



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

1. **Call to Order**  
Moment of Reflection
2. **Public Hearing: None**
3. **Agenda – Amendments and Adoption**
  - 3.1 March 28, 2022 Regular Council Meeting
4. **Adoption of Previous Minutes**
  - 4.1 March 14, 2022 Regular Council Meeting Pg. 1
5. **Delegation:**
  - 5.1 Sundre SPRUCE Pg. 4
  - 5.2 Sundre & District Historical Society Presentation Pg. 6
  - 5.3 Sundre Aquaplex Presentation Pg. 8
  - 5.4 Sundre Strong Pg. 11
6. **Bylaws/Policies: None**
7. **Old Business:**
  - 7.1 Form 26 Local Authorities Election Act Pg. 28
8. **New Business**
  - 8.1 Pathway Lighting Project Pg. 29
  - 8.2 Report on the March 24, 2022, Open House Pg. 30
9. **Administration**
  - 9.1 Departmental Reports Pg. 31
10. **Municipal Area Partnership (MAP): None**
11. **Council Committee Reports** Pg. 73
  - 11.1 Mayor Warnock - February Report Pg. 74
  - 11.2 Councillor Vardas – February Report Pg. 77
  - 11.3 Councillor Marr – February Report Pg. 79
  - 11.4 Councillor Petersen – February Report Pg. 81
12. **Council Invitations / Correspondence:** Pg. 82
  - 12.1 Letter from the Town of Bowden Pg. 83
13. **Closed Meeting:**
  - 13.1 Advice from Officials, FOIPP Act Section 24
14. **Adjournment**

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Regular Council Meeting Minutes  
Town of Sundre  
Municipal Council Chambers  
March 14, 2022

The closed meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, March 14, 2022, commencing at 5:30 p.m.

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

**STAFF:** Chief Administrative Officer, Linda Nelson

**PUBLIC:** Alberta Health Services Representatives

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

1.1      Disclosure Harmful to Intergovernmental Relations, *FOIPP Act Section 21*.

*Res. 073-14-03-22*      MOVED by Councillor Anderson that Council go into closed meeting at 5:28 p.m. **CARRIED**

*Res. 074-14-03-22*      MOVED by Councillor Dalke that Council return to an open meeting at 6:00 p.m. **CARRIED**

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, March 14, 2022, commencing at 6:05 p.m.

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

**STAFF:** Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Senior Planner, Benazir Thaha Valencia  
Director of Infrastructure, Justin Caslor  
Economic Development Officer, Jon Allan  
Executive Legislative Clerk, Anne-Marie Jonke

**PUBLIC:** There were 7 members of the public in attendance.

**CALL TO ORDER:** The meeting was called to order at 6:05 p.m., with a moment of reflection on the business of the evening.

**PUBLIC HEARING:** None

**AGENDA – AMENDMENTS AND ADOPTION:**

*Res. 075-14-03-22*      MOVED by Councillor Vardas that the agenda be approved as presented.

**CARRIED****ADOPTION OF THE PREVIOUS MINUTES:**

*Res. 076-14-03-22*      MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on February 28, 2022, be approved as presented.

**CARRIED****DELEGATION:**      **Mental Health and Wellness**

*Res. 077-14-03-22*      MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation on the current mental health and wellness climate in Sundre as information.

**CARRIED****SPOG**

*Res. 078-14-03-22*      MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation from the SPOG representative as information.

**CARRIED****BYLAWS/POLICIES:**      **None****OLD BUSINESS:**      **2024 Alberta Games Update**

*Res. 079-14-03-22*      MOVED by Councillor Petersen that the Town of Sundre Council accept the update as information.

**CARRIED****NEW BUSINESS:**      **2021 Q4 Financial Reports**

*Res. 080-14-03-22*      MOVED by Councillor Marr that the Town of Sundre Council accept the Q4 2021 Quarterly Financial reports as information.

**CARRIED****Form 26 Local Authorities Election Act**

*Res. 081-14-03-22*      MOVED by Councillor Anderson that the Town of Sundre Council table this topic to the March 28<sup>th</sup> regular council meeting.

**CARRIED UNANIMOUSLY****Engineering Services Agreement**

*Res. 082-14-03-22*      MOVED by Councillor Isaac that the Town of Sundre Council support the request to enter into an Engineering Services Agreement with McElhanney Inc. for a period of two years, with two options to renew for two years for each term, and that the CAO be authorized to sign the Agreement on behalf of the Town.

**CARRIED UNANIMOUSLY****ADMINISTRATION:**      **None****MUNICIPAL AREA PARTNERSHIP:**      **None****COUNCIL REPORTS:**      **None**

**COUNCIL INVITATIONS/CORRESPONDENCE:****Letter from Alberta Municipalities**

*Res. 083-14-03-22* MOVED by Councillor Marr that the Town of Sundre Council accept the correspondence from Alberta Municipalities (formerly AUMA) on the pending resolution entitled "Cannabis Assessment and Taxation" as information.

**CARRIED****Letter from Alberta Municipal Affairs**

*Res. 084-14-03-22* MOVED by Councillor Petersen that the Town of Sundre Council accept the correspondence from the Minister of Municipal Affairs on Budget 2022 as presented as information.

**CARRIED****Letter from Mayor of Red Deer**

*Res. 085-14-03-22* MOVED by Councillor Dalke that the Town of Sundre Council accept the correspondence from the Mayor of Red Deer, letter of gratitude, 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 7:30 p.m.*

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

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

13.1 Advice from Officials, *FOIPP Act Section 24.*

13.2 Disclosure Harmful to Intergovernmental Relations, *FOIPP Act Section 21.*

13.3 Confidential Evaluations, *FOIPP Act Section 19.*

*Res. 086-14-03-22* MOVED by Councillor Petersen that Council go into closed meeting at 7:35 p.m.

**CARRIED**

*Res. 087-14-02-22* MOVED by Councillor Petersen that Council return to an open meeting at 8:50 p.m.

**CARRIED****ADJOURNMENT**

*Res. 088-14-03-22* MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:50 p.m.

**CARRIED**

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



Mayor, Richard Warnock

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Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Delegation: Sundre SPRUCE</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.1</b>

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### **BACKGROUND/PROPOSAL:**

Sundre SPRUCE (Seniors Protected and Respected Under Community Engagement) supports our seniors in bringing to the forefront Elder Abuse Awareness within our community.

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

As presented.

### **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 SPRUCE representative.

### **MOTION:**

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

### **ATTACHMENTS:**

None

Date Reviewed: March 24, 2022

CAO: Linda Nuba

March 28, 2022

Sundre SPRUCE

### Seniors Protected and Respected Under Community Engagement

I am here to extend our thanks on behalf of Sundre SPRUCE for the helpful grant to cover venue costs for our work in the community with older adult abuse. Now that restrictions are being eased, we may be able to have in person sessions which is the best way to have great discussions. We actually have two different presentations for our community. We will continue with the Its Not Right for our family, friends, and neighbours, and for the service providers in our community, we have Taking Action Against Elder Abuse. This new program looks at older adult abuse through the lens of our stores, pharmacies, restaurants, medical offices, caregivers, to name a few. It is important for everyone to be aware of the warning signs of abuse, but not just physical abuse. It also covers the following abuses: financial, psychological, spiritual, emotional, abandonment, sexual as well as certain aspects of neglect. We have approximately one third of the population in Sundre falling in the 65+ range (# 1 in Alberta) We need to learn the needs of these older adults, engaging them in the community, and bringing resources where ever we can to have our older adults ageing well here in Sundre.

We thank the Town of Sundre for the recognition of Elder Abuse Awareness through the Proclamation, as well as displaying the World Elder Abuse Awareness flag. The next step to the progress of this initiative would be to offer the Sundre Town Council and other interested Town employees a chance to be the first group to gain this understanding through participating in a one hour Taking Action Against Elder Abuse presentation. We have an older adult case manager, Dani Goddard, (whose position is through GNP and a government grant) who will also be involved in the presentation alongside other Sundre SPRUCE members.

All we need to know is the date(s) that work best for you. We hope you take this challenge of being the first in Sundre amongst the service providers to gain this valuable understanding.

One last question I have involves recognition of Canada's Indigenous history using the Kairos Blanket Exercise. I have facilitated many of these, and have worked closely with Elder John Sinclair in the presentation. Would the Town of Sundre be interested in this powerful learning activity sometime this year? It can be an indoor (Sundre Community Center) or outdoor (Museum grounds) presentation and would be open to anyone in and around Sundre wishing to attend. I am just putting out feelers as I believe it is a step towards understanding the need for Reconciliation.

Thank You     Jane Atkins     403-507-3834



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Delegation: Sundre &amp; District Historical Society</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.2</b>

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### **BACKGROUND/PROPOSAL:**

Sundre & District Historical Society 'built the Sundre & District Museum which follows the Societies Act of Alberta and is a registered charitable organization.'

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

As presented.

### **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 & District Historical Society representative.

### **MOTION:**

That the Town of Sundre Council accept the presentation, from the Sundre & District Historical Society representative as information.

### **ATTACHMENTS:**

None

Date Reviewed: March 24, 2022

CAO: Doris Nebe

March 28, 2022

### Museum Presentation

Sundre & District Historical Society /Museum is grateful for the collaborative events we have participated in with the Town of Sundre, like Winterfest, Canada Day, and Culture Days. I know we are very proud of the history we can share with every visitor and we can see the same pride the Town of Sundre shares in our endeavours together. We appreciate the funding that we have received through the town as a community cultural site. Grants have helped in meeting our obligations to keep the museum operating and in good repair, and this has been especially true during the last two years. With a new Executive Director, Hailey Lightbown , and a docent in the WOW, Clara Shand, there are a number of projects we hope to move forward with this year. We appreciate all of the hours of support you have given us over the years. We could not have ventured forward alone, with a decrease in volunteers and monies to get things done.

I know that we wish to continue growing as a cultural space, and creating a place to be for visitors and residents alike. We have a rich history which we can find ways to discover with the help of grants like you have given us.

Thank you for believing in, and supporting our endeavors.

In that light, we are going to send an open invitation to our community to come to the museum for our spring-cleaning event on April 30, starting at 10 am, with an alternate date of May 7. Many hands do make light work so we extend this early invitation to you, Sundre's Town Council, to save the date and come out to help us make the Sundre & District Museum spectacular for our guests. We look forward to seeing you at the museum.





