

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 1

TITLE: Call to Order

ORIGINATED BY: *Karen O'Connor, CAO*

Official Administrator Doug Lagore calls the October 15, 2024, Village of Cremona Regular Council meeting to order at _____ PM

RECOMMENDED ACTION:

MOTION: THAT Official Administrator Doug Lagore calls the Village of Cremona Regular Council Meeting to order at _____ p.m.

INTLS: CAO: *KO*

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 2

TITLE: Acceptance of the Agenda

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

By resolution, Council must accept the agenda.

RECOMMENDED ACTION:

MOTION THAT Council _____ accepts the Agenda as presented.

OR

MOTION THAT Council _____ accepts the Agenda as amended.

INTLS: CAO: *KO*



REGULAR COUNCIL MEETING AGENDA
October 15, 2024, at 7:00 p.m.
Council Chambers – 106 1st Avenue East

ATTENDANCE:

Administrator Officer: Doug Lagore

OTHER PRESENT: CAO, Karen O'Connor

ABSENT:

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - a) October 7, 2024 Special Council Meeting Minutes
- 4. DELEGATIONS / PRESENTATIONS**
- 5. BUSINESS ARISING FROM PREVIOUS MEETING**
- 6. BYLAWS & POLICIES**
- 7. NEW BUSINESS**
 - a) RFD 24-09-058 PRL Proposed Budget 2025
 - b) RFD 24-09-059 MVRWMC Operating Budget 2025
 - c) RFD 24-09-060 Retaining Legal Services
- 8. REPORTS**
 - a) Financial Reports
 - b) CAO Report
- 9. MINUTES/REPORTS-BOARDS, COMMITTEES, COMMISSIONS**
 - a) PRLS Board Meeting Minutes

10. CORRESPONDENCE & INFORMATION

- Letter – Coyotes Senior Hockey Club – Request for Sponsorship
- Letter – Minister of Transportation and Economic Corridors
- PRLS Board Talk
- Cremona Library Funding
- Mountain View County Information Release

11. NEXT MEETING

12. CLOSED MEETING- 1.) Personnel

13. RECONVENE

14. ADJOURNMENT



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 3

TITLE: Minutes – a) October 7, 2024, Special Council Meeting

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

The October Special Council Meeting minutes are being presented to Council for their review and approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

- a) MOTION THAT Council _____ accepts October 7, 2024, Special Council Meeting minutes as presented.
OR
MOTION THAT Council _____ accepts the October 7, 2024, Special Council Meeting minutes as amended.

INTLS: CAO: *KO*



Minutes of the Village of Cremona Special Virtual Council Meeting held on
Monday, October 7, 2024 – Commencing at 10:00 a.m.

IN ATTENDANCE: Official Administrator, Douglas Lagore

OTHERS PRESENT: Corporate Services, Sandi Ryan

ABSENT:

1.1 CALL TO ORDER:

Res. 24/206 MOTION THAT Official Administrator Doug Lagore calls the meeting to order at 10:00 A.M.

2.1 ADOPTION OF AGENDA:

Res: 24/207 MOTION THAT Official Administrator Doug Lagore accepts the October 7, 2024, Agenda as presented.

CARRIED

3. a) Cancelling of the November 4, 2024, By-Election

Res: 24/208 MOTION THAT Official Administrator Doug Lagore moves that the by-election established by resolution #24/196 on September 17th be hereby cancelled as the legislative requirements for advertising, as detailed in the Local Authorities Election Act, were not met.

CARRIED

3. b) Setting a date for the By-Election

Res: 24/209 MOTION THAT Official Administrator Doug Lagore moves that pursuant to Sec. (13) (b) of the Local Authorities Election Act, the date for the by-election be established as Monday, November 25, 2024.

3. c) Advertising for the By-Election

Res: 24/210 MOTION THAT Official Administrator Doug Lagore moves that advertising for the by-election be placed on the Village of Cremona website immediately and that a notice be mailed to every resident immediately.

CARRIED

4. ADJOURNMENT

Res. 24/211 MOTION THAT Official Administrator Doug Lagore adjourns the Village of Cremona Special Council Meeting on the 7^h day of October 2024, at 10:03 a.m.

CARRIED

Official Administrator, Doug Lagore

Corporate Services, Sandi Ryan



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 4 a) NONE

TITLE: Delegations / Presentation:

ORIGINATED BY: Karen O'Connor, C.A.O.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

INTLS: CAO: KO

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 5a)

TITLE: BUSINESS ARISING FROM PREVIOUS MEETING:

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Council _____ **accepts**

Or

MOTION THAT Council _____

INTLS: CAO KO

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 6 a)

TITLE: Bylaws & Policies-NONE

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Council _____ passing the First

MOTION THAT Council _____ passing the Second

MOTION THAT Council _____ present unanimously to proceed to the

MOTION THAT Council _____ passing the Third

INTLS: CAO KO



REQUEST FOR DECISION 24-10-058

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 7 a)

TITLE: New Business: PRLS Proposed Budget 2025

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL PRLS requisition for 2024 was \$9.18. For 2025, PRLS is requesting a 0.63-cent increase to \$9.81 per capita.
2024 per capita requisition \$ 4,149.36
2025 per capita requisition \$ 4,286.97
Slit increase of \$ 137.61

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore approves Parkland Regional Library 2025 Proposed Budget with a slight increase of 0.63 cents, equaling \$ 9.81 per capita, with the Village of Cremona requisition being \$4,286.97.

INTLS: CAO KO



Proposed BUDGET 2025

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

		Present Budget	Proposed Budget
		2024	2025
Salaries with staff added to new grid			
Income			
1.1	Provincial Operating Grant	1,045,242	1,045,242
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,123,362	2,178,075
1.4	Alberta Rural Library Services Grant	452,928	452,928
1.5	Interest Income	50,000	67,500
TOTAL Income		3,828,179	3,900,392
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	262,277	251,794
2.3	Computer Maint. Agree. Software licenses	231,308	236,627
2.4	Cooperative Collection Fund	30,000	30,000
2.5	eContent Platform fees, Subscriptions	66,050	66,850
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	8,820	11,025
2.9	Library Services Tools	6,530	6,700
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	69,391	66,608
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	19,000
2.16	Vehicle expense	56,000	58,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	67,500	75,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Reference	2,600	2,600
TOTAL Support Materials & Services Direct to Libraries		1,418,460	1,423,188
Cost of Services			
3.1	Audit	21,000	25,000
3.2	Bank expenses	1,700	1,500
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	23,500	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	25,000	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	36,500	37,600
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,777,903	1,828,510
3.10	Salaries - Employee Benefits	376,916	387,644
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	29,000	29,000
3.13	Telephone	8,500	9,000
3.14	Travel	8,000	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,409,719	2,477,204
TOTAL Expenses (library materials & cost of service)		3,828,179	3,900,392
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		9.18	9.81

Notes for the Parkland Regional Library System Budget 2025

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2025, there is a sixty-three-cent increase to the municipal per capita requisition to \$9.81. Despite the increase in the per capita requisition, the actual increase to municipalities above what they paid in 2024 will be negligible. Eighteen municipalities will actually see decreases. For calculating the municipal levy for 2025, Parkland will be using the newly revived Alberta Municipal Affairs most recent Official Population list. This means that while municipalities will be paying more per capita, many will see a drop in the population they are being invoiced on.

The budget was built around the assumption that the government of Alberta operating grant will remain at the new 2023 rate \$4.75 per capita and based on 2019 population

statistics. Likewise, staff assume the rural library services grant will remain at the new \$5.60 per capita rate and based on 2019 population statistics.

Points within the budget to note include:

- Overall, expenditures are anticipated to increase by 1.9% in 2025.
- For 2025, twenty-one expense lines are projected to remain unchanged from 2024, thirteen will see increases, and four will decrease.
- Now that they are being updated, switching back to Municipal Affairs Population Lists instead of the Treasury Board Estimates for invoicing municipalities resulted in a drop of 9,277 population which Parkland will no longer invoice on. Other systems are also facing a drop in the populations they are invoicing on for the same reason.
- Reduced population figures mean the *Allotment Funds Issued to Libraries* and *Member Library Computer Allotment* lines (lines 2.2 and 2.11 respectively) have also been reduced.
- To balance the budget, it will be necessary to increase the municipal requisition/levy by sixty-three cents. Had it been appropriate for Parkland to continue using the population figures supplied by the Treasury Board, the 2025 requisition would have been between forty and forty-one cents per capita lower.
- A new board approved salary grid will be implemented by putting staff on the grid at the nearest point to where they are currently located. No COLA was added, nor were step increases. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (line 2.8)
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand (line 2.19)
- Audit fees have increased because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider. For 2025, audit fees are estimated (line 3.1).
- Building Maintenance fees are up primarily due to the cost of maintaining the elevator in Parkland's headquarters (line 3.4).
- The travel line (line 3.14) has continued to drop over the years. Since Parkland started running two staff vehicles, mileage reimbursement has dropped considerably. Also, a number of food items which had been charged against the budget line are now being expended against the Workshop/Training expense line (line 2.17) when food is purchased for events for member libraries or member library staff.

Provincial grants amount to approximately 42.4% of PRLS' total income (line 1.1, 1.2, 1.4).

At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve with expenditures estimated to be valued at \$250,400. This includes a Fortigate hardware upgrade project for libraries which is necessary to maintain stable SuperNet connections.

By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Included is a "Return on Municipal Levy" document based on the projected budget comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 92% of the 2025 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running the Parkland system headquarters.

Also included is a document comparing the change in requisition paid by each municipality in 2024 and 2025.

Parkland Regional Library System



Return on Municipal Levy

Based on 2025 Budgeted Amounts **2025**

Materials Allotment for Libraries	(Books, DVD's, Audiobooks, etc.)	\$251,794
Rural Library Services Grant		\$452,928
Cooperative Collection Fund		\$30,000
Technology	(Hardware— budget plus reserves)	\$272,608
Postage	(Reimbursement for Interlibrary Loan)	\$2,300
Software	(For computers, ILS, etc.)	\$236,627
Rotating Collections	(Large Print, Audiobooks, Programming Kits, etc.)	\$22,000
Internet	(Connectivity provided to member libraries)	\$11,025
eContent	(Platforms & Purchases of eBooks, eAudiobooks, etc.)	\$141,850
Vehicle Expense	(Ongoing budgeted expenses only—no new vans)	\$58,000
Marketing/Advocacy		\$20,000
Workshop/Training		\$14,000
Cataloguing Supplies		\$25,700
Contribution to Outlet Libraries*		\$800
Materials Discount	(41% in 2023)	\$115,536
SuperNet	(Fiber Optic connection provided by GOA to system members)	\$370,022
Sub-Total		\$2,025,190
Requisition		\$2,178,075
Difference Between Levy & Direct Return		92% \$152,885

*\$200 each for Brownfield, Nordegg, Spruce View, and Water Valley Libraries

Parkland Regional Library System

Requisition Comparison for 2024 to 2025

Municipality	2024		2025		Requisition increase or decrease 2024 to 2025
	Treasury Board Population Estimates 2022		Municipal Affairs Population Lists 2023		
	Billing population	per Capita rate \$9.18	Billing population	per Capita rate \$9.81	
1 Village of Alix	835	7,665.30	774	7,592.94	(72.36)
2 Village of Alliance	150	1,377.00	166	1,628.46	251.46
3 Village of Amisk	198	1,817.64	219	2,148.39	330.75
4 Town of Bashaw	778	7,142.04	848	8,318.88	1,176.84
5 Village of Bawlf	425	3,901.50	412	4,041.72	140.22
6 Town of Bentley	1,037	9,519.66	1,042	10,222.02	702.36
7 Village of Big Valley	341	3,130.38	331	3,247.11	116.73
8 SV of Birchcliff	145	1,331.10	211	2,069.91	738.81
9 Village of Bittern Lake	234	2,148.12	216	2,118.96	(29.16)
10 Town of Blackfalds	11,962	109,811.16	10,470	102,710.70	(7,100.46)
11 Town of Bowden	1,271	11,667.78	1,280	12,556.80	889.02
12 City of Camrose	19,847	182,195.46	18,772	184,153.32	1,957.86
13 Camrose County	9,208	84,529.44	8,504	83,424.24	(1,105.20)
14 Village of Caroline	464	4,259.52	470	4,610.70	351.18
15 Town of Carstairs	4,988	45,789.84	4,898	48,049.38	2,259.54
16 Town of Castor	881	8,087.58	803	7,877.43	(210.15)
17 Clearwater County	12,099	111,068.82	11,865	116,395.65	5,326.83
18 Village of Clive	823	7,555.14	775	7,602.75	47.61
19 Town of Coronation	905	8,307.90	868	8,515.08	207.18
20 Village of Cremona	452	4,149.36	437	4,286.97	137.61
21 Village of Czar	230	2,111.40	248	2,432.88	321.48
22 Town of Daysland	810	7,435.80	789	7,740.09	304.29
23 Village of Delburne	889	8,161.02	919	9,015.39	854.37
24 Town of Didsbury	5,092	46,744.56	5,070	49,736.70	2,992.14
25 Village of Donaldald	207	1,900.26	226	2,217.06	316.80
26 Town of Eckville	1,158	10,630.44	1,014	9,947.34	(683.10)
27 Village of Edberg	152	1,395.36	126	1,236.06	(159.30)
28 Village of Elnora	291	2,671.38	288	2,825.28	153.90
29 Flagstaff County	3,614	33,176.52	3,694	36,238.14	3,061.62
30 Village of Forestburg	928	8,519.04	807	7,916.67	(602.37)
31 SV of Gull Lake	202	1,854.36	226	2,217.06	362.70
32 SV of Half Moon Bay	35	321.30	65	637.65	316.35
33 Town of Hardisty	465	4,268.70	548	5,375.88	1,107.18
34 Village of Hay Lakes	525	4,819.50	456	4,473.36	(346.14)
35 Village of Heisler	157	1,441.26	135	1,324.35	(116.91)
36 Village of Hughenden	230	2,111.40	213	2,089.53	(21.87)
37 Town of Innisfail	7,672	70,428.96	7,985	78,332.85	7,903.89
38 SV of Jarvis Bay	219	2,010.42	213	2,089.53	79.11
39 Town of Killam	844	7,747.92	918	9,005.58	1,257.66
40 City of Lacombe	14,229	130,622.22	14,258	139,870.98	9,248.76
41 Lacombe County	10,807	99,208.26	10,283	100,876.23	1,667.97
42 Village of Lougheed	281	2,579.58	225	2,207.25	(372.33)
43 Mountain View County	13,877	127,390.86	12,981	127,343.61	(47.25)
44 SV of Norglenwold	275	2,524.50	306	3,001.86	477.36
45 Town of Olds	9,567	87,825.06	9,209	90,340.29	2,515.23
46 Paintearth County	2,138	19,626.84	1,990	19,521.90	(104.94)
47 SV of Parkland Beach	154	1,413.72	168	1,648.08	234.36
48 Town of Penhold	3,928	36,059.04	3,484	34,178.04	(1,881.00)
49 Town of Ponoka	7,518	69,015.24	7,331	71,917.11	2,901.87
50 Ponoka County	10,372	95,214.96	9,998	98,080.38	2,865.42
51 Town of Provost	1,870	17,166.60	1,900	18,639.00	1,472.40
52 MD Provost	2,183	20,039.94	2,071	20,316.51	276.57
53 Red Deer County	21,930	201,317.40	19,933	195,542.73	(5,774.67)
54 Town of Rimbey	2,625	24,097.50	2,470	24,230.70	133.20
55 SV of Rochon Sands	79	725.22	97	951.67	226.35
56 Town of Rocky Mtn. House	6,603	60,615.54	6,765	66,364.65	5,749.11
57 Village of Rosalind	184	1,689.12	162	1,589.22	(99.90)
58 Village of Sedgewick	816	7,490.88	761	7,465.41	(25.47)
59 Town of Stetter	5,752	52,803.36	5,695	55,867.95	3,064.59
60 Stettler County	5,777	53,032.86	5,666	55,583.46	2,550.60
61 SV of Sunbreaker Cove	94	862.92	131	1,285.11	422.19
62 Town of Sundre	2,544	23,353.92	2,672	26,212.32	2,858.40
63 Town of Sylvan Lake	16,802	154,242.36	15,995	156,910.95	2,668.59
64 SV of White Sands	135	1,239.30	174	1,706.94	467.64
	231,303	2,123,361.54	222,026	2,178,075.06	54,713.52 TOTAL

Brief Notes – September 2025

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on statements from the Public Library Services Branch (PLSB) calculated at \$4.75 per capita.
- 1.2 The On Reserve, On Settlement grant for reserve residents is calculated at \$10.35 per capita
- 1.3 Estimated requisition to municipalities to balance budget increase to \$9.81
- 1.4 Based on statements from PLSB and calculated at \$5.60 per capita
- 1.5 Increase reflects the changes in interest rates and estimated returns on investments

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on statement from PLSB - see 1.4 above
- 2.2 Reflects materials allotment rate of \$1.13 per capita and reduced population
- 2.3 Line increased slightly due to increase costs for maintenance agreements with Sitecore (websites), Polaris (the Integrated Library system), and a few others that renewed at higher rates. This line also includes purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, and PRLS' management of wireless networks
- 2.4 Cooperative Collection Fund – funds to allow Parkland staff to purchase physical materials (e.g., books and DVDs) for placement in member libraries with the intent of reducing interlibrary loans and improving the system-wide collection
- 2.5 This line increased slightly due to license agreement renewals
- 2.6 This line is for the expenses of the On Reserve, On Settlement grant provided through a provincial government grant program calculated at \$5.60 for library service to the indigenous residents of Parkland's six First Nations Reserves
- 2.7 Held at 2024 level - for vendor freight costs for library materials, in-house collections, IT equipment and shipment of computers for repairs and/or replacement parts
- 2.8 Increased to account for demands from member libraries
- 2.9 Increased slightly to \$6,700 – Tools to assist with cataloguing library materials
- 2.10 Held at 2024 level - used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS
- 2.11 Reduced as this is based on current population at \$0.30 per capita
- 2.12 Held at \$800 - operating funding provided to PRLS' four outlet libraries
- 2.13 Held at \$1,000 - based on actual expenditures
- 2.14 Held at 2024 level - includes both Inter Library Loan postage reimbursement to libraries and Inter Library Loans sent from HQ for libraries
- 2.15 Held at 2024 level - used for purchasing library material processing items such as laminated book covers, cataloguing records, and multimedia cases

- 2.16 Increased slightly - for the operations of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for fuel costs
- 2.17 Held at \$14,000 - includes costs for all workshops, conferences, projects, and training activities for library managers, staff, and boards

PRLS Circulating Collections

- 2.18 Held at 2024 level \$5,000
- 2.19 Increased due to demands by libraries and renewal of license agreements includes allotment for eBooks, eAudiobooks and other eContent agreements
- 2.20 Held at 2024 level \$12,000
- 2.21 Held at 2024 level \$5,000
- 2.22 Held at 2024 level \$2,600

COST OF SERVICES

- 3.1 Increased - the 2025 audit fees are estimated because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider
- 3.2 Reduced slightly to \$1,500 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Held at 2024 level of \$4,700 based on review of actual over a three-year period
- 3.4 Increased to \$27,250 - actual costs reviewed plus an estimated increase in the maintenance agreement renewal for the elevator
- 3.5 Held at 2024 level \$13,000 - to cover PRLS' cost to belong to membership organizations (e.g., The Alberta Library (TAL), Alberta Library Trustee Association (ALTA), etc.)
- 3.6 Increased slightly to \$26,500 based on actual and anticipated increases - covers five vehicles, cyber insurance, and new building
- 3.7 Increased slightly to \$37,600 - for janitorial building maintenance including carpet and window cleaning – also includes outside building maintenance and snow removal
- 3.8 Held at 2024 level – reflects fees for photocopiers and based on estimated usage
- 3.9 Reflects current staff levels – includes new salary grid and compensation policy implementation
- 3.10 Reflects predicted costs for staff benefits based on current staff levels
- 3.11 Held at the 2024 amount
- 3.12 Held at 2024 level \$29,000 - based on a five-year review
- 3.13 Increase slightly to \$9,000 - includes line charges, toll free number, mobile telephones, and long-distance costs
- 3.14 Reduced to \$3,500 – since Parkland started running two staff vehicles, mileage reimbursement has dropped in addition to reallocation of food expenditures when doing offsite training or workshops - based on 5-year review of actual expenses

- 3.15 Held at 2024 level of \$26,000 – includes Executive and Advocacy committee meetings, external meetings for trustees, and to support trustee activities using virtual and in person meetings as established
- 3.16 Held at 2024 of \$34,000 - based on review of actual costs in the new building and then estimated

Complete Notes to the 2025 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

	Present Budget	Proposed Budget
	2024	2025
Income		
1.1 Provincial Operating Grant	1,045,242	1,045,242
1.2 On Reserve, On Settlement Grant	156,647	156,647
1.3 Membership Fees	2,123,362	2,178,075
1.4 Alberta Rural Library Services Grant	452,928	452,928
1.5 Interest Income	50,000	67,500
TOTAL Income	3,828,179	3,900,392

Income – line details

1.1 Provincial Operating Grant:

for budgeting purposes, the provincial operating grant rate is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2019 population statistics at \$4.75 per capita - this rate is subject to change annually.

1.2 On Reserve, On Settlement Grant:

The On Reserve, On Settlement grant from the PLSB is calculated at \$10.35 per capita based on First Nations reserve populations found within Parkland’s service area. The grant is to enable library services to FN reserve residents. This is composed of two grants; the \$4.75 system operating grant and the \$5.60 per capita operating grant. The \$4.75 is used to fund operations of the regional system, the \$5.60 per capita is to fund various First Nations service initiatives. See line 2.6.

1.3 Membership Fees:

\$9.81 per capita – requisition to municipalities to balance the budget, a sixty-three cent increase per capita.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents. Based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board, the grant is dispersed entirely to libraries as directed by these municipalities and municipal districts. Based on information from the PLSB, the grant will be calculated using 2019 population statistics at \$5.60 per capita – see line 2.1 under Support Materials & Services Direct to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments with an increase.

Support Materials & Services Direct to Libraries		2024	2025
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	262,277	251,794
2.3	Computer Maint.Agree. Software licenses	231,308	236,627
2.4	Cooperative Collection Fund	30,000	30,000
2.5	eContent Platform fees, Subscriptions	66,050	66,850
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	8,820	11,025
2.9	Library Services Tools	6,530	6,700
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	69,391	66,608
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	19,000
2.16	Vehicle expense	56,000	58,000
2.17	Workshop/Training expense	14,000	14,000
	PRL Circulating Collections		
2.18	Audio Book	5,000	5,000
2.19	eContent	67,500	75,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Reference	2,600	2,600
	TOTAL Support Materials & Services Direct to Libraries	1,418,460	1,423,188

Support Materials & Services Direct to Libraries - line details

2.1 Alberta Rural Library Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects materials allotment rate of \$1.13 per capita – total amount reduced due to the switch back to the Municipal Affairs Population Lists with the subsequent loss of 9,277 population.

2.3 Computer Maint. Agree.

Software Licences:

line increased slightly due to increase costs for maintenance agreements with Sitecore (websites), Polaris (the Integrated Library system), and a few others that renewed at higher rates – this line covers, but is not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, licensed services for the Polaris integrated library system, and small non-capital IT items such as monitors and bar code scanners.

2.4 Cooperative Collection:

designed to give Parkland staff a budget line for the purchase of physical materials (e.g., books, DVDs) for placement in member libraries with the intent of reducing interlibrary loans and augmenting the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect patron needs and improve the system-wide collection.

2.5 eContent Platform fees

and Subscription fees:

increased slightly – to pay for platform fees for CloudLibrary and Overdrive, and subscriptions for the TAL core of eResources (Ancestry Library Edition and Consumer Reports) along with CloudLinking, Niche Academy, Cypress Resume, Grant Connect, and eMagazines.

2.6 On Reserve, On

Settlement Grant Exp:

funding provided through a provincial government grant program calculated at \$5.60 per capita for library service to the indigenous residents of Parkland's six First Nations reserves.

2.7 Freight:

vendor freight costs for library materials, in-house collections, computers, IT equipment and shipment of computers for repairs and/or replacement parts – held at 2024 level.

2.8 Internet Connection

Fees:

estimated as five-year contract will need to be renewed and because of performance demands by libraries - for internet service provision to member libraries and HQ.

2.9 Library Services Tools:

slight increase, based on actual costs then estimated— includes tools for Parkland’s cataloguing staff (RDA tool kit, Web Dewey, BookWhere) as well as Audio Cine, Survey Monkey, Loomly, and LibraryData.

2.10 Marketing/Advocacy:

amount held at the same level as 2024 – used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS.

2.11 Member Library

Computers:

reduced due to lower system population - income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

2.12 Outlet - Contribution to Operating:

held at \$800 - funds for Parkland’s four outlet libraries, amounts set by board policy, up to \$200 annually, if a local library outlet’s sponsoring society provides matching funds.

2.13 Periodicals:

held at 2024 level – based on actual, includes professional development publications and library journals.

2.14 ILL Postage Reimbursement for Libraries:

held at 2024 level - based on actual and estimations – reimbursement for items interlibrary loaned (ILL) by member libraries and ILL’s sent for libraries from Parkland.

2.15 Supplies purchased Cataloguing/Mylar:

held at 2024 level – based on review of 3-year actual, line for purchasing library materials processing, laminated book covers, cataloguing records, and multimedia cases.

2.16 Vehicle Expense:

increased slightly – estimates for fluctuation in fuel prices, also includes anticipated maintenance and repair costs for the operation of five vehicles (3 cargo and 2 staff vehicles) includes tire replacements.

2.17 Workshop/Training: includes costs for all workshops, conferences, projects, and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – also includes the reallocation of food expenditures from the line 3.14 - held at 2024 amount.

PRLS Circulating Collections

2.18. Audiobook Materials: held at 2024 level – used to support the physical audiobook collection.

2.19 eContent: increased due to demands by libraries and renewal of licence agreements - includes allotment eBooks and eAudiobooks through CloudLibrary and Overdrive, and potentially other eContent.

2.20 Large Print Books: held at 2024 level to help refresh the collection.

2.21 Programming Kits: held at 2024 level - to build new programming kits and replace consumables in current kits for programming in member libraries.

2.22 Reference Materials: held at 2024 – to purchase limited amounts of reference material for use by member libraries and PRLS staff; eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2024	2025
3.1	Audit	21,000	25,000
3.2	Bank expenses	1,700	1,500
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	23,500	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	25,000	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	36,500	37,600
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,777,903	1,828,510
3.10	Salaries - Employee Benefits	376,916	387,644
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	29,000	29,000
3.13	Telephone	8,500	9,000
3.14	Travel	8,000	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,409,719	2,477,204

Cost of Services – line details

- 3.1 Audit:* increased - the 2025 audit fees are estimated because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider - includes costs for an annual letter from PRLS' lawyers required for the audit process.
- 3.2 Bank Expenses:* based on actual - to cover the cost of enhanced electronic banking services and cheques – reduced slightly from 2024 level.
- 3.3 Bank Investment Fees:* fee for management of the RBC Dominion investment program – based on review of actual charges – held at 2024 level.
- 3.4 Building-Repair/Maintenance:* increased - actual costs reviewed plus an estimated increase in the maintenance agreement renewal for the elevator.

*3.5 Dues/Fees/
Memberships:*

held at 2024 level - for Parkland's membership in professional organizations; may include, but not necessarily be limited to: The Alberta Library (TAL), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), and American Library Association (ALA)

3.6 Insurance:

this line has a slight increase - includes the building, HQ's contents, PRLS' outlet libraries contents, five vehicles, general liability, cyber, bond and crime, employee drivers abstracts, and personal vehicles insurance reimbursement for personal vehicle use - based on a review of actual 3-year costs.

