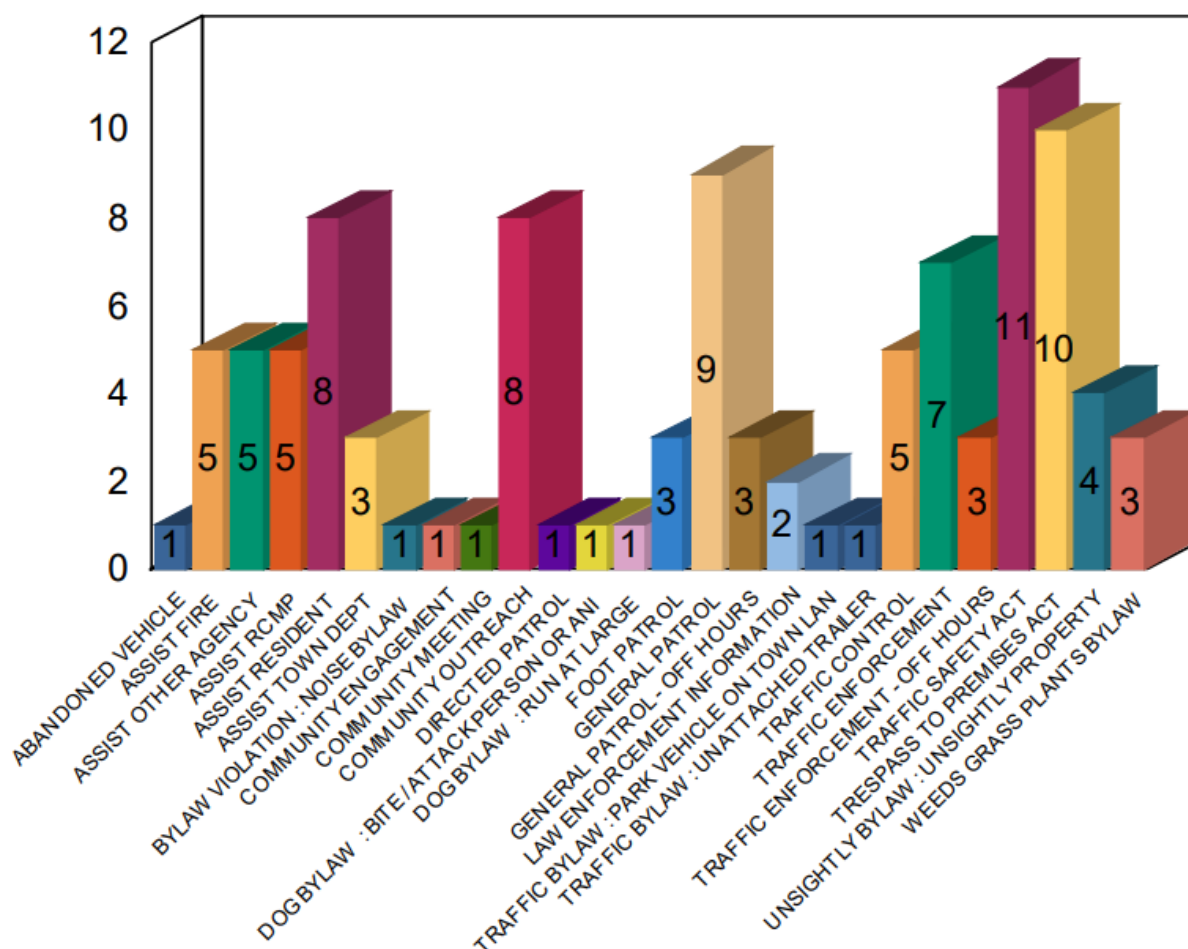
## DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	CPO Sam Zhao
DATE	2023/10/01
FOR MONTH OF	July 2023