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Delegation: Sundre Aquaplex</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.3</b>

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### **BACKGROUND/PROPOSAL:**

Sundre Aquaplex maintains the fitness, health, and wellness facility in Sundre.

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

As presented.

### **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 Aquaplex representative.

### **MOTION:**

That the Town of Sundre Council accept the presentation, from the Sundre Aquaplex representative as information.

### **ATTACHMENTS:**

None

Date Reviewed: March 24, 2022

CAO: Linda Neill



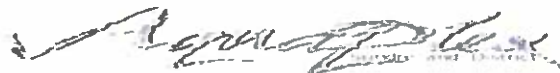
Box 648 • Sundre, Alberta • T0M 1X0 • 403-638-9370

*Sundre Aquaplex Board of Directors and Staff would like to invite Sundre Town Council to an open house/free trial of the Sundre Aquaplex!*

**Tuesday, April 5, 6:00pm-8:00pm**

Please email Kari at [sundreaquaplexmanager@gmail.com](mailto:sundreaquaplexmanager@gmail.com) to let us know if you plan to come!!!

*You are welcome to bring your swimsuits and your workout gear!!*



**March 28, 2022 – April 30, 2022 – Main Pool, Leisure Pool and Waterslide** (NO HOT TUB at this time)

Children Age 2 and under must be accompanied by a competent swimmer 14 years of age or older, this person must remain within arm's reach at all times.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Early Bird Lane Swim				6:00am-8:00am	Red Cross Swim Lessons 9:45am-12:00pm	Private Rentals 11:00am-12:00pm <i>Call for pricing and availability</i> 
Pool Closed				8:00am-8:15am		
Open Fitness Swim				8:15am-9:00am		
Aquafitness 9:00am-9:45am	Open Fitness Swim 9:00am-9:45am	Aquafitness 9:00am-9:45am	Open Fitness Swim 9:00am-9:45am	Aquafitness 9:00am-9:45am		
School Lessons 10:00am-12:00pm	School Lessons 10:00am-12:00pm	School Lessons 10:00am-12:00pm	School Lessons 10:00am-12:00pm	Public Swim - Main Pool Only 10:00am-12:00pm with Craft and Splash 10:00am-12:00pm		
Lane Swim/Tot Swim				12:00pm-1:00pm		
Private Lessons	Private Lessons	Private Lessons	Private Lessons	NO SCHOOL DAYS ONLY (April 15th <sup>th</sup> and April 25 <sup>th</sup> ) Public Swim 1:00pm-4:00pm <small>(Partial Main Pool April 25<sup>th</sup> due to Lifeguard Course)</small>	Public Swim 1:00pm-4:00pm	
Red Cross Swim Lessons 3:45pm-5:30pm	Red Cross Swim Lessons 3:45pm-5:30pm	Public Swim 4:00pm-6:00pm	Red Cross Swim Lessons 3:45pm-5:30pm			
Public Swim 5:30pm-6:30pm	Public Swim 5:30pm-6:30pm		Public Swim 5:30pm-6:30pm			 Private Rentals 4:00pm-5:00pm 
Lane Swim/Open Fitness Swim 6:45pm-7:45pm	Aquafitness 6:30pm-7:15pm	Lane Swim/Open Fitness Swim 6:15pm-7:15pm	Aquafitness 6:30pm-7:15pm	<b>Sundre Paddling Club:</b> Public is welcome to join in on these fun kayaking sessions. If you are interested, please email your name and contact information to <a href="mailto:sundreaquaplexmanager@gmail.com">sundreaquaplexmanager@gmail.com</a> 		
	Lane Swim 7:15pm-8:15pm		Lane Swim 7:15pm-8:15pm			
		Sundre Paddling Club 7:30pm-9:00pm				
Phone #: (403) 638-9370    Email: <a href="mailto:sundreaquaplex@gmail.com">sundreaquaplex@gmail.com</a> Website: <a href="http://www.sundreaquaplex.com">www.sundreaquaplex.com</a> Check out our Facebook and Instagram pages for updates!						

Fitness Centre Hours (Key FOBs available for 24-hour access)						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00am-8:00pm	6:00am-8:00pm	6:00am-8:00pm	6:00am-8:00pm	6:00am-5:00pm	9:00am-5:00pm	10:00am-5:00pm

### Swim Descriptions:

**Lane Swim:** Main pool is designated for lane swimming at this time.

**Tot Swim:** Leisure pool is available for parent and tot fun.

**Open Fitness Swim:** This swim time provides patrons time to perform a variety of exercise activities, including lanes. Aquatic fitness equipment will be available for use. A lane rope can be put in upon request.

**Aquafitness:** Movement is essential for health and wellness! If you are looking for a class that is gentle on your joints you should give Aquafitness a try!! This fun, full body workout is adaptable to all ages and abilities. (It is your responsibility to adapt the intensity to fit your current needs and abilities – some are very surprised how intense these workouts can be!)

**Public Swim:** Children Age 7 and under must be accompanied by a competent swimmer 14 years of age or older, this person must remain within arm's reach at all times.



We offer swim lessons one day a week (Monday evenings or Saturday mornings) or two evenings a week (Tuesdays and Thursdays).

We also offer private and semiprivate swim lessons.

*Please phone for more information 403-638-9370.*

## Special Features of the Sundre Aquaplex

- Fully equipped, 24-hour Fitness Center
- 25-meter main pool that is five lanes wide
- Leisure pool/tot pool that starts at zero depth and goes to 0.9 meters deep
- Super fun diving board and water slide
- Staircase with rails that can be placed in the shallow end of the main pool for easier access
- Wheelchair accessible

**Please check our website at [www.sundreaquaplex.com](http://www.sundreaquaplex.com), or our Facebook or Instagram pages to see all the programs we are currently offering, including:**

Teen Fitness Orientation  
Group Swim Lessons  
Private and Semi Private Swim Lessons  
Aquafitness Classes  
Lifeguard Certification and First Aid Courses  
Craft and Splash Tot Program

*"The best investment you can ever make is in your own health."* — Unknown



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Delegation: Sundre Strong</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>5.4</b>

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### **BACKGROUND/PROPOSAL:**

Sundre Strong is a campaign to increase the amount of funding for Greenwood Neighbourhood Place, through donations, in order to assist them in continuing to provide services to all those in need of these services within Sundre.

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

As presented.

### **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 Strong representative.

### **MOTION:**

That the Town of Sundre Council accept the presentation, from the Sundre Strong representative as information.

### **ATTACHMENTS:**

None

Date Reviewed: March 24, 2022

CAO: Amide Nub



# SUNDRE STRONG

## Case For Support



GREENWOOD  
**Neighbourhood**  
PLACE





A message from

# The Executive Director

GNP faced a reduction in office hours due to funding cuts and tried to maintain efforts to provide the best possible supports and services to each family that comes through our doors.

The extraordinary circumstances of the pandemic have created spaces for us to reimagine how we can best serve our community in the face of so much uncertainty.

The impact of COVID-19 will most likely reverberate beyond 2021. While this health emergency was devastating for individuals, families, businesses and communities, it also brought out the best in GNP. Most of our activities fell into the “essential services” designation. Within weeks we caught our balance and adjusted service delivery in innovative and effective ways. Our staff, volunteers and dedicated and talented board, showed remarkable adaptability, dealing with the urgency in continuing to be the resource centre at such a needed time, carrying on with needed community programs, while also coping with the impact of the pandemic on their own families and lives.

As I review the accomplishments and challenges, it gives me pause. We have been encouraged and humbled by the generosity from our community.

Remarkable individuals, organizations, businesses, and corporations have selected to join us in building a stronger Sundre and every dollar given represents that dream.

To those just getting to know us, we invite you to learn more about our impact and how you can partner with us to continue changing futures for people in the Sundre community. GNP not only strives to bring people together, regardless of age, gender, ethnicity, or ability – we pledge our commitment to continue to apply the resources and organizational capacity to where the greatest needs are.

We couldn't provide the different programs in our community without your contribution of time, resources and financial assistance. You allow us to keep GNP's door open and give us the means to serve our community.

Many thanks,

*Sari Weresak*

Executive Director

A message from

# The Board Chair

I have been a proud resident of the amazing community of Sundre since 2008. Through the recession and the ongoing Covid 19 pandemic, time and again I have seen incredible spirit, generosity, compassion, determination and cooperation of Sundre area residents. All of the above and more are exemplified by individuals, businesses and our local governments.

Greenwood Neighbourhood Place Society is an extremely hardworking charitable organization looking to improve the lives of all area residents. We are seeking to create a stronger and healthier Sundre community.

We believe in the importance of our work in providing a multitude of programs and services for all people in our diverse community. With ongoing support from donors such as yourself, we will continue to grow, thrive, and become the all-inclusive community we wish to be which provides access to all.

You have an opportunity to give back and share in all of the successes achieved.

As Bob Dylan so aptly wrote, "The times, they are a changing", and yes, YOU can make a difference!

*Dolores Percach*

Board Chair







“

“One of the marvelous things about community is that it enables us to welcome and help people in a way we couldn’t as individuals.”

*Jean Vanier*





## Vision

Sundre and area is a connected, thriving, engaged and inclusive community.



## Mission

Greenwood Neighbourhood Place Society is a registered charity and resource centre that responds to community needs for Sundre and area residents through leadership, referrals, programs and services.



## The Issue

The volatility of the Alberta economy has had the most adverse effect on those who live in the margins. There is ample evidence that in times of financial uncertainty, vulnerable members of society become more vulnerable. Sundre is a rural community and many residents look to Greenwood Neighbourhood Place Society to help fill the gaps.

Greenwood Neighbourhood Place Society has grown and adapted to dramatic changes in provincial government mandates and increased needs in our community. The significant decrease in funding has been extremely challenging, but our dedicated Board and staff are committed to creating an active community life for residents of Sundre and area.

Due to decreased funding, Greenwood Neighbourhood Place Society has had to reduce operational hours, and many members of our community have been unable to access information, support, and programs when they need it most. Additionally, new initiatives require financial support to respond to emerging issues, which is a strategic priority.



