



**TOWN OF  
SUNDRE**  
Regular Council Meeting

Town of Sundre Municipal Council Chambers

May 31, 2021

6:00 p.m.

- 1. Call to Order**  
Moment of Reflection
- 2. Public Hearing: None**
- 3. Agenda – Amendments and Adoption**
  - 3.1 May 31, 2021 Regular Council Meeting
- 4. Adoption of Previous Minutes**
  - 4.1 May 26, 2021 Special Council Meeting and Joint Public Hearing Pg. 2
  - 4.2 May 10, 2021 Regular Council Meeting Pg. 13
  - 4.3 May 6, 2021 Special Council Meeting Pg. 16
- 5. Delegation: None**
- 6. Bylaws/Policies:**
  - 6.1 Bylaw 2021-02 Intermunicipal Development Plan, 2nd & 3rd Reading Pg. 17
- 7. Old Business: None**
- 8. New Business**
  - 8.1 RFD Tax Sale Roll 4009.000 Pg.30
  - 8.2 RFD Tax Sale Roll 1341.000 Pg.34
  - 8.3 RFD Pickleball Pg. 38
  - 8.4 RFD Request to Name Park Pg. 39
  - 8.5 RFD Dehumidifier – Arena Pg. 40
  - 8.6 RFD Cleaning Contract Pg. 41
  - 8.7 RFD June is Recreation and Parks Month – Proclamation Pg. 42
  - 8.8 RFD World Elder Abuse Awareness Day – Proclamation Pg. 44
  - 8.9 RFD AUMA Council Candidate Pledge Pg. 47
- 9. Administration**
  - 9.1 Departmental Reports, April Pg.51
- 10. Municipal Area Partnership (MAP): None**
- 11. Council Committee Reports**
  - 11.1 Councillor Cheri Funke April Report Pg. 123
- 12. Council Invitations / Correspondence**
  - 12.1 Correspondence from the Municipality of Crowsnest Pass Pg. 128
  - 12.2 Correspondence from the Town of Raymond Pg. 129
  - 12.3 Correspondence from the Town of Redcliff Pg. 131
  - 12.4 Correspondence from the Village of Rycroft Pg. 132
  - 12.5 Certificate of Appreciation – Legion Pg. 134
- 13. Closed Meeting**
  - 13.1 Advice from Officials, FOIPP Act Section 24
  - 13.2 Local Public Body Confidences, FOIPP Act Section 23:
- 14. Adjournment**

*Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 ext. 114.*



TOWN OF  
**SUNDRE**  
Special Council Meeting Minutes  
Via Teleconferencing  
May 26, 2021

The Special Meeting of Council of the Municipality of Sundre was held via Teleconferencing, Wednesday, May 26, 2021 commencing at 12:45 p.m.

**IN ATTENDANCE**

Mayor Terry Leslie  
Councillor Richard Warnock  
Councillor Charlene Preston  
Councillor Todd Dalke  
Councillor Cheri Funke

**ABSENT**

Councillor Paul Isaac  
Councillor Rob Wolfe

**Administration**

Chief Administrative Officer, Linda Nelson  
Director of Planning & Ec. Development, Mike Marko  
Sr. Development Officer, Betty Ann Fountain  
Development Assistant, Chelsea Kruger  
Executive Legislative Clerk, Anne-Marie Jonke

**PUBLIC**

There were 0 members of the public in attendance.

**CALL TO ORDER:**

Mayor Leslie called the Special Meeting of Council to order at 12:45 p.m.

**ADOPTION OF AGENDA**

*Res. No. 145-26-05-21*

MOVED by Councillor Warnock that the agenda of May 26, 2021, a Special Council Meeting be adopted, as presented.

**CARRIED**

*Mayor Leslie recessed the Special Meeting of Council at 12:55 p.m. Attending Councillors and Administration joined the Mountain View County Regular Council Meeting via Zoom for the Joint Public Hearing in regard to the Intermunicipal Development Plan.*

**JOINT PUBLIC HEARING:**      **Town of Sundre Bylaw 2021-02 Intermunicipal Development Plan**

The Joint Public Hearing was held via Zoom and pursuant to the Municipal Government Act, RSA 2000 Chapter M-26 and amendments thereto.

**CALL TO ORDER**

**Reeve Beattie** called the Joint Public Hearing to order at 1:00 p.m.

\_\_\_\_\_  
\_\_\_\_\_  
Initials

**Purpose of Bylaw 18/21:** Reeve Beattie provided the purpose of Bylaw 18/21 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

**Purpose of Bylaw 2021-02** Mayor Leslie provided the purpose of Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

An updated IDP is required to meet the current *Municipal Government Act* (MGA) requirements. This regulated planning tool is to be adopted jointly by Mountain View County and Town of Sundre to provide a framework to address land use, growth and development adjacent to the boundary areas. The current IDP was adopted by Mountain View County and the Town of Sundre in 2010 and is outdated; therefore, the need to amend or update is in order.

**Confirmation of Quorum: Mountain View County**

Reeve Beattie confirmed quorum, with introduction of Mountain View County Council and Administration.

Councillor Angela Aalbers

Councillor Peggy Johnson

Councillor Dwayne Fulton

Councillor Greg Harris

Councillor Duncan Milne

Councillor Al Kemmere, and

Chief Administrative Officer, Jeff Holmes

Director Planning & Development Services, Margaretha Bloem

Executive Assistant, Gail Evers

**Confirmation of Quorum: Town of Sundre**

Mayor Leslie confirmed quorum, with introduction of Town of Sundre Council and Administration.

Councillor Richard Warnock

Councillor Charlene Preston

Councillor Todd Dalke

Councillor Cheri Funke, and

Chief Administrative Officer, Linda Nelson

Director of Planning & Ec. Development, Mike Marko

Sr. Development Officer, Betty Ann Fountain

Development Assistant, Chelsea Kruger

Executive Legislative Clerk, Anne-Marie Jonke

Mayor Leslie confirmed that the Town is ready to proceed with the Joint Public Hearing, and turned the meeting over to the Chair, Reeve Beattie.

Reeve Beattie provided the process for the electronic (zoom) meeting.

Reeve Beattie opened the Joint Public Hearing regarding MVC Bylaw 18/21, being the Intermunicipal Development Plan at 1:03 p.m.

Mayor Leslie opened the Joint Public Hearing regarding Town of Sundre Bylaw 2021-02 being the Intermunicipal Development Plan (IDP) at 1:04 p.m.

Development Authority presentation – Margaretha Bloem, Director of Planning and Development, Mountain View County (*see attached copy of presentation*).

Development Authority - MVC, verified receipt of correspondence from three (3) agencies: ATCO Gas, Historic Resources – Government of Alberta, and TC Energy. No correspondence was received from the public.

MVC Development Authority verified that Town of Sundre Administration is present to answer questions.

Reeve Beattie called upon any public members in favour of the bylaw(s): None

Reeve Beattie called upon any public members opposed to the bylaw(s): Mr. Mike Christie of NW 10-33-5-W5M, located within the Referral Area of the IDP. Mr. Christie's concerns related to the Clause D-4 and the number of allowable subdivided titles for lands not affected by an existing Area Structure Plan.

MVC Administration explained that consideration would be given to lands outside of an existing Area Structure Plan if application was compliant with the IDP and the County's Municipal Development Plan.

Reeve Beattie called upon any other person(s) deemed affected by the bylaw(s): None

Questions from Council(s) to Development Authority:

Councillor Harris, MVC – is the IDP specific to subdivision applications?

Administration – the IDP provides policy for lands not affected by an Area Structure Plan, application for subdivision must comply with IDP policy and MVC Municipal Development Plan.

Councillor Johnson, MVC – is the IDP map accurate?

Administration – The IDP map has been updated to reflect current Town of Sundre / Mountain View County boundary, and to indicate existing Area Structure Plans.

Councillor Warnock, Town of Sundre – did the previous 2009 IDP prescribe the number of titled parcels for lands outside of an area structure plan?

Administration – No limits were imposed in the 2009 IDP.

Councillor Al Kemmere, MVC – IDP limit on titled parcel is 4, but can an applicant apply for 5?

Administration – all applications are considered if deemed compliant to the IDP and the MDP.

Councillor Angela Aalbers, MVC – If IDP were silent on the number of titled parcels, does

Administration defer to the MDP?

Administration – If the IDP was silent on the number of titled parcels for lands outside of an existing ASP, then yes, compliance to the MDP would be required.

Reeve Beattie requested for any Public Communication(s) (letters / emails) to be read into the minutes: None

Development Authority(s), Margaretha Bloem, Mike Marko provided closing statements.

Reeve Beattie asked if Council had any further questions for the Development Authority(s). No one came forward.

Hearing no further comments Reeve Beattie closed the Public Hearing for MVC Bylaw 18/21 being the Intermunicipal Development Plan between Mountain View County and the Town of Sundre at 1:43 p.m.

Mayor Leslie hearing no further comments and that the Council of the Town of Sundre has received sufficient information to make a decision on Bylaw 2021-02 being the Intermunicipal Development Plan between Mountain View County and the Town of Sundre closed the Joint Public Hearing at 1:44 p.m.

**Town of Sundre Council and Administration disconnected from Zoom meeting for the Joint Public Hearing at 1:44 p.m.**

*Mayor Leslie resumed the Special Meeting of Council at 1:45 p.m. Attending Councillors and Administration jointed the Mountain View County Regular Council Meeting via Zoom for the Joint Public Hearing in regard to the Intermunicipal Development Plan.*

### **ADJOURNMENT**

*Res. No. 146-26-05-21*      MOVED by Councillor Preston that being the agenda matters of the Special Meeting of Council have been concluded the meeting adjourned at 1:46 p.m.

**CARRIED**

These minutes approved this 31 day of May 2021

\_\_\_\_\_  
Mayor, Terry Leslie

\_\_\_\_\_  
Chief Administrative Officer, Linda Nelson



Mountain View County  
Town of Sundre  
**Intermunicipal Development Plan**  
**JOINT PUBLIC HEARING**

May 26, 2021 at or after 1 pm

Jointly prepared, presented by  
Margaretha Bloem

# Purpose of an IDP

- IDP is a planning tool adopted jointly by MVC and Town of Sundre to provide a framework to address land use, growth and development adjacent to the boundary areas

# Why update the IDP

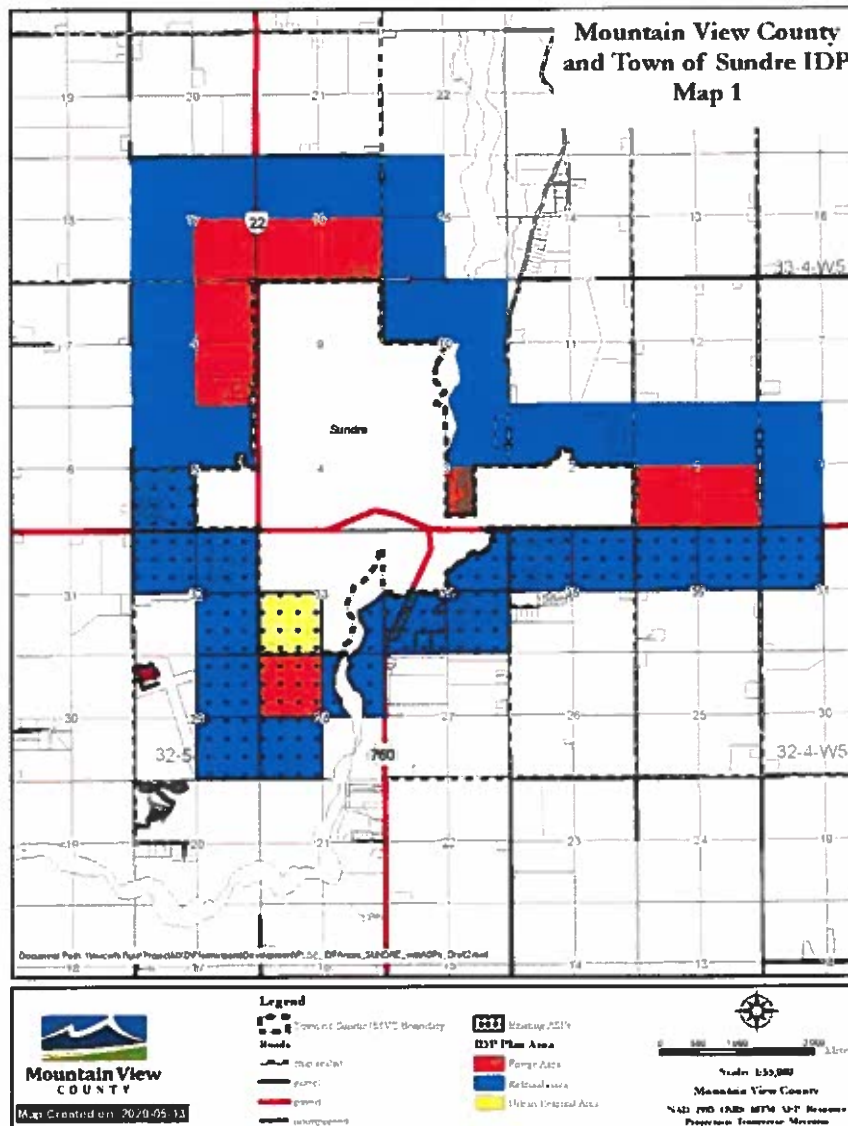
- IDP was adopted by Mountain View County and the Town of Sundre in 2010 and is outdated; therefore, the need to amend or update is in order
- IDP is required to be updated to meet the current *Municipal Government Act* (MGA) requirements

# Key Goals of IDP

- Identify land in the County for future growth of the Town through the identification of the Fringe and Referral Areas
- Identify land in the Town for the development of Industrial Parks through the identification of the Urban Referral Area and in the County through existing Area Structure Plans (ASP)
- Respect compatible development within these areas
- Promote the development of intermunicipal programs for economic development that will benefit the greater region and both municipalities
- Coordinate the development of transportation systems and protection of required land for future road and trail network development
- Protect physical features and environmentally sensitive areas
- Provide effective referral and communication mechanisms for planning applications and disputes



# IDP - Plan Area Map



Existing ASPs

## IDP Plan Area



Fringe Area

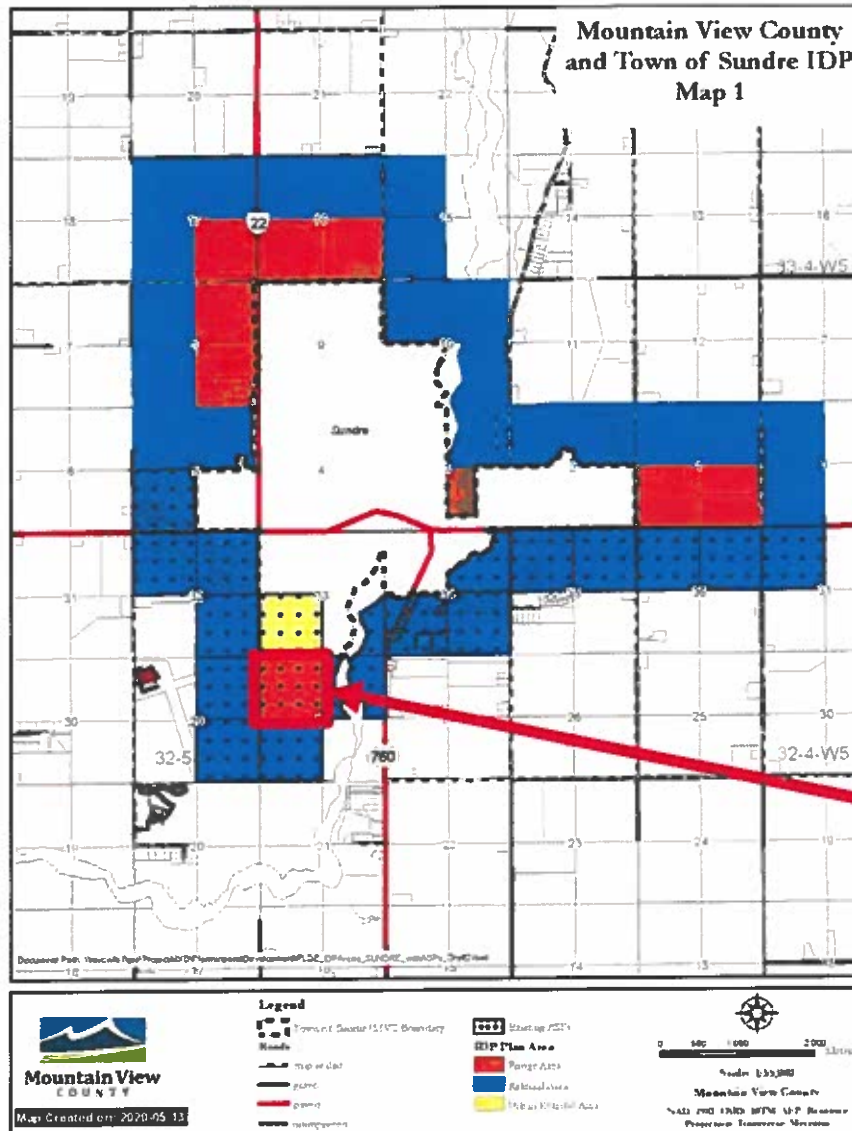


Referral Area



Urban Referral Area

# Fringe Area



Existing ASPs

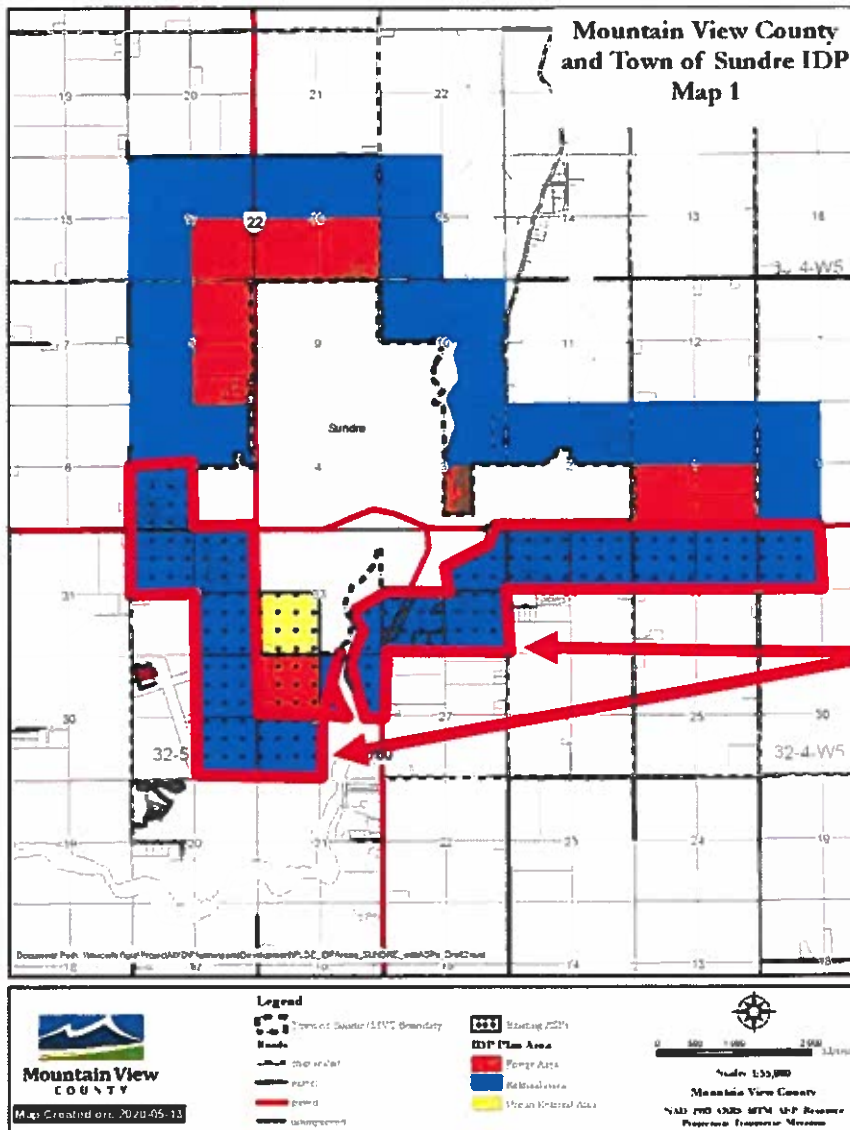
## IDP Plan Area



Fringe Area

- Will be the priority area for future growth of the Town
- Limit subdivision potential to the first parcel out of quarter section with a maximum of two (2) titles per quarter section
- Where an Existing ASP is approved, applications shall comply with the ASP
- Application referral to the Town

# Referral Area



Existing ASPs

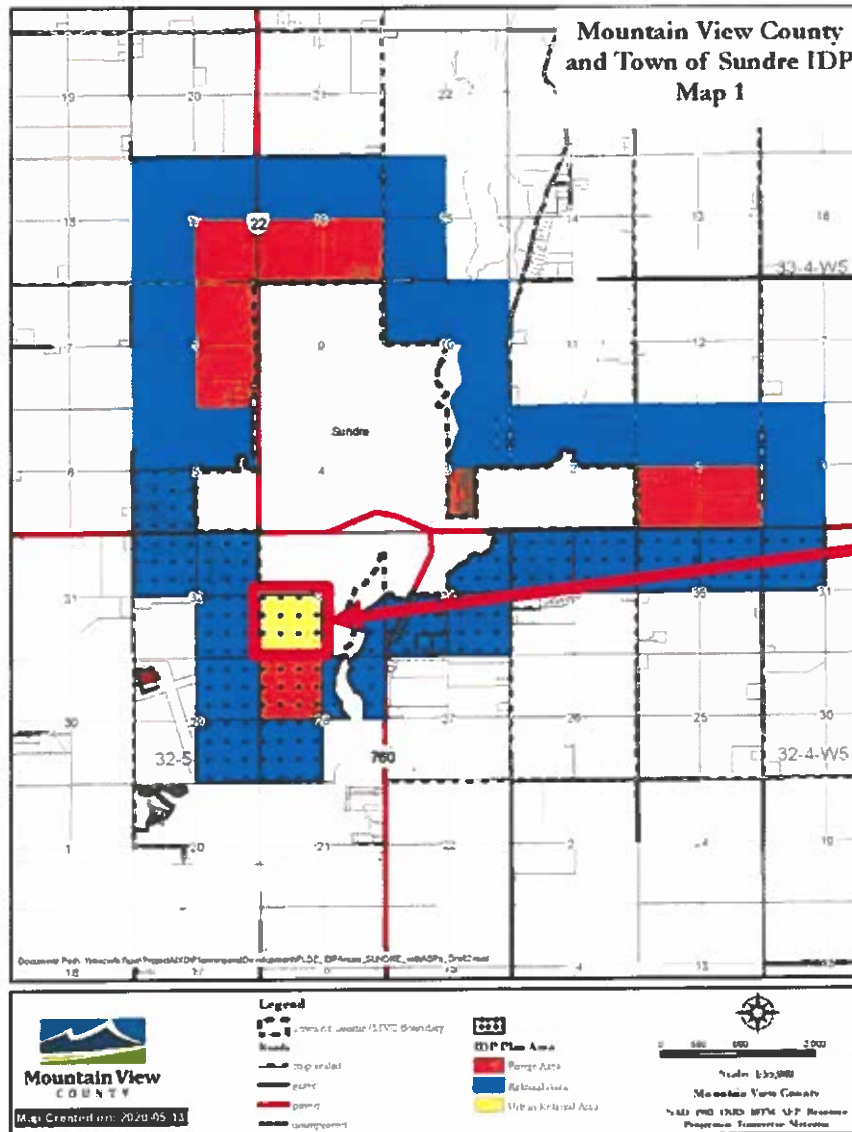
## IDP Plan Area



Referral Area

- Future long term growth of the Town
- Subdivision potential to a maximum of four (4) titles per quarter section
- Where an Existing ASP is approved, applications shall comply with the ASP
- Application referral to the Town

# Urban Referral Area



Existing ASPs

## IDP Plan Area



Urban Referral Area

- County interest to protect adjacent land uses
- Where an Existing ASP is approved, applications shall comply with the ASP
- Application referral to the County

# Key Amendments

- Municipal boundary updated to reflect the Town boundary; and include IDP lands that are within existing ASPs
- Removed joint decision-making through IMPC and ISDAB decision making by applicable municipal decision-making authorities
- Referral of applications (redesignation, subdivision, discretionary development permits)
- Policies updated
- Dispute Resolution includes 4 steps Administrative, ICC, Facilitated Mediation; Appeal process



Regular Council Meeting  
Minutes  
Town of Sundre Municipal Council Chambers  
**Via Teleconference**  
May 10, 2021

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, May 10, 2021 commencing at 6:00 p.m.

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

**ABSENT:** None

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Sr Development Officer, Betty Ann Fountain  
Executive Legislative Clerk, Anne-Marie Jonke  
Communications, Chelsea Kruger

**PUBLIC:** There were 5 members of the public in attendance.

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m., with a moment of reflection on the business of the evening.

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 131-10-05-21* MOVED by Councillor Preston that the Agenda be approved as presented.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 132-10-05-21* MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on April 26, 2021 be approved as presented.

**CARRIED**

**DELEGATION:** Ms. Lisa Nicholson – Hope 4 MVC Kids Society

*Res. 133-10-05-21* MOVED by Councillor Dalke that the Town of Sundre Council thank the founder, Lisa Nicholson, of Hope 4 MVC Kids Society and accept the presentation, as information.

**CARRIED**

**BYLAWS & POLICIES:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** **Business Continuity Pandemic Plan**

*Res. 134-10-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council support the Sundre Business Continuity Pandemic Plan as presented.

