



Regular Council Meeting
Town of Sundre Municipal Council Chambers
April 29, 2024
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 April 29, 2024
 - 3.2 Councillor Absence
4. **Adoption of Previous Minutes**
 - 4.1 April 8, 2024 Regular Meeting of Council Pg. 1
 - 4.2 April 19-21, 2024 Strategic Advisory Committee Minutes Pg. 4
5. **Delegation:**
 - 5.1 RFD Financial Audit, KPMG LLP Pg. 7
6. **Closed Meeting:**
 - 6.1 Management Letter Discussion – FOIPP Act Section 24(1)(b) Pg. 8
7. **Return to Open Meeting**
 - 7.1 RFD 2023 Financial Statements
Approval of 2023 Audited Financial Statements, Auditor’s Report, and Financial
Information Return Pg. 9
8. **Bylaws/Policies:** None
9. **Old Business:** None
10. **New Business:**
 - 10.1 RFD Purchase of Harley Rake Pg. 12
 - 10.2 RFD Confined Space Entry Equipment Pg. 13
 - 10.3 RFD Vertical In-Line Pump and Motor Pg. 16
 - 10.4 RFD Enhanced Festivals and Events (CAO) Pg. 17
 - 10.5 RFD Safety Codes Council 2023 Annual Internal Review Pg. 20
 - 10.6 RFD Proclamation, Alberta Disability Workers Association, May 20-26, 2024 Pg. 33
 - 10.7 RFD Declaration, Seniors’ Week June 3 – 9, 2024 Pg. 36
11. **Administration:**
 - 11.1 RFD Departmental Reports March 2024 Pg. 38
 - 11.2 RFD Mountain View Regional Film Office Award & Ec. Development Week Proclamation Pg. 86
12. **Council Committee Reports:**
 - 12.1 RFD Council Reports, Mayor Warnock & Councillor Marr Pg. 88
 - 12.2 RFD Council Key Message, March 2024 Pg. 92
13. **Council Invitations / Correspondence:**
 - 13.1 RFD Parkland Regional Library Annual Report Infographic
Minister of Environment and Protected Areas Pg. 94
14. **Closed Meeting:**
 - 14.1 Advice From Officials, FOIPP Act, Section 24
15. **Adjournment**



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
April 8, 2024

The regular meeting of the Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, April 8, 2024, commencing at 6:00 p.m.

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

ABSENT:

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Administrative Support, Betty Ann Fountain

PUBLIC: 3

PRESS: 1

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

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 108-08-04-24 MOVED by Councillor Anderson that the agenda be approved as presented.

CARRIED

Councillor Absence: Councillor Chris Vardas notified CAO in compliance of 14.6 of Council’s Procedural Bylaw and will join the meeting via phone.

ADOPTION OF THE PREVIOUS MINUTES:

Res. 109-08-04-24 MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held on March 25, 2024, be approved as presented.

CARRIED

DELEGATION: None

BYLAWS / POLICIES: **2024-03 Tax Rate Bylaw**

Res. 110-08-04-24 MOVED by Councillor Anderson that the Town of Sundre Council gives First Reading to Bylaw 2024-03 “2024 Tax Rate Bylaw”.

CARRIED

Res. 111-08-04-24 MOVED by Councillor Petersen that the Town of Sundre Council gives Second Reading to Bylaw 2024-03 “2024 Tax Rate Bylaw”.

*In Favour: Councillor Marr, Councillor Vardas, Councillor Anderson, Councillor Isaac
Opposed: Mayor Warnock, Councillor Petersen, Councillor Dalke*

CARRIED

Res. 112-08-04-24 MOVED by Councillor Vardas that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2024-03 “2024 Tax Rate Bylaw”.

CARRIED

Res. 113-08-04-24 MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-03 “2024 Tax Rate Bylaw”.

Opposed: Councillor Dalke

CARRIED

OLD BUSINESS: None

NEW BUSINESS: **Council Appointments**

Res. 114-08-04-24 MOVED by Councillor Anderson that the Town of Sundre Council appoint Chantal Crawford, Site Manager, Myron Thompson Health Centre, to the Sundre Hospital Steering Committee for the term of the Committee.

CARRIED

Res. 115-08-04-24 MOVED by Councillor Marr that the Town of Sundre Council appoint Heidi Overguard, Sundre Hospital Futures representative, to the Sundre Hospital Steering Committee for the term of the Committee.

CARRIED

Res. 116-08-04-24 MOVED by Councillor Petersen that the Town of Sundre Council appoint Doctor Jonathan Somerville of Greenwood Family Physicians, to the Sundre Hospital Steering Committee for the term of the Committee.

CARRIED

Res. 117-08-04-24 MOVED by Councillor Dalke that the Town of Sundre Council appoint Doctor Michelle Warren of the Moose & Squirrel Clinic, to the Sundre Hospital Steering Committee for the term of the Committee.

CARRIED

Initials

Res. 118-08-04-24 MOVED by Councillor Isaac that the Town of Sundre Council appoint Councillor Vardas to the Sundre Hospital Steering Committee for a one (1) year term, renewable by motion of Council at the annual Organizational Meeting. **CARRIED**

ADMINISTRATION: None

**COUNCIL INVITATIONS /
CORRESPONDENCE:**

Parkland Regional Library System 2023 Financial Statements

Res. 119-08-04-24 MOVED by Councillor Marr that the Town of Sundre Council accept the Parkland Regional Library System 2023 Financial Statements as information. **CARRIED**

CLOSED MEETING:

Res. 120-08-04-24 MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 7:24 p.m.

Mayor Warnock called a 5 minute recess at 7:25 p.m.

Mayor Warnock resumed the meeting at 7:30 p.m.

The following were in attendance for the closed meeting session:
Staff: Chief Administrative Officer, Linda Nelson

Topic of Closed Meeting

12.1 Confidential Evaluations, *FOIPP Act, Section 19*

CAO Nelson left the Closed Meeting at 7:35 p.m.

Res. 121-08-0-24 MOVED by Councillor Isaac that Council return to an open meeting at 7:53 p.m. **CARRIED**

ADJOURNMENT

Res. 122-08-04-24 MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:54 p.m. **CARRIED**

These Minutes approved this 29th Day of April 2024.

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson

Initials



Strategic Advisory Committee Meeting Minutes
April 19 – 21, 2024

The Strategic Advisory Committee Meeting of Council of the Municipality of Sundre was held on April 19 - 21, 2024 commencing at 9:00 a.m. at 3310 – 50 Avenue, Red Deer, Alberta, Canada.

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

STAFF IN ATTENDANCE Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Director Community Development, Benazir Thaha Valencia
Fire Chief, Ross Clews
Projects Manager, Carl McDonnell
Administrative Support, Betty Ann Fountain

ABSENT: None

PUBLIC None

CALL TO ORDER Mayor Warnock called the April 19th Strategic Advisory Committee Meeting to order at 9:03a.m.

AGENDA – AMENDMENTS AND ADOPTION:

Res. 123-19-04-24 MOVED by Councillor Anderson that the agenda be approved as presented.

CARRIED

CLOSED MEETING

Res. 124-19-04-24 MOVED by Councillor Vardas that Council go into closed meeting at 9:04 a.m. on April 19, 2024.

CARRIED

Councillor Vardas left the meeting room at 9:30 a.m.
Councillor Vardas returned to the meeting room at 9:34 a.m.
Councillor Dalke left the meeting room at 9:43 a.m.
Councillor Dalke returned to the meeting room at 9:46 a.m.
Mayor Warnock called a recess at 10:08 a.m.
Mayor Warnock reconvened the meeting at 10:21 a.m.
Mayor Warnock called a recess at 11:00 a.m.
Mayor Warnock reconvened the meeting at 11:14 a.m.

Strategic Advisory Committee Meeting Minutes – April 19 - 21, 2024

Mayor Warnock called a 45 minute recess (lunch) at 12:00 p.m.

Councillor Dalke left the meeting room at 12:00 p.m.

Mayor Warnock reconvened the meeting at 12:45 p.m.

Councillor Dalke returned to the meeting room at 1:00 p.m.

Mayor Warnock called a recess at 2:00 p.m.

Mayor Warnock reconvened the meeting at 2:10 p.m.

Mayor Warnock called a recess at 3:18 p.m.

Mayor Warnock reconvened the meeting at 3:34 p.m.

Mayor Warnock called for a motion that Council come out of closed meeting at 4:26 p.m.

Res. 125-19-04-24 MOVED by Councillor Petersen that Council come out of closed meeting at 4:27 p.m.

CARRIED

Res. 126-19-04-24 MOVED by Councillor Isaac that the meeting be adjourned at 4:27 p.m.

CARRIED

APRIL 20, 2024

Mayor Warnock called the April 20th Strategic Advisory Committee Meeting to order at 9:10 a.m.

Mayor Warnock called for a motion for Council to go into closed meeting on April 20, 2024.

Res. 127-20-04-24 MOVED by Councillor Isaac that Council to go into closed meeting at 9:10 a.m.

CARRIED

Mayor Warnock called a recess at 9:48 a.m.

Councillor Dalke left the meeting room at 9:48 a.m.

Mayor Warnock reconvened the meeting at 10:05 a.m.

Councillor Dalke returned to the meeting room at 10:17 a.m.

Mayor Warnock called a recess at 11:27 a.m.

Mayor Warnock reconvened the meeting at 11:40 a.m.

Mayor Warnock called a 50 minute break (lunch) at 12:10 p.m.

Mayor Warnock reconvened the meeting at 1:00 p.m.

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

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

Director Community Development, Fire Chief and Projects Manager were excused from the meeting at 4:00 p.m.

Mayor Warnock called for a motion to come out of closed meeting.

Res. 128-20-04-24 MOVED by Councillor Anderson that Council come out of closed meeting at 4:17 p.m.

CARRIED

Res. 129-20-04-24 MOVED by Councillor Vardas that the meeting be adjourned at 4:18 p.m.

CARRIED

*Mayor Warnock called the April 21st Strategic Advisory Committee Meeting to order at 9:04 a.m.
Mayor Warnock called for a motion for Council to go into closed meeting on April 21, 2024.*

Res. 130-21-04-24 MOVED by Councillor Anderson that Council to go into closed meeting of at 9:04 a.m.

CARRIED

*Mayor Warnock excused the Director of Corporate Services and Administrative Support at 10:30 p.m.
Mayor Warnock called recess at 10:30 a.m.
Mayor Warnock reconvened the meeting at 10:45 a.m.
Mayor Warnock called a 45 minute break (lunch) at 12:15 p.m.
Mayor Warnock reconvened the meeting at 1:00 p.m.*

Mayor Warnock called for a motion to come out of closed meeting.

RETURN TO OPEN MEETING

Res. 131-21-04-24 MOVED by Councillor Petersen that Council return to open meeting at 2:40 p.m. on April 21, 2024.

CARRIED

ADJOURNMENT

Res. 132-21-04-24 MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 2:41 p.m. on April 21, 2024.

CARRIED

These Minutes approved this 29th day of April 2024

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Delegation: KPMG LLP
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Colin Mitchell, with KPMG LLP, along with Samuel Straka, will be providing the Auditor's Report to Council as well as information about the Audited Financial Statements and Financial Information Return.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Auditors provide information on the audit of the annual financial statements at the Council meeting.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillar 5

ADMINISTRATION RECOMMENDATIONS:

That Council accept the report from KPMG LLP as information

MOTION:

That the Town of Sundre Council thank the representatives of KPMG LLP and accept Audited Financial Statements and Financial Information Return, as information.

Date Reviewed: April 25, 2024

CAO: *Amanda Nelson*



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Management Letter Discussion
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

FOIPP Act Section 24 (1) (b)

MOTION:

That the Town of Sundre Council move to go into a closed meeting.

Date Reviewed: April 25, 2024

CAO: Amide Nelson



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	2023 Audit Report, the 2023 Audited Financial Statements and the 2023 Financial Information Return (FIR)
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

The 2023 Audited Financial Reports and Financial Statements and the 2023 Financial Information Return (FIR) are being presented for Council’s review and information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council for further details.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Council’s Strategic Plan under Pillar 5.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council approve the 2023 Auditor’s Report, 2023 Audited Financial Statements and the 2023 Financial Information Return.

MOTION:

That the Town of Sundre Council move to approve the 2023 Auditor’s Report and the 2023 Audited Financial Statements and the 2023 Financial Information; and

Furthermore, direct Administration to forward said documents to the Minister as prescribed by Section 278 of the *Municipal Government Act*.

Date Reviewed: April 25, 2024	CAO: 
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REPORT TO COUNCIL

COUNCIL DATE	April 29, 2024
SUBJECT	2023 Audit Report, the 2023 Audited Financial Statements and the 2023 Financial Information Report (FIR)
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	7.1a

BACKGROUND/PROPOSAL:

The following sections of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* set out the requirements of the Town of Sundre regarding financial statements and the financial information report.

Section 276(1) states “Each municipality must prepare annual financial statements of the municipality for the immediate preceding year...”

Section 276(3) states “Each municipality must make its financial statements, or a summary of them, and the auditor’s report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.”

Section 277(1) states “Each municipality must prepare a financial information return respecting the financial affairs of the municipality for the immediate preceding calendar year.”

Section 278 requires “Each municipality must submit its financial return and the auditor’s report on the financial information return, and its financial statements and the auditor’s report on the financial statements to the Minister by May 1 of the year following the year for which the financial information return, and statements have been prepared.”

Section 280(1) requires “Each council must appoint one or more auditors for the municipality.”

Section 281(1) requires “The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality.”

Council appointed KPMG LLP to be the Town of Sundre auditors for the 2023 financial statements and financial information return. In consultation with administration, KPMG LLP developed a schedule that included a week in December and two weeks in March for the required fieldwork.

Council will receive the auditor's report for both the financial statements and financial information return, and KPMG LLP will present their findings, during the closed session.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic priorities of improved communication and transparency with our stakeholders, as well as financial stability.

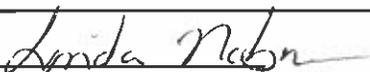
ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council approve the 2023 auditor's report, 2023 audited financial statements and the 2023 financial information return.

COSTS/SOURCE OF FUNDING:

Not Applicable

Date Reviewed: April 25, 2024

CAO: 



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT RFD Purchase of Harley Rake
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.1

BACKGROUND/PROPOSAL:

Council directed administration to prepare for Council discussion information derived from the April 19th Strategic Advisory Committee Meeting regarding the purchase of a “Harley Rake”.

DISCUSSION:

The Roads Department is requesting to purchase a “Harley Rake”. This unit is used on graveled surfaces to rehabilitate the gravels. Historically, when a laneway has issues, municipalities add gravel to reduce mud and satisfy the concerns of residents. The problem with this process is that over years of adding gravel the alley is higher than the properties adjacent to the alley, and negatively impacts drainage in the rear of the properties. The Harley Rake reworks the existing gravel, maintains the existing grades and decreases the expense of re-gravelling laneways. The unit is also designed for soil rehabilitation and can be used by all departments for clay and loam levelling. The unit will attach on to the Town’s skid steer.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan under Pillar 4, Supportive Infrastructure.

Cost Analysis

Two quotes were obtained by the Projects Manager.
Virnig, Made in USA, 72” \$19,950 (includes JD plug-in) (1 unit available in stock Calgary);
Erskine, Made in USA, 72” \$19,280 (3 – 4 week delivery date).

ADMINISTRATION RECOMMENDATIONS:

Administration recommends the purchase of a Virnig “Harley Rake” at a cost not to exceed \$19,950 plus GST, with funds from Municipal New Projects Restricted Surplus Account.

MOTION:

That the Town of Sundre Council approve the purchase of a Virnig “Harley Rake” at a cost not to exceed \$19,950 plus GST , with funds from Municipal New Projects Restricted Surplus Account.

; or

That the Town of Sundre Council approve the purchase of an Erskine “Harley Rake” at a cost not to \$19,280 plus GST , with funds from Municipal New Projects Restricted Surplus Account.