*3.7 Janitorial/Outdoor
Maint. Expense:*

increased slightly to \$37,600 - for janitorial building maintenance including carpet and window cleaning, outside building maintenance, and snow removal.

3.8 Photocopy:

reflects fees for photocopiers and estimated usage, based on 3-year average costs.

3.9 Salaries:

to reflect the current staffing levels – includes new salary grid and compensation policy implementation.

*3.10 Salaries-Employee
Benefits:*

to reflect predicted costs for staff benefits based on current staff levels and being provided full benefits including, but not limited to, LAPP, Blue Cross.

3.11 Staff Development:

funds PRLS staff to attend and travel to continuing education activities such as seminars, conferences, technology/training courses, first aid training, along with staff performance and support items, activities, and food– held at \$20,000.

*3.12 Supplies/Stationery/
Building:*

based on five-year review and held at 2024 level - includes, but not limited to, book processing-related supplies such as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, regional systems swag, and building and stationery supplies.

- 3.13 Telephone:* based on actual and increased slightly - includes line charges, toll free number, mobile telephones, and long-distance costs.
- 3.14 Travel:* reduced - since Parkland started running two staff vehicles, mileage reimbursement has dropped – also a reallocation of food expenditures when doing offsite training or workshops to line 2.17 - based on 5-year review of consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.550 per km to staff when they are unable to use the PRLS staff vehicles)
- 3.15 Trustee Expense:* accounts for a 10-member Executive Committee and a 10-member Advocacy Committee meeting 7 times a year, costs for other ad hoc or working group meetings, includes \$100 half day/\$200 full day honorarium and mileage for mixed committee meetings where members can meet digitally and/or in person (includes meetings the board members attend on PRLS' behalf) – held at 2024 level.
- 3.16 Utilities:* held at 2024 level - based on multi-year review of actual expenses in the new building.

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

	Present Budget 2024	Proposed Budget 2025
TOTAL Income	3,828,179	3,900,392
TOTAL Support Materials & Services Direct to Libraries	1,418,460	1,423,188
TOTAL Cost of Services	2,409,719	2,477,204
TOTAL Expenses (library materials & cost of service)	3,828,179	3,900,392
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	9.18	9.81

Budget Supplement

Explanation points to the 2025 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing no vehicles in 2025. The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve when applicable.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2025

Explanation points to the 2025 Budget dealing with Capital Assets, Amortization and Reserves.
 In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.
 Capital assets will be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2025	
Amortization Reserve		
Anticipated funds required to cover yearly portion of amortization expense from reserve w/o building <i>(actual amount will be affected by asset disposals during the year)</i>	\$64,913	A
Vehicle Reserve		
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$0	B
Technology Reserve		
Anticipated funds required for Technology purchases <i>(may include member library computers, wireless equipment, SuperNet CED units, PRLS assets)</i> <i>(Estimated capital PRLS assets - 2025, \$44,400 -B)</i>	\$250,400	
	\$315,313	
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$0	C
	\$0	
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRLS assets	\$19,980	B
Current Year Amortization estimated - PRLS Assets <i>(actual amounts will be based on exact purchase amounts in the year)</i>	\$24,420	B

Vehicle Reserve

Proceeds from the sale of vehicles \$0 C

(actual amounts will be based on exact selling price in the year)

Technology Reserve

Budgeted for member library computers \$66,608

\$111,008

4 CAPITAL ASSET EXPENSE ALLOCATION

Amortization expense anticipated w/o building \$64,913 A

(actual amount will be affected by asset disposals during the year)

Amortization expense anticipated for building \$78,939

(actual amount will be affected by asset disposals during the year)

\$143,852



REQUEST FOR DECISION 24-10-059

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 7 b)

TITLE: New Business: MVRWMC Operating Budget 2025

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL Mountain View Regional Waste Management Commission has presented their 2025 Operating Budget Information and Fee Schedule.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore accepts Mountain View Regional Waste Management Commission 2025 Operating Budget as information and acknowledges that the Village of Cremona requisition overall will be reduced by \$855.00 from 2024 to 2025, being \$13,623.

INTLS: CAO *KO*



Box 2130
Didsbury, AB
T0M 0W0
403-335-4901



September 27th, 2024

Delivered via email

Attention: Member CAO's

**Re: Mountain View Regional Waste Management Commission
2025 Operating Budget Information and Fee Schedule**

The objective of this letter is to provide all members of the Mountain View Regional Waste Management Commission ("MVRWMC" or the "Commission") with an update to the Commission's approved 2025 operating budget and fee schedule. At the regular board meeting held on September 23rd, 2024, the board approved the 2025 budget with the following key elements:

- 1. Landfill tipping fee to increase 2.5% to \$100 per tonne charged to municipal and commercial customers.**
- 2. Municipal fee for service set at \$10.58 down 8% compared to \$11.46 in 2024.**

2025 Operating and Capital Budget Summary:

The following points briefly outline the 2025 operating and capital budget:

- 1. Operating Budget for 2025 is based on total revenue of \$3.13 million, with \$2.73 mm (87% of revenue) from sales and the remaining \$0.37 mm (13% of revenue) from municipal fee for service.**
- 2. Capital budget for 2025 of \$240,000 for miscellaneous capital replacement, and \$150,000 directed towards initial phases of construction of the final engineered Cell 8 to complete the current landfill airspace design.**
- 3. Increase MSW tipping fees to \$100/tonne for all MSW Class II waste accepted at the landfill from municipal members and commercial haulers working within the county. The**

increase is primarily driven by inflation pressures on key cost components including labour and contract services.

4. **Transfer station tipping fees to \$240/tonne, at the Water Valley and Sundre transfer stations.**
5. Tipping fee for metal maintained at \$50/tonne, and cement kept at \$23/tonne as in 2024.
6. Fees for processing mattresses held at \$10/piece, \$5/unit for couches, and upholstered furniture items. Revenue from these products is used to offset the operating costs of the shredder.
7. **The combined 2025 municipal fee for service will decrease to \$10.58 per capita compared to the 2024 fee basis of \$11.46 per capita, or an 8% decrease.** For budgeting purposes, the Commission bases the municipal fee for service on the average 3-year forward looking forecast. This is intended to account for annual changes in fees and help member communities by providing longer term 3-year forecasts. For 2025, the municipal fee for service includes components for the landfill, transfer station and recycling services as follows:

<i>\$/capita</i>	2024 Actual	2025 Budget	Change
<i>Landfill fee</i>	\$2.95	\$2.21	-25%
<i>Transfer Station fee</i>	\$6.53	\$7.26	+11%
<i>Recycling fee</i>	\$1.98	\$1.11	-44%
Total fee	\$11.46	\$10.58	-8%

- a. Landfill cost centre fee of \$2.21 are reduced by 25% reflecting the net impact of increased tipping fees to commercial and municipal customers and lower costs for equipment rental and leachate disposal.
- b. Recycling cost centre fee of \$1.11 are reduced by 44% reflecting the full-year impact of closing the Commission’s eight recycling centres in August 2024. The Commission has applied for “opt-out” services to be restored in 2025 under the Extended Producer Responsibility program.
- c. Transfer costs fee of \$7.26 increase by 11% reflecting higher costs of contract hauling of materials and also higher labour costs.

Forecast of MSW Tonnage per Member for 2025

Generally, municipal tonnage has remained flat with only Olds and Carstairs showing an increase. The following table outlines the historical tonnage by customer for the period 2020 – 2024, and the risk adjusted volume included in the 2025 Budget projections. In addition, the monthly historical tonnage summaries and annualized cumulative waste generation charts per community are included as an attachment for your reference.

	Projected Tonnage from Operating Segments							2025 Risk Adjusted Volume		
	2020	2021	2022	2023	2024	3-Year	Spark	Target	COS	Risk Adj
	Actual	Actual	Actual	Actual	Projection	SMA	Line			
Landfill Class II MSW										
Commercial Tipping (Uncontracted)	17,002	15,262	15,425	16,471	16,140	16,012		16,250	98%	15,925
Contracted Outside Municipal Tipping										
Municipal Tipping - Olds	1,305	1,306	1,274	1,342	1,532	1,383		1,425	100%	1,425
Municipal Tipping - Sundre	365	345	336	346	339	340		340	100%	340
Municipal Tipping - Cremona	100	93	90	90	92	91		90	100%	90
Municipal Tipping - Didsbury	1,040	943	930	981	1,022	978		990	100%	990
Municipal Tipping - Carstairs	1,120	1,073	1,067	1,106	1,080	1,084		1,090	100%	1,090
Total Municipal Tipping	3,930	3,760	3,697	3,866	4,065	3,876		3,935		3,935
Class II Transfer Site MSW										
Didsbury Transfer	2,590	1,870	1,997	2,090	1,934	2,007		2,000	95%	1,900
Water Valley Transfer Site	406	415	408	433	405	415		415	100%	415
Sundre Transfer Site	452	485	485	503	512	500		500	100%	500
Total Transfer Station Tipping	3,448	2,770	2,890	3,026	2,851	2,922		2,915		2,815
Total Class II MSW Received at Landfill	24,380	21,792	22,012	23,362	23,056	22,810		23,100		22,675
Hydrocarbon Contaminated Soil										
Contracted HC Contaminated Soil	-	7,607	344	348	2,978	1,223		2,500	50%	1,250
Revenue Generating Recyclables										
Cement	322	875	585	826	1,466	959		800	85%	680
Metals	288	324	226	218	211	218		220	95%	209
Mattresses	-	3,092	2,581	2,977	2,909	2,822		2,800	95%	2,660
Couches/Chairs	-	-	-	2,110	2,084	2,097		2,100	95%	1,995

Forecast of 2025 Municipal Contributions

The year-over-year per capita forecast of all-in costs for 2025 is \$21.74 down 3.6% compared to \$22.57 per capita in 2024. The following table outlines the comparison of budget allocations by community for the combined costs of the municipal fee for service and the individual municipality's landfill costs for disposing MSW.

		2024 Approved Budget						
Landfill Tipping Fee (\$/tonne)	\$ 97.00	Municipal Contribution Summary						
	Per Capital Municipal Fee \$ 12.29	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
Transfer Site	\$ 240,078	\$ 63,402	\$ 18,840	\$ 3,065	\$ 36,368	\$ 28,146	\$ 90,257	
Recycling	\$ 69,668	\$ 18,399	\$ 5,467	\$ 889	\$ 10,554	\$ 8,168	\$ 26,192	
Landfill	\$ 117,701	\$ 31,084	\$ 9,236	\$ 1,503	\$ 17,830	\$ 13,799	\$ 44,250	
Municipal Fee for Services	\$ 427,447	\$ 112,885	\$ 33,543	\$ 5,457	\$ 64,751	\$ 50,112	\$ 160,698	
Landfill Cost MSW Class II	\$ 368,406	\$ 130,465	\$ 32,495	\$ 9,021	\$ 91,665	\$ 104,760	\$ -	
Total Cost of Waste Services	\$ 795,853	\$ 243,350	\$ 66,038	\$ 14,478	\$ 156,416	\$ 154,872	\$ 160,698	
All-in Per Capita	\$ 22.57							

		2025 Proposed Budget						
Landfill Tipping Fee (\$/tonne)	\$ 100.00	Municipal Contribution Summary						
	Per Capital Municipal Fee \$ 10.58	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
Transfer Site	\$ 256,193	\$ 66,898	\$ 19,410	\$ 3,175	\$ 36,830	\$ 35,581	\$ 94,299	
Recycling	\$ 39,162	\$ 10,226	\$ 2,967	\$ 485	\$ 5,630	\$ 5,439	\$ 14,415	
Landfill	\$ 77,705	\$ 20,291	\$ 5,887	\$ 963	\$ 11,171	\$ 10,792	\$ 28,601	
Total Municipal Fee	\$ 373,060	\$ 97,414	\$ 28,265	\$ 4,623	\$ 53,631	\$ 51,812	\$ 137,315	
Landfill Cost MSW Class II	\$ 393,500	\$ 142,500	\$ 34,000	\$ 9,000	\$ 99,000	\$ 109,000	\$ -	
Total Cost of Waste Services	\$ 766,560	\$ 239,914	\$ 62,265	\$ 13,623	\$ 152,631	\$ 160,812	\$ 137,315	
All-in Per Capita	\$ 21.74							

Net Change compared to 2024	\$ (29,293)	\$ (3,435)	\$ (3,773)	\$ (856)	\$ (3,785)	\$ 5,940	\$ (23,383)
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The following chart outlines the expected quarterly municipal fee for service fees to expect in 2025.

Quarterly Invoice Totals by Municipality						
Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
\$ 24,353.57	\$ 7,066.21	\$ 1,155.67	\$ 13,407.82	\$ 12,952.96	\$ 34,328.78	

If you have any questions, please give me a call.

Sincerely,

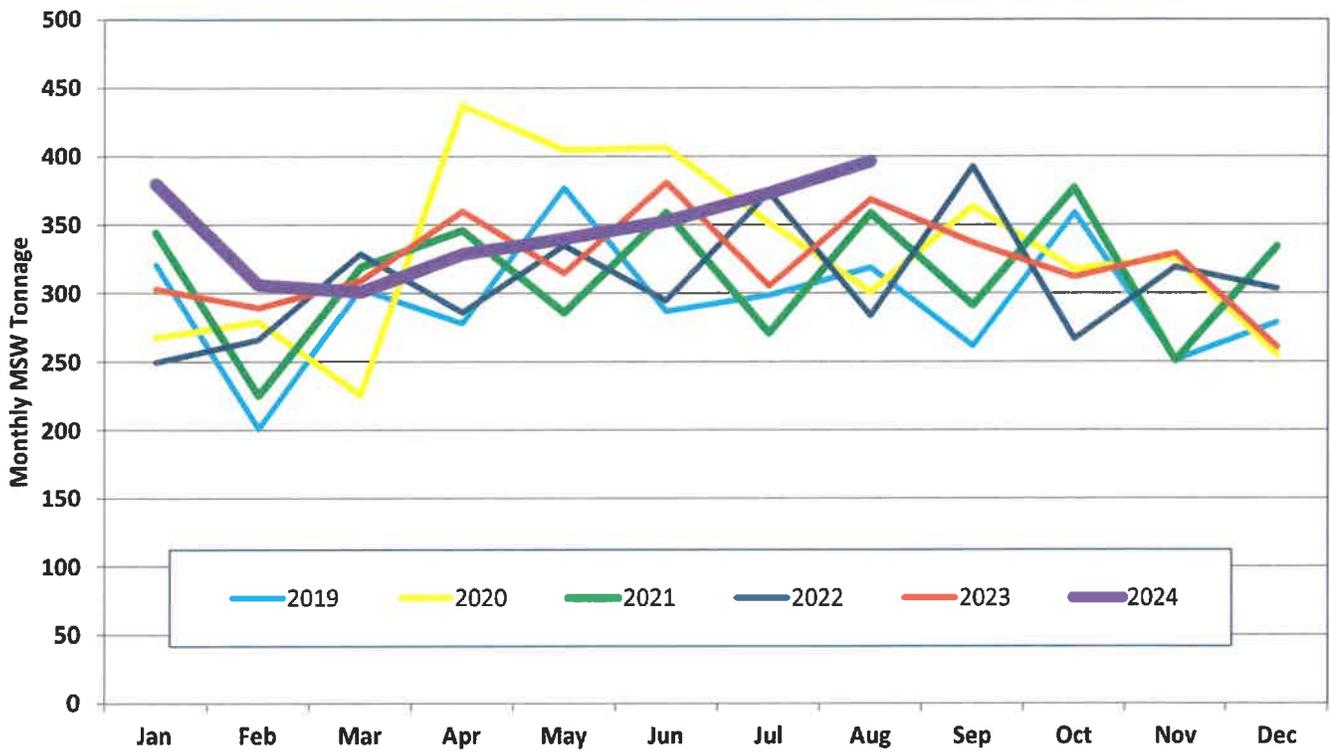


Michael Wuetherick, P.Eng.
 CAO, Mountain View Regional Waste Management Commission
 Email: cao@mountainviewwaste.ca
 Cell: (403)863-4245 or (403)994-0645

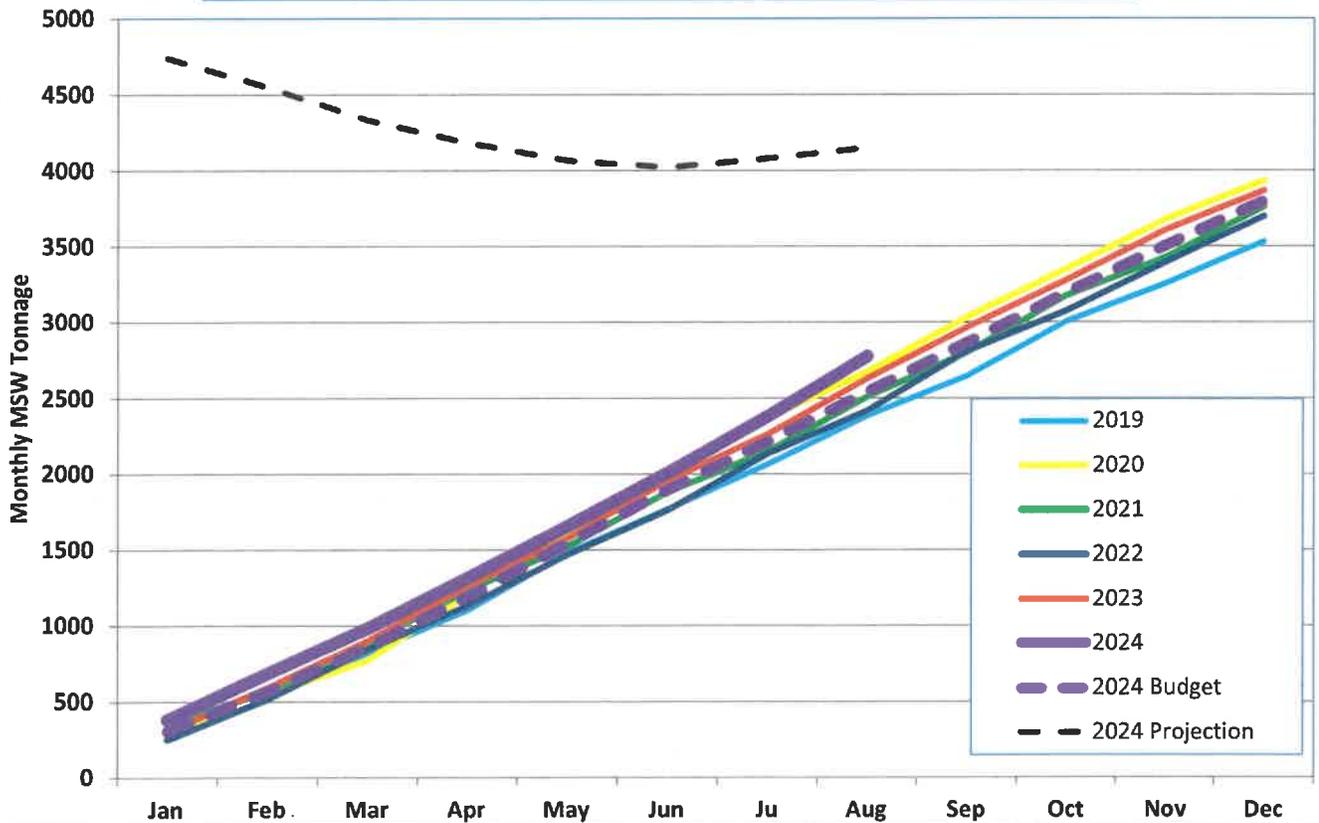
Attachments:

1. 2024 Commercial and Municipal Tonnage reports
2. 2025 Fee Schedule

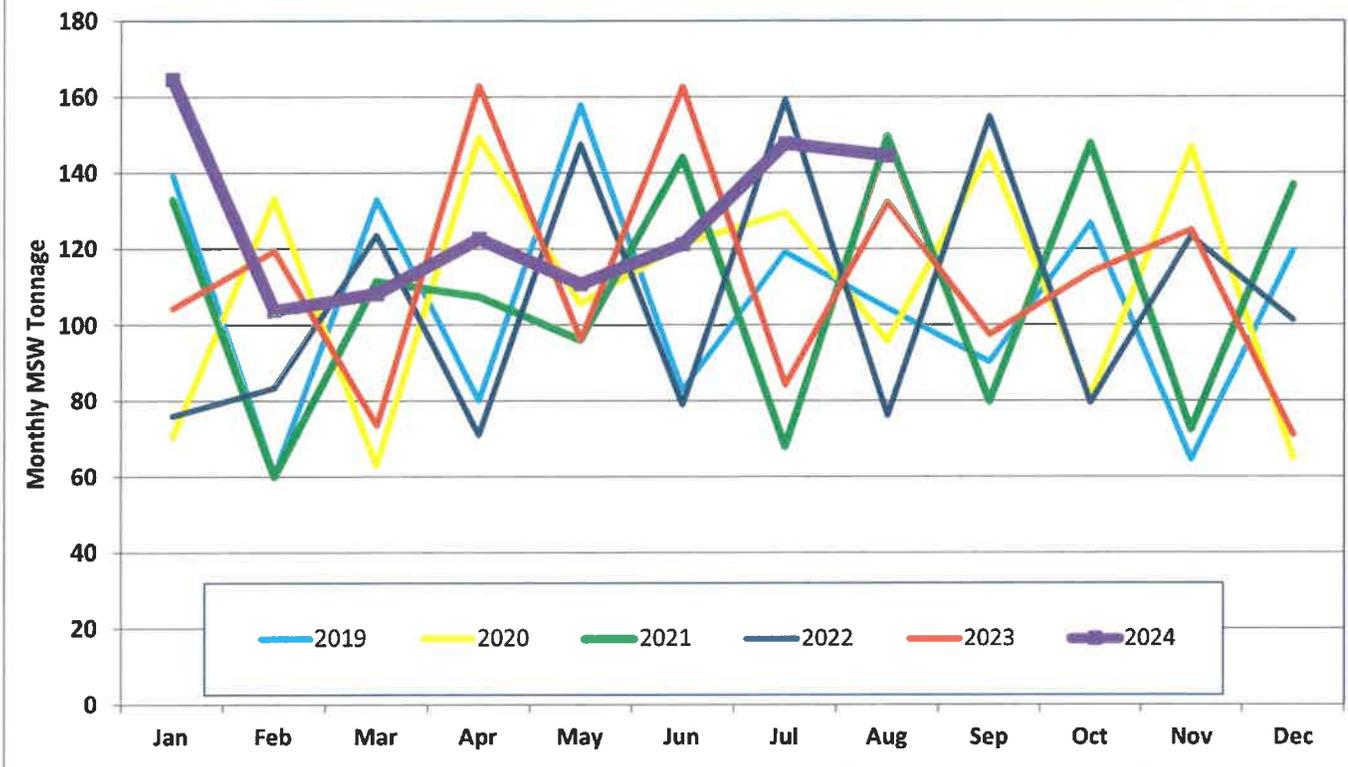
**Mountain View Regional Waste Management Commission
Total Class 2 Municipal Waste - Historical Monthly MSW Tonnage**



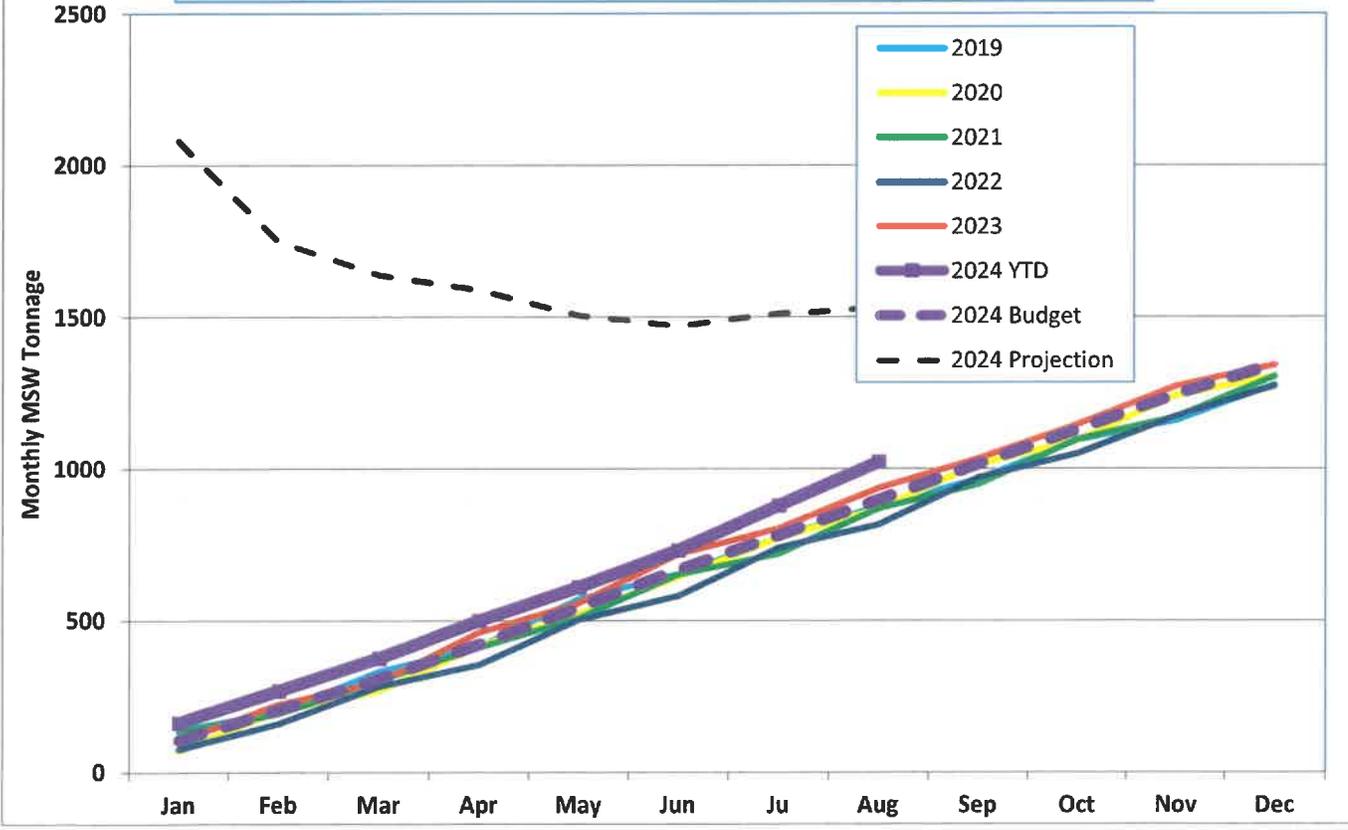
**Mountain View Regional Waste Management Commission
Total Class 2 Municipal Waste - Cumulative YTD MSW Tonnage**