**CARRIED**

\_\_\_\_\_  
Initials

**Municipal Emergency Response Plan**

*Res. 135-10-05-21* MOVED by Councillor Funke that the Town of Sundre Council support the Sundre Municipal Emergency Response Plan as presented.

**CARRIED****National Public Works Week**

*Res. 136-10-05-21* MOVED by Councillor Warnock that the Town of Sundre Council proclaim the week of May 16 to 22, 2021 as “National Public Works Week” in Sundre.

**CARRIED****Recognition of 95<sup>th</sup> Birthday**

*Res. 137-10-05-21* MOVED by Councillor Isaac that the Town of Sundre Council participate in celebrating Mrs. Johnston’s 95<sup>th</sup> Birthday with a Certificate of Recognition of Mrs Johnston’s 95<sup>th</sup> Birthday, signed by the Mayor on behalf of Council, as presented, as information.

**CARRIED****ADMINISTRATION:** None**MUNICIPAL AREA PARTNERSHIP:** None**COUNCIL REPORTS** **Council Committee Reports - March**

*Res. 138-10-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Leslie’s report for March 2021 as information.

**CARRIED****MUNICIPAL AREA PARTNERSHIP:** None**COUNCIL INVITATIONS/CORRESPONDENCE: Letter from Minister Pon – Senior’s Week Proclamation**

*Res. 139-10-05-21* MOVED by Councillor Funke that the Town of Sundre Council accept the letter from Minister Pon, Senior’s Week Proclamation as presented as information.

**CARRIED****Letter to Minister Madu – Town of Magrath**

*Res. 140-10-05-21* MOVED by Councillor Dalke that the Town of Sundre Council accept the letter to Minister Madu, as presented as information.

**CARRIED****Letter of Response from Minister Madu – Provincial Policing**

*Res. 141-10-05-21* MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from Minister Madu, as presented as information.

**CARRIED**

Mayor Leslie excused all public members at 6:40 p.m. and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

Mayor Leslie called a 5 minute recess at 6:40 p.m.

The following, including 7 Council members, were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

**CLOSED MEETING****Topic of Closed Meeting**13.1 Advice from Officials, *FOIPP Act* Section 24;*Res. 142-10-05-21*

MOVED by Councillor Funkethat Council go into closed meeting at 6:47 p.m.

**CARRIED***Res. 143-10-05-21*

MOVED by Councillor Wolfe that Council return to open meeting at 7:26 p.m.

**CARRIED****ADJOURNMENT***Res. 144-10-05-21*

MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourned at 7:27 p.m.

**CARRIED**

These Minutes approved this 31 day of May, 2021



Deputy Mayor, Richard Warnock

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 Chief Administrative Officer, Linda Nelson





Special Council Meeting  
Town of Sundre Municipal Council Chambers  
Via Teleconferencing  
Minutes  
May 6, 2021

The special meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Thursday, May 6, 2021 commencing at 5:30 p.m.

**IN ATTENDANCE**

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

**STAFF IN ATTENDANCE**

Chief Administrative Officer, Linda Nelson

**PUBLIC**

None.

**CALL TO ORDER**

The Mayor called the meeting to order at 5:30 p.m.

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 127-06-05-21* MOVED by Councillor Warnock that the Agenda be approved as presented.

**CARRIED**

**CLOSED MEETING**

*Res. 128-06-05-21* MOVED by Councillor Funke that Council go into closed meeting at 5:30 p.m.

**CARRIED**

**RETURN TO OPEN MEETING**

*Res. 129-06-05-21* MOVED by Councillor Funke that Council return to open meeting at 5:45 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 130-06-05-21* MOVED by Councillor Wolfe being that the agenda matters have been concluded,  
the meeting adjourned at 5:45 p.m.

**CARRIED**

These Minutes approved this 31 day of May 2021

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson

Initials



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31 2021</b>
<b>SUBJECT</b>	<b>Bylaw 2021-02 Intermunicipal Development Plan</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Planning &amp; Development</b>
<b>AGENDA ITEM</b>	<b>6.1</b>

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### **BACKGROUND/PROPOSAL:**

An updated IDP is required to meet the current *Municipal Government Act* (MGA) requirements. This regulated planning tool is to be adopted jointly by MVC and Town of Sundre to provide a framework to address land use, growth and development adjacent to the boundary areas. The current IDP was adopted by Mountain View County and the Town of Sundre in 2010 and is outdated; therefore, the need to amend or update is in order.

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

See Report to Council

### **ALIGNMENT WITH STRATEGIC PLAN:**

This matter (process delivery) improves communication and transparency with stakeholders, and to build upon and improve our relationship with our regional partners.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council give Second and Third Reading to Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

### **MOTION:**

That the Town of Sundre Council give Second Reading to Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

That the Town of Sundre Council give Third and Final Reading to Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.

Attachments: Report to Council  
Bylaw 2021-02 with Schedule "A" (IDP)

Date Reviewed: May 27, 2021

CAO: Linda Nelson



**REPORT TO COUNCIL**

**COUNCIL DATE:** May 31, 2021  
**SUBJECT:** Bylaw 2021-02 Intermunicipal Development Plan (IDP)  
**REPORT WRITER:** Planning and Development  
**AGENDA ITEM:** 6.1

**BACKGROUND/PROPOSAL:**

An updated IDP is required to meet the current *Municipal Government Act* (MGA) requirements. This regulated planning tool is to be adopted jointly by Mountain View County (MVC) and Town of Sundre to provide a framework to address land use, growth, and development adjacent to the boundary areas. The current IDP was adopted by Mountain View County and the Town of Sundre in 2010 and is outdated; therefore, the need to amend or update is in order.

The IDP being presented to Council for adoption is not an annexation plan; it is a plan that addresses land use and a mechanism to communicate and share development information with an adjacent municipality.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

A Special Meeting of Council was held on May 26, 2021, for Town of Sundre Council and Administration to participate in a Joint Public Hearing for Mountain View County Bylaw 18/21 and Town of Sundre Bylaw 2021-02 being the Intermunicipal Development Plan between the Town of Sundre and Mountain View County.

Confirmation was received from Mountain View County's Executive Assistant, that MVC Council gave Second and Third Reading to Bylaw 18/21, being the Intermunicipal Development Plan, with no amendments, during their regular meeting of Council on May 26, 2021.

To complete the process of adopting the IDP as a statutory policy document, Administration is requesting the Town of Sundre Council give second and third reading to Bylaw 2021-02, being the Intermunicipal Development Plan between Mountain View County and the Town of Sundre.

**CONCLUSION:**

Both Administrations are confident that the document as presented will ensure sustainable growth for both municipalities, working collaboratively with each other.

**RECOMMENDED ACTION:**

Administration recommends that Council give Second and Third Reading to Bylaw 2021-02 being the Intermunicipal Development Plan between Mountain View County and the Town of Sundre.

Date Reviewed: <u>May 27, 2021</u> CAO: <u>Linda Nelson</u>
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TOWN OF SUNDRE

**BYLAW NO. 2021-02**

**A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO ESTABLISH THE INTERMUNICIPAL DEVELOPMENT PLAN**

**WHEREAS** Section 631 of the *Municipal Government Act*, Statutes of Alberta, 2000, Chapter M-26, as amended requires the Town of Sundre and Mountain View County to adopt an Intermunicipal Development Plan (IDP) to include those areas of land lying within the boundaries of the municipalities as they consider necessary, and

**WHEREAS** the Councils of the Town of Sundre and Mountain View County have recognized the need to cooperate in the planning of future land use and development along the shared common municipal boundary;

**AND WHEREAS**, a Joint Public Hearing in regard to the proposed Bylaw was scheduled for and conducted on May 26, 2021, commencing at 1:00 p.m., with members sitting in their respective Council Chambers, and communicating by electronic video (zoom);

**NOW THEREFORE** after due consideration with the relevant provisions of the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, the Council of the Town of Sundre duly assembled enacts as follows:

**1.0 NAME OF BYLAW**

1.1 This Bylaw may be cited as “Intermunicipal Development Plan (IDP) between the Town of Sundre and Mountain View County”

**2.0 PURPOSE OF BYLAW**

2.1 This Bylaw is established recognizing the need for municipalities with common boundaries to cooperate in the planning of future land use and development along the shared common municipal boundaries as they consider necessary.

**3.0 ENACTMENT**

3.1 The Intermunicipal Development Plan of the Town of Sundre and Mountain View County, attached to this Bylaw as Schedule “A”, is hereby adopted.

**4.0 EFFECTIVE DATE**

4.1 All Schedules attached are part of and form part of this Bylaw.

4.2 This Bylaw shall come into full force and effect upon the date of the Third and Final Reading.

## **5.0 REPEAL**

5.1 Bylaw 07-09 and amendments thereto are hereby repealed.

Read for a first time on this 26 day of April 2021; Motion No. 112-26-04-21

Joint Public Hearing held May 26, 2021

Read for the second time on this \_\_\_\_ day of \_\_\_\_ 2021; Motion No. \_\_\_\_\_

Read for the third time on this \_\_\_\_ day of \_\_\_\_ 2021

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Mayor Terry Leslie

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Chief Administrative Officer, Linda Nelson



## **SCHEDULE "A"**

### **INTER-MUNICIPAL DEVELOPMENT PLAN (IDP)**

#### **BETWEEN:**

#### **MOUNTAIN VIEW COUNTY,**

a municipality incorporated under the laws of Alberta  
(hereinafter referred to as "County")

and

#### **TOWN OF SUNDRE,**

a municipality incorporated under the laws of Alberta  
(hereinafter referred to as "Town")

## **A. INTRODUCTION**

- 1) The Town and the County have agreed to undertake the process for preparing and adopting, by bylaw, an Inter-municipal Development Plan (IDP) which will address the principles, policies and considerations outlined in this agreement.
- 2) The Town and the County recognize that all municipalities are equals and have the right to growth and development.
- 3) The purpose of the IDP is to address:
  - a) The future land uses in the area;
  - b) The manner of and the proposals for future development in the area;
  - c) The provision of transportation systems for the area, either generally or specifically;
  - d) The co-ordination of intermunicipal programs relating to the physical, social and economic development of the area;
  - e) Environmental matters within the area, either generally or specifically, and
  - f) Any other matters related to the physical, social or economic development of the area that the councils consider necessary.
- 4) An IDP must include:
  - a) A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;
  - b) A procedure to be used, by one or more municipalities, to amend or repeal the plan, and
  - c) provisions relating to the administration of the plan.
- 5) Nothing contained within this Agreement is intended to nor shall be interpreted as fettering either Council's discretion.

## **B. GOALS**

- 1) Identification of Policies to ensure land is available to enable the Town to grow in an orderly manner.
- 2) Identification of the Fringe Area surrounding the Town that will be protected for the future growth of the Town, while recognizing compatible development may be supported in accordance with the policies of this Plan and any existing approved Area Structure Plan, as amended from time to time.
- 3) Identification of the Referral Area in the County to be protected for the long-term growth of the Town, while recognizing compatible development may be supported in accordance with the policies of this Plan and any existing approved Area Structure Plan, as amended from time to time.
- 4) Identification of areas for the development of Industrial Parks within the Urban Fringe Area and the Referral Area, including development standards and Area Structure Plan principles.
- 5) Development of intermunicipal programs to provide for and in support of economic development that will benefit the region and the two municipality's economically and socially.

- 6) Development of a Plan for the provision of utility corridors to provide for future growth and development of the IDP Area, and to ensure oil and gas development/pipelines do not inhibit or restrict the future development of the region.
- 7) Effective coordination of transportation systems and protection of required land for future road and trail network developments.
- 8) Development of land use policies to ensure that future sites for schools and recreation areas are protected.
- 9) Identification and protection of physical features and environmentally sensitive areas.
- 10) Effective referral mechanisms and dispute resolution mechanisms.
- 11) Plan administration and implementation.

### **C. FRINGE AREA**

- 1) The Fringe Area will be those lands within the County identified on Map 1 – IDP Plan Area Boundaries as Fringe Area. All re-designations (Land Use Bylaw amendments), subdivision and discretionary use development permit applications within the Fringe Area will be referred to the Town.
- 2) The Fringe Area will, where growth patterns remain as anticipated, be the priority area for future annexations by the Town.
- 3) No new or expanded confined feeding operations will be permitted within the Fringe Area.
- 4) The planning process in the Fringe Area will be a cooperative effort between the Town and the County. Developers will be required to work with the Town and County planning departments to ensure that the development is compatible with the future growth patterns of the Town.
- 5) A first parcel out of a previously unsubdivided quarter section that shall not exceed a maximum of two titles per quarter section may be considered in the IDP Fringe Area for agricultural or residential uses but is not permitted by right. A redesignation and subdivision application for a first parcel out shall be required and may be supported by the County subject to other IDP policies and provisions in the Land Use Bylaw as follows:
  - i. Farmstead separation or a non-agricultural use may be considered if it is an established residential site that previously contained or currently contains a dwelling and other improvements used in connection with the raising or production of crops, livestock or poultry, situated on the same land use in connection with the farming operations and not exceeding 10 acres unless when required to include shelter belts, ancillary buildings, physical characteristics and land required to provide physical access; or
  - ii. A Country Residential parcel between 2 - 3 acres in size except if a larger parcel to a maximum of 5 acres may be considered where setbacks, topography and easements prevent the creation of a reasonable building envelope; or
  - iii. An agricultural parcel with a minimum size of 40 acres. The parcel configuration should reflect the existing conditions and use of the land and shall demonstrate that the land being subdivided is being used for agricultural purposes to avoid future fragmentation of agricultural land.



- 6) Within the IDP Fringe Area affected by an existing approved Area Structure Plan, as amended from time to time, redesignation, subdivision and development applications shall comply with existing Area Structure Plan policies.

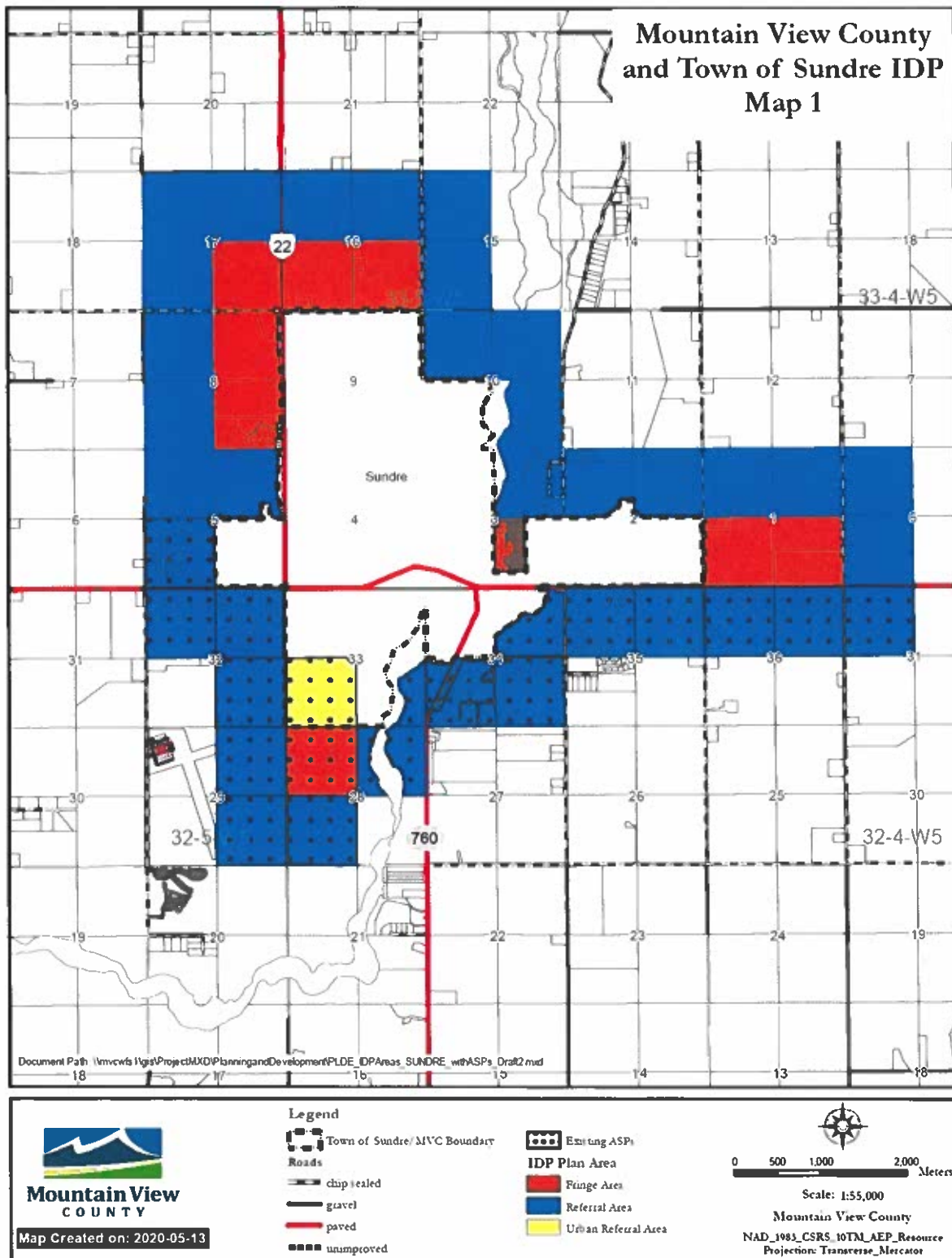
#### **D. REFERRAL AREA**

- 1) The Referral Area is those lands within the County identified on Map 1 – IDP Plan Area-Boundaries as Referral Area. These lands are intended to identify:
  - a) Future long-term growth areas for the eventual growth of the Town, while still permitting compatible development to occur.
- 2) All subdivision and discretionary use development permit applications, redesignations (Land Use Bylaw amendments) and Area Structure Plans, as amended from time to time, within the Referral Area will be referred to the Town for comment.
- 3) Development standards will be applied by the County that will ensure that orderly redevelopment of the Referral Area can occur.
- 4) Within the IDP Referral Area not affected by an existing Area Structure Plan, redesignation and subdivision applications may be considered for agricultural, residential, commercial, industrial, recreational or direct control district purposes but shall not exceed four (4) titles per quarter section. In addition to complying with the maximum four (4) titles per quarter section, applications for redesignation and subdivision shall comply with the applicable policies of the County's Municipal Development Plan, as amended from time to time.
- 5) No new or expanded confined feeding operations will be permitted within the Referral Area.
- 6) Within the IDP Referral Area subject to an existing approved Area Structure Plan, as amended from time to time, redesignation, subdivision and development applications shall comply with existing Area Structure Plan policies.

#### **E. URBAN REFERRAL AREA**

- 1) The Urban Referral Area is those lands within the Town identified on Map 1 - IDP Plan Area Boundaries as Urban Referral Area. These lands are intended to identify those areas where the County has an interest in protecting the adjacent land uses.
- 2) All subdivision and discretionary use development permit applications, redesignations (Land Use Bylaw amendments) and Area Structure Plans and amendments thereto, within the Urban Referral Area will be referred to the County for comment.

## F. Map 1 – IDP Plan Area Boundaries



## **G. LAND USE POLICIES**

- 1) Mountain View County agrees that all development within the Fringe Area and Referral Area will be planned to minimize the impact on the growth of the Town.
- 2) The Approving Authority will consider the impact developments will have on the appearance of the entrance corridors to the Town.

## **H. WATER AND WASTEWATER SERVICES**

- 1) Any requests for water and wastewater services from the County shall be considered and administered through separate agreement.

## **I. TRANSPORTATION SYSTEMS**

- 1) When subdivisions are approved in the Plan Area, all right-of-way requirements will be secured to ensure that long-term transportation and road plans can be implemented when warranted.
- 2) The County and the Town will work together to discuss issues relating to transportation that effect both municipalities, which could include the development of a future Transportation Master Plan.

## **J. UTILITY CORRIDORS**

- 1) The Town and County agree to work together to ensure that utility corridors are protected.
- 2) The Town and County also acknowledge that the development of the oil and gas industry has played an integral part in the development of the region. The Town and County shall review and provide comment to AER circulations for new oil, gas and electricity infrastructure to ensure that new infrastructure does not unduly restrict future development.

## **K. ECONOMIC DEVELOPMENT**

- 1) The municipalities may work together to promote and support economic development that is good for both municipalities.

## **L. ENVIRONMENTAL**

- 1) Applications affecting wetlands and/or riparian areas, or Environmentally Significant Areas located within the Plan Area shall be assessed in accordance with the environmental policies and Land Use Bylaw requirements of the municipality in which it was received, and any requirements of Alberta Environment.
- 2) Applications in the Plan Area within the Floodway or Flood Fringe shall comply with the policies and the Land Use Bylaw provisions of the municipality in which it was received, and any requirements of Alberta Environment.
- 3) Applications in the Plan Area within hazard lands not defined as Floodway or Flood Fringe shall be required to demonstrate suitability by providing technical studies as required in the policies and Land Use Bylaw provisions of the municipality in which it was received, and any requirements of Alberta Environment.

## **M. PLAN ADMINISTRATION AND IMPLEMENTATION**

### **Adoption Process**

- 1) The Inter-municipal Development Plan shall be adopted by bylaw by the Town and the County in accordance with the Municipal Government Act.

### **Approving Authorities**

- 1) In the hierarchy of statutory plans, the Inter-municipal Development Plan shall take precedence over the other municipal statutory plans and documents.
- 2) Each municipality is responsible for decision-making within their municipal jurisdiction subject to the provisions of the IDP.

### **Plan Amendments**

- 1) An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 2) An amendment to this Plan has no effect unless adopted by both municipalities by bylaw in accordance with the *Municipal Government Act*.

### **Plan Review**

- 1) The Plan should be formally reviewed as necessary, as determined mutually by both Municipalities, in order to confirm or recommend amendment of any particular policy contained herein.

### **Plan Termination/Repeal**

- 1) Subject to a new plan being drafted, either municipality may initiate the process to terminate/repeal the plan.

## **N. ANNEXATION**

- 1) The County recognizes and agrees that the Town will need additional land to grow and will support annexations that will provide for at least 20 years of projected growth within the boundaries of the Town.
- 2) Future annexation proposals may be initiated by the Town and shall proceed in accordance with the process for annexation set forth in the *Municipal Government Act*.
- 3) The Town and County will endeavour to reach an inter-municipal agreement on the annexation prior to submitting the annexation to the Municipal Government Board.

**O: DISPUTE RESOLUTION**

- 1) In the event of a dispute between the Municipalities concerning any matters in this Plan including application circulations, interpretation or notice to terminate the Plan, they shall be addressed and may be resolved at any of the following steps:
  - a. Step 1 – Administrative Review
  - b. Step 2 – ICC Review
  - c. Step 3 – Facilitated Mediation
  - d. Step 4 – Appeal Process
- 2) For Step 1 – Administrative Review, the following shall apply:
  - a. For applications required to be circulated to the other municipality under this Plan, requests shall be made in writing, within the circulation timeline, for any Administrative meetings to discuss concerns or objections.
  - b. For all other non-application matters, requests for an Administrative meeting shall be made in writing.
- 3) For Step 2 – ICC Review
  - a. The ICC shall convene to consider and attempt to resolve disputes identified in Q 1) but exclude application circulations. Both Administrations shall present their perspectives and views on the issue. The ICC may:  
Provide suggestions to both Administrations on how to address the issue and refer the matter back to both Administrations for further discussion between them;  
Seek additional information and alternatives for consideration at a future meeting of the ICC;  
If possible, agree on a consensus position that resolves the issue and provide the details of the consensus to each municipality in writing; or  
Conclude that no initial agreement can be reached and communicate their conclusion to the two Councils.
- 4) For Step 3 – Facilitated Mediation, the following shall apply:
  - a. Within (20) business days of a written request for Facilitated Mediation, both municipalities shall agree upon a mediator/facilitator to assist in the dispute process.
  - b. The Step 2 – Facilitated Mediation process shall exclude all Discretionary Use Development Permits and Subdivision Applications. These applications may proceed directly to Step 3 – Appeal Process.
  - c. Facilitated Mediation will begin within fifteen (15) business days of the engagement of the mediator/facilitator.
  - d. Both municipalities agree that they will pay the cost of Facilitated Mediation equally.
- 5) For Step 4 – Appeal Process

- a. If a resolution to the dispute cannot be reached at Step 1 or Step 2, the approval authority may proceed with a decision and the municipality that objects may appeal the decision in accordance with the *Municipal Government Act* to the appropriate appeal authority.

**P. CORRESPONDENCE**

- 1) Written notice under this Agreement shall be addressed as follows:

- a. In the case of Mountain View County to:

Mountain View County  
c/o Chief Administrative Officer

P.O. Bag 100

Didsbury, AB T0M 0W0

- b. In the case of the Town of Sundre to:

Town of Sundre  
c/o Chief Administrative  
Officer Box 420

Sundre, AB T0M 1X0

**IN WITNESS WHEREOF** the parties have affixed their corporate seals as attested by the duly authorized signing officers of the parties as of the first day above written.

**MOUNTAIN VIEW COUNTY**

**TOWN OF SUNDRE**

\_\_\_\_\_  
**Reeve**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrator Officer**

\_\_\_\_\_  
**Chief Administrator Officer**



## REQUEST FOR DECISION

**COUNCIL DATE:** May 31, 2021

**SUBJECT:** Tax Recovery Sale – Roll No. 4009.000

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.1

**BACKGROUND/PROPOSAL:**

See preceding Report to Council for further details.

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

See preceding Report to Council for further details.

**ALIGNMENT WITH STRATEGIC PLAN**

1. Sustainable Governance
  - 1.1 Improve communication and transparency with our stakeholders.
4. Financial Stability

**ADMINISTRATION RECOMMENDATIONS:**

Council approve a reserve bid and conditions of sale at public auction allowing administration to continue with the tax recovery process for Roll No. 4009.000.

**COSTS/SOURCE OF FUNDING:**

Not Applicable – costs to be recovered from tax sale proceeds.