; or

At Council’ discretion.

Date Reviewed: April 25, 2024

CAO: *Anda Neber*



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT RFD Confined Space Entry Equipment
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.2

BACKGROUND/PROPOSAL:

The Water / Wastewater Department is requesting Council's approval of the purchase of "Confined Space Entry Equipment" This equipment is used for the vertical entry into confined spaces. It is permanently affixed to an existing structure.

DISCUSSION:

With the purchase of this equipment the Town is ensuring the safety of Water / Wastewater staff when entering confined spaces or any hazardous spaces (lagoon berm). This equipment is attached to a trailer for mobile use for entering manholes or inspecting and cleaning around the lagoon cells.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 4, Supportive Infrastructure.

Cost Analysis:

The cost \$17,981.25 plus GST includes a Davit Arm, a mast, Workman Rescuer Bracket, winch, hitch mount, 3 base floors and 3 harnesses.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends that Council approve the purchase of the Confined Space Entry Equipment in the amount not to exceed \$17,981.25 plus GST with funds from the General Corporate Stabilization Restricted Surplus Account.

MOTION:

That the Town of Sundre Council approve the purchase of the Confined Space Entry Equipment in the amount not to exceed \$17,981.25 plus GST with funds from the General Corporate Stabilization Restricted Surplus Account.

Attachment:

10.2a Image

Date Reviewed: April 25, 2024

CAO:

Aminda Nelson

MSA XTIRPA Hitch Mount System

Use for confined space vertical entry and fall protection when portable base is needed.

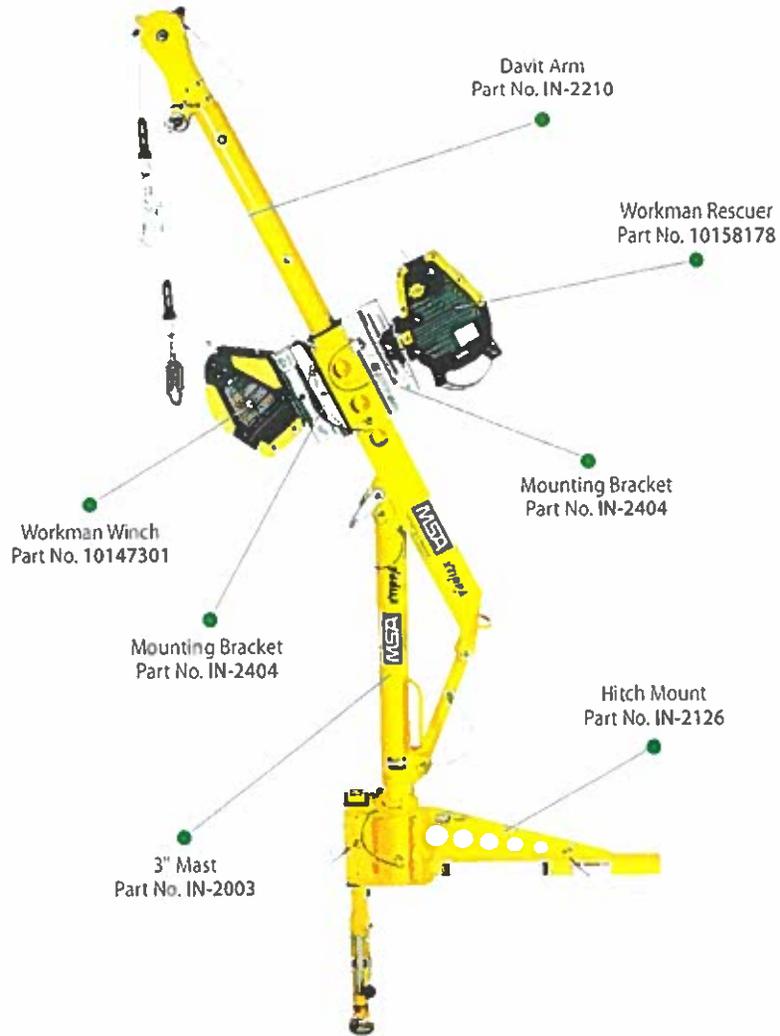
Hitch Mount Systems are portable anchorage connectors used for vertical entry into confined spaces. The hitch mount can be customized to accommodate a variety of confined space applications. The Hitch Mount System is commonly used with rescue vehicles for confined space rescue.

Weight Capacity

360 lbs. (163 kg) as pictured with Workman Rescuer

Required System Components

- Davit Arm IN-2210
- 3" Mast IN-2003
- Hitch Mount with 24" Stabilizer IN-2126 or Hitch Mount with 60" Stabilizer IN-2204
- Rescuer SRL such as 10158178 and corresponding attachment bracket such as IN-2404



Ordering Information

Davit Arm 24" Reach 	P/N IN-2210 24" davit arm with secondary winch adapter for fall protection and retrieval facilitates access to confined spaces. Used in conjunction with 24" mast IN-2003 and appropriate base/system or manhole guard. IN-2108 or IN-2324. Equipped with 5,000-lb. anchor point. Unit weight: 33 lbs.	Meets OSHA Regulations
3" Diameter Mast 	P/N IN-2003 Mast for confined space fall protection and retrieval to be used in conjunction with 24" davit arm IN-2210 and any Xtirpa System mast base or system. 45" height. Unit weight: 22 lbs.	Meets OSHA Regulations
Mast Extension (15', 18" or 24") 	P/N IN-2044 15" Unit weight 20 lbs. P/N IN-2109 18" Unit weight 24 lbs. P/N IN-2045 24" Unit weight 26 lbs.	Meets OSHA Regulations

Mast extension is constructed of painted steel and provides additional height when used with any mast base.

MSA Confined Space Entry Equipment

MSA XTIRPA Adapter Base System—24" Reach

Use for confined space vertical entry and fall protection when fixed base is needed.

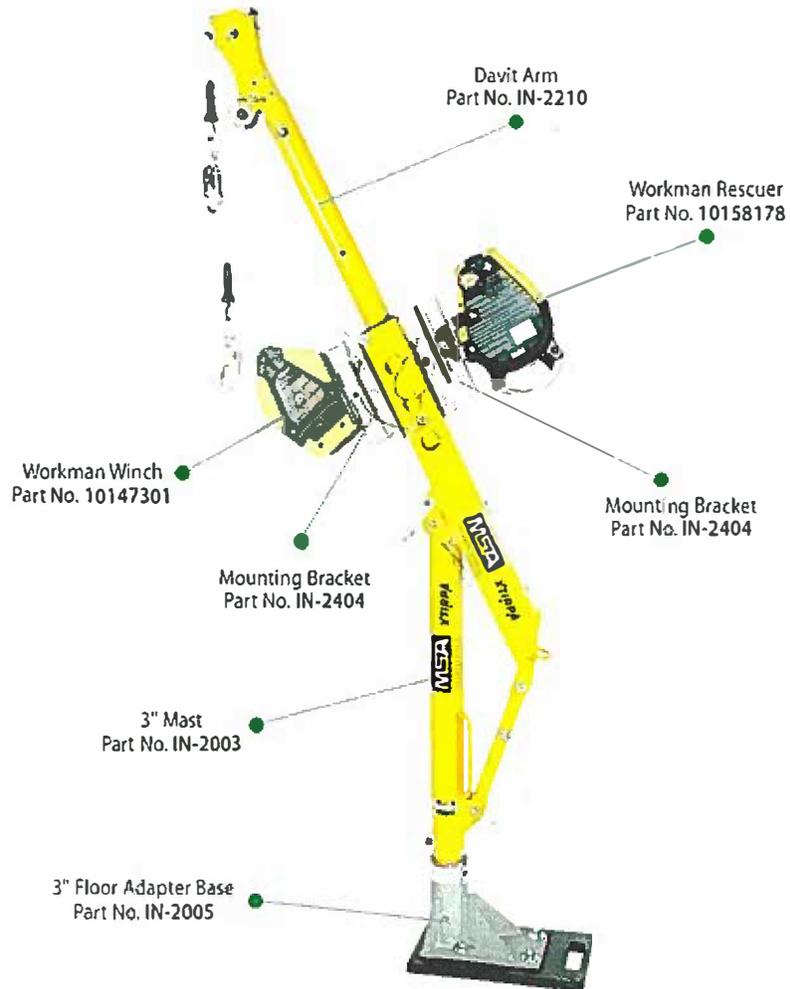
Adapter Base Systems are fixed anchorage connectors used for vertical entry into confined spaces. The adapter base is permanently affixed to an existing structure. The many different adapter base options can accommodate any work environment. This system is designed for work areas that require regular setup and teardown.

Weight Capacity

360 lbs. (163 kg)
as pictured with
Workman Rescuer

Required System Components

- Davit Arm IN-2210
- 3" Mast IN-2003
- 3" Adapter Base
- Rescuer SRL such as 10158178 and corresponding attachment bracket such as IN-2404



Ordering Information

Davit Arm 24" Reach 	P/N IN-2210 24" davit arm with secondary winch adapter for fall protection and retrieval facilitates access to confined spaces. Used in conjunction with 24" mast IN-2003 and appropriate base/system or manhole guard. IN-2108 or IN-2324. Equipped with 5,000-lb anchor point. Unit weight: 33 lbs.	Meets OSHA Regulations
3" Diameter Mast 	P/N IN-2003 Mast for confined space fall protection and retrieval to be used in conjunction with the 24" davit arm IN-2210 and any Xtirpa System mast base or system. 45" height. Unit weight 22 lbs.	Meets OSHA Regulations
Mast Extension (15', 18' or 24') 	P/N IN-2044 15" Unit weight 20 lbs. P/N IN-2109 18" Unit weight 24 lbs. P/N IN-2045 24" Unit weight 26 lbs.	Meets OSHA Regulations

Mast extension is constructed of painted steel and provides additional height when used with any mast base.



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	RFD Purchase of Vertical In-Line Pump and Motor
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.3

BACKGROUND/PROPOSAL:

Council directed administration to prepare for Council discussion information derived from the April 19th Strategic Advisory Committee Meeting regarding the purchase of a “Vertical In-Line Pump and Motor”.

This is a Priority 1 request as there is a high risk of providing an insufficient quantity of water to the community if a pump should fail.

DISCUSSION:

One of the risks identified in the UMP is that the Town needs to ensure long term viability of current and future water wells. The raw water intake system is operated with two pumps with the capacity to add a third pump. The additional pump will allow for the staff to remove an existing motor or pump for servicing without restricting inflows to the water treatment plant. If one of the pumps or motors are taken out of service, the Town cannot pump enough raw water to the treatment plant for the average daily demand.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan under Pillar 4, Supportive Infrastructure.

Cost Analysis

A quote received April 15, 2024 for the vertical inline pump and motor is \$12,261.90 which includes GST. Additional funds will be required for the installation of the pump and motor.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council approve proceeding with the purchase of a “Vertical In-Line Pump and Motor” and installation at the discretion of the Chief Administrative Officer, with final costing and funding information to be provided once complete.

MOTION:

That the Town of Sundre Council approve proceeding with the purchase of a “Vertical In-Line Pump and Motor” and installation at the discretion of the Chief Administrative Officer, with final costing and funding information to be provided once complete.

or

At Council’ discretion.

Date Reviewed: April 25, 2024

CAO: Amie Nbu



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT RFD Enhanced Festivals and Events
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 10.4

BACKGROUND/PROPOSAL:

Council directed administration to prepare information derived from the April 19th Strategic Advisory Committee Meeting regarding “Enhanced Festivals and Events” for Council decision.

DISCUSSION:

See attached report.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan under Pillar 1, Community Development. and Pillar 2, Community Wellness.

ADMINISTRATION RECOMMENDATIONS:

Administration is seeking Councils support in this endeavor and is requesting that Council allocate an amount not to exceed \$50,000.00 from the Community Services Stabilizations fund to support enhanced festivals and events in the Town of Sundre.

MOTION:

That the Town of Sundre Council transfer \$50,000.00 from the Community Services Stabilizations RSA to the Community Services Operating budget to support enhanced festivals and events in the Town of Sundre.

Alternative:

At Council’ discretion.

Date Reviewed: April <u>25</u> , 2024	CAO: <u>Amida Nuber</u>
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REPORT

COUNCIL DATE	April 29, 2024
SUBJECT	RFD Enhanced Festivals and Events
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.4 a

BACKGROUND/PROPOSAL:

Council directed administration to prepare information derived from the April 19th Strategic Advisory Committee Meeting regarding “Enhanced Festivals and Events” for Council decision.

DISCUSSION:

Council’s Strategic Priorities include year-round events, tourism, support existing businesses, growth, and culture. When considering tourism, Council made the conscious decision to also include on-going consideration of matters related to community sustainability with respect to environmental, economic, social and cultural factors; meaning we must also measure success against the well-being of our community, considering nature, human health, and community identities, and balance the quality of the visitor experience with the quality of life for residents. We must be thoughtful about how we can responsibly grow our tourism industry for the benefit of all in our community, including the businesses and Town residents.

Travel Alberta has identified Sundre as one of the 10 destination development zones with a high potential for tourism growth over the next ten years. 9.5 million vehicles travel through Sundre annually, and administration has been tasked with finding ways to draw the traveling public into our community. Over the past few years, Sundre has embarked on a community beautification and placemaking program based on the 5 goals in the pathway to wellbeing created by Recreation Canada in 2015. This includes a 100% barrier free boardwalk through crown land to the river, fully accessible paths trails and sitting areas, an award winning light garden, cross country ski trails and other outdoor activities, fully accessible gazebo in greenwood campground and on the east boulevard, and many other projects that promote health and wellbeing. We have already commenced collaboration efforts with a number of tourism operators in the area and have identified plans for unique experiences in partnership with our local restaurants, hotels and service providers. We believe that the more experiences we can offer through collaboration, the more successful and sustainable everyone will be.

The tourism industry is a critical sector in Alberta, representing \$10.1 billion in expenditures in 2019. We are looking at a strategy to encourage more visitation to our community through collaboration with local artisans, local businesses, tourism operators, and other stakeholders who share a commitment to the common goal of preserving and enhancing our community in a manner consistent with the Town of Sundre’s strategic vision. The plan is to work with volunteers, as well as a temporary paid position, with a focus on attracting and enhancing

festivals and events into the community, partnering with local groups on existing events, and endeavouring to create a sense of community by ensuring all tourism efforts also provide a benefit to our residents, while supporting local businesses.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council’s Strategic Plan under Pillar 1, Community Development. and Pillar 2, Community Wellness.

Cost Analysis

To ensure there is no impact to the current operating budget, the intent is to draw funds from the Community Services Stabilization RSA.

ADMINISTRATION RECOMMENDATIONS:

Administration is seeking Councils support in this endeavor and is requesting that Council allocate an amount not to exceed \$50,000.00 from the Community Services Stabilization fund to support enhanced festivals and events in the Town of Sundre.

MOTION:

That the Town of Sundre Council transfer \$50,000.00 from the Community Services Stabilization RSA to the Community Services Operating budget to support enhanced festivals and events in the Town of Sundre.

Alternative:

At Council’ discretion.

Date Reviewed: April 25, 2024	CAO: <i>Amida Nuba</i>
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REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Safety Codes Council 2023 Annual Internal Review – Building, Electrical, Fire, Gas & Plumbing Disciplines
ORIGINATING DEPARTMENT	Planning and Development
AGENDA ITEM	10.5

BACKGROUND/PROPOSAL:

In addition to all of the planning and development related functions, the Planning and Development Department also processes and issues plumbing, gas, electrical and building permits, which we are authorized to issue under the Town’s Quality Management Plan (QMP). The Town is also responsible for the Fire Discipline within the QMP. One of the mandatory conditions of our accreditation is an annual internal review of our files.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached report

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the letter from the Safety Codes Council approving the results of the 2023 annual internal review for the building, plumbing, gas, electric and fire disciplines for the Town of Sundre as presented.

