



VILLAGE OF
Cremona
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 1

TITLE: Call to Order

ORIGINATED BY: *Karen O'Connor, CAO*

Official Administrator Doug Lagore calls the June 17, 2025, Village of Cremona Regular Council meeting to order at _____ pm

RECOMMENDED ACTION:

Official Administrator Lagore calls the Village of Cremona Regular Council Meeting to order at _____pm.

INTLS: CAO: *KO*



VILLAGE OF
Cremona
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: May 21, 2025

AGENDA NO.: 2

TITLE: ACCEPTANCE OF AGENDA

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

By resolution, Council must accept the agenda.

RECOMMENDED ACTION:

MOTION THAT Official Administrator Lagore accepts the Agenda as presented.

OR

MOTION THAT Official Administrator Lagore accepts the Agenda as amended.

INTLS: CAO: *KO*



REGULAR COUNCIL MEETING AGENDA
June 17, 2025, at 7:00 p.m.
Council Chambers – 106 1st Avenue East

ATTENDANCE: Official Administrator, Doug Lagore

OTHER PRESENT: CAO, Karen O'Connor

ABSENT:

1. **CALL TO ORDER**
2. **ACCEPTANCE OF AGENDA**
3. **ADOPTION OF COUNCIL MEETING MINUTES**
 - a) May 21, 2025, Special Council Meeting Minutes
4. **DELEGATION / PRESENTATION:** None
5. **BUSINESS ARISING FROM PREVIOUS MEETING:**
 - a) **RFD 25-06-054** Membership in Parkland Community Planning Services
6. **BYLAWS AND POLICIES:** None
7. **NEW BUSINESS:**
 - a) **RFD 25-06-055** Approval of business licenses
 - b) **RFD 25-06-056** Returning Officer & Substitute RO for 2025 elections
 - c) **RFD 25-06-057** Appointing Karen O'Connor Substitute RO for 2025 Election
 - d) **RFD 25-06-058** Center Street Closure Request, July 1, 2025
8. **REPORTS:**
 - a) **Financial Reports**
 - i. Accounts Payable-May 2025
 - ii. Financial Report January 1-May 31, 2025

b) CAO Reports

9. MINUTES/REPORTS-BOARDS, COMMITTEES, COMMISSIONS:

- Cremona Library Board Meeting-April 24, 2025
- PRL Board Meeting Minutes -May 15, 2025
- PLRL 2024 Report to the Audit Committee
- PRL Financial Statements December 31, 2024
-

10. CORRESPONDENCE & INFORMATION:

- Policing funding Model Review
- AB Justice, National Day for Truth and Reconciliation
- Bulletin AB Emergency Services, May 14, 2025
- PRLS Board Talk- May 15, 2025
- AB Municipalities -Key Messages on Municipal Policing Cost and the Police Funding Model
- RCMP.GRC Provincial Policing Report, May 14, 2025
- Zone Sub Reports April 2025

11. ADJOURNMENT:



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 3

TITLE: Minutes – a) May 21, 2025, Special Council Meeting Minutes

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Council is advised to review all meeting minutes carefully for any errors or omissions prior to approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

- a) MOTION THAT Official Administrator Doug Lagore accepts May 21, 2025,
Special Council Meeting minutes as presented.

OR

- MOTION THAT Official Administrator Doug Lagore accepts May 21, 2025,
Special Council Meeting minutes as amended.

NTLS: CAO: **KO**



**Minutes of the Village of Cremona Special Council Meeting held on
Wednesday, May 21, 2025 – Commencing at 7:00 p.m.**

IN ATTENDANCE: **Official Administrator, Doug Lagore**

OTHERS PRESENT: **CAO, Karen O’Connor, Glen Harison IT Technician
and 8 members of the public**

ABSENT:

1.1 CALL TO ORDER:

Official Administrator Doug Lagore calls the meeting to order at 7:00 P.M.