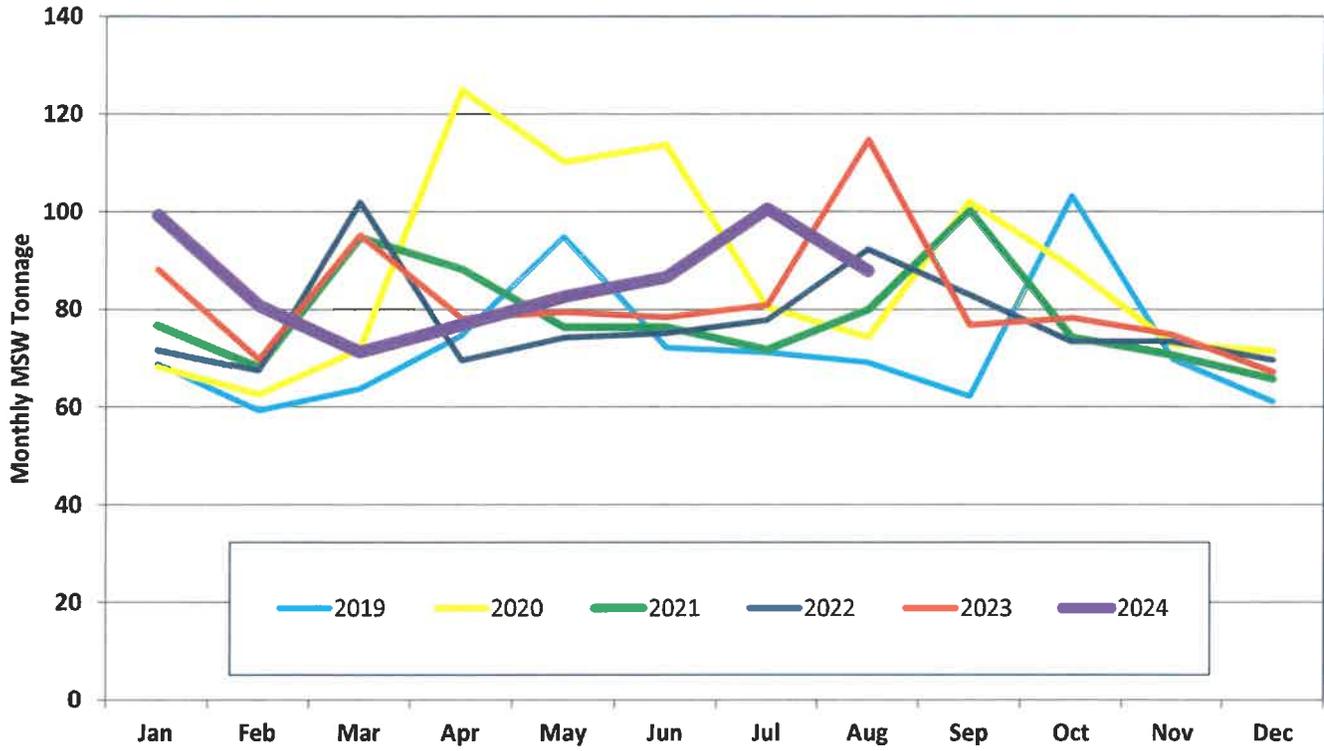
Mountain View Regional Waste Management Commission Olds - Historical Monthly MSW Tonnage



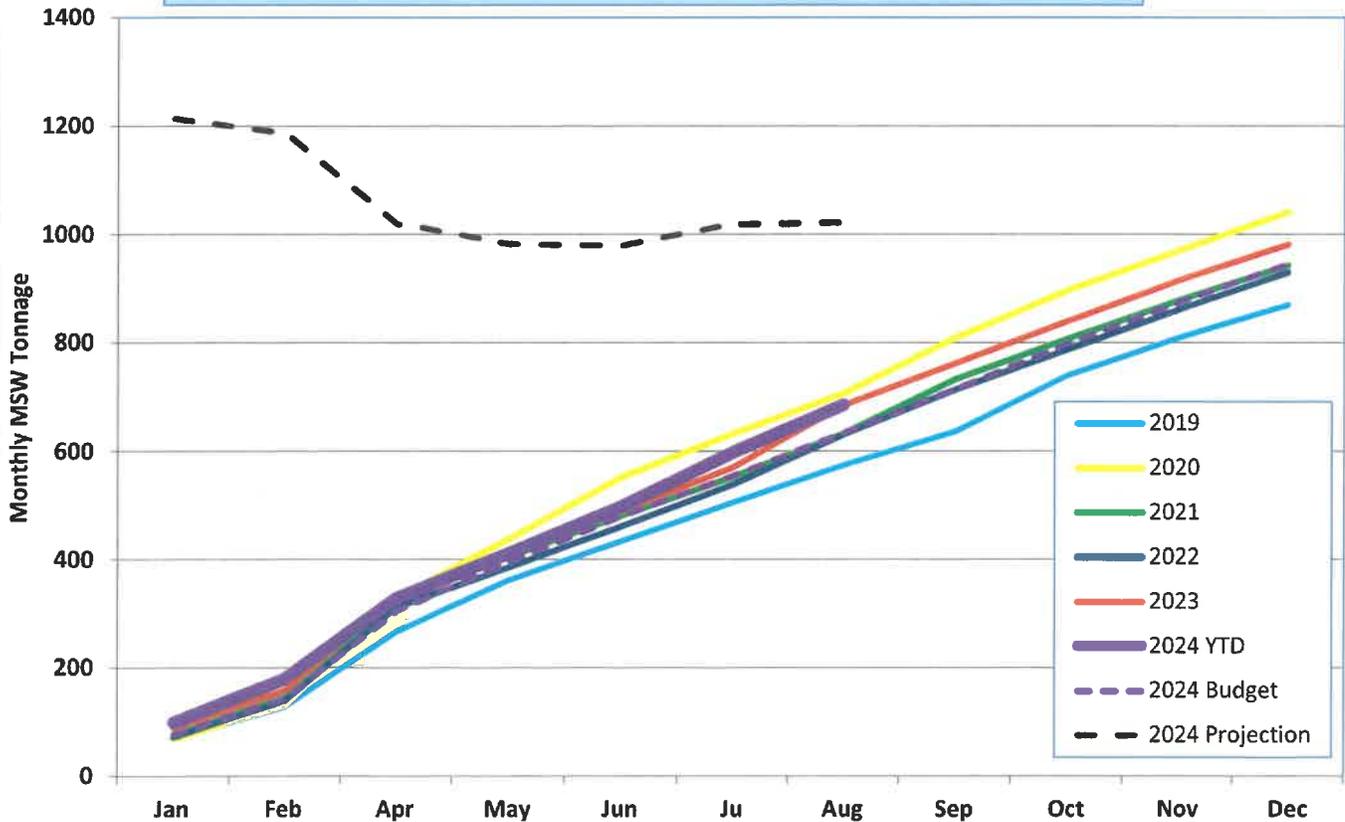
Mountain View Regional Waste Management Commission Olds - Cumulative YTD MSW Tonnage



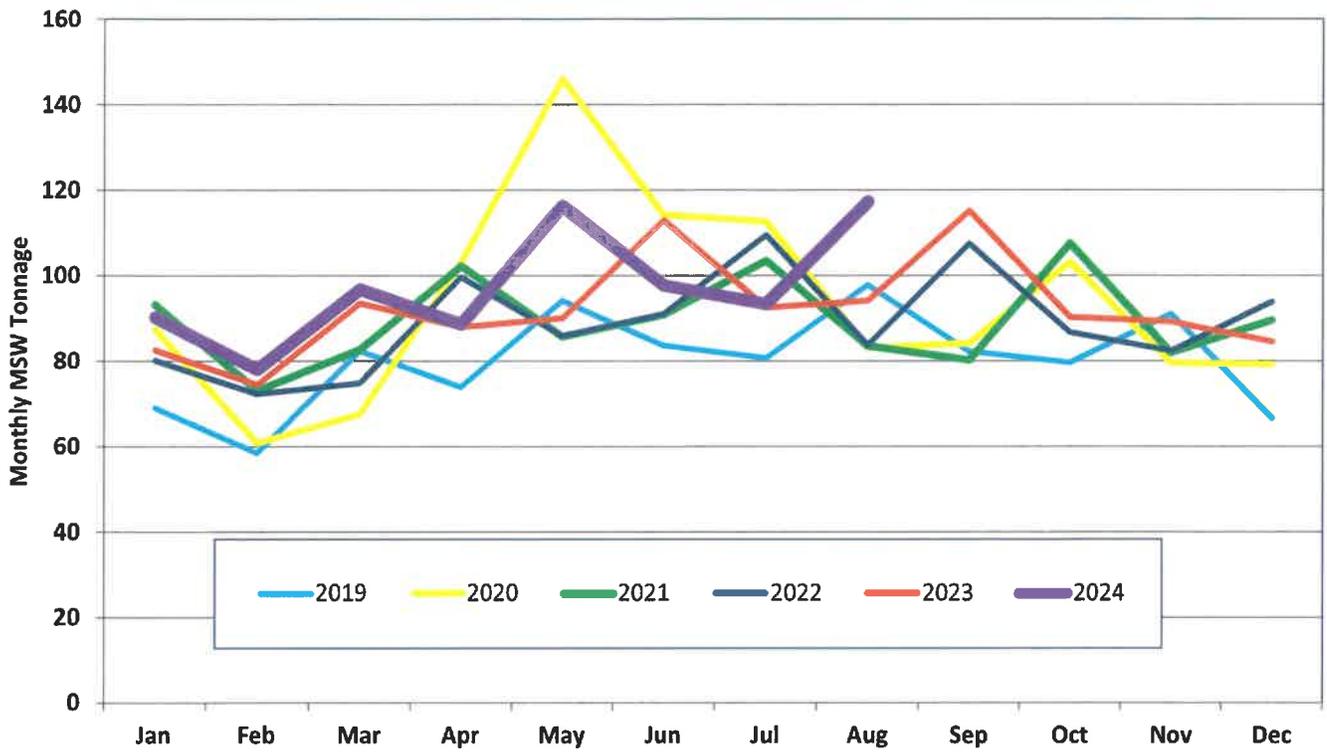
Mountain View Regional Waste Management Commission Didsbury - Historical Monthly MWS Tonnage



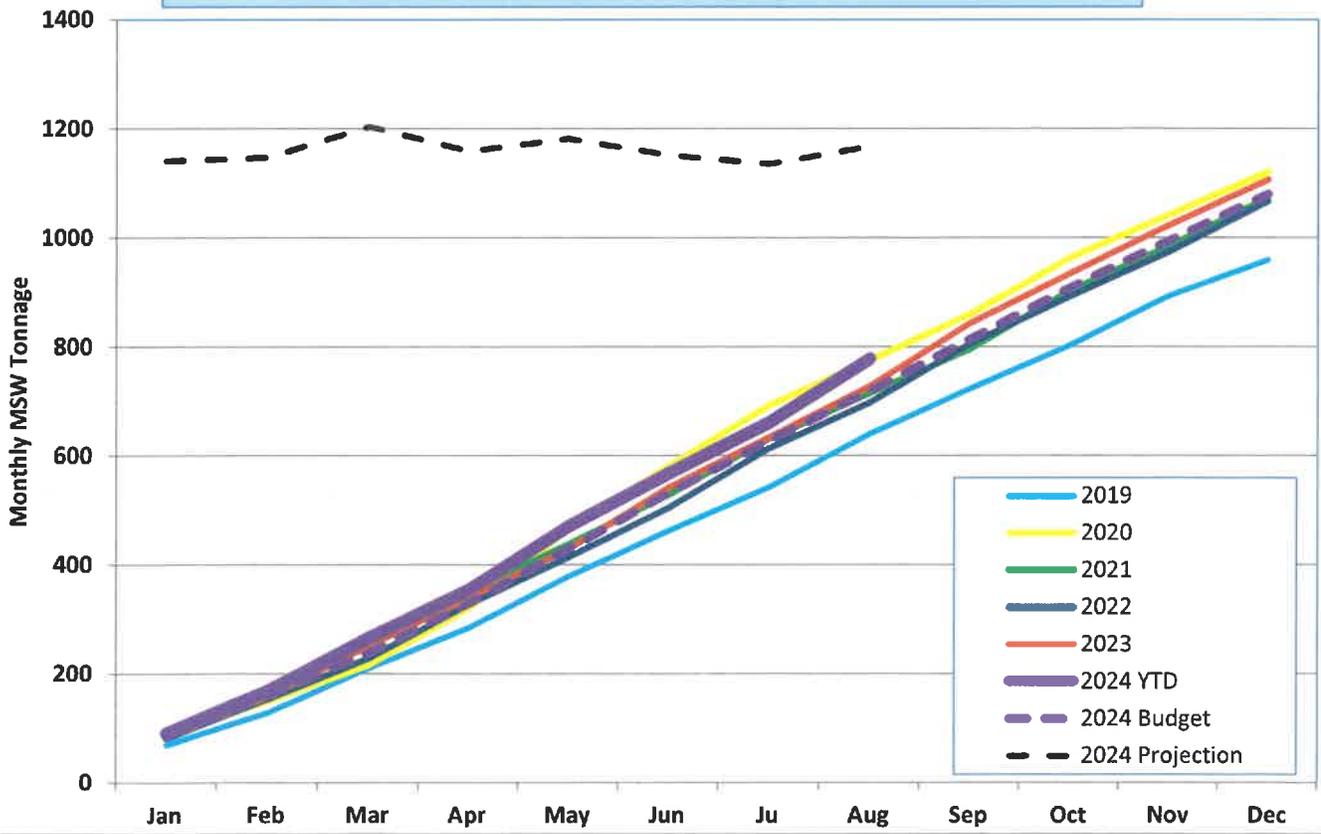
Mountain View Regional Waste Management Commission Didsbury - Cumulative YTD MSW Tonnage



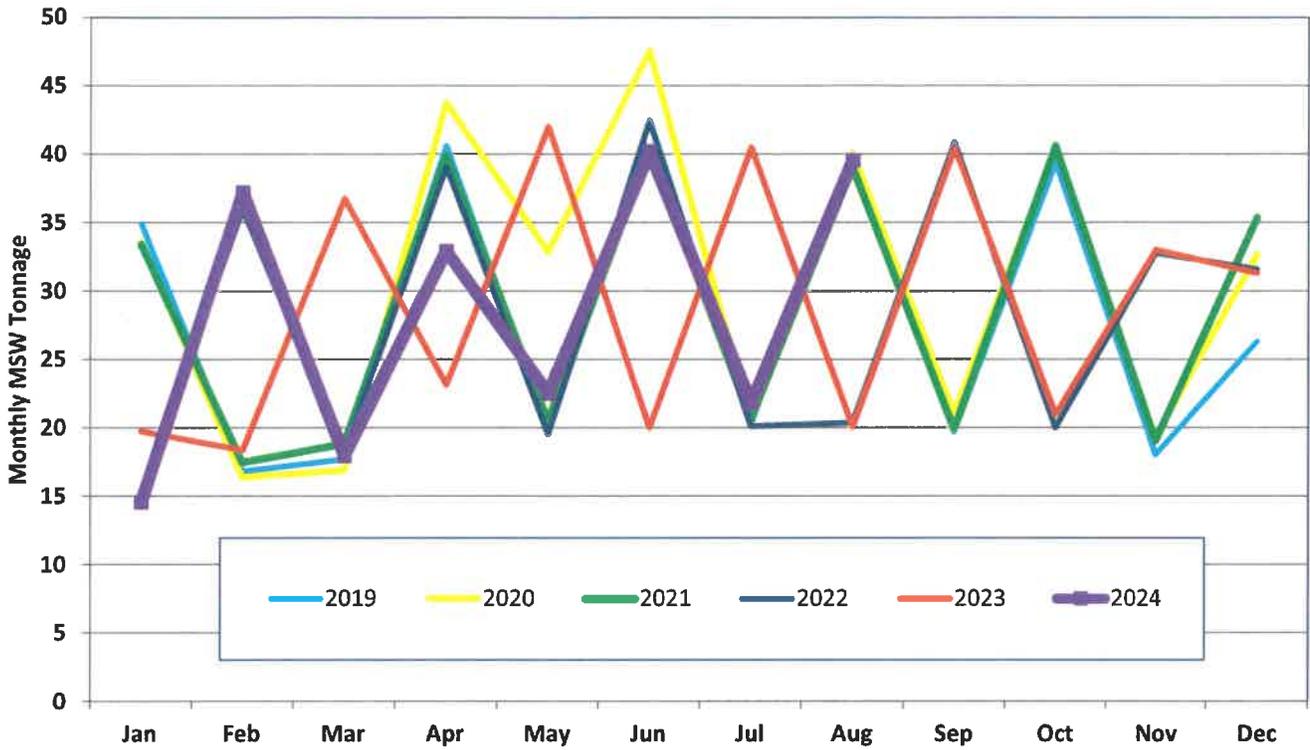
Mountain View Regional Waste Management Commission Carstairs - Historical Monthly MSW Tonnage



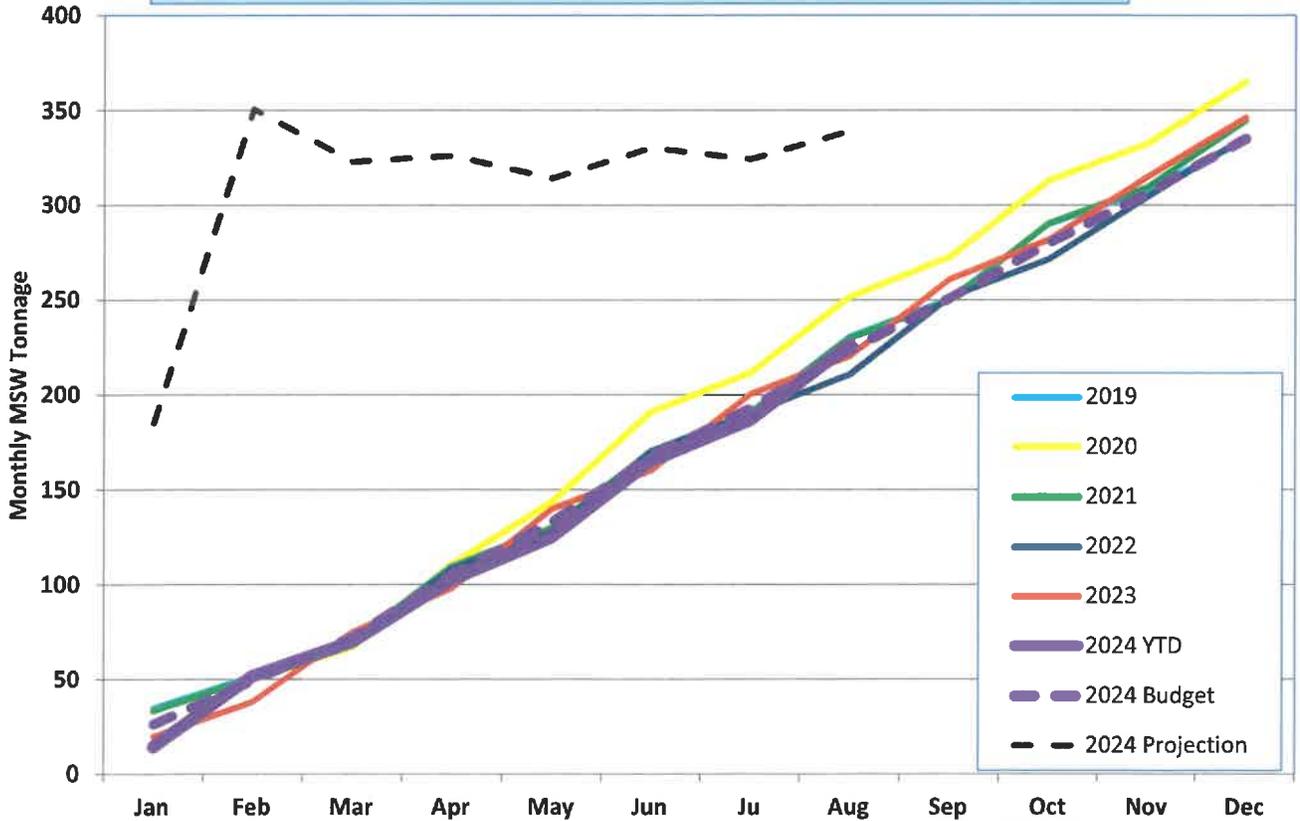
Mountain View Regional Waste Management Commission Carstairs - Cumulative YTD MSW Tonnage



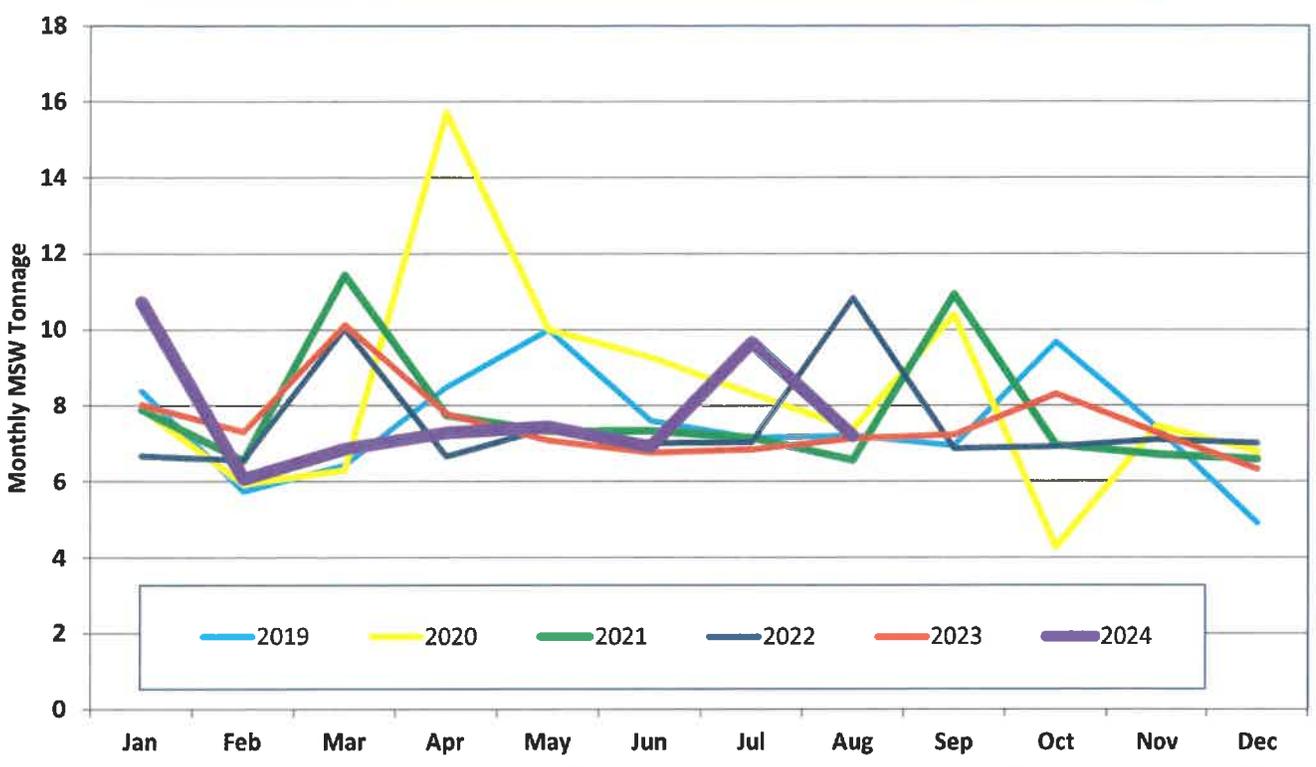
Mountain View Regional Waste Management Commission Sundre - Historical Monthly MSW Tonnage



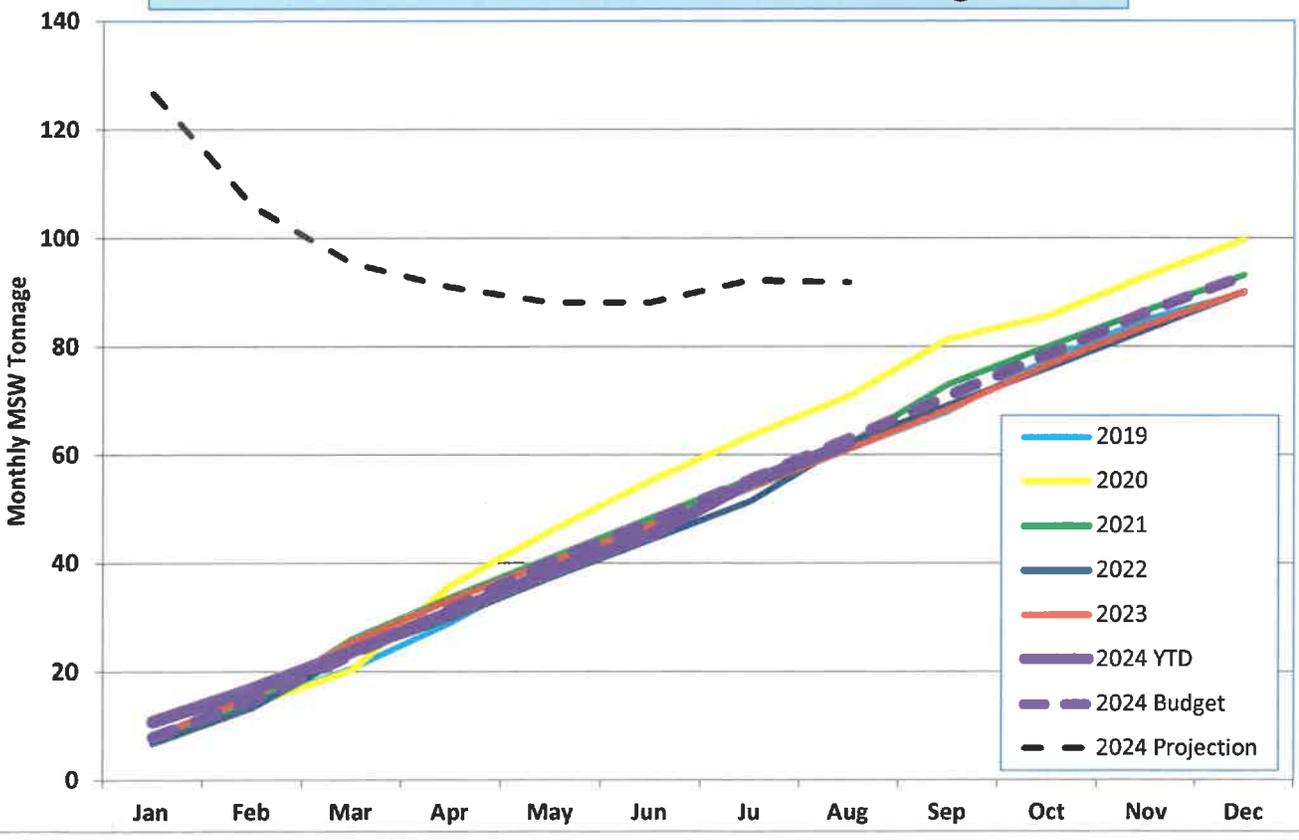
Mountain View Regional Waste Management Commission Sundre - Cumulative YTD MSW Tonnage