MOTION:

That Council accept the letter from the Safety Codes Council approving the results of the 2023 annual internal review for the building, plumbing, gas, electric and fire disciplines for the Town of Sundre as presented.

ATTACHMENT:

- 10.5a CAO Report
- 10.5b March 28, 2024, Safety Codes Council letter

Date Reviewed: April 25, 2024

CAO: Amida Naba



REPORT TO COUNCIL

COUNCIL DATE **April 29, 2024**

SUBJECT: **SAFETY CODES COUNCIL 2024 ANNUAL INTERNAL REVIEW**
BUILDING, ELECTRICAL, FIRE, GAS & PLUMBING DISCIPLINES

REPORT WRITER: **CHIEF ADMINISTRATIVE OFFICER**

AGENDA ITEM: **10.5a**

BACKGROUND/PROPOSAL:

In addition to all of the planning and development related functions, the Planning and Development Department also processes and issues plumbing, gas, electrical and building permits, which we are authorized to issue under the Town's Quality Management Plan (QMP). The Town is also responsible for the Fire Discipline within the QMP. One of the mandatory conditions of our accreditation is an annual internal review of our files.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Minister of Alberta Municipal Affairs is ultimately responsible for the delivery of safety services in the province. The Minister can delegate this responsibility to municipalities, regional services commissions, and corporations that are interested in administering the safety codes system through the Safety Codes Council. Additionally, agencies can become accredited to provide services under the Act to provide services to municipalities, regional services commissions, corporations, or the Government of Alberta. The Town of Sundre does not employ its own safety codes officers, we contract with an agency to provide inspection services under the disciplines we are accredited for.

To become accredited means to be delegated the authority and responsibility to administer safety codes including the issue of permits and inspection of work performed in the disciplines and jurisdiction we are accredited under. Accredited organizations are those that want to take responsibility for delivering safety services in their own jurisdiction on behalf of the Minister and the Safety Codes Council. As an accredited municipality, we are required to follow a Quality Management Plan, or a QMP. Permits are required to ensure that the construction or installation is done in compliance with codes and standards. Codes and standards define what makes a structure or system safe for use. They are written by subject matter experts and used by designers, contractors, and safety codes officers to ensure that permitted work complies with safety standards. Each discipline has its own set of codes and standards. These regulations are there to ensure the safety of all occupants of the building at all times.

A Quality Management Plan (QMP) is a document in which an organization (e.g. municipality, regional services commission, corporation, agency) describes the disciplines (or parts of disciplines) and extent of safety services it intends to provide when it becomes accredited.

A QMP consists of the following:

- details of the discipline(s) and the components of the *Safety Codes Act* the organization seeks to administer;
- a statement committing senior management to the plan, (QMP Manager)
- an organizational chart outlining operational structures and reporting responsibilities;
- an outline of safety policies and standards, and the process for ensuring compliance, e.g., the number of inspections and at what stages, plans review (if applicable), verification of compliance, resolution of non-compliance (variances and orders);
- a strategy that ensures the ability of a Safety Codes Officer to make decisions without undue influence from management or elected officials; and
- a strategy that prohibits persons from participating in design, construction or installation activities for projects for which they are involved in compliance monitoring.

As part of their Quality Management Plan (QMP), Accredited organizations are required to submit an Annual Internal Review to the Safety Codes Council and the Administrator of Accreditation.

On March 27, 2024, staff conducted internal reviews of the following disciplines, for 2023:

- Building,
- plumbing,
- gas,
- electric, and
- fire

The internal audit consisted of a review of the Town's QMP, and a comparison of the requirements of the QMP from randomly selected files from each discipline, against each permit issued under the disciplines.

On April 5, 2024 a response was provided to the Administrator of Accreditation pertaining to the "outstanding orders" noted in the Internal Review. The Administrator was advised that the Orders are closed. Staff provided copies of the closed permits.

MOTION:

That Council accept the results of the 2023 annual internal review for the building, plumbing, gas, electric and fire disciplines for the Town of Sundre as presented.

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

Date Reviewed: April 25 2024

CAO: 

Thursday, March 28, 2024

Linda Nelson
QMP Manager
Town of Sundre
BOX 420
Sundre AB T0M 1X0

Dear Linda Nelson:

**RE: 2023 Annual Internal Review
Town of Sundre - Accreditation No: M000319**

The Town of Sundre 2023 Annual Internal Review (AIR) for the building, electrical, fire, gas and plumbing disciplines has been approved. You can view the signed AIR document on your organization dashboard on Council Connect.

I would like to thank you for the thorough and comprehensive review and the effort put into completing the review and appreciate the comments made and document uploaded.

We currently show two outstanding orders for Town of Sundre in our registry; I have included them with our response for your review. We would greatly appreciate you confirming the status with the Council of the attached orders .

Should you have any questions, please do not hesitate to call the Accreditation Business Unit. We can be reached toll-free at 1-888-413-0099 or by email at accreditation@safetycodes.ab.ca.

Best Regards,



Peter Burrows
Administrator of Accreditation

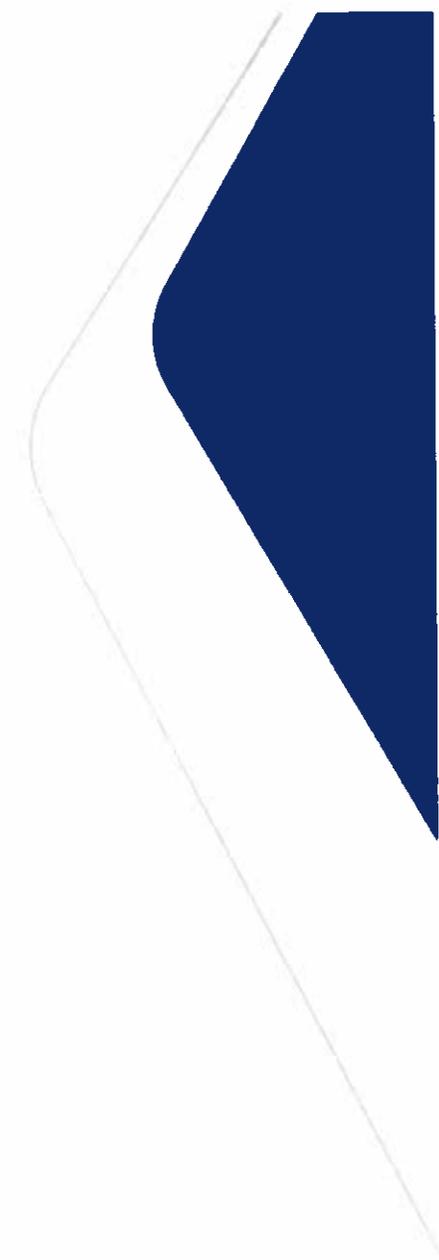
LM

2023

Annual Internal Review

Accredited Municipality

Town of Sundre



2023- Municipal Accreditation

Accreditation Information

Accreditation ID: M000319
Municipal Name: Town of Sundre
Population Size: 2729
Municipal Type: Municipality
Accredited Disciplines: Building, Electrical, Fire, Gas, Plumbing
Application Disciplines: Building, Electrical, Fire, Gas, Plumbing

QMP Information

QMP	Disciplines Covered	QMP Approved Date	QMP Manager Name (First name , Last name)	QMP Manager Job Title
176	Plumbing, Electrical, Gas, Fire, Building	2023-10-10	Linda Nelson	Chief Administrative Officer

Operational Activity

Activity	Building	Electrical	Fire	Gas	Plumbing	PSDS	Total
Permits Issued	33	29	0	12	12	0	86
Permits Closed	20	25	0	10	8	0	63
Permits Open	13	4	0	2	4	0	23
Inspection Completed	20	25	0	10	8	0	63
Orders Issued	1	1	0	0	0	0	2
Orders Closed	1	1	0	0	0	0	2
Orders Outstanding	0	0	0	0	0	0	0
Variances Issued	0	0	0	0	0	0	0

QMP Administration

a.	Are the contacts listed on Council Connect for your organization current?	Yes
b.	Is an accredited agency under contract to provide safety codes services?	Yes
c.	Please provide the following verifications:	
i.	The list of active Designation of Powers in Council Connect is up-to-date.	Yes
ii.	SCO certifications are current and have not expired.	Yes
iii.	SCO training is current.	Yes
iv.	A registry of SCO training is maintained.	Yes
v.	Municipal staff and contractors have access to the approved QMP	Yes
vi.	Municipal staff and contractors have received training on the approved QMP.	Yes
vii.	All and any changes to the QMP have been approved by the Administrator prior to implementation.	Yes
viii.	All safety codes services files are managed under a formal records management program.	Yes
ix.	All safety codes services files closed by a contracted accredited agency are returned to the municipality	Yes

Fire Incident Reporting

a.	Number of fire incidents reported.	0
b.	Number of fire incidents resulting in injury or fatality.	25

Fire Compliance Inspections

Complete the following as it relates to the technical service delivery standards in Schedule C of the municipality's QMP

Major Occupancy Classification	Inspection frequency in Approved QMP	Inspections completed to Frequency
Major Occupancy Classification	On a request or complaint	Yes
A1- Assembly	On a request or complaint	Yes
A2- Assembly	On a request or complaint	Yes
A3- Assembly	On a request or complaint	Yes
A4- Assembly	On a request or complaint	Yes
B1- Detention	On a request or complaint	Yes
B2- Treatment	On a request or complaint	Yes
B3 - Care	On a request or complaint	Yes
C - Residential, = 5 family	On a request or complaint	Yes
C - Residential, 5 to 12 family	On a request or complaint	Yes
C - Residential, 12 to 25 family	On a request or complaint	Yes
C - Residential, = 25 family	On a request or complaint	Yes
D - Business and personal services	On a request or complaint	Yes
E - Mercantile	On a request or complaint	Yes
F1 - High-hazard industrial	On a request or complaint	Yes
F2 - Medium-hazard industrial	On a request or complaint	Yes
F3 - Low-hazard industrial	On a request or complaint	Yes
Storage Tank Systems - New construction	On a request or complaint	No
Storage Tank Systems - Alterations or removal	On a request or complaint	No
Storage Tank Systems - Monitoring	On a request or complaint	No

Accredited Agency Contract Information

Agency Name	B	EL	F	G	P	PS	Mun. %	Ag. %	Other	Services Type	Contract Start Date
A000300-Superior Safety Codes Inc.	Yes	Yes		Yes	Yes		50	50		Both	2024-02-12

Agency Monitoring and Oversight

a.	Does the accredited agency submit the Council levy on behalf of the municipality?	Yes
i.	The municipality is not in arrears in its remittance of the Council Levy.	Yes
b.	Please provide the following verifications	
i.	An agency monitoring and oversight program is in place.	Yes
ii.	Agency inspections services are delivered in accordance to the municipality's QMP.	Yes
iii.	Signed formal agency contracts are in place.	Yes
iv.	Agency contracts are current and up-to-date.	Yes
v.	Agency contracts address the transition of safety codes services upon termination.	Yes
vi.	Closed agency safety codes services files are returned to the municipality.	Yes

Agency Satisfaction

Please rate the following statements in relation to the corporation's satisfaction with the safety codes services provided by their contracted agency or agencies.

		Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
1. A000300-Superior Safety Codes Inc.					
a.	Overall satisfaction.	Yes			
b.	Delivery of permit services.	Yes			
c.	Delivery of inspection services.	Yes			
d.	Timeliness and responsiveness of service delivery.	Yes			
e.	Competency and knowledge of SCOs.	Yes			
f.	Actions taken to improve the delivery of safety codes services.	Yes			
g.	Actions taken to promote compliance to the Safety Codes Act, its regulations and the codes and standards in force in Alberta.	Yes			

Technical Service Delivery Standards File Review Instructions

- Complete a review of one (1) closed permit file in each of the disciplines covered by the accreditation (i.e. building, electrical, gas, and plumbing)
- Files closed in the fire discipline **do not have** to be reviewed.
- An organization accredited in all disciplines will complete a maximum of four (4) file reviews.
- If a permit file was not closed in a discipline in the year which the AIR applies, a file review **is not required**.

File Information

Discipline: Electrical **Permit Issue Date:** 2023-04-26 **Permit Closure Date:** 2023-10-30

Issuing Organization: Town of Sundre

Permit Issuer: Betty Ann Fountain **DOP Number:** P00009148

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Don Renner **DOP Number:** D5529

Discipline: Building **Permit Issue Date:** 2023-04-26 **Permit Closure Date:** 2023-10-30

Issuing Organization: Town of Sundre

Permit Issuer: Doug Stewart **DOP Number:** D9792

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Doug Stewart **DOP Number:** D9792

Discipline: Private Sewage **Permit Issue Date:** **Permit Closure Date:**

Issuing Organization:

Permit Issuer: **DOP Number:**

Inspecting Organization:

Inspecting SCO: **DOP Number:**

Discipline: Gas **Permit Issue Date:** 2023-03-08 **Permit Closure Date:** 2023-03-13

Discipline: Plumbing

Permit Issue Date: 2023-08-02

Permit Closure Date: 2023-12-06

Issuing Organization: Town of Sundre

Permit Issuer: Betty Ann Fountain

DOP Number: P00009148

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Karl Kautz

DOP Number: D3830

File Review

Building	a.	Construction Document Review	
		Was a construction document review required?	Yes
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	Yes
	ii.	Professional involvement occurred as required in the municipality's QMP.	No
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	Yes
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	No
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	Was the permit closed with an unsafe condition?	No	
vi.	Did the inspections identify deficiencies?	No	
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
Electrical	a.	Construction Document Review	
		Was a construction document review required?	No

Electrical	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
Gas	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
c.	Orders		
i.	Was an order issued?	No	
ii.	If yes, the order is registered with the Council.		
d.	Variances		
i.	Was a variance issued?	No	
ii.	If yes, the variance is registered with the Council.		
e.	Inspections and File Closure		

Gas	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
Plumbing	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
i.	Inspections completed within the prescribed time frame.	Yes	
ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes	
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	Was the permit closed with an unsafe condition?	No	
vi.	Did the inspections identify deficiencies?	No	
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
Private Sewage	a.	Construction Document Review	
		Was a construction document review required?	
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	

Private Sewage	d.	Variances	
	i.	Was a variance issued?	
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	
	iii.	The inspection reports describe the "work in place" at the time of inspection	
	iv.	An SCO with the proper certification and designation completed the inspections.	
	v.	Was the permit closed with an unsafe condition?	
	vi.	Did the inspections identify deficiencies?	
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	

Annual Internal Review Findings

Use the results of the File Review and any other information to answer the following questions

1. Are there any notable issues with respect to the accreditation that was discovered through the completion of the Annual Internal Review?

N/A

2. Any other general comments, concerns or issues the municipality would like to raise with the Administrator and council in regards to its accreditation or operation of the safety codes system.

The municipality monitoring process of all permits in all disciplines is to regularly review the open permit files with the agency and identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work to be completed and actively work with the applicant to achieve closing of the permit.

Municipal Acknowledgement and Signature

Signature: Linda Nelson

Date: 2024-03-27

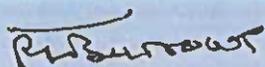
Job Title: CAO/QMP Manager

Note: This information is being collected for the purpose of administering and monitoring organizations accredited under the Safety Codes Act. The information collected will be managed in compliance with section 33,39 and 40 of the Freedom of Information and Protection of Privacy Act, section 63 of the Safety Codes Act, and in accordance with the policies, practices and procedures of the Safety Codes Council. Questions about the collection and use of this information can be directed to the Safety Codes Council at 780-413-0099, or toll-free at 1-888-413-0099.

For Safety Council Use Only

Administrator of Accreditation Review and Approval

Signature:



Date: 2024-03-28

11 March, 2024

SAFETY CODES AUDIT 2023 – SCO TRAINING STATUS

Carey,

Status report of Safety Codes Training is as follows:

- Nicole Toth – has completed courses and is awaiting her accreditation and designation
- Alex Clews – has 1 course remaining, and will be completed by 15 April, 2024
- Matt Heinz – has 3 courses to complete, and will be completed by December 2024
- Scott Parker, Dave Bennett, Ryan Martens, Dan Corbitt will be signing up in 2024 as new candidates as Safety Codes Officers.