### Calls for Service – July 2023

July total – 103

Year to date total – 573





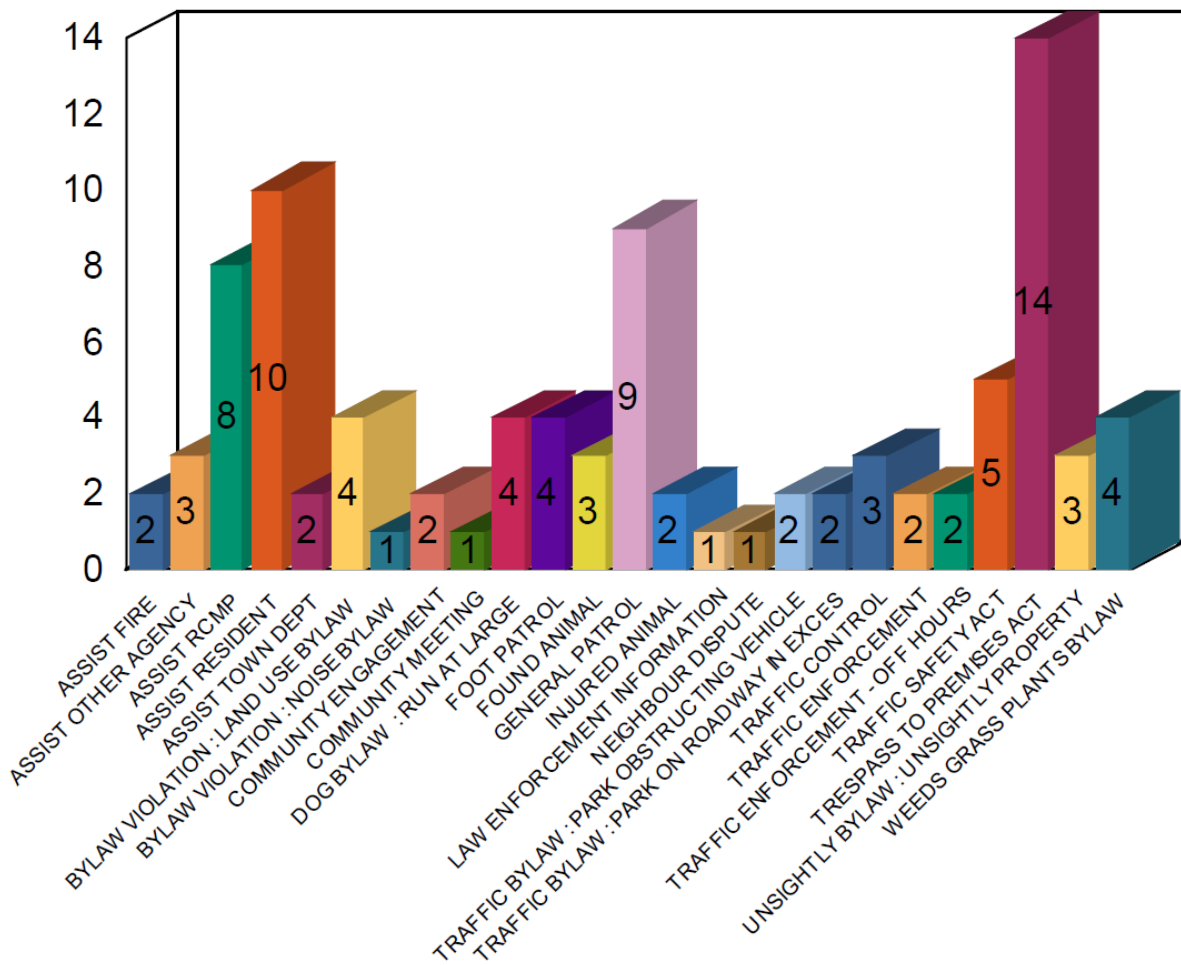
## DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	CPO Sam Zhao
DATE	2023/10/01
FOR MONTH OF	August 2023