# Why Now?

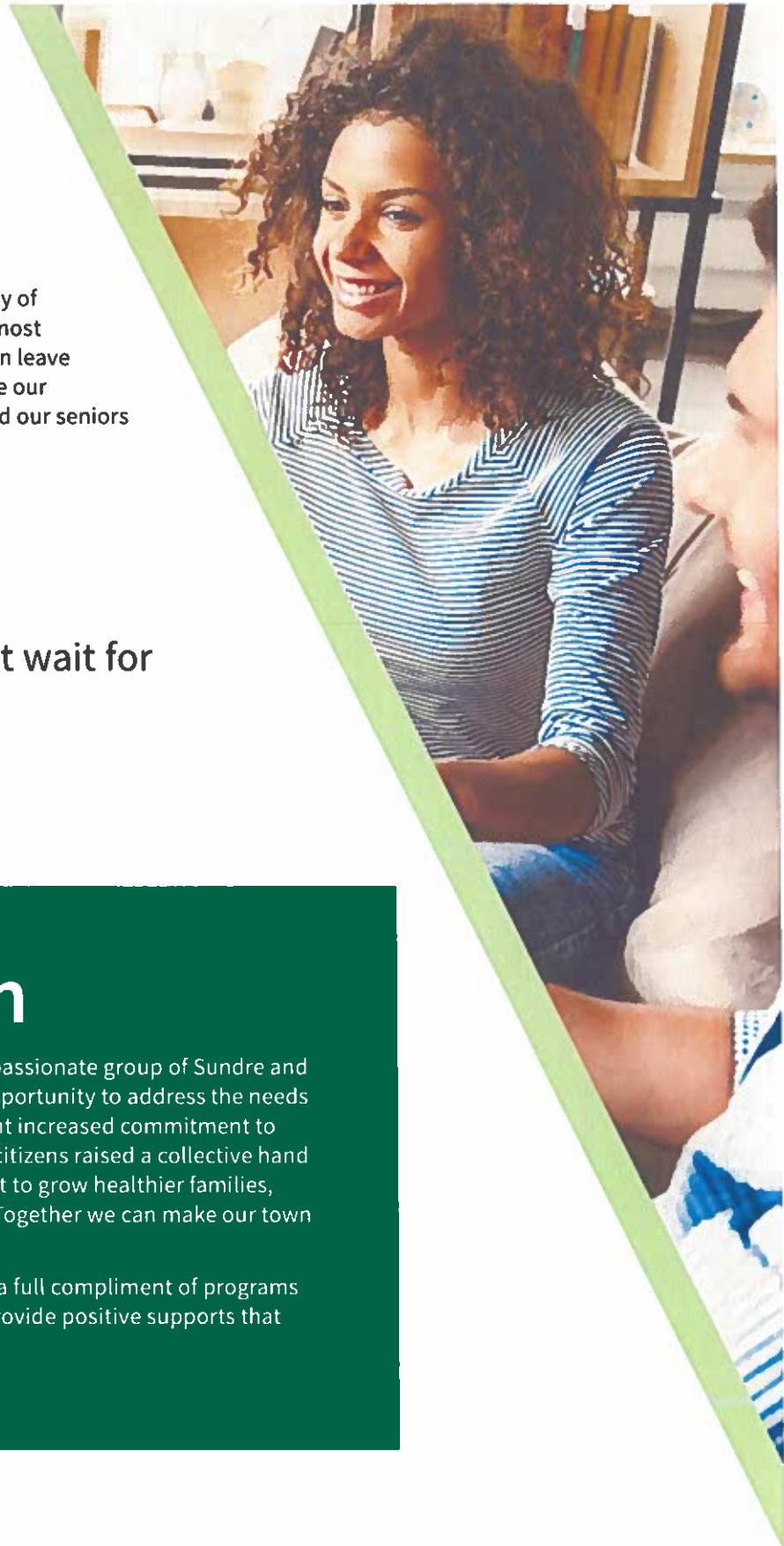
The world is getting more complicated, for many of us this means changes to how we live. For the most vulnerable of our neighbours, these changes can leave them in peril. The cutbacks and strain will leave our families struggling, our children in jeopardy, and our seniors unsupported.

- ➔ We need to change this.
- ➔ We can change this.
- ➔ Crisis and struggle do not wait for office hours.

## Historic Vision

More than 20 years ago, a committed and compassionate group of Sundre and area residents gathered together to bring an opportunity to address the needs of our community. As the provincial government increased commitment to strengthening communities, these committed citizens raised a collective hand and said, "We care about our town and we want to grow healthier families, more resilient children and cherished seniors. Together we can make our town stronger."

The goal of expansion is to create a space with a full compliment of programs and services. Through leadership, we aim to provide positive supports that meets the needs of our growing community.









# Envision The Future

## The Plan

The projected cost of this vision for **Sundre Strong** will be \$150,000 per year with an increased focus on community needs.

With this additional funding, Greenwood Neighbourhood Place Society will:

- ➔ Increase office hours for available access Monday through Friday
- ➔ Administer community programming and services that reflect the changing needs of our community
- ➔ Provide outreach to those who may not know about services, resources, and how to access them
- ➔ Take the lead in new initiatives that improve the lives of all who live, work, and play in Sundre and area.

## Realizing Potential

The **Sundre Strong** campaign will bring together our incredible residents to support a resilient Sundre. The success of this exciting venture can only happen with your help.


Our current funding avenues cover 64% of our needs. This is where you come in. Through financial support, volunteer hours, or in-kind support, we can assist this community to collectively engage in the creation of a special place where lasting change can happen and where futures are bright.



## Did You Know?

Did you know the following projects were initialized through GNP?

- ➔ Sundre Community Garden
- ➔ Sundre Santa's
- ➔ Sundre Youth Centre (The Den SYC)
- ➔ Rural Mental Health Project
- ➔ S.P.R.U.C.E. and Coordinated Community Response to Elder Abuse
- ➔ Nutrition for Learning
- ➔ Sundre DayCare
- ➔ Sundre Pickleball Club
- ➔ Call to Action



# Who is already supporting Sundre Strong?

## Revenues

Municipalities support GNP to administer Sundre FCSS (Family Community Support Services) Programs:

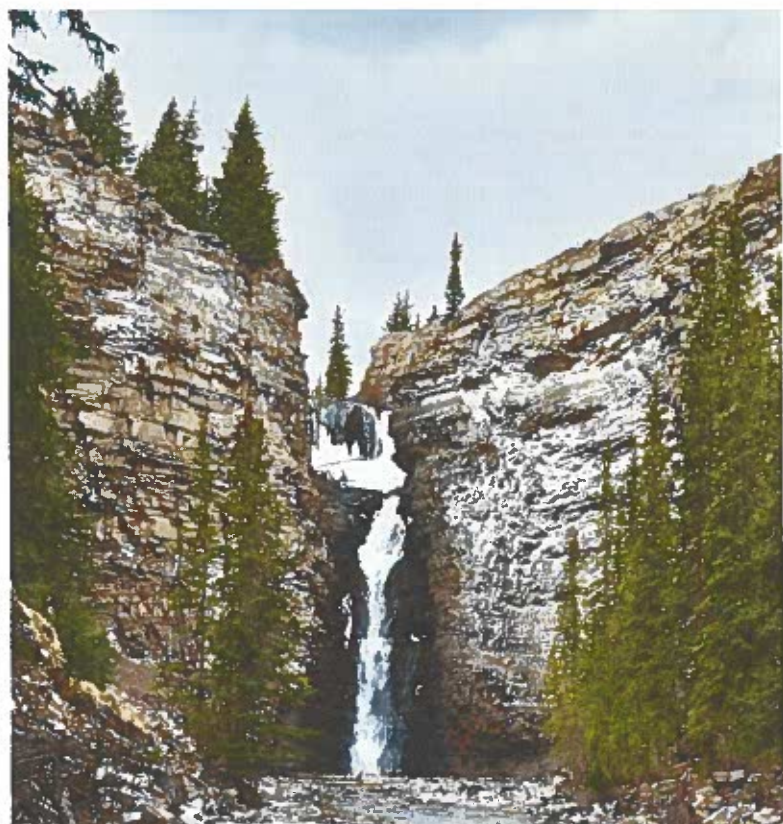


Other GNP Supporters:



Community Giving & Fundraising







## Who Will Benefit From My Gift?

Seniors, adults, children and families benefit!

Your donation has significant individual and community impact. Your gift is a tangible way to come alongside people in our town to show the support, loyalty, and strength of Sundre and area. From the little people shooting hoops, to someone needing help with a government form, to a family in crisis who does not know where to turn, YOU are their hero.

***You are saying “I am here, and together we are stronger”.***





# Fulfilling the needs of a community

## Contribution Levels

Fulfilling the needs of a growing community takes time, dedication, perseverance, enthusiasm and above all, community support. Working together, we can see this happen. You are invited to participate wholeheartedly!

**\$10-\$499**

**Friend of GNP**

- ✓ Thankyou
- ✓ Charitable Tax Receipt

**\$500-\$999**

**Champion of GNP**

- ✓ Thankyou
- ✓ Charitable Tax Receipt
- ✓ Optional Gift

**\$1000 to \$4999**

**Community Builder**

- ✓ All of the above
- ✓ + Name (Logo if applicable) on Website listed as a “Community Builder”!

**\$5000 and above**

**Directors Circle**

- ✓ All of the above
- ✓ + Annual BBQ invitation to meet & greet Board of Directors / ED
- ✓ + Photo opportunity for acknowledgement in Sundre on the Go, social media and Albertan newspaper
- ✓ + Annual Report

***Consider increasing yearly impact by becoming a monthly donor!***



## The Strength Of People The Power Of Community

Photo Credit: Len Langevin

# Donations

Donate by cheque or cash at our office in person

Online donations also accepted: [www.CanadaHelps.org](http://www.CanadaHelps.org)

Donors receive a charitable tax receipt (min. \$10)

**Please ensure your mailing address is included & make cheques payable to:**

Greenwood Neighbourhood Place Society

Memo Line: Sundre Strong Campaign

#5, 96 2ND Ave. NW | P.O. Box 1846, Sundre, Alberta, T0M 1X0

Phone: 403-638-1011 | Fax: 403-638-1012

E-mail: [info@mygnp.org](mailto:info@mygnp.org) | Website: [www.mygnp.org](http://www.mygnp.org)

CRA Charity #: 86636 9374 RR0001



**“Alone We Can Do So Little.  
Together We Can Do So Much.”**

*Helen Keller*









## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Form 26 Local Authorities Election Act</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>7.1</b>

---

### **BACKGROUND/SUMMARY:**

Verbal report to be presented on Form 26 Local Authorities Election Act.