Kind regards,



Ross Clews
Fire Chief, Town of Sundre
Fire.chief@sundre.com



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Alberta Disability Worker Association Proclamation
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.6

BACKGROUND/PROPOSAL:

The Honourable Jason Nixon, Minister of Seniors, Community and Social Services has declared the week of May 20 – 26, 2024, as the Alberta Disability Services Professional Appreciation Week in Alberta.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Proclamation attached.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 2 of the Strategic Plan, Community Wellness

ADMINISTRATION RECOMMENDATIONS:

That Council proclaim May 20 – 26, 2024 as “Alberta Disability Services Professional Appreciation Week” in Sundre.

MOTION:

That the Town of Sundre Council proclaim the week of May 20 – 26, 2024 as “Alberta Disability Services Professional Appreciation Week” in the Town of Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

ATTACHMENTS:

10.6a_ Proclamation
10.6b_ADWA Letter

Date Reviewed: April 25, 2024

CAO: 



PROCLAMATION

“Alberta Disability Services Professional Appreciation Week” May 20 – 26, 2024

The Alberta Disability Workers Association (ADWA) is the established professional voice and advocate for the 15, 000+ professionals employed in Community Disability Services (CDS) across the Province of Alberta. ADWA was formed in 2010, and one of our important roles is to heighten Albertan’s awareness of our essential and valuable workforce by publicly recognizing the positive impact the profession has on the lives of people with disabilities, their families and the overall community.

The Honourable Jason Nixon, Minister of Seniors, Community and Social Services has declared the week of May 20 – 26, 2024, as the Alberta Disability Services Professional Appreciation Week in Alberta.

WHEREAS: In perpetuity (3rd Monday in May) this declaration is a testament to the unwavering dedication and invaluable contributions made by disability service professionals in our communities.

WHEREAS: The ADWA is requesting that Alberta’s communities join in acknowledging this significant occasion, and by doing so, collectively raise awareness about the essential role that CDS professionals play in enhancing the lives of individuals with disabilities who live, work, and play in communities across Alberta.

DECLARATION: I, Richard Warnock, on behalf of the Council and Citizens of the Town of Sundre in the Province of Alberta, do hereby declare the week of May 20-26, 2024, Alberta Disability Services Professional Appreciation Week. Our community respects and honours the dedicated professionals working in disability services.

Dated this 29th of April, 2024

Richard Warnock, Mayor

April 08, 2024

To whom it may concern,

Re: Alberta Disability Services Professional Appreciation Week:

I am writing this letter in my capacity as Board President of the Alberta Disability Worker Association (ADWA) to bring awareness to a matter of significance.

The [Alberta Disability Workers Association \(ADWA\)](#) is the established professional voice and advocate for the 15,000+ professionals employed in Community Disability Services (CDS) across the Province of Alberta. ADWA was formed in 2010, and one of our important roles is to heighten Albertans' awareness of our essential and valuable workforce by publicly recognizing the positive impact the profession has on the lives of people with disabilities, their families, and the overall community. ADWA is a professional association, not a union; our members are Community Disability Service professionals who voluntarily register for membership.

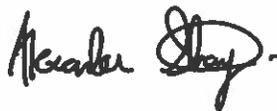
The Minister of Seniors, Community and Social Services, Jason Nixon, has declared the week of May 20-26, 2024, as the Alberta Disability Services Professional Appreciation Week. This declaration, which has been enacted in perpetuity (3rd Monday in May), is a testament to the unwavering dedication and invaluable contributions made by disability service professionals in our communities.

I respectfully request that where possible Alberta's communities join ADWA in acknowledging this significant occasion. By doing so, we can collectively raise awareness about the essential role that CDS professionals play in enhancing the lives of individuals with disabilities who live, work, and play in communities, across Alberta. One example is that various CDS organizations are hoping that their municipalities will "light up" on Wednesday, May 22, 2024, to showcase the breadth of this profession across Alberta.

Your support in this initiative would not only serve to honor the dedicated professionals working in disability services but also encourage a more inclusive and understanding societal ethos.

Thank you in advance for your consideration.

All the best,



Alexander Stoye
Board President
Alberta Disability Worker Association (ADWA)



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Senior's Week June 3 – 9, 2024
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.7

BACKGROUND/PROPOSAL:

The Honourable Jason Nixon; Minister of Seniors, Community and Social Services is declaring and requesting municipal support to honour seniors of the past, present, and the future contributions of the seniors of this community and throughout Alberta, by proclaiming June 3-9, 2024, as Senior's Week in the Town of Sundre.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Declaration attached.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 2 of the Strategic Plan, Community Wellness

ADMINISTRATION RECOMMENDATIONS:

That Council proclaim June 3 – 9, 2024 as Senior's Week in Sundre.

MOTION:

That the Town of Sundre Council proclaim the week of June 3 - 9, 2024 as "Senior's Week" in the Town Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

ATTACHMENTS:

10.7a_Declaration Seniors' Week 2024

Date Reviewed: April 25, 2024

CAO: Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT March 2024 Departmental Reports
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 11.1

BACKGROUND/PROPOSAL:

The following Departmental Reports for March 2024 are provided to Council for their review and information:

- a) Chief Administrative Officer
 - i. Motion Log and Appendix #s
 - ii. Council Expenses
- ✓ b) Fire Chief
- c) Director Community Development
 - i. Planning and Development
 - ii. Community Services
- d) Community Peace/Bylaw Officer
- e) Operations
- f) Economic Development
- g) Sundre Library

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal Report by CAO.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the March 2024 Departmental Reports as information.

MOTION:

That the Town of Sundre Council accept the March 2024 Departmental Reports as information.

ATTACHMENTS:

March Departmental Reports

Date Reviewed: April 25, 2024

CAO: Amie Nelson

#/D/M/Y January 08, 2024 Regular Council Meeting				
Res. #	Date	Council Motion	Action	Status
001	08-01-24	MOVED by Councillor Vardas that the Agenda be approved as amended as follows: Add 13.4 Confidential Evaluations FOIPP Act s. 19		
002	08-01-24	MOVED by Councillor Petersen that the Minutes of the Regular Council Meeting of Council held on December 18, 2023, be approved as presented.		
003	08-01-24	MOVED by Councillor Dalke that the Town of Sundre Council directs administration to commence the planning of proactive drought measures and provide further updates	Legislative Services / Corporate Services	Pending Appendix #1
004	08-01-24	MOVED by Councillor Petersen that the Town of Sundre Council grant the extension for the use of the 2023 Grants to Organizations funding to Suds and Sundries to purchase and install a store	Legislative Services	Completed Appendix #2
005	08-01-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Minister of Municipal Affairs as information		Appendix #3
006	08-01-24	MOVED by Councillor Marr that the Town of Sundre accept the letter to the Sundre & District Museum as information		Appendix #4
007	08-01-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the letter to the Town of Olds as information. Opposed: Councillor Anderson		Appendix #5
008	08-01-24	MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 6:42 p.m.		
Mayor Warnock called a 5 minute recess at 6:42 p.m.				
Mayor Warnock resumed the meeting at 6:47 p.m.				
009	08-01-24	MOVED by Councillor Anderson that Council return to an open meeting at 8:20 p.m.		
010	08-01-24	MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 8:21 p.m.		
#/D/M/Y January 22, 2024 Regular Council Meeting				
Res. #	Date	Council Motion	Action	Status
011	22-01-24	MOVED by Councillor Vardas that the agenda be approved as amended as follows: Add to New Business: 8.1 RFD Mid-Sized Towns Mayor's Caucus		
012	22-01-24	MOVED by Councillor Anderson that the Minutes of the Regular Council Meeting of Council held on January 8, 2024, be approved as presented.		
013	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation by Karen Fahrlanders, Board Member of the Red Deer River Watershed Alliance, as information.		
014	22-01-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the membership in the Mid-Sized Towns Mayor's Caucus as per the Terms of Reference and agrees to pay the \$250	Legislative Services	Completed Appendix #6
015	22-01-24	MOVED by Councillor Dalke that the Town of Sundre Council accept the Community Peace Officer's annual report as information		
016	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the December and 2023 Year-End Departmental Reports as information.		
017	22-01-24	MOVED by Councillor Petersen that the Town of Sundre Council accept Mayor Warnock's report for December 2023 as information.		
018	22-01-24	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Marr's report for October, November, and December 2023 as information.		
019	22-01-24	MOVED by Councillor Isaac that the Town of Sundre accept the Key Messages of Council for the Year 2023 as information.		
020	22-01-24	MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 7:27 p.m.		
Mayor Warnock called a 5 minute recess at 7:27 p.m.				
Mayor Warnock resumed the meeting at 7:32 p.m.				
021	22-01-24	MOVED by Councillor Petersen that Council return to an open meeting at 8:05 p.m.		
022	22-01-24	MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 8:05 p.m.		
#/D/M/Y February 12, 2024 Regular Council Meeting				
Res. #	Date	Council Motion	Action	Status
023	12-02-24	MOVED by Councillor Dalke that the agenda be approved as presented Councillor Absence: Councillor Chris Vardas notified CAO in compliance of 14.6 of Council's Procedural Bylaw		
024	12-02-24	MOVED by Councillor Marr that the Minutes of the Regular Council Meeting of Council held January 22, 2024, be approved as presented.		
025	12-02-24	MOVED by Councillor Dalke that the Minutes of the Special Closed Council Meeting of Council held on February 5, 2024, be approved as presented		
026	12-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the RCMP Detachment 3rd Quarter Sundre Provincial Community Report as presented by NCO i/c Sgt. Trent Sperlie, as		
027	12-02-24	MOVED by Councillor Anderson that the Town of Sundre Council support the CAO's approval of the budget adjustment in the amount of \$10,691.00 for a total purchase price of \$175,691.00, with the additional fund of \$10,691.00 drawn from the Municipal New Restricted Surplus Account		

028	12-02-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation regarding the Town of Sundre Design Guidelines as information		
029	12-02-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:42 p.m.		
<i>Mayor Warnock called a 5 minute recess at 6:42 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 6:48 p.m.</i>				
<i>The following were in attendance for the closed meeting session: Staff: Chief Administrative Officer Linda Nelson, Betty Ann Fountain, Admin. Support; Fire Chief Ross Clews, Captain Nicole Toth, Lt. Daniel Corbett</i>				
<i>Topic of Closed Meeting, 13.1 Advice from Officials, FOIPP Act, Section 24</i>				
<i>Members of Sundre Fire Department left the closed meeting at 7:30 p.m.</i>				
<i>Topic of Closed meeting, 13.2 Advice from Officials, FOIPP Act, Section 24</i>				
<i>Admin. Support left the closed meeting at 7:48 p.m.</i>				
030	12-02-24	MOVED by Councillor Anderson that Council return to an open meeting at 8:20 p.m.		
031	12-02-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:20 p.m.		
	#/D/M/Y	February 26, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
		Guests Attending: The Honourable Jason Nixon, Minister of Seniors, Community and Social Services, to present the Long Service Medals to members of Sundre Fire Department and Ms. Jody Mercier-Layden, Constituency Manager, Rimbey-Rocky Mountain House-Sundre		
032	26-02-24	MOVED by Councillor Dalke that the agenda be approved as presented Councillor Absence: Councillor Paul Isaac notified CAO in compliance of 14.6 of Council's Procedural Bylaw		
033	26-02-24	MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on February 12, 2024, be approved as presented		
034	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council give heart-felt thanks to the members of Sundre Fire Department for their exemplary commitment to provide fire services		
035	26-02-24	MOVED by Councillor Marr that the Town of Sundre approve the 10th Street S.W. Agreement between the Town of Sundre and Mountain View County as presented	Leg. Services - Notice to MVC	Completed
036	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Fire Sub-Agreement between the Town of Sundre and Mountain View County as presented	Leg. Services - Notice to MVC	Completed
037	26-02-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the revised 2024 Council Meeting Calendar to reflect the revisions for the Council Spring Open House date from Thursday, March 21 to Tuesday, March 19 and the Council Fall Open House date from Thursday, September 12 to Tuesday, September 10	Leg. Services - Update calendar & circulate	Appendix #7 COMPLETED
038	26-02-24	MOVED by Councillor Dalke that the Town of Sundre Council proclaim March 26, 2024 as "Purple Day" in the Town of Sundre	Leg. Services - Notice to Public	Appendix #8 COMPLETED
039	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the January 2024 Departmental Repots as information		
040	26-02-24	MOVED by Councillor Marr that the Town of Sundre Council accept Mayor Warnock's report for January 2024 as information		
041	26-02-24	MOVED by Councillor Anderson that the Town of Sundre Council accept Councillor Isaac's report for January 2024 as information		
042	26-02-24	MOVED by Councillor Vardas that the Town of Sundre Council accept the Key Messages of Council for the month of January 2024 as information		
043	26-02-24	MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 6:37 p.m.		
<i>Mayor Warnock called a 5 minute recess at 6:37 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 6:45 p.m.</i>				
<i>Manager Operations, Jim Hall joined the Closed Session of Council at 6:55 p.m.</i>				
<i>Manager Operation, left the Closed Session of Council at 7:05 p.m.</i>				
<i>Director Corporate Services, Chris Albert left the Closed Session of Council at 7:35 p.m.</i>				
044	26-02-24	MOVED by Councillor Dalke that Council return to an open meeting at 7:54 p.m.		
045	26-02-24	MOVED by Councillor Petersen being that the agenda matters have been concluded the meeting adjourned at 7:55 p.m.		