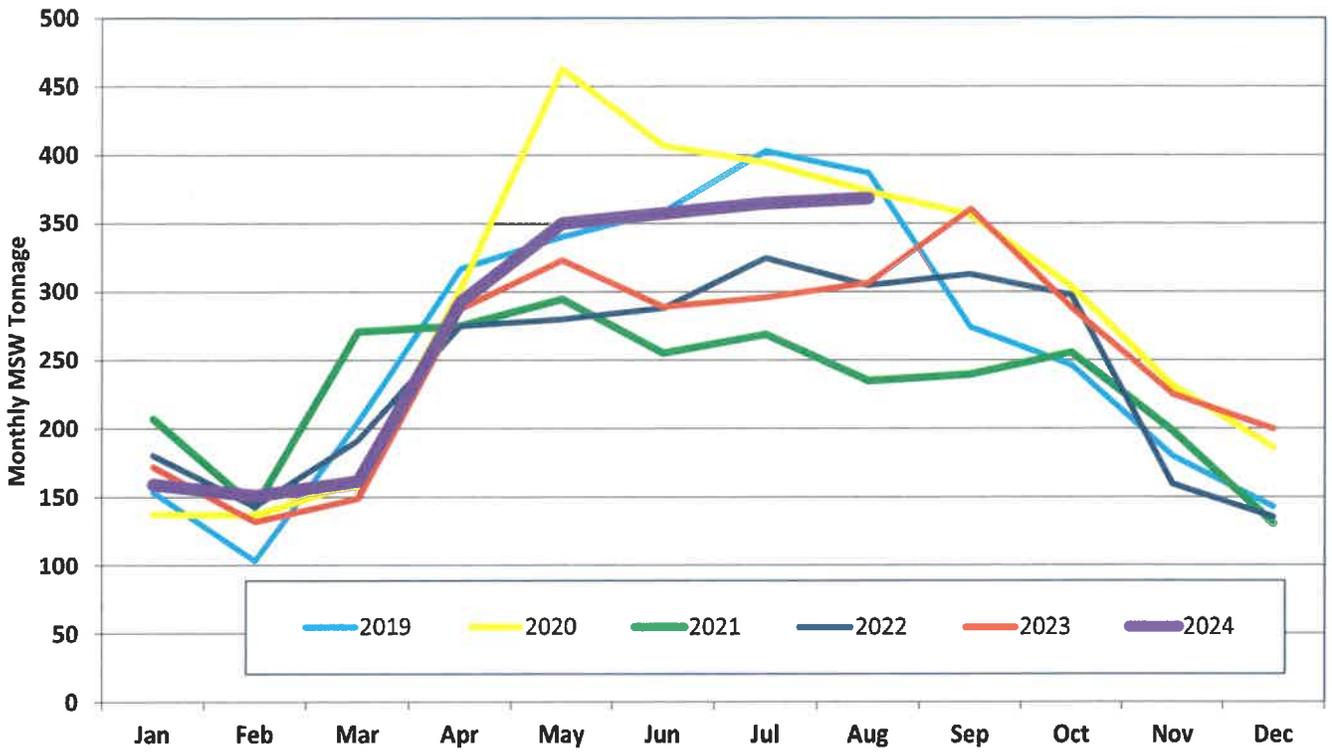
Mountain View Regional Waste Management Commission Cremona - Historical Monthly MSW Tonnage



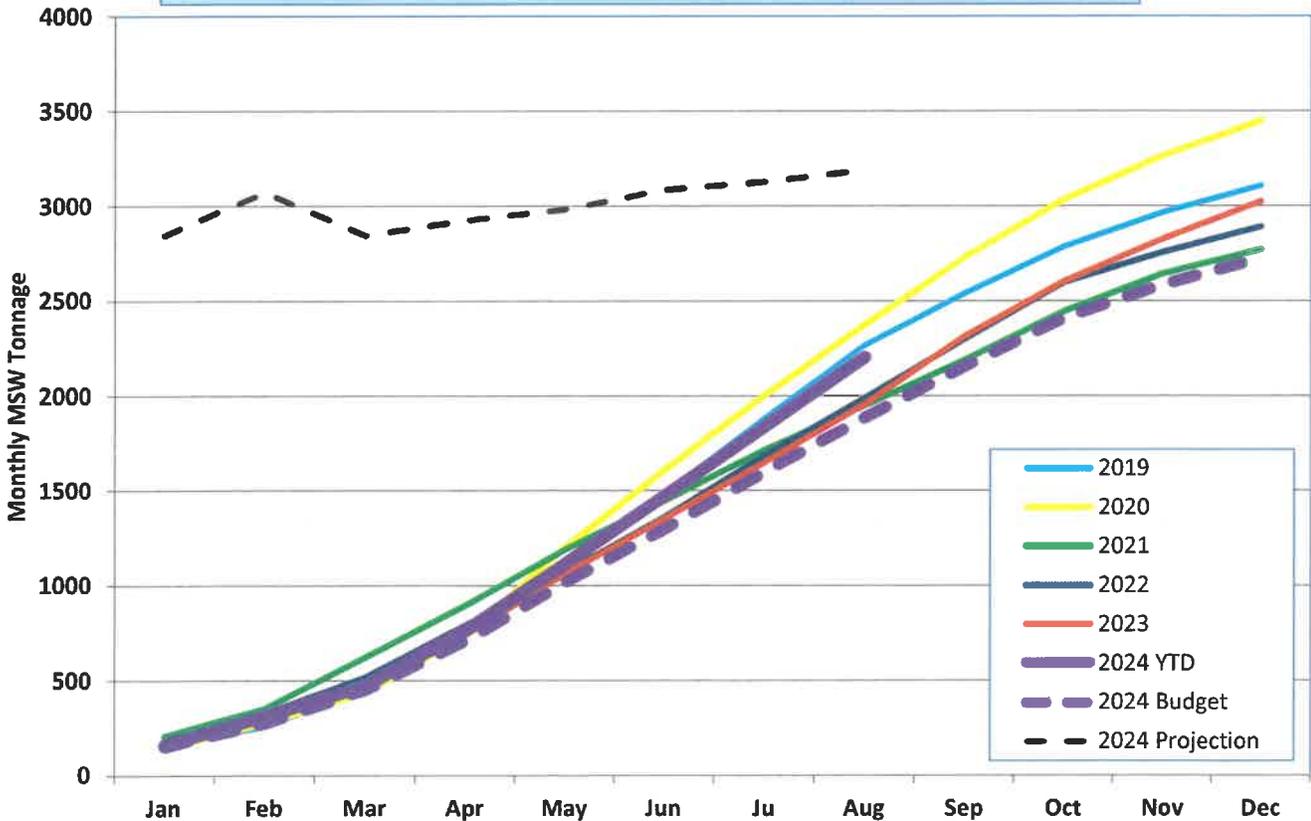
Mountain View Regional Waste Management Commission Cremona - Cumulative YTD MSW Tonnage



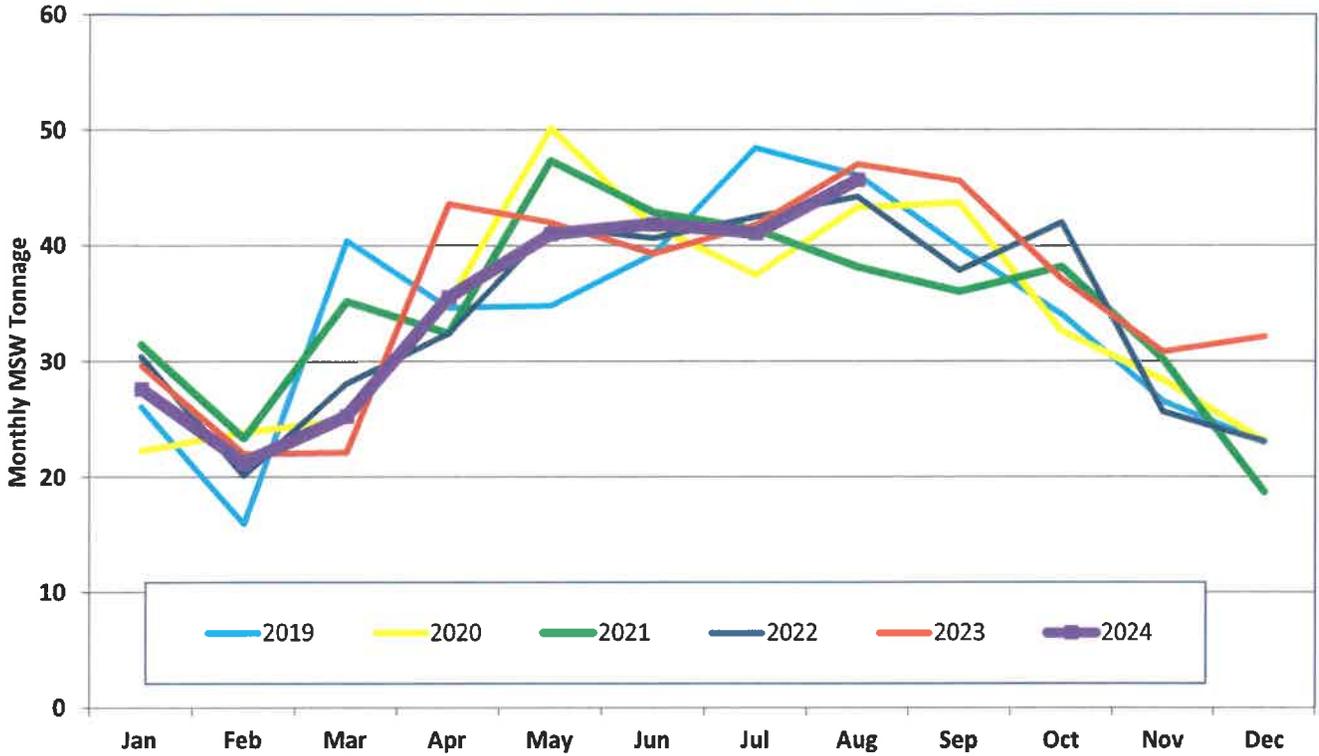
Mountain View Regional Waste Management Commission Transfer Stations - Historical Monthly MSW Tonnage



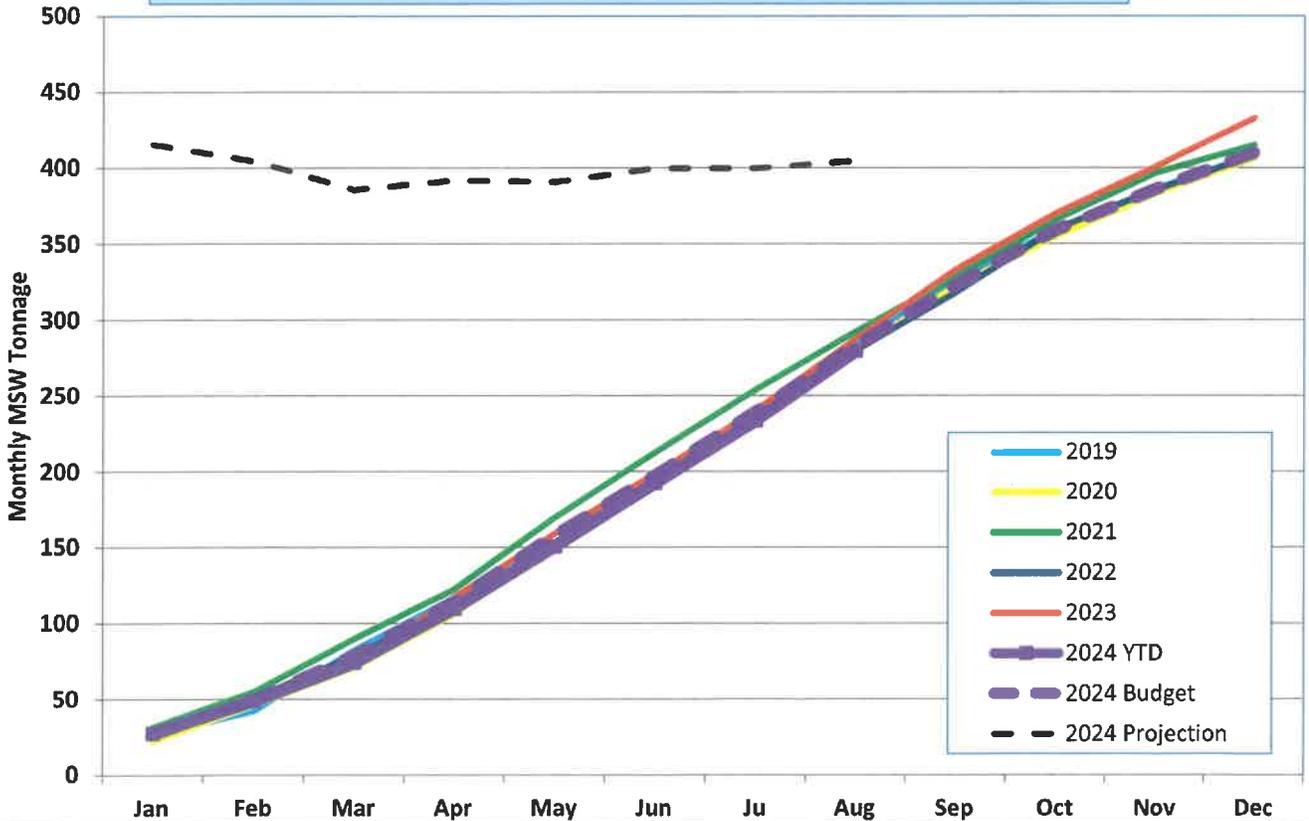
Mountain View Regional Waste Management Commission Transfer Stations - Cumulative YTD MSW Tonnage



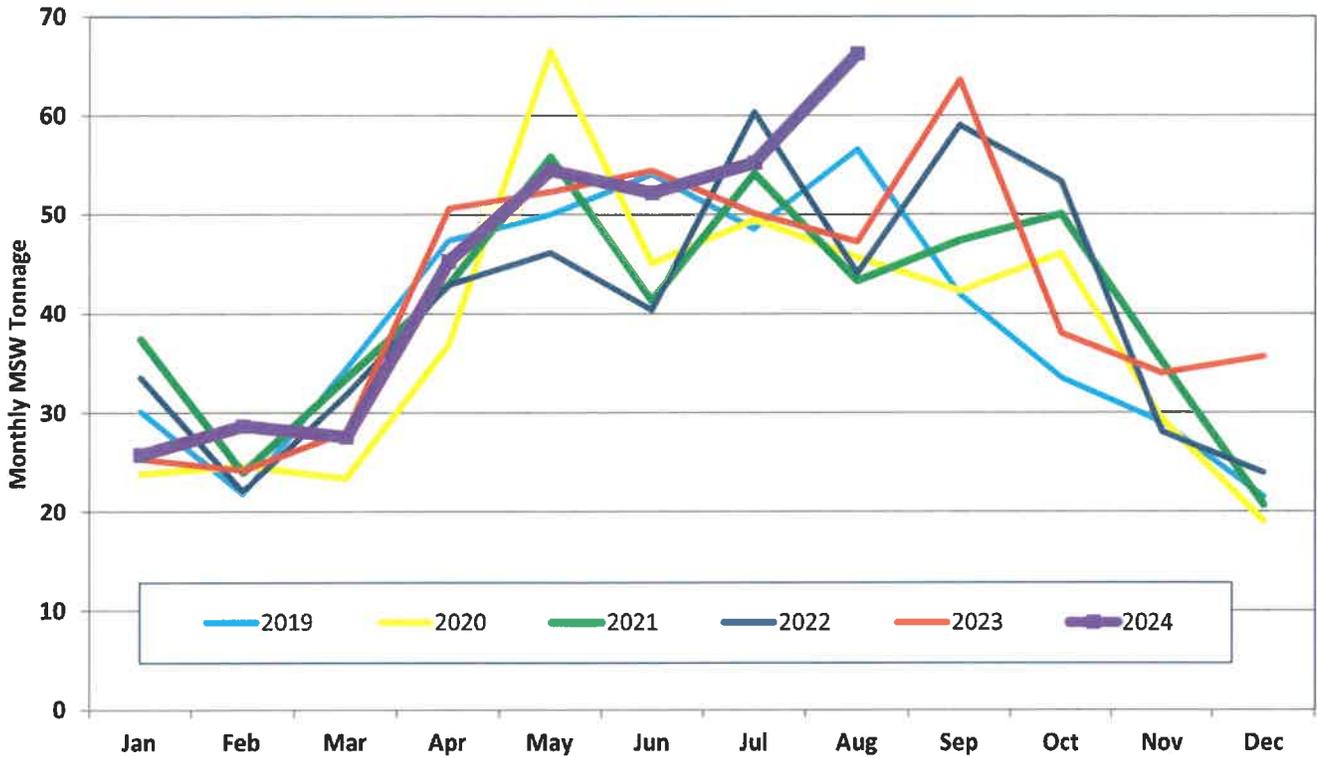
Mountain View Regional Waste Management Commission Water Valley TS - Historical Monthly MSW Tonnage



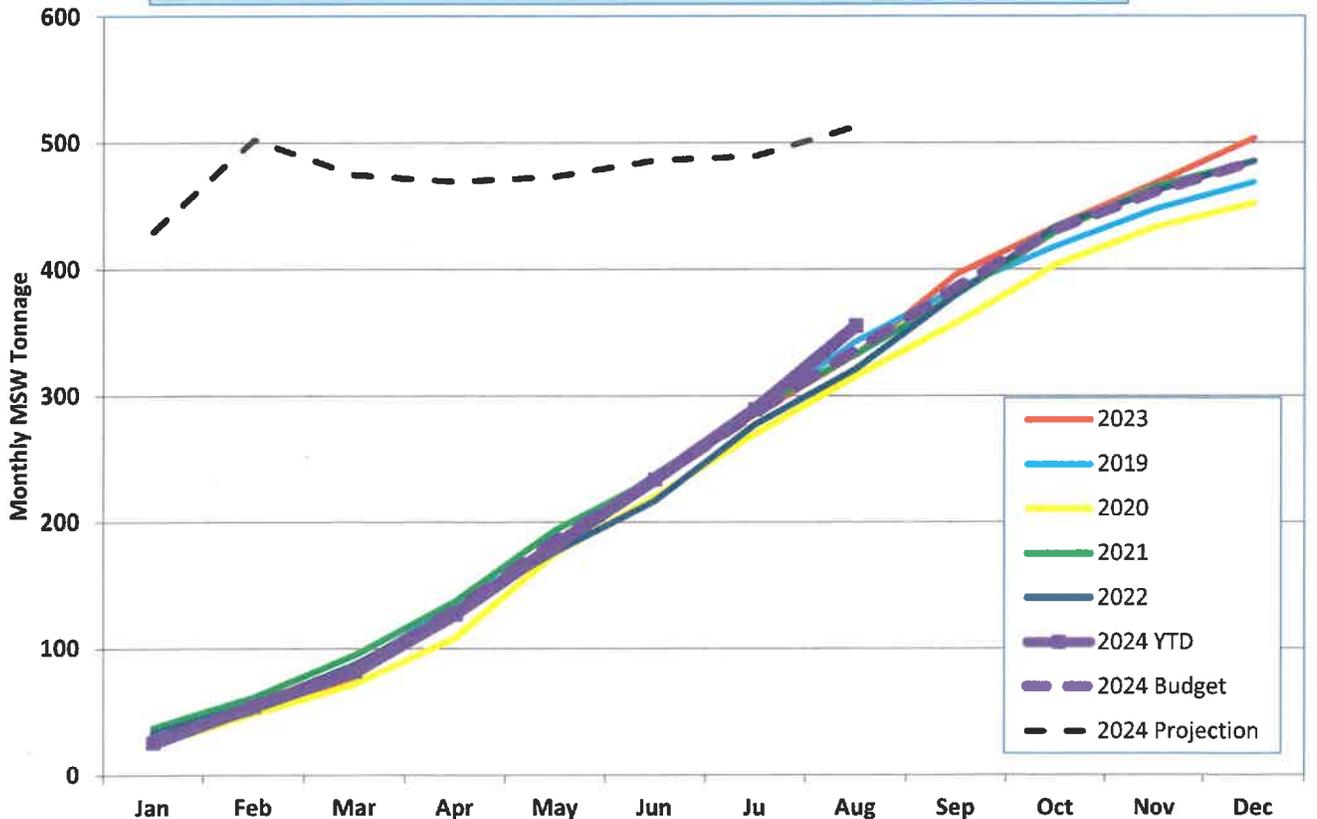
Mountain View Regional Waste Management Commission Water Valley TS - Cumulative YTD MSW Tonnage



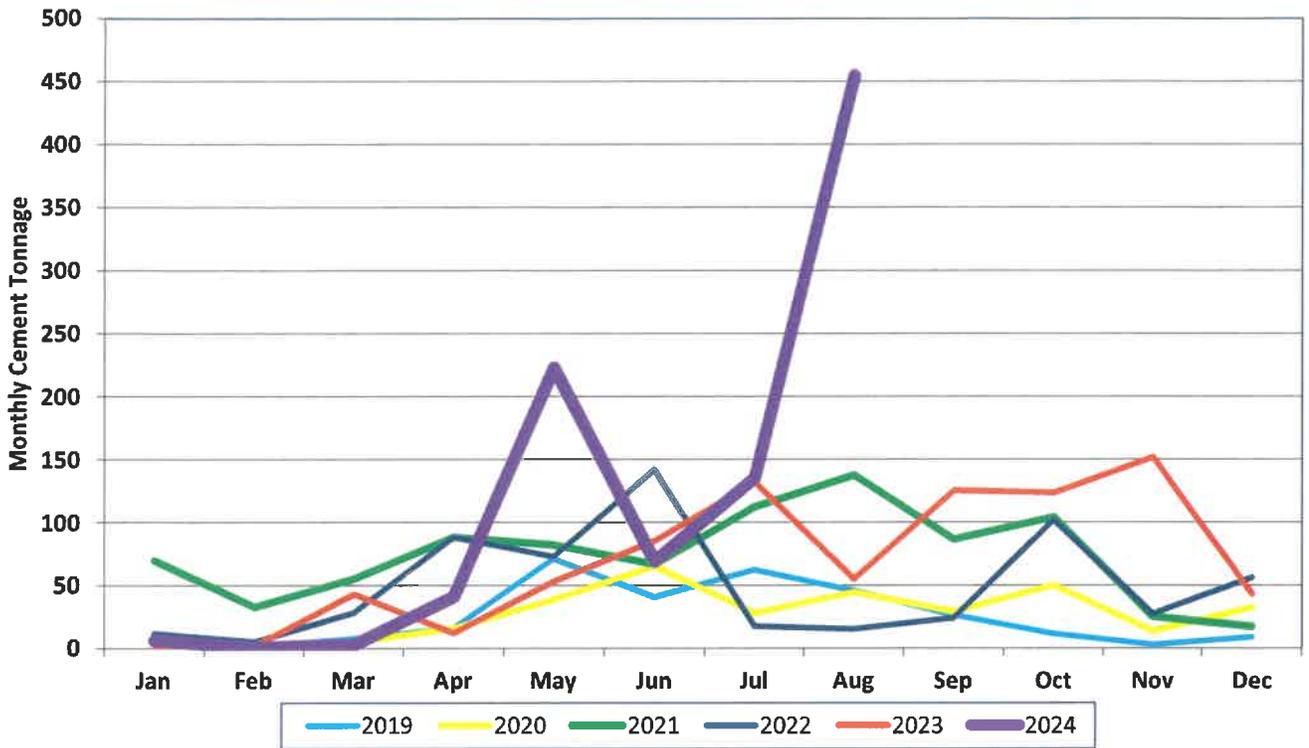
Mountain View Regional Waste Management Commission Sundre TS - Historical Monthly MSW Tonnage



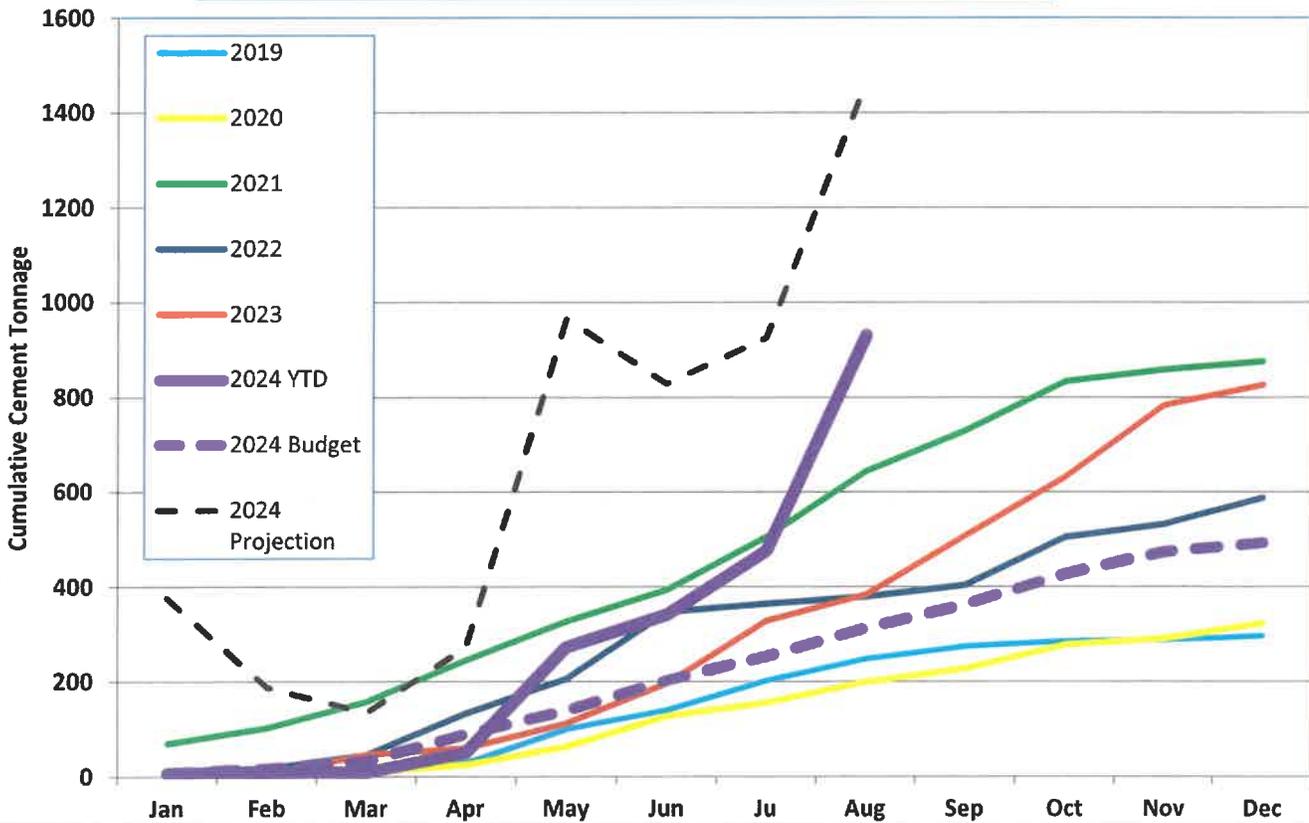
Mountain View Regional Waste Management Commission Sundre TS - Cumulative YTD MSW Tonnage



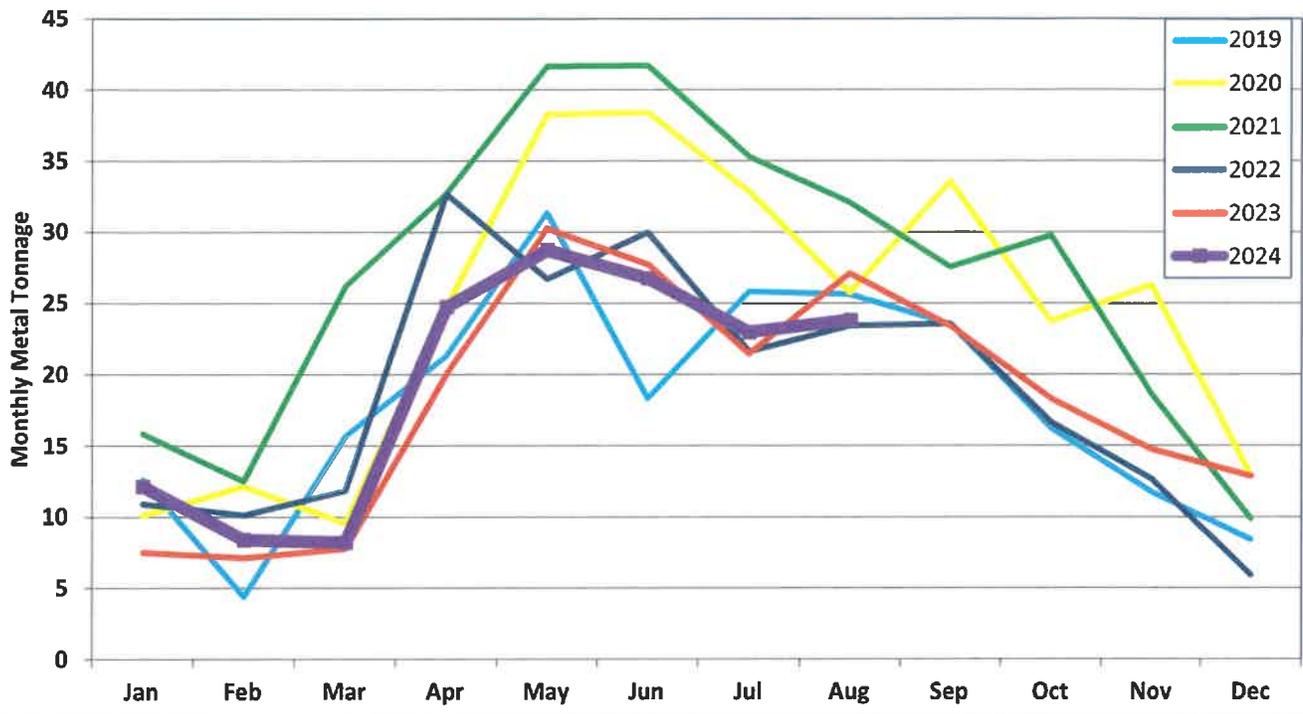
**Mountain View Regional Waste Management Commission
Didsbury TS - Historical Cement Tonnage**



