



Regular Council Meeting
Town of Sundre Municipal Council Chambers
January 8, 2024
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 January 8, 2024
 - 3.2 Councillor Absence
4. **Adoption of Previous Minutes**
 - 4.1 December 18, 2023 Regular Council Meeting Pg. 1
5. **Delegation:** None
6. **Bylaws/Policies:** None
7. **Old Business:** None
8. **New Business:**
 - 8.1 RFD Letter from Minister of Environment and Parks Pg. 5
 - 8.2 RFD Grants to Organizations Funding Extension Request Pg. 9
9. **Administration:** None
10. **Municipal Area Partnership (MAP):** None
11. **Council Committee Reports:** None
12. **Council Invitations / Correspondence:**
 - 12.1 Local Government Fiscal Framework Pg. 12
 - 12.2 Letter to Sundre & District Historical Society Pg. 13
 - 12.3 Letter to Town of Olds Pg. 15
 - 12.4 Letter to Town of Olds Pg. 16
13. **Closed Meeting:**
 - 13.1 Advice From Officials, *FOIPP Act, Section 24*
 - 13.2 Advice From Officials, *FOIPP Act, Section 24*
 - 13.3 Privileged Information, *FOIPP Act, Section 27*
14. **Adjournment**

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Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
December 18, 2023

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, December 18, 2023, commencing at 6:00 p.m.

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

ABSENT: None

STAFF: Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Administrative Support, Betty Ann Fountain

PUBLIC: 1, the President of the Sundre Community Van Association, Mr. Leigh Smithson

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. 343-18-12-23 MOVED by Councillor Anderson that the agenda be approved as presented.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES:

Res.344-18-12-23 MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on December 4, 2023, be approved, amended as follows:

1. Administration requires clarification that a Councillor voted “Opposed” for 2023-2026 Four-Year Operating Budget and Ten-Year Capital Plan (2024 Version) Motion 337-04-12-23 of the December 4, 2023 Minutes.

CARRIED

DELEGATION: Sundre Community Van Association

Initials

Res. 345-18-12-23 MOVED by Councillor Isaac that the Town of Sundre Council accept the presentation by the President of the Sundre Community Van Association as information with appreciation for the contributions of the Association’s volunteers.

CARRIED

BYLAWS /POLICIES:

Bylaw 2023-10 Backyard Chicken Pilot Program Bylaw

Res. 346-18-12-23 MOVED by Councillor Anderson that the Town of Sundre Council give second reading to Bylaw 2023-10 being the “Backyard Chicken Pilot Program” for a 1-year term, commencing in January 2024 and ending in January 2025.

CARRIED

Res. 347-18-12-23 MOVED by Councillor Dalke that the Town of Sundre Council give third and final reading to Bylaw 2023-10 being the “Backyard Chicken Pilot Program” for a 1-year term, commencing in January 2024 and ending in January 2025.

Opposed: Councillor Vardas, Mayor Warnock

CARRIED

OLD BUSINESS:

None

NEW BUSINESS:

Town of Olds Request for Letter of Support ACP Application

Res. 348-18-12-23 MOVED by Councillor Vardas that the Town of Sundre Council supports the Town of Old’s application to Alberta Community Partnership for the purpose of conducting Phase 2 of a Regional Multiplex Study.

Opposed: Councillor Anderson

CARRIED

Res. 349-18-12-23 MOVED by Councillor Anderson that the Town of Sundre Council accept the Town of Sundre Municipal Indicator Report as information.

CARRIED

ADMINISTRATION:

Departmental Reports – November

Councillor Isaac left the meeting at 6:50 p.m.

Councillor Isaac rejoined the meeting at 6:57 p.m.

Res. 350-18-12-23 MOVED by Councillor Isaac that the Town of Sundre Council accept the Departmental Reports for November 2023 as information.

CARRIED

Initials

MUNICIPAL AREA PARTNERSHIP: None

COUNCIL REPORTS:

Council Committee Reports – November

Res. 351-18-12-23

MOVED by Councillor Isaac that the Town of Sundre Council accept Mayor Warnock’s report for November 2023 as information.

CARRIED

Council Key Messages

Council Key Messages – November

Res. 352-18-12-23

MOVED by Councillor Petersen that the Town of Sundre Council accept the Key Messages of Council for the month of November 2023 as information.

CARRIED

COUNCIL INVITATIONS/CORRESPONDENCE:

2023 Culture Days

Res. 353-18-12-23

MOVED by Councillor Isaac that the Town of Sundre Council accept the correspondence regarding Culture Days, and the CAO’s verbal report as information.