**MOTION:**

The Town of Sundre Council moves to set a reserve bid of \$193,000 for Lot 10, Block 1, Plan 0312972, Sundre, AB, and furthermore,

The property identified by Roll No. 4009.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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.

Date Reviewed: May 28, 2021 CAO: Linda Neuba



## REPORT TO COUNCIL

**COUNCIL DATE:** May 31, 2021

**SUBJECT:** Tax Recovery Sales of Property

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.1a

### **BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right.

Section 418(1) states “Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid”. Due to notification and reporting requirements, this section is applicable to tax accounts two years or more in arrears.

According to Section 419 of the Municipal Government Act, Council is to pass a resolution to set the Reserve Bid, sale conditions and to add all tax recovery expenses to the tax roll. The reserve bid must be at fair market value as determined by our Assessor or by hiring an Appraiser.

The owners of the properties on the attached list have failed to pay the tax arrears for taxes owing between 2017 through 2020. They had until March 31, 2021 to pay these taxes prior to the requirement that the Town offer the property for sale at public auction this year. The owners were notified of this requirement last year when we registered tax notification on title and again in January 2021 by letter.

During May 2021 valuations were provided for each property by Wildrose Assessment Services to obtain a current “Fair Market Value”.

### **Tax Recovery Costs (to be added to tax roll):**

Advertisement in Gazette – cost TBD

Advertising in The Albertan (local newspaper) – cost TBD

Land Title Searches – cost TBD

Additional unpaid utilities charges transferred to taxes - TBD

Setting up auction sale and auctioneer – are part of 5% administration fee



**Calculation of Tax Recovery Surplus**

Revenues from sale of property:	TBD
Less:	
Tax Arrears	per attached list plus recovery costs
Other costs or expenses	TBD (MGA section 553)
5% Administration fee	<u>TBD (MGA section 553)</u>
Balance: Tax Recovery Surplus	To be paid to lien holders (or owner if no liens)

Administration wishes to hold a public auction on Tuesday, October 26, 2021 at 9:00 am for each of the lands listed on the attached listing. The parcels will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

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

Council will be presented with a Request for Decision for each individual property outlining the specific reserve bid and sale conditions.

Council can decide not to hold a tax sale in which case there is no incentive for the property owner to pay the outstanding tax arrears.

# 8.1b

Roll #	Lot	Block	Plan	LINC NO.	NOTIFICATION LETTERS DATE	ASSESSSED/ APPRAISE D VALUE	2018	2019	2020	JAN 1st 2021 LATE FEES	2021 UTILITIES XFER TO TAX ROLL	2021 Taxes due Jan1-Oct 25th	2021 Pending Penalty Fees	Taxes Due from Sale Proceeds	Oct 26 - Dec 31, 2021 due from Purchaser	Total Taxes Owing	Total owed on Tax Account on May 1/2021	Balance Prior to Pending Late Penalty Fees	
4009000	10	1	0312972	0030164065	Jan, 2021 Jan 2020 &	193,000 \$	2,463.80	\$ 4,829.14	\$ 4,946.96	\$ 1,528.80	\$ 684.53	\$ 1,743.70	\$ 256.28	\$ 16,453.21	\$ 392.04	\$ 16,845.25	\$ 16,588.97	\$ 16,845.25	TRUE
1341000	6	10	7611274	0017885568	Jan, 2021 Jan 2020 &	237,000 \$		\$	\$ 2,370.19	\$ 644.43	\$	\$ 2,207.58	\$ 324.48	\$ 5,546.68	\$ 496.34	\$ 6,043.02	\$ 5,718.54	\$ 6,043.02	TRUE

\*Calculations on May 1st, 2021 for Council Meeting Date - May 31st, 2021

(Balances at time of Tax  
Sale Preparations)



## REQUEST FOR DECISION

**COUNCIL DATE:** May 31, 2021

**SUBJECT:** Tax Recovery Sale – Roll No. 1341.000

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.2

**BACKGROUND/PROPOSAL:**

See preceding Report to Council for further details.

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

See preceding Report to Council for further details.

**ALIGNMENT WITH STRATEGIC PLAN**

1. Sustainable Governance
  - 1.1 Improve communication and transparency with our stakeholders.
4. Financial Stability

**ADMINISTRATION RECOMMENDATIONS:**

Council approve a reserve bid and conditions of sale at public auction allowing administration to continue with the tax recovery process for Roll No. 1341.000

**COSTS/SOURCE OF FUNDING:**

Not Applicable – costs to be recovered from tax sale proceeds.

**MOTION:**

The Town of Sundre Council moves to set a reserve bid of \$237,000 for Lot 6, Block 10, Plan 7611274, Sundre, AB, and furthermore

The property identified by Roll No. 1341.000 will be offered for sale by public auction, at the Town Office on Tuesday, October 26, 2021 at 9:00 am, with the terms and conditions of sale being cash or certified cheque, and furthermore,

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.

Date Reviewed: May 28, 2021 CAO: Linda Nisban



## REPORT TO COUNCIL

**COUNCIL DATE:** May 31, 2021

**SUBJECT:** Tax Recovery Sales of Property

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 8.2a

### **BACKGROUND/PROPOSAL:**

Division 8 – Recovery of Taxes Related to Land of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the tax recovery process.

Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right.

Section 418(1) states “Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid”. Due to notification and reporting requirements, this section is applicable to tax accounts two years or more in arrears.

According to Section 419 of the Municipal Government Act, Council is to pass a resolution to set the Reserve Bid, sale conditions and to add all tax recovery expenses to the tax roll. The reserve bid must be at fair market value as determined by our Assessor or by hiring an Appraiser.

The owners of the properties on the attached list have failed to pay the tax arrears for taxes owing between 2017 through 2020. They had until March 31, 2021 to pay these taxes prior to the requirement that the Town offer the property for sale at public auction this year. The owners were notified of this requirement last year when we registered tax notification on title and again in January 2021 by letter.

During May 2021 valuations were provided for each property by Wildrose Assessment Services to obtain a current “Fair Market Value”.

### **Tax Recovery Costs (to be added to tax roll):**

Advertisement in Gazette – cost TBD

Advertising in The Albertan (local newspaper) – cost TBD

Land Title Searches – cost TBD

Additional unpaid utilities charges transferred to taxes - TBD

Setting up auction sale and auctioneer – are part of 5% administration fee

**Calculation of Tax Recovery Surplus**

Revenues from sale of property:	TBD
Less:	
Tax Arrears	per attached list plus recovery costs
Other costs or expenses	TBD (MGA section 553)
5% Administration fee	<u>TBD (MGA section 553)</u>
Balance: Tax Recovery Surplus	To be paid to lien holders (or owner if no liens)

Administration wishes to hold a public auction on Tuesday, October 26, 2021 at 9:00 am for each of the lands listed on the attached listing. The parcels will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

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

Council will be presented with a Request for Decision for each individual property outlining the specific reserve bid and sale conditions.

Council can decide not to hold a tax sale in which case there is no incentive for the property owner to pay the outstanding tax arrears.

## 8.2b

Roll #	Lot	Block	Plan	LINC NO.	NOTIFICATION LETTERS DATE	ASSESSED/ APPRAISE D VALUE	2018	2019	2020	JAN 1st 2021 LATE FEES	2021 UTILITIES XFER TO TAX ROLL	2021 Taxes due Jan1-Oct 25th	2021 Pending Penalty Fees	Taxes Due from Sale Proceeds	Oct 26 - Dec 31, 2021 due from Purchaser	Total Taxes Owing	Total owed on Tax Account on May 1/2021	Balance Prior to Pending Late Penalty Fees	
4009000	10	1	0312972	0030164065	Jan, 2021 Jan 2020 & Jan 2021	193,000	\$ 2,463.80	\$ 4,829.14	\$ 4,946.96	\$ 1,528.80	\$ 684.53	\$ 1,743.70	\$ 256.28	\$ 16,453.21	\$ 392.04	\$ 16,845.25	\$ 16,588.97	\$ 16,845.25	TRUE
1341000	6	10	7611274	0017885568	Jan, 2021 Jan 2020 & Jan 2021	237,000	\$ -	\$ -	\$ 2,370.19	\$ 644.43	\$ -	\$ 2,207.58	\$ 324.48	\$ 5,546.68	\$ 496.34	\$ 6,043.02	\$ 5,718.54	\$ 6,043.02	TRUE

\*Calculations on May 1st, 2021 for Council Meeting Date - May 31st, 2021

(Balances at time of Tax  
Sale Preparations)



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Pickleball</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Community Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

---

### **BACKGROUND/PROPOSAL:**

A local resident has fundraised for pickleball for at least the last year.

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

Council granted \$5000.00 towards the project in February 2021. The Totem Group matched that grant.

During the Spring Workshop, Council discussed contributing further to allow the project to proceed this year. The discussion included an additional \$5000.00 for a total of \$10,000; that will also be matched by the Totem Group.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **2. Service Delivery**

2.1 Continue to promote recreational opportunities.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that the Town of Sundre Council approve the additional \$5000.00 to the Pickleball Group, with funds to be drawn from General Corporate Stabilization.

### **MOTION:**

That the Town of Sundre Council approve the additional \$5000.00 to the Pickleball group, with funds to be drawn from General Corporate Stabilization.

Date Reviewed: May 28, 2021

CAO: Amie Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31<sup>st</sup>, 2021</b>
<b>SUBJECT</b>	<b>Request to Name Park</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.4</b>

---

### **BACKGROUND/PROPOSAL:**

On June 22, 2020, Council approved a park development project at Plan 5908EO Block OT by resolution #142-22-06-20.

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

Historically, this land was owned by the Knott family, who later donated the land to the Town of Sundre. In 2020 the Sundre Palliative Care/Association and a few of our valued residents came forward with a proposal and design for a Memorial Park at this property.

This Park is now substantially complete, and the Palliative Care Association and community group have had discussions on naming the park. They felt it was appropriate to name the park in recognition of the previous owners who donated the park to the Sundre residents.

### **ALIGNMENT WITH STRATEGIC PLAN**

- 2. Service Delivery
- 3. Community Well-being
  - 3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration is requesting that Council approve naming the Park located at Plan 5908 EO, Block OT, as the "Knott's Glen Memorial Park".

### **MOTION:**

That the Town of Sundre Council approve naming the Park located at Plan 5908 EO, Block OT, as the "Knott's Glen Memorial Park".

Date Reviewed: <u>May 28, 2021</u> CAO: <u>Dinda Nuba</u>
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## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Dehumidifier - Arena</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Community Services</b>
<b>AGENDA ITEM</b>	<b>8.5</b>

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### **BACKGROUND/PROPOSAL:**

The City of Red Deer is decommissioning one of their arenas to make way for a new expansion. One of the many items they have for sale is a used dehumidifier.

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

This item was planned in the budget for 2024 at a cost of \$50,000.00. We have the opportunity to purchase the unit including the ceiling stand that the dehumidifier would sit on, for a cost of \$7,500.00.

This will enable staff to put ice in as early as September 15<sup>th</sup>. It will improve the service to our minor hockey and rec hockey teams as they may no longer have to rent ice elsewhere.

At the Council Spring Workshop, Council reviewed and supported this purchase in principle.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **2. Service Delivery**

2.1 Continue to promote recreational opportunities.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that the Town of Sundre Council approve the purchase of the dehumidifier at a cost of \$7,500.00 from the City of Red Deer.

### **MOTION:**

That the Town of Sundre Council approve the purchase of the dehumidifier at a cost of \$7,500.00 from the City of Red Deer with the funding coming from the Municipal New Project (RSA) Restricted Surplus Account.

Date Reviewed: May <u>27</u> , 2021    CAO: <u>Linda Nelson</u>
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## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Cleaning Contract</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Community Services</b>
<b>AGENDA ITEM</b>	<b>8.6</b>

---

### **BACKGROUND/PROPOSAL:**

The current cleaning services contract for the Town of Sundre, which covers cleaning for the Town Office, Fire Hall, and Operations Offices, expires this month.

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

We have received bids from four companies. Angela's Janitorial Services Ltd., which are the current contractors, have quoted the same contract price and have come in lower than all other bids. We have had no complaints about the cleaning services they provide.

### **ALIGNMENT WITH STRATEGIC PLAN**

2. Service Delivery

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that the Town of Sundre Council approve the cleaning services contract for Angela's Janitorial Services Ltd. for a 3-year term, with an option to renew for an additional one-year term.

### **MOTION:**

That the Town of Sundre Council approve the cleaning services contract for Angela's Janitorial Services Ltd., for a three (3) year term, ending May 31, 2024, with an option to renew for an additional year, at an annual operating cost of \$59,530.00 plus GST.

Date Reviewed: <u>May 28, 2021</u> CAO: <u>Linda Nuhn</u>
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## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 27, 2021</b>
<b>SUBJECT</b>	<b>June is Recreation and Parks Month Proclamation</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.7</b>

---

### **BACKGROUND/PROPOSAL:**

"We are fortunate, in Alberta, to have a variety of recreation and parks systems providing countless recreational opportunities for all residents and visitors from around the world;"

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

"Recreation and parks enhance quality of life, active living, leisure education, and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles, and enhances overall mental health and wellbeing;"

"The benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, decrease vandalism, attract new business, increase tourism and curb employee absenteeism."

"Parks, open spaces and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife."

### **ALIGNMENT WITH STRATEGIC PLAN**

3. Community Well-being.

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

None.

### **ADMINISTRATION RECOMMENDATIONS:**

That the Council of the Town of Sundre endorse and proclaim June 2021 as Recreation and Parks Month in the Town of Sundre.

### **MOTION:**

That the Council of the Town of Sundre proclaim June 2021 as Recreation and Parks Month in the Town of Sundre.

### **ATTACHMENTS:**

8.7a Alberta Recreation and Parks Association-June is Recreation and Parks Month Proclamation

Date Reviewed: May 28, 2021

CAO: 

# PROCLAMATION

## Municipality



### JUNE IS RECREATION AND PARKS MONTH

**Whereas**, in Alberta, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for all residents and visitors from around the world; and

**Whereas**, recreation and parks enhance quality of life, active living, leisure education, and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles, and enhances overall mental health and wellbeing; and

**Whereas**, recreation and parks build family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, promotes equity, inclusivity, sensitivity and understanding to cultural diversity, and fosters a sense of belonging; and

**Whereas**, recreation and parks can be used for therapy and rehabilitation of individuals experiencing illness, impairment, and disability; and

**Whereas**, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, decrease vandalism, attract new business, increase tourism and curb employee absenteeism; and

**Whereas**, our parks, open spaces and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

**Whereas**, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

**Now, Therefore be it Resolved**, that the Alberta Recreation and Parks Association (ARPA) does hereby proclaim that June, which witnesses the greening of Alberta and serves as a significant gateway to family activities, has been designated as June is Recreation & Parks Month, which will annually recognize and celebrate the benefits derived year round from quality recreation and parks resources at the local, regional and provincial levels.

**Therefore**, \_\_\_\_\_ (name of municipality/organization), in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as June is Recreation & Parks Month.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2021 by:

\_\_\_\_\_ (print name and title)

\_\_\_\_\_ (signature)

Visit [arpaonline.ca/events/JRPM/](http://arpaonline.ca/events/JRPM/) for more information



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 27, 2021</b>
<b>SUBJECT</b>	<b>World Elder Abuse Awareness Day - Proclamation</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.8</b>

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### **BACKGROUND/PROPOSAL:**

"The International Network for the Prevention of Elder Abuse established World Elder Abuse Awareness Day on June 15, 2006. Since its inception, organizations from around the world have held events to raise awareness of elder abuse. Preventing and addressing elder abuse is a shared responsibility and requires engagement and action on the part of all sectors of society. This begins with knowledge. By understanding the nature and scope of elder abuse, all community members can take proactive steps to help prevent situations where it could occur." (S.P.R.U.C.E.)

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

"June 15th has been proclaimed and recognized all around the world as World Elder Abuse Awareness Day. S.P.R.U.C.E (Seniors Protected and Respected Under Community Engagement), under the umbrella of Greenwood Neighbourhood Place Society, has been working hard to move forward with several action plans recommended by the Sundre CCR (Coordinated Community Response) committee." (GNP)

"The committee asks the Town of Sundre to proclaim June 1st", 2021, as World Elder Abuse Awareness Day. In addition, we ask permission for the Town of Sundre to fly our Elder Abuse Awareness Day Flag at the Town of Sundre office on that day." (GNP)

### **ALIGNMENT WITH STRATEGIC PLAN**

3. Community Well-being.

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

None.

### **ADMINISTRATION RECOMMENDATIONS:**

That the Council of the Town of Sundre endorse and proclaim June 15, 2021, as World Elder Abuse Awareness Day in the Town of Sundre and to give permission to the committee to fly the Elder Abuse Awareness Day Flag at the Town of Sundre office that day.

### **MOTION:**

That the Council of the Town of Sundre proclaim June 15, 2021, as World Elder Abuse Awareness Day in the Town of Sundre and to give permission to the committee to fly the Elder Abuse Awareness Day Flag at the Town of Sundre office that day.

### **ATTACHMENTS:**

8.8a Greenwood Neighbourhood Place Correspondence and Proclamation

Date Reviewed: May 28, 2021

CAO: *Linda Rubin*



**S.P.R.U.C.E**

**Seniors Protected and Respected**

April 29, 2021

To our esteemed Mayor and Members of the Council:

June 15th has been proclaimed and recognized all around the world as World Elder Abuse Awareness Day. S.P.R.U.C.E (Seniors Protected and Respected Under Community Engagement), under the umbrella of Greenwood Neighbourhood Place Society, has been working hard to move forward with several action plans recommended by the Sundre CCR (Coordinated Community Response) committee.

- We have created a response flowchart and resource document for all service providers in our community to easily access resources when responding to an elder abuse situation.
- We have both rack and pocket cards, with resource contact numbers, in the process of being printed to distribute to the community.
- We have more volunteers trained and ready to present the IT'S NOT RIGHT program to both community residents as well as businesses.
- S.P.R.U.C.E also has planned a variety of intergenerational activities and are hoping to work with the entire community, under COVID restrictions, to further educate all age groups about Elder Abuse.

The committee asks the Town of Sundre to proclaim June 15<sup>th</sup>, 2021, as World Elder Abuse Awareness Day. In addition, we ask permission for the Town of Sundre to fly our Elder Abuse Awareness Day Flag at the Town of Sundre office on that day.

Thank you for considering this request and we look forward to hearing from you.

Sari Werezak  
Executive Director  
Greenwood Neighbourhood Place Society

Jane Atkins  
Lead Member of S.P.R.U.C.E

**Town of Sundre World Elder Abuse Awareness Day Proclamation**

*The International Network for the Prevention of Elder Abuse established World Elder Abuse Awareness Day on June 15, 2006. Since its inception, organizations from around the world have held events to raise awareness of elder abuse. Preventing and addressing elder abuse is a shared responsibility and requires engagement and action on the part of all sectors of society. This begins with knowledge. By understanding the nature and scope of elder abuse, all community members can take proactive steps to help prevent situations where it could occur.*

**WHEREAS:** Sundre seniors are valued members of our community, and it is our collective responsibility to ensure that they live safely; and

**WHEREAS:** Abuse of older adults is a tragedy inflicted against vulnerable seniors and is an ever-increasing problem that crosses all socio-economic boundaries in today's society, and

**WHEREAS:** Most abuse of older adults is hidden, and often even more so in rural communities, and

**WHEREAS:** Seniors should be treated with respect and dignity to enable them to continue to serve as leaders, mentors, volunteers and important, active members of society, and

**WHEREAS:** We must address and begin to bridge the ever-growing inter-generational gap by cultivating the appreciation and respect for older adults across all generations in Sundre through collaborative community initiatives, and

**WHEREAS:** Combating abuse and empowering older adults will help improve the quality of life for all seniors in the Sundre area, allowing them to continue to live as independently as possible, adding to their overall health and well-being, and

**WHEREAS:** We are all responsible for building a safer, inclusive, and more age friendly community for our Sundre elders, and

**WHEREAS:** We need to know the signs and indicators of elder abuse and what actions everyone can take to prevent it, by being equipped with awareness and education on this topic for all community members and community senior service providers, and

**WHEREAS:** The inclusion and well-being of Sundre seniors is in the best interest of all sectors of our community and further adds to the life, attractiveness and vibrancy of our town.

***I, Mayor \_\_\_\_\_, from this day forth, proclaim June 15 "Elder Abuse Awareness Day" in Sundre, Alberta. I encourage all Sundre residents, organizations, and agencies to take action against Elder Abuse. At the same time, as a collective, we will recognize and celebrate the accomplishments of the older adults in our community.***

\_\_\_\_\_  
**Honourable Mayor**

\_\_\_\_\_  
**Date**



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31<sup>st</sup>, 2021</b>
<b>SUBJECT</b>	<b>AUMA Council Candidate Pledge</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.9</b>

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### **BACKGROUND/PROPOSAL:**

During the Municipal Leaders Caucus in April of 2021, the Alberta Urban Municipalities Associate (AUMA) discussed the Local Democracy Pledge (the Pledge). The Pledge is a voluntary commitment that candidates can make to voters to uphold key democratic principles – ahead of Alberta’s 2021 municipal elections – to improve the quality and tone of political discourse. The Pledge promotes fair and transparent municipal elections, free from undue partisan or financial influences, and a commitment to the electors of a community by the Candidates to uphold the principles for local elections.

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

As an association representing municipal leaders throughout Alberta, AUMA believes that we have a responsibility to stand up for constructive dialogue on the challenges our province’s communities face and push back against negative and divisive political discourse.

In early 2020, the Government of Alberta launched a review of the Local Authorities Election Act (LAEA). To guide input, AUMA developed principles for local elections which were overwhelmingly endorsed by members during a virtual meeting in June of that year. They subsequently sought further input from members on how these principles could be turned into a Pledge for candidates. During the Municipal Leaders Caucus in April, 98 percent of participants endorsed including respect as a key principle and 91 percent indicated that they would be willing to take the Pledge as candidates.

### **ALIGNMENT WITH STRATEGIC PLAN**

This item aligns with Council’s strategic direction for Transparency and Communication with Residents, and Community Well-being.

### **ADMINISTRATION RECOMMENDATIONS:**

At Council’s discretion.

### **MOTION:**

The Sundre Town Council support the voluntary Pledge for Council Candidates to commit to Keep Local Elections Local, Maintain Independence and Non-Partisanship, Demonstrate Transparency, and Engage in Respectful Behavior.

Date Reviewed: <u>May 28, 2021</u> CAO: <u>Linda Nadeau</u>
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## COUNCIL CANDIDATE PLEDGE

The Local Democracy Pledge (the Pledge) is a voluntary commitment that candidates can make to voters to uphold key democratic principles – ahead of Alberta's 2021 municipal elections – to improve the quality and tone of political discourse. The Pledge promotes fair and transparent municipal elections, free from undue partisan or financial influences.

### What is the Pledge?

The Pledge is a voluntary commitment a candidate can make to support democratic local elections as they carry out their campaigns to:

- **Keep local elections local** by focusing their campaigns on issues that municipal elected officials can influence.
- **Maintain independence and non-partisanship** by rejecting any endorsements which would undermine their accountability to municipal residents or the autonomy of the municipality.
- **Demonstrate transparency** by sharing their vision for the municipality and providing pre-election disclosure of campaign contributions and spending.
- **Engage in respectful behaviour** by sharing their perspective, while respecting and seeking to understand differences.

### Are you ready to take the Pledge?

### Learn more about the Pledge.

#### Why is AUMA promoting the Pledge?

As an association representing municipal leaders throughout Alberta, we believe we have a responsibility to stand up for constructive dialogue on the challenges our province's communities face and push back against negative and divisive political discourse.

In early 2020, the Government of Alberta launched a review of the Local Authorities Election Act (LAEA). To guide our input, AUMA developed [principles for local elections](#) which were overwhelmingly endorsed by members during a virtual meeting in June of that year. We subsequently sought further input from members on how these principles could be turned into a Pledge for candidates. During our Municipal Leaders Caucus in April, 98 percent of participants endorsed including respect as a key principle and 91 percent indicated that they would be willing to take the Pledge as candidates.

#### What is the role of AUMA and municipalities in the Pledge?

The role of AUMA, and those municipalities who chose to do so, is to promote the Pledge. As the Pledge is voluntary, it is up to each candidate to decide whether they want to commit to the Pledge. It is up to voters to hold candidates accountable to living out the Pledge. Neither AUMA, nor municipalities, have a role in enforcing the Pledge. Candidates and voters will determine the importance of the Pledge to them.

AUMA has also developed a document to provide an [in-depth look at the four parts of the Pledge](#).

# Local Election Principles

Version 2: Updated April 2021

- **Democratic** - Elections enable local citizens to select representatives who make decisions to create and sustain safe and viable communities.
- **Autonomous** - Municipalities are empowered to implement the will of their local electors within areas of their jurisdiction.
- **Locally Focused** – Local elections are dedicated to addressing locally defined needs and issues.
- **Inclusive** - Every eligible person can participate as a voter, contributor, or candidate with minimal barriers (e.g. financial).
- **Fair** - Each candidate has an even playing field regardless of whether they are an incumbent, a returning, or a first-time candidate.
- **Enforceable** – Authority for ensuring election rules are followed is clearly established.
- **Scalable** – election rules are applicable and adaptable to local authorities of all sizes.
- **Transparent** – Election rules and processes are easy to access and understand, and voters have access to interim disclosure statements from candidates and third-party advertisers before the elections.
- **Nonpartisan** - Candidates are elected to represent and be accountable to municipal residents, not a political party.
- **Respectful** - Local elections provide an opportunity for candidates and voters to demonstrate their continuing commitment to sharing their perspectives and seeking to understand differences respectfully

I \_\_\_\_\_, seeking to  
(full name)  
represent \_\_\_\_\_, pledge to  
(municipality)

**Keep local elections local** by focusing my campaign on issues that municipal elected officials can influence.

**Maintain independence and non-partisanship** by rejecting any endorsements which would undermine my accountability to municipal residents or the autonomy of the municipality.