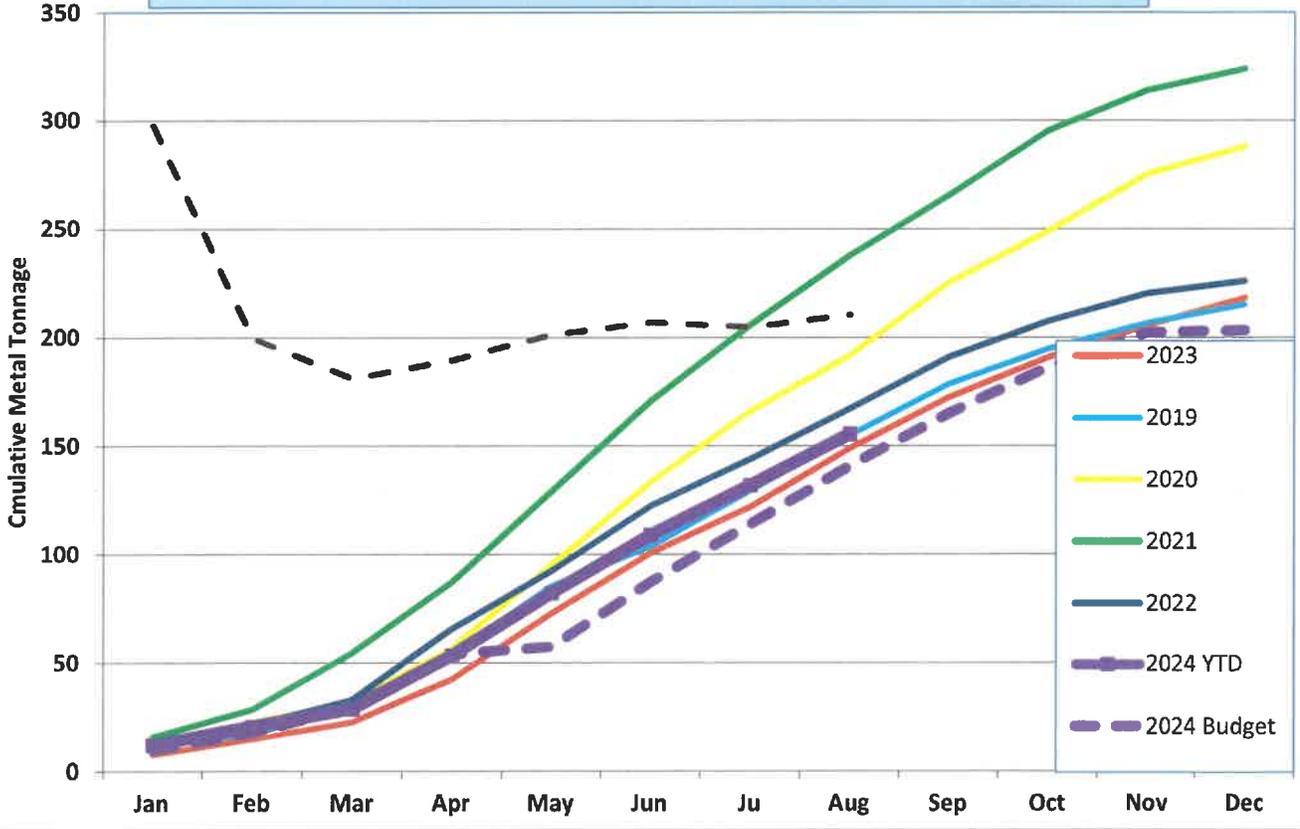
**Mountain View Regional Waste Management Commission
Didsbury TS - Cumulative YTD Cement Tonnage**



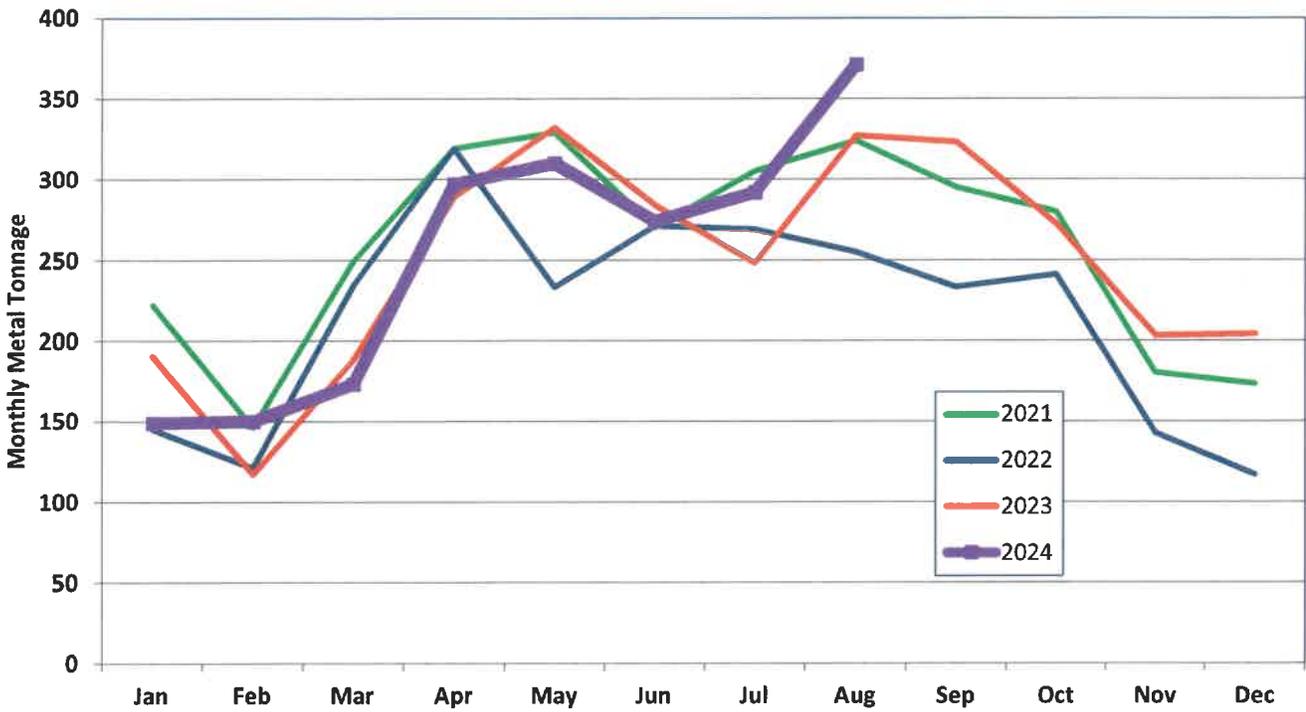
Mountain View Regional Waste Management Commission Consolidated - Historical Monthly Metal Tonnage



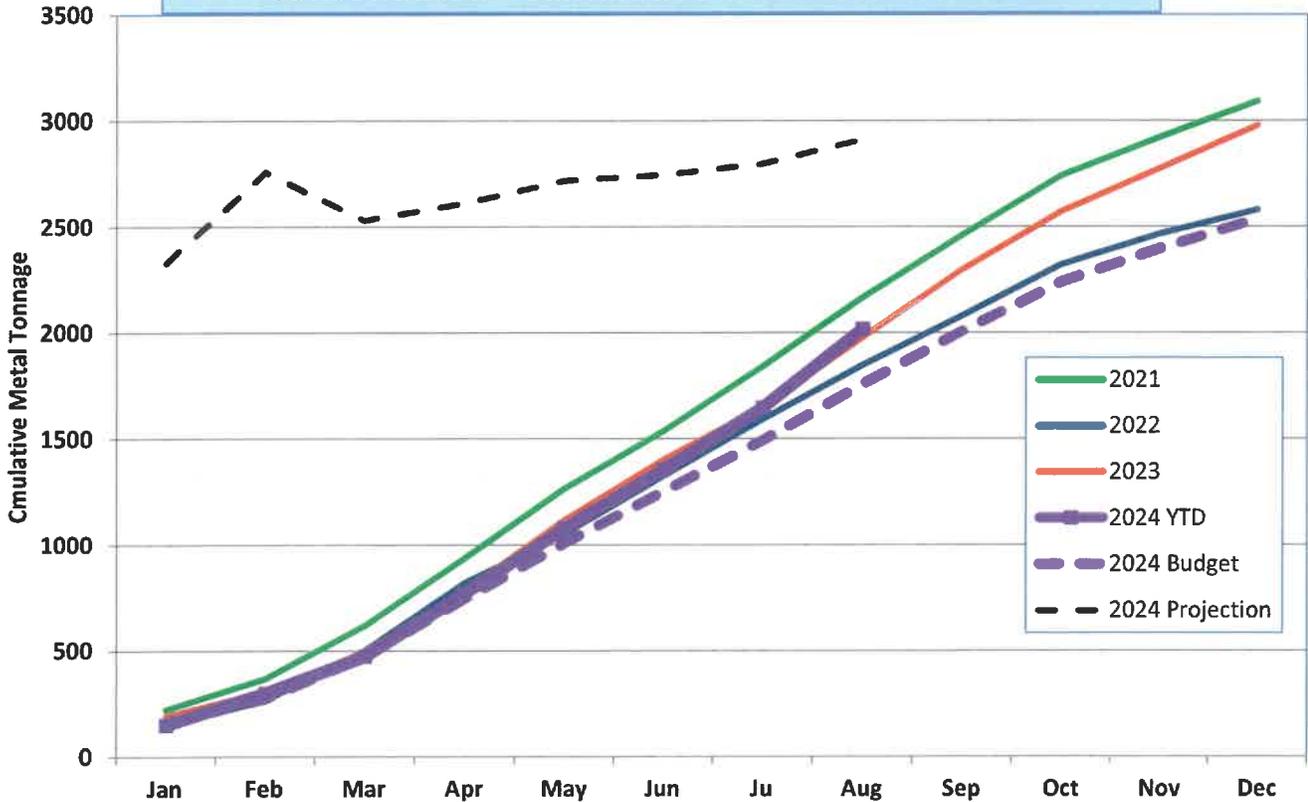
Mountain View Regional Waste Management Commission Consolidated - Cumulative YTD Metal Tonnage



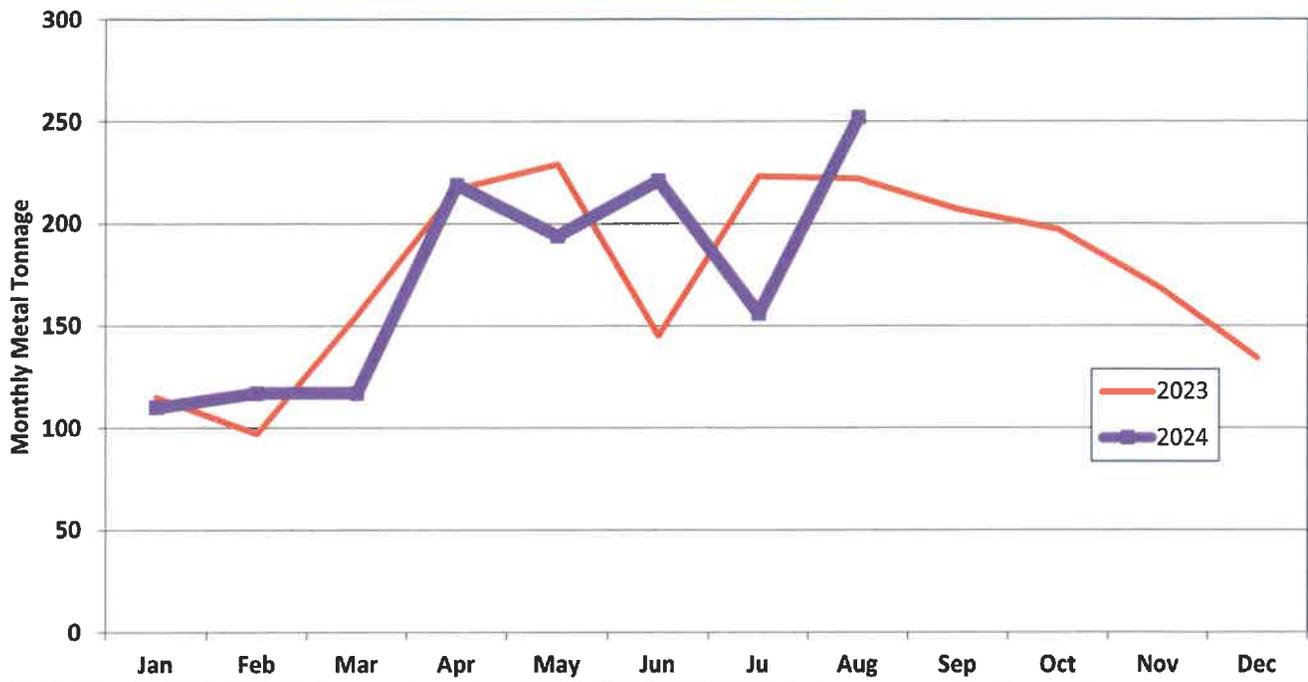
Mountain View Regional Waste Management Commission Consolidated - Historical Monthly Mattress Count



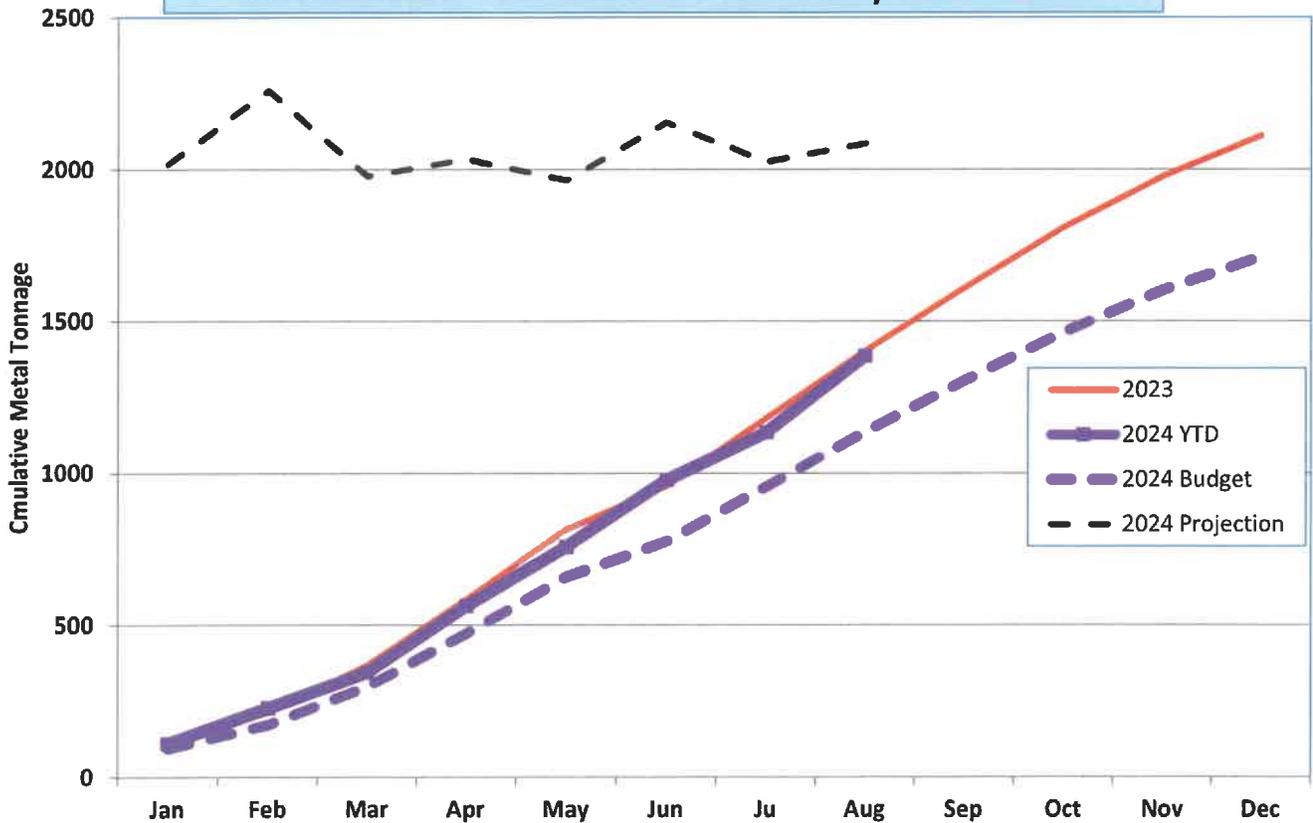
Mountain View Regional Waste Management Commission Consolidated - Cumulative YTD Mattress Count



**Mountain View Regional Waste Management Commission
Consolidated - Historical Monthly Couch/Chair Count**



**Mountain View Regional Waste Management Commission
Consolidated - Cumulative YTD Couch/Chair Count**



Mountain View Regional Waste Management Commission

2025 Fee Structure

<u>Fees to Operate:</u>	Per Capita
Transfer Station	\$7.26
Recycling/Diversion	\$1.11
Landfill	\$2.21
Total Municipal Fee	\$10.58

<u>Tippling Fee per Tonne:</u>	minimum charge	Residential	Commercial	Sites
Transfer Station (Sorted)	\$5.00	\$240.00	\$300.00	Water Valley & Sundre
Transfer Station (Mixed)		\$350.00	\$350.00	Water Valley & Sundre
Landfill (Sorted)	\$5.00	\$100.00	\$100.00	Didsbury
Landfill (Unsorted)		\$147.00	\$147.00	Didsbury
Mattresses/Box Springs (Any size)		\$10/unit	\$10/unit	Didsbury, Water Valley & Sundre
Couches/Chairs (Upholstered)		\$5/unit	\$5/unit	Didsbury, Water Valley & Sundre

<u>Recyclables per Tonne:</u>	Residential	Commercial
Scrap Metal	\$50.00	\$50.00
Fridge/Freezer/Water Cooler/Air Conditioner	\$28.00/unit	\$28.00/unit
<u>Only Accepted at Didsbury Landfill</u>		
Concrete	\$23.00	\$23.00
Contaminated Soil	\$50.00	
		(Limit of 2,500 Tonnes for the year)

A late fee payment of 1.5% will be added monthly to the invoice after 60 days



REQUEST FOR DECISION 24-10-060

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 7 c)

TITLE: New Business: Retaining Legal Services

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL The Official Administrator must be authorized to retain legal counsel.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore be authorized to retain the legal firm of Reynolds, Mirth, Richards, and Farmer LLP to recover funds spent without proper legal authority and any other legal matters deemed necessary.

INTLS: CAO KO



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 8 a)

TITLE: Reports – Financial Reports

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

Accounts payable for September 1 to 30, 2024, total sum being \$ 39,613.56

Financial Report for FCSS & Village

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore accepts Accounts Payable Reports and FCSS & Villages Financial Reports as information only.

INTLS: CAO: KO



VILLAGE OF CREMONA

Cheque Listing For Council

2024-Oct-10
10:32:17AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240453	2024-09-04	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		4,268.96
			9252830-X0M0	EM# 450 - PP# 16 - 2024	1,428.48	
			9252951-Z7M1	EM# 450 - PP# 17 - 2024	1,284.71	
			9252987-Q0G0	EM# 450 - PP# L202402 - 2024	1,555.77	
20240455	2024-09-06	RYAN, SANDRA A				
20240456	2024-09-06	O'CONNOR, KAREN M				
20240457	2024-09-06	WIENS, BARRY				
20240458	2024-09-06	DRANEY, ERIC S				
20240463	2024-09-20	RYAN, SANDRA A				
20240464	2024-09-20	O'CONNOR, KAREN M				
20240465	2024-09-20	WIENS, BARRY				
20240466	2024-09-20	DRANEY, ERIC S				
20240467	2024-09-26	HINGLEY, JAKE		PAYMENT		435.00
			5	FCSS SUMMER FUN	435.00	
20240468	2024-09-26	LASHMAR, EMMA		PAYMENT		630.00
			4	FCSS SUMMER FUN	630.00	
20240469	2024-09-26	TRONSGARD, DARBY		PAYMENT		750.00
			9	FCSS SUMMER FUN	750.00	
20240470	2024-09-26	WOOLF, TAMIEKA		PAYMENT		645.00
			9	FCSS SUMMER FUN	645.00	
20240481	2024-09-25	COCHRANE LAKE GAS CO-OP LTD		PAYMENT		315.44
			899	NAT GAS - WATER - AUG 2024	315.44	
20240482	2024-09-25	DIRECT ENERGY		PAYMENT		284.21
			96	VOC GAS - AUG 2024	284.21	
20240483	2024-09-25	EPCOR		PAYMENT		6,327.53
			16551335	VOC ELECTRICITY - AUG 2024	6,083.59	
			16551336	ELECTRICITY - WATER - JULY & AUG	243.94	
20240484	2024-09-25	RECEIVER GENERAL		PAYMENT		9,446.70
			101	REMITTANCE - PP# B16, 17, M06 & L	9,446.70	
20240485	2024-09-25	TELUS COMMUNICATIONS		PAYMENT		1,687.31
			2552080692	FCSS OFFICE PHONE - AUG 2024	69.97	
			2552080693	VOC SECURITY CAMERAS, FAX LINE	386.53	
			2552080694	VOC OFFICE PHONES - AUG 2024	844.78	
			2552080695	FIRE INTERNET - AUG & SEPT 2024	205.74	
			2552080696	FCSS INTERNET - AUG & SEPT 2024	180.29	
20240486	2024-09-25	TELUS MOBILITY		PAYMENT		246.92
			578	VOC CELL PHONES - JULY & AUG 20	246.92	
20240487	2024-09-25	SUNCOR ENERGY PRODUCTS PARTNERSHIP		PAYMENT		767.03
			150	FUEL FOR PLOW TRUCK	172.26	
			151	FUEL FOR PLOW TRUCK	146.61	
			152	FUEL FOR MOWER	67.18	
			153	FUEL FOR JERRY CANS	99.00	
			154	FUEL FOR JERRY CANS & SKIDSTEE	124.81	
			155	DISCOUNT	(6.80)	
			156	FUEL FOR RANGER	95.00	
			157	FUEL FOR PLOW TRUCK	71.00	
			158	DISCOUNT	(2.03)	

Total 39,613.56

*** End of Report ***



VILLAGE OF CREMONA

MONTHLY

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
TAXES & REQUISITIONS					
1-00-00-111-00	Residential Property Taxes	(356,751.09)	0.00	(382,567.04)	(383,080.06)
1-00-00-112-00	Commercial Property Taxes	(80,397.24)	0.00	(85,194.58)	(112,490.96)
1-00-00-113-00	Industrial Property Taxes	0.00	0.00	0.00	0.00
1-00-00-114-00	Farmland Property Taxes	(337.42)	0.00	(425.72)	(509.51)
1-00-00-115-00	Linear Taxes	(13,262.36)	0.00	(15,638.36)	(14,858.04)
1-00-00-118-00	Designated Industrial Property	(75.40)	0.00	(81.94)	(81.94)
1-00-00-120-00	Alberta School Foundation Tax Levy	(130,166.11)	0.00	(138,278.82)	(138,324.26)
1-00-00-121-00	Seniors' Foundation Tax Levy	(19,645.39)	0.00	(19,949.26)	(19,956.22)
1-00-00-122-00	AB Policing Levy	(18,765.51)	0.00	(19,581.30)	(14,588.24)
1-00-00-210-00	Grants In Lieu	(1,922.70)	0.00	(1,966.72)	(1,966.72)
1-00-00-510-00	Penalties & Costs on Taxes	(6,399.09)	0.00	(5,260.33)	(6,500.00)
	TOTAL TAXES & REQUISITIONS	(627,722.33)	0.00	(668,944.07)	(692,355.97)
TAXES & REQUISITIONS EXP					
2-00-00-740-00	ASFF Requisition	130,671.23	0.00	65,335.62	138,288.98
2-00-00-753-00	MV Seniors's Housing Requisition	19,678.00	0.00	14,967.75	19,957.00
2-00-00-754-00	Designated Industrial Requisition	0.00	0.00	0.00	82.10
2-00-00-755-00	AB Policing Requisition	15,585.00	0.00	0.00	19,563.59
	TOTAL TAXES & REQUISITIONS EXP	165,934.23	0.00	80,303.37	177,891.68
**	TOTAL TAX REVENUE FOR MUNICIPAL	(461,788.10)	0.00	(588,640.70)	(514,464.29)



VILLAGE OF CREMONA
REVENUE & EXPENSE OPERATING
 For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
TAXES & REQUISITIONS EXP					
2-00-00-754-00	Designated Industrial Requisition	0.00	0.00	0.00	82.10
2-00-00-755-00	AB Policing Requisition	15,585.00	0.00	0.00	19,563.59
2-00-00-740-00	ASFF Requisition	130,671.23	0.00	65,335.62	138,288.99
2-00-00-753-00	MV Seniors's Housing Requisition	19,678.00	0.00	14,967.75	19,957.00
*	TOTAL TAXES & REQUISITIONS EXP	165,934.23	0.00	80,303.37	177,891.68
**	TOTAL TAX REVENUE FOR MUNICIPA	165,934.23	0.00	80,303.37	177,891.68