### **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:**

To be discussed at the Council meeting.

Date Reviewed: March 24, 2022

CAO: Linda Nelson



## REQUEST FOR DECISION

**COUNCIL DATE:** March 28, 2022  
**SUBJECT:** Lions Park and Prairie Creek Pathlight Lighting  
**ORIGINATING DEPARTMENT:** Economic Development and Community Services  
**AGENDA ITEM:** 8.1

---

### **BACKGROUND/PROPOSAL:**

Council supported the installation of safety lighting along the Lions Park and Prairie Creek Pathways in 2021.

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

The cost of the lights was estimated at \$70,000, however, since the original amount was submitted, material and servicing costs have increased, and the current cost is coming in at \$82,162.19. Council is being asked to increase the budgeted amount of the project from \$70,000 to \$85,000.00 to cover inflation and other unexpected costs.

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

This project has recently been granted approximately \$45,278 by the Federal Government, under the Community Revitalization Fund. The remaining costs will be drawn from the Gas Tax.

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

2. Service Delivery
3. Community Well-being
4. Financial Stability

### **ADMINISTRATION RECOMMENDATIONS:**

Administration is recommending that the Town of Sundre Council approve the increase in the Capital Budget for the installation of lighting along the Lions Park and Prairie Creek Pathways to \$85,000.

### **MOTION:**

That the Town of Sundre Council approve the increase in the Capital Budget to \$85,000 for the installation of lighting along the Lions Park and Prairie Creek Pathways, with funding to be drawn from the Gas Tax and the Community Revitalization Fund.

Date Reviewed: March 24, 2022 CAO: Linda Nebo



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 28, 2022</b>
<b>SUBJECT</b>	<b>Report on the March 24, 2022 Open House</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

---

### **BACKGROUND/SUMMARY:**

Verbal report to be presented on the March 24, 2022, Open House.

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

Verbal report and supplemental information forthcoming.

### **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:**

To be discussed at the Council meeting.

Date Reviewed: March 24, 2022

CAO: Linda Nelson



## REQUEST FOR DECISION

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

---

### **BACKGROUND/PROPOSAL:**

The following Departmental Reports for February 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) Sue Nelson, Community Services
- e) Ross Clews, Fire Chief/Emergency Management
- f) Jon Allen, Economic Development Officer
- g) 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 February 2022 as information.

### **ATTACHMENTS:**

Department Reports

Date Reviewed: March 24, 2022

CAO: *Linda Nelson*



# 9.1a-1

#/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.		
	<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	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.		
	<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	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>E/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>
	CAO, Linda Nelson introduced to Council, Benazir Thaha Valencia, Senior Planner, welcoming Benazir to the Team.		
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.		
<b>#/D/M/Y</b>	<b>February 7, 2022 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
	CAO, Linda Nelson introduced to Council, Justin Caslor, Director of Infrastructure, welcoming Justin to the Team.		
032-07-02-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
	CAO, Linda Nelson, acknowledged that Councillor Isaac adhered to the MGA and notified the CAO earlier of his absence this evening.		
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.		
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.		

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.		
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.		
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.		
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.		
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.		
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.		
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.		
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.		
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.		

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
		<b>DEFEATED</b>	
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
			<b>CARRIED</b>
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.		
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.	Leg Serv. Complete	<u>Appendix 6</u>

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.	Leg. Serv. Complete	<a href="#">Appendix 7</a>
049-07-02-22	MOVED by Councillor Anderson that the Town of Sundre Council accept the presentation by staff as information.		
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.		
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.		
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.		
053-07-02-22	MOVED by Councillor Dalke that Council go into closed meeting at 7:21 p.m.		
054-07-02-22	MOVED by Councillor Anderson that Council return to an open meeting at 8:10 p.m.		
055-07-02-22	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 8:10 p.m.		
<b>#/D/M/Y</b>	<b>February 28, 2022 Regular Council Meeting</b>		
<b>Res. #</b>	<b>Council Motion</b>	<b>Action</b>	<b>Status</b>
056-28-02-22	MOVED by Councillor Anderson that the agenda be approved as presented.		
057-28-02-22	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on February 7, 2022, be approved as presented.		
058-28-02-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the Sundre RCMP presentation, as information.		
059-28-02-22	MOVED by Councillor Petersen that the Town of Sundre Council extends their gratitude to the former mayor and councillors for their years of service to this community.		

060-28-02-22	MOVED by Councillor Isaac that the Town of Sundre Council accept the broadband report as information.		
061-28-02-22	MOVED by Councillor Marr that the Town of Sundre accept update on the Wastewater Treatment Facility Pilot project as information.		
062-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council appoint Councillor Marr to the Sundre Communities in Bloom Ad hoc Committee.	Leg Serv. Complete	<a href="#">Appendix 8</a>
063-28-02-22	MOVED by Councillor Marr that the Town of Sundre Council accept the report on the Regional Film Production and Tech Information Database and Website as information.		
<b><i>Councillor Dalke out of meeting at 6:49 p.m. Councillor Dalke returned to meeting at 6:50 p.m.</i></b>			
064-28-02-22	MOVED by Councillor Anderson that the Town of Sundre Council proclaim March 8, 2022, as International Women's Day in the Town of Sundre.	Leg Serv. Complete	<a href="#">Appendix 9</a>
065-28-02-22	MOVED by Councillor Marr that the Town of Sundre Council accept the Departmental Reports for January 2022 as information.		
<b><i>Councillor Isaac out of meeting at 6:54 p.m.</i></b>			
066-28-02-22	MOVED by Councillor Petersen that the Town of Sundre Council accept Mayor Warnock's report as information.		
067-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council accept Councillor Isaac's report as information.		
068-28-02-22	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report as information.		
<b><i>Councillor Isaac returned to meeting 6:57 p.m.</i></b>			
069-28-02-22	MOVED by Councillor Vardas that the Town of Sundre Council direct administration to contact our neighbouring municipalities and to discuss the viability of hosting one of the two Alberta Games events.		Report given at March 14, 2022 RCM
070-28-02-22	MOVED by Councillor Petersen that Council go into closed meeting at 7:12 p.m.		
<b><i>Chris Albert and Third-Party attendee left the closed meeting at 8:00 p.m.</i></b>			



071-28-02-22	MOVED by Councillor Isaac that Council return to an open meeting at 9:24 p.m.		
072-28-02-22	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 9:24 p.m.		



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,

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

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

Enclosure

# Appendix 1a

## 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,

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

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

/file

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

Enclosure



# Appendix 2a

## 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 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



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

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

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



# Quality Management Plan

## Town of Sundre Gas Utility

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### Preamble

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that all low pressure distribution pipelines and the equipment, apparatus, mechanisms, machinery or instruments incidental to their operation, as well as all primary service lines (defined by sections 1(h), (l) and (n)) are designed, constructed, operated and maintained in accordance with the Act's section 2 requirements. For this purpose of this document, this pipeline system is collectively referred to as a "Gas Distribution System".

The Town of Sundre Gas Utility (hereinafter referred to as "the urban gas utility", section 1(r) of the *Gas Distribution Act*), owns and operates a Gas Distribution System in Alberta and offers and provides natural gas service to residents within the boundaries of its urban municipality. The Municipal Council is, as owner, ultimately but with the full support of the Chief Administrative Officer (CAO) and/or the Gas Utility Manager and employees, takes full responsibility for ensuring that the urban gas utility is designed, constructed, operated and maintained in a manner consistent with section 2 of the Act so as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review of this QMP document by the Municipal Council and the CAO and/or the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly constitute the 'Approval to Operate' a Gas Distribution System in Alberta.

### QUALITY MANAGEMENT PLAN FUNCTIONS

#### Standards

As applicable, the urban gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*; only as applicable/relevant to the gas utility
- *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Urban gas utilities are also expected to maintain appropriate insurance coverage.

#### Design

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The urban gas utility will ensure that its distribution system is designed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by:

- Acquiring the services of a qualified gas distribution Engineer (recognized by APEGA) or a designated P. Tech (Eng) (Professional Technologist) in accordance with the *Engineering and Geoscience Professions Act* to determine system requirements, and/or
- Working with the Engineer/P. Tech. to establish pipe and station design, pipe sizing minimum end line pressure, appropriate route selection, and design and material requirements.
- Acquiring pipe that has been inspected under the Quality Assurance Program (QAP) and approved by Rural Utilities.

## Construction Testing and Commissioning

In order to ensure that all pipelines are constructed, tested and commissioned in the appropriate manner, the urban gas utility will:

- Have a documentation process in place that systematically identifies and tracks all the specific approvals, agreements, utility rights-of-way, etc. required and the dates acquired for each.
- Ensure that all pipelines are buried to the depths specified in the Technical Standards and Specification Manual for Gas Distribution Systems by:
  - Providing the contractor with the depth specifications and documenting the information and time of presentation.
  - Spot checking pipeline depths during and/or after the time of installation and documenting the findings.
- Establish a system for recording and auditing the location, and material information for all pipe installed.
- Ensure that all pipelines are tested to the pressures and times specified in the Technical Standards and Specifications Manual for Gas Distribution Systems by:
  - Spot checking charts/pressure data (i.e. start time/location information) during testing and document these checks.
  - Recording all the test, location, and material data on a test confirmation report.
  - Purging each pipeline using an approved method, prior to putting the line into service, and documenting the findings.
- Ensure proper regulator and relief valve configuration and capacities are in place to adequately protect the distribution system and customer installations from excessive pressures by:
  - Providing the technical information required to determine the proper capacities and configuration of the equipment to a qualified installer.
  - Developing a specific audit procedure to ensure the correctness of the regulator and relief valve installation.
- Ensure pipeline warning signs are properly installed by inspecting all new crossings and above ground facilities to confirm the placement of signs, and document accordingly.