**Demonstrate transparency** by sharing my vision for the municipality and providing pre-election disclosure of campaign contributions and spending.

**Engage in respectful behaviour** by sharing my perspective, while respecting and seeking to understand differences.

\_\_\_\_\_  
(signature)

\_\_\_\_\_ 2021  
(date)



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Departmental Reports – April</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.</b>

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### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for April 2021 are provided to Council for their review and information:

- Linda Nelson, Chief Administrative Officer
- Chris Albert, Director of Corporate Services
- Betty Ann Fountain, Planning & Development
- Jim Hall, Operations Manager
- Sue Nelson, Community Services Manager
- Ross Clews, Fire Chief
- Kevin Heerema, Emergency Management/Peace Officer
- Jon Allen, Economic Development Officer
- Sari Werezak, GNP
- Karen Tubb, Sundre Municipal Library

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

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the attached Departmental Reports as information.

### **MOTION:**

That the Town of Sundre Council accept the Departmental Reports for April 2021 as information.

### **ATTACHMENTS:**

Department Reports

Date Reviewed: <u>May 27</u> , 2021 CAO: <u>Linda Nelson</u>
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**SCHEDULE A****Mayor Terry Leslie**

\$ 7,500.00

Date	Description	Expense	Cost	Balance
2021-01-27	Jan 15-19; RDRMUG meetings	Per Diem	\$ 265.00	\$ 7,235.00
2021-04-01	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 7,185.00
2021-05-04	Feb 3 to Mar 18; RDRWA, RDRMUG, Mayors Meetings	Per Diem	\$ 270.00	\$ 6,915.00
2021-05-04	Mar 19 to April 16; Mayors Mtgs, Presenter World Water Day, AUMA Municipal Leaders Caucus and Spring Workshop	Per Diem	\$ 490.00	\$ 6,425.00
2021-05-04	April 17 to 18 - Spring Workshop	Per Diem	\$ 350.00	\$ 6,075.00
2021-05-04	April 27 to April 25 - RDRMug Executive and Central AB Mayors Meeting	Per Diem	\$ 135.00	\$ 5,940.00
2021-05-04	April 16 to 18 - Spring Workshop	Mileage	\$ 118.00	\$ 5,822.00
			\$ 1,678.00	\$ 5,822.00
			<b>Spent</b>	<b>Remaining</b>

**Councillor Todd Dalke**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
				\$ 3,000.00
			\$ -	\$ 3,000.00
			<b>Spent</b>	<b>Remaining</b>

**Councillor Cheri Funke**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
1-Feb-21	January expenses: Water Future Mtgs	Per Diem	\$ 202.50	\$ 2,797.50
2-Feb-21	Water Futures Project Meeting #10	Per Diem	\$ 45.00	\$ 2,752.50
4-Feb-21	AUMA Policing Summit - Part 1	Per Diem	\$ 45.00	\$ 2,707.50
9-Feb-21	Water Futures Project Meeting #11	Per Diem	\$ 45.00	\$ 2,662.50
11-Feb-21	Brownlee Law Seminar - Emerging Trends	Per Diem	\$ 157.50	\$ 2,505.00
16-Feb-21	Water Futures Project Meeting #12	Per Diem	\$ 45.00	\$ 2,460.00
17-Feb-21	AUMA Policing Summit - Part 2	Per Diem	\$ 67.50	\$ 2,392.50
19-Feb-21	RDRWA Governance Meeting	Per Diem	\$ 45.00	\$ 2,347.50
23-Feb-21	Water Futures Project - Meeting #13	Per Diem	\$ 45.00	\$ 2,302.50
26-Feb-21	AUMA Budget Analysis	Per Diem	\$ 33.75	\$ 2,268.75
8-Mar-21	AUMA International Woman's Day Virtual Gathering	Per Diem	\$ 22.50	\$ 2,246.25
19-Mar-21	RDRWA Board Meeting	Per Diem	\$ 67.50	\$ 2,178.75
22-Mar-21	RDRWA Spring Forum	Per Diem	\$ 45.00	\$ 2,133.75
1-Apr-21	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,083.75
3-May-21	Media Training, AUMA Leaders Caucus, Spring Workshop	Per Diem	\$ 490.00	\$ 1,593.75
3-May-21	Regional Partnership and Collaboration Course	Registration	\$ 288.75	\$ 1,305.00
			\$ 1,695.00	\$ 1,305.00
			<b>Spent</b>	<b>Remaining</b>

**Councillor Paul Isaac**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-04-16	Spring Workshop - Red Deer	Mileage	\$ 140.00	\$ 2,860.00
2021-04-16	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,685.00
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,510.00
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,335.00
			\$ 665.00	\$ 2,335.00
			<b>Spent</b>	<b>Remaining</b>

**Councillor Charlene Preston**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-01-12	Recycling Council AB - Back to Basics	Registration	\$ 99.00	\$ 2,901.00
2021-04-01	AUMA 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,851.00
2021-04-27	Recycling AB and AUMA	Per Diem	\$ 315.00	
2021-04-27	Spring Workshop	Per Diem	\$ 395.00	
			\$ 859.00	\$ 2,141.00
			<b>Spent</b>	<b>Remaining</b>

**Councillor Richard Warnock**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-01-27	EOEP Courses Feb 11, 18 & 25	Registration	\$ 200.00	\$ 2,800.00
2021-02-04	AUMA President's Summit - Policing in Alberta	Per Diem	\$ 67.50	\$ 2,732.50
2021-02-17	AUMA President's Summit - Policing in Alberta	Per Diem	\$ 67.50	\$ 2,665.00
2021-02-11	EOEP Course - Partnership Collaboration Session #1	Per Diem	\$ 67.50	\$ 2,597.50
2021-02-18	EOEP Course - Partnership Collaboration Session #2	Per Diem	\$ 67.50	\$ 2,530.00
2021-02-25	EOEP Course - Partnership Collaboration Session #3	Per Diem	\$ 67.50	\$ 2,462.50
2021-04-01	AUMA - 2021 Spring Municipal Leadership Caucus	Registration	\$ 50.00	\$ 2,612.50
2021-04-14	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,322.50
2021-04-15	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,232.50
2021-04-16	AUMA - Municipal Leadership Caucus	Per Diem	\$ 90.00	\$ 2,142.50
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 1,967.50
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 1,792.50
2021-04-19	Spring Workshop - Red Deer	Mileage	\$ 123.90	\$ 1,668.60
			<b>\$ 1,331.40</b>	<b>\$ 1,668.60</b>
			<b>Spent</b>	<b>Remaining</b>

**Councillor Robert Wolfe**

\$ 3,000.00

Date	Description	Expense	Cost	Balance
2021-02-04	AUMA President Policing Summit	Per Diem	\$ 67.50	\$ 2,932.50
2021-02-11	ARPA Alberta Health Town Hall	Per Diem	\$ 22.50	\$ 2,910.00
2021-02-17	AUMA President Policing Summit	Per Diem	\$ 67.50	\$ 2,842.50
2021-02-26	AUMA Alberta Budget 2021 (How Will It Impact Municipalities?)	Per Diem	\$ 45.00	\$ 2,797.50
2021-02-26	GOA Budget Review Town Hall	Per Diem	\$ 22.50	\$ 2,557.50
2021-04-17	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,495.00
2021-04-18	Spring Workshop - Red Deer	Per Diem	\$ 175.00	\$ 2,425.00
2021-04-16	Spring Workshop - Red Deer	Mileage	\$ 118.00	\$ 2,307.00
2021-04-17	Spring Workshop - Red Deer	Meal	\$ 9.75	\$ 2,297.25
			<b>\$ 702.75</b>	<b>\$ 2,297.25</b>
			<b>Spent</b>	<b>Remaining</b>

#/D/M/Y	January 11, 2021 Regular Council Meeting		
Res. #	Council Motion	Action	Status
001-11-01-21	MOVED by Councillor Warnock that the Council of the Town of Sundre has received sufficient information to make a decision on Bylaw 2020-08, being an amendment to part Four, Land Use District Regulations, Central Commercial District (C-1) of Land Use Bylaw 2018-10, to provide a "site specific exception" to accommodate the construction of a 4-storey mixed use building on a parcel legally described as: Plan 1911694, Block 1, Lot 1; Civic Address: 116 - 3 ST SW, that the Public Hearing be closed.		
002-11-01-21	MOVED by Councillor Wolfe that the Agenda be approved as presented		
003-11-01-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on December 7, 2020 be approved as presented.		
004-11-01-21	MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council held on December 23, 2020 be amended as follows: 1. Revise list of Staff in Attendance to show Four (4) Firefighters and Town of Sundre Peace / Bylaw Officer in attendance.		
005-11-01-21	MOVED by Councillor Isaac that the Town of Sundre council give second reading to Bylaw 2020-08 being a Bylaw to amend the Land Use Bylaw		
006-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council give third and final reading to Bylaw 2020-08 being a Bylaw to amend the Land Use Bylaw		
007-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council give first reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
008-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		



009-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent to proceed to a third reading to Bylaw 2020-11 being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
010-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give third and final reading to Bylaw 2020-11, being the Municipal Election Bylaw, a bylaw to establish certain election procedures		
011-11-01-21	MOVED by Councillor Isaac that the Town of Sundre council give first reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre community Wellness Advocacy Committee		
012-11-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reding to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Advocacy Committee		
013-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee		
014-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council give third and final reading to Bylaw 2021-01 Boards and Committees Bylaw, being a Bylaw to establish Committees of Council by adding Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee		
015-11-01-21	MOVED by Councillor Warnock that the Town of Sundre appoint Councillor Preston to the Sundre Futures Hospital Advisory Committee for a one-year term ending October 2021	Leg. Services send letter	<a href="#">Completed Appendix 1</a>

016-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council appoint Mayor Leslie and Councillor Warnock to the Sundre Wellness Advocacy Committee for a one-year terms ending October 2021	Leg. Services send letter	<a href="#">Completed Appendix 2</a>
017-11-01-21	MOVED by Councillor Preston that the Town of Sundre Council appoint Mrs. Carolyn Sykes to the Vision for Sundre Committee for a term of two years	Leg. Services send letter	<a href="#">Completed Appendix 3</a>
018-11-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the request for funding in the amount of \$6,000 to the Sundre & District Curling Club, as recommended by the Grant Review Committee; with funds drawn from the 2020 Operating Budget - Transfers to Local Organizations	Leg. Services send letter	<a href="#">Completed Appendix 4</a>
019-11-01-21	MOVED by Councillor Warock that the Town of Sundre Council accept the letter sent to Mountain View Senior's Housing as information		
020-11-01-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the December newsletter from the Honourable Josephine Pon, Minister of Seniors and Housing as information		
	<i>Mayor Leslie called a 10 minute recess at 6:42 p.m.</i>		
021-11-01-21	MOVED by Councillor Wolfe that Council go into closed meeting at 6:50 p.m.		
022-11-01-21	MOVED by Councillor Warnock that Council return to open meeting at 7:34 p.m.		
023-11-01-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:34 p.m.		
<b>#/D/M/Y</b>	<b>January 25, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>

024-25-01-21	MOVED by Councillor Wolfe that the Council of the Town of Sundre has received sufficient information to make a decision on Bylaw 2020-09, being an amendment to Land Use Bylaw Map in Land Use Bylaw 2018-10, by changing the land use designation for a parcel legally described as Plan 5314FP, Block 1, Lots 12-13 from Flood Plain Industrial District (I-2) to Highway Commercial District (C-2), that the Public Hearing be closed.		
025-25-01-21	MOVED by Councillor Funke that the Agenda be approved as presented		
026-25-01-21	MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on January 11, 2021 be amende as follows: 1. Res. 004-11-01-21 to read: Moved by Councillor Wolfe that the Minutes of the Special Meeting of Council held on December 23, 2020 be amended as follows: 1. Revise list of Staff in Attendance to show Four (4) Firefighters and Town of Sundre Peace / Bylaw Officer in attendance		
027-25-01-21	MOVED by Councillor Warnock that the Town of Sundre Council give Second Reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map of Land Use Bylaw 2018-10		
028-25-01-21	MOVED by Councillor Funke that the Town of Sundre Council give Third and Final Reading to Bylaw 2020-09 being a Bylaw to amend the Land Use Bylaw Map of Land Use Bylaw 2018-10		
029-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the proposal from Behr Integrated Services to participate in the selection process for the Town of Sundre Fire Chief postion in the amount of Two Thousand Eight Hundred and Fifty Dollars (\$2,850.00) utilizing funds from the current operating budget		
030-25-01-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for December / Year End 2020 as information		

031-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's, Councillor Cheri Funke's and Councillor Richard Warnock's reports for November-December 2020 and January 2021 as information		
032-25-01-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the following letters to Sundre & District Curling Club; Mrs. Carolyn Sykes; Sundre Hospital Futures; Sundre Wellness Advocacy Committee as information		
033-25-01-21	MOVED by Councillor Preston that the Town of Sundre Council accept the Parkland Regional Library Board Meeting Minutes of November 12, 2020 as information		
	<i>Mayor Leslie called a 5 minute recess at 6:52 p.m.</i>		
034-25-01-21	MOVED by Councillor Dalke that Council go into closed meeting at 6:57 p.m.		
035-25-01-21	MOVED by Councillor Dalke that Council return to open meeting at 8:26 p.m.		
036-25-01-21	MOVED by Councillor Preston being that the agenda matters have been concluded the meeting adjourned at 8:26 p.m.		
<b>#/D/M/Y</b>	<b>February 8, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
037-08-02-21	MOVED by Councillor Isaac that the Agenda be approved as presented.		
038-08-02-21	MOVED by Councillor Isaac that the Minutes of the Regular Meeting of Council held on January 25, 2021 be approved as presented.		
039-08-02-21	MOVED by Councillor Dalke that the Town of Sundre Council continue to support Administration proceeding with the Council Chambers Technology Enhancement project.		
040-08-02-21	MOVED by Councillor Warnock that the Town of Sundre Council continue to support Administration proceeding with the Council Chambers Furniture Enhancement project.		
041-08-02-21	MOVED by Councillor Preston that the Town of Sundre Council supports Administration proceeding with the E-Waste Collection Drive.		

042-08-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the Grants to Organizations Funding for the first intake for 2021 in the amount of \$19,642.	Leg. Services send letter	<a href="#">Completed Appendix 5</a>
043-08-02-21	MOVED by Councillor Dalke that the Town of Sundre Council supports maintaining the Arena winter ice in light of the upcoming February 8, 2021, Provincial "New plan easing of health-measures" to allow for limited use of the facility until the end of March within the provincial guidelines		
044-08-02-21	MOVED by Councillor Preston that the Town of Sundre Council accept Councillor Cheri Funke's report for January 2021 as information.		
045-08-02-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letters from the Mayors of South Central Alberta to Premier Kenney as information.		
046-08-02-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from the M.D. of Bonnyville No. 87 as information.		
047-08-02-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the letter from the Town of High River as information.		
048-08-02-21	MOVED by Councillor Wolfe that Council go into closed meeting at 7:02 p.m.		
049-08-02-21	MOVED by Councillor Wolfe that Council return to open meeting at 8:46 p.m.		
050-08-02-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 8:47 p.m.		
<b>#/D/M/Y</b>	<b>February 10, 2021 Special Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
051-10-02-21	MOVED by Councillor Warnock that Council go into closed meeting at 2:30 p.m.		
052-10-02-21	MOVED by Councillor Preston that Council return to open meeting at 4:03 p.m.		
053-10-02-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 4:03 p.m.		
<b>#/D/M/Y</b>	<b>February 22, 2021 Regular Council Meeting</b>		

Res. #	Council Motion	Action	Status
054-22-02-21	MOVED by Councillor Warnock that the Agenda be approved as presented.		
055-22-02-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on February 8, 2021 be approved as presented.		
056-22-02-21	MOVED by Councillor Wolfe that the Minutes of the Special Meeting of Council held on February 10, 2021 be approved as presented.		
057-22-02-21	MOVED by Councillor Funke that the Town of Sundre Council give first reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		
058-22-02-21	MOVED by Councillor Warnock that the Town of Sundre Council give second reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		
059-22-02-21	MOVED by Councillor Dalke that the Town of Sundre Council give unanimous consent for third reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness.		
060-22-02-21	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2021-03 "Boards and Committees Bylaw", being a Bylaw to establish Committees of Council by amending Schedule "H" Terms of Reference for the Sundre Community Wellness Advocacy Committee.		
	<i>Councillor Wolfe declared "pecuniary interest" excused himself from voting.</i>		

061-22-02-21	MOVED by Councillor Preston that the Town of Sundre Council approve the waiver of 2021 Business License fees in the amount of \$3,000 for businesses affected by the December 20, 2020 Covid-19 related restrictions.		
062-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the retention of IBI Group to prepare and assist Town Administration with the development of a Campground and Passive Use Outdoor Recreation Plan at a cost not to exceed \$35,000.00 including incidentals, with funding to be drawn from the Municipal Stimulus Program.		
063-22-02-21	MOVED by Councillor Warnock that the Town of Sundre Council appoint Mountain View County Councillors Angela Aalbers and Peggy Johnson to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2021.	Leg. Services Send Letter	<a href="#">Completed Appendix 6</a>
064-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Departmental Reports for January 2021 as information.		
065-22-02-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's and Councillor Richard Warnock's report for January 2021 as information.		
066-22-02-21	MOVED by Councillor Dalke that Council go into closed meeting at 6:50 p.m.		
067-22-02-21	MOVED by Councillor Wolfe that Council go into open meeting at 7:33 p.m.		
068-22-02-21	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourned at 7:33 p.m.		
<b>#/D/M/Y</b>	<b>March 8, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
069-08-03-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		
070-08-03-21	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on February 22, 2021 be approved as presented.		

071-08-03-21	MOVED by Councillor Funke that the Town of Sundre Council proclaim March 8, 2021 as International Women's Day in the Town of Sundre.		
072-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council appoint Ms. Betty Ann Fountain, as Returning Officer for the October 18, 2021 Election, as per Section 13 (1) of the <i>Local Authorities Election Act</i> .		
073-08-03-21	MOVED by Councillor Preston that the Town of Sundre Council appoint Mr. Chris Albert as the Substitute Returning Officer for the October 18, 2021 Municipal Election, as per Section 13 (2.1) of the <i>Local Authorities Election Act</i> .		
074-08-03-21	MOVED by Councillor Funke that the Town of Sundre Council support an extension to the current contract with E360 for a one-year period from May 31, 2021 to May 31, 2022.		
No Motion	The CAO discussed the current Social Media Policy and suggested that the Policy be amended to reflect current practices.		
075-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the Westlock County letter regarding concerns about proposed changes to AER Directive 067 as information.		
076-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council draft a letter in solidarity with the Municipality of Crowsnest Pass in support of retaining the services of the RCMP in Sundre.	Leg. Services letter drafted	<a href="#">Completed Appendix 7</a>
<b><u>RECORDED VOTE:</u></b>			
	<b>MEMBER</b>	<b>IN FAVOUR</b>	<b>OPPOSED</b>
	Mayor Terry Leslie	✓	
	Councillor Richard Warnock	✓	
	Councillor Rob Wolfe	✓	
	Councillor Charlene Preston		✓
	Councillor Cheri Funke		✓
	Councillor Paul Isaac	✓	
	Councillor Todd Dalke		✓



	TOTAL VOTES	4	3
077-08-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from Gas Alberta Inc. on the gas cost rate as information.		
078-08-03-21	MOVED by Councillor Funke that Council go into closed meeting at 6:43 p.m.		
079-08-03-21	MOVED by Councillor Warnock that Council return to open meeting at 7:15 p.m.		
080-08-03-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:15 p.m.		
<b>#/D/M/Y</b>	<b>March 22, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
081-22-03-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		
082-22-03-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on March 8, 2021 be approved as presented.		
083-22-03-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the 2020 Quarterly Financial Reports as information.		
084-22-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council approve the selection of Superior Safety Codes Inc.. As the Town of Sundre's Accredited Safety Codes Agency, for a term of three years, ending on March 31, 2024.		
085-22-03-21	MOVED by Councillor Dalke that the Town of Sundre Council appoint accept the RCMP Priority Survey as information.		
086-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council approve the inception of the Millionaire's Educational No Cost Program for the youth in Sundre.		
087-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council accept the CAO verbal report as information.		
088-22-03-21	MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for February 2021 as information.		

089-22-03-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Terry Leslie's, Councillor Warnock's, and Councillor Funke's reports for February 2021 as information.		
090-22-03-21	MOVED by Councillor Funke that the Town of Sundre Council accept the Parkland Regional Library System Board Meeting (Draft) Minutes and Highlights as information.		
091-22-03-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 7:12 p.m.		
<b>#/D/M/Y</b>	<b>April 7, 2021 Special Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
092-07-04-21	MOVED by Councillor Preston that the agenda of April 7, 2021 Special Council Meeting be adopted, as presented.		
093-07-04-21	MOVED by Concillor Isaac that the Town of Sundre Council support the issuance of temporary permits for outdoor patios to assist local eating and drinking establishments to continue to serve their patrons during the additional COVID restrictions at no cost.		
094-07-04-21	MOVED by Councillor Funke that being the agenda matters have been concluded the meeting adjourned at 6:43 p.m.		
<b>#/D/M/Y</b>	<b>April 12, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
095-12-04-21	MOVED by Councillor Dalke that the Agenda be approved as presented.		
096-12-04-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on March 22, 2021 be approved as presented.		
097-12-04-21	MOVED by Councillor Warnock that the Minutes of the Special Meeting of Council held on April 7, 2021 be approved as presented.		
098-12-04-21	MOVED by Councillor Isaac that the Town of Sundre Council proclaim the week of June 7 - 13, 2021 as "Senior's Week" on behalf of the citizens of Sundre.		

099-12-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the results of the Gas Department's Operational Audit for 2020 as information.		
100-12-04-21	MOVED by Councillor Funke that the Town of Sundre Council adopt the 2021 O & M Manual as provided by the Federation of Alberta Gas Co-ops Ltd. for the operation and maintenance of rural Alberta natural gas utilities.		
101-12-04-21	MOVED by Councillor Preston that the Town of Sundre Council approve an additional \$11,208.50 to the approved budget with funding to come from Utilities Lifecycling RSA.		
102-12-04-21	MOVED by Councillor Wolfe that Council go into closed meeting at 6:19 p.m.		
103-12-04-21	MOVED by Councillor Isaac that Council return to open meeting at 6:50 p.m.		
104-12-04-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded the meeting adjourned at 6:51 p.m.		
<b>#/D/M/Y</b>	<b>April 26, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
105-26-04-21	MOVED by Councillor Funke that the Agenda be approved as amended as follows: 1. Addition of Delegation: Dr. Vincent Grant and Mr. Gerald Ingeveld – Sim Lab, to be numbered 5.1 on the Agenda. 2. Renumber PWC Delegation to 5.2 on the Agenda.		
106-26-04-21	MOVED by Councillor Wolfe that the Minutes of the Regular Meeting of Council held on April 12, 2021 be approved as presented.		
107-26-04-21	MOVED by Councillor Preston that the presentation by Dr. Vincent Grant and Mr. Gerald Ingeveld be accepted as information.		
108-26-04-21	MOVED by Councillor Wolfe that the presentation by PricewaterhouseCoopers LLP be accepted as information.		
109-26-04-21	MOVED by Councillor Funke that Council go into closed meeting at 6:33 p.m.		

110-26-04-21	MOVED by Councillor Dalke that Council return to open meeting at 6:47 p.m.		
111-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council move to accept the 2020 Auditor's Report and the 2020 Audited Financial Statements and the 2020 Financial Information Return as presented by PricewaterhouseCoopers LLP; Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the Municipal Government Act.		
112-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council give first reading to Bylaw 2021-02 being the Intermunicipal Development Plan Bylaw between the Town of Sundre and Mountain View County.		
113-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council set Wednesday, May 26, 2021 at 1:00 p.m. for a Special Meeting of Council for the Joint Public Hearing for Bylaw 2021-02 being the Intermunicipal Development Plan between the Town of Sundre and Mountain View County.		
114-26-04-21	MOVED by Councillor Preston that the Town of Sundre Council give first reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
115-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council give second reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
116-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council give unanimous consent for Third and Final Reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
117-26-04-21	MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2021-04 the 2021 Tax Rate Bylaw.		
118-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council proclaim the week of May 9 to 15, 2021 as Economic Development Week in Sundre.		

119-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council proclaim April 28, 2021 as Administrative Professionals Day in the Town of Sundre.		
120-26-04-21	MOVED by Councillor Preston that the Town of Sundre Council accept the Departmental Reports for March 2021 as information.		
121-26-04-21	MOVED by Councillor Dalke that the Town of Sundre Council accept Councillor Funke's report for March 2021 as information.		
122-26-04-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Councillor Warnock's report for March 2021 as information.		
123-26-04-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter to Minister Madu, from the County of Paintearth No. 18, as information.		
124-26-04-21	MOVED by Councillor Wolfe that Council go into closed meeting at 7:17 p.m.		
125-26-04-21	MOVED by Councillor Wolfe that Council return to open meeting at 7:34 p.m.		
126-26-04-21	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 7:34 p.m.		
<b>#/D/M/Y</b>	<b>May 6, 2021 Special Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
127-06-05-21	MOVED by Councillor Warnock that the Agenda be approved as presented.		
128-06-05-21	MOVED by Councillor Funke that Council go into closed meeting at 5:30 p.m.		
129-06-05-21	MOVED by Councillor Funke that Council return to open meeting at 5:45 p.m.		
130-06-05-21	MOVED by Councillor Wolfe being that the agenda matters have been concluded, the meeting adjourned at 5:45 p.m.		
<b>#/D/M/Y</b>	<b>May 10, 2021 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
131-10-05-21	MOVED by Councillor Preston that the Agenda be approved as presented.		

