



## REQUEST FOR DECISION

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 1

**TITLE:** Call to Order

**ORIGINATED BY:** *Karen O'Connor, CAO*

Mayor Hagen called the June 18, 2024, Village of Cremona Council meeting to order at \_\_\_\_\_  
PM

### **RECOMMENDED ACTION:**

**Res: 24/ MOTION** THAT Mayor Hagen called the meeting to order  
at \_\_\_\_\_ P.M.

INTLS: CAO: *KO*



## REQUEST FOR DECISION

**MEETING:** Regular Council Meeting

**Date:** June 18, 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:**

**Res: 24/ MOTION** That Councillor \_\_\_\_\_ approves the Agenda as presented.

OR

**Res: 24/ MOTION** That Councillor \_\_\_\_\_ approves the Agenda as amended.

INTLS: CAO: KO



**REGULAR COUNCIL MEETING AGENDA**  
**June 18, 2024, at 7:00 p.m.**  
**Council Chambers – 106 1<sup>st</sup> Avenue East**

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**ATTENDANCE:**

**Mayor:** Hagen, **Deputy Mayor:** Canaday, **Councillors:** Goebel, Dick & Schmidt

**OTHER PRESENT:** Karen O'Connor, CAO

**ABSENT:**

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- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. ADOPTION OF MINUTES**
  - a) May 21, 2024, Regular Council Meeting Minutes*
  - b) May 23, 2024 Special Council Meeting Minutes*
  - c) May 28, 2024 Special Council Meeting Minutes*
  
- 4. DELEGATIONS / PRESENTATIONS**
  - a)
  
- 5. OPEN FORUM- PUBLIC QUESTION PERIOD**
  
- 6. BUSINESS ARISING FROM PREVIOUS MEETING**
  - a) RFD-24-0*

**7. BYLAWS & POLICIES**

- a) *RFD 24-06-047 Procedural Bylaw*
- b)

**8. NEW BUSINESS**

- a) RFD 24-06-

**9. REPORTS**

- a) Financial Reports
  - Accounts Payable -May 2024
  - Financial Report January 1-May 30, 2024
- b) CAO Reports

**10. MINUTES/REPORTS-BOARDS, COMMITTEES, COMMISSIONS**

Mayor Hagen Reports:

- Didsbury Withdrawal from MAP ltr
- *RCMP Report- RCMP LtrSergeant Stephen Browne*
- 

Deputy Mayor Canaday Reports:

- 2024

Councillor Goebel Reports:

- FCSS Board Meeting Minutes-June 4, 2024
- FCSS Coordinator Report-June, 2024

Councillor Dick Reports:

- Cremona Library Meeting Minutes, April 25, 2024
- MVSH Board Meeting Key Messages-May 9, 2024
- 

Councillor Schmidt Reports:

- 2024

**11. CORRESPONDENCE & INFORMATION**

- 

**12. NEXT MEETING**

**13. CLOSED MEETING** one (1) Land

**14. RECONVENE**

**15. ADJOURNMENT**



## REQUEST FOR DECISION

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 3

**TITLE:** Minutes – a) May 21, 2024, Regular Council Meeting Minutes

b) May 23, 2024 Special Council Meeting Minutes

c) May 26, 2024 Special Council Meeting Minutes

**ORIGINATED BY:** Karen O'Connor, CAO

### **BACKGROUND / PROPOSAL:**

May Regular & Special Council Meeting minutes are being presented to the Council for their review for any errors or omissions to be approved.

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

Please see attached.

### **COSTS / SOURCE OF FUNDING (if applicable):**

N/A

### **RECOMMENDED ACTION:**

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 21, 2024, Regular Council Meeting minutes as presented.

OR

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 21, 2024, Regular Council Meeting minutes as amended.

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 23, 2024, Special Council Meeting minutes as presented.

OR

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 23, 2024, Special Council Meeting minutes as amended.

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 26, 2024, Special Council Meeting minutes as presented.

OR

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts May 26, 2024, Special Council Meeting minutes as amended.

INTLS: CAO: KO



Minutes of the Village of Cremona Regular Council Meeting held on  
Tuesday, May 21, 2024 – Commencing at 7:00 p.m.

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**IN ATTENDANCE:** Mayor Hagen, Deputy Mayor Canaday, Councilor Goebel,  
Councillor Dick, Councillor Schmidt

**OTHERS PRESENT:** CAO, Karen O'Connor, and 20 members of the public

**ABSENT:**

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**1.1 CALL TO ORDER:**

**Res. 24/104** MOTION THAT Mayor Hagen calls the meeting to order at 7:00 P.M.

**2.1 ADOPTION OF AGENDA:**

**Res: 24/105** MOTION THAT Deputy Mayor Canaday accepts the agenda presented.

**CARRIED**

**3.1 ADOPTION OF MINUTES:**

**Res: 24/106** MOTION THAT Councillor Goebel accepts April 23, 2024, Special Council Meeting minutes as presented with the amendments.

**CARRIED**

**Res: 24/107** MOTION THAT Councillor Dick accepts April 26, 2024, Special Council Meeting minutes as presented with the amendments.

**CARRIED**

**4.1 DELEGATIONS / PRESENTATIONS:**

**a) Clarke Erwin, Cremon and Water Valley Chambers of Commerce, President**

**Res: 24/108** MOTION THAT Councillor Goebel approves the road closure of the streets as follows: 7 am to 4:30 pm Centre Str Railway Ave, 1st Ave from 1st W to 1st East for them to host Show & Shine on Sep 8, 2024. Also, the village ensures that grass is newly cut and notices for vehicles to be off the street complete the Friday night September 7, 2024.

**CARRIED**

**5.1 OPEN FORUM-PUBLIC QUESTION PERIOD:**

Mayor Hagen had addressed the public with answers from the previous meetings.

- a) A Traffic Bylaw Officer or Peace Officer can issue tickets within the village limits.
- b) FCSS Bylaw – No group/committee is dedicated to updating bylaws, CAO and Council will be revisiting the FCSS Bylaw in the near future.
- c) The public cannot record a public meeting under the Village **Bylaw #** .
- d) The MGA Act does not say that MDP supersedes the LUB.

**Res: 24/109**      **MOTION** THAT Councillor Goebel accepts the questions and concerns as information.

**CARRIED**

**6.1 BUSINESS ARISING FROM PREVIOUS MEETING:**

**a) RFD 24-05-032 The Cremona Library Budget**

**Res: 24/110**      **MOTION** THAT Councillor Dick approve the 2024 funding rate for the library being \$18.80 multiplied by Village of Cremona population of 452 is \$8,497.60.

**CARRIED**

**Res: 24/111**      **MOTION** THAT Councillor Dick approve the additional funds that the Cremona Library Board is requesting that the Village of Cremona remit the funding that was underpaid from 2018- 2023. This amounts to \$3,555.74.

**DEFEATED**

**b) RFD 24-05-033 Cremona Bike Skill Park**

**Res: 24/112**      **MOTION** THAT Councillor Schmidt approves that Colin and Nathan continue with the development of the bike skill park located, in Lot 7, Plan 9810006 Cremona.

**CARRIED**

**Res: 24/113**      **MOTION** THAT Councillor Schmidt directs the CAO to do up a month-to-month Lease agreement between the village and Colin and Nathan with a 30-day notice given by either party to end the lease and to ensure that Colin and Nathan care liability insurance coverage.

**CARRIED**

**c) RFR Anniversary Park-Off-Leash Dog Park**

**Res: 24/114 MOTION** THAT Schmidt accepts the resident's concern regarding the Anniversary Park as information only.

**CARRIED**

**7.1 BYLAWS & POLICIES: Bylaw Procedural Bylaw No. 510-24**

**MOTION** THAT Mayor Hagen passing the first reading of the Procedural Bylaw No. 510-24

**TABLED**

**NEW BUSINESS / REQUEST FOR DECISION:**

**8 a) RFD 24-05-035 Cremona Council Motion on Bill 20**

**Res. 24/115 MOTION** THAT Councillor Schmidt approves that the CAO to send a letter to the Premier recommending that the Government of Alberta rescind Bill 20, the Municipal Affairs Statutes Amendment Act, due to the extensive concerns raised by municipal leaders across Alberta, including Cremona council, and that the Government of Alberta engage municipal governments through a collaborative and trust-based consultation process to update the Local Authorities Election Act and Municipal Government Act to assist municipal governments to effectively govern in the interests of their residents and deliver on the future needs of each community in Alberta supports with qualifications

**CARRIED**

**8 b) RFD 24-05-036 Cremona Council Organizes the 2024 Parade**

**Res: 24/116 MOTION** THAT Councillor Dick approve the Village of Cremona Council accepts responsibility for organizing the 2024 Canada Day parade

**DEFEATED**

**8 c) RFD 24-05-037 Cremona 2024 Finalizing Budget**

**Res: 24/117 MOTION** THAT Councillor Schmidt request that Council holds a Special Meeting Thursday, May 23, 2024, at 6:00 pm to finalize the 2024 Budget.

**CARRIED**

**9 a) Financial Reports**

**Res: 24/118 MOTION** THAT Councillor Goebel accepts the accounts payable report with FCSS and the village's financial reports, as information only.

**CARRIED**

**9 b) CAO Report**

**Res.24/119 MOTION** THAT Councillor Goebel accepts the CAO's & Public Works April, 2024 active report for information only.

**CARRIED**

**10. COMMITTEES/BOARDS/COMMISSIONS**

**Mayor Hagen Reports:**

- RCMP Report- Rcmp Ltr Sergenat Stephen Browne, May 2024

**Deputy Mayor Canaday Reports:**

- None

**Councillor Goebel Reports:**

- FCSS Board Meeting Minutes, May 5, 2024
- FCSS Coordinator Report, April, 2024

**Councillor Dick Reports:**

- Cremona Library Meeting Minutes, March 28, 2024
- MVSH Board Meeting Key Messages-March 28, 2024

**Res. 24/120 MOTION** THAT Councillor Goebel accepts all committees & and board meeting minutes and reports as information only.

**CARRIED**

## **11. CORRESPONDENCE & INFORMATION**

- RCMP Report-Policing Report Cremona
- RCMP Report-Jan-March 2021-2024 Crime Statistics
- RCMP Didsbury Prov. Crime Statistics Jan-Dec 2019-2023

**Res. 24/121** MOTION THAT Councillor Goebel accepts all correspondence and information as information only.

**CARRIED**

## **12. NEXT MEETING**

**Res: 24/122** MOTION THAT Councillor Schmidt declares that the next Council Meeting for the Village of Cremona will be a Special Meeting and will take place at 6 pm on Thursday, May 23, 2024, at the located of 106 1<sup>st</sup> Avenue East.

**CARRIED**

**Res: 24/123** MOTION THAT Mayor Hagen declares that the next Regular Council Meeting for the Village of Cremona Council will take place at 7 p.m. on Tuesday, June 18<sup>th</sup>, 2024 at Council Chambers located of 106 1<sup>st</sup> Avenue East.

**CARRIED**

## **13. CLOSED MEETING**

**Res: 24/124** MOTION THAT Mayor Hagen calls the meeting to enter a closed meeting under one (1) Land items and two (2) legal items at 8:25 pm.

**CARRIED**

**Council a Break at 8:25 pm.**

**Council Returned 8:35 pm.**

## **14. RECONVENE**

**Res: 24/0125** MOTION THAT Mayor Hagen reconvenes from a closed meeting to the public at 8:36 p.m.

**CARRIED**

a) **LEGAL**

**Res: 24/126**      **MOTION** THAT Councillor Goebel accepts the information that was provided regarding ICC Agreement renewal.

**CARRIED**

b) **LEGAL**

**Res: 24/127**      **MOTION** THAT Deputy Mayor Canaday accepts the information given regarding the email received by Bob Reid as information only.

**CARRIED**

c) **LEGAL**

**Res: 24/128**      **MOTION** THAT Mayor Hagen accepts the letters given to Council and will address the public on how and what the Councillor will do to address this.

**CARRIED**

d) **LABOUR**

**Res: 24/129**      **MOTION** THAT Deputy Mayor Canaday approves that the village administration Office hours will be reduced for budgeting reasons to Tuesday, Wednesday and Thursday, 9:am to 4:00 pm, commencing July 2, 2024.

**CARRIED**

**15. ADJOURNMENT**

**Res. 24/130**      **MOTION** THAT Mayor Hagen adjourns the Village of Cremona Regular Council Meeting on the 21<sup>st</sup> day of May 2024, at 9:05 p.m.

**CARRIED**

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Mayor, Tim Hagen

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CAO, Karen O'Connor



Minutes of the Village of Cremona Special Council Meeting held on  
Thursday, May 23, 2024 – Commencing at 6:00 pm.

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**IN ATTENDANCE:** Mayor Hagen, Deputy Mayor Canaday, Councillor Goebel,  
Thompson and Schmidt

**OTHERS PRESENT:** Karen O'Connor, CAO

**ABSENT:**

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**1.1 CALL TO ORDER:**

**Res. 24/131** MOTION THAT Mayor Hagen calls the meeting to order at 6:18 pm.

**1.2 ADOPTION OF AGENDA:**

**Res: 24/132** MOTION THAT Councillor Goebel accepts the agenda as presented.

**2.1 BUSINESS ARISING FROM PREVIOUS MEETING:**

**a) RFD 24-05-042 2024 Budget**

**24/133** MOTION THAT Councillor Dick accepts the Village of Cremona 2024 Budget presented with new utility rates being for water a base rate of \$25.00 for the first 10 cm<sup>3</sup> of water consumption then \$3.50 per cubic meter, wastewater base rate being \$17.00 for the first 10 cubic meters of water used then \$1.75 per cubic meter, solid waste being \$25.00 per month, bulk water sales will be \$6.00 per cubic meter, all new rates commence July 1, 2024

**CARRIED**

**3.1 NEW BUSINESS**

**a) RFD 24-05-043 Private Use of the Villages Gazebo**

**24/134** MOTION THAT Councillor Goebel approves the private use of the gazebo to host a wedding Saturday, June 15, 2024, and to ensure no permanent fixtures are attached and the area is Clean-up after the event.

**CARRIED**

**24/135** **MOTION** THAT Councillor Goebel approves that the trailer dumping station will be close for public use, 3 pm to 6 pm, during the wedding ceremony.

**CARRIED**

**4. CLOSED MEETING: one (1) Legal**

**24/136** **MOTION** THAT Mayor Hagen calls the meeting to enter a closed meeting under one (1) Legal item at 7:25 pm.

**CARRIED**

**5. RECONVENE**

**24/137** **MOTION** THAT Mayor Hagen reconvenes from a closed meeting to the public at 7:50 pm.

**CARRIED**

**a) Legal**

**24/138** **MOTION** THAT Councillor Schmidt accepts the information given, and will address MVC at the next scheduled ICC meeting.

**CARRIED**

**ADJOURNMENT**

**Res. 24/139** **MOTION** THAT Mayor Hagen adjourns the Village of Cremona Special Council Meeting on the 23<sup>rd</sup> day of May 2024, at 7:55 p.m.

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Mayor, Tim Hagen

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CAO, Karen O'Connor



Minutes of the Village of Cremona Regular Council Meeting held on  
Tuesday, May 28, 2024 — Commencing at 6:00 p.m.

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**IN ATTENDANCE:** Mayor Hagen, Deputy Mayor Canaday, Councillor  
Goebel, Dick and Schmidt

**OTHERS PRESENT:** CAO, Karen O'Connor and 2 members of the public.

**ABSENT:**

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**1.1 CALL TO ORDER:**

Res. 24/140 MOTION THAT Mayor Hagen calls the meeting to order at 6:00 P.M.

CARRIED

**1.2 ADOPTION OF AGENDA:**

Res: 24/141 MOTION THAT Councillor Goebel accepts the agenda as presented.

CARRIED

**3.1 BYLAWS & POLICIES**

**3 a) RFD 24-05-044 Tax Rate Bylaw No. 511-24**

24/142 MOTION THAT Councillor Goebel passed the first reading of the Tax Rate Bylaw No.  
511-24.

CARRIED

24/143 MOTION THAT Deputy Mayor Canaday passed the second reading of the Tax Rate  
Bylaw No. 511-24.

CARRIED

24/144 MOTION THAT Councillor Dick present unanimously to proceed to the third  
reading of the Tax Rate Bylaw No. 511-24.

CARRIED

24/145 MOTION THAT Deputy Mayor Canaday passed the Third and Final reading of the  
Tax Rate Bylaw No. 511-24.

CARRIED

**3 b) RFD 24-05-045 Tax Penalty Bylaw No. 512-24**

**24/146 MOTION** THAT Councillor Goebel passed the first reading of the Tax Penalty Bylaw No. 512-24.

**CARRIED**

**24/147 MOTION** THAT Councillor Schmidt passed the second reading of the Tax Penalty Bylaw No. 512-24.

**CARRIED**

**24/148 MOTION** THAT Councillor Dick present unanimously to proceed to the third reading of the Tax Penalty Bylaw No. 512-24.

**CARRIED**

**24/149 MOTION** THAT Councillor Canaday passed the Third and Final reading of the Tax Penalty Bylaw No. 512-24.

**CARRIED**

**3 c) RFD 24-05-046 Master Rate Bylaw No. 513-24**

**24/150 MOTION** THAT Councillor Goebel passed the first reading of the Master Rate Bylaw No. 513-24.

**CARRIED**

**24/151 MOTION** THAT Councillor Schmidt passed the second reading of the Master Rate Bylaw No. 513-24.

**CARRIED**

**24/152 MOTION** THAT Deputy Mayor Canaday presents unanimously to proceed to the third reading of the Master Rate Bylaw No. 513-24.

**CARRIED**

**24/153 MOTION** THAT Councillor Dick passed the Third and Final reading of the Master Rate Bylaw No. 513-24.

**CARRIED**

**4. ADJOURNMENT**

**Res: 24/154**    **MOTION** THAT Mayor Hagen adjourns the Village of Cremona Special Council Meeting on the 28<sup>th</sup> day of May 2024, at 6:45 pm.

\_\_\_\_\_  
MAYOR HAGEN

\_\_\_\_\_  
CAO KAREN O'CONNOR



**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 4 a)

**TITLE:** Delegations / Presentation: *None*

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

**BACKGROUND / PROPOSAL:**

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

**RECOMMENDED ACTION:**

**Res: 24/0 MOTION**

**INTLS: CAO: KO**

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 5 a)

**TITLE:** OPEN FORUM-PUBLIC QUESTION PERIOD

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:** A time delegated for residents to voice any concerns or questions they may have for the village council.

**RECOMMENDATIONS:**

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ take the public question as information.

Or

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ take the public question and concerns back with Council to discuss at a later date.