## Operation, Maintenance and Repair

In order to ensure that the gas utility is properly operated, maintained, and repaired, the urban gas utility will:

- Employ or contract the services of qualified field staff to safely operate and maintain the system. The level of manpower requirements will be established by developing a plan or formula, based on historical performance, system requirements and the level of service committed to by the urban gas utility to complete these functions in accordance with industry standards.
- Ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as and if required.
- Monitor the levels of gas loss by:

- Recording and comparing wholesale tap purchases on a weekly basis.
- Comparing the wholesale purchases to the retail sales on a monthly basis
- Physically checking the system for leaks by performing a leak detection survey on the distribution pipe lines at intervals of at least the following:
  - Urban systems - every three years.
  - Rural systems – every five years.
- Ensure that the proper levels of readily detectable odorant are maintained in the system by:
  - Checking the odorant tank levels at every tap location every month and recording findings.
  - Testing or monitoring for levels of readily detectable odorant on a regular basis, not less than once a month at each test location.
  - Maintaining records of monthly readings and spot checking and documenting those results at reasonable intervals.
- Ensure all underground damage and leaks are diligently repaired and reported to the appropriate regulatory body:
  - Damage or leaks to high pressure (> 700 kPa) pipelines or facilities must be reported to the Alberta Energy Regulator (AER).
  - Damage or leaks to low pressure (< 700 kPa) pipelines or facilities must be reported online to Rural Utilities through the Rural Utilities Portal. Urban gas utilities access the Portal through their My Alberta Digital ID for Business (MABI). See <https://partners.agric.gov.ab.ca> for more information.
    - Significant damage or leaks should be reported to Rural Utilities as soon as it is safe and practicable to do so.
- Develop and maintain a regular preventative maintenance program (i.e. leak detection surveys, cathodic protection surveys, regulator station operation and painting of above ground facilities) to safeguard the distribution system against premature deterioration. The frequency of these activities must be scheduled as established in the urban gas utility's Operations and Maintenance program.
- Establish a maintenance/control system of equipment used to locate pipelines, measure concentrations of odorant and gas, levels of cathodic protection, pressure gauges, etc.

## Emergency Preparedness and Response

To ensure that employees understand the urban gas utility's program to respond to emergency situations, the urban gas utility will:

- Develop an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public. The program should cover training, resources and equipment for responding to the following (but not limited to):
  - Pipeline leaks or ruptures,
  - Fires and explosions,
  - Unplanned system outages,
  - Dangerous good spills, and
  - Gas odour notifications.
- Document employee's training and participation in annual tabletop or communications exercises and ERP reviews.
- Actively participate with community emergency services in major field mock disaster exercises (held once every three years).
- Annually review internal emergency response procedures to update the urban gas utility's effectiveness.

## Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the urban gas utility's as-built drawings and ensure that the Alberta One-Call database is current, the urban gas utility will:

- Maintain an up-to-date set of as-built plans of the gas distribution system in the urban gas utility's office.
- Monitor the progress of as-built surveys and mapping to ensure that the as-built plans are submitted to Rural Utilities by March 31 of the year following construction.
- Review the as-built drawings and documentation against each year's new customer location listing for completeness.
- Submit all required Alberta One-Call database updates for distribution system additions or removals.

## RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the Town of Sundre Gas Utility's design, construction, operation, and maintenance programs. The Municipal Council, along with the Chief Administrative Officer and/or the Gas Utility Manager have reviewed the QMP in its entirety, and the urban gas utility hereby accepts the responsibility for compliance of their distribution system with this plan.

This Quality Management Plan was reviewed at the council meeting held on: February 7, 2022

Dated Feb 17 2022

R E Wainock  
Mayor, representing the Municipal Council.

I have read and will support the Municipal Council in the compliance of this Quality Management Plan:

Dated Feb. 17, 2022

Amide Nubun  
CAO and/or the Gas Utility Manager

### Annual review of QMP required:

This QMP must be reviewed and signed by the urban gas utility, represented by the Mayor of the Municipal Council along with the Chief Administrative Officer and/or the Gas Utility Manager on an annual basis and submitted to Rural Utilities by December 31<sup>st</sup> of each year.

Failure to submit a signed QMP document may result in any or all of the following actions: (1) The annual 'Approval to Operate' will not be issued, (2) all planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and (3) any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.



### Town of Sundre Resolution for Economic Development Week

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#### Resolution

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, for almost 50 years, Economic Developers Alberta has been Alberta's leading economic development network, committed to advancing the economic development profession by providing resources, professional development and networking opportunities; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of Alberta's economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the Town of Sundre; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor does hereby recognize May 9-13, 2022 as "Economic Development Week" in the Town of Sundre and remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life.

BE IT FURTHER RESOLVED that the Mayor is authorized and directed to transmit an appropriate copy of this resolution to Economic Developers Alberta in support of these provincial celebrations.



Mayor



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

March 14, 2022

Mr. William Davies  
Interim Communities in Bloom Ad Hoc Committee Chair  
Sundre, AB T0M 1X0  
Email: windpinephoto@yahoo.ca

**Re: Councillor Appointment to the Communities in Bloom Ad Hoc Committee**

Dear Mr. Davies,

Thank you for your email of February 8, 2022.

As per your request to have a representative from Sundre Town Council sit on the Communities in Bloom Ad hoc Committee, the Town of Sundre Council made the following resolution at the Regular Council Meeting on February 28, 2022:

*Res. 062-28-02-22*      MOVED by Councillor Vardas that the Town of Sundre Council appoint Councillor Marr to the Sundre Communities in Bloom Ad hoc Committee.

**CARRIED**

Thank you for reaching out to us. We look forward to seeing the Communities in Bloom successful 2022 Season.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR  
Chief Administrative Officer

LN/aj



### ***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

## Appendix 9a-2

### 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
02-23-2022	SPOG - Meeting Olds	Per Diem	\$ 100.00	\$ 20,980.00
02-02-2022	Keep Alberta RCMP Engagement Meeting - Olds	Per Diem	\$ 120.00	\$ 20,860.00
02-10-2022	AB Provincial Police Transition Study Meeting - Olds	Per Diem	\$ 120.00	\$ 20,740.00
02-14-2022	Sundre Wellness Advocacy Committee - Sundre	Per Diem	\$ 80.00	\$ 20,660.00
02-17-2022	Brownlee LLP Emerging Trends in Municipal Law - Zoom Meeting	Per Diem	\$ 240.00	\$ 20,420.00
02-02-2022	Keep AB RCMP, Provincial Police Study Meeting, MVSH Chair , Succession Meeting, SPOG, CAEP	Mileage/Meals	\$ 337.00	\$ 20,083.00
02-03-2022	Mayor's Meeting	Food	\$ 28.19	\$ 20,054.81
			\$ 1,445.19	\$ 20,054.81
			<b>Spent</b>	<b>Remaining</b>

#### Councillor Connie Anderson

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	
			\$ -	\$ 12,650.00
			<b>Spent</b>	<b>Remaining</b>



**Councillor Todd Dalke**

\$ 12,650.00

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

**Councillor Paul Isaac**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
			\$ -	\$ 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
02-03-2022	ITAC Calgary Conference Registration	Registration	\$ 299.00	\$ 12,191.00
			\$ 459.00	\$ 12,191.00
			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
			\$ 160.00	\$ 12,490.00
			Spent	Remaining

**Councillor Chris Vardas**

\$ 12,650.00

Date	Description	Expense	Cost	Balance
02-17-2022	Sundre to Nexsource Sylvan/CAEP Meeting Red Deer	Mileage	\$ 341.18	\$ 12,308.82
02-03-2022	ITAC - Calgary - Conference Registration	Registration	\$ 299.00	\$ 12,009.82
			\$ -	\$ 12,009.82
			\$ 640.18	\$ 12,009.82
			Spent	Remaining

## DEPARTMENTAL REPORT

DEPARTMENT	Planning and Development
SUBMITTED BY	Benazir Thaha Valencia, Sr. Planner
DATE	March 22, 2022
FOR MONTH OF	February 2022

<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 – 1</li> <li>• Electrical Permits – 1</li> <li>• Gas Permits – 1</li> <li>• Plumbing Permits – 0</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• Permitted Development Permits included: <ul style="list-style-type: none"> <li>• 1 Home Occupation – Minor;</li> <li>• 1 Personal Wellness Shop (Central Commercial);</li> <li>• 1 Retail General (Central Commercial).</li> </ul> </li> <li>• Building Permit issued for residential hot tub.</li> <li>• Electrical &amp; Gas Permits issued for a variety of residential projects.</li> </ul>
<b>TOPIC #2</b>	<b>Real Property Reports (RPRs)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• RPRs - 0</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</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>Area Structure Plans (ASP)</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• Internal review of two (2) Area Structure Plans ongoing for NW quarter sections (Mountain Spring and Sundre Hills)</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• Mountain Spring: Planning and Engineering comments will be shared with Developer's Consultants providing opportunity to amend the ASP for Mountain Spring before formal external circulation and first reading of bylaw;</li> <li>• Sundre Hills: Planning and Engineering comments will be shared with Developer's Consultant before first reading and public hearing</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 February 2022</li> </ul>
<b>RESOLUTIONS/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• 0 Public Hearings were scheduled.</li> </ul> <p>Although no redesignation applications were received in February 2022, Administration is anticipating applications to come forward for development in the NW quarters.</p>
<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/SUCSESSES:</b>	<ul style="list-style-type: none"> <li>• Although no subdivision applications were received in February 2022, Administration is tracking the Developer's progress to meet</li> </ul>

	conditions of 2019 subdivision approvals and anticipates applications will be forthcoming in 2022 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/SUCSESSES:</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/SUCSESSES:</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> </ul>
<b>RESOLUTIONS/SUCSESSES:</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>	February 2022 Building Permit Statistics CAO’s Development Permit Report CAO’s Home Occupation Permit Report
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## MEMO

TO: Linda Nelson, CAO  
FROM: Betty Ann Fountain, Development Officer  
RE: February 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	22 Spruce Cres. NW	Mentors Team 4 (online sales)

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.



