



Regular Council Meeting  
Town of Sundre Municipal Council Chambers  
February 28, 2022  
6:00 p.m.

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**  
3.1 February 28, 2022 Regular Council Meeting
4. **Adoption of Previous Minutes**  
4.1 February 7, 2022 Regular Council Meeting Pg.1
5. **Delegation:**  
5.1 Sundre RCMP Quarterly Reporting Pg.6  
5.2 Presentation to former Mayor & Councillors Pg.15
6. **Bylaws/Policies:** None
7. **Old Business:**  
7.1 Broadband Overview Pg. 16  
7.2 Update on Wastewater Treatment Facility Pilot Project Pg. 17
8. **New Business**  
8.1 RFD Communities in Bloom Committee Council Representation Pg. 18  
8.2 Film Grant Approval Announcement Pg. 19  
8.3 RFD International Women’s Day – March 8<sup>th</sup> Proclamation Pg. 22
9. **Administration**  
9.1 Department Reports – January 2022 Pg.24
10. **Municipal Area Partnership (MAP):** None
11. **Council Committee Reports** Pg. 52  
11.1 Mayor Warnock – Committee Report Pg.53  
11.2 Councillor Paul Isaac – Committee Report Pg.55  
11.3 Councillor Jaime Mar – Committee Report Pg. 56
12. **Council Invitations / Correspondence**  
12.1 Correspondence from the Minister of Culture Pg. 59
13. **Closed Meeting**  
13.1 Business Interests of a Third Party, *FOIPP Act Section 16*  
13.2 Local Public Body Confidences, *FOIPP Act Section 23*  
13.3 Advice from Officials, *FOIPP Act Section 24*
14. **Adjournment**

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Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
February 7, 2022

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, February 7, 2022, commencing at 6:00 p.m.

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

**ABSENT:** Councillor Paul Isaac

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Sr. Development Officer, Betty Ann Fountain  
Senior Planner, Benazir Thaha Valencia  
Director of Infrastructure, Justin Caslor  
Executive Legislative Clerk, Anne-Marie Jonke

**PUBLIC:** There were 2 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.

CAO, Linda Nelson introduced to Council, Justin Caslor, Director of Infrastructure, welcoming Justin to the Team.

**PUBLIC HEARING:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

Res. 032-07-02-22 MOVED by Councillor Anderson that the agenda be approved as presented.

**CARRIED**

CAO, Linda Nelson, acknowledge that Councillor Isaac adhered to the MGA and notified the CAO earlier of his absence this evening.

**ADOPTION OF THE PREVIOUS MINUTES:**

Res. 033-07-02-22 MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on January 24, 2022, be approved as presented.

**CARRIED**

**DELEGATION:** None

**BYLAWS/POLICIES:** None

**OLD BUSINESS:** None

**NEW BUSINESS:****Grants to Organizations – First Intake**

- Res. 034-07-02-22*      MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Citizens on Patrol in the amount of \$1,000.  
**CARRIED**
- Res. 035-07-02-22*      MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Olds and District Music Festival in the amount of \$500.  
**CARRIED**
- Res. 036-07-02-22*      MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Seniors Walking Club in the amount of \$1,136.  
**CARRIED**
- Res. 037-07-02-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Municipal Library in the amount of \$270.  
**CARRIED**
- Res. 038-07-02-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Shady Grove Bluegrass Festival in the amount of \$1,500.  
**CARRIED**
- Res. 039-07-02-22*      MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for 2022 Sundre Pro Rodeo Parade Committee in the amount of \$3,000.  
**CARRIED**
- Res. 040-07-02-22*      MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations Funding for Historical Society and Chamber of Commerce Winterfest in the amount of \$2,825.  
**CARRIED**
- Res. 041-07-02-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Greenwood Neighbourhood Place – The Den Youth Centre in the amount of \$2,250.  
**CARRIED**
- Res. 042-07-02-22*      MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Arts Society in the amount of \$4,000.  
**CARRIED**
- Res. 043-07-02-22*      MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre West Country Centre in the amount of \$1,000.  
**CARRIED**

- Res. 044-07-02-22** MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre U13 Provincial Ice Hockey Tournament in the amount of \$3,000 in kind.

MEMBER	IN FAVOUR	OPPOSED
Mayor Richard Warnock	✓	
Councillor Connie Anderson	✓	
Councillor Owen Petersen		✓
Councillor Todd Dalke		✓
Councillor Jaime Marr		✓
Councillor Paul Isaac	x	x
Councillor Chris Vardas	✓	
TOTAL VOTES	3	3

**DEFEATED**

- Res. 045-07-02-22** MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre U13 Provincial Ice Hockey Tournament in the amount of \$1653 in kind.

MEMBER	IN FAVOUR	OPPOSED
Mayor Richard Warnock	✓	
Councillor Connie Anderson	✓	
Councillor Owen Petersen	✓	
Councillor Todd Dalke		✓
Councillor Jaime Marr		✓
Councillor Paul Isaac	x	x
Councillor Chris Vardas	✓	
TOTAL VOTES	4	3

**CARRIED**

- Res. 046-07-02-22** MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations Funding for Sundre Pickleball Group in the amount of \$0.00.

**CARRIED**

**Government of Alberta – Rural Utilities – Quality Management Plan (QMP) –  
Town of Sundre Utility**

- Res. 047-07-02-22** MOVED by Councillor Marr that the Town of Sundre Council approve the QMP for the Sundre Gas Utility and that the Mayor and CAO be authorized to sign on behalf of Council.

**CARRIED**

**Economic Development Association Week**

- Res. 048-07-02-22** MOVED by Councillor Marr that the Town of Sundre Council proclaim the week of May 9 to 13, 2022 as “Economic Development Week” in Sundre.

**CARRIED**

**Levels of Service Review**

*Res. 049-07-02-22* MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation by staff as information.

**CARRIED**

**ADMINISTRATION:** None

**MUNICIPAL AREA PARTNERSHIP:** None

**COUNCIL REPORTS:** None

**COUNCIL INVITATIONS/CORRESPONDENCE:****Letter from Town of Gibbons – Bill 21**

*Res. 050-07-02-22* MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence from the Town of Gibbons as presented, as information.

**CARRIED****Alberta Regional Rail in Support of Regional Rail in MVC**

*Res. 051-07-02-22* MOVED by Councillor Vardas that the Town of Sundre Council accept the correspondence to Alberta Regional Rail in Support of Regional Rail in MVC as presented as information.

**CARRIED****Letter to Enhanced Energy Inc. in Support of CCU**

*Res. 052-07-02-22* MOVED by Councillor Anderson that the Town of Sundre Council accept the correspondence to Enhanced Energy Inc. in support of CCU as presented as information.

**CARRIED**

Mayor Warnock excused all public members and advised that they are welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

*Mayor Warnock called a recess at 7:12 p.m.*

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

Public: None

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

13.1 Advice from Officials, *Client Solicitor Advice, FOIPP Act Section 16 and 24(1)(d)*.

*Res. 053-07-02-22* MOVED by Councillor Dalke that Council go into closed meeting at 7:21 p.m.

**CARRIED**


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 Initials

Regular Council Minutes – February 7, 2022

*Res. 054-07-02-22*      MOVED by Councillor Anderson that Council return to an open meeting at 8:10 p.m.  
**CARRIED**

**ADJOURNMENT**

*Res. 055-07-02-22*      MOVED by Councillor Petersen being that the agenda matters have been concluded  
the meeting adjourned at 8:10 p.m.  
**CARRIED**

These Minutes approved this 28<sup>th</sup> Day of February 2022.

Mayor, Richard Warnock

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Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	February 28, 2022
<b>SUBJECT</b>	Delegation: Sundre RCMP, Quarterly Reporting
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	5.1

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### **BACKGROUND/PROPOSAL:**

The Sundre RCMP provides quarterly insight to our community's policing needs.

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

See attached.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being

3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the presentation from the Sundre RCMP.

### **MOTION:**

That the Town of Sundre Council accept the Sundre RCMP presentation, as information.

### **ATTACHMENTS:**

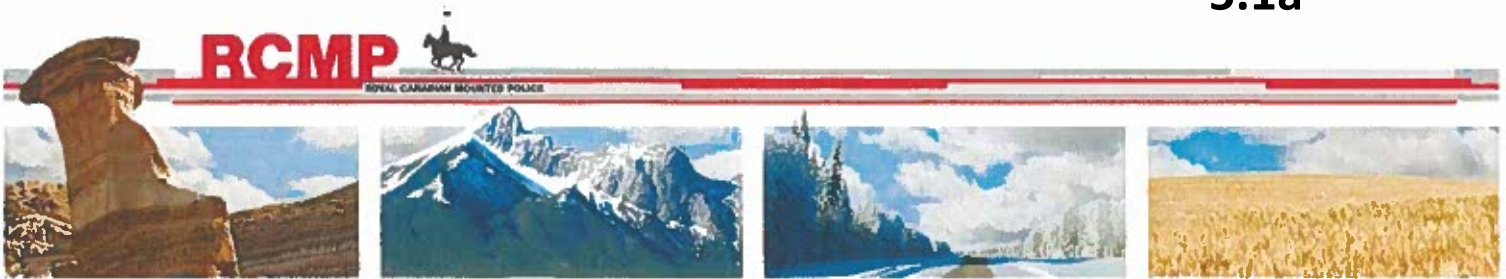
5.1a: Sundre FINAL Q3 Community Letter

5.1b: Sundre Provincial – Q3 2021

5.1c: Sundre Provincial Policing Report

Date Reviewed: February 23, 2022

CAO: A. Mub



January 26, 2022

Sgt Trent Sperlie  
Detachment Commander  
Sundre, Alberta

Mayor Warnock and Town of Sundre Council

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Sundre Detachment. This report covers the October 1<sup>st</sup> to December 31<sup>st</sup>, 2021 reporting period. As part of our continued commitment to engage with the communities we serve in enhancing service delivery, this report is a key tool to address any questions or concerns you may have.

As we embark on 2022, the safety and security of Albertans remains to be the top priority for the Alberta RCMP. The inclusion of Body Worn Cameras on our front line members supports our long-standing commitment towards enhancing public safety and trust with the communities we serve by increasing the transparency of police interactions with citizens. Later this spring, a number of Body Worn Cameras will be piloted in locations across Alberta to inform the success of the provincial rollout that is aimed to follow in the 2022/23 fiscal year. Front-line officers at detachments in Grande Prairie, Parkland, St. Paul, and Gleichen will take part in the pilot. These locations were strategically chosen given their high volumes of calls and varying line speeds. This pilot will allow us to see how the system performs and make adjustments to ensure it meets our needs before the full roll-out.