132-10-05-21	MOVED by Councillor Warnock that the Minutes of the Regular Meeting of Council held on April 26, 2021 be approved as presented.		
133-10-05-21	MOVED by Councillor Dalke that the Town of Sundre Council thank the founder, Lisa Nicholson, of Hope 4 MVC Kids Society and accept the presentation, as information.		
134-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council support the Sundre Business Continuity Pandemic Plan as presented.		
135-10-05-21	MOVED by Councillor Funke that the Town of Sundre Council support the Sundre Municipal Emergency Response Plan as presented.		
136-10-05-21	MOVED by Councillor Warnock that the Town of Sundre Council proclaim the week of May 16 to 22, 2021 as “National Public Works Week” in Sundre.		
137-10-05-21	MOVED by Councillor Isaac that the Town of Sundre Council participate in celebrating Mrs. Johnston’s 95 <sup>th</sup> Birthday with a Certificate of Recognition of Mrs Johnston’s 95 <sup>th</sup> Birthday, signed by the Mayor on behalf of Council, as presented, as information.	Leg Serv	Complete Appendix 8
138-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept Mayor Leslie’s report for March 2021 as information.		
139-10-05-21	MOVED by Councillor Funke that the Town of Sundre Council accept the letter from Minister Pon, Senior’s Week Proclamation as presented as information.		
140-10-05-21	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter to Minister Madu, as presented as information.		
141-10-05-21	MOVED by Councillor Wolfe that the Town of Sundre Council accept the letter from Minister Madu, as presented as information.		
142-10-05-21	MOVED by Councillor Funkethat Council go into closed meeting at 6:47 p.m.		
143-10-05-21	MOVED by Councillor Wolfe that Council return to open meeting at 7:26 p.m.		

144-10-05-21	MOVED by Councillor Funke being that the agenda matters have been concluded the meeting adjourned at 7:27 p.m.		
<b>#/D/M/Y</b>	<b>May 26, 2021 Special Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
145-26-05-21	MOVED by Councillor Warnock that the agenda of May 26, 2021, a Special Council Meeting be adopted, as presented.		
146-26-05-21	MOVED by Councillor Preston that being the agenda matters of the Special Meeting of Council have been concluded the meeting adjourned at 1:46 p.m.		

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Corporate Services</b>
<b>SUBMITTED BY</b>	<b>Chris Albert</b>
<b>DATE</b>	<b>May 31, 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

<b>TOPIC #1</b>	<b>2020 Year-End and Audit</b>
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	The audit progressed very well and PriceWaterhouseCoopers presented their report and the audited financial statements at the April 26 <sup>th</sup> Regular Council Meeting. For the second year in a row, the audit was completed without any recommended corrective actions. All required reporting under the MGA was submitted to the Ministry before the May 1 <sup>st</sup> deadline.
<b>TOPIC # 2</b>	<b>Asset Management</b>
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	The Asset Management Cohort project is proceeding in conjunction with our partners, the Town of Didsbury and the Town of Blackfalds. Members of the Corporate Services Department engaged in multiple Asset Management Virtual Workshops, gathering understanding of the cohort process, the goals of asset management and possible process suggestions. This is a multi-year project and throughout 2021 participation of all departments and Council will be solicited.
<b>TOPIC #3</b>	<b>2021 Tax Rate Bylaw and 2021 Tax &amp; Assessment Notices</b>
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	A number of good discussions were held with and by Council in regards to the 2021 Tax Rate Bylaw. The Bylaw is the culmination of the entire budgeting process. The Tax Rate Bylaw was passed at a Regular Council Meeting on April 26, 2021, which included no increase to the municipal portion. The Tax & Assessment Notices were mailed out on April 30 <sup>th</sup> with an assessment date of May 10 <sup>th</sup> and the complaint deadline of July 9, 2021
<b>TOPIC #4</b>	<b>2021 Tax Sale</b>
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	The tax sale process is a regulatory requirement to be carried out on all properties with multiple years of property taxes in arrears. The process also involves a lengthy notification and recovery process prior to proceeding to the final stage of tax sale. As at the end of April 2021 there are 3 properties subject to the regulations. Information will be brought forward to Council in late May to establish a tax sale date and minimum bids for any properties still delinquent at that time. Conversations are ongoing with property owners in order to settle accounts.





## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Planning and Development</b>
<b>SUBMITTED BY</b>	<b>Betty Ann Fountain, Development Officer</b>
<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

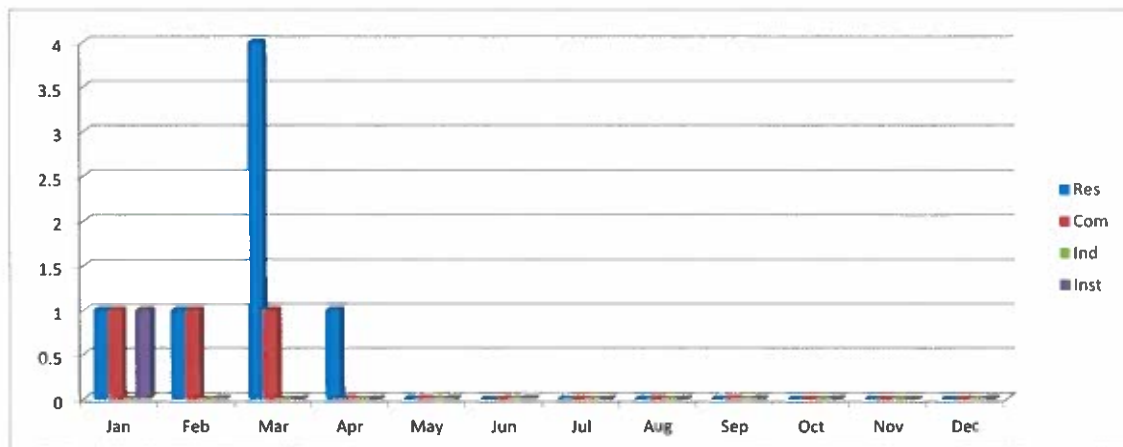
<b>TOPIC #1</b>	<b>Development and Building Permits</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• Development Permits – 5</li> <li>• Building Permits – 1</li> <li>• Electrical Permits – 1</li> <li>• Gas Permits – 0</li> <li>• Plumbing Permits – 0</li> </ul>
<b>RESOLUTIONS/SUCCESSSES:</b>	<ul style="list-style-type: none"> <li>• Permitted Development Permits included: commercial signage, Home Occupation Major (alternative health services), Change of Use for Retail General, and 2 residential decks.</li> <li>• Building Permits issued for residential project – detached accessory building (shed).</li> <li>• Electrical, Gas and Plumbing Permits issued for a variety of residential and commercial projects.</li> <li>•</li> </ul>
<b>TOPIC #2</b>	<b>Millionaires Program</b>
<b>ISSUES</b>	Millionaires Program - 1
<b>RESOLUTIONS/SUCCESSSES:</b>	The Millionaires Program was initiated to provide youthful entrepreneurs aged 17 and under, an opportunity to develop a homebased or mobile business. One application was received in April. Used as a learning tool, a permit and license to operate was issued. The application received was for a mobile ice cream vending business. Copies of the documents issued to the applicant are attached.
<b>TOPIC #3</b>	<b>Real Property Reports (RPRs)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• RPRs - 1</li> </ul>
<b>RESOLUTIONS/SUCCESSSES:</b>	<ul style="list-style-type: none"> <li>• RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of property. Role of Administration is to assist property owners to solve non-compliant issues.</li> </ul>
<b>TOPIC #4:</b>	<b>Campground and Outdoor Passive Use Plan</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• Planning for Public consultation (survey, stakeholder interactive sessions) commenced.</li> </ul>
<b>RESOLUTIONS/SUCCESSSES</b>	<ul style="list-style-type: none"> <li>• IBI Group to consult with staff, key stakeholders, business owners, public at large to assist in the development of a concept plan.</li> </ul>

<b>TOPIC #5:</b>	<b>Subdivision</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>0 subdivision applications were received and processed:</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Although no subdivision applications were received in April 2021, Administration is tracking the Developer's progress to meet conditions of previously approved subdivision applications.</li> </ul>
<b>TOPIC #6:</b>	<b>Intermunicipal</b>
<b>ISSUES:</b>	<p>First reading and setting of Joint Public Hearing for IDP to Council April 26, 2021.</p> <p>Joint Public Hearing set for May 26, 2021 at 1:00 p.m. via Zoom</p>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Administration of Sundre and MVC to present IDP to Town of Sundre and MVC Councils at Joint Public Hearing.</li> </ul>
<b>TOPIC # 7:</b>	<b>Area Structure Plans</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Applications anticipated</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Administration working with developers and planning consultants in regard to the submission of a new Area Structure Plan for NW Quarter Section and an Amendment to previously approved Area Structure Plan.</li> </ul>
<b>TOPIC # 8:</b>	<b>Administrative</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Filing Project – ongoing;</li> <li>Succession Planning – staff recruitment continues;</li> <li>Staff coordinating public engagement for east side campground and outdoor passive use recreation area with consultants;</li> <li>Staff attended Spring Workshop;</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Improved departmental efficiencies, knowledge and team building;</li> <li>Improves overall departmental performance, transparency and stakeholder engagement;</li> <li>Succession planning underway to building capacity within the department;</li> </ul>

<b>Attachments</b>	<p>April 2021 Building Permit Statistics</p> <p>CAO's Project Report - April</p> <p>Millionaires Program – Permit and Business License</p>
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# MONTHLY BUILDING REPORT FOR THE MONTH OF APRIL 2021

	Apr. 2021			2021 Year To Date			2020 Year to Date		
	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
<b>RESIDENTIAL</b>									
Two-Storey	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bungalows	0	0	\$ -	0	0	\$ -	0	0	\$ -
Bi-Level	0	0	\$ -	0	0	\$ -	0	0	\$ 0
Duplex/Semi Det.	0	0	\$ -	0	0	\$ -	0	0	\$ 0
Multi-Family	0	0	\$ -	0	0	\$ -	0	0	\$ 0
Mobile Homes	0	0	\$ -	0	0	\$ -	0	0	\$ -
Accessory Buildings		1	\$ 7,000	0	2	\$ 14,000		0	\$ -
Renovation/Addition		0	\$ -	0	5	\$ 46,500	0	5	\$ 73,000
				0					
<b>Sub-Total</b>	0	1	\$ 7,000	0	7	\$ 60,500	0	5	\$ 73,000
<b>COMMERCIAL</b>		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		2	\$ 284,619		2	\$ 105,000
		0	\$ -		3	\$ 284,619		2	\$ 105,000
<b>INDUSTRIAL</b>		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ 0
		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
<b>INSTITUTIONAL</b>		No. of	Building		No. of	Building		No. of	Building
Building Starts		Permits	Value		Permits	Value		Permits	Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		1	\$ 18,575		1	\$ 345,000
		0	\$ -		1	\$ 18,575		1	\$ 345,000
<b>TOTAL</b>	Dwelling	No. of	Building	Dwelling	No. of	Building	Dwelling	No. of	Building
	Units	Permits	Value	Units	Permits	Value	Units	Permits	Value
	0	1	\$ 7,000	0	11	\$ 363,694	0	8	\$ 523,000





## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Development Officer  
RE: April 2021 Commercial, Industrial, Institutional Projects

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### COMMERCIAL

<b>Development / Building Permit</b>	<b>District</b>	<b>Civic Address</b>	<b>Project</b>	<b>Value</b>
Commercial Sign	C-1	Unit 5 – 557 Main AV. W.	Pet Valu Signage	n/a
Home Occupation Major	R-1	606 – 2 ST NE	Alternative Health Serv.	n/a
Change of Use	C-2	Unit 3, 586 Main AV. W.	Retail General / signage	n/a

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



PO Box 420  
717 Main Avenue W.  
Sundre, Alberta, Canada T0M 1X0  
Phone: (403) 638-3551 Fax: (403) 638 2100  
Email: [townmail@sundre.com](mailto:townmail@sundre.com)

## MILLIONAIRES PROGRAM DEVELOPMENT PERMIT

Application / Permit Number: 2021-MP01	Date of Decision: March 30, 2021
Application Date: March 24, 2021	Date of Approval: April 30, 2021

**APPLICANT:** Oliver Klassen

**MAILING ADDRESS:** 206 – 11 Ave. NE

**MUNICIPAL ADDRESS:** 206 11 Ave. NE

**LEGAL DESCRIPTION:** Plan 9912954, Block 15, Lot 50

**PROPOSED USE:** Mobile Ice Cream Vendor

**LAND USE DISTRICT:** Low Density Residential District (R-1)

**ROLL#:** 3150.000

This permit is intended for youth-operated businesses and is based on the information provided by the applicant and is subject to the following conditions:

### Conditions

1. The applicant to be 17 years old or younger;
2. The business may be mobile or conducted from the applicant's residence;
3. Applicant to obtain access permission from private property owner to set up mobile business;
4. The business shall not create a nuisance by way of noise, dust, or odour;
5. The applicant shall not post business advertising on site;

### Notes

1. This Development Permit is non-transferable. Relocation of the business will require the submission of a new application for approval by the Development Authority.
2. Development permits issued for the Millionaires Program shall be revocable at any time by the Development Authority if, in its opinion, the Use is or has become detrimental to the amenity of the neighbourhood.
3. Millionaires Program business operators are to obtain a Town of Sundre Business License.

Please contact Planning and Development, (403) 638-3551 if you have any questions with respect to this approval or the process.

  
Betty Ann Fountain  
Senior Development Officer

/file

# 2021

## MILLIONAIRES PROGRAM

### BUSINESS LICENCE

**THIS IS TO CERTIFY THAT:** Oliver Klassen

**NAME OF BUSINESS:** Olli's Ice Cream

**PERMIT #:** 2021-MP01

Is A Member Of The Town Of Sundre Millionaires Program. The License Holder May Carry On Business

In The Town Of Sundre Subject To Any Or All Bylaws Of The Town Of Sundre

*The Town Of Sundre Endorses The Entrepreneurial Endeavors Of Our Youth*

TOWN OF SUNDRE  
Po Box 420  
717 Main AV. W.  
Sundre, AB T0M 1X0  
Sundre, AB T0M 1X0  
Ph: (403) 638-3551  
Email: townmail@sundre.com



DATED AT: SUNDRE ALBERTA  
this 30 day of April 2021

  
Town of Sundre Representative

## DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	May 31, 2021
FOR MONTH OF	April 2021

TOPIC #1	<b>Bearberry Bridge Upgrades</b>
Progress	<ul style="list-style-type: none"> <li>The contractor completed the tasks within 5 business days, provided excellent traffic control with zero impact to school drop off periods. The final invoice was below budget.</li> </ul>
Action	<ul style="list-style-type: none"> <li>The bridge section of Alberta Transportation suggested a review within 8 years of the 2015 report. Operations will check on the availability of the service and /or the need of review.</li> </ul>
TOPIC #2	<b>Main Lift Station VFD</b>
Progress	<ul style="list-style-type: none"> <li>The collective parts and equipment are being assembled.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>Installation and commissioning planned for first week of June 2021</li> </ul>
TOPIC # 3:	<b>Water Leak Investigation</b>
Progress	<ul style="list-style-type: none"> <li>Staff have begun this repair and found a stubbed-off service valve partially open. The valve has been confirmed shut. No dig required at this time.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>Continue to search for water leaks in system.</li> </ul>
TOPIC # 4:	<b>Wastewater Infiltration</b>
Progress	<ul style="list-style-type: none"> <li>Two areas were found for high infiltration. One will be repaired under warranty from the Main Avenue East project. The second infiltration is a abandoned service allowing a high volume of ground water to enter the system.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>Both repairs will commence in May 2021.</li> </ul>
TOPIC # 5:	<b>Bearberry Habitat</b>
Progress	<ul style="list-style-type: none"> <li>Operations has reviewed the riparian growth along the banks and found good condition of the willows. Several junipers and spruce have rooted as well. The entire bank is signed for the riparian project. Boulder clusters are creating water course changes to assist fish populations. The post construction report was completed January 13, 2020. During this time, additional willow plantings were completed in the low growth percentage areas.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>Upon the report from McElhaney, Treetime, and Pisces even with low water volumes in 2019 2020 there has been sportfish found during study. It is anticipated that the final habitat study and report will be planned in 2023 for review by DFO</li> </ul>
TOPIC # 6:	<b>Gas Main Exposure</b>
Progress	<ul style="list-style-type: none"> <li>The contractor, materials for the project have been secured</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>Plans to construct the new loop main will commence in May 2021 with appropriate first calls.</li> </ul>

LIST & PROVIDE ATTACHMENTS: McElhaney, Treetime, and Pisces Report

# **Pisces Environmental Consulting Services Ltd.**

• Unit 118, 239 Spruce Street • Red Deer County • Alberta • T4E 1B4 •  
• Phone 403-347-5418 • Fax 403-347-0681 •  
• www.piscesenvironmental.com •



January 13, 2020

McElhanney Ltd.  
100, 402-11 Ave SE  
Calgary, Alberta  
T2G 0Y4

**ATTN: Troy McNeil**

**RE: Post construction fisheries assessment of fish and habitat enhancements on Bearberry Creek located in Sundre, Alberta.**

## **1.0 INTRODUCTION**

As part of a Fisheries and Oceans (DFO) fish habitat offsetting project, McElhanney Ltd. (McElhanney) retained Pisces Environmental Consulting Services Ltd. (Pisces) to conduct a post construction fisheries assessment of fish and fish habitat enhancements on Bearberry Creek. The assessment documents current fish use within the creek, after the implementation of fish habitat enhancements (i.e. boulder clusters and riparian plantings) that were completed August 26, 2016. The information collected from the post construction fisheries assessment, that was conducted on August 1 and 2, 2019, will be compared against the reference, pre-construction, fisheries assessment that was conducted on July 21 and 22, 2016, to determine if the enhancements have any effects on fish presence/abundance. The following document provides results of the reference assessment, that was conducted on July 21 and 22, 2016, and of the post construction assessment, that was conducted on August 1 and 2, 2019.

## **2.0 PROJECT AREA**

The project area is located on the west end of Sundre, in SE 5-33-5 W5M and SW 4-33-5 W5M (Figure 1). Bearberry Creek flows into the Red Deer River approximately 1.6 km downstream of the project area. Fish habitat enhancements were installed within a 500 m section downstream of the Hwy 22 bridge. According to the Code of Practice for Watercourse Crossings Rocky Mountain House Management Area Map, Bearberry Creek is a mapped class C watercourse with a Restricted Activity Period (RAP) extending from September 1 to April 30 (AEP 2006).





Figure 1. Project area (satellite imagery from Google Earth; retrieved August 9, 2019).

### 3.0 METHODS

#### Fish Sampling

Fish presence within the study area was determined by electrofishing (Smith-Root LR-24 backpack electrofishers) and minnow trapping (baited Gee minnow traps) as was used in the July 21 and 22, 2016 reference fisheries assessment (Pisces 2016). Electrofishing methodology included simul-shocking (two crews working simultaneously side-by-side) to increase catch rates due to the large width of this section of Bearberry Creek, which was accompanied by minnow trapping with baited Gee style minnow traps. Pisces marked out and electrofished two 100 m sections, within the fish habitat enhancement section (downstream of the Hwy 22 bridge). An additional 100 m control site, located upstream of the Hwy 22 bridge and outside of the enhancement section was also electrofished following the same methodology from the 2016 pre-enhancement assessment (see Figure 1 for locations). All three sections had the same start and end coordinates as the sections marked out in the reference assessment. Blocking nets were installed at the upper and lower limits of Sections 1 and 2 (Section 3 was too wide). Two minnow trapping sections were also marked and were located outside the electrofishing sections (see Figure 1), at the same locations as the reference assessment. In each section, 10 baited Gee minnow traps were set and placed for a 24-hr period.

The Catch-per-unit-effort (CPUE) will be used as a standardized measurement for fish capture rates and will be determined for each electrofishing section and each minnow trapping section. Results will be compared to the 2016 data as well as between the 2016 and 2019 report.

#### Fish Habitat Enhancement Assessment

To help determine the effectiveness of the habitat enhancements installed in 2016 (boulder clusters), the 500 m area was assessed for boulder stability, riparian planting survival, absence or presence of scouring or erosion, bank stability, erosion control measures, debris accumulation habitat enhancement functionality and the presence of barriers to fish passage. Habitat was inventoried and was roughly mapped for a 440 m section downstream of the Hwy 22 bridge. Basic water quality (turbidity, pH, conductivity, temperature and dissolved oxygen) was also measured while onsite. Photos depicting the habitat at the time of assessment are provided in Appendix A.

### 4.0 RESULTS

#### Electrofishing

The three separate electrofishing sections had a combined electrofishing effort of 4,710 seconds of electrofisher on-time and a total of 187 fish were captured among eight different species. The CPUE for each electrofishing section was 2.61 fish/100 seconds, 5.43 fish/100 seconds and 3.21 fish/100 seconds for electrofishing Section #1, #2 and #3, respectively. Summary results of the electrofishing surveys are provided below in tables 1 to 3. A complete record of the fish capture data is provided in Appendix B.

Table 1. Electrofishing Section #1

<b>Date:</b>	2-Aug-19						
<b>Watercourse:</b>	Bearberry Creek						
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment						
<b>Section:</b>	Electrofishing Section #1						
<b>Start UTM:</b>	661542E 5741547N NAD83 Zn 11U						
<b>End UTM:</b>	661447E 5741567N NAD 83 Zn 11U						
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simul-shock)						
<b>Section Length (m):</b>	100						
<b>Mean Wetted Width (m):</b>	14.0						
<b>Electrofishing Effort (seconds):</b>	1455						
<b>Catch-per-unit-effort (# fish/100 seconds)</b>	2.61						
Species	# captured	Fork Length (mm)			Weight (g)		
		Mean	Min	Max	Mean	Min	Max
Lake Chub ( <i>Couesius plumbeus</i> )	3	85.7	72	93	8.7	6	10
Longnose Dace ( <i>Rhinichthys cataractae</i> )	28	56.6	33	76	2.9	<1	4
	4	Not measured or weighed					
Mountain Sucker ( <i>Catostomus platyrhynchus</i> )	1	87.0	87	87	8.0	8.0	8.0
Mountain Whitefish ( <i>Prosopium williamsoni</i> )	1	52.0	52	52	2.0	2	2
Brook Stickleback ( <i>Culaea inconstans</i> )	1	36.0	36	36	<1	<1	<1
<b>TOTAL</b>	<b>38</b>						

Table 2. Electrofishing Section #2

<b>Date:</b>	2-Aug-2019						
<b>Watercourse:</b>	Bearberry Creek						
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment						
<b>Section:</b>	Electrofishing Section #2						
<b>Start UTM:</b>	661415E 5741574N NAD83 Zn 11U						
<b>End UTM:</b>	661313E 5741578N NAD 83 Zn 11U						
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simul-shock)						
<b>Section Length (m):</b>	100						
<b>Electrofishing Effort (seconds):</b>	2009						
<b>Mean Wetted Width (m):</b>	13.0						
<b>Catch-per-unit-effort (# fish/100 seconds):</b>	5.43						
Species	# captured	Fork Length/Total Length (mm)			Weight (g)		
		Mean	Min	Max	Mean	Min	Max
Brown Trout ( <i>Salmo trutta</i> )	1	68.0	68	68	4.0	4	4
Lake Chub	4	79.3	69	91	5.3	4	6
Longnose Dace	95	Not measured or weighed					
Mountain Sucker	2	109.5	88	131	20.5	8	33
Mountain Whitefish	1	70.0	70	70	3.0	3	3
Brook Stickleback	4	38.8	31	44	<1	<1	<1
White Sucker ( <i>Catostomus commersoni</i> )	2	81.0	66	96	6.0	3	9
<b>TOTAL</b>	<b>109</b>						

Table 3. Electrofishing Section #3

<b>Date:</b>	2-Aug-2019						
<b>Watercourse:</b>	Bearberry Creek						
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment						
<b>Section:</b>	Electrofishing Section #3						
<b>Start UTM:</b>	661107E 5741556N NAD83 Zn 11U						
<b>End UTM:</b>	661012E 5741525N NAD 83 Zn 11U						
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simul-shock)						
<b>Section Length (m):</b>	100						
<b>Electrofishing Effort (seconds):</b>	1246						
<b>Mean Wetted Width (m):</b>	12.0						
<b>Catch-per-unit-effort (# fish/100 seconds):</b>	3.21						
Species	# captured	Fork Length (mm)			Weight (g)		
		Mean	Min	Max	Mean	Min	Max
Lake Chub	1	106.0	106	106	12.0	12	12
Longnose Dace	34	Not measured or weighed					
Mountain Sucker	4	125.5	110	141	24.8	14	36
Trout-Perch ( <i>Percopsis omiscomaycus</i> )	1	62.0	62	62	3.0	3	3
<b>TOTAL</b>	<b>40</b>						

### Minnow Trapping

There was a combined 240 hours of minnow trapping effort that was conducted from August 1, 2019 to August 2, 2019. A total of 5 fish were captured between the two minnow trapping sections. The CPUE of minnow trapping section #1 was 0.004 fish/hour while the CPUE for minnow trapping section #2 was 0.017 fish/hour. Summary results of the minnow trapping surveys are provided below in tables 4 and 5. A complete record of the fish capture data is provided in Appendix B.