### Calls for Service – August 2023

August total – 94

Year to date total – 667





## DEPARTMENTAL REPORT

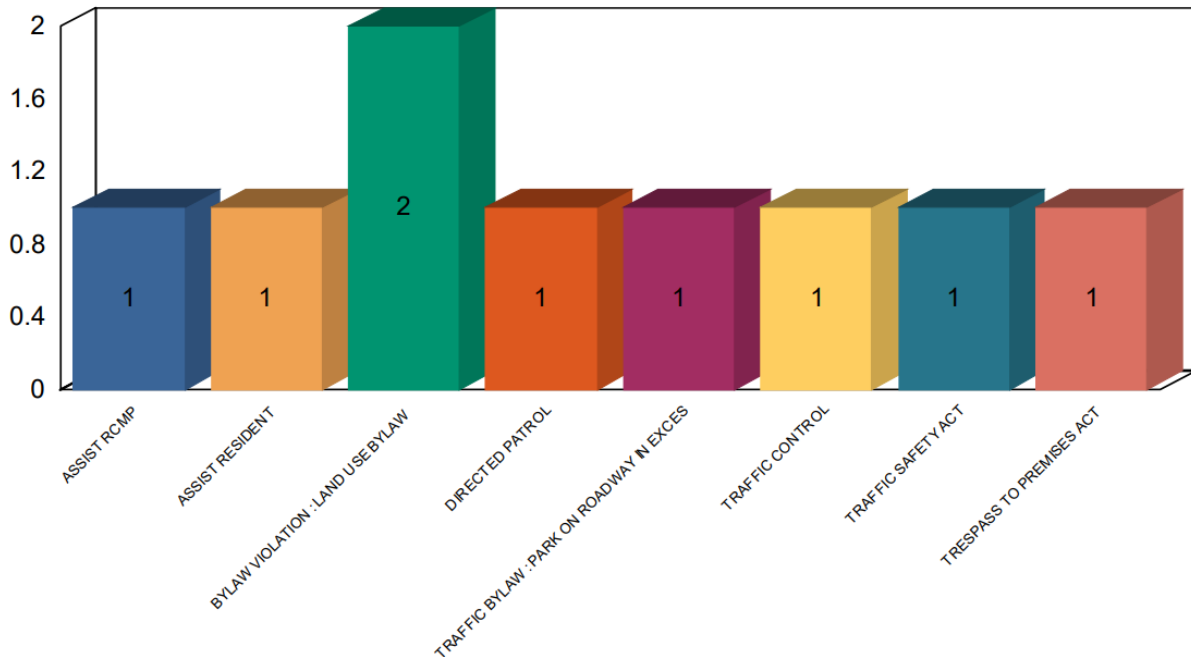
DEPARTMENT	Municipal Enforcement
SUBMITTED BY	CPO Sam Zhao
DATE	2023/10/01
FOR MONTH OF	September 2023