We are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, you will be invited to an information session and I will be working with you to develop the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

In addition, the Joint Business Plan is being finalized collaboratively by the Alberta RCMP and the Province of Alberta. The development of this plan has taken into consideration and input from communities as reflected in the Interim Police Advisory Board (PAB) report.





While this broader plan is nearing completion and is reflective of provincial policing priorities – in the coming weeks, detachment commanders will be engaging with communities to identify and discuss local policing priorities as they develop their detachment annual performance plans.

The attached reporting along with your valued feedback and guidance will support the reinforcement of your policing priorities, and help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Sgt Trent Sperlie  
Detachment Commander  
Sundre RCMP

**Sundre Provincial Detachment  
Crime Statistics (Actual)  
Q3: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	1	0	4	4	N/A	0%	1.1
Sexual Assaults		1	1	1	2	2	100%	0%	0.3
Other Sexual Offences		0	0	3	4	0	N/A	-100%	0.4
Assault		14	23	20	14	24	71%	71%	1.1
Kidnapping/Hostage/Abduction		0	1	1	0	0	N/A	N/A	-0.1
Extortion		3	3	0	0	0	-100%	N/A	-0.9
Criminal Harassment		9	11	7	4	3	-67%	-25%	-1.9
Uttering Threats		8	13	10	15	11	38%	-27%	0.8
<b>TOTAL PERSONS</b>		35	53	42	43	44	26%	2%	0.8
Break & Enter		18	11	20	14	17	-6%	21%	0.1
Theft of Motor Vehicle		11	5	10	4	12	9%	200%	0.1
Theft Over \$5,000		2	2	5	8	1	-50%	-88%	0.4
Theft Under \$5,000		27	30	37	15	11	-59%	-27%	-4.7
Possn Stn Goods		15	9	6	2	2	-87%	0%	-3.3
Fraud		8	7	17	7	15	88%	114%	1.4
Arson		3	1	1	0	2	-33%	N/A	-0.3
Mischief - Damage To Property		0	0	24	15	22	N/A	47%	5.9
Mischief - Other		36	31	10	5	12	-67%	140%	-7.4
<b>TOTAL PROPERTY</b>		120	96	130	70	94	-22%	34%	-7.8
Offensive Weapons		2	1	9	6	5	150%	-17%	1.1
Disturbing the peace		5	7	6	5	2	-60%	-60%	-0.8
Fail to Comply & Breaches		16	17	28	16	7	-56%	-56%	-1.9
<b>OTHER CRIMINAL CODE</b>		11	12	13	12	4	-64%	-67%	-1.4
<b>TOTAL OTHER CRIMINAL CODE</b>		34	37	56	39	18	-47%	-54%	-3.0
<b>TOTAL CRIMINAL CODE</b>		189	186	228	152	156	-17%	3%	-10.0

**Sundre Provincial Detachment**  
**Crime Statistics (Actual)**  
**Q3: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		9	2	0	1	0	-100%	-100%	-1.9
Drug Enforcement - Trafficking		1	1	4	5	0	-100%	-100%	0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		10	3	4	6	0	-100%	-100%	-1.7
Cannabis Enforcement		0	0	0	0	1	N/A	N/A	0.2
Federal - General		6	4	1	3	0	-100%	-100%	-1.3
<b>TOTAL FEDERAL</b>		16	7	5	9	1	-94%	-89%	-2.8
Liquor Act		5	6	4	2	2	-60%	0%	-1.0
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		15	7	11	9	15	0%	67%	0.2
Other Provincial Stats		20	13	18	24	22	10%	-8%	1.5
<b>Total Provincial Stats</b>		40	26	34	35	39	-3%	11%	0.7
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		3	5	2	4	3	0%	-25%	-0.1
<b>Total Municipal</b>		3	5	2	4	3	0%	-25%	-0.1
Fatals		0	2	0	0	0	N/A	N/A	-0.2
Injury MVC		8	4	4	6	2	-75%	-67%	-1.0
Property Damage MVC (Reportable)		67	68	78	60	56	-16%	-7%	-3.0
Property Damage MVC (Non Reportable)		6	8	12	8	7	17%	-13%	0.2
<b>TOTAL MVC</b>		81	82	94	74	65	-20%	-12%	-4.0
Roadside Suspension - Alcohol (Prov)		0	0	0	3	0	N/A	-100%	0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		95	104	298	256	186	96%	-27%	33.4
<b>Other Traffic</b>		8	1	1	9	0	-100%	-100%	-0.8
<b>Criminal Code Traffic</b>		14	27	26	30	13	-7%	-57%	0.1
<b>Common Police Activities</b>									
False Alarms		32	13	8	4	7	-78%	75%	-5.9
False/Abandoned 911 Call and 911 Act		3	3	7	3	3	0%	0%	0.0
Suspicious Person/Vehicle/Property		30	40	60	44	21	-30%	-52%	-1.4
Persons Reported Missing		2	0	0	5	0	-100%	-100%	0.1
Search Warrants		0	1	0	1	1	N/A	0%	0.2
Spousal Abuse - Survey Code (Reported)		21	16	32	26	23	10%	-12%	1.4
Form 10 (MHA) (Reported)		0	0	0	2	0	N/A	-100%	0.2



## RCMP Provincial Policing Report

Detachment	Sundre Provincial
Detachment Commander	Sgt Trent Sperlie
Quarter	Q3 2021/22
Date of Report	2021/01/26

### Community Consultations

Date	Attendee(s)	Notes
2021/10/11	Town of Sundre CAO and Financial Officer	In person meeting to introduce the new Detachment Commander (Sgt Trent Sperlie). Open floor to discuss operations.
2021/11/10	Mountain View County Reeve and Councillors	In person meeting to introduce the new Detachment Commander (Sgt Trent Sperlie). Open floor to discuss operations and some concerns about noise concerns in the rural area.
2021/11/02	Clearwater County Council members as well as CPO's and Emergency Services.	In person meeting to introduce the new Detachment Commander (Sgt Trent Sperlie). Open floor to discuss operations and some discussion about SAR costs.
2021/10/19	Town of Sundre, Mountain View County and Clearwater County.	Stakeholder email sent out giving some updates on the upcoming transfers and crime trends.
2021/01/26	Volker Steven	Virtual meeting the local highways maintenance employees and supervisors to discuss roles at major highway incidents and to ensure there were no issues with operations with the Sundre members. No issues identified.



## Community Priorities

Priority 1	Crime Reduction
Current Status & Results	<p>The detachment has been focusing on targeted patrols and habitual offender management. The targeted enforcement has been successful and resulted in the arrest of 2 people in the act of stealing from a well site. 2 stolen vehicles have also been recovered as a result of these proactive patrols. One of the stolen vehicles fled which resulted in the suspect rolling. We are currently monitoring one habitual offender with a second one being released from custody soon. This second person has already been contacted and advised of the stringent monitoring they will be facing when they get back to the community. We will be participating in Operation Cold Start in the near future which is intended to prevent theft of vehicles that were left unattended and running.</p>
Priority 2	Increased Visibility
Current Status & Results	<p>We are working on enhancing our visibility in the communities we serve. A lot of what the members have been doing is late night visibility in rural areas to deter crime in those areas as well as to detect crimes in progress. I am working on getting the members into our communities in a much more personal manner (school visits, community presentations) but this is a challenging task with COVID.</p>
Priority 3	Traffic Enforcement
Current Status & Results	<p>The members wrote 79 provincial traffic charges and gave 115 warnings for traffic infractions during this period.</p> <p>There were also 11 impaired driving investigations.</p> <p>We planned and JFO with Fish and Wildlife for New Years Day to do a snowmobile patrol in high traffic areas to increase some visibility and deter drinking and driving snowmobiles. Unfortunately we had to cancel this initiative at the last minute due to an illness but we are planning more JFO's in the future.</p>





## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

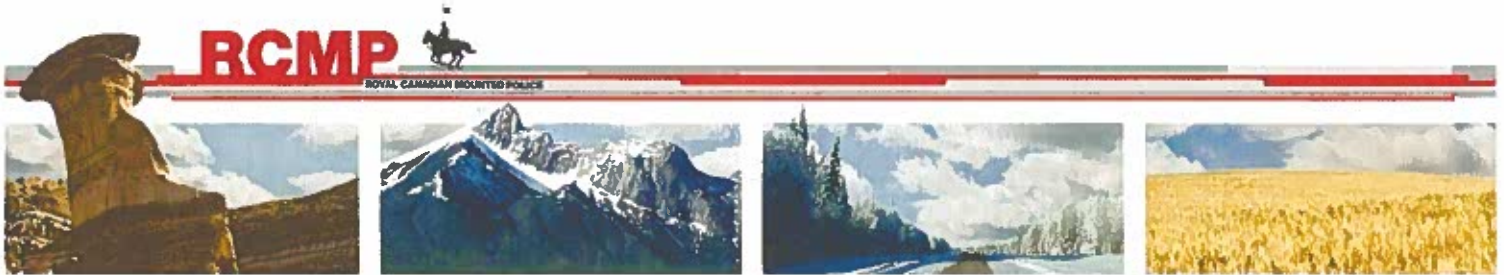
Category	October - December			January - December		
	2020	2021	% Change Year-over-Year	2020	2021	% Change Year-over-Year
<b>Total Criminal Code</b>	152	156	3%	712	672	-6%
<i>Persons Crime</i>	43	44	2%	219	159	-27%
<i>Property Crime</i>	70	94	34%	340	397	17%
<i>Other Criminal Code</i>	39	18	-54%	153	116	-24%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	30	13	-57%	115	58	-50%
<i>Provincial Code Traffic</i>	256	186	-27%	1,057	750	-29%
<i>Other Traffic</i>	9	0	-100%	18	3	-83%
<b>CDSA Offences</b>	6	0	-100%	34	4	-88%
<b>Other Federal Acts</b>	9	1	-89%	48	13	-73%
<b>Other Provincial Acts</b>	35	39	11%	199	179	-10%
<b>Municipal By-Laws</b>	4	3	-25%	30	26	-13%
<b>Motor Vehicle Collisions</b>	74	65	-12%	235	238	1%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

Property crime shows an increase overall of about 17% with the remaining areas showing decreases. This shows we are focusing in the right area with our priorities. We will continue with the targeted enforcement and habitual offender management with the potential to augment these initiatives with other strategies.