Table 4. Minnow Trapping Section #1

<b>Date:</b>	1&2-Aug-2019						
<b>Watercourse:</b>	Bearberry Creek						
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment						
<b>Section:</b>	Minnow Trapping Section #1						
<b>UTM:</b>	661569E 5741540N NAD83 Zn 11U						
<b>Fish Capture Method:</b>	10 Baited Gee Minnow Traps						
<b>Minnow Trapping Area (m<sup>2</sup>):</b>	150 (15 m wide x 10 m long)						
<b>Minnow Trapping Effort (hrs):</b>	240 (10 traps x 24 hours)						
<b>Catch-per-unit-effort (total # fish/total # hrs):</b>	0.004						
Species	# captured						
Longnose Dace	1						
<b>TOTAL</b>	<b>1</b>						

Table 5. Minnow Trapping Section #2

<b>Date:</b>	1&2-Aug-2019
<b>Watercourse:</b>	Bearberry Creek
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment
<b>Section:</b>	Minnow Trapping Section #2
<b>UTM:</b>	661428E 5741572N NAD83 Zn 11U
<b>Fish Capture Method:</b>	10 Baited Gee Minnow Traps
<b>Minnow Trapping Area (m²):</b>	130 (13 m wide x 10 m long)
<b>Minnow Trapping Effort (hrs):</b>	240 (10 traps x 24 hrs)
<b>Catch-per-unit-effort (total # fish/total # hrs):</b>	0.017
<b>Species</b>	<b># captured</b>
Longnose Dace	1
Mountain Sucker	1
White Sucker	2
<b>TOTAL</b>	<b>4</b>

### Post Construction Habitat Assessment

The channel of Bearberry Creek was fairly uniform in width throughout the assessed area, had a gentle meander to it, but was primarily straight. The Rosgen classification that best matches this section of Bearberry Creek was found to be type B, which is defined as moderately entrenched, moderate gradient, riffle-dominated, infrequently spaced pools with very stable banks and profile. The habitat present was only riffle and shallow, class 3 run habitats present throughout the assessed area (Table 6, Figure 2).

Table 6. Summary habitat inventory of Bearberry Creek in SE 5-33-5 W5M and SW 4-33-5 W5M.

HABITAT COMPOSITION						
Type	RF		R3		Total Section	
Area (m²)	1464		3793		5258	
% Area	27.9		72.1		100.00	
# of Units	3		5		8	
COVER						
Type	WD	OB	OV	AV	BG	Total
Area (m²)	-	37.1	14	294.0	21.5	367
% Area	-	0.706	0.27	5.592	0.41	7.0
SUBSTRATE COMPOSITION						
Type	FN	GR	CB	BL	BR	Total
Area (m²)	1007	1153	2353	745	-	5258
% Area	19	22	44.75	14.2	-	100.00
RIPARIAN VEGETATION						
Type	Gr/Sh			Total		
Length (m)	440			440		
% Length	100.0			100.0		
OTHER						
Length of Section (m)				440		
Mean Wetted Width (m)				11.95		
Mean Bank full Width (m)				9.5		
Total Section Area (m²)				5258		
Unstable Bank (m)				8.5		

Cover throughout this section of Bearberry Creek was dominated by aquatic vegetation (AV 5.6 %, Table 6), overhanging bank (OB 0.71 %, Table 6), boulder garden (BG 0.41 %, Table 6) and overhanging vegetation (OV 0.27 %, Table 6). The observed wetted width ranged from approximately 8 m at its narrowest, immediately downstream of the highway bridge crossing, to nearly 15 m wide near the downstream end of the surveyed area. The riparian vegetation was dominated by grasses with a marginal amount of shrubs (riparian plantings) scattered throughout the assessed area providing little to no overhead cover or shading. Throughout the 440 m of assessed area there was 8.5 m of unstable bank present (0.97 %) and the streambanks appeared relatively stable.

The proportion of main substrate types varied but generally the substrate throughout the habitat area was mainly cobble (CB 44.75%, Table 6) and gravel (GR 22.00%, Table 6), with smaller amounts of fines (FN 19.00%, Table 6) and boulder (BL 14.20%, Table 6) present. The stream stage at the time of the assessment was determined to be moderate with the maximum depth within the habitat area measured to be 0.5 m. The results of basic water quality testing indicated that there were no factors limiting for fish identified and results are presented in Table 7.

Table 7. Water Quality Measurements of Bearberry Creek, August 2, 2019

<b>Dissolved O<sub>2</sub> (mg/L)</b>	9.50
<b>pH</b>	7.71
<b>Conductivity (µS/cm)</b>	427
<b>Turbidity (NTU)</b>	8.52
<b>Temperature (°C) @ time measured</b>	19.4 @ 19:00



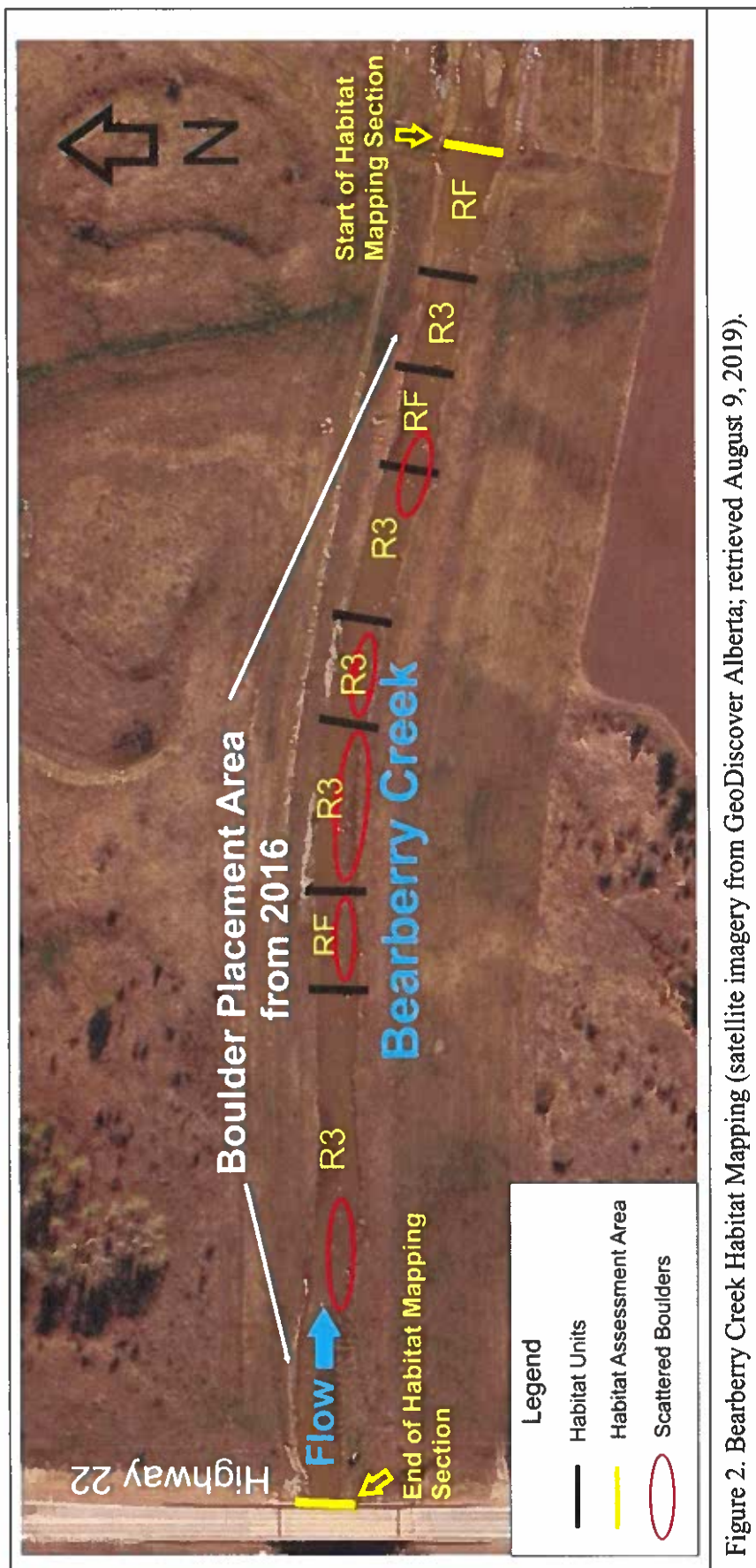


Figure 2. Bearberry Creek Habitat Mapping (satellite imagery from GeoDiscover Alberta; retrieved August 9, 2019).

## 5.0 DISCUSSION

Fish sampling in 2019 saw a decrease in CPUE compared to the 2016 monitoring year. The lower CPUE was observed in all three electrofishing sections and both trapping locations. Electrofishing section #1, in 2019, had a CPUE of 2.61 fish/100 seconds which was down from 10.67 fish/100 seconds in 2016. Electrofishing section #2 had a CPUE of 5.43 fish/100 seconds in 2019, compared to 2016's CPUE of 9.03 fish/100 seconds. Electrofishing section #3 had a CPUE of 3.21 fish/100 seconds, down from 7.09 fish/100 seconds in 2016. In 2019 electrofishing section #2 had the highest CPUE of all three locations, where as in 2016 it was electrofishing section #1 that had the highest CPUE. For both sampling years electrofishing section #3 (the control) had the lowest CPUE compared to the other two sites.

The two minnow trap locations had a substantial drop in CPUE from 2016 to 2019, with trapping section #1 having 0.004 fish/hour and trapping section #2 having 0.017 fish/hour in 2019, compared to 0.12 fish/hour and 0.20 fish/hour respectively in 2016. Species composition was quite similar between the 2016 and 2019 sampling years, with no Burbot (*Lota lota*) captured in 2019, but Brown Trout was captured in 2019, where it had not been in 2016. The water level of Bearberry Creek at the time of assessment in 2019 was substantially lower than in 2016, which could account for the lower catch rates for electrofishing and trapping. The difference between the upstream and downstream fish capture data in 2019 and 2016 could be a result of the habitat present upstream of the bridge compared to habitat downstream of the bridge. Although it was not inventoried or mapped, the habitat upstream of the bridge is fairly absent of cover immediately upstream of the large pool under the bridge. The only cover present is the rip-rap armouring instream along the left upstream bank, immediately upstream of the bridge.

The following is a description of the fish habitat within the study area (provided by McElhanney Consulting Services Ltd, Personal Comm. 2016):

*A fish habitat assessment was conducted on November 15, 2013 by McElhanney Consulting Services Ltd. A 500 m section was assessed from Hwy 22 to the upstream extent of the existing fishway structure. The channel had little variation in slope, meander, and channel width with few habitat features such as a range of substrate or habitat types and has very limited in-stream or off-stream cover. The observed wetted width ranged from approximately 7m at its narrowest, immediately downstream of the highway bridge crossing, to nearly 20m wide near the deflection spur at the fish way. The riparian vegetation was dominated by grasses with little to no overhead cover or shading. Small sections of overhanging banks were present and appeared relatively stable. A section of bank near HWY 22 on the north side of the creek, was observed to be slumping. The creek bed substrate was gravel and cobbles with two locations where boulders were present. The ratio of the main substrate types varied but generally more gravel was present than cobbles. Habitat type was an alternating series of riffles and shallow runs with no real habitat diversity or unique features. A fine layer of sediment was noted covering the bed material and the deposition appeared recent. At the time of the assessment a large portion*



*of the channel margins were ice covered. No fish were observed in the open channel habitat; however, the occasional fish was observed darting out from under the ice. No fish sampling was performed during the assessment but Sucker spp (most likely White Sucker) were identified by visual observation.*

A post construction fish habitat assessment was conducted on August 2, 2019 by Pisces. A 440 m section was assessed from Hwy 22 to the downstream minnow trapping section which is approximately 60 m upstream of the existing fishway structure. The channel of Bearberry Creek within the project area had small variation in bank slope, meander, and had a relatively uniform channel width. The habitat within the assessed area was not very diverse with only two, shallow habitat types present (RF, R3), which is the same result as the 2013 habitat assessment. Water levels were substantially lower in 2019 compared to the 2016 assessment conditions. No barriers to fish passage were noted throughout the assessed area.

Two rows of riparian plantings installed as part of the habitat enhancement were noted during the 2019 assessment, one along the bottom of the bank next to the water, and one row at the top of the high water mark. The riparian plantings were around 80% successful; however growth of the plantings at this time has been marginal and has not provided any cover for fish. The banks were notably more stable than in 2016 with a majority of the banks appearing to be vegetated with a small amount of unstable or slumped bank present (8.5 m). Slumping noted in the 2013 and 2016 assessments, near the bridge was still present during the 2019 assessment; however there were no signs of recent slumping or erosion present.

The boulder clusters placed for habitat enhancement do appear to be functioning as boulder garden habitat, however they have separated and dispersed with boulders scattered throughout around 30 % of the assessed area (Figure 2). Although the boulders are still present to provide boulder garden habitat and holding habitat, they are not providing as much boulder garden habitat compared to 2016 when they were first installed with smaller interstitial spacing among individual clusters. Electrofishing section #2 had the highest CPUE in 2019 which was the area with the highest amount of boulder substrate and boulder garden habitat present for fish, which may indicate that fish in the area are utilizing the boulder enhancements for habitat as designed. No evidence of erosion or scouring of the streambed was observed during the 2019 assessment, except for under the bridge (outside the assessed habitat area), where there is a large scour pool that could potentially act as overwintering habitat for fish.

Comparing the 2013 habitat information provided by McElhanney with the 2019 assessment, as well as the fish capture data pre-construction versus post construction, we see that the habitat enhancements are functionally working as habitat. The riparian plantings are surviving, but have not yet reached a point where they are contributing to the riparian area or fish habitat. Although there is a lack of diversity of fish habitat within this reach of Bearberry Creek, the habitat present is adequate enough to provide for a variety of fish species, both sport fish and non-sport fish. The boulder clusters may have migrated since 2016, decreasing the amount of boulder garden habitat

potentially available for fish, but they boulder enhancements have still generated habitat which fish appear to be using.

## **6.0 CLOSURE**

I trust this meets your information requirements at this time. Please do not hesitate to contact the undersigned if you have any questions.

Sincerely,

**Pisces Environmental Consulting Services Ltd.**  
Qualified Aquatic Environment Specialists:



---

Troy Adams, P. Biol.  
Fisheries Biologist  
Author



---

George Ward, P. Biol.  
Fisheries Biologist  
Review

Attach.

## **7.0 REFERENCES**

Alberta Environment. 2006. Code of Practice for Watercourse Crossings (made under the Water Act and the Water (Ministerial) Regulation). Queen's Printer for Alberta.

Personal Communication. 2016. McElhanney Consulting Services Ltd.

## **Appendix A**

### **Site Photos**

**Electrofishing Section #1 – August 2, 2019**



Photo 1. Looking upstream from bottom of section.



Photo 2. Looking downstream from the downstream end of the section.



Photo 3. Looking upstream at blocking net at upstream end of section.



Photo 4. Looking downstream at blocking net at upstream end of section.

**Electrofishing Section #2 – August 2, 2019**



Photo 1. Looking downstream from the downstream end of the section.



Photo 2. Looking upstream (from the downstream end of the section).



Photo 3. Looking upstream from the upstream end of the section.



Photo 4. Looking downstream from the upstream end of the section.

### Electrofishing Section #3



Photo 1. Looking upstream from the downstream end of the section.



Photo 2. Looking downstream from the downstream end of the section.



Photo 3. Looking downstream from the upstream end of the section.



## General Photos – August 2, 2019



Photo 1. Mountain Sucker captured in electrofishing section #2.



Photo 2. Mountain Whitefish captured in electrofishing section #2.



Photo 3. Brown Trout captured in electrofishing section #2.



Photo 4. Looking upstream from approximately 200 m downstream from the Hwy 22 bridge.



Photo 3. Looking downstream from approximately 200 m downstream from the Hwy 22 bridge.



Photo 3. Looking east at riparian plantings along the southern high water mark.



**Appendix B**  
**Fish Capture Data**

**2019 Data****Fish Capture Record 2019**

<b>Date:</b>	2-Aug-2019				
<b>Stream Name:</b>	Bearberry Creek				
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment				
<b>Section:</b>	Electrofishing section # 1				
<b>Start UTM:</b>	661542E 5741547N NAD83 Zn 11U				
<b>End UTM:</b>	661447E 5741567N NAD 83 Zn 11U				
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simulshock)				
<b>Section Length (m):</b>	100				
<b>Mean Wetted Width (m):</b>	14.0				
<b>Effort (seconds):</b>	1455				
<b>Catch per unit effort (CPUE) (# fish/100 seconds):</b>	2.61				
Sample #	Species	Fork Length (mm)	Weight (g)	Pass #	Comment
1	LKCH	93	10	1	
2	LNDC	38	<1	1	
3	LNDC	65	2	1	
4	LNDC	73	4	1	
5	LNDC	68	3	1	
6	LNDC	61	3	1	
7	LNDC	40	<1	1	
8	LNDC	72	4	1	
9	LNDC	70	4	1	
10	LNDC	42	<1	1	
11	LNDC	33	<1	1	
12	LKCH	92	10	1	Parasites
13	MNSC	87	8	1	
14	LNDC	60	3	1	
15	LNDC	46	1	1	
16	LNDC	40	<1	1	
17	LNDC	50	1	1	
18	LKCH	72	6	1	
19	LNDC	71	3	1	
20	LNDC	61	2	1	
21	LNDC	73	3	1	
22	MNWH	52	2	1	
23	LNDC	42	<1	1	
24	LNDC	68	4	1	
25	LNDC	48	<1	1	
26	LNDC	62	3	1	
27	LNDC	42	<1	1	
28	LNDC	52	2	1	
29	LNDC	46	1	1	
30	LNDC	58	3	1	
31	LNDC	76	4	1	
32	LNDC	57	3	1	
33	LNDC	72	4	1	
34	BRST	36	<1	1	
Additional 4 LNDC not measured					

**Fish Capture Record 2019**

<b>Date:</b>	2-Aug-2019				
<b>Stream Name:</b>	Bearberry Creek				
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment				
<b>Section:</b>	Electrofishing Section #2				
<b>Start UTM:</b>	661415E 5741574N NAD83 Zn 11U				
<b>End UTM:</b>	661313E 5741578N NAD 83 Zn 11U				
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simulshock)				
<b>Section Length (m):</b>	100				
<b>Mean Wetted Width (m):</b>	13.0				
<b>Effort (seconds):</b>	2009				
<b>Catch per unit Effort (CPUE) (# fish/100 seconds):</b>	5.43				
Sample #	Species	Fork Length (mm)	Weight (g)	Pass #	Comment
1	LKCH	69	5	1	Parasites
2	BRST	44	1	1	
3	MNWH	70	3	1	
4	WHSC	66	3	1	
5	BRST	41	<1	1	
6	BRST	39	<1	1	
7	BNTR	68	4	1	
8	LKCH	81	6	1	
9	LKCH	76	4	1	
10	WHSC	96	9	1	Parasites
11	LKCH	91	6	1	
12	MNSC	88	8	1	
13	BRST	31	<1	1	
14	MNSC	131	33	1	
Additional 95 LNDC not measured					

**Fish Capture Record 2019**

<b>Date:</b>	2-Aug-2019				
<b>Stream Name:</b>	Bearberry Creek				
<b>Project:</b>	Fish Habitat Offsetting – Post-Construction Assessment				
<b>Section:</b>	Electrofishing Section # 3				
<b>Start UTM:</b>	661107E 5741556N NAD83 Zn 11U				
<b>End UTM:</b>	661012E 5741525N NAD 83 Zn 11U				
<b>Fish Capture Method:</b>	2 Smith-Root LR-24 Backpacks (simulshock)				
<b>Section Length (m):</b>	100				
<b>Mean Wetted Width (m):</b>	12.0				
<b>Effort (seconds):</b>	1246				
<b>Catch per unit Effort (CPUE) (# fish/100 seconds):</b>	3.21				
Sample #	Species	Fork Length (mm)	Weight (g)	Pass #	Comment
1	MNSC	121	22	1	
2	MNSC	141	36	1	
3	MNSC	130	27	1	
4	MNSC	110	14	1	
5	LKCH	106	12	1	
6	TRPR	62	3	1	
Additional 34 LNDC not measured					

**Fish Capture Record 2019**

<b>Date:</b>	1&2-Aug-2019			
<b>Watercourse:</b>	Bearberry Creek			
<b>Project:</b>	Fish Habitat Offsetting - Post-Construction Assessment			
<b>Section:</b>	Minnow Trapping Section #1			
<b>UTM:</b>	661569E 5741540N NAD83 Zn 11U			
<b>Fish Capture Method:</b>	10 Baited Gee Minnow Traps			
<b>Minnow Trapping Area (m²):</b>	140 (15 m wide x 10 m long)			
<b>Minnow Trapping Effort (hrs):</b>	240 (10 traps x 24 hrs)			
<b>Catch per unit effort (CPUE) (total # fish/total # hrs):</b>	0.004			
<b>Sample #</b>	<b>Species</b>	<b>Fork Length (mm)</b>	<b>Weight (g)</b>	<b>Comment</b>
1	LNDC	61	2	

**Fish Capture Record 2019**

<b>Date:</b>	1&2-Aug-2019			
<b>Watercourse:</b>	Bearberry Creek			
<b>Project:</b>	Fish Habitat Offsetting - Post-Construction Assessment			
<b>Section:</b>	Minnow Trapping Section # 2			
<b>UTM:</b>	661428E 5741572N NAD83 Zn 11U			
<b>Fish Capture Method:</b>	10 Baited Gee Minnow Traps			
<b>Minnow Trapping Area (m²):</b>	130 (13 m wide x 10 m long)			
<b>Minnow Trapping Effort (hrs):</b>	240 (10 traps x 24 hrs)			
<b>Catch per unit effort (CPUE) (total # fish/total # hrs):</b>	0.017			
<b>Sample #</b>	<b>Species</b>	<b>Fork Length (mm)</b>	<b>Weight (g)</b>	<b>Comment</b>
1	WHSC	74	4	
2	WHSC	59	2	
3	MNSC	82	7	
4	LNDC	54	2	

**2016 Data**

<b>Fish Capture Record 2016</b>				
<b>Date:</b>		21-Jul-16		
<b>Watercourse:</b>		Bearberry Creek		
<b>Project:</b>		Fish Habitat Offsetting - Reference Assessment		
<b>Section:</b>		Electrofishing Section #1		
<b>Start UTM:</b>		661542E 5741547N NAD83 Zn 11U		
<b>End UTM:</b>		661447E 5741567N NAD 83 Zn 11U		
<b>Fish Capture Method:</b>		2 Smith-Root LR-24 Backpacks (simulshock)		
<b>Section Length (m):</b>		100		
<b>Mean Wetted Width (m):</b>		14.8		
<b>Effort (seconds):</b>		4,068		
<b>Catch per unit effort (CPUE) (# fish/100 seconds):</b>		10.67		
Sample #	Species	Fork Length (mm)	Weight (g)	Comments
1	WHSC	332	495	
2	LNDC	58	1	
3	LNDC	41	<1	
4	LNDC	55	1	
5	LNDC	58	1	
6	LNDC	42	<1	
7	LNDC	52	1	
8	LNDC	52	1	
9	WHSC	70	6	
10	LNDC	54	1	
11	LNDC	57	1	
12	LNDC	57	1	
13	LNDC	52	1	
14	LNDC	62	2	
15	LNDC	42	<1	
16	LNDC	62	2	
17	LNDC	44	<1	
18	LNDC	50	1	
19	LNDC	55	1	
20	LNDC	49	1	
21	LNDC	61	2	
22	LNDC	48	1	
23	LNDC	45	<1	
24	LNDC	55	1	
25	LNDC	50	1	
26	LNDC	77	3	
27	LNDC	48	<1	
28	LNDC	59	1	
29	LNDC	55	1	
30	LNDC	44	<1	
31	LNDC	40	<1	
32	LNDC	35	<1	
33	LKCH	61	3	
34	LKCH	47	<1	
35	WHSC	82	9	
36	WHSC	79	7	
37	WHSC	77	9	
38	MNSC	112	9	
39	WHSC	83	10	
40	LKCH	92	7	
41	LKCH	75	6	
42	WHSC	80	7	
43	WHSC	415	913	
44	WHSC	147	32	
45	WHSC	66	3	
46	WHSC	78	8	
47	LKCH	78	6	

48	MNWH	133	28	
49	MNSC	106	18	
50	WHSC	273	356	
51	LKCH	41	1	
52	MNWH	133	31	
53	WHSC	11	<1	
54	LKCH	112	13	
55	WHSC	14	<1	
56	TRPR	61	4	
57	MNSC	90	10	
58	WHSC	59	3	
59	MNSC	59	9	
60	LKCH	61	5	
61	LKCH	82	12	
62	WHSC	70	4	
63	LKCH	56	2	
64	MNSC	102	13	
65	LKCH	71	4	
66	MNSC	65	2	
67	MNSC	102	10	
68	LKCH	75	4	
69	WHSC	66	4	
70	WHSC	70	4	
71	WHSC	33	<1	
72	WHSC	66	3	
73	WHSC	66	3	
Plus an additional 361 LNDC that were not measured or weighed				

Fish Capture Record 2016				
Date:	21-Jul-16			
Watercourse:	Bearberry Creek			
Project:	Fish Habitat Offsetting - Reference Assessment			
Section:	Electrofishing Section #2			
Start UTM	661415E 5741574N NAD83 Zn 11U			
End UTM	661313E 5741578N NAD 83 Zn 11U			
Fish Capture Method	2 Smith-Root LR-24 Backpacks (simulshock)			
Section Length (m):	100			
Effort (seconds):	2,812			
Mean Wetted Width (m):	12.8			
Catch per unit effort (CPUE) (# fish/100 seconds):	9.03			
Sample #	Species	Fork Length (mm)	Weight (g)	Comments
1	MNWH	115	15	
2	MNWH	142	29	
3	MNSC	118	20	
4	BURB	283	205	
5	BURB	194	69	
6	BURB	206	79	
7	BURB	210	90	
8	LKCH	58	3	
9	LKCH	53	2	
10	WHSC	72	4	
11	WHSC	70	3	
12	TRPR	22	<1	
13	LKCH	30	<1	
14	WHSC	81	4	
15	LKCH	68	3	
Plus an additional 239 LNDC that were not measured or weighed				