INTLS: CAO **KO**

 **VILLAGE OF  
Cremona**  
**REQUEST FOR REVIEW**

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 6 a)

**TITLE:** Business Arising From Previous Meeting: None

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:**

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

**COSTS / SOURCE OF FUNDING (if applicable):**

**RECOMMENDED ACTION:**

**Res: 24/ MOTION** THAT Councillor \_\_\_\_\_ accepts the discussion as information.

INTLS: CAO KO

 VILLAGE OF  
**Cremona**  
**REQUEST FOR DECISION RFD 24-06-047**

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 7 a)

**TITLE:** Bylaws & Policies- Procedural Bylaw No. 510-24

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:** Attached **Procedural Bylaw** 490-18 which I'm requesting to be rescinded. Only a few changes and omissions.

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

**RECOMMENDED ACTION:**

**MOTION** THAT Councillor \_\_\_\_\_ passing the first reading of the Procedural Bylaw No. 510-24.

**MOTION** THAT Councillor \_\_\_\_\_ passing the second reading of the Procedural Bylaw No. 510-24.

**MOTION** THAT Councillor \_\_\_\_\_ present unanimously to proceed to the third reading of the Procedural Bylaw No. 510-24.

**MOTION** THAT Councillor \_\_\_\_\_ passing the Third and Final reading of the Procedural Bylaw No. 510-24.

INTLS: CAO KO

**Village of Cremona  
Province of Alberta  
By-law No. 490-18**

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**A BY-LAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA REGARDING THE  
PROCEDURE AND CONDUCT OF COUNCIL MEETINGS.**

**CITATION**

101. This bylaw may be cited as "The Procedural Bylaw".

**DEFINITIONS**

201. In this bylaw

- a) "adjournment" means to affix the time to which the assembly shall adjourn.
- b) "amend" means to change a resolution or a motion by adding, striking out, or substituting a word or phrase.
- c) "assembly" means all the elected members who constitute the quorum of a duly constituted meeting of the Council with the presence of the Chief Administrative Officer, or a designate to that role.
- d) "CAO" means the chief administrative officer or his/her delegate, for the Municipality. e) "delegation" means any person that has permission of council to appear before council or a committee of council to provide pertinent information and view about the subject before council or council committee.
- f) "confidential" means as per section 153 of the MGA, keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public.
- g) "division of a question" means motion is used to separate a main motion or amendment into parts to be voted on individually.
- h) "ex-officio" means a person is a member by nature of the office held.
- i) "lay on the table" means a Motion to place a main Motion and all pending amendments aside temporarily, with the intention of bringing the item back at a later time for action, in the same meeting at a difference time on the agenda. Tabling a motion is not debatable; cannot be amended; and requires a majority vote. Tabling a Motion cannot be used to defeat a main Motion by disposing of it permanently.
- j) "limit debate on a matter before members" means to reduce or increase the number and length of speeches permitted or limit the length of debate on a specific question.
- k) "member" means a councillor or person at large appointed by council to a committee of council.
- l) "meetings" means meetings of council and council committees.
- m) "Municipality" means the Village of Cremona, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Municipality.
- n) "point of order" means to ask for the chair to follow the agenda.
- o) "postpone the matter to a certain time" means the assembly needs more time to make a decision.
- p) "postpone indefinitely" means to reject the main Motion. If this Motion is passed, the main Motion cannot be brought up again in its original form at that particular session.



- q) "postpone to a definite time" means to defer consideration of a main Motion and all attached Motions until a future date, requiring a two-thirds (2/3) vote. At that time, the matter will be brought up again under unfinished business. This motion will have priority on the next agenda.
- r) "question of privilege" means to bring an urgent request or a main motion relating to the rights of either the assembly or an individual up for immediate consideration.
- s) "quorum" means the majority of all the councillors that comprise the council.
- t) "recess" a short interruption which does not close the meeting.
- u) "rescind" means to nullify a vote taken at a previous meeting. A Motion to rescind can be made by anyone, but only if no action has been taken on the Motion. It requires a two-thirds (2/3) vote for adoption.
- v) "reconsider" means a motion to review a previous decision and vote on it again. It must be made by a person who voted on the prevailing (winning) side, and it requires a majority vote. Reconsideration may not be moved more than once on the same Motion.
- w) "table the matter" means for assembly to set aside the pending motion in order to attend to more urgent business.

**MEETINGS OF COUNCIL**

- 301. The regular meetings of Council shall be held on the 3rd Tuesday of every month. When the meeting day falls on a statutory holiday, the meeting shall be held the following day which is not a statutory holiday, unless otherwise set by resolution of Council.
- 302. Regular meetings of Council shall commence at 7:00 pm.
- 303. The Chief Administrative Officer shall record the time of arrival and departure of Council members at meetings should a member of Council arrive late at a meeting or depart prior to the completion of the meeting.
- 304. If a quorum is not present within thirty (30) minutes after the time fixed for regular or special meetings, the Chief Administrative Officer shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.
- 305. Confidential or items discussed in-camera are not to be disclosed or discussed in the public until the information is discussed in a public meeting.

**CONDUCT OF MEETINGS**

- 401. Every delegate to Council and each member of Council shall address the chair but shall not speak until recognized by the chair.
- 402. The Mayor or other presiding officer may, upon request of a member of Council authorize a person in the public gallery to address Council, only on the topic being debated at that time in the meeting and within time limits specified by the Mayor or other presiding officers.
- 403. A motion does not require a seconder.
- 404. A motion may be withdrawn at any time before voting, subject to there being no objection from any member of Council.
- 405. The following motions are not debatable by Council.
  - a) Adjournment.

- b) Take a Recess.
  - c) Question of Privilege.
  - d) Point of Order.
  - e) Limit Debate on the Matter before Council.
  - f) Division of a Question.
  - g) Table the Matter to Another Meeting.
406. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the Mayor or other presiding officer so directs.
407. Whenever the Mayor or other presiding officer is of the opinion that a motion is contrary to the rules and privileges of the Council, he shall appraise the member thereof immediately, before putting the question, and shall cite the rule or authority applicable to the case without argument or comment, unless otherwise decided by a majority vote of the members present.
408. In all cases not provided for in the proceedings of the Council the "Revised Roberts Rule of Order" shall be followed and in such cases the decision of the Mayor or other presiding officer shall be final and accepted without debate.

#### **DELEGATIONS**

501. A person or a representative of any delegation or group of persons who wishes to bring any matter to the attention of the Council, or who wishes to have any matter considered by the Council shall address a letter or other communication to the Council outlining the subject to be discussed. The letter shall be typewritten or legibly written, signed by the correct name of the writer, delivered or mailed to the office of the Chief Administrative Officer so that it arrives at least at 1:00 pm on the Wednesday immediately preceding the meeting at which it is to be presented, and it shall contain the full mailing address of the writer. If he or she wishes to appear before Council, it shall be so stated in the letter.
502. Delegations shall be granted a maximum of five (5) minutes to present the matter outlined in their letter. Where the Mayor or other presiding officer determines that additional time shall be granted to a delegation, additional time shall be granted in the length specified by the Mayor or other presiding officer.
503. Notwithstanding Section 302, where the Mayor or other presiding officer determines that sufficient time has been granted to a delegation to present the matter outlined in their letter, the Mayor or other presiding officer may limit the length of time granted to the delegation.
504. Delegations who have not submitted a letter in accordance with Section 301 may be granted by the Mayor or other presiding officer a brief opportunity to outline the matter they wish to present to Council, and following that outline, the Mayor or other presiding officer shall determine if the delegation is to be granted time under Sections 302 and 303 to present the matter outlined.



## **PUBLIC HEARINGS**

601. Public Hearings shall be conducted in accordance to the procedures as out lined in this bylaw.
602. Each member of Council must attend a public hearing called Council unless the member:
  - a) Is excused by the other members from attending the hearing;
  - b) Is unable to attend owing to illness;
  - c) Is required under *Section 170* of the Municipal Government Act RSA 2000, Pecuniary Interest, to withdraw from the hearing.
603. The Chair of the Public Hearing has the right to limit the time taken by a person to five (5) minutes, after which council may wish to ask questions of the person. All questions must be channeled through the Chair of the hearing.
604. The Chair of the public hearing may decline to hear further presentations, questions or objections where he is satisfied that the matter has been addressed at the public hearing.
605. The Chair of the public hearing may decide which presenters will be heard, if he is satisfied that presentations are the same or similar.
606. The Chair of the public hearing may require any person, other than a member of council, who is in the opinion of the Chair is conducting themselves in a disorderly or improper conduct, to leave the public hearing and if that person fails to do so, may cause that person to be removed.
607. If a public hearing is adjourned, the council shall provide a public notice of the date, time and place of the continuation of the hearing, unless information is announced at the adjournment of the hearing.

## **AGENDA AND ORDER OF MEETINGS**

701. Prior to each regular meeting, the Chief Administrative Officer shall prepare a statement of the order of business to be known as the "Agenda" of all business to be brought before the Council at such meeting, and to enable the Chief Administrative Officer to do so, all documents and notice of delegation intended to be submitted to the Council shall be placed in his/her hands not later than 1:00 pm, the Wednesday before the regular meeting.
702. The Chief Administrative Officer shall place at the disposal of each member of Council, a copy of the Agenda and all supporting materials not later than 4:30 pm, the Thursday before the regular meeting.
703. Where the deadlines in Sections 401 or 402 are not met, the Agenda and supporting materials shall be deemed to be acceptable by Council when the Agenda is adopted at the regular meeting.
704. Cell phones and other electronic communication devices must be turned off except for laptop computers which are required for the meeting. Sending emails during Council meetings are discouraged.



705. The business intended to be dealt with by Council shall be stated in the agenda in the following order:
- 1) Call to Order
  - 2) Agenda
  - 3) Adoption of the previous council minutes and committee/board/commission minutes
  - 4) Business arising out of the minutes
  - 5) Delegations
  - 6) Public Hearings
  - 7) Bylaws & Policies
  - 8) Old Business
  - 9) New Business
  - 10) Financial
  - 11) Correspondence
  - 12) Councillor Concerns
  - 13) Next Meeting
  - 14) Open Forum
  - 15) Confidential Items
  - 16) Adjournment
706. The order of business established in the foregoing paragraph shall apply unless altered by the Mayor or presiding officer without objection by a member of Council, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
707. All reports are to be provided in writing.
708. All direction to administration shall be by council motion.

#### **GENERAL**

801. Rules of Order – Example: Chairperson speaking to the issues/relinquishing the chair.
802. of Votes - In accordance with section 185(1) and (2) of the Municipal Government Act, before a vote is taken by council, a Councillor may request that the vote be recorded. When a vote is recorded, the minutes must show the names of the Councillor's present and whether each Councillor voted for or against the proposal or abstained.
803. Whenever the presiding officer believes a motion is contrary to the rules and privileges of council, he/she shall inform the member thereof immediately, before putting the questions, and shall cite his reasons applicable to the case without argument or comment. In all cases not provided for in the proceedings of the council, a two-thirds majority of council shall determine to uphold the ruling of the presiding officer or not as the case may be.
804. A motion to reconsider, being one made at a previous meeting and decided, shall not again be entertained for a period of three (3) months, unless approved by majority of council present.



- 805. Standing Committees of Council shall be established and governed by policy approved by Council, except that they shall be created by bylaw where any authority is delegated. Where committee procedures are not defined in policy this bylaw shall apply
- 806. Any bylaws, and any amendments thereto, or resolutions regarding the procedure and conduct of Council meetings are hereby repealed.
- 901. This Bylaw amends Village of Cremona Bylaw #490-18.
- 902. This Bylaw shall come into force and effect on the date of the final passing thereof.

Read a first time this 19 day of February 2019.

Read a second time this 19 day of February 2019.

Read a third time this 19 day of February 2019.



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Mayor Tim Hagen



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Interim C.A.O., Shannon Allison

February 19, 2019  
Date of Signing



**VILLAGE OF CREMONA  
BYLAW NO. 510-24**

**BEING A BYLAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA TO PROVIDE GUIDELINES TO REGULATE THE PROCEEDINGS AND CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS**

**WHEREAS**, pursuant to the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended or replaced from time to time, the Council of the Village of Cremona may pass a bylaw respecting the procedures to be followed by Council;

**AND WHEREAS**, Council of the Village of Cremona deems it necessary to pass a bylaw establishing a procedures bylaw;

**NOW THEREFORE COUNCIL OF THE VILLAGE OF CREMONA, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:**

1.0 This bylaw shall be known as and may be cited as the "Procedural Bylaw".

2.0 **DEFINITIONS**

In this bylaw, unless the context otherwise requires:

- 2.1 **'ACT'** means the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, as amended, and can be referred to as the *MGA*.
- 2.2 **'AGENDA'** means the list and order of business items for any meeting of Council, or Committees.
- 2.3 **'BYLAW'** means a bylaw of the Village.
- 2.4 **'CAO'** means the Chief Administrative Officer within the meaning of the *Municipal Government Act*.
- 2.5 **'CHAIRPERSON'** means the Member of a Committee elected by the Members, or appointed by Council, to preside at all meetings of the Committee.
- 2.6 **'CLOSED MEETING OF COUNCIL'** means a part of the meeting closed to the public at which no resolution or bylaw may be passed, except a resolution to revert to a meeting held in public.
- 2.7 **'COUNCIL'** means the Mayor and Councillors of the Village of Cremona.
- 2.8 **'COUNCIL COMMITTEE'** means a committee, board or other body established by council under the *Municipal Government Act*; but does not include an Assessment Review Board established under Section 454 or a Subdivision and Development Appeal Board established under Section 627.
- 2.9 **'COUNCIL MEETING'** means (a) where used in reference to a council, means a meeting under Section 193, or 194 of the *Municipal Government Act*, or (b) where used in reference to a council committee, means a meeting under Section 195 of the *Municipal Government Act*.
- 2.10 **'DELEGATION'** means a person or group of persons wishing to appear before the Council to address a specific matter.
- 2.11 **'DEPUTY MAYOR'** means the Member of Council appointed pursuant to this bylaw to act as Mayor in the absence or incapacity of the Mayor.

- 2.12 **'ELECTRONIC OR OTHER COMMUNICATION FACILITIES'** means that members of Council may attend a Council or Committee meeting through electronic communications. This can include using a telephone with the use of the speaker; via personal computer, or other means of technology advances.
- 2.13 **'EX-OFFICIO'** means membership by virtue of one's office.
- 2.14 **'MAYOR'** means the Member of Council duly elected Chief Elected Official and continuing to hold office and is the presiding officer at all meetings of Council.
- 2.15 **'MEMBER'** means a Member of Council duly elected and continuing to hold office.
- 2.16 **'NOTICE OF MOTION'** means by which a Member of Council brings a matter forward for reconsideration or to alter or rescind a motion already passed at a previous meeting.
- 2.17 **'POINT OF INFORMATION'** means a request or statement directed to the Presiding Officer, or through the Chairperson to another Member or to Administration, for or about information relevant to the business at hand, but not related to a Point of Order or Point of Privilege.
- 2.18 **'POINT OF ORDER'** means the raising of a question by a Member with the view of calling attention to any departure from this bylaw or the customary proceedings in debate or in the conduct of Council's business.
- 2.19 **'PRESIDING OFFICER'** means the Mayor, or in the absence of the Mayor, the Deputy Mayor, or in the absence of the Deputy Mayor, any other Member of Council chosen to preside at the meeting.
- 2.20 **'PUBLIC HEARING'** means a meeting of Council convened to hear matters pursuant to the Act.
- 2.21 **'QUORUM'** means a majority of Members of Council as prescribed in the *Act*.
- 2.22 **'SPECIAL COUNCIL MEETING'** means a meeting called by the Mayor or a majority of Council pursuant to the *Act*.
- 2.23 **'VILLAGE'** means the Corporation or the Village of Cremona.

### 3.0 **APPLICATION**

- 3.1 This bylaw applies to all meetings of Council.
- 3.2 The precedence of the rules governing the procedure of Council is:
  - (a) the *Municipal Government Act*,
  - (b) other provincial legislation,
  - (c) this Bylaw,
  - (d) Bourinot's Rules of Order.
- 3.3 The Deputy Mayor shall chair council meeting when the Mayor is absent or is unable to act as Mayor and shall have all of the responsibilities of the Mayor under this Bylaw.
- 3.4 In the absence of the Mayor and Deputy Mayor, the next Councillor scheduled to be Deputy Mayor shall have all of the responsibilities of the Mayor under this Bylaw.

- 3.5 Direction to administration by Council shall be by Council as a whole directing the CAO only.
- 3.6 A resignation of a Councillor must be in writing and given to the CAO; the CAO shall report the resignation at the first Council meeting after receiving the resignation.

4.0 **DEPUTY MAYOR**

- 4.1 Council shall appoint a Deputy Mayor at the annual organizational meeting to each month of the calendar year to act as Mayor in the absence or incapacity of the Mayor.
- 4.2 Council can by resolution make changes to the Deputy Mayor schedule.

5.0 **ORGANIZATIONAL MEETING**

- 5.1 Council shall hold an Organizational Meeting annually, not later than two weeks after the third Monday in October.
- 5.2 The Mayor and each Councillor shall take the prescribed Oath of Office as the first order of business at the first Organizational Meeting following the date of the general election.
- 5.3 Until the Mayor has taken the Oath of Office, the CAO shall chair the Organizational Meeting.
- 5.4 The CAO shall set the time and place for the Organizational Meeting. The business of the meeting being limited to:
  - (a) Oath of Office,
  - (b) Assignment of Seating,
  - (c) Deputy Mayor Appointment,
  - (d) Signing Authority,
  - (e) Schedule of Meetings, and
  - (f) Council Committee Appointments
- 5.5 Appointments to the Deputy Mayor position shall be for a total of 8 (eight) months per Council member, rotation to be determined at the first Organizational meeting of each term of Council. If a member chooses to forfeit, another member may be assigned by vote of Council.
- 5.6 Appointments of Council Members to Committees shall be for a term of one (1) year. Councillors may be appointed to the same committee at the annual organizational meeting.

6.0 **REGULAR MEETINGS OF COUNCIL**

- 6.1 Regular Meetings of Council shall be held in the Village of Cremona Council Chambers at 106 First Avenue East unless notice is given in accordance with the *Act* that the Regular Meeting will be held elsewhere in the community.
- 6.2 Regular Meetings of Council shall be held every third Tuesday. When the meeting day falls on a Statutory Holiday, the meeting shall be held on the following day which is not a statutory holiday, unless otherwise set by resolution of Council.

- 6.3 Regular Meetings of Council shall commence at 7:00 pm.
- 6.4 If a quorum is not present within thirty (30) minutes after the time fixed for regular or special meetings, the Chief Administrative Officer shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.
- 6.5 A Member who has a pecuniary interest in a matter before Council shall disclose the general nature of the pecuniary interest, abstain from discussing the matter or voting on the matter, and leave the room until discussion and voting on the matter are concluded, as prescribed in the Act.
- 6.6 Confidential or items discussed in-camera are not to be disclosed or discussed in the public until the information is discussed in a public meeting.