2.1 ADOPTION OF AGENDA:

**Res: 25/130 MOTION THAT Official Administrator Doug Lagore accepts May 21, 2025
Agenda as presented.**

CARRIED

3. DELEGATIONS / PRESENT:

4. ADOPTION OF MINUTES:

**Res: 25/131 MOTION THAT the minutes of the Regular Council Meeting of April 15th, 2025,
be adopted as presented.**

CARRIED

**Res: 25/132 MOTION THAT the minutes of the Special Council meeting of April 24th, 2025,
be adopted as presented.**

CARRIED

**Res: 25/133 MOTION THAT the minutes of the Special Council meeting of April 29th, 2025,
be adopted as presented.**

CARRIED

5. BUSINESS ARISING FROM PREVIOUS MEETING: None

6. BYLAWS & POLICIES:

a) RFD 25-05-049 Master Rate Bylaw No. 517-25

Res: 25/134 MOTION THAT Official Administrator, Doug Lagore, passed the first reading of the Master Rate Bylaw No. 517-25.

CARRIED

Res: 25/135 MOTION THAT Official Administrator, Doug Lagore, passed the second reading of the Master Rate Bylaw No. 517-25.

CARRIED

Res: 25/136 MOTION THAT Official Administrator, Doug Lagore, present unanimously to proceed to the third reading of the Master Rate Bylaw No. 517-25.

CARRIED

Res: 25/137 MOTION THAT Official Administrator, Doug Lagore, passed the Third and Final reading of the Master Rate Bylaw No. 517-25.

CARRIED

7. NEW BUSINESS

a) RFD 25-05-050 Auditor Recommendation

Res: 25/138 MOTION THAT Official Administrator Doug Lagore approves the recommendation by the auditor, the transfer of \$351,002 is to be transferred from the Capital Reserve to the Unrestricted Reserve is hereby approved.

CARRIED

b) RFD 25-05-051 Removing Base Utility Rates Fees

Res: 25/139 MOTION THAT Official Administrator Doug Lagore approves the Village of Cremona's 2025 new utility rates as \$4.00 per cubic meter of water used and \$2.25 per cubic meter for wastewater charges. The new rates will commence on your June 2025 water consumption billing.

CARRIED

c) **RFD 25-05-052 Cremona Chinook School Cap & Gown**

Res: 25/140 MOTION THAT Official Administrator Doug Lagore requests a letter be sent to the graduation committee appreciating the invitation, but unfortunately, we cannot attend. I hope the event goes wonderfully, and we wish the graduates the best in the future.

CARRIED

d) **RFD 25-05-053 Cremona Staff to Organizing Parade**

Res: 25/141 MOTION THAT Official Administrator Doug Lagore approves the Cremona staff to form a committee to help organize the 2025 Canada Day parade.

CARRIED

Res: 25/142 MOTION THAT Official Administrator Doug Lagore approves the CAO to request Hwy 580 road closure for the Canada Day Parade, July 1, 2025, 10 am to 11:30 am.

CARRIED

8. REPORTS

a) **Financial Reports**

Res: 25/143 MOTION THAT Official Administrator Doug Lagore accepts the accounts payable report with FCSS and the village's financial reports as Information only.

CARRIED

b) **CAO Report**

Res: 25/144 MOTION THAT Official Administrator Doug Lagore accepts the CAO's April activity reports as information only.

CARRIED

9. MINUTES/REPORTS- BOARDS, COMMITTEES, COMMISSIONS

- Cremona Library Board Meeting-March 27, 2025
- PRL Board Meeting Minutes- Feb 27, 2025
- MVRWMC-Annual General Meeting Agenda, April 18, 2025

Res: 25/145 MOTION THAT Official Administrator Doug Lagore accepts the Minutes/reports, Committees, and Commissions as information only.

CARRIED

10. CORRESPONDENCE & INFORMATION

- AB Emergency Management Agency- April/May/June 2025
- Phase 2 Regional Multiplex Study, Olds, AB
- PRLS Board Talk-Feb 27, 2025
- Fortis AB Notification of Work, March 19, 2025

Res: 25/146 MOTION THAT Official Administrator Dour Lagore accepts the attached correspondence as information only.