## MEMO

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

---

### HOME OCCUPATION:

<b><u>Minor /Major</u></b>	<b><u>Permitted or Discretionary</u></b>	<b><u>Civic Address</u></b>	<b><u>Business to be Conducted</u></b>
Minor	Permitted	22 Spruce Cres. NW	Mentors Team 4 (online sales)

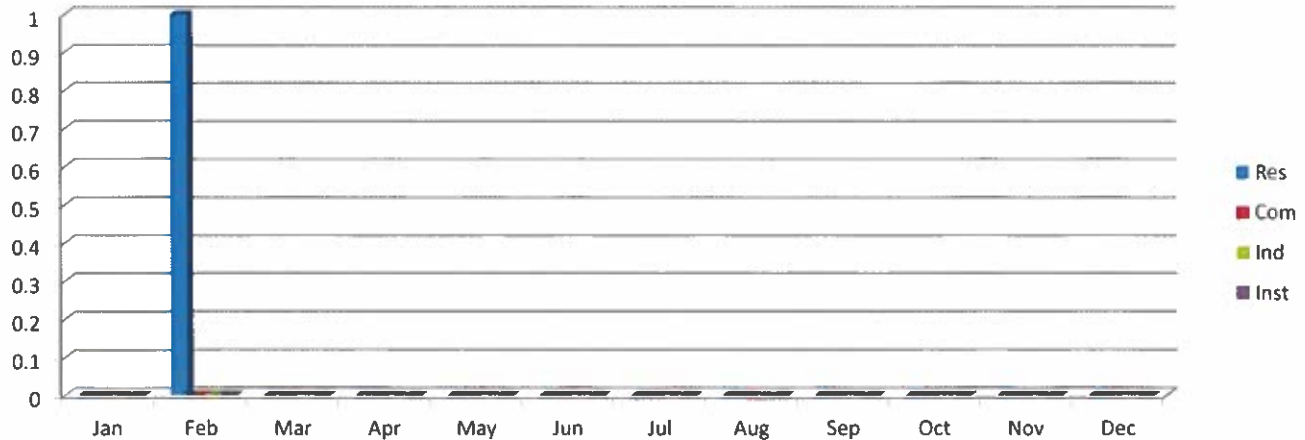
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# MONTHLY BUILDING REPORT FOR THE MONTH OF FEBRUARY 2022

	Feb. 2022			2022 Year To Date			2021 Year to Date		
	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Units	No. of Permits	Building Value
<b>RESIDENTIAL</b>									
Two-Storey Bungalows	0	0	\$ -	0	0	\$ -			
Bi-Level	0	0	\$ -	0	0	\$ -			
Duplex/Semi Det.				0	0	\$ -	0	0	\$ -
Multi-Family	0	0	\$ -	0	0	\$ -			
Mobile Homes				0	0	\$ -	0	0	\$ -
Accessory Buildings		0	\$ -	0	0	\$ -			
Renovation/Addition		1	\$ 12,000	0	1	\$ 12,000		2	\$ 4,500
<b>Sub-Total</b>	0	1	\$ 12,000	0	1	\$ 12,000	0	2	\$ 4,500
<b>COMMERCIAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		2	\$ 250,000
		0	\$ -		0	\$ -		2	\$ 250,000
<b>INDUSTRIAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		0	\$ -
		0	0		0	\$ -		0	\$ -
<b>INSTITUTIONAL</b>									
Building Starts		No. of Permits	Building Value		No. of Permits	Building Value		No. of Permits	Building Value
Renovation/Addition		0	\$ -		0	\$ -		0	\$ -
		0	\$ -		0	\$ -		1	\$ 18,575
		0	0		0	\$ -		1	\$ 18,575
<b>TOTAL</b>	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value	Dwelling Units	No. of Permits	Building Value
	0	1	\$ 12,000	0	1	\$ 12,000	0	5	\$ 273,075





## DEPARTMENTAL REPORT

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

TOPIC #1	Snow Removal
Progress	<ul style="list-style-type: none"> <li>All residential streets have been cleared at least once for the 2022 season. Freeze/thaw and December rains caused extreme bonding of ice to the street surfaces making it difficult to remove with equipment.</li> </ul>
Action	<ul style="list-style-type: none"> <li>Roads is monitoring storm drainage and ice removal at blockage points.</li> </ul>
TOPIC #2	Treated Water, Leaks
Progress	<ul style="list-style-type: none"> <li>The data retrieved for December 2021, January and February 2022 from the water treatment plant noted a drastic increase in daily flows to the distribution system.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>This is considered high priority for staff to survey the entire system. There is a potential large volume leak that has been found and it has been scheduled for repair. Some additional areas have been found and are under further review.</li> </ul>
TOPIC # 3:	Gas Metering
Progress	<ul style="list-style-type: none"> <li>All inoperative meters have been exchanged and will be sent in for investigation and repair to be installed during the annual recertification task.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>The department has 250 meters remaining to change out for the 2022 season.</li> </ul>
TOPIC # 4:	Bear Berry Creek Habitat Offsetting Project
Progress	<ul style="list-style-type: none"> <li>This project is completed to third and final stage for habitat work and has had the 3-year post-construction report completed.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>The consultant has summarized the project and reports. These will be sent to Oceans and Fisheries Canada department for review.</li> </ul>
TOPIC # 5:	Overland Flooding-Prairie Creek
Progress	<ul style="list-style-type: none"> <li>Overland flooding has been mitigated with some ice trenching. The affected areas have been monitored and flood risk is minimal.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>The amount of ice that built up through initial season will be monitored throughout spring. Flows are low in speed therefore ice jamming should be minimal.</li> </ul>
TOPIC # 6:	Street Signage
Progress	<ul style="list-style-type: none"> <li>Some street signage has been struck by vehicles this month. There have been no reports from police for these strikes.</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>The signs connected to breakaway fittings are being reinstalled however some do not have this system in place and require hydrovac service to install.</li> </ul>



## DEPARTMENTAL REPORT

DEPARTMENT	Community Services
SUBMITTED BY	Sue Nelson
DATE	March 28, 2022
FOR MONTH OF	January 2022

TOPIC #1	Arena
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>The service crew for the refrigeration unit came out and did the mid-Season check on the ice plate, there were no issues.</li> <li>We have added new staff to our team. To enhance training we brought in an instructor to teach staff about ice maintenance and running the Ice resurfacer (Olympia), efficiently.</li> <li>We had 2 Minor hockey tournaments this month, U18 and U13. Both tournaments went very well.</li> </ul>
TOPIC #2	Parks
ISSUES:	<ul style="list-style-type: none"> <li>Outdoor rink: The nice weather this fall, and early winter made it difficult to get the Outdoor rink flooded.</li> </ul>
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>The contract was signed for the 2022 Season Campground host; we are happy to say that we will be welcoming back our previous hosts.</li> <li>The outdoor rink opened giving the public another area to enjoy the beautiful outdoor weather.</li> <li>Staff has been continually doing snow removal as needed.</li> </ul>
TOPIC # 3:	Community Services
ISSUES	<ul style="list-style-type: none"> <li>Operations restoration.</li> </ul>
RESOLUTIONS/SUCSESSES:	<ul style="list-style-type: none"> <li>The inspectors completed their annual examination of the town's facilities and have sent in their reports for each facility with recommendations.</li> <li>Contractors have been continuing to work on the Operations building.</li> <li>Taking several reservations for the Greenwood Campground 2022 season. (As of Feb.24<sup>th</sup>. there are 137 confirmed reservations.)</li> </ul>

## DEPARTMENTAL REPORT

DEPARTMENT	Community Services
SUBMITTED BY	Sue Nelson
DATE	March 28, 2022
FOR MONTH OF	February 2022

TOPIC #1	Community Service
ISSUES:	<ul style="list-style-type: none"> <li>Due to COVID regulations the Trappers' Banquet had to be cancelled.</li> </ul>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>With the AHC lifting the REP program, we started receiving bookings for the Community Centre gym and the Conference Room.</li> </ul>
TOPIC #2	Arena
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Chinook's Edge high school has booked ice times for this month.</li> <li>We also have had some private renters book ice times.</li> <li>We have had a private adult group book weekly ice times.</li> <li>The Rec Hockey Club hosted a 3-day tournament inviting Cremona, Rocky Mtn. House, Didsbury, and Olds.</li> <li>Adult Hockey started renting ice Thursday nights; they had the REP program in place until it was lifted on March 1<sup>st</sup>.</li> </ul>
TOPIC # 3:	Parks
ISSUES:	<ul style="list-style-type: none"> <li>Due to the warm weather, the outdoor rink ice has melted and had to be closed. Staff will work to build up the ice and hopefully reopen.</li> </ul>
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> <li>Staff are monitoring /working on the rink as weather permits.</li> <li>Winterfest: Staff prepared the campground, placed parking barricades and signage at various locations for the events. Community Services staff were able to help with the events hosted at the campground on Saturday, Sunday, and Monday.</li> <li>Sundre Minor Ball had there first meeting on February 16 to discuss the 2022 season and diamond upgrades.</li> <li>Snow removal at the facilities and the bridges done by Staff.</li> </ul>

## DEPARTMENTAL REPORT

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

<b>911 DISPATCHES:</b>	
	<b>Emergency Response Numbers, 70 Total Year to Date February 2022, Responses - 28 Total</b>
<b>Response Types:</b>	<ul style="list-style-type: none"> <li>➤ Medical Assist - 17</li> <li>➤ Alarms - 7</li> <li>➤ Structure Fire - 2</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>
<b>TRAINING:</b>	
<b>In-Hall/Weekly:</b>	<ul style="list-style-type: none"> <li>➤ Technical low slope recovery</li> <li>➤ Fire Hydrant- operation, frost prevention, use recording</li> <li>➤ Stars Landing zone training and information session</li> <li>➤ Radio and Communication Training AFRACs Radios</li> <li>➤ New-Recruit Training NFPA 1001 level I Practical training; hydrocarbon Fires, Ladders, Medical First Response, Building Searches</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 Completed</b></li> <li>➤ H2S Alive - <b>15 Members Completed</b></li> <li>➤ Ice Rescue - <b>6 Members Completed March</b></li> <li>➤ NFPA 1041 Level I - <b>4 Members Online Course in Progress</b></li> <li>➤ NFPA 1041 Level II - <b>2 Members Online Course in Progress</b></li> <li>➤ Safety Codes Fire Inspector Level A – <b>3 Members Online in Progress 65% Completed</b></li> <li>➤ Wildland Urban Interface - <b>April/May TBD</b></li> <li>➤ NFPA 1002 <b>Differed till Fall Date TBD</b></li> <li>➤ NFPA 1051 Course Dates <b>April 22-24</b></li> <li>➤ Farm Extrication &amp; Machinery Entrapment Rescue Symposium <b>4 Members June 3-5<sup>th</sup></b></li> </ul>
<b>Fire Hall:</b>	
<b>AHS/E-Sim Lab:</b>	<ul style="list-style-type: none"> <li>➤ Construction 90% Complete - Hospitals Futures Foundation NTR</li> </ul>
<b>Building/Maintenance:</b>	<ul style="list-style-type: none"> <li>➤ Car Wash Pump <b>Installation Completed</b></li> <li>➤ SCBA Cleaning Station <b>Installation Completed</b></li> <li>➤ Ceiling Fan Relocation - Safety Concern- <b>Completed</b></li> </ul>