### Calls for Service – September 2023

September total – 9

Year to date total – 676

### Count of Incident Types





## DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
COUNCIL DATE	October 23, 2023
FOR MONTH OF	September 2023
TOPIC #1	xplornet Fibre Optic
Progress	There has been an increase in utility locates for gas and water dept. for fiber services throughout town.
Action	<ul style="list-style-type: none"> <li>Gas and Water staff are responding in a timely manner.</li> </ul>
TOPIC #2	Underground Utilities Assessment
Progress	The report is complete and has been reviewed by staff.
Next Steps	<ul style="list-style-type: none"> <li>A report to be prepared for Council Fall Workshop.</li> </ul>
TOPIC #3	Hwy 27 Underground Utility Project
Progress	AIC contracting has mobilized onto the old town shop land for the kick off of the 2023/2024 project.
Next Steps	<ul style="list-style-type: none"> <li>Temporary water services are being installed to facilitate for the main pipe bursting and HDPE plastic pipe insertion work in October.</li> </ul>
TOPIC # 3:	Gas Department Meter System Upgrades
Progress	The gas department has reported that 2 high volume meter sets require overhaul due to measurement, pressure regulating and pipe leaks
Next Steps	<ul style="list-style-type: none"> <li>Measurement devices have been delivered. Scheduling for welded pipe works is being reviewed</li> </ul>
TOPIC # 4:	Roads Equipment Review
Progress	Staff and CAO attended demonstrations throughout the summer months on several types of equipment for surface repairs
Next Steps	<ul style="list-style-type: none"> <li>A report has been prepared and provided to the CAO identifying equipment type, description of operation and how each system fits our needs.</li> </ul>
TOPIC # 5:	Wastewater Test Piping and Winter Preparations
Progress	The testing for the Soneera system identifies that piping and trailer heating for winter temperatures is in design review
Next Steps	<ul style="list-style-type: none"> <li>Assistance from the gas department on 3 inch piping to allow for transport of effluent from cell 1 to the test unit has been designed. A quote has been obtained and approved to house the test trailer adjacent to the existing lagoon building</li> </ul>
TOPIC # 6:	Gas Development Standards
Progress	Gas operations has obtained the assistance of Hames Engineering that specializes in gas coop design and capacities to research gas codes and Sundre specific requirements for developers
Next Steps	<ul style="list-style-type: none"> <li>This report is now complete and will be added to the design and construction standards document.</li> </ul>
TOPIC # 7:	Gas Engineering
Progress	The gas department is working on a future engineering needs assessment
Next Steps	<ul style="list-style-type: none"> <li>Engineering utilized by the majority of fellow coops has been assisting the department in review of gas system capacities and future projects that support development. Digitizing and drafting redlines on as-builts will be planned for 2024.</li> </ul>

## DEPARTMENTAL REPORT

DEPARTMENT	Sundre Municipal Library
SUBMITTED BY	Joy Willihnganz
DATE	18, October 2023
FOR MONTH OF	July, August, September 2023

TOPIC #1	Literacy Development for Children
ISSUES:	Provide opportunities for children to build and develop literacy skills.
RESOLUTIONS/SUCCESES:	This summer we offered a number of programs to support children in developing strong literacy skills. We had 252 participants attend one of our Summer Reading Club programs. Our summer reading club programming included two new aspects, Library-Opoly – a game designed to expose children to different genres and reading formats – and Wild Wednesdays which provided an opportunity for families to come together and learn and explore as a family. We also handed out 72 craft-kits to accompany the summer programming. This year we had 69 children engage in our kids summer reading challenges, reading for a total of 201 hours. They also received pizza rewards courtesy of Panago Pizza in Olds.
TOPIC #2	Youth Social Engagement
ISSUES:	Support youth in building relationships with others
RESOLUTIONS/SUCCESES:	Over the summer, in partnership with MVFRN, we hosted two Teen Hangout afternoons where teens came to the library for games, activities and snacks. We also partnered with GNP and the Den in bringing Virtual Reality to the Den for youth for an evening.
TOPIC # 3:	Literacy Development and Lifelong Learning
ISSUES:	Provide opportunities for adults to expand and enhance various literacies.
RESOLUTIONS/SUCCESES:	This summer we once again offered Adult Reading Challenges. Participants chose from a variety of activities such as reading a classic book and watching a modern movie, trying an item from among our eresources, and exploring our extensive collection of realia (GPS, walking sticks, telescope etc). We had 114 adults participate in the challenges. Adults were also able to play a version of Library-opoly that was specific to them, offering greater diversity and exposure to library genre and sub-genre's.
TOPIC # 4:	Art & Culture
ISSUES:	Provide opportunities to celebrate art and culture