	#/D/M/Y	March 11, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
046	11-03-24	MOVED by Councillor Vardas that the agenda be approved as amended as follows: 1. CHANGE 8.2 Replace dissolution with withdraw from MAP; 2. ADD 8.3 RFD Acceptance of proposed Resolutions to Alberta Municipalities Spring Caucus, March 14 & 15, 2024; 3. REMOVE 13.1 Closed Meeting		
		<i>Councillor Anderson notified CAO in compliance with 14.6 of Council's Procedural Bylaw that he will be joining the meeting by phone</i>		
047	11-03-24	MOVED by Councillor Isaac that the Minutes of the Regular Council Meeting of Council held on February 26, 2024, be approved as presented		
048	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council thank the Property Owner of 940 main Avenue East for brining forward his concerns to Council and accept the presentation <i>CAO invited Community Peace Officer to provide Council with statistical information regarding vehicle speed tracking for a 2-week period on Highway 27 westbound</i>		
049	11-03-24	MOVED by Councillor Vardas that the Town of Sundre council approve the Grants to Organizations funding for GNP (Sundre Seniors Connection) in the amount of \$2,000	Legislative Services	Appendix 9 - 33 COMPLETED
050	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Crude Energy in the amount of \$3000; <i>Opposed: Councillor Vardas, Councillor Isaac</i>	√	√
051	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Kiwanis Music Festival in the amount of \$500	√	√
052	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for the Children's Emporium in the amount of \$3,000	√	√
053	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for The Slingshot Garage in the amount of \$1,000	√	√
054	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations fundin for Sundre Grad Committee in the amunt of \$1,200; <i>Opposed: Councillor Dalke</i>	√	√
055	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Pickleball in the amount of \$0.00	√	√
056	11-03-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations funding for Adam's Army Charitable Foundation in the amount of \$1,500 for 2024	√	√
057	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Community Choir & Handbells in the amount of \$500	√	√
058	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for West Country Cruisers in the amount of \$1,500	√	√
059	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Aquaplex in the amount of \$0.00	√	√
060	11-03-24	MOVED by Councillor marr that the Town of Sundre Council approve the Grants to Organizations funding for Alberta Wildlife Conservation in the amount of \$0.00	√	√
061	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Citizens on Patrol Association (SCOPA) in the amount of \$0.00; <i>Opposed: Councillor Dalke</i>	√	√
062	11-03-24	MOVED by Councillor Petersen that theTown of Sundre Council approve the Grants to Organizations funding for Sundre Day Care in the amount of \$0.00	√	√
063	11-03-24	MOVED by Councillor Petersen that theTown of Sundre Council approve the Grants to Organizations funding for Mainavekidzclub in the amount of \$1,000	√	√
064	11-03-24	MOVED by Councillor Anderson that the Town of Sundre Council approve the Grants to Organizations funding for the Sundre Historical Society / Museum in the amount of \$3,400	√	√
065	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council approve the Grants to Organizations funding for Rockit Vocal Studio Music Weekend in the amount of \$0.00	√	√
066	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Foothills Bluegrass Music Society in the amount of \$2,000	√	√
067	11-03-24	MOVED by Councillor Dalke that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Library in the amount of \$140	√	√
068	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for The DEN S.Y.C. in the amount of \$1,000; <i>Opposed: Councillor Isaac, Councillor Marr</i>	√	√
069	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Search & Rescue in the amount of \$0.00; <i>Opposed: Councillor Dalke</i>	√	√
070	11-03-24	MOVED by Councillor Marr that the Town of Sundre Council approve the Grants to Organizations funding for 306 Sports Society / Sundre Karate Club in the amount of \$0.00	√	√
071	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Mountain View Trading Post in the amount of \$0.00	√	√
072	11-03-24	MOVED by Councillor Petersen that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Broncs, Bulls & Wagons in the amount of \$3,000	√	√
073	11-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approve the Grants to Organizations funding for Sundre Rodeo & Race Associations in the amount of \$5,000	√	√

074	11-03-24	MOVED by Councillor Petersen that the Town of Sundre agree to withdraw from the Municipal Area Partnership (MAP) Committee and that the remaining funds of \$23,917.21 in the MAP Account be distributed based on the same ratio contributions that were made to the fund; and futher, that Mountain View County will retain 40% of the funds totaling \$9,566.88 and distribute the remaining funds to the member Municipalities		Appendix #34 COMPLETED
075	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council support Mayor Warnock's "yes" vote to the two Resolutions to Alberta Municipalities Spring Caucus, March 14 & 15, 2024		
076	11-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept Administration's verbal report as information		
077	11-03-24	MOVED by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 7:33 p.m.		
	#/D/M/Y	March 25, 2024 Regular Council Meeting		
Res. #	Date	Council Motion	Action	Status
078	25-03-24	MOVED by Councillor Isaac that the agenda be approved as amended as follows: <i>Amend Bylaw 2024-02 "Council Committee Bylaw", Schedule "F" under Composition of Committee, point 7, number of physicians to Steering Committee</i>		
079	25-03-24	MOVED by Councillor Petersen that the Minutes of the Regular Council Meeting of Council held on March 11, 2024, be approved as presented		
080	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives First Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" to govern water use and water conservation during a water shortage		
081	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives Second Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
082	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2019-05 "Water Use and Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
083	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council gives Third and Final Reading to Bylaw 2019-05 "Water Use and Water Conservation Bylaw" being a Bylaw to govern water use and water conservation during a water shortage		
084	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council give Second Reading to Bylaw 2023-09 being a "Community Standards Bylaw" in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended		
085	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council give Third and Final Reading to Bylaw 2023-09 being a "Community Standards Bylaw" in relation to the safety, health and welfare of people and the protection of people and property, and to regulate certain activities related to noise, nuisances, unsightly premises and snow removal within the Town limits, as amended		
086	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council Rescind Bylaw 2018-08 being "Chief Administrative Officer Bylaw"		
087	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council give First Reading to Bylaw 2024-01 "Chief Administrative Officer Bylaw", to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer		
<i>Amend Bylaw 2024-01, Under Accountablity, Add Clause 12: The Chief Administrative Officer shall report on all financial and legal matters that may be of interest to Council on a regular basis</i>				
088	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives Second Reading to Bylaw 2024-01 "Chief Administrative Officer Bylaw", to establish the position of Chief Administrative Officer and to delegate specified powers, duties, and fuction to the Chief Administrative Officer, as amended		
089	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", to establish the position of Chief Administrative Officer and to delegate specified powers, duties, and functions to the Chief Administrative Officer, as amended.		
090	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-01 "Chief Administrative Officer", to establish the position of Chief Administrative Officer and to delegate specified powers, duties and functions to the Chief Administrative Officer, as amended		
091	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council Rescind Bylaw 2021-03 and amendments thereto		
092	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives First Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishmet and regulation of Council Committees		
<i>Amend Bylaw 2024-02 Schedule "F", under Composition of Committee: Change number of Town of Sundre physicians to read: 2 Town of Sundre Physicians, one from the Moose & Squirrel Clinic and one from Greenwood Family Physicians</i>				
093	25-03-24	MOVED by Councillor Marr tha the Town of Sundre Council gives Second Reading to Bylaw 2024-02 "Council Committees Bylaw", being a Bylaw to govern the establishment and regulation of Council Committees, as amended		

094	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council gives Unanimous Consent for Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
095	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council gives Third and Final Reading to Bylaw 2024-02 "Council Committees Bylaw" being a Bylaw to govern the establishment and regulation of Council Committees, as amended		
<i>Friendly Amenment to Motion for Policy A-007-01-POL, Amend Section 3. Definition, under 3.5 replacing the words "in an unintentional way and" with "information which" In Favour: Councillor Anderson, Councillor Petersen, Councillor Dalke, Councillor Isaac, Councillor Vardas. Opposed: Mayor Warnock, Councillor Marr. DEFEATED</i>				
096	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council approves Policy A-007-01-POL, "Social Media Policy", as amended. <i>Opposed: Councillor Marr</i>		
<i>Mayor Warnock called a 5 minute recess at 6:57 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 7:02 p.m.</i>				
097	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council accept the Q4 2023 Quarterly Financial Reports as information		
098	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the February 2024 Departmental Reports as information		
099	25-03-24	MOVED by Councillor Vardas that the Town of Sundre Council accepts Administration's verbal report as information		
100	25-03-24	MOVED by Councillor Dalke that the Town of Sundre Council accept Mayor Warnock's report for February 2024 as information		
101	25-03-24	MOVED by Councillor Petersen that the Town of Sundre Council accept Councillor Marr's report for January and February 2024 as information		
102	25-03-24	MOVED by Councillor Anderson that the Town of Sundre Council accept the Key Messages of Council for the month of February 2024 as information		
103	25-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Honourable Ric McIver, Minister of Municipal Affairs pertaining to an update to the regulated		
104	25-03-24	MOVED by Councillor Isaac that the Town of Sundre Council accept the letter to the Sundre & District Museum in support of the 2024 Culture Days Grant as information		
105	25-03-24	MOVED by Councillor Marr that the Town of Sundre Council go into a closed meeting at 8:26 p.m.		
<i>Mayor Warnock called a 10 minute recess at 8:27 p.m.</i>				
<i>Mayor Warnock resumed the meeting at 8:37 p.m.</i>				
106	25-03-24	MOVED by Councillor Dalke that the Council return to an open meeting at 9:35 p.m.		
107	25-03-24	MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 9:37 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

March 12, 2024

306 Sports Society
o/a Shindo Kempfo Karate-do
PO Box 2189
Didsbury, AB T0M 0W0
Attn:Perry Stokalko

Email: perrystokalko@gmail.com

RE: Town of Sundre Grants to Organizations Program

Dear Perry,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the purchase of safety mats in the amount of \$5,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the initiatives of local sport organizations and the services they provide to the community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: 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

March 12, 2024

Adam's Army Charitable Foundation
PO Box 554
Sundre, AB T0M 1X0
Attn: Lorrie Hamilton

Email: lleask@adamsarmy.ca

Re: Town of Sundre Grants to Organizations Program

Dear Lorrie,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards promotion of the Adam's Army 2024 music festival in the amount of \$1,500.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

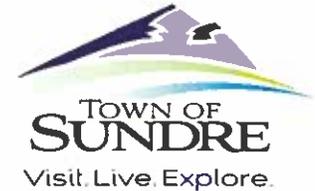
A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: 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

March 12, 2024

Alberta Institute for Wildlife Conservation
PO Box 68
Madden, AB T0M 1L0
Attn: Katrina Terrill, Acting Executive Director

Email: katrina.terrill@aiwc.ca

RE: Town of Sundre Grants to Organizations Program

Dear Katrina,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards wild animal rescue programs in the amount of \$2,500 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the Alberta Institute for Wildlife Conservation and the service it provides to the Central Alberta area, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

The Children's Emporium
PO Box 1469
Sundre, AB T0M 1X0
Attn: Julie Sandilands

Email: childrensemporium2017@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Julie,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards Store Front Improvements at your location of 104 – 6 Ave. West, in the amount of \$3,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

Please consult with the Planning & Development Department, as there may be a requirement for development and building permits for the store front improvements.

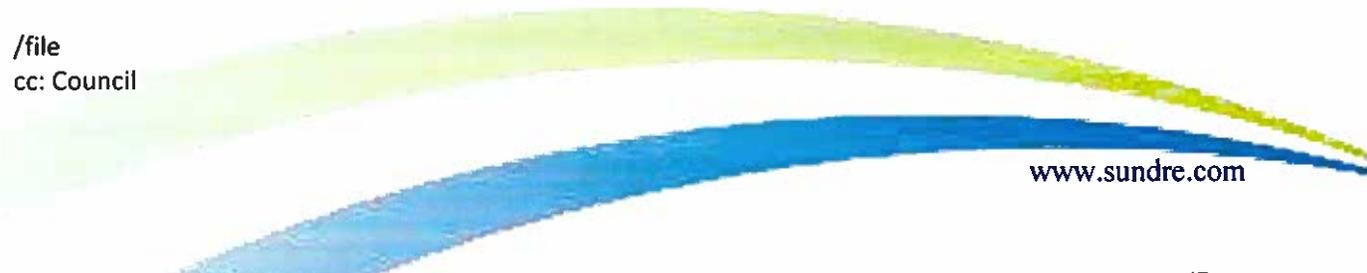
If you require any further information, please feel free to contact me at your convenience.

Sincerely,

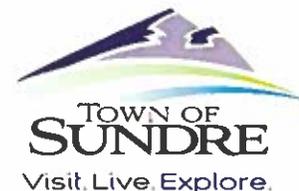
Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Crude Energy Beverages
PO Box 1831
Sundre, AB T0M 1X0
Attn: Kimberely Johnson

Email: kimberley@crude-energy.com

Re: Town of Sundre Grants to Organizations Program

Dear Kimberely,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards Store Front Improvements at your location of 104 Main Avenue East in the amount of \$3,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

Please consult with the Planning & Development Department, as there may be a requirement for a development and building permit for the store front improvements, along with a letter of endorsement by the property owner.

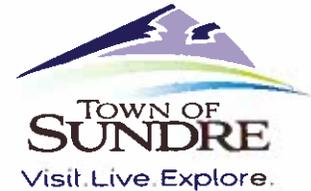
If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Foothills Bluegrass Music (1986) Society
PO Box 84146, Market Mall PO
Calgary, AB T3A 5C4
Attn: Eric Holt

Email: info@foothillsbluegrass.com

Re: Town of Sundre Grants to Organizations Program

Dear Eric,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the promotion of the annual bluegrass festival in Sundre in the amount of \$2,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Greenwood Neighbourhood Place (GNP)
Po Box 1846
Sundre, AB T0M 1X0
Attn: Donny Krahn, Executive Director

Email: donny.krahn@mygnp.org

Re: Town of Sundre Grants to Organizations Program

Dear Donny,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards Sundre Seniors Connection in the amount of \$2,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Grad Class 2024 Prom Committee
c/o Sundre High School
102 – 2 Ave. N.W.
Sundre, AB T0M 1X0
Attn: Cynthia Spurrier

Email: cynthiaspurrier@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Cynthia,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the 2024 Grad Class event in the amount of \$1,200.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Olds & District Kiwanis Music Festival Society
Po Box 3934
Olds, AB T4H 1P6
Attn: Anjoli Rice

Email: anjoli19@hotmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Anjoli,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the 2024 Kiwanis Music Festival in the amount of \$500.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: 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

March 12, 2024

Mainavekidzclub
PO Box 2118
Sundre, AB T0M 1X0
Attn: Dorothy Reeder, Director

Email: kidzmaf@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Dorothy,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the After School Kidz Club program (snacks & refreshments) in the amount of \$1,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

Mountain View Trading Post
PO Box 659
Sundre, AB T0M 1X0
Attn: Tracy Yuckin

Email: mountainviewtradingpost@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Tracy,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council denied your request for funding in the amount of \$30,000.00 to be used towards Store Front Improvements at your location of 104 Main Avenue East.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values all businesses and the service you provide to the community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: 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

March 12, 2024

Rockit Vocal Studios
Comp 3, Site 104, RR 3
Sundre, AB T0M 1X0
Attn: Emma Rushton

Email: emma@rockitvocalstudios.com

RE: Town of Sundre Grants to Organizations Program

Dear Emma,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the promotion of a 2024 event (music workshops) in the amount of \$5,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the initiatives of local organizations and the services they provide to the community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

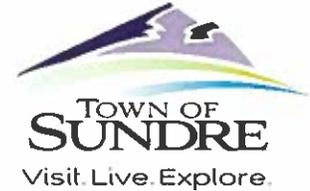
If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

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March 12, 2024

Sundre Citizens on Patrol (SCOPA)
PO Box 1047
Sundre, AB T0M 1X0
Attn: Jack Goodall

Email: goodalls@telus.net

RE: Town of Sundre Grants to Organizations Program

Dear Jack,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the costs of citizen patrols (gas cards) in the amount of \$3,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

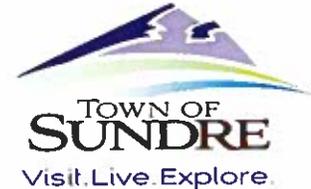
Council values the Sundre Citizens on Patrol, its members and the service it provides to the community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

The Slingshot Garage
Comp 8, Site 19, RR 1
Sundre, AB T0M 1X0
Attn: Mark Brackley

Email: thebrackleys@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Mark & Shawna,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards promotion of the annual slingshot event in the amount of \$1,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

Sundre & District Aquatic Society
PO Box 648
Sundre, AB T0M 1X0
Attn: Kari McQuaid, Manager

Email: sundreaquaplexmanager@gmail.com

RE: Town of Sundre Grants to Organizations Program

Dear Kari,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the completion of the hot tub project in the amount of \$5,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the Sundre & District Aquatic Society and the service it provides to the community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

www.sundre.com



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 12, 2024

Sundre Broncs, Bulls & Wagons
PO Box 1218
Sundre, AB T0M 1X0
Attn: Dale Young

Email: bullsandwagons@sundrerodeo.com

Re: Town of Sundre Grants to Organizations Program

Dear Dale,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the promotion of the annual Sundre Broncs, Bulls & Wagons event in Sundre in the amount of \$3,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

Sundre Community Choir
PO Box 614
Sundre, AB T0M 1X0
Attn: Cheri Jahnke

Email: sundrecommunitychoir@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Cheri,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used for the purchase of music and accessories in the amount of 500.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

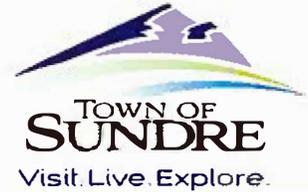
A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



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March 12, 2024

Sundre Daycare Centre
PO Box 1498
Sundre, AB T0M 1X0
Attn: Soleil Mjolsness

Email: sundredaycare@gmail.com

RE: Town of Sundre Grants to Organizations Program

Dear Soleil,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards 2024 summer programming & field trips in the amount of \$5,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the Sundre Daycare Centre, and the service it provides to the families in our community, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

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March 12, 2024

Sundre Municipal Library
PO Box 539
Sundre, AB T0M 1X0
Attn: Joy Willihnganz

Email: jwillihnganz@prl.ab.ca

Re: Town of Sundre Grants to Organizations Program

Dear Joy,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the repair of the Story-Walk signs adjacent to the Main Avenue West trail in the total amount of \$140.00. The amount of the grant includes funding of \$80.00 for Plexi-glass sheets and \$60.00 for 2 hours of in-kind services by the Community Services Department.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council
Community Services

www.sundre.com



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 12, 2024

Sundre & District Historical Society & Museum
PO Box 314
Sundre, AB T0M 1X0
Attn: Carrie Couch, Executive Director

Email: executivedirector@sundremuseum.com

Re: Town of Sundre Grants to Organizations Program

Dear Carrie,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the 2024 Winterfest event in the amount of \$3,400.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

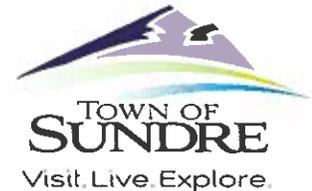
If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Sundre Pickleball Association
Box 6, Site 18, RR 1
Sundre, AB T0M 1X0
Attn: Rick Hertz

Email: rickhertz@gmail.com

RE: Town of Sundre Grants to Organizations Program

Dear Rick,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the purchase of a Plexi-pave system in the amount of \$5,000 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

Council values the Sundre Pickleball Association and the service it provides to it's members, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

Sundre Rodeo & Race Association
PO Box 1218
Sundre, AB T0M 1X0
Attn: Jenn Anderson, Director

Email: janderson@integratire.ca

Re: Town of Sundre Grants to Organizations Program

Dear Jenn,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the promotion of the 2024 Sundre Rodeo event in Sundre in the amount of \$5,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

A cheque will be mailed to your organization within 2 weeks of receiving confirmation of expenditures (*copies of invoices or bookings*). This funding is allocated specific to the project described in the application, therefore, if the project does not take place funds will not be transferred.