The detachment just went through a COVID event that resulted in Olds and Three Hills Detachments supplementing our service. Although the event disrupted some local members, there was no disruption to overall service delivery due to the other detachments coming in to assist. We are back to 100% operational this week.



### Provincial Police Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	8	7	0	1
Detachment Support	2	2	0	0

<sup>2</sup> Data extracted on December 31st, 2021 and is subject to change over time

<sup>3</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup> Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments

**Police Officers** - Of the 8 established positions, there are 7 officers currently working. One of the detachment members recently transferred to Blackfalds. The backfill for that position should be here within the next month.

**Detachment Support** - The 2 established support positions are currently filled. As of the first week of February one of these positions will be on LWOP. I am currently looking at options to cover the position.

### Quarterly Financial Drivers

Overtime is our most significant financial factor over the past year. We have increased significantly over last year. However, when looking at the historical financial trends, the detachment overtime is back on track with 2 years ago. This may be a result of a temporary lull in workload when COVID started in 2020.



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 28, 2022</b>
<b>SUBJECT</b>	<b>Presentation: To Former Mayor and Councillors</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.2</b>

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### **BACKGROUND/PROPOSAL:**

The Town of Sundre will be making a presentation to former Mayor, Mr. Terry Leslie and former Councillors, Ms. Cheri Funke, Ms. Charlene Preston, and Mr. Robert Wolfe.

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

None.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being

3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

Please see the following motion.

### **MOTION:**

The Town of Sundre Council extends their gratitude to the former mayor and councillors for their years of service to this community.

Date Reviewed: February 23, 2022    CAO: <i>Linda Nelson</i>
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## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	February 28, 2022
<b>SUBJECT</b>	Broadband Overview
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	7.1

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### **BACKGROUND/SUMMARY:**

The Federal Government announced that they would be funding broadband in rural communities.

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

There are many benefits associated with assisting in the funding of broadband infrastructure in rural areas.

Verbal report to follow.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 3. Community Well-being

3.1 Enable broadband service in the community.

### **ADMINISTRATION RECOMMENDATIONS:**

None

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

None

### **MOTION:**

The Town of Sundre Council accept the information as presented.

Date Reviewed: February 23, 2022

CAO: Amie Nolin



## REPORT TO COUNCIL

**COUNCIL DATE:** February 28, 2022

**SUBJECT:** History of the Effort to Attract a Fibre Optic Investment into Sundre

**ORIGINATING DEPARTMENT:** Economic Development

**AGENDA ITEM:** 7.1a

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### **BACKGROUND/SUMMARY:**

The effort to successfully attract fibre optic investment into Sundre took approximately seven years and was led entirely by staff at the Town of Sundre. The feasibility work conducted by the Town of Sundre, and its consultants began ahead of many other known efforts in Alberta, as well. We should be proud that this success was entirely accomplished based on the efforts of the municipality alone.

### **TIMELINE**

**2014: Broadband proposed as a need by the department of economic development, the CAO and area residents and medical practitioners.**

**2015: RFP issued for Economic Feasibility Analysis on the prospect of deploying broadband as a Town-owned infrastructure.**

- From this RFP, Craig Dobson of Taylor Warwick Consulting was hired to study the economic feasibility of deployment in a community like Sundre.
- A committee was created to determine the need, demand, and appetite for fibre optics in Sundre. A need was vocally expressed, particularly from the medical community.

**2016: Ongoing research into viability of the project gets well underway.**

- What a publicly owned dark fibre network might look like begins to take shape, with hypothetical revenue models and deployment estimates.
- Research with Fortis begins, as we look to determine the cost of replacing utility poles for aerially deployed conduit.
- Underground conduit survey conducted to determine the quality and status of existing underground conduit in the SW part of town (abandoned Shaw/Monarch conduit).
- Relationships established with companies like Shaw, who expressed interest in leasing access on a Town-owned infrastructure for enterprise purposes; and O-Net, who was interested in providing full triple-play service (TV, Internet, phone) and being our network maintenance operator. Many, many meetings had on what a partnership model would look like, while our learning about the technology begins to grow rapidly.

**2017: Extensive third-party market research conducted with Banister Research.**

- In order to determine the level of risk associated with a publicly owned deployment in Sundre, market research was conducted to determine a) demand, and b) the appetite of the public to invest in such a network.
- Survey found that a majority (about ¾) of residents supported pursuit of a publicly owned infrastructure network, and that about 60% would sign-up for such a service within two years of deployment.

**2018: Change in direction to Private-only ownership model**

- Due to the unknown capital requirements associated with an eventual lagoon expansion, Council of the day votes to cease all efforts pursuing a publicly owned network, and to instead try and recruit a private ISP to deploy on their own.
- A Request for Expression of Interest was issued. Several companies responded, but only CCI (later acquired by Xplornet) seriously moved ahead with budgeting for the engineering and economics of a deployment in Sundre.
- The economic feasibility work and market research conducted to this point was integral to recruiting the interest of potential fibre investors.

**2019-2020: Co-operative established with intent of funding broadband if no private investor establish.**

- While work on one hand continued with CCI to support their research into Sundre, on the other hand the department of economic development initiated and collaborated with area residents to establish an investment co-operative that would be legally able to leverage local wealth through the sale of shares, to raise the capital required to undertake a fibre optic infrastructure deployment as a community initiative. Once initiated, it immediately became independent of the town, and was led and incorporated by local interested residents. This was done as a hedge, in the event that neither the town nor a private investor would eventually invest.
- Note that the co-operative is still incorporated and may instead raise funds for other projects.

**2020: Continued work toward eliciting Federal funding.**

- Work conducted with CCI to help them successfully garner federal investment. Programs, such as the Universal Broadband Fund, and the CRTC Broadband Fund are applied for by CCI.
- CCI is acquired by XCI (Xplornet Communications Ltd.).
- We learn that part of the basis for decisions on awarding broadband funding to communities is that they need to have less than 50/10 Mbps download/upload speeds. Unfortunately, the Canada Internet Registration Authority (CIRA) broadband availability map incorrectly showed Sundre's speed were higher than actually experienced.
- An extensive campaign was initiated to have as many people in Sundre as possible conduct Speed Performance Tests on the CIRA website, to provide the proof necessary

to correct the information. Once the tests were underway, the CIRA privately informed the EDO that they were advocating to have the actual speeds recorded recognized.

**2021: Getting to the Finish Line**

- In the Spring/Summer of 2021, XCI privately informs the CAO and EDO that they are moving ahead with the investment into Sundre. Limited announcements are made, pending final contractual agreements with the Federal government on their contribution.

**2022: Federal government announces publicly that Sundre and Xplornet are being awarded \$1.8 million as part of the Universal Broadband Fund Rapid Response funding stream.**

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Jonathan Allan  
Economic Development Officer



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	February 28, 2022
<b>SUBJECT</b>	Update on Wastewater Treatment Facility Pilot Project
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	7.2

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### **BACKGROUND/SUMMARY:**

Update to be given in a verbal report to Council about the Wastewater Treatment Facility Pilot Project.

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

Verbal report to follow.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

None

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

None

### **MOTION:**

The Town of Sundre Council accept the information as presented.

Date Reviewed: February 23, 2022

CAO: Aminda Nub-



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 28, 2022</b>
<b>SUBJECT</b>	<b>Council Appointment to Communities in Bloom Committee</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND/PROPOSAL:**

The Town of Sundre has been part of Communities in Bloom dating back to 1999 in the Provincial and National Programs until 2008. A refreshed and booming Sundre returned to Alberta Communities in Bloom in 2017 to earn 5 Blooms by 2019 - (2021 Evaluation Form).

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

The Communities in Bloom ad-hoc committee recently met February 4, 2022. They determined to pursue a shared community interest to maintain and grow the current Communities in Bloom initiative. They would like to request more vitally needed community involvement to act on the initiative as key community stakeholders. They determined, by consensus, to seek representatives from the Sundre Historical Society, Sundre Chamber of Commerce, Sundre Economic Development, Sundre Community Services, Sundre Youth, and a representative from Sundre Town Council.

Council has therefore been invited to send a representative from Town Council to attend the next Communities in Bloom Committee's next meeting and to report back to Town Council for their review and input. The next scheduled meeting will be on **Thursday, March 3, 10:00 a.m. to 12:00 p.m., in The Round at Sundre Museum.**

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority

3. Community Well-being

3.3 Continue to work with and value community groups.

### **ALTERNATIVE:**

None.

### **MOTION:**

That the Town of Sundre Council appoint Councillor \_\_\_\_\_, to the Sundre Communities in Bloom Ad hoc Committee.

Date Reviewed: February 23, 2022 CAO: *Linda Nelson*



## REQUEST FOR DECISION

**COUNCIL DATE:** February 28, 2022  
**SUBJECT:** Regional Film Production and Tech Information Database and Website  
**ORIGINATING DEPARTMENT:** Economic Development  
**AGENDA ITEM:** 8.2

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### **BACKGROUND/PROPOSAL:**

The Towns of Didsbury and Sundre, and Mountain View County, are working together to spearhead a new initiative to promote the film industry in the Mountain View Region using technology. A grant application submitted by the Town of Didsbury on behalf of all three partners was approved by the Federal Government, who has committed to allocating up to almost \$45,000. Below is a communication about the project funding written in consultation with the Federal Government.

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

Please see attached Report to Council.

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

The Town's share of the project budget is being funded using approximately \$5,000 of the department of economic development's existing promotions budget.

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

Strategic Plan Priorities:

- 4. Financial Stability
- 6. Regional Cooperation

### **ADMINISTRATION RECOMMENDATIONS:**

Administration is recommending that the Town of Sundre Council accept the report as information.

### **MOTION:**

That the Town of Sundre Council accept the report as information.

