



Regular Council Meeting
Town of Sundre Municipal Council Chambers
November 1, 2021
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:**
3. **Agenda – Amendments and Adoption**
3.1 November 1, 2021 Regular Council Meeting
4. **Adoption of Previous Minutes**
4.1 October 25, 2021 Organizational Meeting Pg. 1
4.2 October 25, 2021 Regular Council Meeting Pg. 5
5. **Delegation: None**
6. **Bylaws/Policies: None**
7. **Old Business: None**
8. **New Business**
8.1 RFD Gas Rebate Pg. 7
8.2 Discussion on Budget – Verbal
9. **Administration: None**
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports: None**
12. **Council Invitations / Correspondence: None**
13. **Closed Meeting**
13.1 Advice from Officials, FOIPP Act Section 24
14. **Adjournment**

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Organizational Council Meeting
Town of Sundre Council Chambers
Minutes
October 25, 2020
6:00 p.m.

The organizational meeting of Council of the Municipality of Sundre was held on Monday, October 25, 2021, commencing at 6:00 p.m.

IN ATTENDANCE

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

STAFF

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

ABSENT

None

PUBLIC

There were 4 members of the public at the meeting.

CALL TO ORDER

Linda Nelson, CAO, called the meeting to order at 6:00 p.m.,

OATH OF OFFICE

Linda Nelson, Chief Administrative Officer, declared Richard Warnock as Mayor of the Town of Sundre effective immediately; and further, that the appointment be for a four (4) year term. The Oath of Office was administered to Mayor Warnock.

Linda Nelson, Chief Administrative Officer, declared Chris Vardas as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Vardas.

Linda Nelson, Chief Administrative Officer, declared Paul Isaac as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Isaac.

Linda Nelson, Chief Administrative Officer, declared Jaime Marr as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Marr.

Linda Nelson, Chief Administrative Officer, declared Todd Dalke as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Dalke.

Linda Nelson, Chief Administrative Officer, declared Owen Petersen as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Petersen.

Linda Nelson, Chief Administrative Officer, declared Connie Anderson as Councillor for the Town of Sundre effective immediately; and further that the appointment be for a four (4) year term. The Oath of Office was administered to Councillor Anderson.

Linda Nelson, Chief Administrative Officer, turned the Chair over to Mayor Warnock.

Mayor Warnock called the meeting order at 6:14 p.m.

AGENDA ITEM 3.

ADOPTION OF AGENDA

Res.282-25-10-21

MOVED by Councillor Vardas that the Town of Sundre Council adopt the agenda as presented.

CARRIED

AGENDA ITEM 4.

ASSIGNMENT OF SEATING

Seating assignments were accepted as presented by Administration.

AGENDA ITEM 5.

DEPUTY MAYOR APPOINTMENT

Res.283-25-10-21

Councillor Anderson moved that the Town of Sundre Council appoints Councillor Dalke for the first eight months of the rotation and Councillor Vardas to the last eight months in the position of Deputy Mayor, effective immediately, until the October 2022 Organizational Meeting of Council.

CARRIED

AGENDA ITEM 6.

SIGNING AUTHORITY

Res.284-25-10-21

MOVED by Councillor Isaac that the Town of Sundre Council designate the following individuals to have signing authority for the Town of Sundre:

Mayor Richard Warnock, Councillor Connie Anderson, Councillor Todd Dalke, Councillor Paul Isaac, Councillor Jaime Marr, Councillor Owen Petersen, Councillor Chris Vardas, Chief Administrative Officer, Linda Nelson, and Director of Corporate Services, Chris Albert.

CARRIED

AGENDA ITEM 7.

SCHEDULE OF MEETINGS

Res. 285-25-10-21

MOVED by Councillor Vardas the the Town of Sundre Council approve the 2022 Meeting Calendar as presented.

CARRIED

AGENDA ITEM 8.1

COUNCIL APPOINTMENTS

Res. 286-25-10-21

Council Committee and Boards Appointments 2021-2022

MOVED by Councillor Anderson that the Town of Sundre Council approve the following appointments to Council Committees, Boards and Commissions for a one-year term, 2021-2022 as per Schedule "A".

CARRIED

Councillor Marr to the Events and Festivals Committee for a one-year term, 2021-2022.

Councillor Petersen, Councillor Marr, and Councillor Dalke to the Grant Review Committee for a one-year term, 2021-2022.

Councillor Dalke to the Vision for Sundre Committee for a one-year term, 2021-2022.

Mayor Warnock, Councillor Petersen to the Sundre Wellness Advocacy Committee for a one-year term, 2021-2022.

Councillor Dalke and Councillor Marr as Alternative, to the FCSS (Greenwood Neighbourhood Place) Board for a one-year term, 2021-2022.

Councillor Marr and Councillor Isaac as Alternative, to the Sundre Municipal Library Board for a one-year term, 2021-2022.

Mayor Warnock, Councillor Vardas, and Councillor Dalke to the Intermunicipal Collaboration Committee for a one-year term, 2021-2022.