<b>RESOLUTIONS/SUCCESES:</b>	<p>The library hosted two TREC travelling art exhibits through the summer. The first exhibit, <i>A Cordial World</i>, shone a spotlight on flowers and the flower garden, inviting viewers to reflect on the beauty of nature and appreciate and nurture flowers in their midst. The second exhibit, <i>Alone, Together</i>, contained a series of pencil crayon portraits of individuals in isolation during COVID 19 lockdowns, the portraits endeavoring to capture a communal familiarity in the experiences we were all facing at the time. Additionally, the weekend of September 22 &amp; 23 was Alberta Arts and Culture Days for which the library partnered with the Sundre Museum to host a variety of activities. All activities took place at the museum with the library coordinating and hosting Japanese themed activities for children and adults. These activities included traditional Japanese kite-making for the family, learn to draw Manga art classes for youth, a Japanese bookbinding class for teens and adults and a Japanese take &amp; make craft for children.</p>
------------------------------	--

**LIST & PROVIDE ATTACHMENTS:**

**(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

<b>Attachment #1</b>	Library-opoly
<b>Attachment #2</b>	Mad Science

## Library-opoly



## Mad Science Wild Wednesday





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Council Committee Reports</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>11.1</b>

---

### **BACKGROUND/PROPOSAL:**

Council have provided reports for Council's review and information for the month of September 2023.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Aligns with Pillar 5 of the Strategic Plan, Sustainable & Responsible Governance

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept Mayor Warnock's and Councillor Marr's reports for September 2023 as presented.

### **MOTION:**

That the Town of Sundre Council accept Mayor Warnock's, Councillor Marr's reports for September 2023 as information.

### **ATTACHMENTS:**

11.1a - Mayor Warnock's Report

11.1.b – Councillor Marr's Report

Date Reviewed: October 19, 2023    Acting CAO: <u>Chris Albert</u>
--

**COUNCIL COMMITTEE MEETING REPORT**  
**FROM THE DESK OF MAYOR RICHARD WARNOCK**

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

**For the Month of September 2023**

**Bylaw Policy Review Committee**

**Date of Meeting: No Meeting**

--

**Emergency Management Advisory Committee**

**Date of Meeting: No Meeting**

--

**Intermunicipal Collaboration Committee**

**Date of Meeting: No Meeting**

--

**Mountain View Senior's Housing**

**Date of Meeting: Sept 14**

**Volunteered at the MVSH Foundation Fund Raiser Golf Tournament at the Olds Golf Course**

**Mountain View Regional Waste Management Committee**

**Date of Meeting: Sept 25**

Regular Board Meeting – Agenda covered the 2023 Budget Amendments that came from the changes to the Recycling Agreements, financial review results up to July 2023 and the complete review of the proposed 2024 budget. The landfill report shows that it is running very well and on budget.

**Intermunicipal Planning Commission**

**Date of Meeting: No Meeting**

--

**Red Deer River Municipal Users Group**

**Date of Meeting: Sept 21**

Regular Board meeting was held in Drumheller with presentations from the Alberta Water Council and an Alberta Municipalities Sustainability and Environment Committee over view. The business portion included the financial reports up to August 31, 2023, review of the Red Deer water treatment plant that was extremely well received by those Board members that could attend and the South Saskatchewan River Collaborative Modeling that is being worked on complete with updates.

**Red Deer River Watershed Alliance**

**Date of Meeting: No Meeting**

--

**Sundre Petroleum Operators Group**

**Date of Meeting: No Meeting**

--

## Sundre Wellness Advocacy Committee

**Date of Meeting:** Sept 18

**Agenda covered:** The ABMunis Resolution being presented at the Conference, the other resolutions that could be brought forward at a later date, EMS ongoing situation with a future EMS presentation and as well a presentation covering the overview of the PCN would be beneficial.

### Other:

**Date of Meeting:** September 2023

Sept 6 – Regular Council Meeting – Agenda at [www.sundre.com](http://www.sundre.com)

Sept 12 – Mayors of the South Central Alberta Meeting – Roundtable discussions included old building remediation, ABMunis small town updates, Organizational meeting procedures and Commercial/Industrial tax base structures.