CARRIED

CLOSED MEETING

Res. 354-18-12-23

MOVED by Councillor Petersen that the Town of Sundre Council go into a closed meeting at 7:06 p.m.

CARRIED

Mayor Warnock called a 5 minute recess at 7:06 p.m.

The following were in attendance for the closed meeting session:

Staff: Chief Administrative Officer, Linda Nelson

Topic of Closed Meeting

13.1 Advice from Officials, *FOIPP Act Section 23*;

13.2 Confidential Evaluations, *FOIPP Act Section 19*;

13.3 Privileged Information, *FOIPP Act Section 27*;

Res.355-18-12-23

MOVED by Councillor Isaac that Council return to an open meeting at 8:50 p.m.

ADJOURNMENT

Initials

Res. 356-18-12-23 MOVED by Councillor Marr being that the agenda matters have been concluded the meeting adjourned at 8:51 p.m.

CARRIED

These Minutes approved this 8th Day of January 2024.



Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

| | |
|-------------------------------|--|
| COUNCIL DATE | January 8, 2024 |
| SUBJECT | Letter from the Honourable Rebecca Schulz, Minister of Environment and Protected Areas |
| ORIGINATING DEPARTMENT | Legislative Services |
| AGENDA ITEM | 8.1 |

BACKGROUND/PROPOSAL:

The Honourable, Rebecca Schulz, Minister of Environment and Protected Areas is advising Alberta municipalities and municipal leaders that action may be required to fully prepare for a severe drought in 2024. Alberta has five stages in its water management plan, ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. Currently we are at Stage 4. The situation is being closely monitored by EPA.

DISCUSSION:

Minister Schulz is requesting that municipalities commence the planning and development of proactive drought initiatives in preparation, and included a list of proposed undertakings. Items #1, 2 and 3 will be undertaken by Administration with information updates to be provided to Council as they are available. Currently, Town of Sundre Bylaw 2019-05 Water Conservation is an approved and active bylaw, however, updates to the Bylaw may be required.

ALIGNMENT WITH STRATEGIC PLAN

This item aligns with Council's Strategic Plan under Pillar 3, Environmental Stewardship and Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS:

Council to discuss possible additional proactive drought measures it would consider supporting.

MOTION:

Alternative 1:

That the Town of Sundre Council directs administration to prepare the following drought measures for presentation to Council for decision. (specific measures at Council's discretion)

Alternative 2:

That the Town of Sundre Council directs administration to commence the planning of proactive drought measures and provide further updates.

Alternative 3:

That the Town of Sundre Council accept the letter from Minister Schulz as information.

Date Reviewed: January 4, 2024

C. Albert  for, CAO Linda Nelson



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas



REQUEST FOR DECISION

| | |
|-------------------------------|--|
| COUNCIL DATE | January 8, 2024 |
| SUBJECT | RFD Grants to Organization Request to Extend Use of Funds |
| ORIGINATING DEPARTMENT | Legislative Services |
| AGENDA ITEM | 8.2 |

BACKGROUND/PROPOSAL

At the February 6, 2023 Regular Council Meeting, Council approved an application for funding for Suds and Sundries. The funding was to be used to purchase and install a store front awning in the amount of \$5,000.00.

Due to circumstances brought forward by the owner of the building, the project has been placed on hold until spring of 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached letter from the property owner dated December 14, 2023.

ALIGNMENT WITH STRATEGIC PLAN

This aligns Council's strategic priorities of Pillar 5, Sustainable and Responsible Governance.

ADMINISTRATION RECOMMENDATIONS

At Council's discretion.

MOTION:

That Council grant the extension for the use of the 2023 Grants to Organization funding to Suds and Sundries to purchase and install a store front awning in spring of 2024.

Or

That the Town of Sundre Council refuse the request to the extend the funding to Suds and Sundries to purchase and install a store front awning in spring 2024.

Date Reviewed: January 4, 2024

C. Albert Chris Albert for, CAO Linda Nelson



CHINOOK'S EDGE REAL ESTATE LTD

O/A Suds & Sundries

PO Box 1277, Sundre, AB, T0M 1X0

Linda Nelson
Chief Administrative Officer

December 14, 2023

717 Main Avenue West
PO Box 420
Sundre, Alberta T0M 1X0

Dear Ms. Nelson:

I am writing to request an extension concerning the grant that was approved for an awning to be placed outside our business at 107 Centre Street N (Suds & Sundries).