Date Reviewed: February 23, 2022

CAO: *Linda Nelson*



## REPORT TO COUNCIL

**COUNCIL DATE:** February 28, 2022

**SUBJECT:** Regional Film Production and Tech Information Database and Website

**ORIGINATING DEPARTMENT:** Economic Development

**AGENDA ITEM:** 8.2a

---

### **BACKGROUND/PROPOSAL:**

The Towns of Didsbury and Sundre, and Mountain View County, are working together to spearhead a new initiative to promote the film industry in the Mountain View Region using technology. A grant application submitted by the Town of Didsbury on behalf of all three partners was approved by the Federal Government, who has committed to allocating up to almost \$45,000. Below is a communication about the project funding written in consultation with the Federal Government.

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

Didsbury Economic Development, Sundre Economic Development and Mountain View County Economic Development are pleased to announce that they have been approved by the Federal Government for CanExport Community Investments - Foreign Direct Investment contribution funding for a joint regional project with a focus on the technology industry.

The purpose of this project is to establish a photo/video library, data base and mapping of locations, as well as a list of resources, fees, and film guidelines summarized under a regional, comprehensive website that will also include a translation tool. The funding will assist with the initial steps required to develop tools intended to attract the technology savvy talent and IT companies needed to establish Mountain View region as an international production environment.

The new website will increase awareness of the opportunities within our region to international markets, not only the US, but also countries that have co-production agreements with Canada, such as the UK, India, China, Australia, and other European countries. The website will ensure potential production companies have all the necessary information required when researching the Mountain View region as a filming destination and provide the opportunities available not only in the related tech market, but value-added businesses as well. We are aiming to attract technology companies and talent needed to grow our burgeoning film industry.

This collaborative project is a critical step to establish the Mountain View region in the international market. Ultimately, it will assist our economy by supporting job creation, business attraction and retention, and other spin-off opportunities. The project will also support the



development of local value-added businesses that cater to the filming industry and help expand capacity in the related technology sector. The greater vision is to build a robust technology and film production industry in the Mountain View region, by developing a brand that caters to the foundation and eventual establishment of a regional Film Commission with a high regard for the technology sector. It is anticipated that the possible Film Commission will be led by the three collaborating economic development offices of the region.

**COSTS/SOURCE OF FUNDING:**

The Town's share of the project budget is being funded using approximately \$5,000 of the department of economic development's existing promotions budget.

**ALIGNMENT WITH STRATEGIC PLAN:**

Strategic Plan Priorities:

- 4. Financial Stability
- 6. Regional Cooperation

**ADMINISTRATION RECOMMENDATIONS:**

Administration is recommending that the Town of Sundre Council accept the report as information.



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 28, 2022</b>
<b>SUBJECT</b>	<b>Proclamation of International Women's Day</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

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### **BACKGROUND/PROPOSAL:**

'International Women's Day is a time to reflect on progress made, to call for change and to celebrate acts of courage and determination by ordinary women, who have played an extraordinary role in history of their countries and communities.

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

'Imagine a gender equal world. A world free of bias, stereotypes, and discrimination.  
A world that is diverse, equitable, and inclusive. A world where difference is valued and celebrated.  
Together we can forge women's equality. Collectively we can all **#BreakTheBias**.

'Individually, we're all responsible for our own thoughts and actions - all day, every day.  
We can break the bias in our communities. We can break the bias in our workplaces.  
We can break the bias in our schools, colleges and universities. Together, we can all **break the bias** - on International Women's Day (IWD) and beyond. (from the IWD website)

### **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 March 8, 2022 as International Women's Day.

### **MOTION:**

That the Council of the Town of Sundre proclaim March 8, 2022 as International Women's Day in the Town of Sundre.

### **ATTACHMENTS:**

8.1a International Women's Day Proclamation

Date Reviewed: February 23, 2022

CAO: *Linda Nelson*



### ***International Women's Day***

#### **PROCLAMATION**

**March 8, 2022**

- WHEREAS:** The Town of Sundre recognizes the importance of International Women's Day in our Community; and
- WHEREAS:** March 8, 2022 is the 111<sup>th</sup> International Women's Day, a global celebration of the economic, political, and social achievements of all women and girls around the world, and a day to recognize the obstacles that women and girls still face in the struggle for equal rights, and opportunities, and their central role in creating positive change; and
- WHEREAS:** International Women's Day was first celebrated on March 19, 1911, but the date for this annual commemoration was not fixed on March 8<sup>th</sup> until 1914. The first International Women's Day celebrated by the UN was in 1975; and
- WHEREAS:** International Women's Day is a time to envision a world where each woman and girl can exercise her choices such as participating in politics, getting an education, having an income, and living in societies free from violence and discrimination.
- WHEREAS:** The theme for this year's celebration is #BreakTheBias: Whether deliberate or unconscious, bias makes it difficult for women to move ahead. Knowing that bias exists isn't enough, action is needed to level the playing field. Individually, we are all responsible for our own thoughts and actions – all day, every day. We can break the bias in our communities. We can break the bias in our workplaces. We can break the bias in our schools, colleges, and universities. Together, we can all break the bias – on International Women's Day (IWD) and beyond.
- AND WHEREAS:** The Town of Sundre is committed to promoting equality and justice and will continue to work to address the systematic and structural oppressions that perpetuate inequality.
- NOW, THEREFORE,** I, Richard Warnock, on behalf of the Council of the Town of Sundre, in the Province of Alberta, do hereby designate the day of March 8, 2022 as the 111<sup>th</sup> International Women's Day; I urge all citizens to increase their awareness of how everyone can choose to break the bias and call out gender bias and inequality; seek out and celebrate women's achievements and help create an inclusive world.

Dated this 8<sup>th</sup> day of March 2022.

---

Richard Warnock, Mayor



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 28, 2022</b>
<b>SUBJECT</b>	<b>Departmental Reports – January 2022</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>9.1</b>

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### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for January 2022 are provided to Council for their review and information:

- a) Linda Nelson, Chief Administrative Officer
- b) Betty Ann Fountain, Senior Development Officer
- c) Jim Hall, Operations Manager
- d) Ross Clews, Fire Chief/Emergency Management
- e) Jon Allen, Economic Development Officer
- f) 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 January 2022 as information.

### **ATTACHMENTS:**

Department Reports

Date Reviewed: February 23, 2022    CAO: <i>Linda Nelson</i>
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## 9.1a Council Motion Tracking

#/D/M/Y	January 10, 2022 Regular Council Meeting		
Res. #	Council Motion	Action	Status
001-10-01-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
002-10-01-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on December 20, 2021, be approved as presented.		
003-10-01-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Mountain View Regional Parks, Recreation, and Culture Master Plan and presentation as information.		
004-10-01-22	MOVED by Councillor Petersen that the Town of Sundre Council accept the Council Orientation Public Participation Policy review as presented for information.		
005-10-01-22	MOVED by Councillor Petersen that the Town of Sundre Council waive the whole fee of the assessed penalties on Roll 909000 in the amount of \$3,014.76.		
	MEMBER	IN FAVOUR	OPPOSED
	Mayor Richard Warnock		✓
	Councillor Connie Anderson		✓
	Councillor Owen Petersen	✓	
	Councillor Todd Dalke		✓
	Councillor Jaime Marr	✓	
	Councillor Paul Isaac		✓
	Councillor Chris Vardas		✓
	TOTAL VOTES	2	5
			<b>DEFEATED</b>
006-10-01-22	MOVED by Councillor Dalke that the Town of Sundre Council waive a portion of the assessed penalties on Roll 909000 in the amount of \$1908.00.		
	MEMBER	IN FAVOUR	OPPOSED
	Mayor Richard Warnock		✓
	Councillor Connie Anderson		✓
	Councillor Owen Petersen	✓	
	Councillor Todd Dalke	✓	
	Councillor Jaime Marr	✓	

	Councillor Paul Isaac		✓
	Councillor Chris Vardas		✓
	TOTAL VOTES	3	4
			<b>DEFEATED</b>
007-10-01-22	MOVED by Councillor Marr that the Town of Sundre Council waive a portion of the assessed penalties on Roll 909000 in the amount of \$1,008.00.		
	<b>MEMBER</b>	<b>IN FAVOUR</b>	<b>OPPOSED</b>
	Mayor Richard Warnock	✓	
	Councillor Connie Anderson	✓	
	Councillor Owen Petersen		✓
	Councillor Todd Dalke		✓
	Councillor Jaime Marr	✓	
	Councillor Paul Isaac	✓	
	Councillor Chris Vardas	✓	
	TOTAL VOTES	5	2
			<b>CARRIED</b>
008-10-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence from the National Police Federation as presented, as information.		
009-10-01-22	MOVED by Councillor Isaac that Council go into closed meeting at 7:31 p.m.		
010-10-01-22	MOVED by Councillor Dalke that Council return to an open meeting at 8:34 p.m.		
011-10-01-22	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 8:35 p.m.		
<b>#/D/M/Y</b>	<b>January 24, 2022 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
012-24-01-22	MOVED by Councillor Vardas that the agenda be approved as presented.		
013-24-01-22	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on January 10, 2022, be approved as presented.		

014-24-01-22	MOVED by Councillor Dalke that the Town of Sundre Council approve the amendment to Schedule "H", the Terms of Reference for the Sundre Wellness Advocacy Committee. Opposed: Councillor Marr		
015-24-01-22	MOVED by Councillor Isaac that the Town of Sundre Council appoint Mr. Gerald Ingeveld and Mrs. Joyce Wicks to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2022.	Leg. Serv.  Completed	Appendix 1 & 2
016-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the enclosed documents on the Regional Rail for passenger rail services between Edmonton and Calgary as information.		
017-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council direct Administration to draft a letter of support for the proposed Regional Rail service between Edmonton and Calgary.	Leg. Serv.  Completed	Appendix 3
018-24-01-22	MOVED by Councillor Vardas that the Town of Sundre Council directs Administration to compose a letter of support for the "Origins" project.	Leg. Serv.  Completed	Appendix 4
019-24-01-22	MOVED by Councillor Peterson that the Town of Sundre Council reaffirm support for a facilitated strategic planning session for the Town of Sundre on April 9 <sup>th</sup> and 10 <sup>th</sup> , 2022.		
020-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the 2021 Year End Departmental Reports as information.		
021-24-01-22	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report as information.		
022-24-01-22	MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Anderson's report as information.		
023-24-01-22	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Isaac's report as information.		
024-24-01-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Petersen's report as information.		