Sept 13 – Coffee with the Mayor at Sundre Senior Supportive Living Facilities.

Sept 18 – Regular Council Meeting – Agenda at [www.sundre.com](http://www.sundre.com)

Sept 25 – Alberta Municipalities Elected Officials Education Program – Training with the Goal to have Effective Meetings following Parliamentary Procedures that bring forward the best possible decisions.

Sept 26 to 29<sup>th</sup> – Attended the Alberta Municipalities Conference that included Educational Sessions, meetings with Ministers and MLA's, Building Respectful Municipal-Indigenous relations, ABMunis AGM, Alberta Minister's Dialogue session and policy overview from Leader of the Opposition Rachel Notley and Premier Smith.

**COUNCIL COMMITTEE MEETING REPORT  
FROM THE DESK OF COUNCILLOR MARR**



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

**For the Month of SEPTEMBER**

**Bylaw Policy Review Committee**

**Date of Meeting:** TBD

Nothing to report.

**Emergency Management Advisory Committee**

**Date of Meeting:** TBD

Nothing to report.

**Grant Review Committee**

**Date of Meeting:** TBD

Nothing to report.

**Sundre Municipal Library Board**

**Date of Meeting:** September 20, 2023

Hired new programmer, welcomed new board member. Summer program review. New fall programs reviewed, board to assist with new policies, finance committee with updated signing authorities complete. Discussion on upcoming conference – excited to hear what the manager and staff get out of this annual networking opportunity. Discussion on COLA and the pay grid – send email to Linda.

**Sundre Aquatic Society**

**Date of Meeting:** September 6, 2023 6:30pm

New fundraising initiative discussed. Replacement of secretary. Building renovations (hot tub, pool light fixtures and external doors) discussed. Staff training. Obtain breakdown of town and county financial contributions to pool in comparison to other recreational facilities as per board. Emails and short discussion with Chris and Linda. Shared the hope4kids.org info with board, they were pleased to hear of this program and will share with those they think may benefit. Clarify staff roles and responsibilities. New quotes on treadmills and gym flooring.

**SPOG**

**Date of Meeting:** TBD

Nothing to report.

**Other:**

**Date of Meeting:**

September 5, 2023 - Regular Council Meeting 6pm  
September 7, 2023 – Welcome Back BBQ  
September 8, 2023 – Sundre Community Fair  
September 14, 2023 – Community Open House 2:00pm – 2:30pm  
September 18, 2023 – Regular Council Meeting 6pm  
September 19, 2023 – Welcome Back to Sundre Youth Justice Mtg 6:30pm  
September 20, 2023 – Library meeting 10m  
September 21, 2023 – Ladies Elected Official Meeting – Airdrie 6pm – 7:30pm  
September 26 – 29, 2023 – Alberta Municipal Conference – Edmonton





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Council Key Messages</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>11.2</b>

---

### **BACKGROUND/PROPOSAL:**

Each month an insert with key messages from the Office of Council is included in the mailing of the Town of Sundre Utility bills.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The Key Monthly Messages will be incorporated into the Town of Sundre Regular Council Meeting Agenda at the end of each month to ensure we reach as many residents as possible.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Pillar 5 of the Strategic Plan-Sustainable and Responsible Governance.

### **MOTION:**

That the Town of Sundre Council accept the Key Messages of Council for the month of September 2023 as information.

### **ATTACHMENTS:**

11.2a Key Messages from the Office of Council for September 2023

Date Reviewed: October 19, 2023

Acting CAO: \_\_\_\_\_

*Chris Allet*



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

## FROM THE OFFICE OF THE COUNCIL

### KEY MESSAGES FOR THE MONTH OF SEPTEMBER, 2023

#### September 5, 2023

Council reviewed the 1st Quarter Policing Report for Sundre Detachment. The report covers the April 1st to June 30th, 2023 reporting period, and outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Sundre Detachment. To help facilitate this, the RCMP has made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the Apple App Store or Google Play). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

The Hope for MVC Kids Society appeared as a delegation and presented a detailed report on the activities of the Society in providing assistance to families with children in medical need. Council expressed appreciation for the great work they do and encouraged residents to take some time to have a look at their website.