Mayor Warnock and Councillor Vardas as Alternative, to Mountain View Seniors' Housing for a one-year term, 2021-2022.

Mayor Warnock, and Councillor Vardas as Alternative, to the Mountain View Regional Waste Management Committee for a one-year term, 2021-2022.

Mayor Warnock, and Councillor Anderson to the Intermunicipal Planning Commission for a one-year term, 2021-2022.

Councillor Marr, and Councillor Petersen as Alternative, to the Sundre & District Aquatic Society for a one-year term, 2021-2022.

Councillor Vardas as the Liaison between Council and the Central Alberta Economic Partnership for a one-year term, 2021-2022.

Councillor Dalke to Citizens on Patrol for a one-year term, 2021-2022.

Councillor Petersen to Sundre Search & Rescue for a one-year term, 2021-2022.

Councillor Vardas to Sundre Hospital (Futures & Attraction/Retention) for a one-year term, 2021-2022.

Mayor Warnock, and Councillor Dalke as Alternative, to the Red Deer River Municipal Users Group for a one-year term, 2021-2022.

Mayor Warnock, and Councillor Dalke as Alternative, to Red Deer River Watershed Alliance for a one-year term, 2021-2022.

Councillor Anderson, and Councillor Isaac as Alternative, to the Sundre & District Chamber of Commerce for a one-year term, 2021-2022.

Councillor Petersen, and Councillor Marr as Alternative, to the Sundre & District Historical Society for a one-year term, 2021-2022.

Mayor Warnock to Sundre Forest Products / West Fraser for a one-year term, 2021-2022.

Councillor Isaac as Sundre Schools Liaison for a one-year term, 2021-2022.

Mayor Warnock, and Councillor Marr to the Sundre Petroleum Operators Group for a one-year term, 2021-2022.

Mayor Warnock to Sundre Coordinated Community Response for a one-year term, 2021-2022.

AGENDA ITEM 8.2 **APPOINTMENT OF PUBLIC MEMBER(s)**

Parkland Regional Library Board

Res.287-25-10-21 MOVED by Councillor Vardas that the Town of Sundre Council appoint Mrs. Patricia Toone and Councillor Jaime Marr as Alternative, to the Parkland Regional Library Board for a one-year term ending at the Organizational Meeting in October 2022.

CARRIED

AGENDA ITEM 8. **ADJOURNMENT OF ORGANIZATIONAL MEETING**

Res.288-25-10-21 MOVED by Councillor Marr to adjourn the October 25, 2021 Organizational Meeting of Council, and revert to a Regular Council Meeting at 6:25 p.m.

CARRIED

These Minutes approved this 1st day of November, 2020

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
October 25, 2021

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers via teleconference on Monday, October 25, 2021, commencing at 6:35 p.m.

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

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

PUBLIC: There were 0 members of the public in attendance.

CALL TO ORDER: The Mayor called the meeting to order at 6:35 p.m., with a moment of reflection on the business of the evening.

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 289-25-10-21 MOVED by Councillor Isaac that the agenda be approved as presented.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES:

Res. 290-25-10-21 MOVED by Councillor Isaac that the Minutes of the Regular Meeting of Council held on October 4, 2021, be approved as presented.

CARRIED

Res. 291-25-10-21 MOVED by Councillor Dalke that the Minutes of the Special Meeting of Council held on October 12, 2021, be approved as presented.

CARRIED

DELEGATIONS: None

Regular Council Minutes – October 25, 2021

BYLAWS/POLICIES: **BYLAW 2019-01 COUNCIL PROCEDURAL BYLAW WITH BYLAW 2020-05 AMENDMENT**

Res. 292-25-10-21 MOVED by Councillor Petersen that the Town of Sundre Council accept the brief overview of Council Procedural Bylaw 2019-01 as information.

CARRIED

BYLAW 2020-07 COUNCIL CODE OF CONDUCT

Res. 293-25-10-21 MOVED by Councillor Marr that the Town of Sundre Mayor and Councillors sign the Council Code of Conduct Bylaw Acknowledgement, and commitment to abide by Bylaw 2020-07 being the Mayor and Councillor Code of Conduct Bylaw.

CARRIED

OLD BUSINESS: None

NEW BUSINESS: None

ADMINISTRATION: **Departmental Reports**

Res. 294-25-10-21 MOVED by Councillor Dalke that the Town of Sundre Council accept the departmental reports as presented.

CARRIED

MUNICIPAL AREA PARTNERSHIP: None

COUNCIL REPORTS: None

COUNCIL INVITATIONS/CORRESPONDENCE: None

Mayor Warnock excused all public members at 7:00 p.m. 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 7:00 p.m.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Public: None

CLOSED MEETING **Topic of Closed Meeting**

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

Res. 295-25-10-21 MOVED by Councillor Vardas that Council go into closed meeting at 7:10 p.m.

CARRIED

Res. 296-25-10-21 MOVED by Councillor Dalke that Council return to an open meeting at 7:47 p.m.