<b><u>SFD Units - Equipment</u></b>	
<b><u>Units:</u></b>	<ul style="list-style-type: none"> <li>➤ 530 Batteries replaced failed</li> <li>➤ Annual pumper service and testing <b>Booked for April</b></li> </ul>
<b><u>Equipment:</u></b>	<ul style="list-style-type: none"> <li>➤ 3 Sets of Bunker gear to be ordered <b>4-Month Delivery</b></li> <li>➤ Holmatro Extrication Equipment <b>Serviced and Repaired, 5 Hoses Failed Inspection</b></li> </ul>
<b><u>Safety Codes:</u></b>	
<b><u>Inspections -Occupancies</u></b>	<ul style="list-style-type: none"> <li>➤ Fire Inspections scheduled on Request – Complaint Basis</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	March 22, 2022
FOR MONTH OF	February 2022

TOPIC #1	Community Development, Business Development and Vacancy Rates
ISSUES:	<ul style="list-style-type: none"> <li>• VACANCY RATES <ul style="list-style-type: none"> <li>○ February vacancy rate was estimated at 5.1% as a proportion of square footage available in the C1 district downtown.</li> </ul> </li> <li>• We received updated StatsCanada Census population counts for Sundre. It showed a decrease in 2021 of over 2% from 2016. Economic Development is concerned that the information may be incorrect, and the results may merit further review for the following reasons: <ul style="list-style-type: none"> <li>○ The Mountain View Seniors Housing complex was not opened until the summer of 2016, meaning the population count within that complex was likely not accounted for at the time of the spring census, but it would have definitely been counted in 2021. There are over 100 residences within that facility alone.</li> <li>○ There were more homes and residences in Sundre in 2021 than in 2016. Construction has reduced the number of available serviced and subdivided lots in Town to less than five.</li> <li>○ The residential vacancy rate in multi-unit apartment buildings is estimated to be close to just 1%, based the province's 2021 Apartment Vacancy and Rental Cost Survey.</li> <li>○ In 2021, because of COVID encouraging people to relocate from the city, the available supply of homes and properties for sale in Sundre was reduced. This may not have had as much of an impact on the census at the time it was conducted, but as of early 2022, we are seeing exceptional interest in Sundre since the available supply for homes for sale in Sundre is so low.</li> <li>○ It is possible the average number of people per household has decreased substantially during the intervening period of 2016-2021, based on a combination of out-migration of families and in-migration of retired people. There are less kids enrolled at Sundre schools in 2022 than in 2016, which may support this possibility.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Because Sundre is known to be home to many libertarian-minded people distrustful of the Federal government, it is also possible that multiple households simply did not complete the census questionnaire.</li> <li>○ Conclusion: If the reduction in population or average people per household is accurate, a concerted effort to recruit working-aged families to Sundre should be pursued. There may be value in conducting a municipal census, as was completed in 2012, following the questionable results of the 2011 federal census. In that municipal census, the population was confirmed to be higher than the results of the federal count.</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Received confirmation that a federal grant supporting a new film and TV development campaign being worked on by the Town of Didsbury, Mountain View County, and Town of Sundre, was approved.</li> <li>• Spoke with several potential investors.</li> </ul>
<b>TOPIC #2</b>	<b>Tourism Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Continued management and coordination of Explore Sundre tourism advertising campaign.</li> <li>• Much time was spent organizing and hosting Winterfest 2022 with Community Services, Chamber of Commerce and Sundre Museum.</li> <li>• Organized itinerary and hosted online influencer/travel writer who toured the Sundre area.</li> <li>• Attended Calgary Home and Garden Show booth.</li> </ul>
<b>TOPIC # 3:</b>	<b>Broadband Fibre Optic Development</b>
<b>ISSUES:</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Fibre optic deployment ongoing.</li> <li>• Attended public announcement on ISED funding of broadband in Sundre.</li> </ul>
<b>TOPIC # 4:</b>	<b>Other Projects</b>
<b>ISSUES:</b>	N/A
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Continued planning on pathway lighting project.</li> <li>• Continued research on EV charging stations and funding.</li> </ul>
<b>TOPIC # 5:</b>	<b>Committees, Meetings, Conferences and Professional Development</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Met with University of Athabasca about how local learning may be able to support rural residential real estate development.</li> </ul>
<b>TOPIC # 6:</b>	<b>Communications</b>
<b>RESOLUTIONS/SUCCESES:</b>	<ul style="list-style-type: none"> <li>• Updated website(s) as necessary.</li> <li>• Received publicity in Red Deer Advocate, promoting Sundre as a winter destination.</li> </ul>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>



## DEPARTMENTAL REPORT

<b>DEPARTMENT</b>	<b>Sundre Municipal Library</b>
<b>SUBMITTED BY</b>	<b>Karen Tubb</b>
<b>DATE</b>	<b>22 March, 2022</b>
<b>FOR MONTH OF</b>	<b>March, 2022</b>

<b>TOPIC #1</b>	<b>Supporting Mental Health</b>
<b>ISSUES:</b>	An effect of Covid19 is ongoing mental health struggles.
<b>RESOLUTIONS/SUCCESES:</b>	<p>We created an adult Take and Make Kit centered around promoting positive mental health. The kits were designed for two people, to encourage getting together with a friend or cohort member to complete the kit and contained:</p> <ul style="list-style-type: none"> <li>Instructions and templates for writing with chocolate</li> <li>The chocolate and writing tool</li> <li>A muffin mix (to make muffins to decorate with your chocolate writing)</li> <li>A note card (to write an encouraging note to a friend or neighbor)</li> <li>A template for making a gift box (so you can package up one of your fancy decorated muffins and deliver it with your encouraging note)</li> <li>Small 'Rice bag' hand warmers (perfect for fitting in mittens)</li> <li>Information on the benefits of getting outside</li> <li>A list of library resources available to encourage and support outdoor activity (ie. Walking poles, trail books)</li> </ul> <p>These kits were available at no cost thanks to the generous support of the Friends of the Library Society. Attached are some of the comments we received from kit participants.</p>
<b>TOPIC #2</b>	<b>Engaging Pre-Teens and Teens</b>
<b>ISSUES:</b>	Young families and elementary age students are frequent users of the library but attendance drops off once students reach junior high.
<b>RESOLUTIONS/SUCCESES:</b>	<p>We have partnered with River Valley School and Sundre High School to share our resources. This includes teachers ordering items for their classes through the public library, and students accessing both our physical and online collections. School librarians are promoting our programs and collections as well as curating collections of books to make available at the school. It is our hope that this collaboration will result in increased circulation of our junior and YA books, and bring more youth into the library.</p>

<b>TOPIC # 3:</b>	
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	
<b>TOPIC # 4:</b>	
<b>ISSUES:</b>	
<b>RESOLUTIONS/SUCCESES:</b>	

**LIST & PROVIDE ATTACHMENTS:**  
**(TOPIC/PROJECT DOCUMENTS/REPORTS/GRAPHS/ CORRESPONDENCE)**

Attachment #1	Feedback on Take and Make Kits
Attachment #2	
Attachment #3	
Attachment #4	
Attachment #5	



## 9.1 h- Attachment #1

### Kit Feedback:

#### Writing with Chocolate

"I just wanted to let you know that the library's write with chocolate kits exceeded our expectations and they were so lovely. The concept of making a thoughtful treat and then to have hand warmers to carry them by walking to neighbours or friends was particularly relevant for us. We have many retired people in our lives who do nice things for us, so it was amazing to be able to show our appreciation and brighten up their days in the bleak month of February. The library programs are fantastic!"

"Thank you library staff and the friends of the library for making it possible for us to do a few crafts. I appreciated the experiences since I have done very few on my own."

"The kit was great. The instructions were very good with lots of detail and good suggestions (put the bag in a glass then put the chocolate in it – way less mess). I ended up doing the project on my own but I shared the muffins with my fitness class (LOL) and I used the chocolate to put a heart on each one. Thank you very much to the Friends of the Library for this lovely DIY gift to share. My microwave has died ☹️ so I haven't had a chance to try the hand warmers yet."

"We did it as a family and the kids absolutely loved it. Used it to decorate a cake for Daddy too. Haven't made the muffins yet but we will be this week so we can share with friends. We were super impressed with the kit and were so thankful for the option to get an activity like this."



"What an amazing kit! It was so much fun and I learned something new. Writing with chocolate definitely takes practice! I had already made chocolate cupcakes so I'm saving the muffin mix to make with my grandson when he visits next month. The hand warmers are adorable. It was fun to give them to neighbors .... it brought a smile to their faces! I didn't know that the library lent out outdoor equipment! That's wonderful. I'll have to try out the ice picks. Thank you for such a wonderful kit!"

"Thank you very much for the writing with chocolate kit. I need lots more practice with piping to make it really pretty, but it was fun to try and yummy to eat! Loved the little handwarmers, too! A really nice treat! It brightened my day for sure!"



"Writing with chocolate was fun... we didn't use the plastic dispensers, but rather our own icing dispenser. Instructions were clear. The muffin recipe included was yummy. Maybe focus more on dipping strawberries and such! We also played with writing on our bodies... that worked too! Fun idea! Thank you!"



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>March 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 February 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 Vardas, Marr, and Petersen'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 Vardas' report as information.

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

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

Attachments: 11.1 Mayor Warnock's report  
11.2 Councillor Vardas' report  
11.3 Councillor Marr's report  
11.4 Councillor Petersen's report

Date Reviewed: March 24, 2022

CAO: *Andi Nelson*



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

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**Intermunicipal Collaboration Committee**

**Date of Meeting:**

No meeting in February

**Mountain View Senior's Housing**

**Date of Meeting:** February 02, 2022

Mountain View Senior's Regular Board Meeting – Held in Olds. AB

The Board continued discussions on the recently announced Alberta 10-year Affordable Housing Strategy related to alignment with MVSH goals and objectives.