If you require any further information, please feel free to contact me at your convenience.

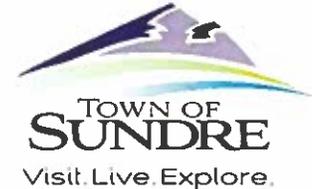
Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council

www.sundre.com



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March 12, 2024

Sundre Volunteer Search & Rescue Society
PO Box 635
Sundre, AB T0M 1X0
Attn: Helen Jackson

Email: h.g.jackson49@gmail.com

RE: Town of Sundre Grants to Organizations Program

Dear Helen,

Thank you for your application for funding through the Town of Sundre Grants Program. The application for funding to be used towards the purchase of specialized rescue equipment in the amount of \$1,844 was denied.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

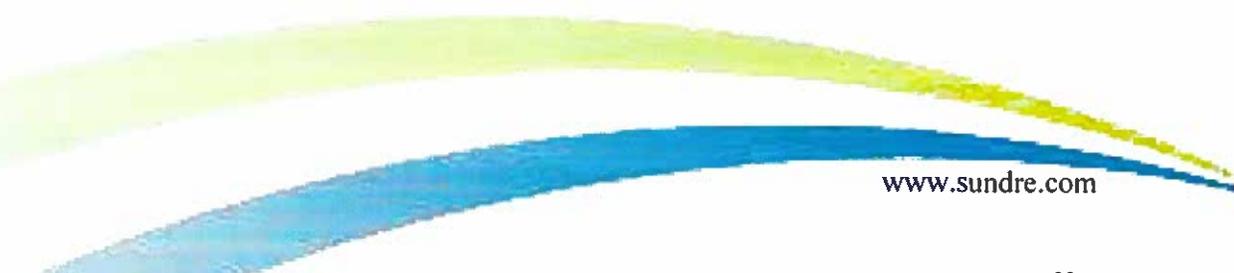
Council values the valuable contributions of the Sundre Volunteer Search & Rescue Society, its members and the service it provides to the community and visitors to the area, however, Council had the difficult role of determining which applications best met the intent within the Grants to Organizations Policy particularly since the requests at the 1st intake far exceeded the funds available for the entire year. We encourage you to continue applying, the next intake of applications is September 2024.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council



www.sundre.com



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March 12, 2024

The DEN S.Y.C.
Po Box 1846
Sundre, AB T0M 1X0
Attn: Heather Hicks, Director

Email: heather.hicks@mygnp.org

Re: Town of Sundre Grants to Organizations Program

Dear Heather,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used towards the purchase of an i-pad and programming in the amount of \$1,000.00.

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

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If you require any further information, please feel free to contact me at your convenience.

Sincerely,

Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file

cc: Council



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March 12, 2024

West Country Cruisers – Sundre & Area
PO Box 1082
Sundre, AB T0M 1X0
Attn: Erin Erickson

Email: westcountrycruisers.sundre@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Erin,

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the March 11, 2024 Regular Council Meeting, Council approved funding to be used for the advertising and promotion of the annual car show in the amount of \$1,500.00

Council and the Grants to Organization Committee spend a considerable amount of time reviewing the applications, and based on the number of applications received for each intake, they must carefully consider where budgeted funds should be applied. During their deliberations, all criteria is considered as per the Town of Sundre Policy A-01-00-POL, Grants to Organizations Policy. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations. The intent is to provide funds to enhance a project, program, or service. In addition, the Grants to Organization Committee and Town of Sundre Council took the 2024 budget of \$50,00.00, which is distributed in 2 separate in-takes of applications, into consideration. The Town received a total of twenty-five (25) applications with a total of \$107,314.00 in funding requests on the 1st intake for 2024, which is more than was allocated for the entire year.

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If you require any further information, please feel free to contact me at your convenience.

Sincerely,


Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

SCHEDULE A - 2024 Expenditures to Date

11.1a_ii

TOTAL COUNCIL BUDGET 2024: \$79,000

TOTAL EXPENDITURES TO DATE (March 2024) \$4062.37

BALANCE: \$74,937.60

Mayor Richard Warnock

Date	Hosting Town	Description	Expense (less Tax)	Cost
9-Jan-24	MVC	S. McDougall Flat ASP	Per Diem	\$ 140.00
9-Jan-24	MVC	S. McDougall Flat ASP	Travel Per Diem	\$ 30.00
18-Jan-24	Drumheller	RDRMUG Annual Mtg	Per Diem	\$ 40.00
18-Jan-24	Drumheller	RDRMUG Board Mtg	Per Diem	\$ 80.00
23-Jan-24	Via Zoom	Community Health Needs Session	Per Diem	\$ 60.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Milage	\$ 147.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Per Diem	\$ 60.00
25-Jan-24	Red Deer	Red Deer Polytechnic Impact Breakfast	Travel Per Diem	\$ 40.00
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Milage	\$ 117.60
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Per Diem	\$ 100.00
6-Feb-24	Rocky Mtn. House	Refocusing AB Health	Travel Per Diem	\$ 40.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Accomodations	\$ 140.34
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Registration	\$ 190.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Per Diem	\$ 280.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law Seminar	Travel Per Diem	\$ 60.00
23-Feb-24	In House	MTMC Mtg. Zoom	Per Diem	\$ 80.00
7-Mar-24	Didsbury	MTMC Didsbury	Milage	\$ 80.85
7-Mar-24	Didsbury	MTMC Didsbury	Per Diem	\$ 80.00
7-Mar-24	Didsbury	MTMC Didsbury	Travel Per Diem	\$ 30.00
7-Mar-24	Sundre	Sundre Chamber Board Mtg	Per Diem	\$ 80.00
8-Mar-24	Zoom	RDRWA Forum	Per Diem	\$ 200.00
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Travel Per Diem	\$ 120.00

Mayor Richard Warnock (con't)

Date	Hosting Town	Description	Expense (less Tax)	Cost
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Per Diem	\$ 200.00
13-Mar-24	Edmonton	ABMunis Leadership Caucus	Accomodations	\$ 528.39
21-Mar-24	Zoom	RDRMUG	Per Diem	\$ 100.00
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Milage	\$ 70.00
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Per Diem	\$ 100.00
27-Mar-24	MVC	MVC S. McDougall Flat ASP Public Hearing	Travel Per Diem	\$ 30.00

Councillor Connie Anderson

Date	Hosting Town	Description	Expense (less Tax)	Cost
No Professional Development, Committee Meetings or Conferences to date				

Councillor Owen Petersen

Date	Hosting Town	Description	Expense (less Tax)	Cost
17-Jan-24	Sundre	GNP Meeting	Per Diem	\$ 80.00
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Accomodations	\$ 140.34
8-Feb-24	Calgary	Brownlee Emerging Trends Law	Registration	\$ 190.00
21-Feb-24	Sundre	GNP Meeting	Per Diem	\$ 80.00

Councillor Todd Dalke

Date	Hosting Town	Description	Expense (less Tax)	Cost
No Professional Development, Committee Meetings or Conferences to date				

Councillor Jaime Marr

Date	Hosting Town	Description	Expense (less Tax)	Cost
No Professional Development, Committee Meetings or Conferences to date				

Councillor Paul Isaac

Date	Hosting Town	Description	Expense (less Tax)	Cost
No Professional Development, Committee Meetings or Conferences to date				

Councillor Chris Vardas

Date	Hosting Town	Description	Expense (less Tax)	Cost
18-Jan-24	Ponoka County	CAEP	mileage	\$ 227.85
18-Jan-24	Ponoka County	CAEP	Per Diem	\$ 120.00

DEPARTMENTAL REPORT

DEPARTMENT	Fire Department
SUBMITTED BY	Ross Clews Fire Chief
COUNCIL DATE	April 29, 2024
FOR MONTH(S) OF	March 2024
911 DISPATCHES:	
	Emergency Response Numbers, 105 Year to Date February 2024, Responses – 39
Response Types:	<ul style="list-style-type: none"> ➤ Alarm No Fire – accidental miscellaneous - 1 ➤ Alarm – No Fire – Detector Activated – 2 ➤ Alarm – No Fire – Steam or Smoke Mistaken - 3 ➤ Mutual Aid Request – 1 ➤ Medical First Response – 31 ➤ Rubbish or grass fire (no dollar loss) - 1
Results:	➤ All incidents Responded, Managed and Resolved by SFD Members
TRAINING & ACTIVITIES	
In-Hall/Weekly:	<p>March 2024 consisted of the following:</p> <ul style="list-style-type: none"> ➤ 30 Year Service Award to Darryl Murphy (Fire Axe Presentation) ➤ Officer Meeting ➤ General Meeting <ul style="list-style-type: none"> ○ Truck Checks and Hall Duties ○ Reorganize Trailer ➤ NFPA - 1001 Class <ul style="list-style-type: none"> ○ Firefighter PPE ○ Fire Hose <ul style="list-style-type: none"> ▪ Coupling ▪ Hose Rolls ▪ Hose Lays ○ Ventilation <ul style="list-style-type: none"> ▪ Vertical hands-on practice ▪ Horizontal hands-on practice ○ Ladder Skills ➤ Wildfire Training <ul style="list-style-type: none"> ○ Pump Tracking ○ 541 Preparation ○ Drafting ➤ Hose Rolling Technique ➤ Airbag Lift System ➤ Swapping of Backcountry and Wildland Trailer contents to get Backcountry Trailer repaired ➤ Moving of furniture for Hall Cleaners to strip and refinish wax floors <p>Community/Public Relations Events</p>

	<ul style="list-style-type: none"> ➤ Mountain View County Highschool Regional Sundre Fire Hall Presentation, 12 March 2024, approximately 35 students rotated throughout the day ➤
<u>Formal Courses in-Progress/Upcoming:</u>	<ul style="list-style-type: none"> ➤ 10 members partaking NFPA – 1001(Professional Fire Fighter Qualifications) <ul style="list-style-type: none"> ○ End June 2024 completion ➤ NFPA – 1140 - Wildland Fire Fighter Training (was NFPA 1051) – 10 Members completed 9 March 2024, ➤ High Quality CPR – Completed 3 March 2024
<u>Fire Hall:</u>	
<u>Building/Maintenance:</u>	
<u>SFD Units - Equipment</u>	
<u>Units:</u>	<ul style="list-style-type: none"> ➤ Back Country Trailer taken in for Repair – 28 March 2024 ➤ Unit #540 has been written off, investigating replacement options and delivery timelines <ul style="list-style-type: none"> ○ Unit #541 being used ○ Obtaining quotes for #540 replacement ➤ Unit 510 Replacement ordered ➤ New Replacement Fire Truck Expected Delivery Changed to April 2024
<u>Inspections -Occupancies</u>	<ul style="list-style-type: none"> ➤ Fire Inspections scheduled on Request – Complaint Basis Behind schedule currently
<u>Status:</u>	<ul style="list-style-type: none"> ➤ Safety Codes Officer training 2 Members - 90% completed, 1 member complete. ➤ 4 Additional SFD Members to take training in 2024



**Attachments: Incident Location Breakdown
Town of Sundre and Mountain View County Incident Hours**

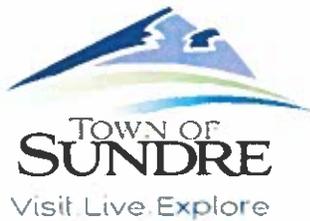
March 2024 Sundre Fire Departmental Report Attachments



Sundre Fire Department March 2024 Departmental Report Incident Location Breakdown



INCIDENTS	Town of Sundre incidents	Mountain View County	Clearwater County	Bighorn MD	Monthly Total	Last Month's Total	Year to Date Total
Outside Fires - Investigation						0	3
Control Burn - Arrived on scene							0
Rubbish/Grass Fires							0
Fire						0	1
Investigation of Smoke							0
Alarm -No Fire - Steam or Smoke mistaken	2	1			3	0	6
Alarm -No Fire - detector activated		1	1		2	26	5
A;arm No Fire - accidental miscellaneous		1			1		1
False Alarm – Confirmed telephone						1	1
False Alarms-internal or local alarm system							0
Medical First Response	15	16			31	0	73
Medical Assist (lift)						0	2
Medical Assists							0
Miscellaneous Rescues							0
Motor Vehicle Collisions						0	10
Mutual Aid Request		1			1		1
Rubbish or grass Fire (no dollar loss)		1			1		1
Rupture – Water Pipes							1
Total	17	21	1	0	39	27	105



Sundre Fire Department

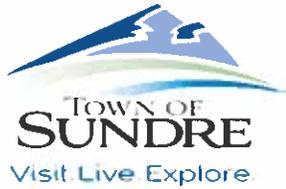
Town of Sundre and Mountain View County Incident Hours



INCIDENTS	Incident Time in Hours	2024 Town Of Sundre Year to Date				2024 Mountain View County Year to Date			
		Incidents	Total Incident Hours	Responders	Total Incident Hours	Incidents	Total Incident Hours	Responders	Total Incident Hours
Alarm No Fire - accidental miscellaneous	1.0					1	1	4	4.0
Alarm -No Fire - detector activated	1.0					2	2	8	8.0
Alarm -No Fire - detector activated	2.0					2	4	8	16.0
Alarm -No Fire - Steam or Smoke mistaken	1.0	4	4	14	14.0	2	2	5	5.0
False Alarm – Confirmed telephone	1.0					1	1	3	3.0
Fire	2.5					1	2.5	10	25.0
Medical Assist (lift)	1.0	1	1	2	2.0	1	1	4	4.0
Medical First Response	1.0	35	35	102	102.0	19	19	58	58.0
Medical First Response	1.5	3	4.5	10	15.0	7	10.5	19	28.5
Medical First Response	2.0	1	2	6	12.0	5	10	16	32.0
Medical First Response	2.5					1	2.5	2	5.0
Motor Vehicle Collisions	1.0	1	1	5	5.0				
Motor Vehicle Collisions	1.5					2	3	11	16.5
Motor Vehicle Collisions	2.0					1	2	6	12.0
Motor Vehicle Collisions	2.5					1	2.5	7	17.5
Motor Vehicle Collisions	3.0								
Mutual Aid Request	3.0					1	3	10	30.0
Outside Fires - Investigation	1.0					2	2	8	8.0
Outside Fires - Investigation	2.0								
Rubbish or grass Fire (no dollar loss)	1.0					1	1	5	5.0
Rupture – Water Pipes	1.0	1	1	5	5.0				
Total	--N/A--	46	48.5	144	155.0	50	69	184	277.5