CARRIED

11. CLOSED MEETING -NONE

12. RECONVENE-NONE

13. ADJOURNMENT

Res. 25/147 MOTION THAT Official Administrator Doug Lagore adjourns the Village of Cremona Special Council Meeting on the 21st day of May at 7:12 p.m.

CARRIED

Official Administrator Doug Lagore

CAO, Karen O'Connor



MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 4 a)

TITLE: Delegations / Presentation: **None**

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

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore

INTLS: CAO: KO



REQUEST FOR DECISION RFD 25-06-054

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 5a) Membership in Parkland Community Planning Services

TITLE: BUSINESS ARISING FROM PREVIOUS MEETING:

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Business Model: Membership Rate Schedule for Villages (Population Under 500)

Membership Tiers:

- **Tier 1:** \$2,500 annually
- **Tier 2:** \$1,250 annually

Membership Benefits Include:

- 3-Year Work Plan
- Formal Service Agreement
- Retention of Subdivision Revenue
- Subdivision Authority
- On-Demand Customer Service
- Day-to-Day Customer Support
- Attendance at Council and Municipal Planning Commission (MPC) Meetings to Provide Expertise
- GIS Base Map Updates
- Additional Services Available at an Hourly Rate of \$140

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

- **Tier 1:** \$2,500 annually
- **Tier 2:** \$1,250 annually

RECOMMENDED ACTION:

MOTION: THAT Official Administrator Doug Lagore approves the Village of Cremona entering into a three-year agreement with Parkland Community Planning Services, commencing April 1, 2025, and ending March 31, 2027. The Village agrees to a Tier Two membership.

OR

MOTION: THAT Official Administrator Doug Lagore

INTLS: CAO KO

PLANNING SERVICES AGREEMENT

This AGREEMENT made this 1st day of April, 2025

BETWEEN:

PARKLAND COMMUNITY PLANNING SERVICES
(PCPS)

- and -

(The Client)
VILLAGE OF CREMONA

Parkland Community Planning Services wishes to provide municipal planning and related services to the Client and the Client wishes to utilize the municipal planning and related services and expertise of PCPS; therefore, the planning services to be provided to the Client by PCPS shall be as contained in this Agreement.

TERM

- 1.) The term of this agreement shall be from April 1, 2025 to and including March 31, 2027.

SERVICES

- 2.) The services provided by PCPS to the Client during the term of this agreement will be those requested by the Client from time to time on an as-needed basis or through an agreed upon work plan. Requests for services may include, but are not limited to:
 - (a) current planning services in the form of consultation and advice on day-to-day planning matters, including but not limited to policy, development permit processing, land development, land use designation and general planning administration matters, to Council and administration, as well as the general public and provincial agencies;

- (b) planning related technical services including but not limited to updates of the municipal base map, civic address maps, municipal registered plan and index map and municipal land use designation map, graphics, designs, general mapping, interactive mapping products and GIS layers;
 - (c) subdivision processing services including pre-application advice, receipt, referral, review and assessment of applications, providing recommendations related to a decision, issuing notice of decision, reviewing plans and instruments for registration, maintaining a filing and processing system related to subdivision responsibilities, and appearing before the appeal board if necessary;
 - (d) long range planning and planning advisory services pertaining but not limited to municipal development plans, intermunicipal development plans, area structure plans, and area redevelopment plans, land use bylaws, outline plans, growth studies and strategies, studies, reports and plans on special issues, site designs, community involvement and public participation programs, planning process training and orientation;
 - (e) other services that may be developed over time based on internal skill sets and in response to client needs.
- 3.) Travel to and from the municipality to attend meetings, undertake field work and inspections, and to consult with affected parties within the municipal office or elsewhere, will be an integral part of the services provided.
- 4.) The Parties hereto acknowledge that PCPS is an independent contractor and is not the agent, servant or employee of the Client.
- 5.) In all dealings with the Client, the services of PCPS shall fall under the administration of the Client's Chief Administrative Officer (CAO) or designate.