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
COUNCILLOR EXPENSE					
2-11-00-232-00	Legal Fees	0.00	0.00	6,251.81	2,000.00
2-11-00-270-00	Miscellaneous Costs & Services	1,879.18	0.00	3,063.84	1,250.00
2-11-00-560-00	Building Rental	0.00	0.00	0.00	0.00
2-11-01-100-00	Per Diems & Meetings - Cnc 1	2,580.00	0.00	1,940.00	2,600.00
2-11-01-140-00	Benefits Cnc 1	50.04	0.00	56.86	50.00
2-11-00-146-00	Community Grants & Enhancements	0.00	0.00	5,000.00	500.00
2-11-00-170-00	Election Costs	4,688.37	0.00	1,207.98	2,500.00
2-11-00-220-00	Advertising	494.50	0.00	947.00	300.00
2-11-00-225-00	Registrations & Memberships	2,425.30	0.00	2,136.07	2,500.00
2-11-00-230-00	Professional & Consulting Services	255.00	0.00	5,652.14	8,000.00
2-11-01-148-00	CONVENTN/COUN 1/PER DIEM	0.00	0.00	0.00	0.00
2-11-01-211-00	Travel & Subsistence - Cnc 1	90.90	0.00	0.00	100.00
2-11-02-100-00	Per Diems & Meetings - Cnc 2	2,930.00	0.00	2,595.00	4,000.00
2-11-02-140-00	Benefits Cnc 2	65.98	0.00	104.82	150.00
2-11-02-211-00	Travel & Subsistence - Cnc 2	117.16	0.00	94.69	150.00
2-11-03-100-00	Per Diems & Meetings - Cnc 3	1,490.00	0.00	1,285.00	2,000.00
2-11-03-140-00	Benefits Cnc 3	28.61	0.00	31.50	65.00
2-11-03-148-00	CONVENTIONS/TRAINING-CNC 3	0.00	0.00	0.00	500.00
2-11-03-211-00	Travel & Subsistence - Cnc 3	0.00	0.00	0.00	150.00
2-11-04-100-00	Per Diems & Meetings - Cnc 4	2,100.00	0.00	1,285.00	2,300.00
2-11-04-140-00	Benefits Cnc 4	40.32	0.00	31.50	50.00
2-11-04-148-00	CONVENTION/COUN4/PER DIEM	0.00	0.00	0.00	500.00
2-11-04-211-00	Travel & Subsistence - Cnc 4	(30.30)	0.00	0.00	500.00
2-11-05-100-00	Per Diems & Meetings - Cnc 5	1,750.00	0.00	935.00	2,300.00
2-11-05-140-00	Benefits Cnc 5	33.60	0.00	22.92	50.00
2-11-05-148-00	CONVENTN/COUN 2/PER DIEM	0.00	0.00	0.00	250.00
2-11-05-211-00	Travel & Subsistence - Cnc 5	137.36	0.00	0.00	250.00
*P	TOTAL COUNCILLOR EXPENSE	21,126.02	0.00	32,641.13	33,015.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
ADMIN & GENERAL					
1-00-00-510-00	Penalties & Costs on Taxes	(6,399.09)	0.00	(5,260.33)	(6,500.00)
1-12-00-155-00	Business License	(925.00)	0.00	(1,175.00)	(1,000.00)
1-12-00-410-00	Tax Certificate & Information	(600.00)	(240.00)	(801.90)	(1,560.00)
1-12-00-510-00	Penalties & Costs on Accounts Receivable	0.00	0.00	0.00	0.00
1-12-00-550-00	Return on Investments	(2,047.22)	0.00	(90.95)	(200.00)
1-12-00-590-00	Other Revenue - Admin	(1,165.37)	0.00	(1,038.71)	(2,000.00)
1-12-00-591-00	Sales of Miscellaneous Goods & Services	(225.16)	0.00	0.00	(50.00)
1-12-00-840-00	Provincial Grant	(54,536.00)	0.00	0.00	(54,520.00)
1-23-00-590-00	Revenue - Fire	0.00	0.00	(4,565.22)	(5,000.00)
	TOTAL ADMIN & GENERAL	(65,897.84)	(240.00)	(12,932.11)	(70,830.00)
ADMINISTRATION EXPENSE					
2-12-00-100-00	Salaries & Wages	56,059.65	3,655.68	37,046.41	46,000.00
2-12-00-140-00	Employee Benefits	7,315.98	543.82	5,407.07	6,000.00
2-12-00-148-00	Training & Development - Admin	0.00	0.00	0.00	250.00
2-12-00-150-00	Freight & Postage	628.30	0.00	37.77	200.00
2-12-00-210-00	Licenses & Permits - Admin	0.00	0.00	0.00	25.00
2-12-00-211-00	Travel & Subsistence	403.32	0.00	0.00	250.00
2-12-00-217-00	Telephone, Internet & Security	14,448.57	1,332.07	9,736.55	10,000.00
2-12-00-224-00	Resource Materials/Supplies	0.00	0.00	0.00	100.00
2-12-00-225-00	Registrations & Memberships	356.50	0.00	404.00	500.00
2-12-00-230-00	Professional Services	8,220.76	0.00	14,383.84	18,000.00
2-12-00-231-00	Assessment Services	8,576.24	0.00	6,700.91	8,600.00
2-12-00-232-00	Legal Fees	6,754.29	0.00	4,352.23	12,000.00
2-12-00-233-00	Audit Fees	14,465.00	0.00	13,350.00	22,000.00
2-12-00-274-00	Insurance	24,416.00	0.00	26,440.00	20,000.00
2-12-00-510-00	General Office Supplies	3,186.47	0.00	2,577.88	7,000.00
2-12-00-511-00	Computer Supplies & Furnishings	1,380.60	0.00	134.95	0.00
2-12-00-515-00	TECHNOLOGY	4,974.43	0.00	10,111.03	500.00
2-12-00-519-00	Miscellaneous Supplies & Costs	0.00	0.00	0.00	0.00
2-12-00-525-00	Rentals & Leases	4,228.43	0.00	3,327.10	4,200.00
2-12-00-526-00	SHRED-IT	193.65	0.00	648.32	200.00
2-12-00-528-00	Equip -Repairs/Maint-Admin	0.00	0.00	0.00	400.00
2-12-00-528-01	Building -Repairs/Maint-Admin	0.00	0.00	0.00	500.00
2-12-00-543-00	Natural Gas	0.00	0.00	0.00	0.00
2-12-00-814-00	Service Charges & Interest	2,448.24	0.00	4,321.04	9,600.00
2-12-00-815-00	Penny Rounding	(0.04)	0.00	0.00	0.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
2-12-00-823-00	Loan Interest - LOC	5,490.64	0.00	0.00	200.00
2-12-00-850-00	Toilet Rebate	0.00	0.00	0.00	100.00
2-12-00-915-00	Bad Debt - Accounts Receivable	0.00	0.00	0.00	0.00
2-12-00-915-01	Bad Debt - Property Taxes	967.96	0.00	0.00	0.00
2-12-00-995-00	Building Amortization - Admin	7,155.72	0.00	0.00	0.00
2-12-00-995-01	Office Equipment Amortization	7,586.14	0.00	0.00	0.00
2-12-00-220-00	Advertising	1,327.73	0.00	824.00	1,400.00
*	TOTAL ADMINISTRATION EXPENSE	180,584.58	5,531.57	139,803.10	168,025.00
**	NET ADMINISTRATION	135,812.76	5,291.57	159,512.12	130,210.00
CAO EXPENSES					
2-12-01-211-00	Travel & Subsistence - CAO	79.10	0.00	0.00	1,200.00
2-12-01-211-01	Accommodations - CAO	0.00	0.00	0.00	1,000.00
2-12-01-100-00	Salaries & Wages - CAO	79,848.38	6,465.74	64,962.70	84,000.00
2-12-01-225-00	Conference Registrations - CAO	0.00	0.00	0.00	500.00
2-12-01-217-00	Telephone & Internet - CAO	0.00	0.00	0.00	0.00
2-12-01-223-00	Membership & Registrations-CAO	50.00	0.00	500.00	500.00
2-12-01-140-00	Employee Benefits - CAO	9,969.36	1,353.84	13,518.12	15,000.00
2-12-01-148-00	Training & Development - CAO	185.00	0.00	539.51	1,000.00
*	TOTAL CAO EXPENSES	90,131.84	7,819.58	79,520.33	103,200.00
***	TOTAL NET ADMIN & CAO	391,878.83	13,111.15	319,335.82	411,301.68



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
BYLAW & ENFORCEMENT					
1-26-00-420-00	Traffic Fines	0.00	0.00	0.00	(100.00)
1-26-00-450-00	Bylaw Fines	0.00	0.00	0.00	(100.00)
1-26-00-521-00	Dog License Fees	(150.00)	(75.00)	(125.00)	(150.00)
*	TOTAL BYLAW & ENFORCEMENT	(150.00)	(75.00)	(125.00)	(350.00)
BYLAW & ENFORCEMENT EXPENSE					
2-26-00-230-00	Professional Services - Bylaw	150.00	0.00	0.00	500.00
2-26-00-510-00	General Supplies	0.00	0.00	218.40	0.00
*	TOTAL BYLAW & ENFORCEMENT EXPE	150.00	0.00	218.40	500.00
**	NET BYLAW & ENFORCEMENT	0.00	(75.00)	93.40	150.00
PUBLIC WORKS					
1-31-00-254-00	Costs Recovered - Public Works	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS	0.00	0.00	0.00	0.00
PUBLIC WORKS EXPENSE					
2-31-00-100-00	Salaries & Wages	23,568.92	1,969.59	29,644.64	25,000.00
2-31-00-140-00	Employee Benefits	3,205.49	248.24	5,134.07	5,250.00
2-31-00-515-00	TECHNOLOGY	1,786.10	0.00	0.00	1,000.00
2-31-01-230-00	Professional Services - Shop	0.00	0.00	0.00	0.00
2-31-01-528-01	Building Repairs & Maintenance - Shop	0.00	0.00	0.00	0.00
2-31-00-148-00	Training & Development - Public Works	150.00	0.00	0.00	500.00
2-31-00-150-00	Freight & Postage	0.00	0.00	51.91	0.00
2-31-00-211-00	Travel & Subsistence	0.00	0.00	0.00	500.00
2-31-00-217-00	Telephone & Internet	336.83	53.66	210.05	1,000.00
2-31-00-223-00	Memberships & Registration	0.00	0.00	0.00	0.00
2-31-00-230-00	Professional Services	696.95	0.00	45.41	0.00
2-31-00-518-00	Protective Clothing, Etc.	248.99	0.00	53.25	750.00
2-31-00-521-00	Fuel Costs	3,906.81	82.07	1,625.76	7,000.00
2-31-00-528-00	Equipment - Repairs/Maintenance - PW	9,546.52	0.00	3,196.06	10,000.00
2-31-01-510-00	General Supplies - Shop	0.00	0.00	0.00	500.00
2-31-01-512-00	Shop Tools	1,081.11	0.00	3,195.09	3,000.00
2-31-01-528-00	Equip. Repairs & Maintenance - Shop	0.00	0.00	0.00	0.00
2-31-00-510-00	General Supplies	2,832.18	0.00	3,756.95	500.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
*	TOTAL PUBLIC WORKS EXPENSE	47,359.90	2,353.56	46,913.19	55,000.00
**	NET PUBLIC WORKS	47,359.90	2,353.56	46,913.19	55,000.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
ROADWAYS EXPENSE					
2-32-00-220-00	Advertising	0.00	0.00	0.00	200.00
2-32-00-100-00	SALARIES & WAGES	13,089.78	220.61	14,103.91	20,000.00
2-32-00-140-00	Employee Benefits	1,396.45	35.27	2,804.32	4,400.00
2-32-00-150-00	Freight & Postage	0.00	0.00	0.00	0.00
2-32-00-521-00	Fuel Costs - Roads	934.19	371.31	2,142.15	1,500.00
2-32-01-512-00	SMALL TOOLS - ROADS	599.95	0.00	0.00	1,000.00
2-32-00-230-00	Other Contracted Services - Streets	138.00	0.00	884.00	1,500.00
2-32-00-252-01	Snow Removal	2,860.00	0.00	3,215.00	3,000.00
2-32-00-510-00	General Supplies	1,412.08	0.00	2,401.99	500.00
2-32-00-514-00	Signage	0.00	0.00	2,341.63	5,000.00
2-32-00-520-00	Chemicals - Street	642.24	0.00	0.00	1,000.00
2-32-00-528-00	Repairs & Maintenance - Roads	17,356.70	0.00	51,758.36	50,000.00
2-32-00-540-00	Street Lights	19,296.96	1,554.61	12,834.05	25,000.00
2-32-00-831-00	Debenture-Interest	0.00	0.00	0.00	5,653.76
2-32-00-832-00	Debenture-Principle	0.00	0.00	0.00	65,455.76
* TOTAL ROADWAYS EXPENSE		57,726.35	2,181.80	92,485.41	184,209.52



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
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WATER REVENUE					
1-41-00-411-00	Water Consumption Fees	(120,433.84)	(1,186.50)	(65,832.68)	(125,000.00)
1-41-00-412-00	Bulk Water Sales	(47,422.27)	(13,988.50)	(73,896.06)	(50,000.00)
1-41-00-510-00	Utility Penalties	(3,858.33)	(524.22)	(5,469.55)	(3,500.00)
1-41-00-540-00	Franchise & Concess.	(57,532.07)	(3,523.35)	(36,895.03)	(50,000.00)
1-41-00-590-00	Other Revenue - Water	(112,818.52)	0.00	(559.04)	(19,000.00)
1-41-00-410-00	Basic Fees - Water	(22,593.48)	(8,590.17)	(42,531.13)	(34,272.00)
*	TOTAL WATER	(364,658.39)	(27,812.74)	(225,183.49)	(281,772.00)

WATER EXPENSE					
2-41-00-100-00	Salaries & Wages	17,847.72	4,054.50	37,788.50	30,000.00
2-41-00-140-00	Employee Benefits	3,014.54	451.96	6,919.28	5,250.00
2-41-00-515-00	Water Operator Support - Town of Sundre	88,488.27	0.00	6,962.40	25,000.00
2-41-00-528-03	BULK WATER STN REPAIRS	900.00	0.00	320.88	500.00
2-41-00-148-00	Training & Development - Water	736.58	0.00	251.38	1,500.00
2-41-00-150-00	Freight & Postage	3,770.33	0.00	3,100.82	5,000.00
2-41-00-210-00	Licenses - Water	0.00	0.00	0.00	2,500.00
2-41-00-211-00	Travel & Subsistence	0.00	0.00	0.00	250.00
2-41-00-223-00	Memberships - Water	2,500.00	0.00	0.00	0.00
2-41-00-225-00	Conference Registrations	0.00	0.00	0.00	1,500.00
2-41-00-230-00	Professional Services	8,169.80	0.00	5,207.12	5,000.00
2-41-00-253-00	R & M - Infrastructure	12,037.38	0.00	20,976.76	50,000.00
2-41-00-510-00	General Supplies	994.54	0.00	1,123.76	1,000.00
2-41-00-516-00	Water Meters	2,372.69	0.00	511.41	1,000.00
2-41-00-520-00	Chemicals - Water	7,151.36	0.00	0.00	7,500.00
2-41-00-528-00	Equipment - Repairs/Maintenance	5,318.19	0.00	6,236.78	7,500.00
2-41-00-528-01	Building - Repairs/Maintenance	0.00	0.00	0.00	1,000.00
2-41-00-528-02	Hydrant - Repairs/Maintenance	0.00	0.00	0.00	0.00
2-41-00-540-00	Electricity Water	0.00	0.00	0.00	0.00
2-41-00-543-00	Natural Gas - Water	0.00	0.00	0.00	0.00
2-41-00-995-00	Engineered Structure - Amortization	61,822.80	0.00	0.00	0.00
2-41-00-995-01	Land/Improvement - Amortization	0.00	0.00	0.00	0.00
2-41-00-995-02	Water Equip & Meter - Amortization	6,197.21	0.00	0.00	0.00
*	TOTAL WATER EXPENSE	221,321.41	4,506.46	89,399.09	144,500.00

**	NET WATER	(85,610.63)	(21,124.48)	(43,298.99)	46,937.52
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VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
SANITARY REVENUE					
1-42-00-410-00	Basic Fees - Sewer	(16,037.35)	(1,857.33)	(16,749.87)	(22,656.00)
1-42-00-411-00	Sewer Consumption Fees	(26,152.07)	(3,126.59)	(25,155.59)	(66,323.10)
1-42-00-540-00	Franchise & Concess.	(13,788.68)	(880.83)	(13,138.49)	(12,000.00)
1-42-00-590-00	Sewer Dumping Fees	0.00	0.00	0.00	(3,800.00)
* TOTAL SANITARY		(55,978.10)	(5,864.75)	(55,043.95)	(104,779.10)
SANITARY EXPENSE					
2-42-00-100-00	Salaries & Wages	944.00	147.00	2,731.75	5,000.00
2-42-00-140-00	Employee Benefits	129.27	26.45	579.08	500.00
2-42-00-210-00	Licenses - Sewer	0.00	0.00	0.00	0.00
2-42-00-230-00	Professional Services - Sewer	455.00	0.00	0.00	2,000.00
2-42-00-253-00	R & M - Infrastructure	0.00	0.00	30,901.36	45,000.00
2-42-00-270-00	Lab Testing	53.13	0.00	133.01	250.00
2-42-00-510-00	General Supplies	74.74	0.00	35.76	500.00
2-42-00-520-00	Chemicals - Sewer	1,032.41	0.00	0.00	1,200.00
2-42-00-523-00	Sewer Flushing	0.00	0.00	0.00	5,000.00
2-42-00-528-00	Equipment- Repairs & Maint. Sewer	11,692.50	0.00	3,630.13	10,000.00
2-42-01-528-00	Equipment - Repairs/Maint. - Storm Water	0.00	0.00	0.00	1,000.00
* TOTAL SANITARY EXPENSE		14,381.05	173.45	38,011.09	70,450.00
** NET WASTEWATER		(41,597.05)	(5,691.30)	(17,032.86)	(34,329.10)
GARBAGE REVENUE					
1-43-00-254-00	Costs Recovered - Garbage	0.00	0.00	125.00	0.00
1-43-00-410-00	Solid Waste Collection Fee	(48,401.27)	(5,229.17)	(40,911.33)	(61,800.00)
* TOTAL GARBAGE		(48,401.27)	(5,229.17)	(40,786.33)	(61,800.00)
GARBAGE EXPENSE					
2-43-00-850-00	Waste Commission Grant	9,335.46	0.00	3,756.03	20,000.00
2-43-00-230-00	Other Contracted Services - Garbage	0.00	0.00	0.00	0.00
2-43-00-241-00	Solid Waste Disposal	44,285.69	0.00	30,409.21	36,250.00
2-43-00-510-00	General Supplies	0.00	0.00	0.00	250.00
* TOTAL GARBAGE EXPENSE		53,621.15	0.00	34,165.24	56,500.00
** NET WASTE		5,219.88	(5,229.17)	(6,621.09)	(5,300.00)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
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FCSS REVENUE

1-51-00-220-00	FCSS Advertising Revenue	0.00	0.00	(500.00)	0.00
1-51-00-840-00	Grant - Prov. - FCSS	(14,847.31)	0.00	(10,108.81)	(14,500.00)
1-51-00-850-00	Grant - Local Govt. - FCSS	(61,478.17)	0.00	(47,808.00)	(47,808.00)
1-51-00-850-01	MVC Wage Grant	(10,000.00)	0.00	(10,000.00)	(10,000.00)
1-51-00-990-00	Donation & Fees - FCSS	(10,789.70)	(130.00)	(4,540.00)	(3,000.00)
1-51-00-990-01	Donations/Fees - Summer Fun	(7,225.00)	(105.00)	(6,309.60)	(3,500.00)
1-51-00-990-04	Donation/Fees - MV/Cals Program	0.00	0.00	0.00	0.00
1-51-00-990-07	MVC Grant - Health Funding - First Aid	0.00	0.00	(1,593.75)	0.00
1-51-00-990-11	Donation/Fees - Discovery Night	0.00	0.00	0.00	0.00
1-51-00-990-13	Donation/Fees - Victim Services	0.00	0.00	0.00	0.00
1-51-00-990-15	FCSS FOOD PANTRY	(1,418.80)	0.00	(2,362.35)	0.00
1-51-00-990-06	Senior's Programs	0.00	0.00	0.00	0.00
* TOTAL FCSS		(105,758.98)	(235.00)	(83,222.51)	(78,808.00)

FCSS EXPENSE

2-51-00-413-00	Adult & Seniors' Programs	17,668.74	0.00	2,814.32	0.00
2-51-00-990-03	Chinook Edge School	0.00	0.00	0.00	0.00
2-51-00-990-04	MVCALS	0.00	0.00	0.00	0.00
2-51-00-990-06	Seniors' Programs	0.00	0.00	52.47	0.00
2-51-00-990-14	Adult Programs	0.00	0.00	0.00	0.00
2-51-00-990-15	FOOD PANTRY	1,047.28	0.00	339.24	0.00
2-51-00-414-00	Local Grants (External Funding)	6,200.00	0.00	8,700.00	6,300.00
2-51-00-419-00	Volunteers	767.86	0.00	1,500.00	0.00
2-51-00-420-00	Community Engagement	0.00	0.00	0.00	0.00
2-51-00-510-00	General Supplies	1,684.19	0.00	2,673.67	0.00
2-51-00-511-00	Computer Supplies & Furnishings	0.00	0.00	0.00	0.00
2-51-00-560-00	COPIER LEASE	3,105.12	0.00	1,403.37	3,150.00
2-51-00-990-01	Summer Fun Program	11,300.98	2,460.00	7,445.73	0.00
2-51-00-990-02	Babysitting/Children	0.00	0.00	0.00	0.00
2-51-00-990-05	Community Newsletter	1,126.42	0.00	510.95	1,120.00
2-51-00-410-00	Adult Programs	3,507.05	0.00	823.21	3,000.00
2-51-00-100-00	Salaries & Wages	34,855.07	0.00	29,547.38	36,000.00
2-51-00-140-00	Employee Benefits	7,670.35	0.00	6,697.52	8,000.00
2-51-00-148-00	Training & Development - FCSS	0.00	0.00	309.35	0.00
2-51-00-150-00	Freight & Postage	23.14	0.00	67.70	50.00
2-51-00-211-00	Travel & Subsistence	3,175.39	0.00	471.11	2,500.00
2-51-00-217-00	Telephone & Internet	2,362.30	260.44	1,315.97	2,200.00



VILLAGE OF
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VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
2-51-00-220-00	Advertising	988.75	0.00	597.20	500.00
2-51-00-223-00	Memberships - FCSS	14.00	0.00	114.00	125.00
2-51-00-225-00	Conference Registrations	1,005.00	0.00	175.00	1,000.00
2-51-00-230-00	Professional Services	2,680.70	0.00	3,213.10	2,000.00
2-51-00-231-00	Janitorial	0.00	0.00	0.00	250.00
2-51-00-400-00	Community Programs	7,122.54	0.00	3,163.10	2,200.00
2-51-00-411-00	Children-Youth Programs	6,884.46	0.00	2,800.55	3,000.00
2-51-00-412-00	Family Programs	(245.36)	0.00	2,287.71	1,000.00
* TOTAL FCSS EXPENSE		113,043.98	2,720.44	77,022.65	72,395.00
** NET FCSS		7,285.00	2,485.44	(6,199.86)	(6,413.00)
CEMETERY REVENUE					
1-56-00-410-00	Plot - Cemetery	(1,350.00)	0.00	(667.50)	(1,500.00)
1-56-00-411-00	Perpetual Care - Cemetery	(1,650.00)	0.00	(200.00)	(2,000.00)
1-56-00-412-00	Opening & Closing - Cemetery	(750.00)	(50.00)	(325.00)	(1,000.00)
1-56-00-850-00	Grant - Local Govt. - Cemetery	0.00	0.00	(1,500.00)	(1,500.00)
* TOTAL CEMETERY		(3,750.00)	(50.00)	(2,692.50)	(6,000.00)
CEMETERY EXPENSE					
2-56-00-100-00	Salaries & Wages	0.00	862.89	2,510.69	5,000.00
2-56-00-140-00	Employee Benefits	0.00	97.35	361.80	850.00
2-56-00-148-00	Training & Development - Cemetery	0.00	0.00	0.00	0.00
2-56-00-230-00	Professional Services - Cemetery	750.00	0.00	0.00	1,000.00
2-56-00-510-00	General Supplies	0.00	0.00	116.42	250.00
2-56-00-528-00	Repairs & Maintenance - Cemetery	0.00	0.00	0.00	1,500.00
* TOTAL CEMETERY EXPENSE		750.00	960.24	2,988.91	8,600.00
PLAN & DEVELOPMENT REVENUE					
1-61-00-410-00	Building Permits	(528.08)	0.00	(546.45)	(1,100.00)
1-61-00-419-00	Compliance Certificates	(100.00)	0.00	(400.00)	(1,000.00)
1-61-00-520-00	Development Permits	0.00	0.00	(500.00)	(1,200.00)
1-61-00-521-00	Subdivision Fees	0.00	0.00	0.00	(1,000.00)
1-61-00-522-00	Zoning - Re-Zoning Fees	0.00	0.00	0.00	(250.00)
1-61-00-523-00	Encroachment & Waiver Fees	0.00	0.00	0.00	0.00
1-61-00-595-00	Appeal Fees	0.00	0.00	0.00	0.00
1-61-00-590-00	Land Sales	0.00	0.00	(41,935.85)	(47,000.00)



VILLAGE OF CREMONA
REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
* TOTAL PLANNING & DEVELOPMENT		(628.08)	0.00	(43,382.30)	(51,550.00)
PLAN & DEVELOPMENT EXPENSE					
2-61-00-220-00	Advertising	0.00	0.00	0.00	500.00
2-61-00-230-00	Professional Services	527.32	0.00	5,900.00	15,000.00
2-61-00-233-00	Land Title Changes	65.75	0.00	30.00	150.00
2-61-00-148-00	Training - Planning	57.24	0.00	0.00	500.00
* TOTAL PLANNING & DEVELOPMENT E		650.31	0.00	5,930.00	16,150.00
** NET PLANNING & DEVELOPMENT		(2,977.77)	910.24	(37,155.89)	(32,800.00)

VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
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CULTURE & RECR. REVENUE					
1-71-00-990-02	Donation - Cremona Days	(8,850.00)	0.00	(9,550.00)	(13,780.00)
1-71-00-990-08	Donation/Fees - WinterFest	(4,000.00)	0.00	200.10	(4,000.00)
*	TOTAL CULTURE & RECREATION	(12,850.00)	0.00	(9,349.90)	(17,780.00)

CULTURE & RECR. EXPENSE					
2-71-00-990-08	WinterFest	1,747.62	0.00	336.20	1,500.00
2-71-00-990-02	Cremona Days	10,155.68	0.00	5,358.10	13,000.00
*	TOTAL CULTURE & RECREATION EXP	11,903.30	0.00	5,694.30	14,500.00
**	NET CULTURE & REC	(946.70)	0.00	(3,655.60)	(3,280.00)

PARKS & RECR. REV					
1-71-00-830-00	Grant - Recreation - Federal	0.00	0.00	0.00	(2,610.00)
1-71-00-990-00	Donation - Recreation	0.00	0.00	0.00	(1,000.00)
1-71-00-850-00	Grant - Local Govt -Recreation	0.00	0.00	0.00	0.00
1-71-00-990-01	Donation - Playground	0.00	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION	0.00	0.00	0.00	(3,610.00)

PARKS & RECREATION EXPENSE					
2-72-00-148-00	Training & Development - Parks	0.00	0.00	0.00	0.00
2-72-00-100-00	SALARIES & WAGES	24,363.79	1,697.01	12,330.08	25,000.00
2-72-00-140-00	Employee Benefits	4,208.66	196.92	1,672.97	4,300.00
2-72-00-521-00	Fuel Costs - Parks	1,022.48	277.14	883.15	1,500.00
2-72-01-512-00	Parks - Small Tools	486.00	0.00	0.00	500.00
2-72-00-230-00	Other Contracted Services	1,781.00	0.00	3,899.48	2,500.00
2-72-00-510-00	General Supplies	2,418.04	0.00	1,233.31	1,500.00
2-72-00-513-00	Beautification - Parks	0.00	0.00	0.00	5,000.00
2-72-00-528-00	Equipment Repairs & Maint. - Park	1,546.05	0.00	2,755.09	2,000.00
2-72-00-528-01	Playground Repairs & Maint.	0.00	0.00	0.00	0.00