7.0 **SPECIAL COUNCIL MEETINGS**

- 7.1 Special Council Meetings may be called by the Mayor or a majority of Council, and notice of such Special Meetings shall be given in accordance with the provisions of the *Act*.
- 7.2 The Chief Elected Official:
- (a) may call a special council meeting whenever the official considers it appropriate to do so, and;
  - (b) must call a special council meeting if the official receives a written request for the meeting, stating its purpose, from a majority of the councillors.

A special council meeting called under subsection 194(1)(b) of the *MGA* must be held within 14 days after the date that the chief elected official receives the request.

The chief elected official may call a special council meeting by giving at least 24 hours' notice in writing to each Councillor and the public stating the purpose of the meeting and the date, time and place at which it is to be held.

A special council meeting may be held with less than 24 hours' notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

No matter other than that stated in the notice calling the special council meeting may be transacted at the meeting unless the whole council is present at the meeting, and the council agrees to deal with the matter in question.

8.0 **PUBLIC HEARINGS**

All Public Hearings shall be convened as follows:

- 8.1 "Adjourn" used in relation to a Public Hearing, means to take a break in the Public Hearing with the intent of returning to the Public Hearing at another meeting.
- 8.2 "Close" used in relation to a Public Hearing, means to terminate the Public Hearing.
- 8.3 At the commencement of a Public Hearing, the Chairperson shall:
- 8.3.1 state the matter to be considered at the hearing;
  - 8.3.2 inform those present of the procedure, which shall be followed in hearing the respective submissions;
  - 8.3.3 ask the Chief Administrative Officer if the Public Hearing has been advertised in accordance with the *Act*;

- 8.3.4 request that administrative staff present a report on the issue at hand;
  - 8.3.5 request that the Development Authority provide their position on the proposed bylaw; and
  - 8.3.6 allow the applicant, and/or their representative(s), up to twenty (20) minutes to present their position, exclusive of the time required to answer questions put to the applicant by a Council member, unless granted a time extension by Council.
- 8.4 Any person or group who claims to be affected by the subject matter of the Public Hearing shall be afforded an opportunity to speak in the following order:
- 8.4.1 the Chairperson will call on each person who is in favour of the proposal before Council and has filed a submission in writing;
  - 8.4.2 the Chairperson will call on each person who is in favour of the proposal but has failed to make a written submission, and has indicated to the CAO prior to commencement of the hearing that he or she wishes to make an oral presentation;
  - 8.4.3 the Chairperson will call on each person who is opposed to the proposal before Council and has filed a submission in writing;
  - 8.4.4 the Chairperson will call on each person who is opposed to the proposal and has failed to make a written submission, and has indicated to the CAO prior to the commencement of the hearing that he or she wishes to make an oral presentation.
- 8.5 If a person is unable to attend a Public Hearing, that person may authorize an individual to speak on his or her behalf. The authorization must:
- 8.5.1 be in legible writing;
  - 8.5.2 name the individual authorized to speak;
  - 8.5.3 indicate the proposed bylaw to be spoken to; and
  - 8.5.4 be signed by the person giving the authorization.
- 8.6 The authorized speaker must state the name of the person that the speaker represents and provide written authorization to the Chief Administrative Officer.
- 8.7 No person representing an individual shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him/her by a Council Member, unless granted a time extension by the majority of Council.
- 8.8 No person representing a group shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him or her by a Council Member, unless granted a time extension by the majority of Council.
- 8.9 The Chairperson will allow staff to make closing comments.
- 8.10 If there is more than one Public Hearing on the Agenda, the Chairperson shall adjourn or close one Public Hearing before opening another Public Hearing.

- 8.11 A Public Hearing may be adjourned if Council requires further information in order to make an informed decision on the bylaw. If a Public Hearing is adjourned, Council shall not receive any additional submissions in relation to the subject matter unless it re-opens the Public Hearing.
- 8.12 If a Public Hearing is closed, Council shall not receive any additional submissions from the public in relation to the subject matter, until it has voted on the subject matter of the Public Hearing.

9.0 **CLOSED MEETING OF COUNCIL (In Camera)**

- 9.1 The *Act* permits Council or Committee to close all or part of the meeting to the public if a matter to be discussed is, of a class prescribed or otherwise described in the regulations.
- 9.2 When a "Closed Meeting" is held, no Motion or Bylaw may be passed except a Motion to revert to a meeting held in public.
- 9.3 For the purposes of the *Act*, a meeting or part of a meeting is considered to be closed to the public if:
  - 8.3.1 any members if the public are not permitted to attend the entire meeting or part of the meeting,
  - 8.3.2 the council, committee or other body holding the meeting instructs any member of the public to leave the meeting or part of the meeting, other than for improper conduct, or
  - 8.3.3 the council, committee or other body holding the meeting holds any discussions separate from the public during the meeting or part of the meeting.
- 9.4 Before closing all or any part of a meeting to the public, a council or council committee must by Motion approve:
  - 8.4.1 the part of the meeting that is to be closed, and
  - 8.4.2 the basis on which, under an exception to disclosure in Division 2 or Part 1 of the *Freedom of Information and Protection of Privacy Act* or under the regulations, the part of the meeting is to be closed.
- 9.5 After the closed meeting discussions are completed, any members of the public, who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues.
- 9.6 A Subdivision Authority, Development Authority or Subdivision and Development Appeal Board established under Part 17 of the *Act* may deliberate and make its decision in a meeting closed to the public.
- 8.7 Where a council or council committee closes all of part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.
- 9.8 Members participating in the meeting through Electronic or other Communication Facility are not permitted to participate in Closed Meetings of Council.

## 10.0 **AGENDA**

- 10.1 The Agenda shall list the items and order of business for the meeting,
- 10.2 The CAO shall prepare the Agenda and shall ensure copies of the Agenda are available no later than 4:30 p.m. on the Friday prior to the Monday Council meeting, however, normal practice shall be to ensure copies are available on the Thursday prior to the Monday Council meeting.
- 10.3 Copies of the Agenda shall be provided to the following:
  - (a) members of Council,
  - (b) representatives of the local news media,
  - (c) all staff who are entitled to receive copies, and
  - (d) published on the Town website.
- 10.4 All submissions for the Agenda of all Regular Meetings of Council shall be received by the CAO no later than noon on the Wednesday prior to the Monday on which the meeting is to be held.
- 10.5 Council Members shall present matters for consideration on the Agenda by submitting a Written notice to the CAO no later than noon on the Wednesday prior to the Monday on which the meeting is to be held. The written notice shall describe the matter to be brought forward and include the proposed motion.
- 10.6 Council Members wishing to make an "Inquiry for Answer" at a Regular Meeting shall submit a written notice to the CAO no later than noon on the Wednesday prior to the Monday on which the meeting is to be held.
- 10.7 The subject matter of **an inquiry is not debatable until the reply to the inquiry has been** made or presented to Council.
- 10.8 No item shall be added to the agenda at the Regular Meeting unless it is of an urgent nature, and the item shall be:
  - (a) accompanied by a brief explanation from the staff member or Member of Council indicating the reasons for, and the degree of urgency of the item in accordance with section 25;
  - (b) provided to the CAO prior to the commencement of the meeting; and
  - (c) approved by a majority vote of Council.

## 11.0 **COMMUNICATIONS**

- 11.1 A person wishing to have any matter considered by Council, a letter or other communication shall be addressed to the CAO, and/or Mayor and Council, and the letter or communication shall:
  - (a) be printed, typewritten or legibly written,
  - (b) clearly set out the matter at issue and the request made of Council,
  - (c) be signed by the writer, and include the printed name and address of the writer,

(d) be submitted to the CAO no later than noon on the Wednesday prior to the Monday on which the meeting is to be held. The CAO will have the discretion to bring forward items submitted late that may be of an emergent nature.

11.2 On receipt of a communication for Council the CAO, may:

- (a) include it as an item on the Agenda for the next Regular Meeting of Council, in full or in summary form, as deemed appropriate, or
- (b) refer the matter to a staff member for response prior to providing the communication or letter to Council, or
- (c) place a copy of the communication in each members' mailbox.

## 12.0 **DELEGATIONS**

12.1 A member wishing to appear before Council, individually or as a group, must make a written submission to the CAO to arrive no later than Noon (12:00 p.m.) on the Wednesday immediately prior to the Council meeting.

12.2 Delegations are scheduled at the discretion of the CAO, subject to:

- (a) the volume of material on any given agenda;
- (b) the number of requests for a specific meeting date and urgency of request; or
- (c) subject matter.

12.3 The written submission will indicate the following information:

- (a) complete name of the presenter(s) and contact information (ie. mailing address, email, telephone/fax number) and organization they are representing (if applicable);
- (b) nature and purpose of the delegation and the material to be covered/presented; and
- (c) any PowerPoint presentation or other material to be used or presented at the meeting.

12.4 Presentations will be directed to the Chair and will be limited to fifteen (15) minutes. Council may extend the time limits as necessary.

12.5 Information presented by the delegation will be restricted to the topic noted in the written submission and recorded on the meeting agenda.

12.6 Subsequent deputations from the same individual/group concerning a topic on which they have previously presented or spoken will not be permitted unless there is significant new information to be brought forward.

12.7 Delegations will not be heard regarding matters involving current or pending litigation, insurance claims, matters beyond the jurisdiction of Council, or Municipal Freedom of Information and Protection of Privacy issues.

12.8 Delegations will not be permitted to speak regarding topics that will be the subject of an upcoming public meeting pursuant to the *Municipal Government Act*, unless exceptional circumstances apply which have been reviewed and approved by Council. Persons wishing to speak about such matters are requested to present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions.

13.0 **ORDER OF BUSINESS AT MEETINGS**

- 13.1 The normal order of business for the regular meeting of Council shall be as follows:
- (a) Call to Order,
  - (b) Agenda - Amendments and Adoption,
  - (d) Adoption of Previous Minutes,
  - (e) Delegations
  - (f) Public Hearing (If Required),
  - (g) Bylaws,
  - (g) Old Business,
  - (h) New Business,
  - (i) Financial
  - (j) Administration
  - (I) Council Committee Reports
  - (m) Correspondence
  - (n) Closed Meeting (If Required),
  - (o) Adjournment
- 13.2 When a change in the order of business is desired, Council may do so by resolution but shall not delete any portion of the business that has been set out in the Council Agenda without the approval of the majority of Council.

14.0 **QUORUM**

- 14.1 When a quorum is present at the time set for commencement of a Council meeting, the Presiding Officer shall call the meeting to order.
- 14.2 If there is a quorum present at the time set for commencement of a meeting, but the Mayor, and Deputy Mayor are absent, the CAO shall call the meeting to order and shall call for a Presiding Officer to be chosen by resolution.
- 14.3 If a quorum is not constituted within fifteen minutes from the time set for commencement of a Council meeting, the CAO shall record the names of all the Members present and adjourn the meeting.
- 14.4 If a Council meeting is adjourned for:
- (a) failure to constitute a quorum, or
  - (b) due to loss of quorum as a result of a Member leaving the meeting; the Agenda delivered for that Council meeting shall be considered at the next Regular Meeting of Council unless a Special Meeting is conducted to complete such business.
- 14.5 Pursuant to the *Municipal Government Act*, Councillors are to attend and participate in Council meetings, Council Committee meetings, and any other workshop or meeting determined by Council.
- 14.6 If a Councillor is unable to attend a Council meeting, Council Committee meetings, and any other workshop or meeting determined by Council, notice of the absence shall be given to the CAO prior to **the** meeting commencing.

## 15.0 **ADJOURNMENT**

15.1 A Council meeting shall adjourn no later than 11:00 p.m., unless a two-thirds majority of Members present agree to an extension of the meeting beyond 11:00 p.m. by resolution.

15.2 A Member may move a motion to adjourn a Meeting at any time, except when:

- (a) another Member has the floor,
- (b) a call for a vote has been made,
- (c) the Members are voting, or
- (d) a previous motion to adjourn has been defeated and no other intervening proceedings have taken place.

15.3 A motion to adjourn shall be put without comment or debate.

## 16.0 **CANCELLATION OF MEETINGS**

16.1 Council meetings may be cancelled:

- (a) by a majority of Council at a previous meeting, or
- (b) with the written consent of a majority, provided twenty-four (24) hours' notice is provided to Council and the public; or
- (c) with the written notice or oral consent of two thirds 2/3 of Council if 24 hours' notice is not provided to the public.

16.2 Special Council meetings may be cancelled:

- (a) by the Mayor if twenty-four (24) hours written notice is provided to Council and the public
- (b) by the Mayor with the written notice or oral consent of two thirds 2/3 of Council if 24 hours' notice is not provided to the public

## 17.0 **MINUTES OF COUNCIL**

17.1 The chief administrative officer shall ensure that:

17.1.1 minutes of each council meeting:

- (a) are recorded in the English language without note or comment,
- (b) include the names of the Councillors present at the council meeting,
- (c) are given to council for adoption at a subsequent council meeting, and
- (d) are recorded in the manner and to the extent required under section 230(6) of the *Municipal Government Act* when a public hearing is held.

17.2 The Presiding Officer shall present the Minutes to Council with a request for a motion to confirm the Minutes.

17.3 Any Member may make a motion requesting that the Minutes be amended to correct any inaccuracy or omission.

17.4 Minor changes may be made to the Minutes to correct errors in grammar, spelling and punctuation or to correct the omission of a word necessary to the meaning or continuity of a sentence. No change shall be allowed which would alter the actual decision made by Council.

- 17.5 No Member may introduce any extraneous evidence to support a challenge to the accuracy of the Minutes unless the evidence has been compiled or made under the direction or control of the CAO.
- 17.6 If a Member wishes to challenge the accuracy of the minutes of a previous meeting, the Member must make the challenge known to the CAO before Council has officially confirmed the Minutes.

#### **18.0 CONTROLS AND CONDUCT OF COUNCIL MEETINGS**

- 18.1 Council shall hold its meetings openly and no person shall be excluded, except as prescribed in the *Act*.
- 18.2 Except as specifically provided elsewhere in this Bylaw, every substantive motion shall be debatable by Council.
- 18.3 A motion may be withdrawn at any time before voting, subject to there being no objection from any members of Council.
- 18.4 When a motion has been made and is being considered, no Member may make any other motion except to:
- (a) amend the motion,
  - (b) refer the main motion to some other group for consideration,
  - (c) postpone the main motion to a specified meeting date, or
  - (d) recess the Meeting.
- 18.5 Except as specifically provided elsewhere in this Bylaw, after a motion has been made, a Member may with the consent of Council, change the wording of the motion or agree to a change proposed by another Member if the change does not alter the intention of the motion, and the motion is changed at the same meeting.
- 18.6 The following motions shall not be debatable by Council:
- (a) Adjournment
  - (b) Request for recess
  - (c) Point of Order
  - (d) Referral Motion
  - (e) Table the Matter to Another Meeting
- 18.7 Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately.
- 18.8 A motion shall be worded in a concise, unambiguous and complete form appropriate to its purpose.
- 18.9 **Members of the public gallery during a Council meeting:**
- (a) shall not address Council unless included on the agenda as a delegation, unless authorized by the Chair,
  - (b) shall maintain order and quiet, and
  - (c) shall not applaud or otherwise interrupt any speech or action of the Members, or any other person addressing Council.

18.10 The Presiding Officer may, in accordance with the *Act*, expel and exclude any person who creates a disturbance or acts improperly at which point the Council meeting shall be recessed. The meeting shall be reconvened at the discretion of the chair.

18.11 When a Member wishes to speak at a Council meeting, they shall obtain the approval of the Presiding Officer before doing so.

18.12 When a Member is addressing the Presiding Officer every other Member shall:

- (a) remain quiet and seated,
- (b) not interrupt the speaker except on a Point of Order, and
- (c) not carry on a private conversation.

18.13 When a Member is addressing Council the Member shall:

- (a) not speak disrespectfully of other Members,
- (b) not shout, raise his/her voice or use offensive language, and
- (c) not reflect on any vote of Council except when moving to rescind it and shall not reflect on the motives of the Members who voted on the motion, or the mover of the motion.

18.14 When a Member wishes to leave the Council Chambers while a Meeting of Council is in progress, they shall notify the Chair, and shall rise, and the time of leaving and returning shall be recorded in the minutes.

18.15 No member shall, subject to the *Act*, leave the Council Chamber after a question is put to a vote until the vote is taken.

18.16 When a Member wishes to challenge the ruling of the Presiding Officer, the motion, "That the decision of the Presiding Officer be overruled" shall be made, and the question shall be put immediately without debate.

18.17 The Presiding Officer shall accept the vote of the majority of the Members present, and the names of the Members voting shall be recorded in the Minutes.

## 19.0 **POINT OF INFORMATION, ORDER, AND PROCEDURE**

19.1 When any Point of Order, Point of Information or Point of Procedure arises, it shall be immediately taken into consideration by the Presiding Officer.

19.2 When a Point of Information is raised, the Presiding Officer shall answer the question or direct the question to the CAO or the Council.

19.3 When the Presiding Officer is called upon to decide a Point of Order or to answer a Point of Procedure, the point shall be stated without unnecessary comment, and the Presiding Officer shall state the rule or authority applicable in the case.

19.4 When the Presiding Officer is of the opinion that any motion is contrary to the rules of Council, they shall advise the Members immediately and quote the rule or authority applicable and no argument or comment shall be permitted.

## 20.0 **DEBATE ON MOTIONS**

20.1 Prior to requesting that a motion be made, the Presiding Officer shall have an opportunity to ask a question, or questions, to clarify any item being presented to Council.

- 20.2 The Presiding Officer shall ask the mover of the motion to speak first.
- 20.3 The Presiding Officer shall ask for those in favor of the motion to speak.
- 20.4 The Presiding Officer shall ask for those opposed to the motion to speak.
- 20.5 The Presiding Officer shall have opportunity to speak to the motion once all members have had opportunity to speak.
- 20.6 When the Presiding Officer has closed debate, the Presiding Officer shall declare the motion and ask for a vote.
- 207 When the motion has been declared, no Member shall debate further on the motion or speak, except to request that the motion be read aloud.

#### 21.0 **POSTPONING AND REFERRING MOTIONS**

- 21.1 A motion to postpone any matter shall include in the motion:
  - (a) a specific time to which the matter is postponed, or
  - (b) provision that the matter is to be postponed indefinitely.
- 21.2 A motion to postpone a matter is amendable and debatable.
- 21.3 Any matter that has been postponed to a particular date, or indefinitely, shall not be considered by Council before the date set, except on a majority vote of the Members present.
- 21.4 When dealing with subject matters where a Committee has been appointed for that purpose, or the CAO would normally deal with such matters, Council may, without amendment or debate, refer the question to the appropriate body.
- 21.5 A Member who is moving a referral motion shall be required to include in the motion:
  - (a) the terms on which the motion is being referred,
  - (b) the time when the matter is to be returned, and
  - (c) whatever explanation is necessary as to the purpose of the motion.