Fish Capture Record 2016	
Date:	21-Jul-16

Watercourse:	Bearberry Creek			
Project:	Fish Habitat Offsetting - Reference Assessment			
Section:	Electrofishing Section #3			
Start UTM	661107E 5741556N NAD83 Zn 11U			
End UTM	661012E 5741525N NAD 83 Zn 11U			
Fish Capture Method	2 Smith-Root LR-24 Backpacks (simulshock)			
Section Length (m):	100			
Effort (seconds):	1,791			
Mean Wetted Width (m):	12.8			
Catch per unit effort (CPUE) (# fish/100 seconds):	7.09			
Sample #	Species	Fork Length (mm)	Weight (g)	Comments
1	LKCH	100	7	
2	LKCH	65	3	
3	MNSC	115	13	
4	MNSC	85	6	
5	MNSC	76	4	
6	WHSC	25	<1	
7	MNWH	124	17	
8	WHSC	198	91	
9	WHSC	208	113	
10	MNWH	77	7	
11	LKCH	64	2	
Plus an additional 116 LNDC that were not measured or weighed				

Fish Capture Record 2016				
Date:	July 21 & 22, 2016			
Watercourse:	Bearberry Creek			
Project:	Fish Habitat Offsetting - Reference Assessment			
Section:	Minnow Trapping Section #1			
UTM:	661569E 5741540N NAD83 Zn 11U			
Fish Capture Method:	10 Baited Gee Minnow Traps			
Minnow Trapping Area (m <sup>2</sup> ):	140 (14 m wide x 10 m long)			
Minnow Trapping Effort (hrs):	240 (10 traps x 24 hours)			
Catch per unit effort (CPUE) (total # fish/total # hrs):	0.12			
Sample #	Species	Fork Length (mm)	Weight (g)	Comments
1	WHSC	240	174	
2	WHSC	85	7	
3	WHSC	91	8	
4	TRPR	64	3	
5	TRPR	65	4	
6	TRPR	64	2	
7	LKCH	70	3	
Plus an additional 14 LNDC and 8 WHSC that were not measured or weighed				

<b>Fish Capture Record 2016</b>				
Date:	July 21 & 22, 2016			
Watercourse:	Bearberry Creek			
Project:	Fish Habitat Offsetting - Reference Assessment			
Section:	Minnow Trapping Section #2			
UTM:	661428E 5741572N NAD83 Zn 11U			
Fish Capture Method:	10 Baited Gee Minnow Traps			
Minnow Trapping Area (m <sup>2</sup> ):	130 (13 m wide x 10 m long)			
Minnow Trapping Effort (hrs):	240 (10 traps x 24 hrs)			
Catch per unit effort (CPUE) (total # fish/total # hrs):	0.20			
Sample #	Species	Fork Length (mm)	Weight (g)	Comments
1	LKCH	93	9	
2	LKCH	90	8	
3	LKCH	100	12	
4	LKCH	100	11	
5	TRPR	80	5	
6	LKCH	92	9	
7	LKCH	105	12	
8	TRPR	70	4	
9	LKCH	77	5	
10	LKCH	89	8	
11	TRPR	62	3	
Plus an additional 26 LNDC and 10 WHSC that were not measured or weighed				



**APPENDIX C**  
**Habitat Inventory**

**Habitat Inventory**

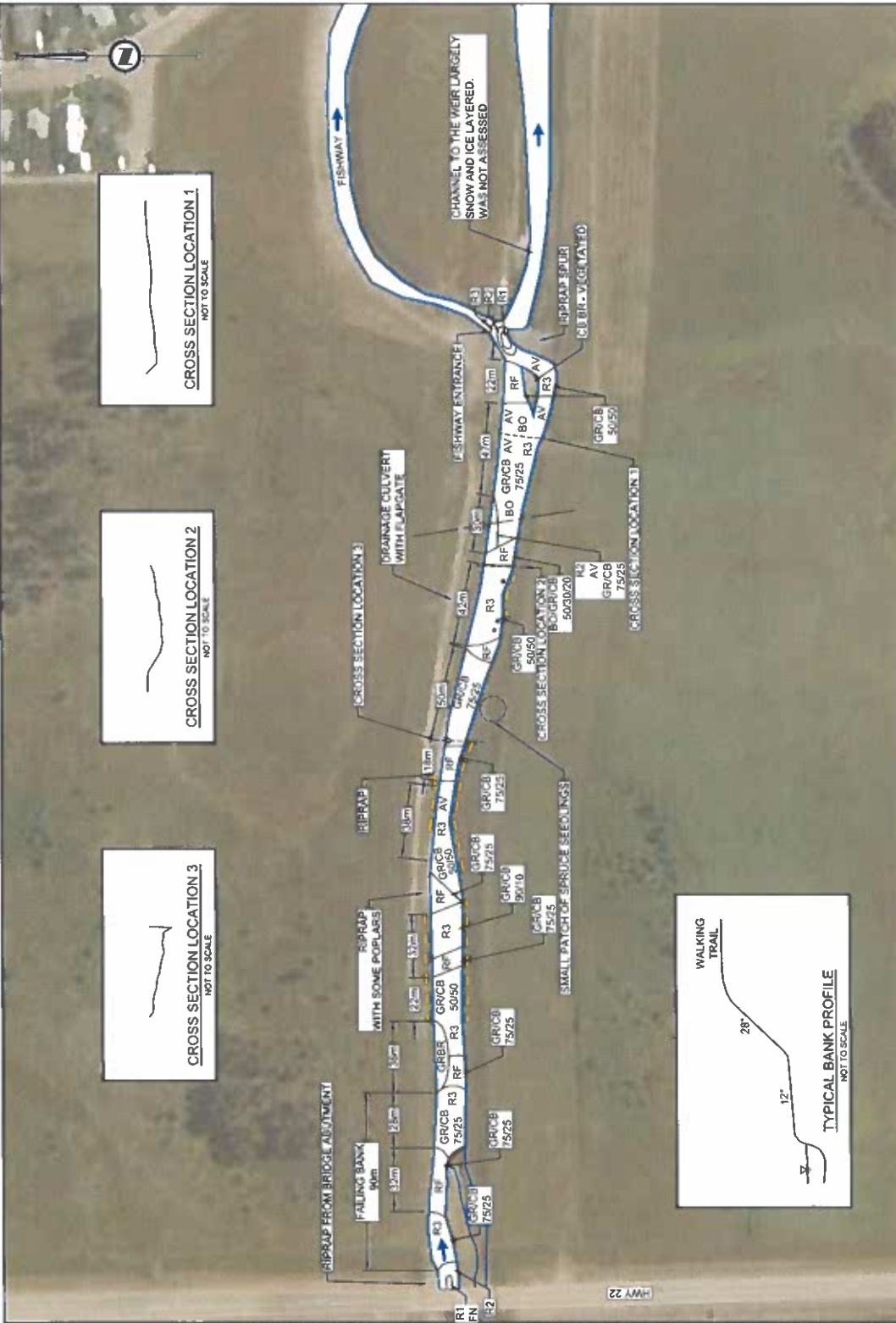
Date:	2-Aug-19
Stream Name:	Bearberry Creek
Project:	Habitat Assessment
UTM reference:	U/S: 661569E 5741540N NAD83 Zn 11U D/S: 661569E 5741540N NAD83 Zn 11U
Legal:	SE 5-33-5 W5M and SW 4-33-5 W5M

Habitat units numbered from downstream to upstream

Habitat Unit		Physical Dimensions			Cover (m <sup>2</sup> )					Substrate Composition (% area)					Unstable Bank (m)	Riparian Veg	Comments
#	Type	Length (m)	Width (m)	Area (m <sup>2</sup> )	WD	OB	OV	AV	BL	FN	GR	CB	BL	BR			
1	RF	41	14.3	586.3			1.43		4	20	15	55	10		1	Gr	
2	R3	32	14	448		3.2	1.4		2	20	10	60	10			Gr	
3	RF	29	13.9	403.1			2.78		1.5	10	5	75	10		2	Gr	
4	R3	49	14	686		4.9	1.4	68.6	2	25	10	45	20			Gr	
5	R3	39	13.1	510.9		7.8	2.62	76.6	2.5	30	15	35	20		1.5	Gr	
6	R3	52	12.7	660.4		5.2	2.54		6	10	25	40	25		2	Gr	
7	RF	38	12.5	475			1.25		2	15	20	55	10			GR	
8	R3	160	9.3	1488		16	0.93	149	1.5	20	40	30	10		2	Gr	

## **APPENDIX D**

### **McElhanney Habitat Map 2013**

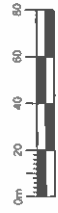


- NOTES:**
1. MAP DIGITIZED FROM FIELD SKETCH COMPLETED ON NOVEMBER 15, 2013.
  2. FINE BLANKET OF SEDIMENT WAS OBSERVED ON ALL BED SUBSTRATE.
  3. ALL VEGETATION WITHIN THE STUDY AREA APPEARS TO HAVE BEEN DROWNED HEAVILY.
  4. TWO CHANNEL SLOPE MEASUREMENTS WERE TAKEN WITH AN INCLINOMETER. BOTH RESULTS WERE 1° SLOPE.
  5. RIPARIAN VEGETATION IS DOMINATED BY GRASS. THERE ARE FEW ISOLATED SHRUBS ASSOCIATED WITH RIPRAP LOCATIONS.
  6. BING IMAGERY, RETRIEVED NOVEMBER 13, 2013. © 2012 DIGITAL GLOBE. © MICROSOFT CORPORATION.

- HABITAT LEGEND:**
- CHANNEL FEATURE**
- R1 - RUN CLASS 1 (>1.0m DEEP)
  - R2 - RUN CLASS 2 (0.5m - 1.0m DEEP)
  - R3 - RUN CLASS 3 (<0.5m DEEP)
  - RF - RIFFLE
- SUBSTRATE TYPES**
- FN - FINES (<2mm)
  - GR - GRAVEL (2 - 64mm)
  - CB - COBBLE (64mm - 250mm)
  - BO - BOULDER (>250mm)
- HABITAT FEATURES**
- AV - AQUATIC VEGETATION
  - FN - OVERHANGING BANK - GRASS

- LEGEND**
- FLOW DIRECTION
  - DISCHARGE MEASUREMENT LOCATION
  - CROSS SECTION LOCATION
  - GAS PIPELINE
  - REDD

CHECK PRINT	
PROJECT NO.	2511-004500
DATE	
DESIGNED BY	
CHECKED BY	
DATE	



**DRAFT**

CLIENT: TOWN OF SUNDRE 717 MAIN AVENUE W SUNDRE, ALBERTA T0M 1X0	 <b>McElhanney</b> McElhanney Consulting Services Ltd. 300, 402 21st EAST SASKATOON, SK, CANADA, S7N 0C3 PH: 306 649 0740 www.mcelhanney.com	DRAWN: TAH	SUNDRE FISH HABITAT COMPENSATION			MCSL PROJECT NUMBER 2511-00450-0
		CHECKED: BTW	BEARBERRY CREEK HABITAT MAP			DATE 17/11/2013
		REVIEWED: ADL				FIGURE NO. 01
		SCALE: H: AS SHOWN V:				
		REVISION PA				

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Community Service</b>
<b>SUBMITTED BY</b>	<b>Sue Nelson</b>
<b>DATE</b>	<b>May 31, 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

<b>TOPIC #1</b>	Community Service Department
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• An ad was placed in the paper and on the Town website as a reminder to the public about black knot on the trees and what to do with it.</li> <li>• Volunteer Week was the week of April 19 – 23. Mountain View County, Greenwood Neighbourhood Place, Sundre FCSS, Volunteer Alberta, and the Town of Sundre met and discussed various ideas on how to celebrate/appreciate community volunteers.</li> <li>• We continue to take reservations for Greenwood Campground. The May long weekend is filling up fast.</li> <li>• Prepared for the Spring Workshop.</li> <li>• Attended the Spring Workshop in Red Deer.</li> <li>• Met with trail organizers from the Bike and Ski Club to go over a few ideas they have for the trails. They were excited to share with us their awesome new ski shed and equipment.</li> <li>• Main concerns about the trails, that the Bike and Ski Club have, are the potholes up on Snake Hill. We collaborated with them and a few members rode the trails and filled holes using the street sweepings to get the potholes filled.</li> <li>• Currently receiving quotes for the West II boulevard project.</li> <li>• This year the cleaning, plumbing, and electrical contract were up, we sent out RFQ proposals for each contract.</li> <li>• Gymnastics and MVTKD wound up their programs for this year.</li> </ul>
<b>TOPIC #2</b>	Parks
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• With spring here, Staff have been kept very busy doing daily and weekly inspections on all the playgrounds.</li> <li>• When weather has permitted, spring cleaning has been done at all the towns' greenspaces.</li> <li>• Community Services Staff installed a chain link fence around the little playground by the Community Services shop to prevent the children from running out in between the town vehicles and keep the children safe.</li> </ul>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Fire Department</b>
<b>SUBMITTED BY</b>	<b>Ross Clews Fire Chief</b>
<b>DATE</b>	<b>May 31 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

<b>TOPIC #1</b>	<b>Emergency Response Numbers; 23 Total Callouts</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Medical Assist 9, Structure Fires 3, Wildland Fires 3, Alarms/Alerts 7, Motor Vehicle Collision 1.</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>All incidents Responded, Managed and Resolved by SFD Members</li> </ul>
<b>TOPIC #2</b>	<b>Training</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>NFPA 1001 Level I &amp; II, Class 3 license,</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>NFPA 1001's 30% complete, Class 3 written completed, Road test are to be completed in April</li> </ul>
<b>TOPIC # 3:</b>	<b>Fire Hall</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>AHS e-Sim Lab construction,</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>Meet with e-Sim lab coordinator and plan path forward. Move all SFD Furniture, Equipment, Supplies and Files to facilitate e-Sim lab construction. Reorganization of Fire Hall Office and Meeting Room is still ongoing.</li> </ul>
<b>TOPIC # 4:</b>	<b>Wildland Fire Trailer</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Bring SFD Trailer out of retirement and setup as a wildland fire firefighting unit.</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>Permissions received, trailer evaluated, repaired, and stocked with wildland firefighting equipment, Unit has been reinstated for use.</li> </ul>
<b>TOPIC # 5:</b>	<ul style="list-style-type: none"> <li>Fire Inspections and Occupancy loads for businesses</li> </ul>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>High demand for occupancy load certificates due to COVID restriction implementations.</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>4 inspection/occupancy loads completed more to be completed in April. Completing Inspections with SFD members who are currently training to become Safety Code Officers, 3 members are enrolled in the SCO training program</li> </ul>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Emergency Management</b>
<b>SUBMITTED BY</b>	<b>Kevin Heerema</b>
<b>DATE</b>	<b>May 31, 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

<b>TOPIC #1</b>	<b>COVID-19</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Unfortunately, there has been a major spike in cases in our Mountain View County region.</li> </ul>
<b>TOPIC #2</b>	<b>ERP and Business Continuity Plan submitted to Council</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>ERP and Business Continuity Plan submitted to Council</li> </ul>
<b>TOPIC # 3:</b>	<b>Job Aids</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Planning Section should be done first part of May and then onto Logistics. Logistics is a huge section and will probably take a lot longer to review than the others.</li> </ul>
<b>TOPIC # 4:</b>	<b>Monitoring of Snow Pack and Waterways continues.</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Monitoring of Snow Pack and Waterways continues.</li> </ul>

## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Economic Development and Communications</b>
<b>SUBMITTED BY</b>	<b>Jonathan Allan</b>
<b>DATE</b>	<b>May 26, 2021</b>
<b>FOR MONTH OF</b>	<b>April 2021</b>

<b>TOPIC #1</b>	<b>Community Development, Business Development and Vacancy Rates</b>
<b>ISSUES:</b>	<p>VACANCY RATES</p> <ul style="list-style-type: none"> <li>• April vacancy rate was estimated at 6.9% as a proportion of square footage available in the C1 district downtown.</li> <li>• May vacancy rate will be even lower due to amount of square footage and number of commercial bays anticipated to be used for private storage.</li> <li>• Conducted quick survey of multi-unit apartment building owners to determine vacancies in town; there are only approx. 2 or 3 units available in the entire town (consisting of apartments less than 500 sq ft each, to boot).</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• Spoke with new business owner in Sundre, planning on opening up a local artisan and wares shop in the existing Flippin' Barn location.</li> <li>• Spoke with regionally, local business interested in potentially expanding into Town.</li> <li>• Spoke with residential real estate developer about developing in town.</li> <li>• Continued ongoing conversations with and met with local business owner and brewery investors to discuss potential collaboration in Sundre.</li> <li>• Had meeting with national dessert chain about potential of investing into Sundre; no feedback yet on status.</li> <li>• Assisted GNP with commercial property research for location and development of new Youth Centre.</li> <li>• Introduced new McDonald's owner to community groups that led to thousands of dollars in donations.</li> <li>• Developed plan for continued investment attraction advertising online in May.</li> <li>• Compiled survey information from Workforce and Employment Questionnaire conducted in the wintertime. See attached summary report.</li> </ul>
<b>TOPIC #2</b>	<b>Tourism Development</b>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• Continued online ad campaign management.</li> <li>• Held extensive conversations with multiple ad channels (TV, billboard, magazines, radio, etc.) to seek quotes for 2021 Travel Alberta Cooperative Investment Program grant application, which was submitted in April. The grant for 2021 is the largest request we have ever made, even larger than 2020.</li> </ul>



	<ul style="list-style-type: none"> <li>• Began conversations with new Cowboy Trail Farmer's Market about setting up permanent Sundre promotion presence at the market.</li> <li>• Spoke with Cochrane Tourism about potential collaboration to develop new regional tourism area.</li> </ul>
<b>TOPIC # 3:</b>	<b>Broadband Fibre Optic Development</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• Still no responses from the Federal CRTC or DISED about the grant applications that have been applied for by our partner ISPs.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Met with Clearwater County to discuss status of their deployment.</li> <li>• Corresponded with RMS Net (RMS Plus) about their engineering study of town tower; still waiting to receive the engineering report.</li> <li>• Spoke with CCI/Xplornet about status of their grant applications; Xplornet had an important meeting with DISED with the hope that approvals will come soon (at the time of writing, nothing has been approved).</li> </ul>
<b>TOPIC # 4:</b>	<b>Other Projects</b>
<b>ISSUES:</b>	N/A
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Continued planning Council Chambers technology and furniture update.</li> <li>• Continued meeting with working group of the new Master Regional Recreation and Culture Plan; promoted public consultation surveys.</li> <li>• Completed Lamp Post Banner design work and preparation; installation to occur in early May.</li> <li>• Worked on proposed pathway lighting and light garden projects together with Fortis and ClearRush Co.</li> <li>• Met with Health Care Aide students to administer survey of program on behalf of Campus Alberta Central / Red Deer College.</li> </ul>
<b>TOPIC # 5:</b>	<b>Committees, Meetings, Conferences and Professional Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Attended Spring Workshop meeting in Red Deer with Council.</li> <li>• Attended CAEP Stakeholder Engagement meeting.</li> </ul>
<b>TOPIC # 6:</b>	<b>Communications</b>
<b>RESOLUTIONS/SUCCESES:</b>	Updated website(s) as necessary.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Sundre Workforce and Employment Survey Summary Report</li> </ul>

## **Sundre and Area Workforce and Employment Survey Response Summary**

The Sundre and Area Workforce and Employment Survey (SAWES) was completed during the winter months of 2020-2021, and compiled into a report in the spring of 2021. The purpose of the survey was to determine the area's largest employers, employment trends, and to glean information on the workforce environment in light of the COVID-19 pandemic-induced recession. It was not intended to determine the unemployment rate or the labour participation rate.

There were 116 respondents to the survey, which was broken into two parts: one for employees/workers, and the other for employers.

### **Key Takeaways**

- Those businesses that saw declines in workforce employment were more severe and negatively offset the hiring gains made by businesses that actually increased employment over the course of the pandemic.
- Only 7% of workers indicated new or precarious employment (hired for less than 6 months).
- 1 in 4 people were unemployed for greater than 6 months before finding new work.
- Over half of all respondents together work in the public sector or in retail, tourism and hospitality (42%).

### **Summary of Worker Responses**

- The majority of respondents responded as workers (69%).
- 73% were employed. Of those who were not employed, 75% were neither a student or a retired person, meaning they were of majority working age.
- 86% of unemployed and not retired or a student (UNRS) respondents indicated that the pandemic impacted their employment status or job search; 71% of UNRS were actively part of the labour market, searching for employment.
- 71% of UNRS respondents indicated they were unemployed for greater than 9 months.
- Of those who responded they are currently employed, 91% responded they were employed for greater than 12 months. 7% had only been employed for 1 to 6 months, and 2% had been employed for 6 to 12 months, meaning the proportion of those with precarious employment was at under 10%.
- Of those with new employment, 50% had been unemployed for up to 6 months prior to getting hired at their new position. 25% were not employed, and simply transferred from another position. 25% had been unemployed for greater than 6 months.

- Of those in the labour market (employed and currently unemployed), 21% responded they worked in public service (government, education, AHS, etc.). Another 21% responded they worked in the area of retail, tourism and hospitality. Meanwhile, 12% indicated work in primary resource development, and another 12% responded they worked in professional services. The balance of respondents indicated they worked in other sectors, including trucking, construction, agriculture, cannabis production, healthcare, manufacturing, etc.



### Summary of Employer Responses

- Of those who responded to the survey as an employer, 64% are located in the Town of Sundre, and 36% are in Mountain View County.
- The sectors in which business respondents indicated they operate within include 21% retail, tourism and hospitality; 14% primary resource development; and 11% equally for professional services, the public service, and healthcare. This indicates that the results of the employer response portion were fairly similar in industry distribution, as compared to the responses from the worker/employee survey segment.
- Based on the responses to this question, the average respondent employs 28 full-time employees\*, and 3 part-time or seasonal employees\*. Not including Chinook's Edge School Division, the largest employer is West Fraser Mills.
- Other large employers of note (of those who completed the questionnaire with a minimum of 50 employees) include Mountain View County, Petrogas Logistics, Sundre IGA, Capital Pressure, and Candre Cannabis.
- 61% of business respondents indicated that their workforce had not gone up or down over the past year. Interestingly, an equal proportion of respondents (18%) indicated that their workforce had either gone up or gone down over the past year. A greater portion of businesses (11%) indicated their workforce had **decreased** by more than 20% over the past year; comparatively, only 4% of respondents indicated their workforce had **increased** by greater than 20%.
- This is indicative that for those businesses that saw declines in workforce employment, their declines were more severe and negatively offset the hiring gains made by businesses that actually increased employment over the course of the pandemic.
- Employers also had varying results on what their plans are for once the pandemic situation begins to subside. 71% indicated a plan to keep employment the same; 21% had plans to rehire people; and only 4% indicated a plan to let people go.