*	TOTAL PARKS & RECREATION EXPEN	35,826.02	2,171.07	22,774.08	42,300.00
**	NET PARK & REC	35,826.02	2,171.07	22,774.08	38,690.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
LIBRARY					
1-74-00-590-00	Other Revenue - Library	0.00	0.00	0.00	(8,497.60)
1-74-00-850-00	Grants - Local Govt - Library	(34,811.88)	0.00	(35,861.00)	(35,861.00)
*	TOTAL LIBRARY	(34,811.88)	0.00	(35,861.00)	(44,358.60)
LIBRARY EXPENSE					
2-74-00-274-00	Insurance Library	927.50	0.00	0.00	850.00
2-74-00-528-00	Repairs & Maintenance - Library	0.00	0.00	0.00	250.00
2-74-00-850-00	Cremona Library	42,841.88	0.00	44,358.60	35,861.00
2-74-00-850-01	Parkland Regional Library	3,657.50	0.00	3,112.02	4,150.00
2-74-00-217-00	Library Office Phone	668.00	0.00	476.52	0.00
*	TOTAL LIBRARY EXPENSE	48,094.88	0.00	47,947.14	41,111.00
**	SURPLUS / DEFESIT	13,283.00	0.00	12,086.14	(3,247.60)

VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
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FIRE EXPENSES

2-23-00-217-00	Telephone, Internet & Security	4,529.71	195.94	777.94	1,200.00
2-23-00-230-00	Professional Services	1,301.08	0.00	120.00	1,200.00
2-23-00-510-00	General Supplies	0.00	0.00	0.00	0.00
2-23-00-526-00	Equipment Purchases - Fire	4,220.29	0.00	31,039.56	4,000.00
2-23-00-528-01	Firehall Repairs & Maintenance	2,374.54	0.00	2,370.10	2,500.00
2-23-00-740-00	Fire Services Requisition	56,535.00	0.00	1,283.68	74,898.85
* TOTAL FIRE EXPENSES		68,960.62	195.94	35,591.28	83,798.85

DISASTER SERVICES EXPENSE

2-24-00-230-00	Professional Services - Disaster Serv.	0.00	0.00	0.00	35.00
* TOTAL DISASTER SERVICES EXPENS		0.00	0.00	0.00	35.00

FACILITIES EXPENSE

2-69-00-543-00	Natural Gas Admin	1,184.56	7.81	757.18	7,500.00
2-69-00-543-01	Natural Gas FCSS/Council	2,613.36	70.78	1,569.09	1,500.00
2-69-00-543-02	Natural Gas PW Shop	5,736.83	137.47	4,503.58	7,000.00
2-69-00-543-03	Natural Gas Water Wells	982.57	300.42	1,069.84	1,500.00
2-69-00-528-00	Building Repairs Maint - Admin	599.98	0.00	1,059.03	400.00
2-69-00-528-01	Building Repairs Main FCSS/Council	0.00	0.00	1,067.38	500.00
2-69-00-528-02	Building Repairs & Main PW Shop	0.00	0.00	854.98	3,500.00
2-69-00-528-03	Building Repairs & Main Water	0.00	0.00	0.00	0.00
2-69-00-540-00	Electricity Admin	2,913.42	74.10	1,147.75	9,500.00
2-69-00-540-01	Electricity FCSS/Council	2,342.70	165.22	1,451.92	1,250.00
2-69-00-540-02	Electricity PW	20,110.04	1,333.70	10,382.54	25,000.00
2-69-00-540-03	Electricity Water	29,812.78	2,231.74	16,077.26	35,000.00
2-69-00-230-00	Professional Services/Janitorial Admin	865.00	0.00	2,135.39	3,000.00
2-69-00-230-01	Prof. Services - Janitorial FCSS/Council	730.00	0.00	135.00	500.00
2-69-00-510-00	General Supplies - Admin	0.00	0.00	0.00	55.43
2-69-00-510-01	Building General Supplies FCSS/Council	0.00	0.00	130.43	500.00
2-69-00-510-02	Building General Supplies PW Shop	0.00	0.00	0.00	701.79
2-69-00-510-03	Building General Supplies Water	0.00	0.00	0.00	0.00
2-69-01-528-02	Building Repairs & Main PW Shop	0.00	0.00	0.00	0.00
2-69-00-540-04	Electricity - Fire Hall	5,826.85	592.75	3,658.93	9,500.00
* TOTAL FACILITIES EXPENSE		73,718.09	4,913.99	46,000.30	106,907.22



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	September 2024 Actual	2024 Actual	2024 Budget
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TAXES & REQUISITIONS

1-00-00-111-00	Residential Property Taxes	(356,751.09)	0.00	(382,567.04)	(383,080.06)
1-00-00-112-00	Commercial Property Taxes	(80,397.24)	0.00	(85,194.58)	(112,490.98)
1-00-00-113-00	Industrial Property Taxes	0.00	0.00	0.00	0.00
1-00-00-114-00	Farmland Property Taxes	(337.42)	0.00	(425.72)	(509.51)
1-00-00-115-00	Linear Taxes	(13,262.38)	0.00	(15,638.36)	(14,858.04)
1-00-00-118-00	Designated Industrial Property	(75.40)	0.00	(81.94)	(81.94)
1-00-00-120-00	Alberta School Foundation Tax Levy	(130,166.11)	0.00	(138,278.82)	(138,324.26)
1-00-00-121-00	Seniors' Foundation Tax Levy	(19,645.39)	0.00	(19,949.26)	(19,956.22)
1-00-00-210-00	Grants In Lieu	(1,922.70)	0.00	(1,966.72)	(1,966.72)
1-00-00-122-00	AB Policing Levy	(18,765.51)	0.00	(19,581.30)	(14,588.24)
2-12-00-234-00	Tax Recovery	835.00	0.00	490.00	0.00
2-69-00-528-04	Maintenance & Repair - Fire	0.00	0.00	580.33	0.00
2-69-00-528-05	Maintenance & Repair - Library	0.00	0.00	580.34	0.00
2-69-00-540-05	Electricity - Library	2,913.44	74.10	2,138.39	3,500.00
2-69-00-543-04	Natural Gas - Fire Hall	2,369.43	46.82	1,650.61	7,500.00
2-69-00-543-05	Natural Gas - Library	1,184.70	7.80	715.57	1,850.00
* TOTAL TAXES & REQUISITIONS		(614,020.67)	128.72	(657,528.50)	(673,005.97)

*** End of Report ***



VILLAGE OF CREMONA

FCSS - REVENUE & EXPENSE

For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	2024 Budget	September 2024 Actual	2024 Actual	2024 Budget Remaining \$
FCSS REVENUE						
1-51-00-840-00	Grant - Prov. - FCSS	(14,847.31)	(14,500.00)	0.00	(10,108.81)	(4,391.19)
1-51-00-850-00	Grant - Local Govt. - FCSS	(61,478.17)	(47,808.00)	0.00	(47,808.00)	0.00
1-51-00-850-01	MVC Wage Grant	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00
1-51-00-850-02	Village of Cremona 20% Grant	0.00	(3,330.33)	0.00	0.00	(3,330.33)
*	TOTAL FCSS REVENUE	(86,325.48)	(75,638.33)	0.00	(67,916.81)	(7,721.52)
**	TOTAL REVENUE	(86,325.48)	(75,638.33)	0.00	(67,916.81)	(7,721.52)
FCSS EXPENSE						
2-51-00-100-00	Salaries & Wages	34,855.07	36,000.00	0.00	29,547.38	8,132.62
2-51-00-140-00	Employee Benefits	7,670.35	8,000.00	0.00	6,897.52	1,433.48
2-51-00-148-00	Training & Development - FCSS	0.00	0.00	0.00	309.35	(309.35)
2-51-00-150-00	Freight & Postage	23.14	50.00	0.00	67.70	(11.76)
2-51-00-211-00	Travel & Subsistence	3,175.39	2,500.00	0.00	471.11	2,028.89
2-51-00-217-00	Telephone & Internet	2,362.30	2,200.00	260.44	1,315.97	884.03
2-51-00-220-00	Advertising	988.75	500.00	0.00	597.20	(97.20)
2-51-00-223-00	Memberships - FCSS	114.00	125.00	0.00	114.00	125.00
2-51-00-225-00	Conference Registrations	1,005.00	1,000.00	0.00	175.00	825.00
2-51-00-230-00	Professional Services	2,680.70	2,000.00	0.00	3,213.10	(478.10)
2-51-00-231-00	Janitorial	0.00	250.00	0.00	0.00	250.00
2-51-00-400-00	Community Programs	7,122.54	2,200.00	0.00	3,163.10	(938.10)
2-51-00-410-00	Adult Programs	3,507.05	3,000.00	0.00	823.21	2,717.37
2-51-00-411-00	Children-Youth Programs	6,884.46	3,000.00	0.00	2,800.55	837.39
2-51-00-413-00	Adult & Seniors' Programs	17,688.74	0.00	0.00	2,814.32	(2,594.89)
2-51-00-414-00	Local Grants (External Funding)	6,200.00	6,300.00	0.00	8,700.00	(2,400.00)
2-51-00-510-00	General Supplies	1,684.19	0.00	0.00	2,673.67	(2,673.67)
2-69-00-528-01	Building Repairs Main FCSS/Council	0.00	500.00	0.00	1,067.38	(328.38)
2-69-00-540-01	Electricity FCSS/Council	2,342.70	1,250.00	165.22	1,451.92	(201.92)
2-69-00-543-01	Natural Gas FCSS/Council	2,613.36	1,500.00	70.78	1,589.09	(69.09)
2-51-00-560-00	COPIER LEASE	3,105.12	3,150.00	0.00	1,403.37	1,746.63
2-51-00-990-05	Community Newsletter	1,126.42	1,120.00	0.00	510.95	609.05
*	TOTAL FCSS EXPENSE	105,129.28	74,645.00	496.44	69,485.89	9,487.00
**	TOTAL EXPENSE	105,129.28	74,645.00	496.44	69,485.89	9,487.00
***	SURPLUS/DEFICIT	18,803.80	(993.33)	496.44	1,569.08	1,765.48



VILLAGE OF CREMONA
FCSS - REVENUE & EXPENSE
 For the Period Ending September 30, 2024

General Ledger	Description	2023 Actual	2024 Budget	September 2024 Actual	2024 Actual	2024 Budget Remaining \$
FOOD PANTRY						
1-51-00-990-15	FCSS FOOD PANTRY	(1,418.80)	0.00	0.00	(2,362.35)	2,362.35
2-51-00-990-15	FOOD PANTRY	1,047.28	0.00	0.00	339.24	(339.24)
*P TOTAL		(371.52)	0.00	0.00	(2,023.11)	2,023.11
YEAR GRANT REVENUE						
1-51-00-990-01	Donations/Fees - Summer Fun	(7,225.00)	(3,500.00)	(105.00)	(6,309.60)	2,809.60
1-51-00-990-07	MVC Grant - Health Funding - First Aid	0.00	0.00	0.00	(1,593.75)	1,593.75
1-51-00-990-08	MVC Grant - TPT Grant	0.00	0.00	0.00	(3,075.00)	3,075.00
* TOTAL		(7,225.00)	(3,500.00)	(105.00)	(10,978.35)	7,478.35
** TOTAL REVENUE		(7,596.52)	(3,500.00)	(105.00)	(13,001.46)	9,501.46
YEAR GRANT EXPENSE						
2-51-00-990-01	Summer Fun Program	11,300.98	0.00	2,460.00	7,445.73	(7,267.50)
2-51-00-990-08	TPT Funding Expense - Senior's Trip	0.00	0.00	0.00	1,933.98	(1,933.98)
* TOTAL YEAR GRANT EXPENSE		11,300.98	0.00	2,460.00	9,379.71	(9,201.48)
** TOTAL EXPENSE		11,300.98	0.00	2,460.00	9,379.71	(9,201.48)
*** SURPLUS/DEFICIT		3,704.46	(3,500.00)	2,355.00	(3,621.76)	299.98
SENIORS MEAL REVENUE						
1-51-00-990-17	FCSS SENIOR'S MEALS PROGRAM	0.00	0.00	0.00	(985.00)	985.00
* TOTAL SENIORS MEAL REVENUE		0.00	0.00	0.00	(985.00)	985.00
SENIORS MEAL EXPENSE						
2-51-00-990-17	FCSS SENIOR'S MEALS PROGRAM	0.00	0.00	0.00	1,470.17	(1,470.17)
* TOTAL SENIORS MEAL EXPENSE		0.00	0.00	0.00	1,470.17	(1,470.17)
**P TOTAL		0.00	0.00	0.00	485.17	(485.17)

*** End of Report ***



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 8 b)

TITLE: Reports – CAO Report

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

Once a month the CAO will provide an update on the happenings of the Village that is of importance. Highlighted notes from each department are listed below in point form.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration:

Events and Meetings Attended:

Planning & Development:

RECOMMENDED ACTION:

MOTION That Official Administrator Doug Lagore accepts the September CAO Report as information only.

INTLS: CAO: KO



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 9

TITLE: Minutes – Boards, Committees, Commissions

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

Minutes from various boards, committees and commissions is being presented to Council for their review and information.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see the attached minutes for review and information.

- 1.) PRLS Board Meeting Minutes

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore accepts the minutes from Boards,
Committees and Commissions as information only.

INTLS: CAO: KO



PRLS Board Meeting Minutes

September 12, 2024

The regular meeting of the Parkland Regional Library System Board was called to order at 10:03 a.m. on Thursday September 12, 2024 in the Small Board Room, Lacombe.

Present: Barb Gilliat, Gord Lawlor, Ray Reckseidler

Present via Zoom: Jackie AlMBERG, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Cal David, Dana Depalme, Jeff Eckstrand, Sarah Fahey, Richard Forsberg, Elaine Fossen, Shaleah Fox, Barbara Gibson, Twyla Hale, Kathy Hall, Pam Hansen, Bryce Liddle, Julie Maplethorpe, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Jas Payne, Leonard Phillips, Diane Roth, Sandy Shipton, Debra Smith, Les Stulberg, Carlene Wetthuhn, Shannon Wilcox, Janice Wing

With Regrets: Alison Barker-Jevne, Dwayne Fulton, Dana Kreil, Naomi Tercier, Bill Windsor

Absent: Jul Bissell, Wayne Clark, Edna Coulter, Todd Dalke, Cody Hillmer, Cody Johnson, Stephen Levy, Jordon Northcott, Shawn Peach, Ron These, Harvey Walsh

Staff: Kara Hamilton, Paige Mueller, Ron Sheppard, Tim Spark

Call to Order

Meeting called to order at 10:03 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting.

As part of PRLS' legislative compliance procedures, board members who send regrets are excused at the beginning of each meeting.

Motion by Teresa Cunningham to excuse Alison Barker-Jevne, Dwayne Fulton, Dana Kreil, Naomi Tercier, and Bill Windsor from attendance at the board meeting on May 16, 2024 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 25/2024

1.1 Agenda

1.1.2 Adoption of the Agenda

Gilliat asked if there were any additions or deletions to the agenda.

Motion by Len Phillips to accept the agenda as presented.

CARRIED
PRLS 26/2024



1.2. Approval of Minutes

Gilliat asked if there were any amendments to the May 16, 2024 minutes. Jacquie Palm-Fraser was in attendance and requested the minutes be updated.

Motion by Ray Reckseidler to approve the minutes of the May 16, 2024 meeting as amended.

CARRIED
PRLS 27/2024

1.3. Business arising from the minutes of the May 16, 2024 meeting

Gilliat asked if there was any business arising from the minutes. There was none.

2. Business Arising from the Consent Agenda

Gilliat asked if there was any business arising from the consent agenda.

Motion by Jacquie Northey to approve the consent agenda as presented.

CARRIED
PRLS 28/2024

3.1 Parkland 2025 Budget

Sheppard reviewed. The board has already seen and endorsed this budget in May, so there were no surprises. The population dropped by 9,277 due to the switch from Treasury Board Estimates back to Municipal Affairs Population Lists. Due to the switch, 18 municipalities will see a reduction in the requisition in 2025.

For 2025, the municipal requisition increase will be \$0.63 cents per capita bringing the rate to \$9.81. While the per capita rate is going up to account for the population change, overall expenditures are anticipated to increase by only 1.9% in 2025.

The current rate of inflation is running about 2.7% so Parkland's overall increase is well below inflation.

The total estimated requisition for 2025 equals \$2,178,075 with the levy increase amounting to only \$54,713 spread over all PRLS municipalities.

Approximately 42.4% of PRLS' income will come from Government of Alberta grants in 2025.

Motion by Deb Coombes to approve the Parkland Regional Library System 2025 budget as presented.

CARRIED
PRLS 29/2024

3.2 Vacant Seat on the Executive Committee

Sheppard reviewed. In June, Parkland received notice that Jamie Coston, the Executive Committee member representing the town of Rimbey, is no longer on the Parkland Board. As such, she has also resigned from the Executive Committee. Parkland informed



Bentley, Eckville, Gull Lake, Parkland Beach, Ponoka, Ponoka County, and Rimbey (Area 5) that their seat on the Executive Committee was vacant.

Parkland sent letters to the board members of Area 5 informing them of the vacancy and offering them the option of appointing another member to the vacant seat. Parkland received one response. Marc Mousseau volunteered from the Summer Village of Parkland Beach.

Gilliat called for nominations and volunteers at the meeting but Mousseau was the only volunteer.

Motion by Cal David to appoint Marc Mousseau to the Executive Committee for Area 5.

CARRIED
PRLS 30/2024

3.3. PRLS Plan of Service (Strategic Plan)

Sheppard reviewed. Recently there have been some significant changes to the Alberta Libraries Act and Regulation. Until now, library systems had to file a plan of service (strategic plan) with the Public Library Services Branch at Municipal Affairs every three years. With the changes in the legislation, plans of service for library systems can now be up to five years in length.

After having reviewed the current goals, staff believed that the current plan is still relevant and recommended the board revise the date range for the current plan from 2023-2025 to 2023-2027. This would not only give staff more time to work on achieving the plan's goals, it would also save considerable staff time and money since 2025 would be the needs assessment year were Parkland to develop a new plan commencing in 2026.

Another change in the legislation is the removal of sections 18(3)(a)(b)(c)(d)(e) from the *Libraries Regulation*. This means the board can remove the entire section labeled "*Activities that Support the Strategic Plan*" from the current plan.

Having reviewed the matter at their June meeting, the Executive Committee passed the following motion:

Motion by Janice Wing to recommend that the board change the operational date of Parkland Regional Library System's strategic plan from 2023-2025 to 2023-2027

CARRIED

After some discussion, the board decided to extend the operational date of Parkland's Strategic Plan from 2023-2025 to 2023-2027.

Motion by Janice Wing to approve the operational date of Parkland Regional Library System's current strategic plan from 2023-2025 to 2023-2027.

CARRIED
PRLS 31/2024



3.4. Board Meeting Management Working Group Report

Gilliat reviewed. Back in December 2023 the Executive Committee formed a working group to develop a policy governing board member conduct. Having met three times, their work is now complete. The working group presented a draft policy for how to deal with “Complaints Against Board Members”.

The group also shared a brief board self-assessment survey to be conducted following the September board meeting, the final board meeting before the November organizational meeting. The results of the self-assessment survey will be discussed/presented at the next Executive Committee and board meetings following the board meeting with an emphasis on making improvements where opportunities are identified.

The working group also recommended that at the October meeting of the Executive Committee, the group have an informal discussion allowing the committee to consider how effective it was over the course of the year.

There was also considerable discussion among members of the working group over whether further policy development was necessary related to board meeting conduct and management. After careful consideration, the group decided that the Board Chair is already sufficiently empowered by commonly accepted rules of governance to manage meetings effectively. As a result, the working group saw no need for a formal policy on board meeting management. However, the working group did recommend sending out a brief version of the board meeting “ground rules” with every board package.

Also, the working group commissioned the creation of a board member recruitment document so that when municipalities appoint individuals to the system board, they would have some idea of the preferred qualifications of candidates and what their role will be. This document will be sent out when Parkland communicates annually with member municipalities regarding who they are appointing to the Parkland board.

At their August 15th meeting, the Executive Committee reviewed the policy and documents provided and endorsed them all. They also passed the following motion:

Motion by Deb Smith to recommend the board pass the “Complaints Against Board Members” policy as presented.

CARRIED

The board agreed with the working group and Executive Committee regarding the recommendations for board meeting management.

Motion by Deb Smith to pass the “Complaints Against Board Members” policy as presented.

CARRIED

PRLS 32/2024



3.5. Policy Revisions

Sheppard reviewed the recent policy revisions. Years ago, Parkland used to have a budget line to cover legal expenses. Due to its infrequent use, this budget line was cut. The idea was that if a major legal matter arose, or should a consultant need to be hired unexpectedly, funds could be drawn from the Contingent Liability and Consultation reserve. The purpose of the reserve is:

"To provide funds for possible severance or litigation payout not specifically covered by insurance and to pay for unbudgeted legal or other consulting services." (See Policy 4.4.13)

In emergency cases, finance policy 4.4.18 states:

"The Director is authorized to move up to \$5,000 per reserve per fiscal year for unbudgeted purchases into operations... The Director will inform the Executive Committee and Board each time funds are moved from reserves to make purchases."

However, between 2020 and now Parkland has spent over \$84,000 in legal fees. There have been four separate human resource issues which all required legal opinions, Parkland's IT network was compromised and while our response was immediate, legal opinions were sought on a number of matters related to data protection. Then there was also COVID-19 when Parkland had to seek legal guidance on numerous matters including employee privacy, vaccination status, mask exemptions, and other related matters. Finally, there have been numerous inquiries with our lawyer regarding our membership agreement. The aforementioned \$84,000 does not even include all our legal expenses. For example, the majority of our legal costs related to the network compromise were paid by insurance.

Since needing consultants and lawyers has become increasingly common, staff suggested to the Executive Committee that a policy be created to allow staff to expend without prior authorization above the \$5,000 limit from the Contingent Liability and Consultation Reserve. Over the last four years legal fees have been occurring regularly at widely varying levels.

Legal Costs by Year

2020	\$40,778
2021	\$5,908
2022	\$13,068
2023	\$15,420
2024 (to date)	\$8,980

As a result of this discussion, the Executive Committee made the following motion:

Motion by Dana Kreil to recommend the board change the policy to read: "The Director is authorized to move up to \$5,000 per reserve per fiscal year for unbudgeted purchases into operations with the exception of the Contingent Liability and Consultation Reserve which the Director can move up to the amount of \$10,000."

CARRIED

One member also recommended putting a line for legal and consulting fees in the amount of \$20,000 into the budget for 2026. However, this would have to be discussed as part of the 2026 budget deliberation process.



The board agreed that the dollar amount that the Director can access should be changed from \$10,000 to \$15,000, and that a line should be put in the 2026 budget for legal expenses. The policy will now read:

"The Director is authorized to move up to \$5,000 per reserve per fiscal year for unbudgeted purchases into operations with the exception of the Contingent Liability and Consultation Reserve which the Director can move up to the amount of \$15,000.

Motion by Twyla Hale to approve Policy 4.4.18. as amended.

CARRIED
PRLS 33/2024

3.6. LAA Membership

At the May board meeting, Joy-Anne Murphy made the following motion:

Motion by Joy-Anne Murphy to bring back the issue of Parkland's LAA membership for review by the board in September.

CARRIED
PRLS 22/2024

At the March 21st Executive Committee meeting, Parkland chose not to renew its membership with the LAA.

In recent years, there has been no real benefit derived from LAA membership. In previous years, the Alberta Library Trustee Association (ALTA) and the LAA had a joint committee that arranged the Alberta Library Conference (ALC) which used to be held in Jasper. This conference was very expensive to attend. Being a member of LAA provided a significant discount for conference attendance. This discount was the greatest benefit membership provided. Due to COVID-19, the ALC was cancelled for 2020 and has never been reinstated. With the demise of the Alberta Library Conference, continued membership in LAA is difficult to justify.

The Executive Committee reviewed the situation at their August 15th meeting and saw no reason to rejoin the LAA because there is no discernable benefit derived from membership and because the LAA has become politically militant when Parkland does not engage in party politics.

Motion by Joy-Anne Murphy to reinstate Parkland's membership with LAA.

DEFEATED
PRLS 34/2024

3.7. Reserve Transfers

Sheppard reviewed. The Executive Committee is empowered to allocate reserve funds between board meetings. The following transfer were made over the summer.

Replenishment of Reserves

As of April 30th, the Unrestricted Reserve was valued at \$208,578. At their June meeting, the Executive Committee moved funds from the Unrestricted Reserve to replenish two other reserves. They

- Moved \$25,000 to the Building Reserve to bring that reserve back to its recommended minimum level of \$250,000.



- Moved \$30,130 to the Contingent Liability and Consultation Reserve to bring the value of that reserve up to \$60,000.

Website Improvements

On November 1, 2023, Parkland went live with its new website template for Parkland headquarters and its member libraries. While the implementation went reasonably well, staff need to enhance the useability of the website for library patrons by making a number of improvements.

- Library selector and direct linking functions
- Search engine optimization (e.g., increased exposure on Google and other search engines)
- Other miscellaneous enhancements and minor bug fixes

The Executive Committee approved this request for reserve funds. Also at their June meeting, the Executive Committee approved the expenditure of up to \$35,000 from the Unrestricted Reserve for additional development for the new website.

Staff Recruitment

Finally, after an in-camera session held during their August meeting, the Executive Committee authorized the expenditure of up to \$15,000 from the Contingent Liability and Consultation Reserve to provide funds to recruit for two possible vacancies for specialized positions within the next year.

Motion by Ray Reckseidler to receive for information.

CARRIED
PRLS 35/2024

3.8. 2025 Meeting Dates

Sheppard reviewed. The board reviewed the tentative dates for Parkland's 2025 board meetings which will be confirmed by the Board at the organizational meeting in November.

February 27, 2025	10:00 a.m. – 12:00 p.m. (Annual Report, Year in Review)
May 15 or 22, 2025	10:00 a.m. – 12:00 p.m. (2024 Financial Statements presented)
September 11 or 18, 2025	10:00 a.m. – 12:00 p.m. (Budget presented)
November 27, 2025	10:00 a.m. – 12:00 p.m. (Organizational meeting)

After some discussion the board chose the following dates for board meetings in 2025:

February 27, 2025
May 15, 2025
September 11, 2025
November 27, 2025

The board also needed to decide if it wanted to continue meeting using Zoom, return to in-person meetings, or a combination of the two. Unfortunately, if the board returns to in-person meetings, Parkland lacks the technology to record them. Zoom meetings are recorded and



publicly available on our website. Recording in-person board meetings would require a significant upgrade in technology which, when discussed previously, was not an expense the board wished to incur. Parkland also lacks the technology to host hybrid board meetings. Meetings need to be either entirely in-person or virtual.

After some discussion, the board decided to continue holding board meetings via Zoom.

Motion by Twyla Hale to hold all board meetings in 2025 by Zoom.

CARRIED
PRLS 36/2024

Motion by Gord Lawlor to receive the 2025 board meeting dates for information.

CARRIED
PRLS 37/2024

3.9 Marketing and Advocacy Committee Report

Gilliat turned the meeting over to Gord Lawlor, the Chair of the Advocacy Committee. In addition to the Advocacy Committee Report in the board agenda package, Lawlor spoke to the budget presentation that board members will be making to their councils. Parkland's Marketing Specialist, Paige Mueller, also gave a brief update on Parkland's marketing plan.

Motion by Teresa Cunningham to receive the Marketing and Advocacy Committee report for information.

CARRIED
PRLS 38/2024

3.10 Libraries Act and Regulation Updates

Sheppard reviewed. As part of the Jason Kenney government's Red Tape Reduction initiative, a review of the Alberta Libraries Act and Regulation were undertaken. In the spring of 2024, the Omnibus Bill 16 was passed which included changes to the Libraries Act and Regulation. Produced by the Government of Alberta, a document highlighting the impact Bill 16 has on library boards was included in the package for information. The legislative changes have little impact on system boards.