DEPARTMENTAL REPORT

DEPARTMENT	Planning and Economic Development
SUBMITTED BY	Benazir Thaha Valencia; Director of Community Development
COUNCIL DATE	April 29, 2024
FOR MONTH OF	March 2024
Development Permits: 6	<ul style="list-style-type: none"> • 2 Home Offices • Fascia Sign • Change of Use to General Industrial Uses – Minor Impact • 2 Three Unit Rowhouse Condos (Prairie Creek Condominiums)
Building Permits: 6 6 Condominium Units at Prairie Creek	
Electrical Permits: 2 Gas Permits: 4 Plumbing Permits: 1 Safety Code Permits were issued for a new single detached dwelling, the DQ restaurant, and minor residential projects.	
Real Property Reports	0 RPR's are submitted with a request for a Stamp of Compliance to facilitate the sale of a property. The role of Administration is to assist property owners to solve non-compliant issues.
Area Structure Plans <i>This will change if we take ASP's are re-circulated, go to Council etc.</i>	<ul style="list-style-type: none"> • Administration continues to collaborate with developer's representatives to develop a plan for adoption by Council (Sundre Hills, Mountain Springs);
Land Use Bylaw	<ul style="list-style-type: none"> • Review of land use bylaw to ensure clarity in language and regulations for applicants is an ongoing process;
Municipal Development Plan	<ul style="list-style-type: none"> •
Brookside Subdivision <i>Update on status of subdivision – Benazir will fill in</i>	<ul style="list-style-type: none"> • Next Steps: issuance of Certificate of Completion documents, providing a draft of the Development Agreement for Developer's review and signatures.
Design Standards	<ul style="list-style-type: none"> • Design Standards documents final copy completed; • Document being prepared for Council in 2024
Utilities Master Plan	<ul style="list-style-type: none"> • Town's Engineer Consultant has completed an update to the UMP. • Next Step: To be reviewed by Planning & Development, Operations, and Water & Wastewater staff and brought to Council in 2024
Trail Connectivity Assessment	<ul style="list-style-type: none"> • Completed the assessment of pathways and trail connectivity.
Other	<ul style="list-style-type: none"> •
Attachments:	<ul style="list-style-type: none"> • March 2024 Building Permit Statistics • March 2024 CAO Commercial/Industrial/Institutional Report • March 2024 Home Office / Occupation Report



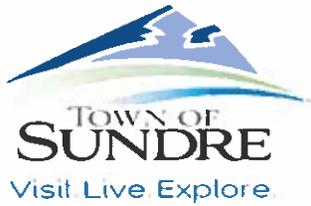
MEMO

TO: Linda Nelson, CAO
FROM: Carey Keleman; Development Officer
RE: **March 2024 Commercial, Industrial, Institutional Projects**

Development / Building Permit No.	District	Civic Address	Project	Value
2024-D08	C-2	Bay 4, 586 Main Ave. W.	Permanent Fascia Sign for retail outlet	n/a
2024-D11	I-1	1101 Main Ave E.	Change of Use to General Industrial Uses - Minor Impact / Trucking Company & 4' x 6' Fascia Sign	n/a

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

Value: n/a = no building permit required



MEMO

TO: Linda Nelson, CAO
 FROM: Carey Keleman; Development Officer
 RE: **March 2024 Home Occupation Permits**

Home Office or Home Occupation	Permitted or Discretionary	Civic Address	Business to be Conducted
Home Office	Permitted	207 - 10 Ave NE	Home Office for mobile business
Home Office	Permitted	206 - 11 Ave NE	Home Office for transport driver

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

Bylaw 2023-02

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

Home Office means development consisting of the use of a dwelling as a “desk-phone-computer” business only by a person who occupies the dwelling as their private residence. There shall be not warehousing of goods and not clients attending the home. All transactions with clients to be conducted by traditional mail services, phone or digitally. A Home Office may include, but is not restricted to, professional accounting and bookkeeping services, business and professional consultants, online catalogue sales and service, internet sales, contractors.



DEPARTMENTAL REPORT

DEPARTMENT	Community Services
SUBMITTED BY	Jeff Elder
COUNCIL DATE	April 29, 2024
FOR MONTH OF	March 2024

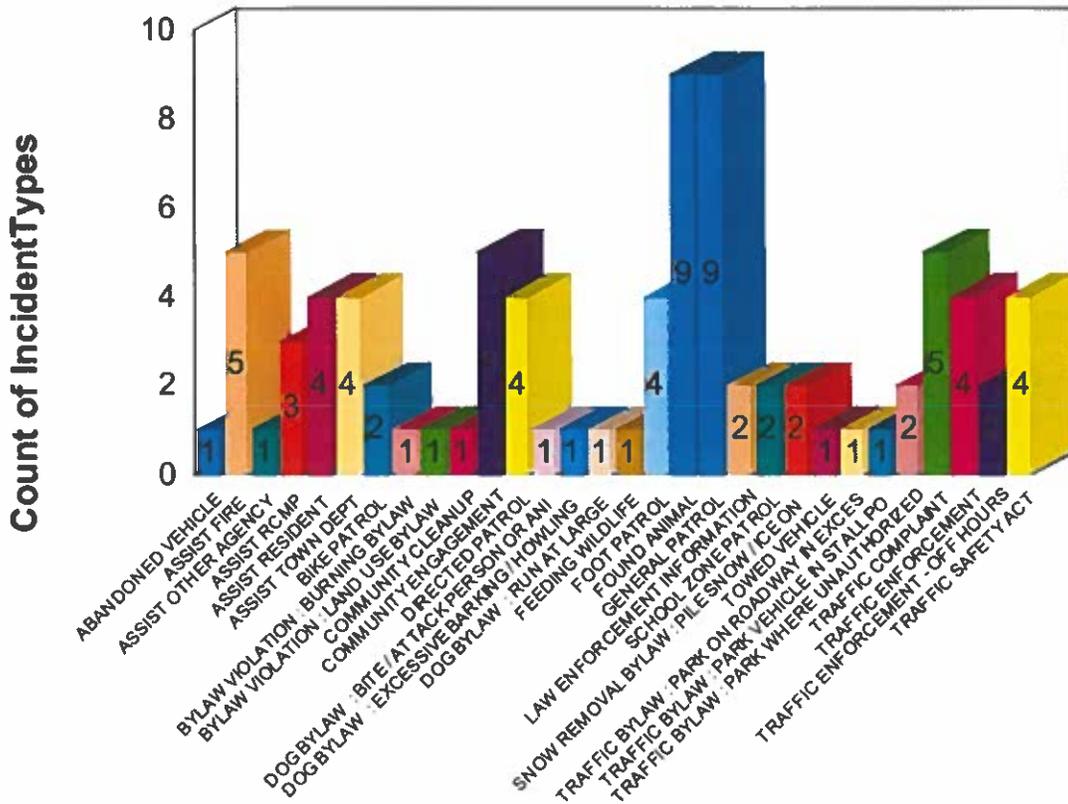
TOPIC #1	Community Centre
	<ul style="list-style-type: none"> • Another busy month with the regular user's groups: Taekwondo, Gymnastics, Pickle Ball and Indoor Walking Group. • Assisted with set up for Town and Alberta Transportation Hwy 27 Information Session; • Minor Ball using gym for spring pitching practice • Problem solving Digital Sign Issues
TOPIC #2	Parks
	<ul style="list-style-type: none"> • Planning summer maintenance programs, setting up meetings with contractors • Investigating potential for signs for Snake Hill
TOPIC # 3:	Arena
	<ul style="list-style-type: none"> • Arena ice plant was shut off March 24 – completed by Star Tec • Staff are completing seasonal maintenance – painting, minor repairs, board cleaning; • Scheduled meetings with User Groups – discussing contracts and improvements for the upcoming season. • Kitchen Exhaust and Fire Suppression maintenance booked. • Investigating Scoreboard, Sound System and Heater improvements.



DEPARTMENTAL REPORT

DEPARTMENT	Municipal Enforcement
SUBMITTED BY	CPO Sam Zhao
COUNCIL DATE	2024/04/29
FOR MONTH OF	March 2024

Calls for Service
March Total – 84
Year to Date Total – 248





Sundre Municipal Enforcement and Community Services organized a clean up of debris and garbage left by transient persons underneath the Hwy 27 bridge.





**SUNDRE
HOSPITAL
FUTURES**



Sundre Municipal Enforcement assisted Sundre Fire with delivering presentations to Sundre Hospital Futures Highschool Skills Day



DEPARTMENTAL REPORT

DEPARTMENT	Operations
SUBMITTED BY	Jim Hall
COUNCIL DATE	April 29, 2024
FOR MONTH OF	March 2023

TOPIC #1	Capital Project 2nd Ave NW
Progress	All required quotes have been received. Obtaining approvals and contractor scheduling has commenced.
Action	The project will be split into 2 categories. Water main and hydrant looping near the rodeo grounds and surface/sidewalk works on 2 nd Ave NW. Scheduled timelines have been defined
TOPIC #2	Snow removal
Progress	Due to warm weather staff are opening curb lines and drainage areas to allow for drainage of snow melt.
Next Steps	Sundre experienced a large snow event. Priority 1 and facilities were cleared. Staff continue with snow clearing and maintenance.
TOPIC # 3:	HWY 27
Progress	Meeting with contractor, engineering and operations project management team to prepare for the final spring underground work
Next Steps	Traffic accommodation Strategies (TAS) are in final preparation stage for submittal to AT
TOPIC # 4:	Department PM'S
Progress	The gas department has begun the initial service tasks for Dairy Queen and Luco Homes of Brookside
Next Steps	As the weather permits these services will be completed.
TOPIC # 5:	Gas Services and Main Installation Procedures
Progress	Gas department has initiated completing procedures outlining requirements from developers and home builders based on the construction standards
Next Steps	Once formulated, gas staff will present to Utilities and Planning and Development for comment. These documents will guide the process for scheduling and staged requirements
TOPIC # 6:	Roads Department Pot holes
Progress	Staff are utilizing the material for winter hole repairs
Next Steps	As the weather warms more potholes have become evident. Staff will continue to repair until new spray patcher is delivered.

DEPARTMENTAL REPORT

DEPARTMENT	Economic Development
SUBMITTED BY	Jonathan Allan
COUNCIL DATE	April 29, 2024
FOR MONTH OF	March 2024

TOPIC #1	Community Development, Business Development and Vacancy Rates
ISSUES:	<ul style="list-style-type: none"> • VACANCY RATES <ul style="list-style-type: none"> ○ March commercial vacancy was estimated at 6.9% as a proportion of square footage available in the C1 district downtown.
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Received \$50,000 NRED grant to support development of an Organizational Development Plan for the Mountain View Regional Film Office. Project will be led by the Town of Sundre and completed in collaboration with our partners at the Town of Didsbury and Mountain View County. • Met with prospective international investors under the Rural Entrepreneur Stream. • Corresponded with province about possibility of joining Rural Renewal Stream. • Set up a tour for a new prospective film production to locations in Sundre. • Met with more businesses about workforce attraction challenges. • Set up meetings with civic/decorative tree lighting suppliers.
TOPIC #2	Tourism Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Continued the coordination of Explore Sundre tourism advertising campaign. • Completed advertising proposal for 2024 with submission of Travel Alberta grant application. • Promoted Explore Sundre during Calgary Outdoor Adventure & Travel Show at the BMO Centre.
TOPIC # 3:	Committees, Conferences and Professional Development
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Attended GNP interagency meeting. • Attended EDA meeting. • Attended CAEP meeting.
TOPIC # 4:	Communications
RESOLUTIONS/SUCCESES:	<ul style="list-style-type: none"> • Updated website(s) as necessary.
Attachments	<ul style="list-style-type: none"> • N/A

DEPARTMENTAL REPORT

DEPARTMENT	Sundre Municipal Library
SUBMITTED BY	Joy Willihnganz
COUNCIL DATE	April 29, 2024
FOR MONTH OF	Jan – Mar 2024 (1st Quarter in Review)

TOPIC #1	Social Connection in Children and Adults
ISSUES:	Support healthy physical and social development in children and support parents in developing meaningful adult connections.
RESOLUTIONS/SUCSESSES:	The library has continued to run its popular Family Gym Time program 3 times this quarter – seeing 30-60 participants per session. In partnership with Mountain View Family Resource Network age-appropriate toys and equipment are set up in the community gym allowing children to test out, practice and strengthen their physical skills. This unstructured opportunity also gives little ones aged 0-5 an opportunity to interact with and learn from other children while parents were able to make meaningful connections with other parents during the winter months when outdoor access can be limited. Drop-in social and play times at the library were also introduced this quarter and were appreciated by those parents that participated. Weekly Rhyme Time’s continue with numbers averaging between 20 and 40 (not a typo) children and parents. This group is very popular with participants engaging in stories, songs and rhymes followed by a simple snack and social time that extends long past the program conclusion.
TOPIC #2	Art and Culture
ISSUES:	Provide opportunities for residents to learn about and explore their world and culture.
RESOLUTIONS/SUCSESSES:	The library welcomed a new TREX art exhibit titled Adornment. Adornment from an Indigenous perspective is an artistic expression that makes connection to a spiritual foundation, the importance to land and place, and defines inherent culture. This exhibit included bags, pouches, shoes, and jewelry demonstrating the Indigenous use of trade materials such as metal goods, cloth, and glass beads, into their craftsmanship. The library also introduced an Armchair Travel program where community members came into the library living room to learn about far-flung locations from a local resident and guide. The

	first stop on these travels was Cambridge Bay, Nunavut and we will next visit Laos and Vietnam. A book-folding event also took place this winter where participants were able to fold hearts into a book for use as decoration (back by popular demand).
TOPIC # 3:	Seniors Programming
ISSUES:	Provide a variety of meaningful programs for Lodge seniors
RESOLUTIONS/SUCCESES:	The library travelled to the SSSL facility to host regular tech training sessions to help Lodge residents who required support with their devices. These sessions provided one-on-one support on the resident's personal device. The library has also begun offering scheduled library service to the Lodge where residents can, from the comfort of the Lodge, get a library membership, make library requests, pick up ordered items, and learn about other library services such as access to Daisy Readers and other resources for those with difficulties with traditional print. The library also ran a program that offered residents an opportunity to create I-Spy bags which provide a sensory experience with some entertainment in which individuals must search for and find a variety of items contained in the bag.
TOPIC # 4:	Community Awareness
ISSUES:	Build community awareness of library offerings and services
RESOLUTIONS/SUCCESES:	The library prepared over 100 take and make craft kits for children that were dispersed during Winterfest. These kits included all materials and instructions to make a winter-themed craft and included a bookmark featuring upcoming programming for children 0 – 17. The library also partnered with the museum to support a journaling program they ran with local author Marilyn Halvorsen. The library was able to display all of Marilyn's books drawing attending to her accomplishments and the availability of her books in our local library.



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Mountain View Regional Film Office Award & EDO Week Proclamation
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.2

BACKGROUND/PROPOSAL:

Each year, Economic Development Officers gather to share ideas and accomplishments. On April 10, 2024, the Mountain View Regional Film Office, a collaboration between Sundre, Didsbury and Mountain View County, were named winners in the category of Innovative Approach to Economic Development Project for Small Community/Region at the Annual Economic Developers Alberta 2024 Xperience Conference. In addition, each year municipalities are asked to recognize the work that Economic Development Offices perform by proclaiming one (1) week in May as Economic Development Week.