Council received the Q2 Financial report and were pleased to hear that the Town's financial position is in line with expectations for this time period.

#### September 18, 2023

Council received a presentation on the great health professional recruitment and retention efforts from Sundre Hospital Futures. Residents are encouraged to attend the Sundre Hospital Legacy Gala to support the future of healthcare in our community. The theme for this year's Gala is a "Salute to our Healthcare Heroes and Health Community".

Council held the annual Fall Open House on September 14<sup>th</sup> at the Council Chambers. Electors were provided with an opportunity to participate in the decision making process through providing comments and feedback.

Administration provided Council with an update on some of the major projects completed this year, including the temporary dog park, the outdoor rink, the boardwalk and the east portion of the west side boulevard. Staff have received numerous positive comments on the west side boulevard and the boardwalk.

## FROM THE DESK OF THE MAYOR

As we move deeper into the Fall, we find ourselves experiencing what some may call an extended summer with warm temperatures during the day, and cooler evenings with possible overnight frost. I would like to take a moment to remind you of the beauty and opportunities that the changing seasons bring to community events and activities that help us all connect with our neighbors.

It is a great time to take an opportunity to get involved and to share your fall traditions to foster the sense of community that makes Sundre so special.

If you have suggestions or events that you would like to see in our community, please don't hesitate to reach out. Your input is invaluable in creating a vibrant and inclusive environment in this beautiful community that we all call home.

Respectfully,

Richard Warnock, Mayor



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>October 23, 2023</b>
<b>SUBJECT</b>	<b>Correspondence</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>12.</b>

---

### **BACKGROUND/PROPOSAL:**

Correspondence received by, and/or sent by Legislative Services.

### **ADMINISTRATION RECOMMENDATIONS:**

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

### **MOTION:**

That the Town of Sundre Council accept the letter to Sundre Hospital Futures in support of a Grant Application as information.

### **ATTACHMENTS:**

12.1 Letter to Sundre Hospital Futures

Date Reviewed: October 19, 2023

Acting CAO:



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

October 03, 2023

Sundre Hospital Futures  
Bag 3  
709 – 1 ST NE  
Sundre, AB T0M 1X0

ATTN: Gerald Ingeveld, Chair

Dear Gerald:

**RE: LETTER OF SUPPORT FOR GRANT APPLICATION – ALBERTA REAL ESTATE FOUNDATION**

The Town of Sundre is pleased to supply a letter of support for Athabasca University and Sundre Hospital Futures in their application for the Alberta Real Estate Foundation Investment Grant.

The Town of Sundre Mayor and Council have identified Community Wellbeing as one of the 5 primary areas of focus within the Strategic Plan for the Town of Sundre. Additionally, Town Council have created a Council supported Health and Wellness Advocacy Committee through Bylaw, which establishes ongoing municipal support for this critical service in our community.

As described in the Grant Application, this project contributes to AREF's mandate twofold, firstly by the research, policy and planning developing in respect of the real estate industry and the built environment, and secondly by the education of related professionals and the public in respect to how accessibility and health planning would enhance the real estate industry.

The Town of Sundre has been actively seeking residential, commercial, industrial, and institutional development, and has streamlined our development processes to facilitate this. The outcomes of this project would present solutions for systemic recovery of the real estate industry by providing enticements for developers to be attracted to the Sundre community through innovation, sustainability, and transformative approaches to quality rural living, which closely aligns with the Towns long term strategies.

Please let me know if you require anything further in your Grant Application for this innovative and exciting project.

Yours truly,



Linda Nelson, CLGM, CTAJ, EMR

Chief Administrative Officer