Motion by Deb Coombes to receive for information.

CARRIED
PRLS 39/2024

3.11 Updates

3.11.1. Director's Report

3.11.2. Library Services Report

3.11.3. IT Report

Sheppard asked if there were any questions regarding the Director's Report, Library Services Report, or the IT Report. There were none.



Motion by Carlene Wetthuhn to receive the Director's, Library Services, and IT Report for information.

CARRIED
PRLS 40/2024

3.12. Parkland Community Update

Stettler Public Library and Stettler County are collaborating with community partners on Culture Days events throughout September. The library is also collaborating with the Stettler Adult Learning Centre to offer "Come for a Byte" to help 50+ citizens manage their devices and learn to avoid online scams. The Friends of the Library are launching their 7th annual Wine Survivor fundraiser. The Summer Reading Club is wrapped up for another year and the feedback has been great. The Stettler Library also collaborated with the Stettler High School shop class to build a 9-hole mini golf course, which was put on County Museum property. They've built a gazebo and for culture days, each golf hole was named after a country.

Provost Municipal Library is celebrating their 75th anniversary on October third at 7:00 p.m., and the following Saturday, on October 5th are holding an escape room fundraiser at the library. Everyone is welcome to attend.

Carstairs Public Library is holding their second Mountain View Comicon event on Saturday October 19th.

Penhold & District Public Library had a very successful summer reading club with 31,400 minutes recorded on reading trackers.

Camrose Public Library has procured a grant for a part-time staff person that concentrates on newcomer welcome programming.

Innisfail Public Library started a new Human Library program this spring in partnership with the Welcome and Inclusivity Committee, which has been very popular and quite impactful.

Motion by Kathy Hall to receive the Parkland Community Update for information.

CARRIED
PRLS 41/2024

3.13 Parkland Board Survey

Gilliat introduced the new 3 question board survey, which was launched via Zoom just after the meeting adjourned. Board members were encouraged to fill it out before they left the meeting. Staff received 30 responses.

4. Adjournment

Motion by Gord Lawlor to adjourn the meeting at 11:40 a.m.

CARRIED
PRLS 42/2024

Chair

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 10

TITLE: Correspondence & Information

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Attached with this RFR are items for which Council may like to make a formal resolution. otherwise, this is accepted for information only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following items are provided:

- Letter - Coyotes Senior Hockey Club – Request for Sponsorship
- Letter - Minister of Transportation and Economic Corridors
- PRLS Board Talk
- Cremona Municipal Library Funding
- Mountain View County Information Release

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore accepts the attached correspondence as information only.

INTLS: CAO: KO



Coyotes Senior Hockey Club 2024/2025 Season

August 2024

Dear Potential Sponsor,

The Coyotes Senior AA Hockey Club is a new member of the Ranchland Hockey League this season. We are looking for sponsorships to help our team grow and become successful as we enter our first year in the Ranchland Hockey League.

In exchange for your sponsorship our team commits to highlighting your business name or individual name on our; social media, website, game day programs, jerseys, pant shells, and any other promotional advertising that we do throughout the season.

On the following page of this letter we have some sponsorship package options.

If this sounds like something you would be interested in we are available to chat and answer any questions you may have. You can reach us by phone or email. We look forward to hearing from you.

Thank you for your consideration,

Elizabeth Merritt
Director of Social Media/ Marketing
coyotesseniorhockeyclub@gmail.com
403-669-4458



@coyotessrhockey



@coyotessrhockeyclub



@coyotessrhockey



@coyotessrhockey



Coyotes Senior Hockey Club 2024/2025 Season

Sponsorship Package Options

Bronze: \$300

- 2 season tickets
- Advertising on team website
- Name and logo in game day programs

Silver: \$600

- 4 season tickets
- Advertising on Team website
- Name and logo in game day programs
- Business card attached to game day programs
- Choice of Company logo Patch on team pants or Jersey Home/Away

Gold: \$1500

- 6 season tickets
- Advertising on Team website
- Name and logo in game day programs
- Business card attached to game day programs
- Company Logo on Jersey / in game announcements (2 year commitment)

Platinum: \$2500

- Guest List access to season tickets
- Advertising on Team website
- Name and logo in game day programs
- Business card attached to game day programs
- Large Company Logo on Jersey
- Company Logo on Helmets
- Company logo on team pants
- Exclusive Game day sponsor announcement Pre-Game, Power play, Penalty Kill and Intermission
- Large Framed team signed poster
- Custom Team Jersey with company name as the name bar Framed in a shadow box signed by the team
- 2 players hired for a day

Accessory Sponsor - Gas cards, food etc.

Individual player sponsor - company name bar on sponsored players jersey



@coyotessrhockey



@coyotessrhockeyclub



@coyotessrhockey



@coyotessrhockey



ALBERTA
TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

September 5, 2024

AR 96888

Mr. Jody Dick, Councillor
Village of Cremona
205 - 1 Street East
Box 10
Cremona, AB T0M 0R0
jdick@cremona.ca

Dear Councillor Dick:

Thank you for your letter regarding the existing speed limit and signage on Highway 22 and Highway 580 through the Village of Cremona. I appreciate the opportunity to respond to your concerns.

Transportation and Economic Corridors' top priority is to provide motorists with a safe provincial highway network, while also ensuring vulnerable road users are protected as much as possible. I am pleased to share that department staff recently conducted a site visit to the Village of Cremona, and have identified some areas that have opportunity for improvement. I have asked Mr. Andy Hudson, Operations Manager to contact you directly to develop a plan for signage. Mr. Hudson can be reached toll-free by dialing 310-0000, then 403-340-5087, or at andy.hudson@gov.ab.ca.

With respect to the existing speed limits, the department establishes speed zones based on established criteria. This approach helps ensure that posted speed limits are designated in a consistent way throughout the province. These criteria include things such as the highway alignment, sightlines, traffic volumes, collision history, condition of the road, and several other elements as well as various Transportation Association of Canada design guidelines.

A driver's perception of road conditions plays a significant part in drivers' behaviour and driving speed. Traffic research indicates that when speed limits are set lower than what most drivers consider it to be reasonable, there is a high level of non-compliance. This leads to driver frustration and a larger disparity in speeds, where some drivers would obey the lower speed limit, while others would continue to travel at higher speeds. Such speed variations can cause difficulty for motorists when trying to judge gaps in traffic in order to enter or exit the highway, or change lanes, which increases the risk of collisions occurring.

.../2

In the case of highways 22 and 580 through the village, in consideration of the criteria listed above, the current posted speed limits are considered appropriate. The data you included indicates that some drivers are exceeding the posted speed limit. This indication suggests that driver behaviour is a primary concern, and may be improved through enforcement measures. As such, it is my hope that you will continue to advocate with your local law enforcement agency to increase speed enforcement efforts.

Again, thank you for taking the time to write. I hope this information is helpful.

Sincerely,

A handwritten signature in blue ink, appearing to read "Devin Dreeshen". The signature is fluid and cursive, with the first name "Devin" and last name "Dreeshen" clearly distinguishable.

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Nathan Cooper, ECA, MLA for Olds-Didsbury-Three Hills
Andy Hudson, Operations Manager, Transportation and Economic Corridors



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting SEPTEMBER 12, 2024

2025 Budget

The board approved the draft 2025 budget. Some points included:

- Overall, expenditures are anticipated to increase by 1.9% in 2025 which is well below the rate of inflation.
- Now that they are being updated, switching back to Municipal Affairs Population Lists instead of the Treasury Board Estimates for invoicing municipalities resulted in a drop of 9,277 population which Parkland will no longer invoice on.
- Due to the switch in population figures, 18 municipalities will see a drop in their requisition.
- To balance the budget, it will be necessary to increase the municipal requisition/levy by sixty-three cents.
- Had it been appropriate for Parkland to continue using the population figures supplied by the Treasury Board, the 2025 requisition would have been approximately forty cents per capita lower.

The Parkland budget with full notes will be sent to municipalities for approval next week.

Vacant Seat on the Executive Committee

In June, Parkland received notice that Jamie Coston, the Executive Committee member representing the town of Rimbey, is no longer on the Parkland Board. As such, she has also resigned from the Executive Committee. Parkland informed Bentley, Eckville, Gull Lake, Parkland Beach, Ponoka, Ponoka County, and Rimbey (Area 5) that

their seat on the Executive Committee was vacant. Marc Mousseau from the Summer Village of Parkland Beach volunteered and will sit on the Executive Committee until the new Executive Committee is chosen at the November organizational meeting.

PRLS Plan of Service (Strategic Plan)

Recently there have been some significant changes to the Alberta Libraries Act and Regulation. Until now, library systems had to file a plan of service (strategic plan) with the Public Library Services Branch at Municipal Affairs every three years. With the changes in the legislation, plans of service for library systems can now be up to five years in length. The board moved to change the dates of Parkland's Strategic Plan from 2023-2025 to 2023-2027

Board Meeting Management

Back in December 2023 the Executive Committee formed a working group to develop a policy governing board member conduct. Having met three times, their work is now complete. The working group presented a draft policy for how to deal with "Complaints Against Board Members".

They also shared a brief board self-assessment survey to be conducted following the September board meeting, the final board meeting before the November organizational meeting.

The working group also recommended that at the October meeting of the Executive Committee, the group have an informal discussion allowing the committee to consider how effective it was over the course of the year.

Lastly, the working group commissioned the creation of a board member recruitment document so that when municipalities appoint individuals to the system board, they would have some idea of the preferred qualifications of candidates and what their role will be. This document will be sent out when Parkland communicates annually with member municipalities regarding who they are appointing to the Parkland board.

Advocacy Committee Report

Municipal Presentations: Parkland's Advocacy Committee recommended that municipal councils be visited by Parkland staff. To make the visits as useful as possible to the councils, two presentations have been

Next Meeting: November 14, 2024 (Zoom) 10:00 a.m. to noon



developed. Councils can request a presentation on either 1) Parkland's structure and services, or, 2) the overarching structure and operation of public library service in Alberta. Several requests for an orientation have been made by member municipalities.

Presentations are designed to be about 15 minutes in length. The committee also agreed that a Parkland board member, especially the Chair, Vice-Chair, or Advocacy Committee Chair should always attend the presentations with Parkland staff.

MLA Visits: Early in the New Year, Parkland's Advocacy Committee established as one of its goals:

"To continue to advocate for a cost-of-living adjustment to provincial operating grants and/or another infusion for increased library funding."

Parkland staff and Board Chair have visited two of our MLAs over specific issues.

Parkland board members and staff will proceed with MLA visits this fall with the intent of informing MLAs on how support for public libraries contributes to achieving the goals of the Government of Alberta's strategic plan, and continue to seek regular increases to the provincial operating grants. Seeking an increase in SuperNet bandwidth for member libraries will also be a priority.

2025 Board Meeting Dates

The board reviewed the tentative dates for Parkland's 2025 board meetings which will be confirmed by the Board at the organizational meeting in November. The tentative dates are: February 27, May 15, September 11, and November 27, 2025. The board voted to continue exclusively with Zoom meetings.

Committee News from Trustees

Stettler Public Library Stettler Public Library and Stettler County are collaborating with community partners on Culture Days events throughout September. The library is also collaborating with the Stettler Adult Learning Centre to offer "Come for a Byte" to help 50+ citizens manage their devices and learn to avoid online scams. The Friends of the Library are launching their 7th annual wine survivor fundraiser. The Summer Reading Club is wrapped up for another year and the feedback has been great. The Stettler library also collaborated with the Stettler High School shop class to build a mini golf course, which was put on County

Museum property. They've built a gazebo and for Culture Days, each golf hole was named after a country. **Provost Municipal Library** is celebrating their 75th anniversary on October third at 7:00 p.m., and the following Saturday, on October 5th are holding an escape room fundraiser at the library. Everyone is welcome to attend.

Carstairs Public Library is holding their second Mountain View Comicon event on Saturday October 19th. **Camrose Public Library** has procured a grant for a part-time staff person that concentrates on newcomer welcome programming.

Innisfail Public Library started a new Human Library program this spring in partnership with the Welcome and Inclusivity Committee, which has been very popular and quite impactful.

Penhold and District Public Library had a very successful Summer Reading Club with 31,400 minutes recorded on reading trackers.

Board Members Present

Barb Gilliat (Board Chair), Gord Lawlor, Ray Reckseidler, **(Zoom)** Jackie Almberg, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Cal David, Dana Depalme, Jeff Eckstrand, Sarah Fahey, Richard Forsberg, Elaine Fossen, Shaleah Fox, Barbara Gibson, Twyla Hale, Kathy Hall, Pam Hansen, Bryce Little, Julie Maplethorpe, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Jas Payne, Leonard Phillips, Diane Roth, Sandy Shipton, Debra Smith, Les Stulberg, Carlene Wetthuhn, Shannon Wilcox, Janice Wing

Board Members Absent

Jul Bissell, Wayne Clark, Edna Coulter, Todd Dalke, Cody Hillmer, Cody Johnson, Stephen Levy, Jordon Northcott, Shawn Peach, Ron These, Harvey Walsh

Board Members Absent with Regrets

Alison Barker-Jevne, Dwayne Fulton, Dana Kreil, Naomi Tercier, Bill Windsor

Staff

Kara Hamilton, Paige Mueller, Ron Sheppard, Tim Spark



205 — 1st Street East
General Delivery
Cremona, AB T0M 0R0
Phone: 403.637.3100

August 12, 2024

Village of Cremona

205 1 St E, Cremona, AB T0M 0R0

Mayor – Tim Hagen

Deputy Mayor – Joe Canaday

Councillor – Shane Gobel

Councillor – Jody Dick

Councillor – Autumn Schmidt

CAO – Karen O’Conner

Mountain View County

10-1408 Twp Rd 320, Didsbury, AB T0M 0W0

Reeve – Angela Aalbers

Deputy Reeve – Dwayne Fulton

Councillor – Greg Harris

Councillor – Alan Miller

Councillor – Gord Krebs

Councillor – Peggy Johnson

Councillor – Jennifer Lutz

CAO – Jeff Holmes

I am writing of behalf of the Cremona Municipal Library to express our deep concern regarding the proposition to decrease our funding. This proposition suggests that the funding split between the Cremona Municipal Library and the Parkland Regional Library System’s outlet location in Water Valley is unfair based on arguments presented in a proposal from Mountain View County to the Intermunicipal Collaboration Committee (ICC). However, this proposal is flawed and contains false and outdated information.

In Alberta, public library service is municipality based. A municipality makes the decision to have public library service in their community via a local library. Municipalities may join a regional library system which helps to provide regionally based centralized library service to enhance and support local library service. A municipal library, such as Cremona, has a board created by the municipality which is a governing board and is a corporation with full management and control of the public library. The library board governs within the specific roles and responsibilities outlined in the legal framework of the Libraries Act and Libraries Regulations. (municipalaffairs.alberta.ca)

Water Valley, on the other hand, is not recognized as a legal municipality within Alberta’s definitions and therefore cannot establish a municipal library or library board. Water Valley is an example of an outlet location. An outlet location is a library service point in a rural county municipality where the regional library system’s board is the governing board (Parkland Outlet Libraries – Policies and Bylaws 2023). Water Valley does not have its own board that is expected to manage and control the library and therefore is not a corporate body, a legal entity able to sue or be sued, enter into contracts and/or employ staff. This is all covered by Parkland Regional Library System’s Board which is located in Lacombe, AB. All policies, bylaws and governance are the responsibility of the Parkland Board. The Parkland Board then delegates to a local society the responsibility for the day-to-day operations of the library service point. The local society is accountable back to the Parkland Board (Parkland Outlet Libraries – Policies and Bylaws 2023). This demonstrates how the two library service locations in Mountain View County’s Cremona Recreation District cannot be compared as equal in roles or responsibilities.

Mountain View County Proposal to ICC

“Mountain View County provides an annual grant to each library within the region as outlined within the Shared Facility Agreement held between Mountain View County and each Urban Partner. This amount for 2023 is currently \$18.25 per resident and increases annually based on the annual CPI increase.

The Cremona Recreation District is unique within Mountain View County as it supports two libraries (**library service points), the Cremona Library and Water Valley Library (**Parkland Regional Library System’s outlet location in Water Valley). Contained in the Shared Facility Sub-Agreement held between Mountain View County and the Village of Cremona is a funding split of 70/30, which resulted in the following for 2023.

Library	% of Funding	Total Funding 2023
Cremona	70	\$34,811.88
Water Valley	30	\$14,919.38

This funding split is also provided to Parkland Regional Library who use it to distribute funding from their own grant programs to each library. **Parkland Regional Library Board and Mountain View County decide independently of the Shared Facility Sub-Agreement on the split and distribution of the funding they provide to the library service points. The Rural Library Service Grant, at the direction of Mountain View County, currently is split 50/50 Cremona/Water Valley and the Book Allotment is currently split at 50/50. Similarly to our Shared Facility Sub-Agreement for their outlet locations, Parkland Regional Library Board provides two hundred dollars (\$200) in matching funds annually when a Local Society provides two hundred dollars (\$200) in funds for the operation of the library service point. (Parkland Outlet Libraries – Policies and Bylaws 2023)

The Water Valley Library is seeking to meet the basic requirements of Parkland Regional Library’s policy that requires that the library be open for no less than 15 hours per week with an additional 25% of those hours to allow for administrative duties required for the operation and maintenance of the library. This calculation requires that the library be open for a minimum of 18.75 hours per week to meet the requirement. As such, the Water Valley Library has requested that Mountain View County consider the reassessment of the funding split between the libraries to allow for additional funds to be allocated annually to the Water Valley Library. **As previously defined, the library service point in Water Valley is an outlet location of Parkland Regional Library Board and as such is governed by the Parkland Board. Parkland Outlet Libraries – Policies and Bylaws 2023 states that an outlet location may not drop below 5 hours per week and that the day to day operations and management of the library service point is the responsibility of the Local Society. The argument presented to Mountain View County for the Water Valley library service point needing additional funding to meet a non-existent minimum hours requirement has no basis in truth.

County administration has reviewed the history of the funding split to determine how it was originally generated and unfortunately was unable to find any documentation or model that outlines how the 70/30 split was developed. **In the 2018 Shared Facility Sub-Agreement, it was determined that Cremona Municipal Library served 70% of the rural population and the Water Valley outlet location served 30% of the rural population. The Parkland Board defines their outlet location service points as serving populations significantly smaller and estimates that all four of their outlet service points together, collectively serve approximately 500 people. (Parkland Outlet Libraries – Plan of Service 2024-2028)

Model 3 : Geographic Split

Attached is a GIS Map developed by taking the exact split (East to West) between Cremona and Water Valley. It notes the population split as:

Library	Rural Residents	Urban Residents	Total Residents	Population %
Cremona	1,046	444	1,490	48%
Water Valley Outlet	1,610	0	1,610	52%

****This arbitrary division line of Range Rd 45 does not accurately represent the population split of patrons who use the respective library service points within the drawn borders. Many of the roads northwest of Cremona do not connect directly south to Water Valley and of those that do, not all are paved. The most commonly used routes track back toward Hwy 22 and then through Cremona. The more diverse amenities provided in Cremona such as the bank, school, arena, ball diamonds, curling rink, and medical services are another influence that draws patrons to access their library needs through the Cremona Municipal Library. In Cremona, patrons can access services and combine activities to make their lives a little more convenient. The claim that the outlet location in Water Valley serves a greater population is misleading and needs to be re-assessed accurately. Making funding decisions based on these inaccuracies is concerning and undermines the integrity of the allocation process****

With many other community program organizations folding or closing their doors, it falls to the remaining organizations to fill in any gaps in service when and where applicable. This often cannot be done when working alone. Cremona has shown initiative to collaborate with other county libraries where Water Valley prefers to remain independent. Cremona Municipal Library has collaborated with other libraries within Mountain View County (Olds, Sundre, Carstairs, and Didsbury) in order to bring a Books for Babies program and Community Adult Learning programming to our communities. A reduction to our funding will greatly harm our ability to meet our obligation with these programs.

Cremona Municipal Library serves as the central hub for the Cremona Recreation District's educational, cultural, and informational needs. The decision to decrease funding for Cremona Municipal Library will have several detrimental effects:

- *Service Reductions:* Essential programs and services may need to be cut or scaled back, directly impacting the community members who rely on them.
- *Reduced Accessibility:* Limited funding could lead to shorter hours of operation and fewer resources, making it harder for patrons to access the library's facilities and services.
- *Stagnant Collections:* Budget cuts will hinder our ability to update and expand our collections, affecting the quality and relevance of our materials.

The long-term consequences of this move will be detrimental not only to our library but also to the community members who depend on our services. Ensuring adequate funding for the municipal library is essential to maintaining the high-quality services and resources that the Cremona Recreation District of Mountain View County relies on. I appeal to all parties involved to re-examine the information and proposal and to reject the funding re-allocation since the current premises for the change appear to be based on incorrect information and a desire to provide the best possible services for the community as a whole.

Thank you for your past and continued financial support of the Cremona Municipal Library. I appreciate your prompt attention to this urgent matter. I am available to discuss this issue further and provide any additional information you may require.

Sincerely,

Jennifer Foat

Jennifer Foat

Board Chair

Village of Cremona Library Board



Information Release

10 - 1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada TOM OWO
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754
www.mountainviewcounty.com

For immediate release:

Mountain View County Announces Official Nomination Day Results for Division 4 By-Election

Mountain View County, September 19, 2024: Mountain View County is pleased to announce the Official Results of the Nomination Day for the upcoming By-Election in Division 4. Two candidates have stepped forward to compete for the vacant seat left by former Councillor Gord Krebs, who resigned earlier this year. This By-Election will fill the position until the next municipal election in October 2025.

Division 4 encompasses the communities of Elkton/Rugby, Westcott, parts of Fallentimber, Bergen, Harmattan, and Westerdale. A map of Division 4 is provided below for reference.

The following candidates have had their nomination papers officially accepted by the Returning Officer:

- Sean LaBrie
- Tiffany Nixon

Advance Polls:

- **Date:** Wednesday, October 9, 2024
Location: Melvin Hall
Time: 3:00 p.m. - 8:00 p.m.
Address: 3135 AB-582, Mountain View County, AB TOM OWO
- **Date:** Thursday, October 10, 2024
Location: Bergen Hall
Time: 9:00 a.m. - 2:00 p.m.
Address: 31547 Range Rd 53C, Mountain View County, AB TOM 1X0

By-Election Day:

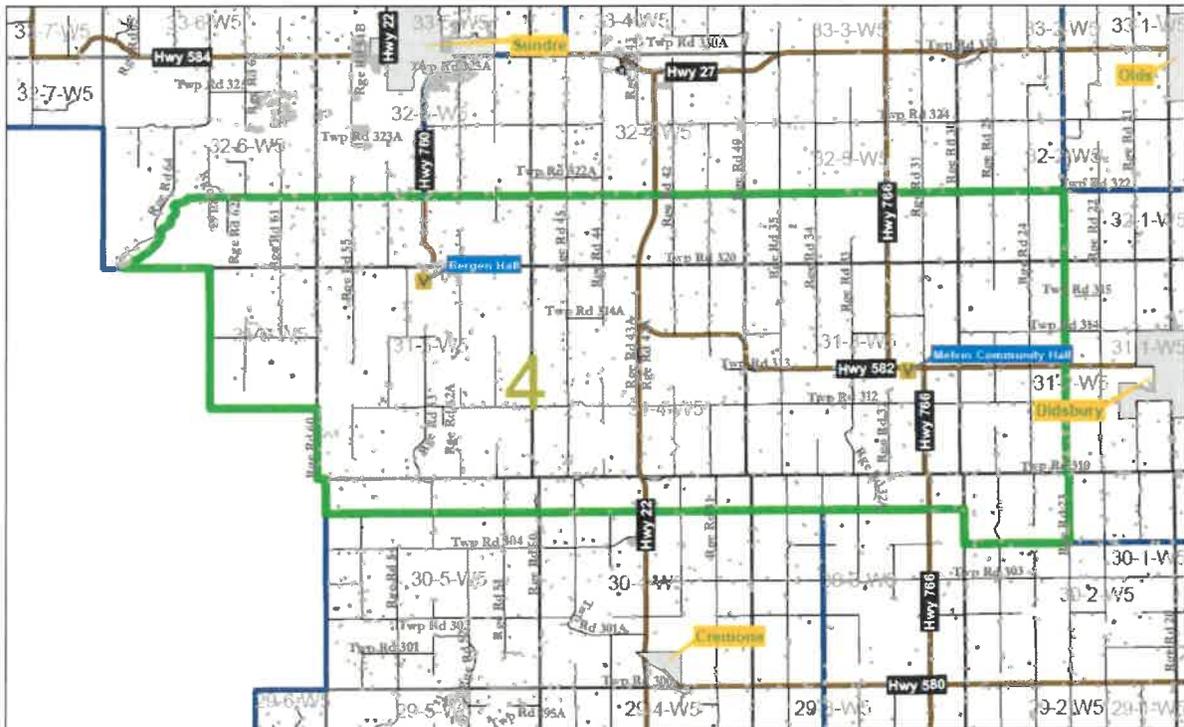
- **Date:** Wednesday, October 16, 2024
Polls open: 10:00 a.m. to 8:00 p.m.
Locations:
 - Melvin Hall: 3135 AB-582, Mountain View County, AB TOM OWO
 - Bergen Hall: 31547 Range Rd 53C, Mountain View County, AB TOM 1X0

To Vote:

You must currently reside in Division 4 of Mountain View County and prove your identity and current address. Acceptable forms of identification include:

- (i) one piece of identification issued by a Canadian government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the person, the person's name and the address of the person's residence;
- (ii) one piece of identification authorized by the Chief Electoral Officer under the [Election Act](#) for the purposes of [section 100\(2\)\(b\)](#) of that Act that establishes the person's name and current address;

Map of Division 4 – Mountain View County (as outlined in green):



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Media and other inquiries may be directed to:

Christofer Atchison, Returning Officer
403-335-3311 ext 114
Email: returningofficer@mvcountry.com
Website: www.mountainviewcounty.com/p/elections



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 11

TITLE: Next Meeting

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

Next Regular Council Meeting will be held on November 19, 2024.

Council may also want to have additional meetings, such as Committee of the Whole meetings, where no resolutions are made, but the Council can discuss projects, review policies and bylaws, or discuss any item it wishes.

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore declare that the next Regular Council Meeting of Cremona Council will take place at 7:00 p.m. on Tuesday, November 19, 2024, at Council Chambers located at 106 1st Avenue East.

INTLS: CAO: KO



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 12

TITLE: Closed Meeting

ORIGINATED BY: Karen O'Connor CAO

BACKGROUND / PROPOSAL:

Section 197(2) of the MGA states: Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act.

Section 197(3): When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting held in public.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The council will be required to make a motion to convene a Closed Meeting to discuss items related to land, law, or personnel.

- 1.) Personnel

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore convenes a Closed Meeting at ____ p.m.

INTLS: CAO: KO



REQUEST FOR DECISION

MEETING: Closed Meeting

Date: October 15, 2024

AGENDA NO.: 13

TITLE: RECONVENE

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

Section 197(3): When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting held in public.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A member of the council will announce when the council is going back into an open council meeting and invite members of the public to return.

RECOMMENDED ACTION:

MOTION That Official Administrator Doug Lagore reconvenes from a closed meeting to Regular Council meeting at _____ p.m.

INTLS: CAO: KO



MEETING: Regular Council Meeting

Date: October 15, 2024

AGENDA NO.: 14

TITLE: Adjournment

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

A Member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore adjourns the Village of Cremona Council Meeting on the 15th day of October at _____ p.m.

INTLS: CAO: KO