#### 22.0 **VOTING ON MOTIONS**

- 22.1 When this Bylaw requires that a motion be made, a Bylaw be passed, or any other action be taken by a vote of a simple majority of Council the requirements shall be interpreted as meaning such majority, fraction or total of the Members who are present, provided the *Act*, or some other relevant statute does not specify differently.
- 22.2 A motion shall be declared lost when it:
  - (a) does not receive the required number of votes; or
  - (b) receives an equal division of votes,
- 22.3 Each Member present shall vote on every motion as prescribed by the *Act*, unless the *Act* or other provincial or federal enactment requires or permits the Member to abstain, in which case the Member shall cite the legislative authority for abstaining, and the CAO shall record the abstention and reasons in the minutes.
- 22.4 The CAO shall record the names of those who vote against a motion in the Minutes.

- 22.5 A Member shall not vote on a matter if they are absent from the Council Chambers when the vote is called.
- 22.6 No Member shall change his or her vote on a motion without the unanimous consent of the other Members present.
- 22.7 When this Bylaw or any other Bylaws, regulations or other enactments require a majority greater than a simple majority to pass a motion on any matter, the motion may not be rescinded or amended by less than the majority required.
- 22.8 It is only necessary for each Member to vote separately on a recorded vote. In every other case, the decision of Council may be expressed by a show of hands.

### **23.0 NOTICE OF MOTION TO RECONSIDER, ALTER, OR RESCIND A MOTION**

- 23.1 A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by notice of motion. The Notice of Motion shall:
  - (a) be considered at the regular council meeting preceding **the meeting at which** the reconsideration of the matter is being requested;
  - (b) specify the meeting proposed to bring the matter for reconsideration;
  - (c) indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.
- 23.3 Notwithstanding the other provisions of this section, no motion made, or action taken may be reconsidered unless:
  - (a) it is a motion made or an action taken at a meeting held six months or more before its reconsideration; or
  - (b) approval for reconsideration of a motion made or an action taken less than six (6) months earlier is given by two thirds (2/3) vote of Council prior to reconsideration;
- 23.4 A Member of the prevailing side may move to reconsider a matter considered at the same meeting if a majority of the Members vote for reconsideration.
- 23.5 Where Council has passed a motion which creates a contractual liability or obligation, Council shall not reconsider, alter, vary, revoke, rescind or replace the motion except to the extent that it does not attempt to avoid or interfere with the original liability or obligation.
- 23.6 All votes on motions to reconsider or rescind shall be recorded.

### **24.0 BYLAWS**

- 24.1 When a Bylaw is presented to Council for enactment, the CAO shall publish the number and title of the Bylaw in the Agenda.
- 24.2 The CAO shall copy the Bylaw in full and forward it with the Agenda.
- 24.3 Every Bylaw shall have three distinct and separate readings. Only the title and identifying number must be read at each reading.

- 24.4 A Bylaw shall be introduced for first reading by a motion that the Bylaw be read a first time.
- 24.5 Council shall vote on the motion for first reading of a Bylaw without amendment or debate.
- 24.6 A Bylaw shall be introduced for second reading by a motion that it be read a second time.
- 24.7 After a Member has made a motion for second reading of a Bylaw, Council may:
  - (a) debate the substance of the Bylaw, and
  - (b) propose and consider amendments to the Bylaw.
- 24.8 A Bylaw shall not be given more than two readings at one Meeting unless the Members present unanimously agree that the Bylaw may be presented to Council for third reading.
- 24.9 When Council unanimously agrees that a Bylaw may be presented for third reading:
  - (a) a motion for third reading of the Bylaw shall be made,
  - (b) Council shall vote on the motion without amendment or debate,
  - (c) the third reading requires no greater majority of affirmative votes than if it had received third reading at a subsequent Meeting.
- 24.10 A Bylaw shall be passed when a majority of the Members voting on third reading vote in favor, provided some other applicable Provincial Statute or Bylaw does not require a greater majority.
- 24.11 In conformance with the *Act*:
  - (a) if a Bylaw does not receive third reading within two years from the date of first reading, the previous readings are deemed to have been rescinded, and
  - (b) if a Bylaw is defeated on second or third reading the previous readings are deemed to have been rescinded.

**25.0 URGENT BUSINESS**

- 25.1 A motion to bring a matter before Council as urgent business is business which meets the following criteria:
  - (a) the matter proposed for discussion must relate to a genuine emergency, and call for immediate and urgent consideration,
  - (b) the matter shall not involve discussion of an item that has been discussed previously in the same meeting, and
  - (c) the matter shall not be one which should be dealt with by giving written notice,

**26.0 RECESS**

- 26.1 Any Councillor may move that Council recess for a specific period.
- 26.2 A motion to recess must not be used to interrupt a speaker.
- 26.3 After the recess, business will be resumed at the point when it was interrupted.

**27.0 ATTENDANCE OF MEETINGS THROUGH ELECTRONIC OR OTHER COMMUNICATION FACILITIES**

- 27.1 Pursuant to the *Municipal Government Act* a meeting of Council or Committee may be conducted by means of electronic or other communication facilities if:
- (a) Notice is given to the public of the meeting, including the way in which it is to be conducted;
  - (b) The facilities enable the public to watch and/or listen to the meeting at the place specified in the notice and the CAO is in attendance at that place; and
  - (c) The facilities enable all the meeting's participants to watch and/or hear each other.

This Bylaw shall come into full force and effect upon approval by resolution of Council.

Bylaw No 490-18 and amendments thereto are hereby repealed.

Read for a first time on this 21<sup>st</sup> day of May 2024; Motion No.: \_\_\_\_\_

Read for the second time on this 21<sup>st</sup> day of May 2024; Motion No. \_\_\_\_\_

Received Unanimous Consent to proceed to a third Reading this 21<sup>st</sup> day of May 2024; Motion No.: \_\_\_\_\_

Read for the third and final time on this 21<sup>st</sup> day of May 2024; Motion No. \_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

 VILLAGE OF  
**Cremona**  
**REQUEST FOR REVIEW RFD**

**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 8 a)

**TITLE:** New Business: None

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:**

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

**COSTS / SOURCE OF FUNDING (if applicable):** None

**RECOMMENDED ACTION:**

**MOTION THAT** Councillor \_\_\_\_\_ *approves*

INTLS: CAO KO

**MEETING:** Regular Council Meeting

**Date:** May 21, 2023

**AGENDA NO.:** 9 a)

**TITLE:** Reports – Financial Reports

**ORIGINATED BY:** *Karen O'Connor CAO*

**BACKGROUND / PROPOSAL:**

Accounts payable for May 2024 total sum being \$ 165,659.45

Financial Report for FCSS & Village

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

.

**RECOMMENDED ACTION:**

.

**Res: 24/0 MOTION** THAT Councillor \_\_\_\_\_ accepts Accounts Payable Reports and FCSS & Villages Financial Reports as information only.

INTLS: CAO: KO



# VILLAGE OF CREMONA

## Cheque Listing For Council

2024-Jun-14  
4:21:38PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240203	2024-05-03	RYAN, SANDRA A				
20240204	2024-05-03	THOMPSON, JENNIE L				
20240205	2024-05-03	O'CONNOR, KAREN M				
20240206	2024-05-03	WIENS, BARRY				
20240207	2024-05-03	FOSTER, BRIAN L				
20240208	2024-05-08	SUNCOR ENERGY PRODUCTS PARTNERSHIP		PAYMENT		499.71
			120	FUEL FOR F350	155.96	
			121	OIL & WASHER FLUID PLOW TRUCK	47.48	
			122	FUEL FOR RANGER	111.55	
			123	FUEL FOR JERRY CANS	104.99	
			124	FUEL FOR SKID STEER	85.09	
			125	DISCOUNT	(5.36)	
20240209	2024-05-14	ENVIRONMENTAL 360 SOLUTIONS (ALBERTA) LTD		PAYMENT		2,990.09
			RD0000309206	WASTE PICKUP - APRIL 2024	2,990.09	
20240210	2024-05-14	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		1,699.58
			8853320-B7W1	EM# 450 - PP# 9 - 2024	1,567.48	
			8853337-N7S5	PENALTIES	132.10	
20240211	2024-05-14	WILD ROSE ASSESSMENT SERVICE		PAYMENT		682.50
			9385	PROGRESS PMT - MAY 2024	682.50	
20240212	2024-05-09	AIC CONSTRUCTION		PAYMENT		22,025.60
			389	WATER BREAK - 126 2ND ST WEST -	22,025.60	
20240213	2024-05-09	BUMPER TO BUMPER		PAYMENT		244.49
			45940	U-JOINT FOR RANGER	51.02	
			45983	GLOW PLUG FOR PLOW TRUCK	100.55	
			45986	U-JOINT FOR RANGER	47.32	
			46450	WATER PLANT REPAIR	10.48	
			46517	LINE FOR WHIPPER	35.12	
20240214	2024-05-09	CANON CANADA INC		PAYMENT		286.17
			4030524401	FCSS COPIER USAGE	286.17	
20240215	2024-05-09	DICK, JODY		PAYMENT		200.00
			1	REIMBURSE DEPOSIT FOR FIREHAL	200.00	
20240216	2024-05-09	GREGG DISTRIBUTORS LP		PAYMENT		2,687.28
			069-351960	TRAFFIC CONTROL & GARBAGE BA	2,130.00	
			069-360322	MECHANIC TOOL & EARPLUGS	314.66	
			069-360323	HAND TRUCK	234.56	
			069-360324	BATTERY FOR WATER PLANT	8.06	
20240217	2024-05-09	GUNDERSON, JENNIFER		PAYMENT		180.00
			7	CLEANING SERVICES - APRIL 2024	180.00	
20240218	2024-05-09	JDP WASSERMAN LLP		PAYMENT		14,017.50
			33232	2023 FINANCIAL AUDIT	14,017.50	
20240219	2024-05-09	KLIS ELECTRIC/1938149 ALBERTA LTD		PAYMENT		1,091.45
			6350	INSTALL SOLAR LIGHTS	1,091.45	
20240220	2024-05-09	MARK CROUCH BACKHOE SERVICE LTD.		PAYMENT		393.75
			66412	REPAIR BASE FOR LIGHTS	393.75	
20240221	2024-05-09	MESSER CANADA INC, 15687		PAYMENT		47.68
			2107664241	OXYGEN/ACETYLENE	47.68	
20240222	2024-05-09	MOUNTAIN VIEW REGIONAL WASTE		PAYMENT		705.19
			0000053484	LANDFILL CHARGES - APRIL 2024	705.19	
20240223	2024-05-09	TRIPLE FENCING		PAYMENT		21,099.75
			24-463	FENCE AT LAGOON	21,099.75	
20240224	2024-05-09	ULINE		PAYMENT		257.86
			14019699	DOG WASTE SYSTEM DISPENSER	257.86	

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Cheque #	Date					
20240225	2024-05-17	RYAN, SANDRA A				
20240226	2024-05-17	THOMPSON, JENNIE L				
20240227	2024-05-17	O'CONNOR, KAREN M				
20240228	2024-05-17	WIENS, BARRY				
20240229	2024-05-17	FOSTER, BRIAN L				
20240230	2024-05-22	COCHRANE LAKE GAS CO-OP LTD	894	PAYMENT NAT GAS - WATER - APR 2024	41.48	41.48
20240231	2024-05-22	DIRECT ENERGY	92	PAYMENT VOC NAT GAS - APR 2024	1,530.06	1,530.06
20240232	2024-05-22	EPCOR	16551327 16551328	PAYMENT VOC ELECTRICITY - APR 2024 ELECTRICITY - WATER - APR 2024	6,030.90 70.92	6,101.82
20240233	2024-05-22	TELUS COMMUNICATIONS	2552080672 2552080673 2552080674 2552080675 2552080676	PAYMENT FCSS OFFICE PHONE - APR 2024 VOC SECURITY CAMERAS, FAX LINE VOC OFFICE PHONES - APR 2024 FIRE INTERNET - MAY 2024 FCSS INTERNET - MAY 2024	69.97 376.84 844.19 101.85 89.25	1,482.10
20240234	2024-05-22	TELUS MOBILITY	575	PAYMENT VOC CELL PHONES - APR 2024	184.64	184.64
20240235	2024-05-28	LOCAL AUTHORITIES PENSION PLAN	8901559-G2K3	PAYMENT EM# 450 - PP# 10 - 2024	1,484.20	1,484.20
20240236	2024-05-28	MOUNTAIN VIEW PUBLISHING INC.	MVP13350	PAYMENT ENVELOPES	425.25	425.25
20240237	2024-05-23	KC FOODS	878391 878452 883070 886375 887426 889711 890161 891048 893660 894054 895775 896605 901486 901543	PAYMENT WATER WATER WATER & PW BATHROOM SUPPLIES SUPPLIES MUFFINS & VEGGIE PLATTER WATER COFFEE/TISSUES SUPPLIES WATER/TYLENOL WATER COFFEE/SWEETENER WATER WATER WATER/CREAM/BATHROOM SUPPLII	34.58 22.47 62.78 68.25 21.63 37.45 40.48 48.73 42.41 16.38 34.98 22.47 29.99 59.82	542.42
20240238	2024-05-23	ALBERTA MUNICIPALITIES	008-000624 126174 1331535 2024 89978/89979 IN00263406 P1635901 V314_182.24 V333_143 V350_69 V350_70 V351_73 V351_74 V434_192 V47_901544 V47_901545 V554_4 V636_11	PAYMENT REPAIRS RANGER STAMP FOR PAYABLES DATS BACKUP - APRIL 2024 FCSS COUNSELLING SESSION STREET SWEEPING RADIATOR FOR F-350 BELTS FOR MOWER STAMPS OFFICE SUPPLIES FCSS SUPPLIES - WEINERS FCSS SUPPLIES FCSS SUPPLIES - HOTDOG BUNS FOOD PANTRY SENSOR FOR WATER PLANT MR. CLEAN FCSS SUPPLIES - KETCHUP TRIM FOR FCSS RAMP PW OFFICE SUPPLIES	562.67 51.95 374.06 100.00 3,545.07 503.30 400.39 386.40 151.71 21.99 886.17 5.00 264.79 702.79 8.39 4.69 29.80 27.27	9,099.60

Cheque Listing For Council

2024-Jun-14  
4:21:38PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240238	2024-05-23	ALBERTA MUNICIPALITIES	V732_ V746_13 V791_27 V822_2 V877_17 V951_ V951_1 V961_2	FCSS YOUTH TRIP SUPPLIES SUBSCRIPTION - APRIL 2024 FCSS MEAL SUBSCRIPTION - APRIL 2024 FCSS SPRING TRIP FCSS YOUTH TRIP SUPPLIES	21.00 22.99 27.29 15.53 105.89 42.00 803.88 34.58	9,099.60
20240239	2024-05-23	AIC CONSTRUCTION	394	PAYMENT SEWER CAMERAINING & SEWER REPAI	32,446.43	32,446.43
20240240	2024-05-23	BUMPER TO BUMPER	46564 46873	PAYMENT MOWING HEAD PIPE PLUG	92.89 4.21	97.10
20240241	2024-05-23	CATALIS TECHNOLOGIES CANADA LTD	INV308318433	PAYMENT 2024 ANNUAL LICENSE	4,682.79	4,682.79
20240242	2024-05-23	CKLJ-FM	406163-5	PAYMENT FCSS ADVERTISING	262.50	262.50
20240243	2024-05-23	GREGG DISTRIBUTORS LP	069-365761 069-365762 069-365763	PAYMENT WATER METER REPAIRS MANHOLE COVER REMOVER ANT & MOUSE TRAPS	163.49 37.55 15.88	216.92
20240244	2024-05-23	MARK CROUCH BACKHOE SERVICE LTD.	66502	PAYMENT GRAVEL & ROAD GRADING	1,541.79	1,541.79
20240245	2024-05-23	MLT AIKINS	6448839 6459328	PAYMENT LEGAL FEES LEGAL FEES	3,305.40 855.55	4,160.95
20240246	2024-05-23	MPE ENGINEERING LTD	2490-007-02-56	PAYMENT OPERATION & MAINTENANCE	1,013.25	1,013.25
20240247	2024-05-23	REIN FORTH EQUINE	2024-009	PAYMENT FCSS EQUINE WELLNESS SESSION:	150.00	150.00
20240248	2024-05-23	SURRIDGE, ELIZABETH	282	PAYMENT FCSS COUNSELLING SESSIONS	420.00	420.00
20240249	2024-05-23	TOWN OF OLDS	IVC15056	PAYMENT REGIONAL WELLNESS FAIR	1,000.00	1,000.00
20240250	2024-05-23	TRUE NORTH PLUMBING & HEATING LTD	5468	PAYMENT WATER METER INSTALLATION	373.50	373.50
20240251	2024-05-23	WORKERS' COMPENSATION BOARD	27205119	PAYMENT INSTALLMENT PMT - 2024	1,372.00	1,372.00
20240252	2024-05-23	ZONE 3 BUSINESS SOLUTIONS INC.	156684	PAYMENT COPIER USAGE	319.71	319.71
20240253	2024-05-31	HAGEN, TIM A				
20240254	2024-05-31	GOEBEL, SHANE H				
20240255	2024-05-31	CANADAY, JOSEPH				
20240256	2024-05-31	DICK, JODY S				
20240257	2024-05-31	SCHMIDT, AUTUMN				
20240258	2024-05-31	RYAN, SANDRA A				
20240259	2024-05-31	THOMPSON, JENNIE L				
20240260	2024-05-31	O'CONNOR, KAREN M				
20240261	2024-05-31	WIENS, BARRY				
20240262	2024-05-31	FOSTER, BRIAN L				



# VILLAGE OF CREMONA

## Cheque Listing For Council

2024-Jun-14  
4:21:38PM

Cheque						Invoice	Cheque
Cheque #	Date	Vendor Name		Invoice #	Invoice Description	Amount	Amount