DISCUSSION:

Verbal report from Sundre's Economic Development Officer.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 1, Community Development and Pillar 5, Sustainable & Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the report from Sundre's Economic Development Officer and congratulate all members of the Mountain View Regional Film Office for the award, and declare May 6 – 10, 2024 as Economic Development Week in Sundre.

MOTION:

That the Town of Sundre Council accept the report from Sundre's Economic Development Officer and congratulate all members of the Mountain View Regional Film Office for the award, and declare May 6 – 10, 2024 as Economic Development Week in Sundre and that the Mayor be authorized to sign the proclamation on behalf of the Town.

ATTACHMENTS:

11.2a_Proclamation, Economic Development Week

Date Reviewed: April 25, 2024

CAO:

Amnda Nebo

Town of Sundre Resolution for Economic Development Week

Resolution

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

WHEREAS, for 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

NOW, THEREFORE, BE IT RESOLVED that I, Richard Warnock, on behalf of the Council and Citizens of the Town of Sundre in the Province of Alberta, do hereby declare the week of May 6 - 10, 2024, as "Economic Development Week" in the Town of Sundre.

Mayor Richard Warnock



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT Council Committee Reports
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 12.1

BACKGROUND/PROPOSAL:

Council have provided reports for Council's review and information for the month of March 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached reports.

ALIGNMENT WITH STRATEGIC PLAN

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept Mayor Warnock's report for March 2024 as presented.

That Council accept Councillor Marr's report for March 2024 as presented.

MOTIONS:

That the Town of Sundre Council accept Mayor Warnock's report for March 2024 as information.

That the Town of Sundre Council accept Councillor Marr's report for March 2024 as information.

ATTACHMENTS:

12.1a Mayor Warnock's report

12.1b Councillor Marr's report

Date Reviewed: April 25, 2024

CAO: Amida Neber

COUNCIL COMMITTEE MEETING REPORT
FROM THE DESK OF MAYOR RICHARD WARNOCK

717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com
For the Month of March 2024

Bylaw Policy Review Committee

Date of Meeting: March 20

Committee meeting to discuss 4 bylaws and 1 policy to bring forward recommendations to Council. The bylaws were Water Conservation, Community Standards, CAO and Council Committees. The policy was Social Media policy update.

Emergency Management Advisory Committee

Date of Meeting:

No Meeting

Intermunicipal Collaboration Committee

Date of Meeting:

No Meeting

Mountain View Senior's Housing

Date of Meeting: March 28

MVSH Foundation Board met on March 20th to discuss Director recruitment, 14th annual golf classic and Strategic planning. The regular Board Meeting was held on March 28 with the RSM Audit presentation, agenda items of: Asset transfers, Vacation accruals, Life lease update, Housing report, Financial reports and 2024 draft capital budget, CAO report and policies update.

Mountain View Regional Waste Management Committee

Date of Meeting:

No Meeting

Intermunicipal Planning Commission

Date of Meeting:

No Meeting

Red Deer River Municipal Users Group

Date of Meeting: March 21

Board Meeting was held by Zoom due to bad weather for travelling. The agenda covered: Financial Statements to Feb 29th, 2021 Audited Financial Statements, 2023 Audited review documents, Provincial budget water sharing agreements, Ardley dam study, Drought preparedness, Special projects update and completed with discussion on the RDRMUG Strategic Plan.

Red Deer River Watershed Alliance

Date of Meeting: March 08

Red Deer River Watershed held their Spring Forum at the Legion in Sundre this year. I presented the opening remarks and welcome to Sundre on behalf of all Council. The agenda included a presentation by Keepers of the Water, Flood mapping in the Red Deer River basin, Groundwater quality and Quantity, Bull Trout in Alberta, South Saskatchewan Regional Operational Model update, RDRWA update and a panel on water licensing in Alberta.

Sundre Petroleum Operators Group

Date of Meeting:

No Meeting

Sundre Wellness Advocacy Committee

Date of Meeting: March 11

The committee met in Sundre Council Chambers with agenda items: review of Reeve Aalbers and Mayor Warnock's letter to the Minister of Health on the service area and population served within the area, as well as the high number of visitors to the west country, review of the Sundre Fire department medical responses, and discussion around a future new hospital for Sundre.

Other: March 2024

March 04 – Meeting with MLA Nixon for CAO to give update on Lagoon Project Testing which is now at the halfway point, and discussion on affordable/attainable housing in Sundre.

March 07 – Mid-sized Towns Mayors Caucus meeting in Didsbury to appoint executive committee and discuss information to put on spreadsheets to make a presentation to Alberta Municipalities and Government Ministers.

March 07 – Attended the Sundre and District Chamber of Commerce monthly board meeting on behalf of Councillor Isaac.

March 11 – Sundre regular council meeting – Agenda& Minutes @ www.sundre.com

March 13 – Attended the Sundre Seniors Supportive Living – coffee with the mayor – with great discussions and questions by our valued Sundre senior community.

March 14 & 15th – Attended the AB Munis Leadership Caucus meetings in Edmonton. There were great round table discussions on Alberta Municipal Affairs change from the existing MSI Funding model to the new LGFF (Local Government Fiscal Framework). The Minister dialogue sessions were very informative with many member questions being asked of the two separate panels. Premier Smith gave remarks regarding government initiative's being worked on.

March 25 – Sundre regular council meeting – Agenda&Minutes @ www.sundre.com

March 27 – Attended with CAO the Mountain View County Council meeting for the South McDougall Flats Area Structure Plan open house.

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

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

For the Month of **MARCH**

Bylaw Policy Review Committee

Date of Meeting: March 20, 2024 10am – 12pm

Community Standards, Water Conservation, Social Media, Committees of Council, and CAO Bylaw discussed.

Emergency Management Advisory Committee

Date of Meeting: TBD

Nothing to report.

Grant Review Committee

Date of Meeting: March 6, 2024

A large number of submissions were reviewed. Unable to provide funding to all parties. Great debate.

Sundre Municipal Library Board

Date of Meeting: March 20, 2024 1pm

Was late attending via zoom, but meeting was chaired by Al Tarnozi and again, a great job done leading the meeting. Board discussed possible benefit changes for employees, summer programs and waiting on summer student grant.

Sundre Aquatic Society

Date of Meeting: February 13, 2024 6:30pm, February 20, 2024 AGM 7:00pm

Missed the 13th meeting due to sick children and no online zoom option to join. AGM – new board elected.

SPOG

Date of Meeting: TBD

Nothing to report.

Other:

Date of Meeting:

March 6, 2024 – Council Grant Review Meeting 1:30pm

March 7, 2024 – RVS movie night volunteer (snack table) 5:45pm – 8:30pm

March 8, 2024 – International Women’s Day Luncheon 11am – 3pm

March 8, 2024 – R/S from March 21st - Ladies Elected Officials Meeting 5pm – 6pm (missed due to schedule conflict)

March 11, 2024 – Regular Council Meeting 6pm

March 19, 2024 – Council Open House 2pm – 2:30pm

March 20, 2024 – Council Bylaw Review 10am – 1pm

March 25, 2024 – Regular Council Meeting 6pm



REQUEST FOR DECISION

COUNCIL DATE April 29, 2024
SUBJECT Council Key Messages
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 12.2

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

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

ALIGNMENT WITH STRATEGIC PLAN

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

MOTION:

That the Town of Sundre Council accept the Key Messages of Council for the month of March 2024 as information.

ATTACHMENTS:

12.2a Key Messages from the Office of Council for March 2024.

Date Reviewed: April 25, 2024

CAO: Amie Nuber

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

FROM THE OFFICE OF THE COUNCIL

KEY MESSAGES FOR THE MONTH OF MARCH, 2024

March 11, 2024

Council approved grants in the amount of \$29,740 out of the total budget of \$50,000.00 for 2024. Each year Council receives requests for more than the Town budgets for, this year the requests for the first intake totalled \$107,314 which exceeds the total amount budgeted for in 2024. The second intake for the remaining \$20.260 will occur in September, 2024.

Administration updated Council on the meeting with the downtown corridor businesses regarding the Hwy 27 construction project. Three separate meetings have been scheduled, with the first being for the downtown businesses whose access was closed during the 2023 construction and those who will be impacted by the remainder of the Town's construction in spring 2024. The meeting was to discuss a proposed traffic accommodation strategy/detour route to mitigate the impact to the businesses. The second meeting was with the residents who will be impacted by the detour route, and the third meeting will be for the general public and other businesses who may be impacted by the Hwy construction. The intent is to provide information on the construction in 2024 and 2025, and the proposed traffic accommodation strategy.

March 25, 2024

Council approved updates to several Bylaws, including the addition of a new Committee of Council that will work with the Hospital Futures Group and consultants in the planning for a possible new hospital.

Administration presented the fourth quarter pro forma financial reporting. Council was pleased with the report and had numerous questions and discussion on the results, as 2023 was the first complete year in the four-year budgeting cycle.

The date for the information session for the Hwy 27 construction is April 24th, 2024, from 5:00 pm to 8:00 pm at the Sundre Community Centre.

FROM THE DESK OF THE MAYOR

As spring blooms around us, your Council is working hand in hand with administration towards the completion of our 2023 audit, that confirms good budget practices and secures a future for our community.

Just as nature rejuvenates itself during this season, we renew our commitment to fostering cooperation as we work through the completion of the critical underground construction on Highway 27 and Second Street North.

The heavy workload of negotiating with Transportation Economic Corridors by our Chief Administrative Officer and her staff to complete a workable traffic detour to give the much-needed assistance to the businesses on main avenue has been completed.

As we march forward into spring and the upcoming summer season, let us remember that our greatest strength lies with our residents and businesses working together, so please remember to shop local to help them overcome their challenges.

We are asking for everyone's cooperation and driving courtesy during the construction period in 2024 and 2025.

Happy Spring!

Respectfully

Mayor Richard Warnock



REQUEST FOR DECISION

COUNCIL DATE	April 29, 2024
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	13.1

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

ADMINISTRATION RECOMMENDATIONS:

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

MOTION:

That the Town of Sundre Council accept the PRLS 2023 Annual Report Infographic as information.

That the Town of Sundre Council accept Rebecca Schulz, Minister of Environment and Protected Area the letter to Water Licence Holder as information, and commit to a 5-10% reduction in the water use in the Town of Sundre.

ATTACHMENTS:

- 13.1a Parkland Regional Library System 2023 Annual Report
- 13.1b Rebecca Schulz, Minister of Environment and Protected Areas Letter

Date Reviewed: April 25, 2024

CAO *Linda Nebo*

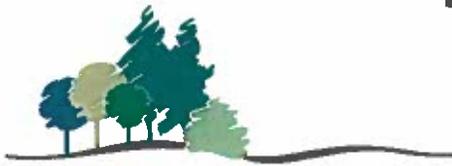


Photo from Olds Municipal Library

Thank you!

The Parkland Library Board thanks our member municipalities and the Government of Alberta for continued funding. With your help we supported 49 public libraries in 2023.



Parkland Libraries have...

637,120 items in their collections.

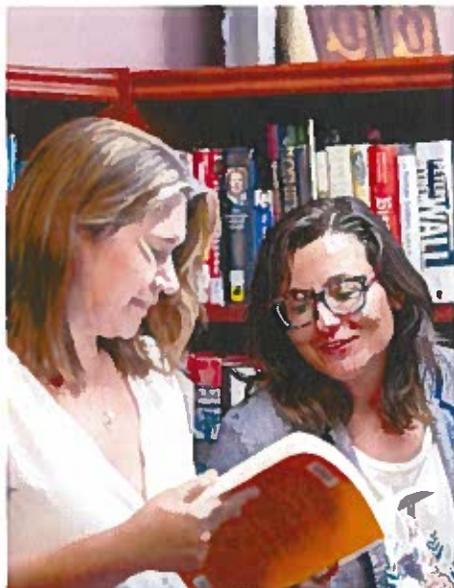


Photo from Hughenden Library

Virtual Library Services

- 262,476 website and online catalogue visits
- 58,010 eLibrary database sessions
- 156,051 digital checkouts
- 1,422,940 WiFi sessions at libraries

Parkland HQ

- Completed workshops, training, analysis, and reports on multiple topics for library staff
- Housed and managed 10,081 print items plus 3,635 non print items like kits and audiobooks
- Maintains a collection of 21,494 virtual items like eBooks and eAudiobooks

2023 Annual Report



IT Support

- A new website was implemented for the region. This was a major undertaking that involved many Parkland staff with many obstacles to overcome.
- 86 computers were replaced throughout the region.
- A total of 64 new wireless access points were replaced in all member libraries.

Library Services Support

- 73 visits to 43 member libraries
- Training provided to 10 new library managers
- 1,237 consulting sessions by Parkland Staff
- Held 18 training events for 255 attendees

Marketing Activity

- Canadian Library Month Contests resulted in 1,700 new cardholders in October
- Distributed 8,750 bookmarks, 275 brochures, 750 flyers, and 900 stickers to member libraries to help them market their services

Social Media

- A LinkedIn strategy was implemented and followers increased by 39%
- 69% increase in engagement for Facebook
- 35% increase in engagement for Instagram

Resource Sharing

- Van drivers made 3,180 deliveries driving 182,850 kilometers
- 843,900 items delivered in van runs in 2023
- Purchased, processed, and added 41,841 items to the system catalogue

Advocacy Activity

The Systems Advocacy Committee created and distributed advocacy materials for the Provincial election which may have significantly impacted the province-wide efforts to obtain an increase in operating grant funding from the Government of Alberta

Contact Us:

Parkland Regional Library System
4565 46th Street
Lacombe, AB T4L 0K2
403-782-3850

Board Chair Barb Gilliat

Director: Ron Sheppard (ext. 230)
Manager of Library Services: Andrea Newland (ext. 221)
Manager of Finance and Operations: Donna Williams (ext. 14)
Manager of Technology Infrastructure: Tim Spark (ext. 212)
IT Helpdesk (ext. 600)

[Complete Board and Municipal list here.](#)

*Statistics based on 2023 annual report to PLSB Municipal Affiliates



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Water Licence Holder,

Alberta is currently experiencing drought conditions. This is especially true in the South Saskatchewan River Basin (SSRB) and, based on current forecasts, it is expected to continue throughout this year. These conditions mean there is potential for the drought to worsen, and we must be prepared.

Over the past two months, the largest water licence holders in the SSRB have worked to develop water sharing agreements to mitigate the risks posed by drought.

These discussions have been the largest and most comprehensive in Alberta's history. Four memorandums of understanding (MOUs) have been drafted covering the: Bow River Basin, Red Deer River Basin, Oldman River Basin, and the Upper Tributaries of the Oldman River Basin.

The MOUs require all major water licence holders to reduce their water use. It is expected the MOUs will be completed by April 18, 2024. These MOUs will be released publicly shortly thereafter.

I am writing to ask that all remaining two thousand plus small licence holders implement the same water conservation measure as outlined in the MOUs.

You have been identified as a small licence holder falling into the following categories, with the following commitment expectations:

Sector	Expectation
All municipalities in the SSRB	Implement a 5-10% reduction in water use.
Private Irrigation (including those with irrigation type activities, like golf courses).	Implement the same restriction of water use as the current on-farm water limit set by your closest irrigation district.
Industrial and Commercial	Withdrawal of the minimum volume of water needed to maintain operations.
Feedlots and Stock Growers	
Oil and Gas	
All others	

The Drought Command Team will continue to provide regular updates on the drought conditions, including actions related to water reduction and conservation measures that may be required.

Please assist the Drought Command Team by updating your contact information by visiting: https://your.alberta.ca/drought/survey_tools/licence-holder-contact-information. You can also email: epa.drought-response@gov.ab.ca or call 403-381-5546.

For general enquiries, email epa.drought@gov.ab.ca or call EPA Outreach Services at 310-3773.

For the latest updates on drought in Alberta, please visit alberta.ca/drought.

Sincerely,

A handwritten signature in black ink, reading "Rebecca Schulz". The signature is written in a cursive, flowing style.

Rebecca Schulz
Minister of Environment and Protected Areas