025-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept Councillor Vardas's report as information.		
026-24-01-22	MOVED by Councillor Peterson that the Town of Sundre Council accept Councillor Marr's report as information.		
027-24-01-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the correspondence from Mountain View Senior's Housing as presented, as information.		
028-24-01-22	MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence to Didsbury Mayor Rhonda Hunter regarding a Regional Chili Cook Off, as information.	Leg. Serv. Complete	<a href="#">Appendix 5</a>
029-24-01-22	MOVED by Councillor Marr that Council go into closed meeting at 6:49 p.m.		
030-24-01-22	MOVED by Councillor Isaac that Council return to an open meeting at 7:58 p.m.		
031-24-01-22	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:58 p.m.		



# Appendix 1



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

January 26, 2022

Sundre Hospital Futures  
Via Email: [sundrehospitalfutures@gmail.com](mailto:sundrehospitalfutures@gmail.com)  
Attn: Mr. Gerald Ingeveld

**RE: Appointment to the Sundre Community Wellness Advocacy Committee**

Dear Gerald,

On January 24, 2022, at the Regular Meeting of Council the following Motion was approved:

**Res. 015-24-01-22**      MOVED by Councillor Isaac that the Town of Sundre Council appoint Mr. Gerald Ingeveld and Mrs. Joyce Wicks to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2022.

**CARRIED**

A copy of the Terms of Reference for this Committee of Council is enclosed.

If you have any questions, please contact me at 403.638.3551 or email [linda.n@sundre.com](mailto:linda.n@sundre.com).

Warm regards,

A handwritten signature in black ink that reads "Linda Nelson".

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

cc: G. Ingeveld, Email: [doublenranch@xplornet.com](mailto:doublenranch@xplornet.com)  
Council

Enclosure

**Schedule "H"**  
**TERMS OF REFERENCE**

**SUNDRE COMMUNITY WELLNESS ADVOCACY COMMITTEE**

**I. STATEMENT OF PURPOSE**

To provide input to enhance current health service and provide direction for future health care services in the municipality. Recommendations are intended to strengthen and build upon local community partnerships between municipal government, other levels of government, local agencies and citizens.

**I. COMPOSITION OF COMMITTEE**

- Town of Sundre Mayor and 1 Councillor
- Mountain View County 2 Councillors
- 2 members of the Sundre Hospital Futures Committee (non-voting)
- Recording Secretary (Non-Member)
- A quorum shall consist of a majority of the current committee members.

**II. ROLES AND RESPONSIBILITIES**

The Committee shall:

- Be responsible to review and study the current capacity and functions of the health care facilities and programs within the municipality.
- Provide information and identification of health care needs to Council that may be used to approach other levels of governments or agencies to discuss actions that are in the best interests of our community.
- Abide by the Town of Sundre Boards and Committees Bylaw

**III. TERM**

The Committee appointment shall be for one (1) year, renewable by Motion of Council at the Organizational Meeting. The Chair shall be appointed by the Committee, for a term of one (1) year. Members at large shall be a term of two years and may be renewed at the discretion of Town of Sundre Council.

**IV. FREQUENCY OF MEETINGS**

The committee shall normally meet during regular business hours on a weekday, on such dates and locations as determined at the discretion of the committee.

**V. CONFLICT OF INTEREST**

Committee members must declare any conflicts of interest and absent themselves from any decisions in which they have a real or perceived conflict.

## Appendix 2



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

January 26, 2022

Sundre Hospital Futures  
Via Email: [sundrehospitalfutures@gmail.com](mailto:sundrehospitalfutures@gmail.com)  
Attn: Mrs. Joyce Wicks

**RE: Appointment to the Sundre Community Wellness Advocacy Committee**

Dear Joyce,

On January 24, 2022, at the Regular Meeting of Council the following Motion was approved:

**Res. 015-24-01-22** MOVED by Councillor Isaac that the Town of Sundre Council appoint Mr. Gerald Ingeveld and Mrs. Joyce Wicks to the Sundre Community Wellness Advocacy Committee for a one-year term, ending October 2022.

**CARRIED**

A copy of the Terms of Reference for this Committee of Council is enclosed.

If you have any questions, please contact me at 403.638.3551 or email [linda.n@sundre.com](mailto:linda.n@sundre.com).

Warm regards,

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

cc: J. Wicks, Email: [ewicks@airenet.com](mailto:ewicks@airenet.com)  
Council

Enclosure

**Schedule "H"**  
**TERMS OF REFERENCE**

**SUNDRE COMMUNITY WELLNESS ADVOCACY COMMITTEE**

**I. STATEMENT OF PURPOSE**

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- Recording Secretary (Non-Member)
- A quorum shall consist of a majority of the current committee members.

**II. ROLES AND RESPONSIBILITIES**

The Committee shall:

- Be responsible to review and study the current capacity and functions of the health care facilities and programs within the municipality.
- Provide information and identification of health care needs to Council that may be used to approach other levels of governments or agencies to discuss actions that are in the best interests of our community.
- Abide by the Town of Sundre Boards and Committees Bylaw

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The Committee appointment shall be for one (1) year, renewable by Motion of Council at the Organizational Meeting. The Chair shall be appointed by the Committee, for a term of one (1) year. Members at large shall be a term of two years and may be renewed at the discretion of Town of Sundre Council.

**IV. FREQUENCY OF MEETINGS**

The committee shall normally meet during regular business hours on a weekday, on such dates and locations as determined at the discretion of the committee.

**V. CONFLICT OF INTEREST**

Committee members must declare any conflicts of interest and absent themselves from any decisions in which they have a real or perceived conflict.

## Appendix 3



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403 638 2100 | E [townmail@sundre.com](mailto:townmail@sundre.com)

January 26, 2022

Alberta Regional Rail  
PO Box 70065  
Airdrie, AB T4B 0V9

RE: Letter of Support for Development of Regional Rail System in Mountain View County

Dear Sir or Madame,

On behalf of the Citizens and Council of the Town Sundre, we write in support of the development of a Regional Rail System through our neighbouring urban municipalities within Mountain View County. We support the concept of passenger rail service between the Calgary and Edmonton and look forward to further information in regard to this important initiative.

Although the Town of Sundre is located west of the planned corridor rail stops, we can visualize the potential economic benefits to our neighbours and the region as a whole. Benefits may include leisure and business tourism, and an influx of families seeking new areas to live, all of which are a focus of the Town of Sundre.

Please provide updates concerning this vitally important project to Legislative Services of the Town of Sundre by email to: [townmail@sundre.com](mailto:townmail@sundre.com)

Sincerely,

Mayor Richard Warnock

/file

cc: CAO / Council

## Appendix 4



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

January 26, 2022

Enhance Energy Inc.  
2000, 500 – 4 AVE. SW  
Calgary, AB T2P 2V6  
Attn: Kevin Jabush, President / CEO

RE: Letter of Support for Carbon Capture Utilization and Storage (Central Alberta)

Dear Sir,

On behalf of the Citizens and Council of the Town Sundre, we write in support of the development of Enhance Energy's innovative solution to the global challenge of carbon capturing in Central Alberta. We look forward to further information in regard to this important initiative.

Although the Town of Sundre is located south and west of the planned project centre, Clive, we can visualize the potential economic benefits to our neighbours and the central region as a whole.

Please provide updates concerning this vitally important project to Legislative Services of the Town of Sundre by email to: [townmail@sundre.com](mailto:townmail@sundre.com)

Sincerely,

Mayor Richard Warnock

/file

cc: CAO / Council

## Appendix 5



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

January 11, 2022

Mayor Rhonda Hunter  
PO Box 790, 1606 – 14 Street  
Didsbury, AB T0M 0W0

**RE: Regional Chili Cook-Off**

Dear Mayor Hunter,

We received your letter of December 21, 2021 and we would like to offer our congratulations to your Chamber of Commerce on receiving the Digital Services Squad Grant!

We would like to accept your challenge to participate in the Mayoral Chili Cook-off. We understand that this event has been placed on hold to comply with Health Regulations. Our team will consist of myself, Linda Nelson, our CAO, and Betty Ann Fountain, Sr. Development Officer, and a holder of the AHS Food Safety Certificate.

Our team is definitely up for the challenge, and we believe that we will be your greatest competition!

We look forward to seeing you in the near future, when the Chili-Cookoff occurs.

Sincerely,

Richard Warnock,  
Mayor  
Town of Sundre

RW/aj



[www.sundre.com](http://www.sundre.com)

## 9.1a Expense Report

### SCHEDULE A - 2022

Mayor Richard Warnock

\$ 21,500.00

Date	Description	Expense	Cost	Balance
01-20-2022	Red Deer River Municipal Users Group Regular Meeting	Per Diem	\$ 100.00	\$ 21,400.00
01-05-2022	ABMunis EPR Municipal Workshop	Per Diem	\$ 80.00	\$ 21,320.00
01-17-2022	Sundre Wellness Advocacy Committee	Per Diem	\$ 80.00	\$ 21,240.00
01-18-2022	Mayors South Central Alberta Committee	Per Diem	\$ 80.00	\$ 21,160.00
01-19-2022	ABMunis Alberta Provincial Police Service	Per Diem	\$ 80.00	\$ 21,080.00
			\$ 420.00	\$ 21,080.00
			Spent	Remaining

Councillor Connie Anderson

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	
			\$ -	\$ 12,650.00
			Spent	Remaining

Councillor Todd Dalke

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	\$ 12,650.00
				\$ 12,650.00
				\$ 12,650.00
			\$ -	\$ 12,650.00
			Spent	Remaining



**Councillor Paul Isaac**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			Spent	Remaining

**Councillor Jaime Marr**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
01-19-2022	Library Monthly Meeting	Per Diem	\$ 80.00	\$ 12,570.00
01-18-2022	Aquaplex Monthly Meeting	Per Diem	\$ 80.00	\$ 12,490.00
			\$ -	\$ 12,490.00
			\$ 160.00	\$ 12,490.00
			Spent	Remaining

**Councillor Owen Peterson**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
01-18-2022	Museum Board Meeting	Per Diem	\$ 80.00	\$ 12,570.00
02-15-2022	SDHS Monthly Meeting	Per Diem	\$ 80.00	\$ 12,490.00
			\$ -	\$ 12,490.00
			\$ 160.00	\$ 12,490.00
			Spent	Remaining