Total 165,659.45

\*\*\* End of Report \*\*\*



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>TAXES &amp; REQUISITIONS</b>					
1-00-00-111-00	Residential Property Taxes	(356,751.09)	(382,810.67)	(382,567.04)	(383,080.06)
1-00-00-112-00	Commercial Property Taxes	(80,397.24)	(85,194.58)	(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)	(425.72)	(425.72)	(509.51)
1-00-00-115-00	Linear Taxes	(13,262.38)	(15,638.36)	(15,638.36)	(14,858.04)
1-00-00-118-00	Designated Industrial Property	(75.40)	(81.94)	(81.94)	(81.94)
1-00-00-120-00	Alberta School Foundation Tax Levy	(130,166.11)	(138,278.82)	(138,278.82)	(138,324.26)
1-00-00-121-00	Seniors' Foundation Tax Levy	(19,645.39)	(19,949.26)	(19,949.26)	(19,956.22)
1-00-00-122-00	AB Policing Levy	(18,765.51)	(19,581.30)	(19,581.30)	(14,588.24)
1-00-00-210-00	Grants In Lieu	(1,922.70)	(1,966.72)	(1,966.72)	(1,966.72)
1-00-00-510-00	Penalties & Costs on Taxes	(6,399.09)	0.00	(3,117.42)	(6,500.00)
<b>*</b>	<b>TOTAL TAXES &amp; REQUISITIONS</b>	<b>(627,722.33)</b>	<b>(663,927.37)</b>	<b>(666,801.16)</b>	<b>(692,355.97)</b>
<b>TAXES &amp; REQUISITIONS EXP</b>					
2-00-00-740-00	ASFF Requisition	130,671.23	0.00	32,667.81	138,288.99
2-00-00-753-00	MV Seniors's Housing Requisition	19,678.00	0.00	4,989.25	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
<b>*</b>	<b>TOTAL TAXES &amp; REQUISITIONS EXP</b>	<b>165,934.23</b>	<b>0.00</b>	<b>37,657.06</b>	<b>177,891.68</b>
<b>**</b>	<b>TOTAL TAX REVENUE FOR MUNICIPA</b>	<b>(461,788.10)</b>	<b>(663,927.37)</b>	<b>(629,144.10)</b>	<b>(514,464.29)</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>COUNCILLOR EXPENSE</b>					
2-11-00-146-00	Community Grants & Enhancements	0.00	0.00	0.00	500.00
2-11-00-170-00	Election Costs	4,688.37	20.98	1,207.98	2,500.00
2-11-00-220-00	Advertising	494.50	0.00	497.00	300.00
2-11-00-225-00	Registrations & Memberships	2,425.30	0.00	1,986.07	2,500.00
2-11-00-230-00	Professional & Consulting Services	255.00	0.00	5,652.14	8,000.00
2-11-00-232-00	Legal Fees	0.00	3,962.81	3,962.81	2,000.00
2-11-00-270-00	Miscellaneous Costs & Services	1,879.18	200.00	3,088.73	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	340.00	1,460.00	2,600.00
2-11-01-140-00	Benefits Cnc 1	50.04	11.21	45.10	50.00
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 - Cncl 1	90.90	0.00	0.00	100.00
2-11-02-100-00	Per Diems & Meetings - Cnc 2	2,930.00	225.00	2,005.00	4,000.00
2-11-02-140-00	Benefits Cnc 2	65.98	5.51	89.58	150.00
2-11-02-211-00	Travel & Subsistence - Cncl 2	117.16	0.00	94.69	150.00
2-11-03-100-00	Per Diems & Meetings - Cnc 3	1,490.00	175.00	875.00	2,000.00
2-11-03-140-00	Benefits Cnc 3	28.61	4.29	21.45	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 - Cncl 3	0.00	0.00	0.00	150.00
2-11-04-100-00	Per Diems & Meetings - Cnc 4	2,100.00	175.00	875.00	2,300.00
2-11-04-140-00	Benefits Cnc 4	40.32	4.29	21.45	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 - Cncl 4	(30.30)	0.00	0.00	500.00
2-11-05-100-00	Per Diems & Meetings - Cnc 5	1,750.00	175.00	525.00	2,300.00
2-11-05-140-00	Benefits Cnc 5	33.60	4.29	12.87	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 - Cncl 5	137.36	0.00	0.00	250.00
<b>*P</b>	<b>TOTAL COUNCILLOR EXPENSE</b>	<b>21,126.02</b>	<b>5,303.38</b>	<b>22,419.87</b>	<b>33,015.00</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>ADMIN &amp; GENERAL</b>					
1-12-00-155-00	Business License	(925.00)	(50.00)	(1,075.00)	(1,000.00)
1-12-00-410-00	Tax Certificate & Information	(600.00)	0.00	(280.00)	(1,560.00)
1-12-00-550-00	Return on Investments	(2,047.22)	(12.48)	(59.67)	(200.00)
1-12-00-590-00	Other Revenue - Admin	(1,165.37)	0.00	(960.71)	(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)
* <b>TOTAL ADMIN &amp; GENERAL</b>		<b>(59,498.75)</b>	<b>(62.48)</b>	<b>(2,375.38)</b>	<b>(59,330.00)</b>
<b>ADMINISTRATION EXPENSE</b>					
2-12-00-100-00	Salaries & Wages	56,059.65	5,565.12	22,880.65	50,000.00
2-12-00-140-00	Employee Benefits	7,315.98	740.60	3,280.78	6,500.00
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	0.00	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	1,000.00
2-12-00-217-00	Telephone, Internet & Security	14,448.57	1,299.83	4,814.42	10,000.00
2-12-00-220-00	Advertising	1,327.73	0.00	0.00	1,400.00
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	325.00	500.00
2-12-00-230-00	Professional Services	8,220.76	356.25	12,898.84	18,000.00
2-12-00-231-00	Assessment Services	8,576.24	650.00	4,750.91	8,600.00
2-12-00-232-00	Legal Fees	6,754.29	0.00	1,069.52	12,000.00
2-12-00-233-00	Audit Fees	14,465.00	13,350.00	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	704.18	2,174.78	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	4,809.63	7,295.34	500.00
2-12-00-525-00	Rentals & Leases	4,228.43	485.09	1,867.25	4,200.00
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	264.64	2,106.30	9,600.00
2-12-00-815-00	Penny Rounding	(0.04)	0.00	0.00	100.00
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
2-12-00-915-01	Bad Debt - Property Taxes	967.96	0.00	0.00	0.00
2-12-00-526-00	SHRED-IT	193.65	0.00	0.00	200.00



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
2-12-00-234-00	Tax Recovery	835.00	0.00	490.00	0.00
<b>*</b>	<b>TOTAL ADMINISTRATION EXPENSE</b>	<b>166,677.72</b>	<b>28,225.34</b>	<b>103,878.74</b>	<b>173,375.00</b>
<b>**</b>	<b>NET ADMINISTRATION</b>	<b>128,304.99</b>	<b>33,466.24</b>	<b>123,923.23</b>	<b>147,060.00</b>
<b>CAO EXPENSES</b>					
2-12-01-100-00	Salaries & Wages - CAO	79,848.38	9,696.51	39,099.74	84,000.00
2-12-01-140-00	Employee Benefits - CAO	9,969.36	1,984.37	8,143.82	15,000.00
2-12-01-148-00	Training & Development - CAO	185.00	0.00	0.00	1,000.00
2-12-01-211-00	Travel & Subsistance - CAO	79.10	0.00	0.00	1,200.00
2-12-01-211-01	Accomodations - CAO	0.00	0.00	0.00	1,000.00
2-12-01-223-00	Membership & Registrations-CAO	50.00	0.00	0.00	500.00
2-12-01-225-00	Conference Registrations - CAO	0.00	0.00	0.00	500.00
<b>*</b>	<b>TOTAL CAO EXPENSES</b>	<b>90,131.84</b>	<b>11,680.88</b>	<b>47,243.56</b>	<b>103,200.00</b>
<b>**</b>	<b>TOTAL NET ADMIN &amp; CAO</b>	<b>(243,351.27)</b>	<b>(618,780.25)</b>	<b>(457,977.31)</b>	<b>(264,204.29)</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>BYLAW &amp; ENFORCEMENT</b>					
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)	0.00	(25.00)	(150.00)
<b>* TOTAL BYLAW &amp; ENFORCEMENT</b>		<b>(150.00)</b>	<b>0.00</b>	<b>(25.00)</b>	<b>(350.00)</b>
<b>BYLAW &amp; ENFORCEMENT EXPENSE</b>					
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
<b>* TOTAL BYLAW &amp; ENFORCEMENT EXPE</b>		<b>150.00</b>	<b>0.00</b>	<b>218.40</b>	<b>500.00</b>
<b>** NET BYLAW &amp; ENFORCEMENT</b>		<b>0.00</b>	<b>0.00</b>	<b>193.40</b>	<b>150.00</b>
<b>PUBLIC WORKS</b>					
1-31-00-254-00	Costs Recovered - Public Works	0.00	0.00	0.00	0.00
<b>* TOTAL PUBLIC WORKS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>PUBLIC WORKS EXPENSE</b>					
2-31-00-100-00	Salaries & Wages	23,568.92	4,304.21	18,460.76	25,000.00
2-31-00-140-00	Employee Benefits	3,205.49	690.17	3,342.24	5,250.00
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 & Subsistance	0.00	0.00	0.00	500.00
2-31-00-217-00	Telephone & Internet	336.83	25.62	103.51	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	38.00	53.25	750.00
2-31-00-521-00	Fuel Costs	3,906.81	254.77	1,467.81	7,000.00
2-31-00-528-00	Equipment - Repairs/Maintenance - PW	9,546.52	1,108.87	2,781.88	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	485.07	3,125.14	3,000.00
2-31-00-515-00	TECHNOLOGY	1,786.10	0.00	0.00	1,000.00
<b>* TOTAL PUBLIC WORKS EXPENSE</b>		<b>44,527.72</b>	<b>6,906.71</b>	<b>29,431.91</b>	<b>54,500.00</b>
<b>** NET PUBLIC WORKS</b>		<b>44,527.72</b>	<b>6,906.71</b>	<b>29,431.91</b>	<b>54,500.00</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>ROADWAYS EXPENSE</b>					
2-32-00-100-00	SALARIES & WAGES	13,089.78	2,384.17	13,258.27	20,000.00
2-32-00-140-00	Employee Benefits	1,396.45	366.80	2,630.37	4,400.00
2-32-00-220-00	Advertising	0.00	0.00	0.00	200.00
2-32-00-230-00	Other Contracted Services - Streets	138.00	0.00	884.00	5,000.00
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	1,577.26	2,209.04	500.00
2-32-00-513-00	Beautification - Streets	0.00	0.00	0.00	1,000.00
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
2-32-00-521-00	Fuel Costs - Roads	934.19	181.03	1,269.67	1,500.00
2-32-00-528-00	Repairs & Maintenance - Roads	17,356.70	4,940.39	9,547.16	50,000.00
2-32-00-540-00	Street Lights	19,296.96	1,541.84	6,774.48	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
2-32-01-512-00	SMALL TOOLS - ROADS	599.95	0.00	0.00	0.00
<b>*</b>	<b>TOTAL ROADWAYS EXPENSE</b>	<b>57,726.35</b>	<b>10,991.49</b>	<b>42,129.62</b>	<b>187,709.52</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>WATER REVENUE</b>					
1-41-00-410-00	Basic Fees - Water	(22,593.48)	(2,796.00)	(13,996.80)	(34,272.00)
1-41-00-411-00	Water Consumption Fees	(120,433.84)	(10,909.60)	(50,726.00)	(125,000.00)
1-41-00-412-00	Bulk Water Sales	(47,422.21)	(2,982.65)	(26,785.00)	(50,000.00)
1-41-00-510-00	Utility Penalties	(3,858.33)	(709.19)	(2,592.26)	(3,500.00)
1-41-00-540-00	Franchise & Concess.	(57,532.01)	(5,032.29)	(25,034.18)	(50,000.00)
1-41-00-590-00	Other Revenue - Water	(112,818.52)	0.00	0.00	(19,000.00)
<b>* TOTAL WATER</b>		<b>(364,658.39)</b>	<b>(22,429.73)</b>	<b>(119,134.24)</b>	<b>(281,772.00)</b>
<b>WATER EXPENSE</b>					
2-41-00-100-00	Salaries & Wages	17,847.72	6,725.25	21,356.00	30,000.00
2-41-00-140-00	Employee Benefits	3,014.54	1,392.76	4,432.86	5,250.00
2-41-00-148-00	Training & Development - Water	736.58	0.00	0.00	1,500.00
2-41-00-150-00	Freight & Postage	3,770.33	368.00	1,591.45	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	965.00	3,852.62	5,000.00
2-41-00-253-00	R & M - Infrastructure	12,037.38	20,976.76	20,976.76	50,000.00
2-41-00-510-00	General Supplies	994.54	412.68	784.29	1,000.00
2-41-00-515-00	Aquatech - Sub - Contracting Services	88,488.27	0.00	0.00	25,000.00
2-41-00-516-00	Water Meters	2,372.69	511.41	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	683.31	6,121.81	7,500.00
2-41-00-528-01	Building - Repairs/Maintenance	0.00	0.00	0.00	1,000.00
2-41-00-528-03	BULK WATER STN REPAIRS	900.00	0.00	320.88	500.00
<b>* TOTAL WATER EXPENSE</b>		<b>153,301.40</b>	<b>32,035.17</b>	<b>59,948.08</b>	<b>144,500.00</b>
<b>** NET WATER</b>		<b>(153,630.64)</b>	<b>20,596.93</b>	<b>(17,056.54)</b>	<b>50,437.52</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>SANITARY REVENUE</b>					
1-42-00-410-00	Basic Fees - Sewer	(16,037.35)	(1,864.00)	(9,331.20)	(22,656.00)
1-42-00-411-00	Sewer Consumption Fees	(26,152.07)	(2,591.23)	(12,047.02)	(66,323.10)
1-42-00-540-00	Franchise & Concess.	(13,788.68)	(1,258.06)	(9,408.78)	(12,000.00)
1-42-00-590-00	Sewer Dumping Fees	0.00	0.00	0.00	(3,800.00)
<b>*</b>	<b>TOTAL SANITARY</b>	<b>(55,978.10)</b>	<b>(5,713.29)</b>	<b>(30,787.00)</b>	<b>(104,779.10)</b>
<b>SANITARY EXPENSE</b>					
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	30,901.36	30,901.36	45,000.00
2-42-00-270-00	Lab Testing	53.13	0.00	0.00	250.00
2-42-00-510-00	General Supplies	74.74	35.76	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	2,601.88	10,000.00
2-42-01-528-00	Equipment - Repairs/Maint. - Storm Water	0.00	0.00	0.00	1,000.00
<b>*</b>	<b>TOTAL SANITARY EXPENSE</b>	<b>13,307.78</b>	<b>30,937.12</b>	<b>33,539.00</b>	<b>64,950.00</b>
<b>**</b>	<b>NET WASTEWATER</b>	<b>(42,670.32)</b>	<b>25,223.83</b>	<b>2,752.00</b>	<b>(39,829.10)</b>
<b>GARBAGE REVENUE</b>					
1-43-00-254-00	Costs Recovered - Garbage	0.00	0.00	0.00	0.00
1-43-00-410-00	Solid Waste Collection Fee	(48,401.27)	(4,200.00)	(21,028.00)	(61,800.00)
<b>*</b>	<b>TOTAL GARBAGE</b>	<b>(48,401.27)</b>	<b>(4,200.00)</b>	<b>(21,028.00)</b>	<b>(61,800.00)</b>
<b>GARBAGE EXPENSE</b>					
2-43-00-241-00	Solid Waste Disposal	44,285.69	3,552.89	12,526.49	36,250.00
2-43-00-510-00	General Supplies	0.00	0.00	0.00	250.00
2-43-00-850-00	Waste Commission Grant	9,335.46	0.00	2,504.02	20,000.00
<b>*</b>	<b>TOTAL GARBAGE EXPENSE</b>	<b>53,621.15</b>	<b>3,552.89</b>	<b>15,030.51</b>	<b>56,500.00</b>
<b>**</b>	<b>NET WASTE</b>	<b>5,219.88</b>	<b>(647.11)</b>	<b>(5,997.49)</b>	<b>(5,300.00)</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>FCSS REVENUE</b>					
1-51-00-840-00	Grant - Prov. - FCSS	(14,847.31)	0.00	(6,739.21)	(14,500.00)
1-51-00-850-00	Grant - Local Govt. - FCSS	(61,478.17)	0.00	(60,883.00)	(47,808.00)
1-51-00-850-01	MVC Wage Grant	(10,000.00)	0.00	0.00	(10,000.00)
1-51-00-990-00	Donation & Fees - FCSS	(10,789.70)	(300.00)	(1,525.00)	(3,000.00)
1-51-00-990-01	Donations/Fees - Summer Fun	(7,225.00)	0.00	(5,531.25)	(3,500.00)
<b>* TOTAL FCSS</b>		<b>(104,340.18)</b>	<b>(300.00)</b>	<b>(74,678.46)</b>	<b>(78,808.00)</b>
<b>FCSS EXPENSE</b>					
2-51-00-100-00	Salaries & Wages	34,855.07	4,333.00	15,227.40	36,000.00
2-51-00-140-00	Employee Benefits	7,670.35	880.52	3,547.24	8,000.00
2-51-00-150-00	Freight & Postage	23.14	0.00	0.00	50.00
2-51-00-211-00	Travel & Substistance	3,175.39	14.79	14.79	2,500.00
2-51-00-217-00	Telephone & Internet	2,362.30	164.93	743.50	2,200.00
2-51-00-220-00	Advertising	988.75	250.00	250.00	500.00
2-51-00-223-00	Memberships - FCSS	114.00	0.00	0.00	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	665.24	2,595.24	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	1,000.00	1,533.18	2,200.00
2-51-00-410-00	Adult Programs	3,507.05	0.00	282.63	3,000.00
2-51-00-411-00	Children-Youth Programs	6,884.46	1,502.82	2,162.61	3,000.00
2-51-00-412-00	Family Programs	(245.36)	0.00	0.00	1,000.00
2-51-00-414-00	Local Grants (External Funding)	6,200.00	0.00	5,500.00	6,300.00
2-51-00-560-00	COPIER LEASE	3,105.12	0.00	935.58	3,150.00
<b>* TOTAL FCSS EXPENSE</b>		<b>79,448.51</b>	<b>8,811.30</b>	<b>32,967.17</b>	<b>71,275.00</b>
<b>** NET FCSS</b>		<b>(24,891.67)</b>	<b>8,511.30</b>	<b>(41,711.29)</b>	<b>(7,533.00)</b>
<b>CEMETERY REVENUE</b>					
1-56-00-410-00	Plot - Cemetery	(1,350.00)	0.00	(467.50)	(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)	0.00	(150.00)	(1,000.00)
1-56-00-850-00	Grant - Local Govt. - Cemetery	0.00	0.00	0.00	(1,500.00)
<b>* TOTAL CEMETERY</b>		<b>(3,750.00)</b>	<b>0.00</b>	<b>(817.50)</b>	<b>(6,000.00)</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>CEMETERY EXPENSE</b>					
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	0.00	250.00
2-56-00-528-00	Repairs & Maintenance - Cemetery	0.00	0.00	0.00	1,500.00
<b>* TOTAL CEMETERY EXPENSE</b>		<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,750.00</b>
<b>PLAN &amp; DEVELOPMENT REVENUE</b>					
1-61-00-410-00	Building Permits	(528.08)	0.00	(61.63)	(1,100.00)
1-61-00-419-00	Compliance Certificates	(100.00)	0.00	(300.00)	(1,000.00)
1-61-00-520-00	Development Permits	0.00	(100.00)	(400.00)	(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)
<b>* TOTAL PLANNING &amp; DEVELOPMENT</b>		<b>(628.08)</b>	<b>(100.00)</b>	<b>(761.63)</b>	<b>(4,550.00)</b>
<b>PLAN &amp; DEVELOPMENT EXPENSE</b>					
2-61-00-230-00	Professional Services	527.32	0.00	4,500.00	15,000.00
2-61-00-233-00	Land Title Changes	65.75	0.00	0.00	150.00
2-61-00-148-00	Training - Planning	57.24	0.00	0.00	500.00
2-61-00-220-00	Advertising	0.00	0.00	0.00	500.00
<b>* TOTAL PLANNING &amp; DEVELOPMENT E</b>		<b>650.31</b>	<b>0.00</b>	<b>4,500.00</b>	<b>16,150.00</b>
<b>** NET PLANNING &amp; DEVELOPMENT</b>		<b>(2,977.77)</b>	<b>(100.00)</b>	<b>2,920.87</b>	<b>8,350.00</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>CULTURE &amp; RECR. REVENUE</b>					
1-71-00-990-02	Donation - Cremona Days	(8,850.00)	0.00	(9,300.00)	(13,780.00)
1-71-00-990-08	Donation/Fees - WinterFest	(4,000.00)	0.00	200.10	(4,000.00)
<b>*</b>	<b>TOTAL CULTURE &amp; RECREATION</b>	<b>(12,850.00)</b>	<b>0.00</b>	<b>(9,099.90)</b>	<b>(17,780.00)</b>
<b>CULTURE &amp; RECR. EXPENSE</b>					
2-71-00-990-02	Cremona Days	10,155.68	0.00	40.00	13,000.00
2-71-00-990-08	WinterFest	1,747.62	0.00	336.20	1,500.00
<b>*</b>	<b>TOTAL CULTURE &amp; RECREATION EXP</b>	<b>11,903.30</b>	<b>0.00</b>	<b>376.20</b>	<b>14,500.00</b>
<b>**</b>	<b>NET CULTURE &amp; REC</b>	<b>(946.70)</b>	<b>0.00</b>	<b>(8,723.70)</b>	<b>(3,280.00)</b>
<b>PARKS &amp; RECR. REV</b>					
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)
<b>*</b>	<b>TOTAL PARKS &amp; RECREATION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(3,610.00)</b>
<b>PARKS &amp; RECREATION EXPENSE</b>					
2-72-00-230-00	Other Contracted Services	1,781.00	1,414.48	2,219.48	2,500.00
2-72-00-510-00	General Supplies	2,418.04	245.58	266.73	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	503.24	2,003.24	2,000.00
2-72-00-528-01	Playground Repairs & Maint.	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL PARKS &amp; RECREATION EXPEN</b>	<b>5,745.09</b>	<b>2,163.30</b>	<b>4,489.45</b>	<b>11,000.00</b>
<b>**</b>	<b>NET PARK &amp; REC</b>	<b>5,745.09</b>	<b>2,163.30</b>	<b>4,489.45</b>	<b>7,390.00</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>LIBRARY</b>					
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)
1-74-00-254-01	LIB COST RECOVERY - ELECTRICITY	(2,255.86)	0.00	(745.92)	(3,500.00)
1-74-00-254-02	LIB COST RECOVERY - GAS	(890.89)	0.00	(335.39)	(1,850.00)
1-74-00-254-03	LIB COST RECOVERY - TELEPHONE	(629.82)	0.00	(209.94)	(700.00)
<b>* TOTAL LIBRARY</b>		<b>(38,588.45)</b>	<b>0.00</b>	<b>(37,152.25)</b>	<b>(50,408.60)</b>
<b>LIBRARY EXPENSE</b>					
2-74-00-217-00	Library Office Phone	668.00	0.00	199.95	0.00
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	2,074.68	4,150.00
<b>* TOTAL LIBRARY EXPENSE</b>		<b>48,094.88</b>	<b>0.00</b>	<b>46,633.23</b>	<b>41,111.00</b>
<b>** SURPLUS / DEFESET</b>		<b>9,506.43</b>	<b>0.00</b>	<b>9,480.98</b>	<b>(9,297.60)</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
<b>FIRE EXPENSES</b>					
2-23-00-217-00	Telephone, Internet & Security	4,529.71	97.00	485.00	1,200.00
2-23-00-230-00	Professional Services	1,301.08	0.00	0.00	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	102.20	2,500.00
2-23-00-740-00	Fire Services Requisition	56,535.00	0.00	1,283.68	74,898.85
<b>* TOTAL FIRE EXPENSES</b>		<b>68,960.62</b>	<b>97.00</b>	<b>32,910.44</b>	<b>83,798.85</b>
<b>DISASTER SERVICES EXPENSE</b>					
2-24-00-230-00	Professional Services - Disaster Serv.	0.00	0.00	0.00	35.00
<b>* TOTAL DISASTER SERVICES EXPENS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.00</b>
<b>FACILITIES EXPENSE</b>					
2-69-00-543-00	Natural Gas Admin	1,184.56	122.48	660.69	7,500.00
2-69-00-543-01	Natural Gas FCSS/Council	2,613.36	212.54	1,203.13	2,500.00
2-69-00-543-02	Natural Gas PW Shop	5,736.83	754.75	3,550.33	7,000.00
2-69-00-543-03	Natural Gas Water Wells	982.57	39.50	158.00	1,500.00
2-69-00-528-00	Building Repairs Maint - Admin	599.98	0.00	986.46	3,500.00
2-69-00-528-01	Building Repairs Main FCSS/Council	0.00	28.38	28.38	3,000.00
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	194.30	843.96	4,750.00
2-69-00-540-01	Electricity FCSS/Council	2,342.70	180.31	837.95	1,250.00
2-69-00-540-02	Electricity PW	20,110.04	1,298.13	5,954.93	25,000.00
2-69-00-540-03	Electricity Water	29,812.78	2,013.77	9,045.69	35,000.00
2-69-00-230-00	Professional Services/Janitorial Admin	865.00	60.00	1,955.39	3,000.00
2-69-00-230-01	Prof. Services - Janitorial FCSS/Council	730.00	0.00	60.00	4,200.00
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	74.81	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	388.60	1,687.94	0.00
<b>* TOTAL FACILITIES EXPENSE</b>		<b>73,718.09</b>	<b>5,292.76</b>	<b>27,902.64</b>	<b>102,957.22</b>