The Board discussed future presentations to Municipalities for greater Senior's advocacy in support of long-standing issues affecting low-income Seniors.

The Board reviewed the 2021 Q4 preliminary statements, the 2021 update for Operations, and the 2022 Capital Budget.

**Mountain View Regional Waste Management Committee**

**Date of Meeting:** February 28, 2022

MVRWMC – Regular Board meeting was held at Mountain View County Office.

Agenda items covered – Landfill Operations Report, Landfill compaction results, and the requirement for a shredder for the site.

The 2021 December financial performance and Audit Plan were discussed.

The board discussed the pros and cons of purchase versus a lease for the shredder, which resulted in direction that negotiations for purchase be pursued.

**Intermunicipal Planning Commission**

**Date of Meeting:**

No meeting in February

**Red Deer River Municipal Users Group**

**Date of Meeting:**

No February meeting – next scheduled meeting March 17, 2022

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

No February meeting

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

No February 2022 meeting – next meeting scheduled March 23, 2022

**Sundre Petroleum Operators Group****Date of Meeting:** February 23, 2022

Mayor and CAO Linda Nelson attended the SPOG office in Olds to commence discussions for post COVID partnership and collaboration between the Town of Sundre and SPOG.

The meeting was well received by Tracey McCrimmon and it was confirmed that Sundre is on the focus agenda for 2022 events.

Tracey McCrimmon will be making a presentation to Council at the March 14, 2022 meeting.

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

No February meeting

**Sundre Wellness Advocacy Committee****Date of Meeting:** February 14, 2022

The Wellness committee met to discuss the Lobby efforts with the support of the Sundre Hospital Futures Committee.

The EMS action plan from the Alberta Government was reviewed and will continue as an Agenda item until the committee gets to see and review the future Government report.

A report was given by the SHPARC committee (Sundre Hospital Professional Attraction and Retention Committee). A Written report will be provided at the next meeting on March 14.

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

Feb 02 – Attended the National Police Federation session at the Olds College – regarding keeping the RCMP in Alberta.

Feb 07 – Held the first “Chat with the Mayor” session at the Town Office and had 3 great meetings and I am looking forward to many visits with our residents on the first Monday of each month. If interested please register with Anne-Marie = [annemarie@sundre.com](mailto:annemarie@sundre.com)

Feb 07 – Sundre regular Council meeting, please go to [www.sundre.com](http://www.sundre.com) to read the Agenda and Minutes of the meeting.

Feb 09 – Attended the Sundre Ministerial Society meeting and I enjoyed the round table discussions regarding future events or activities in our community.

## February continued

Feb 09 – Attended the Government announcement of the 41 million dollars funded in Alberta for rural Broadband service. It was Great that Sundre received 1.8 million for Xplornet to deploy high speed internet to all residents and businesses in Sundre by end of 2022.

Feb 10 – Attended the Justice and SolGen presentation on the APPS (Alberta Provincial Police Service) that was recommended by the Fair Deal Panel and was reviewed in the PWC (Price Waterhouse Cooper) report.

Feb 17 – Attended the Brownlee LLP (Law Firm) Emerging Trends training session

Feb 18 – Alberta Municipalities Sustainability & Environment Committee. I was appointed to this committee for 2022. The first meeting began with an Orientation presentation, and an overview of the Terms of reference. The agenda covered the 2022 Committee workplan, the Municipal Climate change Action Plan and the EPR (Extended Producer Responsibility) update.

Feb 24 – Attended the Alberta Government Minister of Municipal Affairs phone call on the Budget. Minister McIvor provided a full report with the main focus on status quo for Municipal Funding.

Feb 24 – Attended a Zoom Call from the Minister of Transportation, Minister Sawhney, for the official announcement and presentation of the approved 7.5 million funding for the Waste Water Treatment facility.

Feb 25 – Attended the Alberta Municipalities presentation on the 2022 Provincial Budget.



*COUNCIL COMMITTEE MEETING REPORT  
FROM THE DESK OF COUNCILLOR CHRIS VARDAS*

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**Intermunicipal Collaboration Committee**

**Date of Meeting:**

N/A

**Mountain View Senior's Housing**

**Date of Meeting:**

N/A

**Mountain View Regional Waste Management Committee**

**Date of Meeting:**

N/A

**CAEP (Central Alberta Economic Partnership)**

**Date of Meeting:**

Feb17/2022

Corridor Meeting

Spoke about building relationships before anything can happen.

Spoke to 3 Chiefs and 6 Nations

Goals are Tourism, Super Road, Rail and Pipeline

Focus is moving Goods and People quicker

Try to bring new investors to Alberta.

Jason Nixon was the speaker talked about the twinning of the road from Red Deer to Sylvan to Rocky Mountain House, and also that Jason Kenny has spoken to BC's Premier about a pass from Alberta to Golden and so on.

We had a presentation from a company Alberta Regional Rail about the train from Calgary to Edmonton and stops to communities along the #2 corridor using existing rail. And are looking for letters of support

Feb 22-23

CAEP Board strategic planning session

We had a few words from Brenda from Oshie nation and told us how they have plans to build a casino at Cambridge hotel.

The board came up with their Vision and Mission for the following year along with their Goals for the short term. We need little wins along the way.

Sundre Hospital (Futures & Attraction / Retention)

Date of Meeting:

N/A
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Other

Date of Meeting:

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

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Events and Festivals Committee

Date of Meeting:

No meeting in February

FCSS (Greenwood Neighbourhood Place) Board (ALTERNATE)

Date of Meeting:

No meeting in February.

Grant Review Committee

Date of Meeting:

No meeting in February.

Sundre Municipal Library Board (TRUSTEE)

Date of Meeting: March 16, 2022 via Zoom

This month the Library held a hybrid meeting. It is unfortunate was unable to attend in person, but I was happy to attend via zoom.

The board has decided to move forward with replacing the book shelves and will be hosting another Good Food and Good Books happening April 1<sup>st</sup>.

Sundre & District Aquatic Society

Date of Meeting:

No meeting in February.

Sundre & District Historical Society (ALTERNATE)

Date of Meeting:

No meeting in February.

Sundre Petroleum Operators Group

Date of Meeting:

No meeting in February

Other

Date of Meeting: See below

1. National Indigenous Tourism Conference (NITC) 2022 held in Calgary at the Grey Eagle Resort and Casino. March 8 – 10, 2022. I found this conference to be very informative and encourage any member on council to attend future conferences if able. I was able to take part in some break out sessions that taught me about the formation of Treaty 7, food and how it is namesd obtained, and consumed, local tourism incentives, grants, travel, and partnerships.



## COUNCIL COMMITTEE MEETING REPORT FROM THE DESK OF COUNCILLOR OWEN PETERSEN

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

### Grant Review Committee

Date of Meeting: February 3

We met for our first Grant intake of the year in February. We reviewed the policy and all the application making our recommendations to council at the February 7<sup>th</sup> Regular Council Meeting. I am looking forward to reviewing the Grant policy next month.

### Sundre & District Aquatic Society

Date of Meeting:

N/A

### Sundre Search and Rescue

Date of Meeting:

N/A

### Sundre & District Historical Society

Date of Meeting:

N/A

### Other Emergency Management Committee

Date of Meeting:

N/A





## REQUEST FOR DECISION

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

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### **BACKGROUND/PROPOSAL:**

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

### **ADMINISTRATION RECOMMENDATIONS:**

That Council determine a response to the correspondence from the Town of Bowden.

### **MOTION:**

That the Town of Sundre Council participate in the Bowden Daze Parade.

Or

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

### **ATTACHMENTS:**

12.1 Letter from Bowden Daze (Town of Bowden)

Date Reviewed: March 24, 2022

CAO:

*Amick Nelson*



Mayor Richard Warnock  
Town of Sundre  
Box 420  
Sundre, Alberta  
T0M 1X0

Dear Mayor Warnock,

**RE: Bowden Daze Parade July 16, 2022**

Yee Haw! On behalf of the Mayor and Council, we invite you to help The Town of Bowden celebrate its annual Bowden Daze Rodeo Weekend coming up July 15– 17, 2022. This year our theme is “The Year of the Garden” to celebrate the Canadian Nursery Landscape Association’s 100<sup>th</sup> anniversary. We encourage participants to incorporate the parade theme into their entry and attire.

The Town of Bowden permits the dispensing of wrapped candy along the parade route. You must provide your own candy.

The parade will marshal at Bowden Grandview School, 2238 – 21 Avenue between 9:30 – 10:30 am, and will start at 11:00 sharp.

To assist with our planning, please fill in the attached parade registration and return it to the Town of Bowden Office (2101 – 20 Avenue) in person, by email ([reception@bowden.ca](mailto:reception@bowden.ca)) or by fax at 403-224-2244.

We look forward to having you join us!

Warm regards,  
Jen Masching & Alison Fieguth  
Bowden Daze Parade Coordinators  
Town of Bowden  
[reception@bowden.ca](mailto:reception@bowden.ca)  
PH-403-224-3395    FAX-403-224-2244



## Bowden Daze Rodeo

2022 Parade Registration

"The Year of the Garden"

Saturday, July 16th, 2022

Name of Participant or Business \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

Entry Type (Please check all that apply)

- ☐ Business
- ☐ Antique
- ☐ Community
- ☐ Horse/Horse and buggy
- ☐ Kids
- ☐ Sports
- ☐ Other (Please Specify)

Brief description of entry: \_\_\_\_\_

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If horses or other livestock are part of your entry, please advise parade directors if you need special placing. (Away from loud music, flags, etc.)

Marshalling will take place at Bowden Grandview School (2238 - 21 Avenue) between 9:30 am and 10:30 am. The parade starts at 11 am sharp!

We encourage all participants to incorporate the parade theme into their entry through costume or decoration. Candy is allowed to be thrown from the floats.

Please complete this form and return it to the Town of Bowden office, 2101-20 Ave.  
Phone: 403-224-3395 Fax: 403-224-2244 Email: [reception@bowden.ca](mailto:reception@bowden.ca)