CARRIED

ADJOURNMENT

Res. 297-25-10-21 MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:48 p.m.

CARRIED

These Minutes approved this 1st Day of November 2021.

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE: November 1, 2021

SUBJECT: Gas Alberta Inc. 2021 Gas Cost Refund

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL:

See Report to Council for further details.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details.

ALIGNMENT WITH STRATEGIC PRIORITIES:

See Report to Council for further details.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass on the refund to the Town's utility customers through a one-time per gigajoule credit associated with the amount of gigajoules used during November 2021.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details.

MOTION:

That the Town of Sundre Council approves a per gigajoule credit to be applied on utility bills issued in December 2021 for natural gas consumption used in November 2021. The per gigajoule rebate rate is dependant upon the total number of gigajoules sold.

OR

That the Town of Sundre Council transfers the Gas Alberta Inc. gas cost refund of \$16,176.62 to the Gas Department Lifecycling Restricted Surplus Account.

OR

That the Town of Sundre Council directs Administration to record the Gas Alberta Inc. gas cost refund of \$16,176.62 as an additional revenue item for the Gas Department in 2021.

Date Reviewed: _____

October 29, 2021

CAO: _____

André Nelson



COUNCIL DATE: November 1, 2021

SUBJECT: Gas Alberta Inc 2021 Gas Cost Refund

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.1

BACKGROUND/PROPOSAL:

Gas Alberta Inc. is the Town of Sundre's gas supplier and the Town is a shareholder of this company. Due to gas management and hedging activities during the fiscal year ending June 30, 2021, Gas Alberta is refunding \$2 million to its shareholders.

As a shareholder the Town customers have benefited from lower gas rates than if the Town purchased gas from investor owned utility companies. In addition to this ongoing savings, the Town has received a gas cost refund of \$16,176.62 based on Town of Sundre gas purchases from Gas Alberta Inc. between July 1, 2020 and June 30th, 2021.

In 2017, 2018 and 2019, the Town also received a refund which was passed on to the Town's utility customers through a per gigajoule refund. In 2020, Council passed a motion to transfer the refund to the Gas Department Lifecycling Restricted Surplus Account.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council can direct administration to record the refund as gas revenue received in 2021 with the amount becoming a part of the Gas Department's budget. If a surplus arose from the additional revenues, it would be administered according to the Restricted Surplus Account Policy. Such an approach would provide the greatest latitude in determining the best use of the refund for 2021 expenses, however the Town's gas customers would receive no gas refund on their bill this year.

Council can direct administration to transfer the amount to the Gas Department's Lifecycling Restricted Surplus Account to be used for future gas projects. The additional funds would continue to be used for gas projects reducing the need to increase gas rates to fund future gas projects, but the Town's gas customers would not receive a gas refund on their bill this year.

Council can direct administration to credit utility customers accounts with a one-time per gigajoule rebate on the December 2021 bills. Such action would have an insignificant impact on the gas budget, as the reduction in utility revenue would be the same as the amount received from Gas Alberta. To determine the per gigajoule credit, administration will divide the actual

gas consumption measured for sale to all users during the month of November 2021 into the total gas cost refund of \$16,176.62. The total refund would be distributed over all natural gas customers based on how many gigajoules they use during the month of November 2021. Using November 2020 usages as a guideline, it is estimated an average residential customer could see approximately a \$8.27 gas rebate. Higher demand customers will see a higher rebate because they have incurred higher costs to purchase their gas supply during Gas Alberta's fiscal year ending June 30, 2021. The Town's gas customers will receive the direct benefit of a refund as the funds will be distributed to the customers based on gas consumption.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic priorities of financial stability and community well-being.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council pass on the refund to the Town's utility customers through a one-time gigajoule credit associated with the number of gigajoules used during November 2021.

COSTS/SOURCE OF FUNDING:

Refund received from Gas Alberta Inc. in September 2021.

ATTACHMENTS:

Gas Alberta Inc. September 20, 2021 letter **8.1b**



September 20, 2021

To: Jim Hall, Manager of Operations
Town of Sundre

Re: Gas Cost Refund

We are pleased to inform you that Gas Alberta Inc. is refunding a total of \$2.0 million to its shareholders as a result of gains that were generated by the Company's gas management activities during the fiscal year ending June 30, 2021.

Each shareholder will receive a portion of this refund based on their gas purchase volume for the period July 1, 2020 to June 30, 2021.

The refund for your organization was calculated as follows:

Total gas purchases by all shareholders: **31,033,553 GJs**

Total gas purchases by your organization: **251,009 GJs**

Pro-rated Refund Amount: **\$16,176.62**

GST: **\$808.83**

Total Refund Amount: **\$16,985.45**

The above refund will be credited to your account via EFT on September 30, 2021. If you have any questions regarding the above, please contact me at (403) 509-2601.

Regards,

A handwritten signature in blue ink, appearing to read "Paul Dunsmore".

Paul Dunsmore
President and CEO