# VILLAGE OF CREMONA

## MONTHLY

General Ledger	Description	2023 Actual	May 2024 Actual	2024 Actual	2024 Budget
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\*\*\* End of Report \*\*\*

**MEETING: Regular Council Meeting**

**Date: June 18, 2024**

**AGENDA NO.: 9 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:**

- Lots of correspondence with legal, land.
- Made 3 agenda package
- Res: 24/108 Requested AT for road closures-Show and Shine
- Res: 24/110, Res: 24/ 111 written letter to Library manager with councils approval and defeated
- Res: 24/115 forward letter to Premier to rescind Bill 20
- Res: 24/126 worked through ICC Agreement renewal
- Res: 24/127 Discussed this Chris -Urban System
- Res: 24/129 Advertised new office hour starting July 1, 2024
- Res:24/133 Advertised new rates for utility commencing July 1, input all-new budget numbers into Muniware
- Res:24/134 Talked with Dan regarding Council decision made arrangements with bell ringing
- Attended ICC meeting
- Attended MVREMA meeting
- Attended MUNIS Zoom training
- 
- 

**Events and Meetings Attended:**

**Website & Social Media:** Did training on website posting and updated some

**Planning & Development:**

- Working with Urban Systems on land sales, had meeting with Chris

**Public Works**

- Weekly bacterial samples delivered to Didsbury
- Installed a New Transfer pump/motor assembly into raw side of WTP

- 3 wk slow drain of the lagoon, did all regulations to prevent contravention -letters, water samples...
- Installed 4 more New water meters-2 Trailer Park, 2 village residents.
- Organized company to grade East Street and 3<sup>rd</sup> Street East. Overlooked project
- Worked serval days trying to isolate water at Petro Canada due to water leakage in the building Had to isolate water entering into the business.
  
- Installed a New 2-inch ball valve and new water meter into Fire Department.
- Organized and overlooked paving company while paving patches throughout the village
- Organized and overlooked contractor to clean up old recycling area.
- Organized and overlooked annual spring clean up.
- Full throttle into grass cutting and weed whacking.

**RECOMMENDED ACTION:**

**Res: 24/0 MOTION** That Councillor \_\_\_\_\_ accepts the March CAO Report & Public Works Report as information only.

*INTLS: CAO:KO*

**MEETING: Regular Council Meeting**

**Date: June 18, 2024**

**AGENDA NO.: 10**

**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.

**Mayor Hagen Reports**

**Deputy Mayor Canaday Reports**

**Councillor Goebel Reports**

- FCSS Coordinators Report for May 2024
- FCSS Board Meeting Minutes June 4, 2024

**Councillor Dick Reports**

- Cremona Library Meeting Minutes, April 25, 2024
- MVSH Board Meeting Key Messages-May 9, 2024

**RECOMMENDED ACTION:**

**MOTION** THAT Councillor \_\_\_\_\_ accepts the minutes from Boards, Committees & Commission as information only.

INTLS: CAO:   K O

# COUNCILLOR GOEBEL REPORTS

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## Coordinators Report for May 2024

From May 1 – 3<sup>rd</sup> I attended the directors network meeting. This year's theme "Evolving Needs, Adaptive Strategies" – a constant in the FCSS world!

First Keynote Speaker was Tyler Waye: The Artificial and Intelligent Future

Breakout session #1 – I attended the "Exploring prevention priorities set by the Ministry of Seniors, Community and Social Services and how these align with the FCSS Mandate. A table top discussion.

This session had several questionable questions in regard to how FCSS could help with community needs that don't look like they fit with typical FCSS programs. It was wonderful to brainstorm with out of the box thinkers, people like the Cremona FCSS board that ask "how do we help", not "we can't because....". I spoke about our senior's food program – I would not be surprised if it's copied in other communities. Other topics included Employment, Transportation, and Homelessness.

Then Breakout session #2- Unlocking Fulfillment at work and fostering Teamwork Engagement and Purpose.

This was presented by Tyler Waye. He traveled the world looking into communities, families, small business... looking for the answer to Fulfillment and purpose at work.

The point I got from the presentation is basically "Love what you do". Of course, for most of us it's about earning a wage to pay the bills, doing what you must do to survive. SOMETIMES it's a mind set, a change in perspective...But, when you love what you do, it's so much more than that.

Breakout Session #3 – Traditional Indigenous Protocol

FCSSAA is a huge supporter of Indigenous traditions. Elder Loretta Parenteau-English provided all attending a "Nisitapi" Indigenous view of -

- \*Understanding the reference of Protocols
- \*Reason of the importance of the use of Protocols
- \*Significant use of Protocols and
- \*Different approaches to Protocols

The presentation was to give a better understanding of the Why, When and Where and How to carry out proper Protocols in several different situations.

The closing Keynote speaker was Peter Brown from CBC (and other things) presenting - Laughing Matters- Laugh Your Way Through Stress

Nothing wears you down like job stress and uncertainty, especially these days. You're exhausted. You're cranky. You're losing sleep

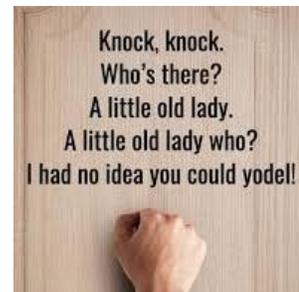
And worst of all you feel powerless – you have no control over the changes that are coming at you. - That’s where LAUGHING MATTERS comes in.

Peter spoke about all the uncertainty he faced through out his career, and how he managed the stress with laughter. He spoke about all the measurable good things laughing contributes to like lower blood pressure, improved immune system, and improve mood and help you cope with stress and change.

He suggests when times are hard / stressful, find a minute to watch a video of a baby laughing. read a joke, think of a happy time... it will always make your day a little better.



“What’s worse than finding a worm in your apple? Finding half a worm in your apple“



For the rest of the month we hosted an interagency meeting, 2 movies, pop up play, the emergency shelter open house, a show and shine meeting, a Canada day meeting, a sharing circle, cooked over 100 more seniors meals with volunteers, picked up more taxes from Carstairs, and a mothers day craft.

To off set afterhour programs Mondays have been short days, as well as one Wendsday.

I have planned a lunch and learn, a seniors trip, worked on the regional wellness fair, started the newsletter, sent out the funding agreements, found answers to seniors housing questions, SHARP program questions.

Calls = 98

Walk ins = 52

I have been on the phone with CRA a few times (its always a super painful call) , and had a couple hampers pick ups.



Minutes from FCSS meeting held at FCSS office on June 4th, 2024  
Present –Greg, Corrie, Tiffany, Shane, Bonnie and Jen

Called to order 6:33 pm

Motion to accept the agenda as amended. Made by Greg. All in favor – Carried.

Motion to accept the minutes for May 7, 2024, as presented made by Corrie. All in favor – Carried.

Motion to accept the coordinator’s summary report as information made by Shane. All in favor – Carried.

### ***Old Business***

Financial report – Motion to accept as information only made by Corrie, All in favor- Carried

### **New Business**

Jen will be booking interviews for the Summer Fun job positions. Corrie volunteered to help with the interviews.

Bonnie motioned to contribute \$200 to the MVFRN barn dance, All in favor – Carried

Jen has booked a couple speakers for a “Lunch and Learn”. Jen will see if the Water Valley Arts and Wellness building is available.

Motioned by Greg for Jen to purchase a change table with the Walmart gift cards for the FCSS washroom. All in favor – Carried

Cremona FCSS will host a “Summer Social” at the end of August. We will partner with anyone that wants to contribute anything. So far, we have the Library, MVFRN, Connect First, Call Grampy, and Terry and Winnifred Thompson.

Meeting adjourned at 7:43 pm

Next Meeting July 2, 2024

# COUNCILLOR DICK REPORTS

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**The Village of Cremona Library Board – Minutes of Regular Board Meeting**  
**April 25, 2024, at the Cremona Library**

Call to Order at 7:00 p.m.

**Attending:** Cam MacFarquhar (Vice Chair), Rosemarie McGonigle (Secretary), Richard Forsberg, Jan Shand, Rebecca Smith (Library Manager), Jody Dick (Village Rep), Greg Harris (County Rep)

**Regrets:** Jennifer Foat (Chair)

**Words from the Chair:** (Cam MacFarquhar)

- Jennifer was ill, so Cam was chairing the meeting

**Additions/Adoption of Agenda:**

- Rebecca requested the following additions: the P&L statement was added to the treasurer's report, as well as additional correspondence.

MOTION to adopt agenda as amended - Jody moved, all in favour, carried.

**Approval of Minutes:**

- Rebecca clarified the change in Open Issues - rather than the 2023/2024 Budgets not being audited, it should read the 2023 Financial Statements have not been audited.

MOTION to approve minutes from March 28, 2024 meeting as amended - Jan moved, all in favour, carried

**Correspondence:** (Cam)

- Parkland Invitation (as per agenda package)
- PRLS Annual Report Infographic, PRLS Response to LAA's Statement in Response to Proposed "Parental Rights" Legislation, & Letter from Minister McIver RE: Libraries Act (as per addendum to agenda package).

MOTION to accept Correspondence as information only - Greg moved, all in favour, carried.

**Treasurer's Report:** (as per report from Sasha in agenda package)

- P&L Statements also provided by Rebecca

MOTION to accept Treasurer's report - Rosemarie moved, all in favour, carried.

**County Report:** (Greg)

- The Rec Board meets April 29th and grants should be decided then

MOTION to accept County Report - Richard moved, all in favour, carried.

**Village Report:** (Jody)

- Jennifer's appointment to the Board as the Chair for another term was approved
- Our budget was submitted to council, and was tabled for further discussion at the next meeting

MOTION: to accept Village report - Greg moved, all in favour, carried.

**Library Report:** (as submitted by Rebecca in agenda package)

- Division of utility costs still to be resolved

MOTION to accept Library Report - Greg moved, all in favour, carried.

**Open Issues:**

- Rebecca's April meeting with Karen (CAO) re: equitable division of utility costs has yet to happen

- Budget 2024: Rebecca questioned Village's decision to table motion of Budget approval, and Jody said it was due to an upcoming ICC meeting. Rebecca explained that the funding arrangement for the library is part of a signed agreement between the Village and the County and any changes to the agreement would be for future years, not current year. An upcoming ICC meeting would have no relevance to 2024 funding. Jody agreed to bring the matter up at tomorrow's Council Budget meeting.
- Village's re-appointment of Jennifer has been signed off on
- Bookkeeper position: Policy changes have been proposed that will allow Rebecca, and future library managers, to also look after bookkeeping role

MOTION: to accept Policy 3 changes as presented, Jody moved, all in favour, carried.

MOTION: to accept Policy 4 changes as presented, Greg moved, all in favour, carried.

MOTION: to accept Policy 15 changes as presented, Richard moved, all in favour, carried.

MOTION: to approve pay raise for Rebecca as of May 13, Jan moved, all in favour, carried.

MOTION: to have Rosemarie add Rebecca immediately as User on our CRA account, Jody moved, all in favour, carried

MOTION to remove Sasha from CRA account effective May 12, Greg moved, all in favour, carried.

MOTION to remove Sasha from having signing authority at the bank effective May 12, - Rosemarie moved, all in favour, carried.

MOTION to add Jennifer and Rosemarie for online access at the Bank, Richard moved, all in favour, carried.

#### **New Business:**

Finance Committee (Rosemarie)

- Jan, Rosemarie, and Rebecca met on April 23 to begin application for Charitable Status. Personal information required from all Board Members was acquired and provided by Rebecca to use in the application.

#### **Governance Committee:** (Richard)

MOTION to accept amendment in numbering to Policy 7, Greg moved, all in favour, carried.

MOTION to accept (new) Policy 21 as presented, Rosemarie moved, 5 in favour, 1 opposed, 1 abstained, carried.

#### **Anniversary Committee:** (Rosemarie)

- Rosemarie has met with Flora Newsome and Dianne Whitlow re: the origins of the library, and they will make further inquiries to confirm whether the year it started was 1970 or 1971.

#### **Board Recruitment:**

- Rebecca has asked for suggestions for potential Board members, and she will also post on social media

**Meeting Hours:** Rosemarie 1.5, Richard 1.5, Cam 1.5, Jan 1.5 - Total: 6 hours

#### **Other Volunteer Hours:**

Library Operations: Jennifer 18, Rosemarie 6, Richard 4, Jan 4 - Total: 32 hours.

Library Outreach: 0 hours (Rebecca is tracking outreach hours volunteered by staff)

Library Programs: 0 hours

#### **Meeting Adjourned:**

Meeting was adjourned at 8:24 pm by Cam.

**Next Meeting:**

Next Regular Board Meeting will be on Thursday, May 23, 2024 at 7:00 pm at the Library.

Minutes respectfully submitted by Rosemarie McGonigle.