**Councillor Chris Vardas**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			\$ -	\$ 12,650.00
			Spent	Remaining



## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Planning and Development</b>
<b>SUBMITTED BY</b>	<b>Betty Ann Fountain, Development Officer</b>
<b>DATE</b>	<b>February 28, 2022</b>
<b>FOR MONTH OF</b>	<b>January 2022</b>

<b>TOPIC #1</b>	<b>Development and Building Permits</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• Development Permits – 3</li> <li>• Building Permits – 0</li> <li>• Electrical Permits – 3</li> <li>• Gas Permits – 4</li> <li>• Plumbing Permits – 1</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Permitted Development Permits included: <ul style="list-style-type: none"> <li>• 2 Home Office permits.</li> </ul> </li> <li>• Discretionary Development Permits included: <ul style="list-style-type: none"> <li>• 1 Home Occupation (sewing and alterations)</li> </ul> </li> <li>• Electrical - 4, Gas - 0, Plumbing – 1 Permits issued for a variety of residential and commercial projects.</li> </ul>
<b>TOPIC #2</b>	<b>Real Property Reports (RPRs)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• RPRs - 1</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• RPRs are submitted with a request for a Stamp of Compliance to facilitate the sale of the property. The role of Administration is to assist property owners to solve non-compliant issues.</li> </ul>
<b>TOPIC #3:</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 January 2022, Administration is tracking the Developer's progress to meet conditions of 2019 subdivision approvals and anticipates applications will be forthcoming in 2022 for development in the NW quarters.</li> </ul>
<b>TOPIC #4:</b>	<b>Re-designations (amendments to the Land Use Bylaw Map)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• 0 re-designation applications received in January 2022</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• 0 Public Hearings were scheduled.</li> </ul>
	Although no redesignation applications were received in January 2022, Administration is anticipating applications to come forward for development in the NW quarters.
<b>TOPIC #5:</b>	<b>Land Use Bylaw</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• No Public Hearings were scheduled.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Administration is reviewing the Land Use Bylaw and "housekeeping" amendments may be forthcoming.</li> </ul>
<b>TOPIC #6</b>	<b>Municipal Development Plan (MDP)</b>

<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>The Town's Municipal Plan was drafted and approved by Council in 2013.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>Administration is reviewing the MDP. Amendments to the MDP, if proposed, will require public consultation, circulation to developers, internal departments, and external agencies for comment.</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 – Sr. Planner has joined the team.</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 build capacity within the department.</li> </ul>

<b>Attachments</b>	January 2022 Building Permit Statistics CAO's Development Permit Report CAO's Home Occupation Permit Report
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## 9.1b Attachment 1

### MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Sr. Development Officer  
RE: January 2022 Commercial, Industrial, Institutional Projects

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#### COMMERCIAL

<b><u>Development / Building Permit</u></b>	<b><u>District</u></b>	<b><u>Civic Address</u></b>	<b><u>Project</u></b>	<b><u>Value</u></b>
2022-D02	C-1	206 Centre St. N.	Retail General – Summer's Cozy Corner	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



## 9.1b Attachment 2

### MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Development Officer  
RE: January 2022 Home Occupation Permits (Minor / Major)

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#### HOME OCCUPATION:

<u>Minor /Major</u>	<u>Permitted or Discretionary</u>	<u>Civic Address</u>	<u>Business to be Conducted</u>
Minor	Permitted	306 – 1 ST NE	Impressions by Bekah (online sales)
Major	Discretionary	6 Edengrove Close NW	Moe's Place (sewing & alterations)

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

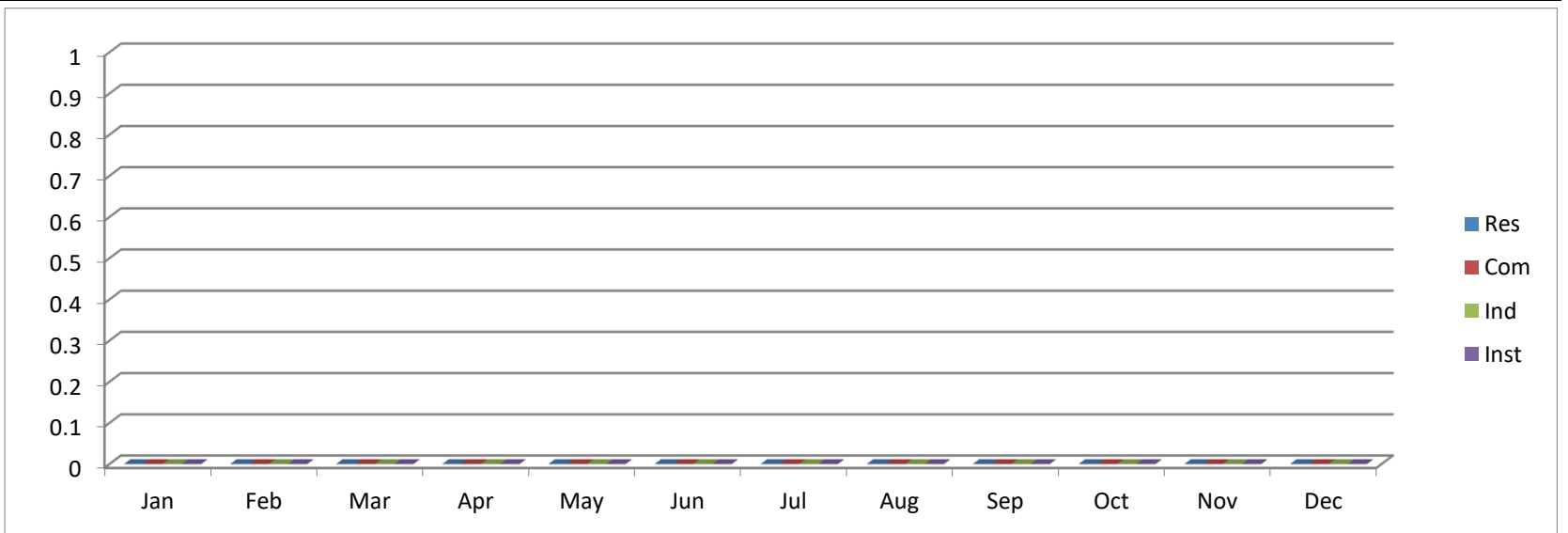
Home Occupation – Minor business is a less intensive home-based business, usually a “desk, computer and telephone” business that requires no deliveries, no storage of products, generally does not generate any non—essential traffic, has no walk-in clientele and are essentially “invisible” within a residential neighbourhood. For example, web design, document transcription, contractor services (electrician, plumber).

Home Occupation – Major business is a more intensive home-based business which may generate additional traffic, may have clients attending the home, and offer services that require the storage of products. For example, hair dressing, seamstress, massage therapy, esthetics, and day homes.

### 9.1b Attachment 3

# MONTHLY BUILDING REPORT FOR THE MONTH OF JANUARY 2022

	January, 2022			2022 Year To Date			2021 Year to Date		
	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
RESIDENTIAL Two-Storey Bungalows Bi-Level  Duplex/Semi Det. Multi-Family Mobile Homes Accessory Buildings Renovation/Addition									
			\$ -	0	0	\$ -			
						\$ -			
						\$ -			
						\$ -			
			\$ -	0	0	\$ -			
						\$ -			
	0	0	\$ -	0	0	\$ -	0	0	\$ -
		0	\$ -		0	\$ -			
		0	\$ -		0	\$ -		1	\$ 3,500
					0				
	Sub-Total	0	0	\$ -	0	0	\$ -	0	1
COMMERCIAL Building Starts Renovation/Addition	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
	0		\$ -	0		\$ -	0		\$ -
	0		\$ -	0		\$ -	1		\$ 120,000
	0		\$ -	0		\$ -	1		\$ 120,000
	Sub.Tot	0		\$ -	0		\$ -		
INDUSTRIAL Building Starts Renovation/Addition	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
	0		\$ -	0		\$ -	0		\$ -
				0		\$ -	0		\$ -
	0		\$ -	0		\$ -	0		\$ -
	Sub.Tot	0		\$ -	0		\$ -	0	
INSTITUTIONAL Building Starts Renovation/Addition	No. of Permits		Building Value	No. of Permits		Building Value	No. of Permits		Building Value
				0		\$ -	0		\$ -
	0		\$ -	0		\$ -	1		\$ 18,575
	0		\$ -	0		\$ -	1		\$ 18,575
	Sub.Tot	0		\$ -	0		\$ -		
TOTAL	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	0	0	\$ -	0	0	\$ -	0	3	\$ 142,075





## DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
DATE	February 28, 2022
FOR MONTH OF	January 2022

TOPIC #1	Snow removal
<b>Progress</b>	January weather experienced cold temperatures and minimal snow events. Residential street cleaning commenced near the end of the month. Staff have noted the early rain and subzero weather has bonded ice to the asphalt surface and is difficult to remove
<b>Action</b>	Roads is starting in the NE district including the hub street 2 <sup>nd</sup> Street NE And will, as weather permits continue throughout all zones.
TOPIC #2	Wastewater Collection
<b>Progress</b>	Sewer freeze ups occurred for residential and a business
<b>Next Steps</b>	Town owned sewer mains and manholes were thawed and returned to service
TOPIC # 3:	Gas Metering
<b>Progress</b>	During the meter reading at the end of the month 36 gas meters failed to read. The AMR readers appear to have been affected by subzero long term temperatures
<b>Next Steps</b>	Our measurement engineering company has reported that large numbers of meters have failed in similar fashion. Staff manually read these meters and are changing them out. Most were 2013 units with some new units (these are warranty)
TOPIC # 4:	Road sanding
<b>Progress</b>	With the melt and freeze temperatures additional scheduled sanding of streets and town owed sidewalks/trails has been required
<b>Next Steps</b>	Sanding is completed each day as required and ops is responding to daily concerns
TOPIC # 5:	Overland flooding Prairie Creek
<b>Progress</b>	Department is finding solutions to deal with the sever ice covering Prairie creek. Long term cold temperatures caused ice to form over 40 inches thick and bonded to the bottom causing the continuous flow.
<b>Next Steps</b>	Trenching attachment for the Skid Steer was purchased. Trenched 300 meters into the creek allowing for controlled flow. Removed threat to homes and businesses.
TOPIC # 6:	Annual Water treatment report
<b>Progress</b>	All data from year 2021 to be verified and annual report written and submitted to AE&P by February 28, 2021
<b>Next Steps</b>	WTP has operated excellently in 2021. There has been an increase in daily flows that staff are investigating through the distribution system





## DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
DATE	February 28, 2022
FOR MONTH OF	January 2022

TOPIC #1	911 Dispatches:
	Emergency Response Numbers, 49 Total Year to Date January 2022, Responses - 25 Total
<b>Response Types:</b>	<ul style="list-style-type: none"> <li>➤ Medical Assist - 14</li> <li>➤ Alarms - 5</li> <li>➤ Outside/Vegetation Fires/investigations -- 4</li> <li>➤ Motor Vehicle Collisions - 2</li> </ul>
<b>Results:</b>	<ul style="list-style-type: none"> <li>➤ All incidents Responded, Managed and Resolved by SFD Members</li> </ul>
TOPIC #2	Training:
<b>In-Hall/Weekly:</b>	<ul style="list-style-type: none"> <li>➤ Low/medium slope rope rescue</li> <li>➤ Side by Side, Quad, Snowbulance training</li> <li>➤ Equipment Inspections</li> <li>➤ New-Recruit training NFPA 1001 level I Essentials Chapters 1-8 completed PPE, SCBA, Power &amp; Hand Tool Familiarization</li> </ul>
<b>Formal Courses in-Progress/Upcoming:</b>	<ul style="list-style-type: none"> <li>➤ First Aid, CPR, BLS, O2 &amp; Airway Management - <b>5 Members February</b></li> <li>➤ H2S Alive - <b>14 Members February</b></li> <li>➤ NFPA 1041 Level I - <b>4 Members Online Course in Progress</b></li> <li>➤ NFPA 1041 Level II - <b>1 Member Online Course in Progress</b></li> <li>➤ Ice Rescue - <b>6 Members March</b></li> <li>➤ Safety Codes Fire Inspector Level A – <b>3 Members Online in Progress</b></li> <li>➤ Wildland Urban Interface - <b>April/May</b></li> <li>➤ NFPA 1002 and NFPA 1051 courses <b>Differed till Spring/Summer 2022</b></li> </ul>
TOPIC #3	Fire Hall:
<b>AHS/E-Sim Lab:</b>	<ul style="list-style-type: none"> <li>➤ Construction 90% Complete - Hospitals Futures Foundation</li> </ul>
<b>Building/Maintenance:</b>	<ul style="list-style-type: none"> <li>➤ Car Wash Pump installed</li> <li>➤ SCBA Cleaning Station Quoted</li> <li>➤ Ceiling Fan Relocated - Safety Concern</li> </ul>

<b>TOPIC #4</b>	<b>SFD Units - Equipment</b>
<b><u>Units:</u></b>	<ul style="list-style-type: none"> <li>➤ 520 Batteries replaced</li> <li>➤ 520 Foam Tank and Valves Repaired</li> <li>➤ 540 Serviced</li> <li>➤ Annual Pumper Service and Testing <b>March</b></li> </ul>
<b><u>Equipment;</u></b>	<ul style="list-style-type: none"> <li>➤ SCBA Compressor - Air Quality test- Passed</li> <li>➤ Members Issued Individual SCBA Masks</li> <li>➤ 3 Sets of Bunker gear to be ordered <b>March</b></li> </ul>
<b>TOPIC #5</b>	<b>Safety Codes:</b>
<b><u>Inspections -Occupancies</u></b>	<ul style="list-style-type: none"> <li>➤ Fire Inspections scheduled on Request – Complaint Basis</li> <li>➤ Behind schedule currently</li> </ul>
<b><u>Status:</u></b>	<ul style="list-style-type: none"> <li>➤ 3 Members - training to become Safety Codes Officers</li> </ul>

## DEPARTMENTAL REPORT

DEPARTMENT	Economic Development and Communications
SUBMITTED BY	Jonathan Allan
DATE	February 28, 2022
FOR MONTH OF	January 2022

TOPIC #1	<b>Community Development, Business Development and Vacancy Rates</b>
ISSUES:	<p>VACANCY RATES</p> <ul style="list-style-type: none"> <li>January vacancy rate was estimated at 5.7% as a proportion of square footage available in the C1 district downtown.</li> </ul>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Continued work trying to recruit brewery to Town.</li> <li>Met or spoke with at multiple entrepreneurs either opening or hoping to open businesses in Sundre. One opened in February.</li> <li>Continued work with Mountain View County and Town of Didsbury on project to develop a new film and TV development promotional campaign for the Mountain View region.</li> </ul>
TOPIC #2	<b>Tourism Development</b>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Continued work on Explore Sundre tourism advertising campaign.</li> <li>Continued meeting with organizers of Shady Grove Bluegrass Festival bi-weekly to help contribute toward successful sponsorship and promotion of the festival.</li> <li>Continued organizing Winterfest 2022 with Community Services, Chamber of Commerce and Sundre Museum, including promotional work, rebuilding website, and soliciting sponsorships.</li> </ul>
TOPIC # 3:	<b>Broadband Fibre Optic Development</b>
ISSUES:	<ul style="list-style-type: none"> <li>N/A</li> </ul>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Xplornet Communications fibre optic deployment ongoing.</li> </ul>
TOPIC # 4:	<b>Other Projects</b>
ISSUES:	N/A
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Continued planning on pathway lighting project.</li> <li>Met with Campus Alberta Central to discuss Health Care Aide program. Learned that the HCA program has been funded to proceed in Sundre (pending enough registrations) for the next 3 years (2022-2024).</li> <li>Continued research on EV charging stations and funding.</li> </ul>
TOPIC # 5:	<b>Committees, Meetings, Conferences and Professional Development</b>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Continued Indigenous Canada U of A course.</li> </ul>
TOPIC # 6:	<b>Communications</b>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Updated website(s) as necessary.</li> </ul>
Attachments	<ul style="list-style-type: none"> <li>N/A</li> </ul>



## DEPARTMENTAL REPORT

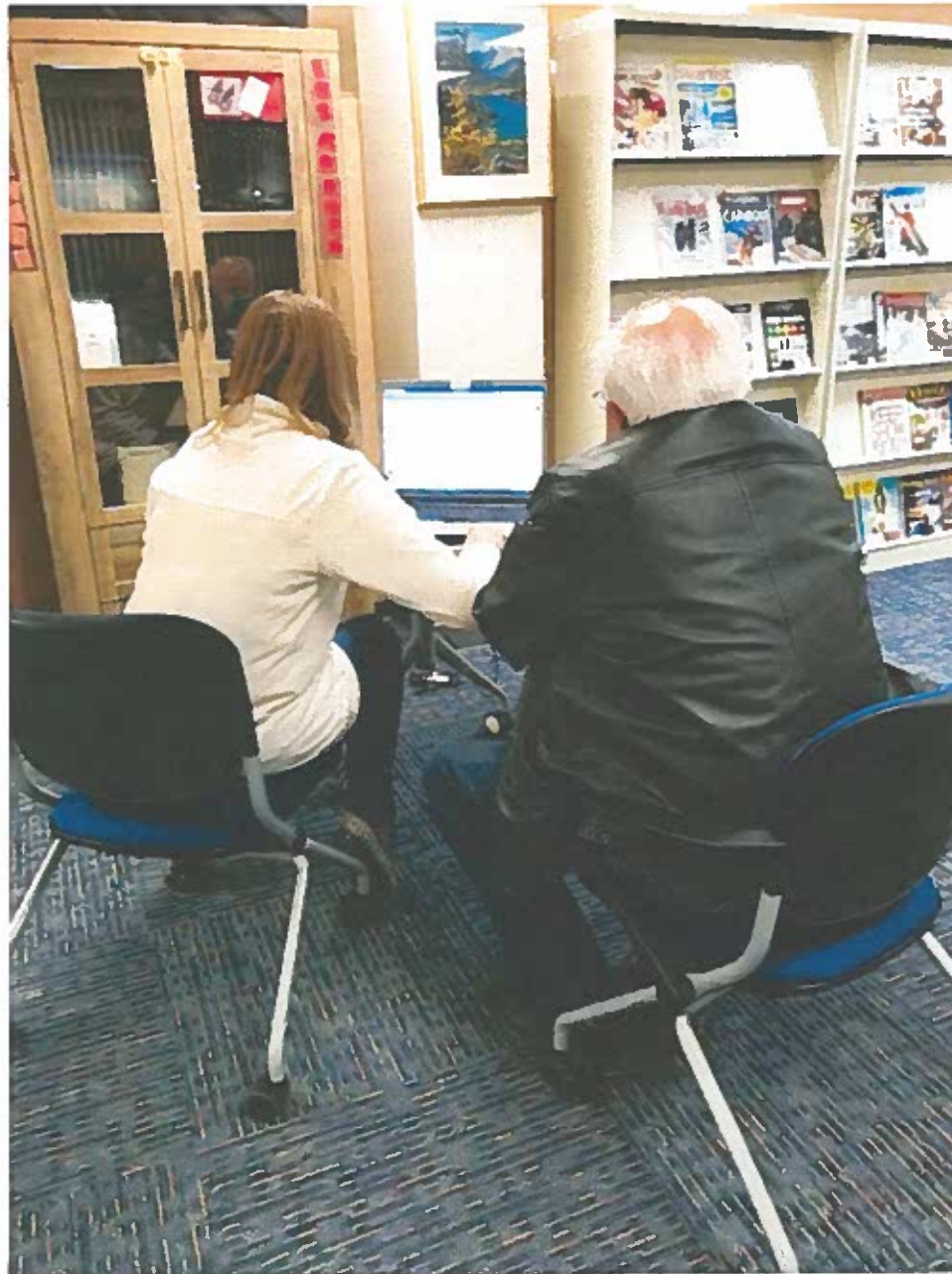
DEPARTMENT	Sundre Municipal Library
SUBMITTED BY	Karen Tubb
DATE	February 28, 2022
FOR MONTH OF	February