Due to the repayment of our CERB loan we have had to temporarily put our awning project on hold until the early Spring of 2024.

We are looking forward to proceeding with this project and hope that Council and the Grants Organization Committee would consider approving us for an extension.

Thank you for your understanding and consideration. Please do not hesitate to contact me if you have any questions.

Sincerely,
Tom King
Owner



403.638.6439
403-638-0149

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

February 7, 2023

Suds & Sundries
PO Box 1277
107 Centre St. N
Sundre, AB T0M 1X0
Attn: Tom and Debra King

COPY

email: sudsandsundries@gmail.com

Re: Town of Sundre Grants to Organizations Program

Dear Mr. and Mrs. King

Thank you for your application for funding through the Town of Sundre Grants to Organizations Program. At the February 6, 2023 Regular Council Meeting, Council approved an amount of \$5,000.00 to be applied to the Store Front Awning.

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 2023 budget of \$50,00.00, which is distributed in 3 separate in-takes of applications, into consideration. The Town received a total of fifteen (15) applications with a total of \$50,746.00 in funding requests on the 1st intake for 2023, which is more than was allocated for the entire year.

Once you have confirmed that your project, program, or service, has been completed, and you have submitted your invoices, a cheque will be mailed to your organization, or the funds will be deposited by electronic funds transfer (EFT) within 2 weeks of receiving this documentation.

The funds must be used no later than December 31, 2023. If your project, program, or service cannot be completed in this timeline, you can apply for an extension by submitting a written request. Additionally, if your project, program, or service has not been completed or taken place in accordance with the application, the funds must be returned to the Town.

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



REQUEST FOR DECISION

| | |
|-------------------------------|----------------------|
| COUNCIL DATE | January 8, 2024 |
| SUBJECT | Correspondence |
| ORIGINATING DEPARTMENT | Legislative Services |
| AGENDA ITEM | 12. |

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 letter from the Honourable Ric McIver, Minister Municipal Affairs as information.

That the Town of Sundre Council accept the letter to the Sundre & District Museum as information.

That the Town of Sundre Council accept the letter to the Town of Olds as information.

ATTACHMENTS:

12.1 Letter from the Honourable Ric McIver, Minister Municipal Affairs

12.2 Letter to the Sundre & District Museum

12.3 Letter to the Town of Olds

Date Reviewed: January 4, 2024

C. Albert *Chris Albert* for, CAO Linda Nelson



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

12.1

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

.../2

In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website (www.alberta.ca/local-government-fiscal-framework-operating-funding). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

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

Ric McIver
Minister

cc: Chief Administrative Officers

Office of the Chief Administrative Officer

January 3, 2024

Sundre and District Historical Society
PO Box 314
211 - 1st Ave SW
Sundre, AB T0M 1X0

Email: sundremuseum@telus.net

Attn: Carrie Couch, Museum Executive Director

Dear Ms. Couch,

RE: CULTURE DAYS NATIONAL TOP PARTICIPATING COMMUNITIES LISTING 2023

On behalf of Council, our citizens and visitors to Sundre, we congratulate the Sundre and District Historical Society and Museum for the significant cultural contributions you have made to our community. For Sundre to be recognized as the eighth top participating community by Culture Days National, out of all the Towns and Rural Areas of Canada is a magnificent achievement.

To all the volunteers, cultural leaders, artists, community organizations and supporters, we offer our sincere thank you, and congratulate you and your contributions to this well-deserved honour.

Culture Days events enrich our lives and would not come to life if not for the collective efforts of our community. We look forward to 2024, to celebrate with you the 15th anniversary of Culture Days celebrations.

Sincerely,



Linda Nelson, CLGM, CTAJ, EMR

/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

Office of the Chief Administrative Officer

January 3, 2024

Town of Olds
4512 – 46 ST
Olds, AB T4H 1R5
Attn: Brent Williams, CAO

Via Email: caoadmin@olds.ca

Dear Brent,

RE: Support for Town of Old's ACP Grant Application

The Town of Sundre Council at the Regular Meeting of Council held on December 18, 2023, under Motion No. 348-18-12-23 gave their support to the Town of Olds for a grant application to Alberta Community Partnership (ACP) for Phase 2 of a Regional Multiplex Study.

We understand you have received support for the Phase 2 grant application from other regional municipalities and agencies, and we appreciate the significance of planning for the future.

Yours truly,

Linda Nelson, CLGM,CTAJ, EMR
Chief Administrative Officer

/file
cc: Council