*Rosemarie McGonigle*  
*May 23/2024*



## ADMINISTRATION OFFICE

#301 6501 51 Street, Olds, Alberta, T4H 1Y6  
P: (403) 556-2957 E: admin.assistant@mvsh.ca  
F: 587-796-0773

### BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of May 9, 2024.

#### Key Messages

- The Board held their regularly scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:00 pm.
- The Board adopted the revised Vision, Mission and Value statements coming from the Strategic Planning Session on April 25, 2024.
- The Board was pleased to hear that the recent Operational Review completed by the Government of Alberta in April was an overall positive process and MVSH is in compliance with all legislative requirements. The Board looks forward to seeing the official final report.
- The Board expressed their appreciation of Mountain View Seniors' Housing Foundation for the recent purchase of a new \$30,000 Spa Tab for the Residents of Mount View Lodge in Olds.
- The Board completed the review of the Housing Market Analysis required by the Government of Alberta and approved the Seniors' Self-Contained program market rent rate for 2024-2025.
- The Board was pleased to see the increase in recipients on the Rental Assistance Benefit Program following the provincial budget increase.
- The Board wished to thank Administration and highlight the positive experience they had at the Strategic Planning Retreat on April 25 and expressed their appreciation to the MVSH Operational Team for their participation.
- The Board was pleased to see the first quarter financials are on par with the approved budget.
- The Board reviewed and adopted the Staff Expense Policy.

#### Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, June 13, 2024, starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

*If you require any information or there are any questions related to this communication, please contact a Board Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at [stacey.stilling@mvsh.ca](mailto:stacey.stilling@mvsh.ca)*

# CORRESPONDENCE REPORTS

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**Mountain View  
Seniors' Housing  
Foundation**

**14th Annual**

***Charity Golf Classic***

**Carstairs Community Golf Club**

**THURSDAY, SEPTEMBER 12, 2024**

**IN SUPPORT OF**

  
**Mountain View  
Seniors' Housing**

  
**2024 SPONSORSHIP PACKAGE**



# A Message from our Chief Administrative Officer

Greetings Valued Friends!

We hope you are all doing well as we make our way through what (from our perspective) has been a very busy year. 2024 is shaping up to be another great one, but we need your help to make it greater!

If you attended our golf tournament last year you already know YOU helped us break EVERY RECORD the Foundation has ever held for our tournament raising over \$30,000. We remain deeply thankful and humbled by your generosity and commitment. Your smiling faces, laughter and desire to make the day amazing continues to be talked about in our team!

It's time for us to get back to work and invite you to join us as a supporter of our 14th Annual Golf Classic, September 12, 2024 at the beautiful Carstairs Golf Course!

Please have a look through this sponsorship package (you will see some familiar faces in the photos)! As you think about our tournament and how you and your teams make a difference take a moment to check out the "Where does your support go?" page. I can tell you the support goes to cool residents like Louise, who, at 98 years young, LOVES her soak in the tub that YOU helped buy for her and many other residents! She specifically requested for her first bath in the replacement tub for staff to ensure the rubber duckies were in the tub AND a glass of champagne to celebrate was waiting for her! Don't we all wish for our loved ones to have experiences that bring them joy?

We appreciate you all and look forward to you and your team joining us for another phenomenal day doing something we love and helping others! We have THE BEST jobs, thanks for being part of the Foundation and MVSH!

It's time to Tee Up! See you soon.



**Stacey Stilling, B.Ed, MBA**  
Chief Administrative Officer  
Mountain View Seniors' Housing

**P:** (403) 556-2957 ext. 704  
**C:** (403) 556-9273  
**E:** stacey.stilling@mvsh.ca



## Mountain View Seniors' Housing

Mountain View Seniors' Housing (MVSH) is a non-profit organization committed to enhancing the lives of seniors in our communities within Mountain View County, Alberta, Canada. MVSH operates seniors' lodges, seniors' self-contained apartments, subsidized family housing, and administer the Rent Assistance Benefit on behalf of the Alberta Government.

## Mountain View Seniors' Housing Foundation

Established in 2002, the Mountain View Seniors' Housing Foundation operates as a registered charity with the sole purpose of raising funds to support Mountain View Seniors' Housing. The Foundation's main focus is to provide aid to four lodges and social housing initiatives located within Mountain View County. On the other hand, Mountain View Seniors' Housing is primarily responsible for the management and operation of seniors' housing and community housing programs throughout the county. Through its efforts, the Foundation has played a vital role in promoting high-quality, community-based, and home-like care for seniors across Mountain View County over the years.

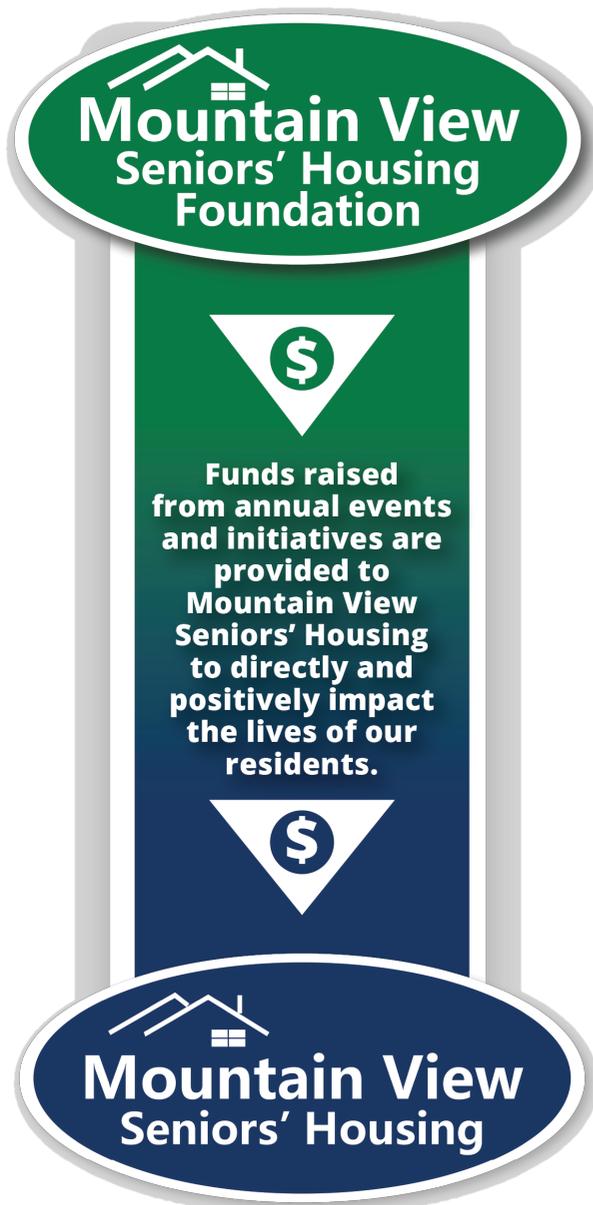
The Foundation employs various fundraising strategies to procure essential equipment and resources for the lodges under its purview, prioritizing items such as spa tubs, furniture, and technology. Unlike funds allocated for wages and salaries, the Foundation's efforts are directed towards enhancing the quality of life for seniors by ensuring they have access to amenities and facilities that promote comfort, well-being, and engagement. Through community events, donation drives, grant applications, and partnerships with local businesses, the Foundation endeavors to secure the necessary funds to furnish the lodges with the equipment and resources they need to provide exceptional care and support to their residents.

### VISION:

Mountain View Seniors' Housing Foundation supports transparent, collaborative, and innovative fundraising to improve the quality of life for our residents.

### MISSION:

Mountain View Seniors' Housing Foundation is a trusted charity that aims to raise awareness and funds by collaborating with community partners to achieve our goal to transform our buildings into homes and to support well-being.





## Where does your support go?

Step onto the green with purpose! Your support at this year's golf tournament will be the driving force behind a wave of positivity for our residents. Together, we'll paint a brighter future by funding enriching activities, securing specialized equipment, and creating warm, inviting spaces for those we cherish.

Last year, your generosity made waves as we unveiled a brand-new therapeutic spa tub at Mount View Lodge. Valued at over \$28,000, this cutting-edge addition is a sanctuary for our seniors. With advanced features tailored for their comfort and well-being, it's a testament to the profound impact of your contributions. Imagine the smiles, the relief, the joy—it's all made possible by your sponsorship and participation in our Annual Charity Golf Classic.

*We can't wait to host you at the 14th Annual MVSH Foundation Golf Classic!*



**Left to right:**  
Doreen Bills (MVSH Foundation Board Member), Ken Harris (MVSH Foundation Board Member), Louise Anderson (Mount View Lodge Resident)

# Join us in thanking our 2023 Sponsors!



## PLATINUM SPONSORS

- Arcadis Architects Inc.
- Shunda Consulting & Construction Management LTD.

## CART SPONSOR

- Olds Electric & Lighting LTD.

## GOLD SPONSORS

- Bethany Care Society
- Town of Carstairs
- MVSH Maintenance Team (AI Smart)

## SILVER SPONSORS

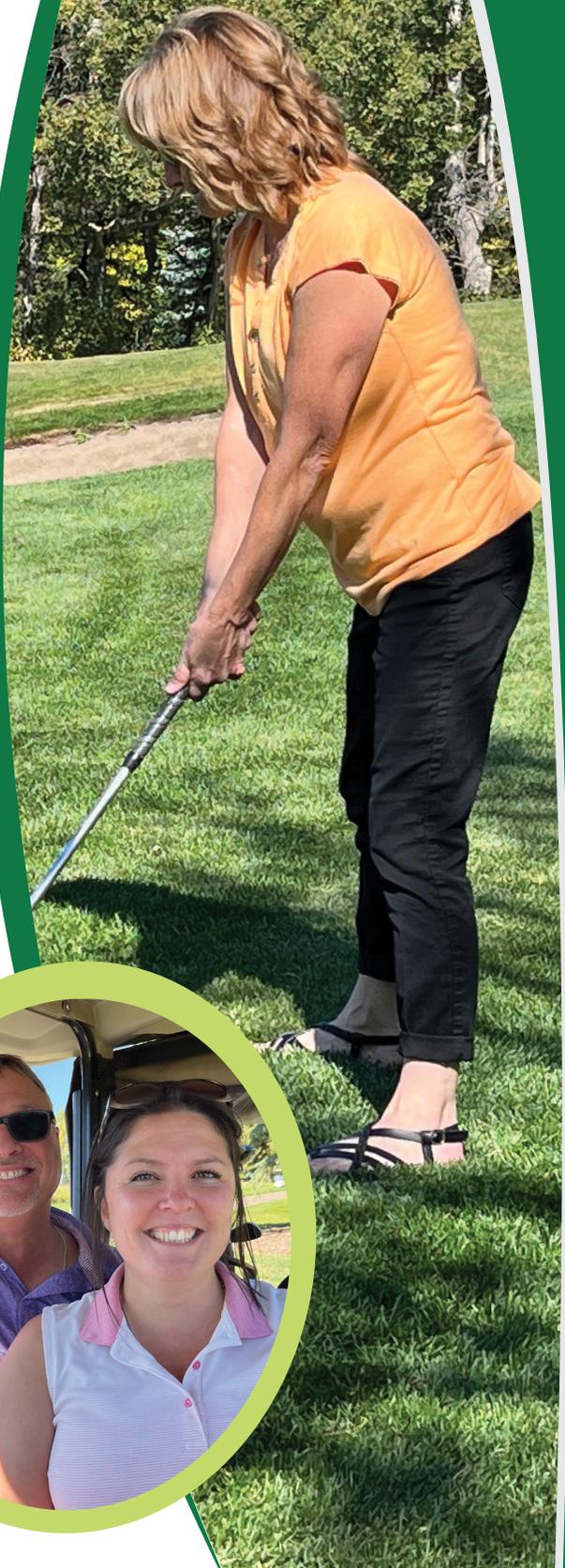
- Reynolds Mirth Richards & Farmer LLP
- Complete Purchasing Services
- A Gallery of Floors
- Acera Insurance
- MLT Aikins
- Global Office Furniture & Looker Office
- Olds Auction Mart
- Integrated Benefits
- Town of Didsbury
- Mountain View County
- Town of Olds
- SMP Engineering & Remedy Engineering

## HOLE IN ONE SPONSORS

- Mathews Dinsdale & Clark LLP
- Onward Integrated Solutions

## HOLE SPONSORS

- Royal LePage Wildrose Real Estate  
Mary Jane Harper & Merrell Dickie
- Prairie Office Plus
- Core Psychology
- Mathews Dinsdale & Clark LLP x 2
- Xerox Business Solutions Company
- Connect First Credit Union
- NewDoor Marketing & Beyond
- Empringham Disposal
- Central Alberta Property Inspections
- Sandstone Interiors
- Olds Golf Club
- Altus Group





## What's Included?

- Green fees and a power cart
- Breakfast, lunch, dinner and beverage tickets
- Access to practice facilities
- Opportunity to bid on amazing silent auction items
- Opportunity to win team and individual contest prizes
- Opportunity for great networking with golfers, sponsors and colleagues
- A great day of golf for an incredible cause!

"I enjoy the independence and availability of activities and meals when needed. I feel safe and secure knowing there is help at the push of a button!"

- MVSH Resident

## Tournament Schedule

**9:00 AM** Arrive at the course and check-in with your team. Enjoy a light breakfast of muffins, coffee and fruit.

**10:00 AM** Teams disperse to the course to begin the tournament in a traditional shotgun start.

**3:00 PM** Enjoy cocktails as teams conclude their round of golf. After all teams have returned from the course, dinner will begin, with a brief program and prizes to follow.

# Tournament Sponsor

*Making a difference, because of you!*



## \$6,500 Exclusive

Step into the spotlight as the ultimate champion of goodwill by becoming the esteemed **Tournament Sponsor** for the Mountain View Seniors' Housing Foundation Charity Golf Tournament! Your generous support will resonate deeply, as proceeds directly benefit Mountain View Seniors' Housing, enriching the lives of our local seniors.

### Includes:

- Eight (8) Green Fees including power carts
- Sixteen (16) drink tickets
- Company logo on the Annual Golf Classic webpage at MVSH.ca
- Branded signage at the golf course
- Recognition on our social media platforms
- Reserved seating at dinner
- First Right of Refusal for the next year's tournament



I am so happy that I  
chose Mountain View  
Seniors' Housing!"

- MVSH Resident



# More Sponsorship Opportunities

*Help us make a difference!*

## Cart Sponsor - \$3,000

### Includes:

- Four (4) Green fees including power carts
- Eight (8) drink tickets
- Company logo on all cart signs
- Company logo on the Annual Golf Classic webpage at Mvsh.ca
- Recognition on our social media platforms

## Hole-In-One Sponsor - \$2,000

### Includes:

- Four (4) Green fees including power carts
- Eight (8) drink tickets
- Company logo on Golf Classic webpage at Mvsh.ca
- Recognition on our social media platforms

## Hole Sponsor - \$500

### Includes:

- One (1) Green fee including a shared power cart
- Two (2) drink tickets
- Opportunity to host an activity or giveaway at your assigned hole
- Recognition on our social media platforms

## Platinum Sponsor - \$5,000

### Includes:

- Eight (8) Green fees including power carts
- Sixteen (16) drink tickets
- Company logo on the Annual Golf Classic webpage at Mvsh.ca
- Recognition on our social media platforms

## Gold Sponsor - \$2,500

### Includes:

- Four (4) Green fees including power carts
- Eight (8) drink tickets
- Company logo on Golf Classic webpage at Mvsh.ca
- Recognition on our social media platforms

## Silver Sponsor - \$1,500

### Includes:

- Two (2) Green fees including power cart
- Four (4) drink tickets
- Company logo on Golf Classic webpage at Mvsh.ca
- Recognition on our social media platforms

# Why do we need your help?

By 2046, Alberta is anticipated to have a population of 6.4 million, with approximately 1.6 million individuals aged 65 and above residing in our province alone. It is important for Mountain View Seniors' Housing to address the present and future needs of this growing demographic to ensure that our local residents in Mountain View County can maintain their connection to their communities as they transition to more supportive living arrangements.

The inability of seniors to remain close to their communities due to lack of support is a significant concern. Research consistently highlights social isolation as a critical risk factor affecting both physical and mental well-being. It can lead to elevated blood pressure, weakened immune system, anxiety, depression, and increased risk of cognitive decline. Our seniors deserve better, and your support during our Annual Charity Golf Classic (and every day) is crucial now more than ever. Your sponsorships and donations directly contribute to the successful implementation of programs and acquisition of equipment in our lodge facilities, enriching the lives of our residents every day.

*Thank you for believing in the valuable work we do!*





# Registration Information

Individual Golfer Registration: \$175.00 each

Complete your registration for the 14th Annual Mountain View Seniors' Housing Foundation Charity Golf Tournament! Registration can be completed by filling out the below form and returning to Mountain View Seniors' Housing Foundation by:

**Email:** Foundation@mvsh.ca  
**In-person:** Mountain View Seniors' Housing Administrative Office  
#301 6501 51 Street, Olds, Alberta, T4H 1Y6

**OR** complete your registration online at [www.mvsh.ca/2024-golf-classic-registration/](http://www.mvsh.ca/2024-golf-classic-registration/)  
Scan the QR code with your mobile device for quick access!

**SCAN ME!**   
Use your mobile device's camera to scan and gain quick access to our website!



NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

COMPANY NAME (If Applicable): \_\_\_\_\_

Are you registering as an individual or a team?: \_\_\_\_\_ Individual (we will place you on a team)

\_\_\_\_\_ Team (provide foursome names below)

**DIETARY RESTRICTIONS**  
If you have dietary restrictions, please email [chayla.zelasek@mvsh.ca](mailto:chayla.zelasek@mvsh.ca) with details.

Golfer #1: \_\_\_\_\_

Golfer #2: \_\_\_\_\_

Golfer #3: \_\_\_\_\_

Golfer #4: \_\_\_\_\_

How did you hear about the MVSH Foundation Annual Charity Golf Classic?  
\_\_\_ Social Media \_\_\_ Radio \_\_\_ Word of Mouth  
\_\_\_ Google Search \_\_\_ Other

## SPONSORSHIP OPTIONS

- Tournament Sponsor (one opportunity) \$6,500
- Platinum Sponsor \$5,000
- Cart Sponsor (one opportunity) \$3,000
- Gold Sponsor \$2,500
- Hole-In-One Sponsor \$2,000
- Silver Sponsor \$1,500
- Hole Sponsor \$500
- I'd like to make a donation

Once Mountain View Seniors' Housing Foundation has received your commitment to sponsor, a member of our team will connect with you regarding advertising and marketing requirements.

If you have any questions, concerns or inquiries regarding sponsorship, please contact Stacey Stilling at [stacey.stilling@mvsh.ca](mailto:stacey.stilling@mvsh.ca) or call 403-556-2957.

## PAYMENT OPTIONS

**Payment for your green fees and/or sponsorship committment can be accepted...**

In person by Mountain View Seniors' Housing located at #301 6501, 51 Street, Olds, AB, T4H 1Y6 or at the Golf Course on the day of the tournament. Debit and Credit will be available.

OR

Via E-Transfer to [payments@mvsh.ca](mailto:payments@mvsh.ca)



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

May 24, 2024

Dear Chief Elected Official

As you are aware, I recently introduced Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which proposes to modify two key pieces of legislation for Alberta municipalities – the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA). The proposed legislation will help municipalities accelerate housing development, strengthen provincial oversight, and update the rules for local elections and locally elected officials.