*\*Chinook's Edge School Division response data was excluded with these averages due to their inclusion of staff for their entire service region instead of only for the Sundre area.*

## DEPARTMENTAL REPORT

DEPARTMENT	Greenwood Neighbourhood Place/Sundre FCSS
SUBMITTED BY	Sari Werezak / Executive Director
DATE	May 31, 2021
FOR MONTH OF	<b>APRIL</b> 2021

TOPIC #1	
<b>YOUTH CENTRE</b>  	<p>More resources in Sundre are needed for youth, such as mentorship, and safe spaces. Mental health impacts to youth who have lost their connections and outlets is also being looked at by the AB government. <a href="https://www.alberta.ca/child-and-youth-well-being-review.aspx">https://www.alberta.ca/child-and-youth-well-being-review.aspx</a></p> <p>"COVID-19 has affected all aspects of life for children and youth from every culture and community." (Ministry of Children's Services)</p>
<b>RESOLUTIONS/SUCCESSSES:</b>	<p>Youth Enrichment Project (Y.E.P.) is a relatively new GNP initiative in Sundre, thanks to supporters like Canadian Mental Health Association (CMHA) and Pieridae Energy. Sundre McDonalds has also recently donated \$3000 to GNP and it will be designated to the upcoming Youth Centre project. A location has been secured, and next steps include: permits, renovations, program planning, recruitment and deployment of passionate volunteers for an array of tasks. Realizing the complexities of responding to this enormous undertaking, time needed to train volunteers, make the new space appealing and design events and programs that youth need, is challenging. With innovation comes risk, but the community response is great. We will research what has not been successful in the past, and what is working well in other communities. Launch is set to begin late summer, early fall. More information on ways to support or get involved is available through GNP. <a href="http://www.mygnp.org">www.mygnp.org</a></p>
TOPIC #2	
<b>National Volunteer Week 2021</b>  	<p>Due to Covid restrictions, it was not possible to host a 2021 Volunteer Appreciation "Event" this year. GNP/Sundre FCSS and the Town of Sundre (Barb Rock) came up with other ways to show <i>recognition</i> and thank Sundre and area volunteers.</p>
<b>RESOLUTIONS/SUCCESSSES:</b>	<p>A request was sent to all organizations for #'s of their volunteers. Out of 400+ names, 270 packages were distributed during Volunteer week. All swag items enclosed embellished NVW2021 campaign key messages. E.g., "The Value of one, the Power of many."</p> <p style="text-align: right;">....cont'd pg. 2</p>

	<p>Redeemable Vouchers for local businesses (Tim Hortons, Burger Baron, A&amp;W, Subway and the Sundre Thrift Store) were made available to volunteers whether they helped for 1 hour or 1000 hours. Focus was on drive through locations and/or take out. A volunteer impact newsletter and pens were also enclosed. The feedback was excellent, and we know a few community members said it was wonderful; they redeemed all their coupons in one day and had fun doing it.</p>
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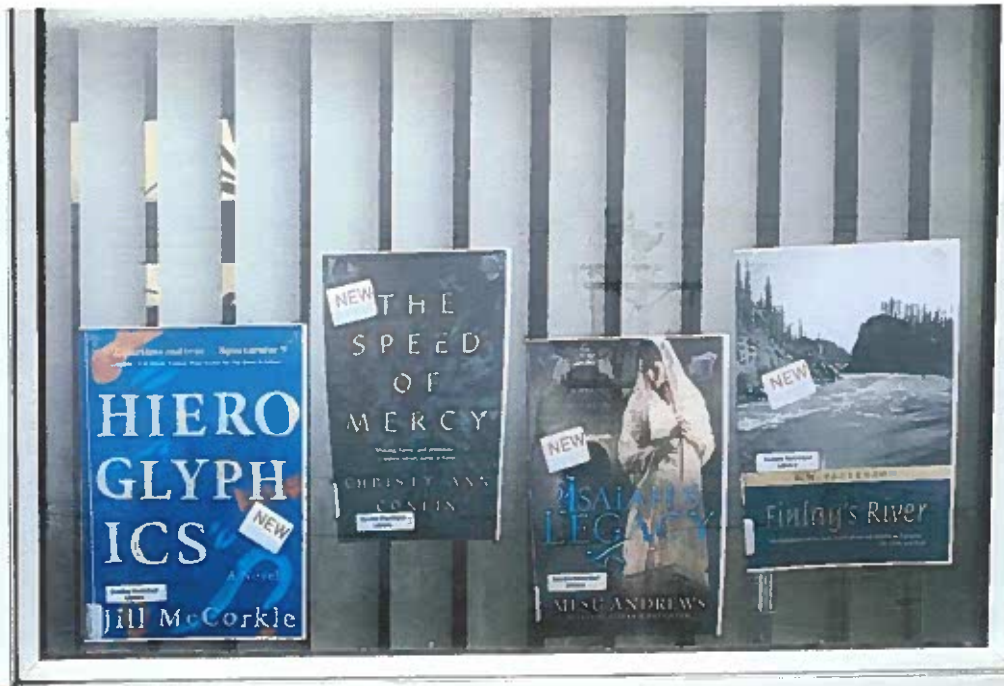
## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Sundre Municipal Library</b>
<b>SUBMITTED BY</b>	<b>Karen Tubb</b>
<b>DATE</b>	<b>14 May, 2021</b>
<b>FOR MONTH OF</b>	<b>May</b>

<b>TOPIC #1</b>	<b>Summer Planning</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>At present, libraries are not permitted to hold any in-person programs. This makes planning for summer challenging, as we do not know for how long these restrictions will be in place.</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>Summer Reading Club – The theme for this year’s Summer Reading Club will be Get Outdoors. This lends itself to lots of outdoor games, crafts, and activities if we are permitted to have in-person attendance. We have purchased a large outdoor shelter style tent to accommodate craft supplies and protect our sound system from inclement weather. If restrictions continue and we are not permitted to host in-person programs, we will provide families with stories, crafts and STEM activities as we did last year,</li> <li>Family Activities – to help people get outside and get active, we are planning a variety of activities that families or ‘bubbles’ can do together. These include Storywalks, Sidewalk Chalk Obstacle Courses, and Scavenger Hunts.</li> <li>For Adults – we traditionally hold an adult summer reading club with in-person and online challenges. We are working on modifying some of our usual activities (for example, choosing a book from each of the summer’s themed collections) to allow for online participation or curbside delivery.</li> </ul>
<b>TOPIC #2</b>	<b>Available Services</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>We are finding that many people are not aware of the services still available through the library.</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>Staff has begun reaching out to all patrons whose memberships have expired, asking permission to renew, and informing them of the wide range of services they can still access through the library. (Most are delighted at the news and immediately start ordering items.)</li> <li>Simon Ducatel wrote an article for the Albertan with information on this topic. One of the other Mountain View County library managers has arranged to be interviewed by the local radio station and will share the information.</li> <li>We are using social media to feature items that are available through the library.</li> <li>We have begun a window campaign, decorating the library windows with posters of titles from our collection and contact information for the library.</li> </ul>

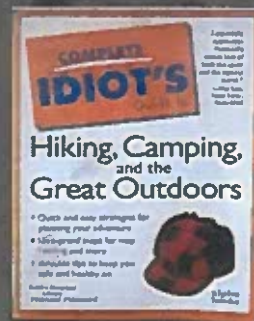
<b>TOPIC # 3:</b>	<b>Avoiding Duplication of Services</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>There are many organizations working to meet community needs. It's important to avoid duplication, but also to ensure needs are not missed.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Sundre Library is collaborating with other libraries in Mountain View County and a number of organizations that serve the citizens of Sundre and surrounding area. This includes Greenwood Neighbourhood Place, Mountain View Family Resource Network, Mountain View Adult Literacy Society and Sundre Seniors Supportive Living Facility. Programs include creating and distributing a Mental Health resource handout, hosting family activities, and providing space for ESL classes and tech tutoring.</li> </ul>
<b>TOPIC # 4:</b>	<b>Radon Gas in Sundre and Area</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>Take Action on Radon Campaign</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>As you know, Sundre Library served as the local liaison for the 2020/21 Take Action on Radon Campaign. We were delighted to have 130 participants register for this free program and 122 complete it. The CARST representatives were very impressed with this level of participation (94%). Participants received their individual reports in April. The aggregate results for our area will be released in late May. We feel this campaign provided the residents of Sundre with excellent health related information and an opportunity to assess the safety of their homes at no charge.</li> </ul>
<b>Attachment #1</b>	<b>Window photos</b>



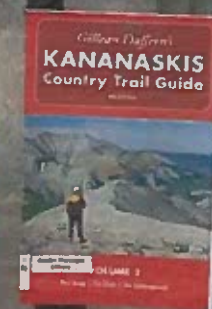
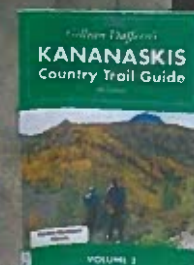




TAKE  
A  
HIKE



To Request....  
[www.sundre.prl.ab.ca](http://www.sundre.prl.ab.ca)



# SEED LIBRARY

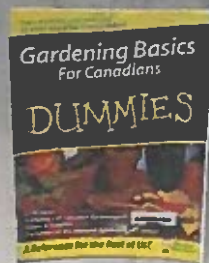


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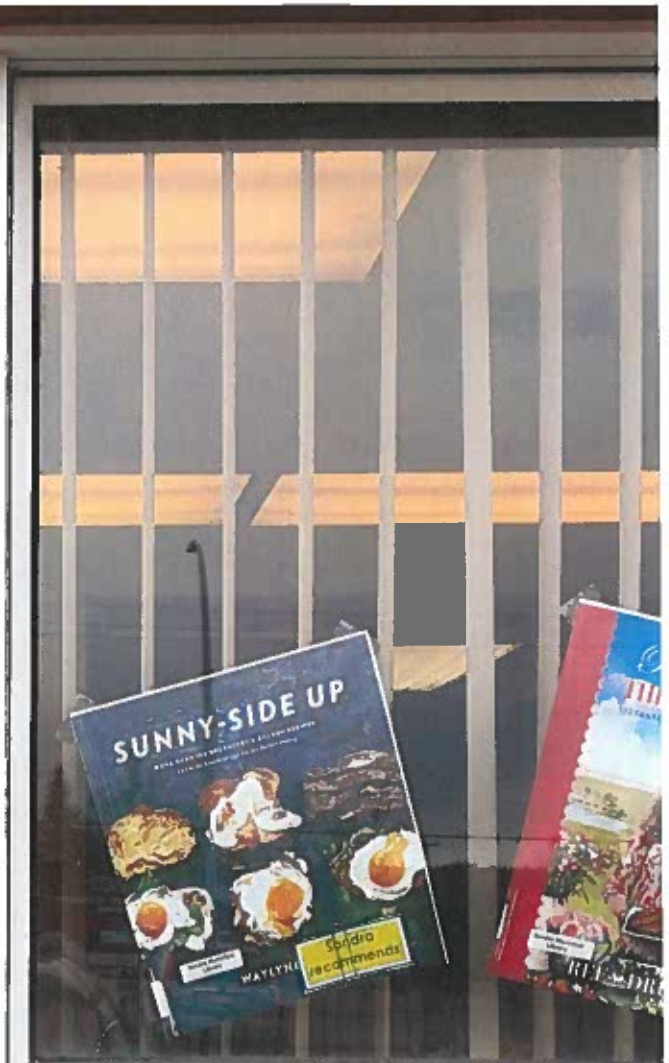
beans, beets, broccoli,  
cabbage, carrots, chard,  
cilantro, cucumbers, dill,  
gourds, lettuce, peas,  
peppers, pumpkin, radishes,  
spinach, squash, tomato

To request

Call  
**403-638-4000**









## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Council Committee Reports</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>11.</b>

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### **BACKGROUND/PROPOSAL:**

Councillor Cheri Funke has provided a report for Council's review and information for April 2021.

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

Please see attached reports.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept Councillor Funke's report as presented.

### **MOTION:**

That the Town of Sundre Council accept Councillor Funke's report as information.

Attachments: 11.1 Councillor Funke's report

Date Reviewed: May 28, 2021

CAO: Amick Nuhn

**April 6 – Water Futures Committee, Final Meeting – Via Zoom**

We have completed the draft report and it will be circulated for stakeholder comments. The deadline for comments is the 30<sup>th</sup> of April. Once any changes are made, it will be presented to the Alberta Water Council for adoption. And then it will be presented to the Deputy Minister of Environment Bev Yee.

**April 12 – Regular Council Meeting – Via Teleconference**

**April 14 – Media Training Webinar – Via Zoom**

Understanding the media – There are generally 5 different reasons for a story; topical, relevant, human interest, controversial, or entertaining.

Reporters have extremely limited time to spend understanding your story and very limited time to tell your story. They are fighting for audience in a very competitive market for media.

Some reporters will use tricky questions to test you, try to avoid questions that cause you to speculate, critique, or attempts to put words in your mouth. Some will use tactics such as playing dumb or ask the same questions repeatedly using other words.

Key things when responding to a reporter's call;

1. Understand who the reporter is
2. Ask them about the story they are working on
3. Who else are they interviewing?
4. What is the format
5. What do they need from you and when?
6. Publish/Air Date/Time

Now that interviews have taken a digital turn due to covid, there are a few things to keep in mind

1. Switch off your phone
2. Close the door and lock it
3. Make sure your background is tidy
4. Turn off email notifications
5. Don't have a window in the background
6. Raise your screen to eye level
7. Dress for your position
8. Don't get up immediately after the meeting is over

Non-verbal communication – eye contact, facial expression, posture and gesture, and touch

Para-verbal communication – Tone of voice, control your speaking pace, vary your inflection, active pauses and articulate clearly.

Tone and attitude – Modest, reasonable, open, relaxed, friendly, positive and confident

## **April 14-16 – AUMA Municipal Leaders Caucus – Via Zoom**

### Stimulus Funding

Red Tape Reduction Reporting is a condition of the municipal stimulus funding. The three main objectives of the Stimulus Funding

1. Make it easier to start a business
2. Streamline processes and shorten approval timelines
3. Attract new investment and/or tourism

Although we have received our funding allotment, some of the other ideas that the funding has been used for may be a good idea for our municipality to focus on in the future. Such as;

1. Improve online presence and website development
  - Shift to electronic forms
  - Increased e-payments
  - Online marketing and promotions
  - Online support guides
2. Process improvements
  - Organizational changes and staff training
  - Process development and review
  - Going paperless
  - Outsourcing tasks
3. Removing Barriers
  - Clarifying bylaws and regulations
  - Improving readability and access
  - Reducing or eliminating requirements
  - Partnering with other municipalities

### Budget 2021: Capital funding trending down

- MSI extended but 3-year average is 25% less than the 2020 level
- LGFF delayed to 2024 and baseline reduced from \$860 million to \$722 million
- Delay in improving the allocation of funding

The Provincial Government has the impression that Municipalities should be doing more with less.

What is the right way to measure a municipality's financial health?

1. Accumulated amortization/Gross cost of Capital assets = Measures the estimated useful life remaining in a municipality's capital assets.
2. Restricted reserves/Operating expenses including depreciation = measures the ability of a municipality to fund asset replacement or targeted needs.
3. Debt servicing costs/Total revenues = Measures a municipality's ability to afford additional debt if required.
4. Average residential tax and fees per household/Average household income = Measures whether taxes and fees are affordable and how it compares to other municipalities.

### Local Elections

Strengthen and champion through:

1. Expanding the principals to highlight the importance of respect
2. Encouraging all candidates to enact principles as they carry out their campaigns

3. Using the principles as a benchmark against which to assess the outcomes of the 2021 municipal elections

Respectful – local elections provide an opportunity for candidates and voters to demonstrate their continuing commitment to sharing their perspectives and seeking to understand differences without resorting to malicious attacks.

Proposed pledge to uphold the principles of local democracy;

To support democratic local elections that select representatives to serve the best interests of the entire community, as a candidate I pledge to:

- Keep local elections local by focusing my campaign on issues that municipal elected officials can influence.
- Maintain independence and non-partisanship by rejecting any adornments which would undermine my accountability to municipal residents or the autonomy of the municipality.
- Demonstrate transparency by sharing my vision for the municipality and providing pre-election disclosure of campaign contributions
- Engage in respectful behavior by sharing my perspective, while seeking to understand differences without resorting to malicious attacks.

#### **April 16-18 – Spring Council Workshop**

On the Friday, majority of Council discussed social media and how Council could/should utilize social media platforms. Saturday and Sunday was spent discussing with department heads on their accomplishments over 2020, upcoming 2021 plans and projects, and any additional projects that needed to be added to the 2021 year.

#### **April 22 – Mountainview Seniors Housing Spring Retreat – Via Zoom**

Although I am an alternate on the MVSH board and do not regularly attend these meetings, I was happy to attend, the meeting was very positive and there was a great flow of new ideas and concepts for the board to research in the coming year.

#### **April 26 – Regular Council Meeting – Via Teleconference**

#### **April 28 – Mountainview County Regional Recreation Master Planning Stakeholder Engagement – Via Zoom**

Although we were the last municipality to be consulted, I think we gave them a good picture of what recreation is to Sundre. We gave them a perspective on a few things that they may not have thought about. The draft plan should be complete and presented to Councils in November of this year.

#### **April 30 – AUMA Safe and Healthy Communities Committee – Via Zoom**

- Discussion on Bill 56 which will see the levy on personal cellphones be raised to 0.95.
- Received a presentation from Victim's Services. They are looking for sustainable funding. Previously in the 90s, the Victims of Crime Fund was setup up with surcharges from fines (meaning no tax money went to the fund) at one point the fund had a surplus of \$74M, since the government passed Bill 16, it made drastic changes to how the fund could be used, it can now be used to fund prosecutors and RCMP for example. In order to get any funding Victims Services groups must apply each year for a grant and there is a cap on the amount that they can request.

Some Communities have been writing support letters to the Minister of Justice, outlining the value and needed asset in our community. I will be bringing a request to support a letter from our Community in the near future.

- We had quick discussion on policing, the government is not being transparent about the \$2M, because the funding amount for the RCMP has been cut by that \$2M. AUMA is going to wait on advocacy until the report is released to the public.
- A resolution was put forward to the justice department to include the cost of CPOs to municipalities should decrease the amount that some communities should have to pay into policing costs, but since that cost is municipal enforcement and not police enforcement, it will not be a factor in the police costing model.
- In the roundtable discussion, we talked about the new Kananaskis fees that are being implemented and as a whole they are not being received as a positive.





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 31, 2021</b>
<b>SUBJECT</b>	<b>Correspondence</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>12.</b>

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### **BACKGROUND/PROPOSAL:**

Correspondence received by, and/or sent by Legislative Services during the period of May 9 and May 28, 2021.

### **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 correspondence from the Municipality of Crowsnest Pass as presented, as information.

That the Town of Sundre Council accept the correspondence from the Town of Raymond as presented, as information.

That the Town of Sundre Council accept the correspondence from the Town of Redcliff as presented, as information.

That the Town of Sundre Council accept the correspondence from the Village of Rycroft as presented, as information.

That the Town of Sundre Council accept the certificate of appreciation from *Legion* as presented, as information.

### **ATTACHMENTS:**

- 12.1 Letter from the Municipality of Crowsnest Pass
- 12.2 Letter from the Town of Raymond
- 12.3 Letter from the Town of Redcliff
- 12.4 Letter from the Village of Rycroft
- 12.5 Certificate of Appreciation – *Legion*

Date Reviewed: May 27, 2021

CAO: *Linda Nelson*



May 4, 2021

VIA EMAIL

Mr. Craig Snodgrass,  
Mayor  
Town of High River  
309B Macleod Trail SW  
High River, AB T1V 1Z5

[legislativeservices@highriver.ca](mailto:legislativeservices@highriver.ca)

Dear Mayor Snodgrass:

**Re: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy**

The Council of the Municipality of Crowsnest Pass is in receipt of your letter dated April 19, 2021 concerning the Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy.

Further to your letter, our Council would appreciate knowing your position on coal mining in Category 3 and Category 4 lands as this was not mentioned in your letter to Premier Kenney and Minister Savage.

We are hoping that we can count on your support for the remaining mining projects as they are vitally important to the economy and sustainable future of our community. We believe that as these are previously mined areas that the projects will leave the sites in better condition than they are now due to the stringent reclamation standards which were nonexistent at the time that these sites were decommissioned.

We thank you for your kind attention in this matter and look forward to receiving your response in this regard.

P.O. BOX 600 CROWSNEST PASS, ALBERTA T0K 0E0 p 403 562-8833 f 403-563-5474 [crowsnestpass.com](http://crowsnestpass.com)

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: Premier Jason Kenney  
Honourable Sonya Savage  
Alberta Municipalities



May 11, 2021

Honourable Kaycee Madu  
Minister Justice and Solicitor General  
424 Legislature Building  
10800-97 Avenue  
Edmonton, Alberta T5K 2B6

**RE: Alberta Provincial Police Service**

Dear Minister Madu,

Please be advised that Raymond Town Council is opposed to the creation of a provincial police service to replace the RCMP. After reviewing the Fair Deal Panel's *Report to Government* (as well as the many letters currently circulating from municipal elected officials opposing a provincial police force) Raymond Town Council is voicing its opposition to the proposed provincial police force. There are a couple particularly concerning items identified in the Fair Deal Panel's report, namely:

- the Fair Deal Panel's recommendation to proceed with developing a proposal for a provincial police force, despite only 35% of Albertans believing the police force would contribute to the desired outcome of helping Alberta improve its position in the federation.
- Provincial and municipal governments possibly absorbing \$112 million policing costs currently covered by the federal government (which would be in addition to the increasing policing costs incurred by municipalities under the Police Funding Model).

In these times of increasing public participation and consultation, struggling economies and tighter budgetary realities, we feel the above concerns should have been enough to convince the provincial government not to proceed with researching this issue.

Furthermore, and perhaps most importantly, we have an excellent relationship with our local RCMP force and feel no need to replace them with a provincial force. The RCMP in Raymond have always been responsive to our Council's requests and have consistently delivered professional, quality public safety services in our community.

Sincerely,

Jim Depew

Mayor

Cc: The Honourable Jason Kenney, Premier  
Grant Hunter, MLA for Taber-Warner  
AUMA Membership





# TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.  
 Redcliff, Alberta, T0J 2P0  
 Phone 403-548-3618  
 Fax 403-548-6623  
[redcliff@redcliff.ca](mailto:redcliff@redcliff.ca)  
[www.redcliff.ca](http://www.redcliff.ca)

May 18, 2021

Honorable Kaycee Madu  
 Minister of Justice and Solicitor General  
 424 Legislature Building  
 10800-97 Avenue  
 Edmonton, Alberta T5K 2B6

## **RE: Town of Redcliff Support for the RCMP**

Dear Minister Madu,

On behalf of the Town of Redcliff Council, I would like to express our support of the continuation of RCMP services in the province. We are disappointed in the Province of Alberta's reluctance to accept the results of its own consultative process against moving forward with plans that appear to want to replace the RCMP with an Alberta Provincial Police Service.

Historically, the Town of Redcliff has provided its own police services to our community with little funding support from the province, managing and maintaining its policing services since incorporation in 1911 through to 1992. In 1992, for a period of five years, the Town of Redcliff contracted with the City of Medicine Hat and the City Police provided policing services to the Town of Redcliff. Since 1997 the Town has contracted with the RCMP for police services. The Town takes pride in its unique history and experience with building upon our local services and developing quality relations with the RCMP.

Since 1997 our local RCMP detachment has served our community with high-quality service and responsiveness; we have found the RCMP have a willingness to collaborate on local events and projects and a sense of community and partnership. With their resources and experience they have introduced important community initiatives such as Victims Assistance, Drug and Alcohol Resistance Education (DARE), Citizens on Patrol (COP), Rural Crime Watch, and South Eastern Alberta Search and Rescue (SESAR). The RCMP has a recognizable presence, respect and trust built on years of service and tradition.

In light of the difficult and uncertain economic times, the Town considers that the expenditure required to complete such a change to a Provincial Police force is concerning. As the transition costs are inadequately explained, the Town is concerned that operating costs will inevitably rise,

resulting in increased costs borne by Municipalities and requiring additional taxation to our residents. As well, we cannot be assured, with the current information, that our level of service will remain the same or have any marked improvement justifying the cost of change.

The Town of Redcliff urges you to adhere to the Fair Deal Panel's respondents' consultations, abandon the Provincial Police Force concept, and focus efforts on issues and needs that are of significant concern to Albertans.

Regards,

A handwritten signature in black ink, appearing to be 'D. Kilpatrick', written over a horizontal line.

Dwight Kilpatrick  
Mayor

CC: The Honorable Jason Kenny, Premier  
The Honorable Ric McIver, Minister of Municipal Affairs  
Rachel Notley, Leader of the Opposition  
Michaela Glasgo, MLA  
AUMA Members  
RMA Members



## Village of Rycroft

Box 360  
Rycroft Alberta  
T0H 3A0

Telephone: 780 765 3652  
Fax: 780 765 2002  
Website: [www.rycroft.ca](http://www.rycroft.ca)

May 20, 2021

Minister of Justice and Solicitor General  
The Honourable Kaycee Madu  
424 Legislature Building  
10800-97 Avenue  
Edmonton, Alberta  
T5K 2B6

email: [ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)

RE: Village of Rycroft Support for the RCMP

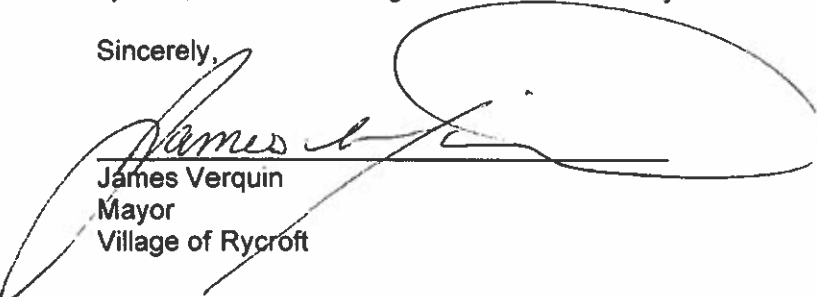
On behalf of Council, I am sending you this letter joining our municipal peers in confirming support for our current policing system, and the positive level of service the residents of Rycroft and region are receiving from the RCMP.

Council has no issue with the service we are currently receiving from our local RCMP detachment in Spirit River. The RCMP regularly appear at Council meetings to update Council on happenings in the region and have always been responsive to our requests for service. They are partners in assisting the municipality in managing the community. It would be discouraging and costly to our ratepayers to have them removed and replaced.

In reviewing information available, we do not see where a new police force would improve efficiency, or quality of life for our residents. In fact, as our challenges remain economic based, changing out the current system with a new system appears that it will result in an increase of economic burden on our operation.

Council agrees with the other municipalities whose letters have been copied to us that Province should be focusing their efforts on working with the RCMP. Rather than remove one service and replace it with an equivalent one, we encourage resources be invested in improving the current system, which is working well in our community.

Sincerely,

  
James Verquin  
Mayor  
Village of Rycroft

C. The Honourable Jason Kenney, Premier [premier@gov.ab.ca](mailto:premier@gov.ab.ca)  
The Honourable Ric McIver, Minister of Municipal Affairs [minister.municipalaffairs@gov.ab.ca](mailto:minister.municipalaffairs@gov.ab.ca)  
Todd Loewen, MLA Central Peace-Notley [centralpeace.notley@assembly.ab.ca](mailto:centralpeace.notley@assembly.ab.ca)  
Chris Warkentin, MP Grande Prairie-Mackenzie [chris.warkentin.c1@parl.gc.ca](mailto:chris.warkentin.c1@parl.gc.ca)  
RCMP Spirit River Detachment [Bryce.tarzwel@rcmp-grc.gc.ca](mailto:Bryce.tarzwel@rcmp-grc.gc.ca)  
AUMA and RMA members



# Certificate of Appreciation

Presented to

*Town of Sundre*

For supporting the **Alberta-NWT Command's Military Service Recognition Book**.  
Your acknowledgement and support for Veterans in Alberta and the Northwest Territories is  
sincerely appreciated. Thank you for your participation.



**John Mahon**  
President



**Tammy Wheeler**  
Executive Director

**ALBERTA-NWT COMMAND OF THE ROYAL CANADIAN LEGION**

***"LEST WE FORGET"***