TOPIC #1	Technology Literacy
ISSUES:	Many adults struggle with using computers, tablets, and phones.
RESOLUTIONS/SUCSESSES:	We are offering individual tech tutoring sessions. Participants come with specific skills they wish to learn – for example how to Zoom, use word documents effectively, or access eBooks on their devices. During one-hour appointments, we work on the desired skills and provide opportunities for guided practice. ‘Students’ are welcome to book multiple sessions.
TOPIC #2	Early Literacy
ISSUES:	Supporting families as they foster early literacy skills
RESOLUTIONS/SUCSESSES:	<p>Through the pandemic we have worked hard to stay connected with young families in our community and provide activities which foster early literacy. From online story times, to take and make kits, to our Story Walk we have looked for creative ways to bring books and children together. Since our last reopening, we have only been able to offer Rhyme Times on a bi-weekly basis due to staff scheduling challenges. Recently participating families have asked if we could move to weekly sessions and with the easing in restrictions, we are able to do this. We’re delighted to be able to respond to this expressed community need.</p> <p>Knowing that parents are a child’s first and best teachers, we have put together Books for Toddlers kits, for children in our community aged 18 months to 3 years (an age group whose participation in library and other community programs has been severely affected by the pandemic). The kits are packed with information on the library and our programs, activity suggestions, craft supplies, and a book to add to family home libraries. These kits were created with financial assistance through a grant by the Allard Foundation.</p>

<b>TOPIC # 3:</b>	Health Information Needs
<b>ISSUES:</b>	Maintaining an up to date collection on health topics
<b>RESOLUTIONS/SUCCESES:</b>	During the pandemic we undertook to weed the nonfiction collections in the library. Books which were out of date were discarded and gaps in our collection identified. With assistance from local doctors, mental health professionals and social workers, we have compiled a list of current and timely resources and are in the process of ordering them for the library.
<b>TOPIC # 4:</b>	EResources
<b>ISSUES:</b>	As the pandemic has worn on, many people are turning to eResources to access books, audiobooks, and periodicals. These items are expensive – an eBook or eAudiobooks costing much more than the physical item.
<b>RESOLUTIONS/SUCCESES:</b>	In the autumn I applied to the Pat Morris Foundation for a grant to increase our collection of new and popular titles in e-format. We were successful in this application, receiving a grant for \$2,100. This will enable us to purchase approximately 15 new eBook titles and 20 new eAudiobooks, all available for borrowing with a library card.

**ATTACHMENTS:**

<b>Attachment #1</b>	Tutor and 'student'
<b>Attachment #2</b>	Toddler Kit Contents









## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>February 28, 2022</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:**

Councillors have provided reports for Council's review and information for January 2022.

### **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 Mayor Warnock, and Councillors Isaac and Marr's reports as presented.

### **MOTION:**

That the Town of Sundre Council accept Mayor Warnock's report as information.

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

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

Attachments: 11.1 Mayor Warnock's report  
11.2 Councillor Isaac's report  
11.3 Councillor Marr's report

Date Reviewed: February 23, 2022 CAO: *Linda Nelson*





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

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

**Intermunicipal Collaboration Committee**

**Date of Meeting:**

No meeting in January

**Mountain View Senior's Housing**

**Date of Meeting:** January 13, 2022

Mountain View Senior's Housing held an in-person Board Orientation meeting for new Board members, or by Zoom if preferred.

The meeting agenda covered 12 items of importance for training and overviews. Board Schedule – Vision, Mission & Goals – Bylaws – Ministerial Order for Housing Body's – Management and Operations – Social Housing Regulations – Housing Accommodation Regulations – 2006 to 2021 motions summaries – Organizational charts – 2022 to 2026 Business plans and Audited Financial Statements.

Because of the vast amount of complex information, Board members and alternates were provided with a binder to study and for reference.

**Mountain View Regional Waste Management Committee**

**Date of Meeting:**

No meeting in January

**Intermunicipal Planning Commission**

**Date of Meeting:**

No meeting in January

**Red Deer River Municipal Users Group**

**Date of Meeting:** January 20, 2022

Regular Board meeting was held by Zoom.

The AGM was held before the regular Board Meeting – with a full review of December 31, 2021 financial statements and outcomes. An Election of Co-Chair's was held with Rural Co-Chair John Ireland from Lacombe County being acclaimed and Urban Co-Chair Bill Windsor from the Town of Didsbury being elected.

Regular Board meeting confirmed Financial Statements for 2021 and the 2022 operating budget. John Ireland Co-Chair presented a full RDRMUG Overview, followed by Bill Shaw's presentation on key challengers, and future actions and learnings for the Board going forward. Executive Director Rudy Friesen provided a full report and a review of future board meeting formats.

**Red Deer River Watershed Alliance****Date of Meeting:**

No January meeting

**Sundre Forest Products****Date of Meeting:**

No January meeting

**Sundre Petroleum Operators Group****Date of Meeting:**

No January meeting, Administration has reached out and a meeting has been set for February 23, 2022.

**Coordinated Community Response****Date of Meeting:**

No January meeting

**Sundre Wellness Advocacy Committee****Date of Meeting:** January 17, 2022

The first Committee meeting of 2022 began with a discussion on the procedures of the committee and the working relationship that is required between the Committee and the Sundre Hospital Futures committee. The Terms of Reference and Town of Sundre Committees of Council By-law were reviewed and agreed upon.

The remaining two main agenda items discussed were the Sundre Hospital Staffing concerns and the Sundre Ambulance base of operations c/w central dispatch.

**Other:****Date of Meeting:** January 2022 meetings

January 05, I attended an ABMunis Sustainability & Environment Committee via Zoom. The meeting was designed around training for the EPR (Extended Producer Responsibility) regulations, to ensure that the Committee is well prepared to participate in future discussions.

January 13. I attended the David Thompson Health Advisory Zoom session, centered around Palliative Care needs in our community's.

January 13, I attended the Sundre & District's Chamber of Commerce AGM. The Chamber presented the financials and the election of officers and board members for 2022 was completed.

January 18, The South Central Alberta Mayors meeting was hosted in Sundre and was very well attended, with the Mayors from Trochu, Bowden, Olds, Innisfail, Crossfield, Penhold, Three Hills, Cremona, Didsbury and myself from Sundre. Agenda items covered - Meeting dates and host, Alberta Regional Railway, Hospital Provincial Funding, Doctor recruitment and Alberta Municipalities.

January 19, I attended the ABMunis presentation via Zoom regarding the PWC (Price Waterhouse Cooper) Provincial Police report.



*COUNCIL COMMITTEE MEETING REPORT  
FROM THE DESK OF COUNCILLOR PAUL ISAAC*

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

**Sundre Municipal Library Board**

Date of Meeting: N/A

Nothing to report.

**Sundre & District Chamber of Commerce**

Date of Meeting: N/A

Nothing to report.

**Sundre Schools Liaison**

Date of Meeting: N/A

Nothing to report.

**Other**

Date of Meeting: See details below.

1-Monday, January 10, 2022 at 6:00 pm – Council Meeting in Town Chambers.

2-Tuesday, January 24, 2022 at 6:00 pm – Council Meeting in Town Chambers.

I did receive some phone calls with some questions, and referred them to contact Linda, which they were happy to do.

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

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

Events and Festivals Committee

Date of Meeting:

No meeting in February

FCSS (Greenwood Neighbourhood Place) Board (ALTERNATE)

Date of Meeting:

No meeting attended in February

Grant Review Committee

Date of Meeting: February 3, 2022

We had a great meeting with much discussion. A difficult committee to be part of, but I'm happy to be part of it. Thankful to council for their professionalism and understanding when taking our recommendations into consideration. Looking forward to the next influx of grants

Sundre Municipal Library Board

Date of Meeting: February 16, 2022 via Zoom

Attended the library meeting via zoom again. The manager will be stepping down and they have found their replacement. A lot of action and community programming in the works. They seem to always be identifying new and creative ways to stay relevant and fresh.

The board has completed the manager review with no issues or concerns coming out of it.

They have a new fundraiser in the works, an exhibit at the library showcasing the works of Susan Bentley. You can buy her work and ALL proceeds will go to the library.

Sundre & District Historical Society (ALTERNATE)

Date of Meeting:

No Meetings attended in February

Sundre Petroleum Operators Group (ALTERNATE)

Date of Meeting:

No Meetings attended in February

Sundre & District Aquatic Society

Date of Meeting:

No Meetings attended in February

Other

Date of Meeting:

**February 15, 2022** Library Board and Council Roles and Responsibilities via zoom 7pm

-A presentation that was a reminder to most but a great learning lesson for me as a new member.

**February 23, 2022** ALTA via zoom 7pm

-The board being an employer – a high level awareness. This was an informal ‘coffee talk’ among library board members and ALTA board members on how it is to be an employer to a library and more specifically to its manager while working with council and following bylaws, HR, etc.

-This meeting reminded me that it will be important for me to review the library board policies.



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	February 28, 2022
<b>SUBJECT</b>	Correspondence
<b>ORIGINATING DEPARTMENT</b>	Legislative Services
<b>AGENDA ITEM</b>	12.

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### **BACKGROUND/PROPOSAL:**

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

### **ADMINISTRATION RECOMMENDATIONS:**

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

### **MOTION:**

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

### **ATTACHMENTS:**

12.1 Letter from Minister of Culture, Mr. Ron Orr

Date Reviewed: February 23, 2022

CAO:

*Linda Nelson*



ALBERTA  
CULTURE

*Office of the Minister*

FEB 01 2022

His Worship Richard Warnock  
Mayor  
Town of Sundre  
PO Box 420  
Sundre AB T0M 1X0

Dear Mayor Warnock:

As Minister of Culture responsible for sport in Alberta, I am pleased to invite your community to submit a bid to host either the 2024 Alberta Winter Games or the 2024 Alberta Summer Games.

I encourage your community to consider this invitation and the many benefits that can result from hosting this event. The Alberta Games are key in Alberta's Recovery Plan and provide an economic impact of approximately \$3 million to a host community. A successful host community is offered the opportunity to showcase its community and talents to approximately 3,000 participants from all regions of the province, along with numerous spectators and special guests.

Communities with populations of less than 10,000 are encouraged to collaborate with neighbouring communities to submit a joint bid or consider the smaller, modified games format. The community awarded a 2024 Alberta Games will receive a \$420,000 operating grant.

A letter of interest to host either the 2024 Alberta Winter or Summer Games, together with a letter of support from municipal or band council must be received by March 25, 2022. Completed bids must be received by April 29, 2022.

Bid guidelines and staff consultation are available by contacting Ms. Suzanne Becker at 403-297-2909, toll-free by first dialing 310-0000 or email [suzanne.becker@gov.ab.ca](mailto:suzanne.becker@gov.ab.ca).

Sincerely,

Ron Orr  
Minister