Firstly, I want to recognize the passionate and constructive feedback I have received from the many mayors, reeves, councillors, and school board trustees across the province over the past few weeks. Your involvement and ardent commentary are a testament to your good work as public servants.

I've heard your concerns and at the May 23, 2024, Committee of the Whole, amendments to Bill 20 were tabled to further clarify the intent of this bill and ensure that locally elected municipal governments will continue to govern in response to the priorities and interests of their residents.

Bill 20 will maintain the municipal ability to govern affairs within local jurisdiction while allowing Cabinet to step in when municipal bylaw crosses into provincial jurisdiction. This will ensure that municipal councils remain focused on municipal issues that their constituents elected them to address. Cabinet's authority to intervene in municipal bylaws will be considered as a last resort; I anticipate that this power will be used very rarely, if ever. As you may know, the ability for the provincial government to repeal or amend bylaws, or dismiss councillors is not new, as municipalities receive their authority from the provincial government as laid out in Canada's Constitution and Alberta's MGA. While Bill 20 proposes to update the process for the provincial government to act more quickly in extenuating, urgent circumstances, these are not new powers.

These amendments will provide additional guardrails for when municipal bylaws can be repealed through the Cabinet process, and remove the direct ability for Cabinet to dismiss a councillor. Cabinet would retain the authority to have a vote of the electors on the potential removal of a councillor, putting this choice back into the hands of the voters.

We have also received a number of questions about some of the changes to the LAEA regarding fundraising. Bill 20 will also increase transparency in campaign financing. Under the old rules, the LAEA only regulated Third Party Advertisers (TPAs) who advertised for the promotion or opposition of a candidate during an election, with donations to such entities limited to a maximum of \$30,000 for all individuals, unions, and corporations. The proposed changes require TPAs who are interested in an issue (rather than a specific candidate) to register and report their finances. We are further proposing to restrict contributions to \$5,000, and for

.../2

contributions to only be made by Albertans, Alberta companies, or Alberta unions. We are also proposing to further develop expense limits in the regulations.

Currently, municipal candidates are able to organize into political parties or slates without any rules around their organization. Adding rules around political parties will increase transparency for electors. Bill 20 will provide rules around enabling local candidates to identify with local political parties without direct affiliation to provincial or federal parties. I have publicly stated my intention to implement the option to include municipal political party affiliation on ballots only in the cities of Edmonton and Calgary. I will also note that any that no candidate will be required to join a political party - they will always remain voluntary and local.

I will continue to consider feedback as I bring Bill 20 through the legislative process. Alberta's government remains committed to fairness and due process and will continue working with local authorities to ensure Albertans have the effective local representation they deserve. Should the legislation pass, Municipal Affairs will be engaging with municipalities and stakeholders over the coming months to explain the changes Bill 20 will require at a local level, and develop regulations as required.

Please find enclosed the Bill 20 Fact Sheet, which can be found on the Government of Alberta website. This document offers clarifications on what Bill 20 means for municipalities and how the changes will impact municipal governments. For more information, please visit: [www.alberta.ca/strengthening-local-elections-and-councils](http://www.alberta.ca/strengthening-local-elections-and-councils).

Sincerely,

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

Ric McIver  
Minister

Attachment: Bill 20 – Fact Sheet

# Bill 20 – *Municipal Affairs Statutes Amendment Act, 2024* (AMENDED)

The proposed *Municipal Affairs Statutes Amendment Act, 2024*, would make changes to two key pieces of municipal-related legislation: the *Local Authorities Elections Act (LAEA)* and the *Municipal Government Act (MGA)*.

- The **LAEA** establishes the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis Settlements.
- The **MGA** establishes the rules governing the conduct of local elected officials once on council, as well as the overall administration and operation of municipal authorities in Alberta.

**On May 23, 2024, amendments were tabled to more clearly outline the authorities to dismiss a councillor and repeal a bylaw.**

## Changes to local election rules under the LAEA

Proposed changes to the *LAEA* aim to add greater transparency to and trust in local election processes.

Description of Proposed Changes	Current Status
Align candidate eligibility criteria with councillor disqualification criteria in the <i>MGA</i> .	Candidates elected to council may face immediate disqualification due to misalignment with the <i>MGA</i> 's criteria.
Allow municipalities to require criminal record checks for candidates.	No provisions in place.
Allow union and corporate donations to local candidates, with the same donation limits as individual donors (\$5,000 per municipality per year).	Unions and corporations were prohibited from donating to municipal campaigns in the 2021 campaign.
Allow donations outside the local election year and require annual reporting of donations.	Donations outside of the campaign period (January 1 to December 31 in the year of a general election) were restricted to a maximum of \$5,000 per year.
Require third-party advertisers interested in plebiscites to register and report finances. Only Albertans, Alberta companies and Alberta unions can contribute to issues-based third-party advertisers, up to a maximum of \$5,000.	The <i>LAEA</i> only regulates third-party advertising for the promotion or opposition of a candidate during an election. There is no reference to issue-based advertising.
Limit donations to third party advertisers to \$5,000 per election period, which begins May 1 of the election year.	The current donation limit is \$30,000 for all individuals, unions, and corporations.
Enable regulation-making authority to define local political parties. This approach will be piloted in Calgary and Edmonton.	No provisions in place to regulate political parties at the local level.
Repeal the municipal authority to develop a voters list.	Municipalities can prepare a voters list, which must be shared with all candidates.
Require municipalities to use the most current provincial register of electors from Elections Alberta.	A permanent electors register is an internal document that assists with the conduct of an election. Municipalities can choose to develop one or not.
Expand the use of special ballots while strengthening special ballot processes.	Special ballots can only be requested for very specific reasons, including physical disability, absence from the municipality, or for municipal election workers.
Limit vouching to the ability to vouch for someone's address.	An elector can vouch for an individual's age, residence, and identity.
Repeal the ability for a candidate's official agent or scrutineer to object to an elector.	Candidate's official agents or scrutineers can object to an elector; however, the elector can still vote.
Enable regulation-making authority to postpone elections in emergencies.	No provisions in place to enable the Minister to postpone an election in the event of a natural disaster.

Prohibit automated voting equipment, such as electronic tabulators.	The <i>LAEA</i> permits municipalities, by bylaw, to process ballots by automated voting equipment.
Require recounts if requested by a candidate when the margin is within 0.5 percent of total votes.	Returning officers have discretion regarding recounts.
Clarifying rules and streamlining processes for scrutineers.	Concerns have been raised that the rules for scrutineers are not clear.

## Strengthening the accountability of local councils under the *MGA*

Proposed changes to the *MGA* will help ensure local councils and elected officials are mindful of the common interests of Albertans and held to greater account by the citizens who elected them.

Description of Proposed Changes	Current Status
Require a councillor's seat to become vacant upon disqualification.	Municipal councils or electors can only remove a disqualified councillor through the courts if they refuse to vacate their seat.
Require mandatory orientation training for councillors.	Training for councillors must be offered, but there is no requirement for the councillor to attend the training.
<b>AMENDED:</b> Allow Cabinet to remove a councillor by ordering a vote of the electors to determine whether the councillor should be removed. An elector vote to remove a councillor is limited to councillors who Cabinet consider to be unwilling, unable, or refusing to do the job for which they were elected, or if Cabinet considers such a vote to be in the public interest by taking into consideration illegal or unethical behaviour by a councillor.	Minister can only remove a sitting councillor through the municipal inspection process and only under very specific circumstances.
Allow elected officials to recuse themselves for real or perceived conflicts of interest.	Elected officials can only recuse themselves for matters in which they have a financial interest.
Make the Minister responsible for validating municipal recall petitions.	A municipality's chief administrative officer is responsible for validating recall petitions.
<b>AMENDED:</b> Enable Cabinet to require a municipality to amend or repeal a bylaw given specific requirements are met that allow Cabinet to intervene (including: the bylaw exceeds the scope of the <i>MGA</i> or otherwise exceeds the authority granted to a municipality under the <i>MGA</i> or any other statute, conflicts with the <i>MGA</i> or any other statute, is contrary to provincial policy, or contravenes the Constitution of Canada.	Cabinet may only intervene with respect to a land use bylaw or statutory plan.  No provisions exist.
Give Cabinet authority to direct a municipality to take specific action to protect public health and/or safety.	
Allow the Minister to outline joint use planning agreement criteria and requirements.	All criteria for these agreements are currently in the <i>MGA</i> .
Specify that the assessed person for an electric generation system is the operator.	There is a lack of clarity regarding who should be assessed for electrical generation systems.

## Accelerating housing development under the *MGA*

Affordable and attainable housing has become one of the most urgent concerns across the country, and Alberta's government is constantly searching for innovative ways to meet this challenge, including new tools for municipalities to leverage under the *MGA*.

Description of Proposed Changes	Current Status
Require municipalities to offer digital options for public hearings on planning and development and restrict them from holding extra hearings when not required by legislation.	No requirements in place for digital options. Municipalities can hold extra hearings beyond what's legislated.

Description of Proposed Changes	Current Status
Fully exempt non-profit subsidized affordable housing from property taxation.	No provisions in place.
Enable multi-year residential property tax incentives.	Municipalities may offer multi-year incentives for non-residential development, but not residential development.
Limit the ability of municipalities to require non-statutory studies as requirements for building and development permits.	No provisions in place.

## Next steps

Should the legislation pass, supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024. If passed, it is anticipated that the majority of the legislation would come into force upon proclamation. Provisions that have property tax implications retain a January 1, 2025, coming into force date.

MOUNTAIN VIEW REGIONAL EMERGENCY MANAGEMENT AGENCY  
12 JUNE 2023, 09:00 A.M.  
CARSTAIRS

**AGENDA**

1. Call to Order
2. Introductions
3. Additions /Deletions to Agenda Items
4. Adoption of Minute- March 12, 2023
5. Unfinished Business
  - 5.1 Updated 2023 ERP
  - 5.2 Upcoming tabletop exercise (Regional or Local?)
  - 5.3 Municipal Communication Plans April 23, 2024
6. New Business
  - 6.1 Open Discussion
7. Reports
  - 7.1 Town of Carstairs
  - 7.2 Town of Didsbury
  - 7.3 Mountain View County
  - 7.4 Town of Olds
  - 7.5 Town of Sundre
  - 7.6 Village of Cremona
  - 7.7 AEMA- Alberta Emergency Management Agency
  - 7.8 ESS- Emergency Social Services
  - 7.9 AHS
8. Next Meeting September 10, in Didsbury
9. Adjournment

# MOUNTAIN VIEW REGIONAL EMERGENCY MANAGEMENT AGENCY

June 11, 2024

## Minutes

### 1. Call to Order

0900

### 2. In attendance

Stephanie Bibault – Olds DEM

Paul Wright – Olds DDEM

Rob McKay – Carstairs DEM

Ernie Bradley – Carstairs DDEM

Kevin Heppler – MVC DDEM

Bryan Walkey – RCMP Carstairs Enhanced

Cole – AEMA

Brian Boutin – AEMA

Ryan Morrison – MVC DEM

Laura – MVC Executive Assistant

Sydney Norrie – MVC

Jon Olfert – Cremona DDEM

Karen O'Connor – Cremona DEM

Merle Steele – Admin Support Olds Protective Services

Craig

### 3. Additions/Deletions to Agenda Items

Block 1 Training for CRAMT

### 4. Adoption of Minutes

March 12, 2024, meeting minutes adopted by Rob McKay.

## 5. Unfinished Business

### 5.1 Updated 2023 ERP

- has only been received from MVC & Carstairs
- Deadline for ERP Updates **AUG 30, 2024**

### 5.2 Upcoming Exercise

- Will be Regional, Full-Scale May 2025
  - Stephanie Bibault in talks with CP to Develop
  - Ryan to reach out to Whitecap for shut down information so that exercise date will work for them too
  - Hoping to have date set by next REMA meeting
- Olds to do a tabletop run through end of September
- Regional Tabletop run through (to increase success for Full Scale) early 2025

### 5.3 Municipal Communications Plans

- Developed April 23, 2024
- See attached Flow Chart
- Any Questions or Comments to Ryan Morrison

## 6. New Business

### 6.1 CRAHMIT Team hosting Block 1 Training July 16-17

- See AMA Training Calendar
- must have ICS 200 with intent to take ICS 300 as a prerequisite

### 6.2 Position Specific Training

- easier as able to obtain a waiver for 2<sup>nd</sup> Instructor
- Resource Unit Leader is a recommended course by Cole (in his experience he has seen this Unit consistently fail during Incidents)
- Targeted Focused Workshop a condensed version of course
  - no certificate
- approx. 20 participants
- Olds to Host a Resource Unit Leader Focused Workshop Oct 16 0830-1630
- STTF Course can be run on weekends (targeted for Fire Dept Officers)

- Stephanie to email Regional Fire Chiefs for interest
- ICS 200 (on-line or in-person) prerequisite
- 24 seats

#### 6.3 Carstairs to Host an ICS 300 course Dec 2-4

#### 6.4 Agency Rep Workshop

- Mirrors Liaison Officer Course
- developed for Industry (Power. Gas. Oil & Gas, etc)
- 6-7 hours
- another to run soon, location TBD
- email Brian if interested

### 7. Reports

#### 7.1 Carstairs

- Attended Whitecap ERP Meeting
- Heritage Festival went well
- Beef & Barley Days coming up & will have an ERP

#### 7.2 Didsbury

- no update

#### 7.3 MVC

- Attended Whitecap ERP Meeting
- Cole attended a tabletop exercise with them
- Office renovations start end of June, currently packing up & will be moving to trailers, therefore, may be asking for EOC help if one is required

#### 7.4 Olds

- Attended Whitecap ERP Meeting
- Revising ERP as a lot of information missing
- Canada Day will have an ERP but no ICP (no action after tornado on Canada Day last year)
- Emergency Response Trailer stocked and ready to use as a resource to any that require
- completed tabletop in May. Successful- another booked for end September

- September ICS 300 currently waitlisted
- Olds Town Hall sold and offices moving to Ops Centre
- no known changes for ICP/EOC at Ops Centre
- Renovations to Ops Centre expected to start in September

#### 7.5 Sundre

- Not in attendance

#### 7.6 Cremona

- No update

#### 7.7 AEMA

- Participated in Touch a Truck during Emergency Preparedness Week
- Participated in Carstairs Community Event

#### 7.8 ESS

- no update

#### 7.9 AHS

- Kelly gone until February

### 7. Next Meeting

September 10 in Didsbury

### 8. Adjournment

1048

## STATUS REPORT

<b>Submitted to:</b>	Rick Blair and the Regional Committee	<b>Project Status</b>	
<b>Project Phase:</b>	Current State Assessment	<p><b>Green Light:</b> Project work is on target</p> <p><b>Yellow Light:</b> Project is experiencing some delays. Delivery dates may be at risk if issues not resolved</p> <p><b>Red Light:</b> Project is experiencing significant delays. Delivery dates at risk.</p>	
<b>Reporting Period:</b>	April 15, 2024, to May 30, 2024		
<b>Project Manager:</b>	Chris Manuel		
<b>Work Accomplished This Period:</b>			
<ul style="list-style-type: none"> <li>Completed several stakeholder interviews and focus groups with the Town of Didsbury, Town of Crossfield, Town of Carstairs, Didsbury RCMP, and Southern Alberta District RCMP</li> <li>Assigned an MNP Analyst (Bri Thompson) and a Senior Consultant (Chartina Nahorniak) to the MNP project Team</li> <li>Developed the Data Collection Framework</li> <li>Identified, collected, and began analysis of community profile information for the Town of Didsbury, Town of Crossfield, Town of Carstairs, Mountainview County, and the Village of Cremona</li> <li>Initiated research into regional policing best practices and innovative approaches</li> <li>Collected and evaluated policing benchmarking data for each community</li> </ul>			
<b>Work Planned But Not Accomplished:</b>			
<ul style="list-style-type: none"> <li>Additional interviews/focus groups are required to complete the stakeholder engagement. These include engaging with stakeholders from Mountainview County, the Village of Cremona, and previously unavailable contacts from the other municipalities. MNP is targeting to complete these engagements between June 5<sup>th</sup> to 14<sup>th</sup></li> </ul>			
<b>Data Requested but Not Yet Received</b>			
N/A			
<b>Key Dates:</b>			
<ul style="list-style-type: none"> <li>Next Status Update: June 14, 2024</li> <li>Final report May 25, 2024</li> </ul>			
<b>Planned Activities for the Next Status Period (May 31 – June 14, 2024):</b>			
<ul style="list-style-type: none"> <li>Conclusion of the Stakeholder Engagement</li> <li>Detailed Data Request for Operational Data will be submitted to the RCMP</li> </ul>			

## STATUS REPORT

### Comments

There were scheduling difficulties at MNP through May that impacted our ability to complete stakeholder engagement with Mountainview County and the Village of Cremona. Time has been set aside to ensure these interviews/focus groups are completed by June 14, 2024 (subject to participant availability). In the meantime, several research and analysis activities have been underway allowing the overall timeline of expected deliverables to remain on schedule. The MNP Project Manager will ensure moving forward that Bi-Weekly updates are submitted to the Regional Committee as expected.

**MEETING:** Regular Council Meeting

**Date:** May 21, 2024

**AGENDA NO.:** 12

**TITLE:** Next Meeting

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:**

Next Regular Council Meeting will be held July 16, 2024

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

**RECOMMENDED ACTION:**

**Res: 24/** **MOTION** THAT Councillor\_\_\_\_\_ declare that the next Regular Council Meeting for the Village of Cremona Council will take place at 7:00 a.m. on Tuesday, July 16, 2024, at Council Chambers located at 106 1<sup>st</sup> Avenue East.

INTLS: CAO: KO

## REQUEST FOR DECISION

**MEETING: Special Council Meeting**

**Date: June 182024**

**AGENDA NO.: 13**

**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:**

Council will be required to make a motion to go into a Closed Meeting to discuss items that are either 1 - legal, & 1 land.

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

INTLS: CAO: KO



## REQUEST FOR DECISION

**MEETING: Closed Meeting**

**Date: June 18, 2024**

**AGENDA NO.: 14**

**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 Councilor \_\_\_\_\_ reconvenes from a closed meeting to a Regular Council meeting at \_\_\_\_ p.m.

INTLS: CAO: KO



**MEETING:** Regular Council Meeting

**Date:** June 18, 2024

**AGENDA NO.:** 15

**TITLE:** Adjournment

**ORIGINATED BY:** *Karen O'Connor, CAO*

**BACKGROUND / PROPOSAL:**

A Member of Council will move to adjourn the meeting.

**RECOMMENDED ACTION:**

**MOTION** THAT Council adjourns the Village of Cremona Regular Council

Meeting on the 18<sup>th</sup> day of June at \_\_\_\_\_p.m.

INTLS: CAO: KO