- 6.) PCPS will provide designated staff advisors as mutually agreed with the Client, but reserve the ability to replace or substitute staff when circumstances so warrant. Planning and related technical services will be provided on as timely a basis as staff resources allow.
- 7.) Advice and services will be supplied in the most effective and efficient manner, and may be by post, electronic mail, web-based services, video-conferencing, telephone or face to face communication.

FEES

- 8.) The Client agrees to pay PCPS the amount of \$1,250.00 for a Tier Two membership (see Schedule A – Membership Rates based on Population Categories) for each of the three years and nine months of this agreement. **This agreement is starting at the second year of PCPS’ standard three-year agreement. This ensures that all of our service agreements expire at the same time to reduce complexity and administration. The remaining two years (2025-26, and 2026-27) of PCPS membership fees will be invoiced at \$1,250.00 each and will include membership in the Regional SDAB (\$500.00).**
- 9.) As a Tier Two member, the Client’s preferred hourly rates (see Schedule B – Hourly Rates Based on Membership Class) for services rendered from April 1, 2025 to and including March 31, 2027 will be:

Director	\$200 per hour
Senior Planner	\$180 per hour
Planner	\$155 per hour
Planning Technician	\$105 per hour
Administrative Support	\$90 per hour

WORK PLAN AND ESTIMATES

- 10.) The Client and PCPS will endeavour to establish a two-year work plan at the beginning of the term of this agreement to guide the delivery of services provided by PCPS. The work

plan must be approved by the Client's Chief Administrative Officer. An estimate for a specific project (e.g., creation of a new area structure plan) may be provided by PCPS as part of the work plan. More detailed terms of reference for major projects may be created to confirm scope, level of effort and estimated costs at any point during the term of the agreement.

- 11.) The Client must provide written authorization prior to the undertaking of any work by PCPS not included in an agreed upon work plan or project budget.
- 12.) The Client retains the right to seek competitive proposals from PCPS and other planning service providers for specific planning projects. PCPS will be provided the opportunity to submit a bid in all such cases. For the purposes of this clause, the determination of whether the desired work is within the capabilities of PCPS or a project team assembled and led by PCPS rests solely with PCPS.

PAYMENT OF FEES

- 16.) The Client will pay the membership fee of \$1,250.00 each year on or before the anniversary date (March 31). **See Section 8.**
- 17.) Project fees will normally be invoiced on a monthly basis, such payment being due within 30 days of the invoice.
- 18.) The Client will assign to PCPS the right to collect all subdivision related fees charged to the applicant for the provision of subdivision processing services. All subdivision related fees collected by PCPS for subdivision applications within the jurisdiction of the Client will be remitted to the Client following the conclusion of PCPS' annual financial audit/review for the year in which the fees were collected.

ADDITIONAL CLIENT EXPENSES

- 19.) Travel costs for trips related to the delivery of planning services will be billed to the Client using a mileage rate set by the PCPS Board of Directors.

- 20.) Expenses and costs related to the delivery of planning services, including but not limited to public advertising, venue rental and printing costs will be paid by the Client.
- 21.) While PCPS will seek to compensate staff for overtime by time-off-in-lieu, the additional wage costs incurred by staff advisory time in a day or week which exceeds Provincial labour standards may need to be paid by the Client.
- 22.) Where particular matters arise, which PCPS considers will require the engagement of a specialist, or another discipline other than planning, the fees and costs for engagement of the specialist or other discipline will be paid by the Client, provided the Client has authorized the engagement of the specialist.
- 23.) The additional client expenses described in clauses 19 through 22 are payable in addition to the hourly fees charged by PCPS and will not be credited against the minimum annual usage amount.

EXPERT WITNESS

- 25.) Nothing in this agreement will be construed to obligate PCPS to prepare for litigation or appear as an expert witness on behalf of the Client, unless the Director of PCPS authorizes such engagement and the Client and PCPS agree to the charges for such service.

CLIENT RESPONSIBILITIES

- 26.) The Client will provide reasonable notice to PCPS for service required and anticipated, such that service time may be equitably distributed throughout the contract period wherever possible.
- 27.) The Client will consult with PCPS to ensure timely provision of materials and information to support the services being requested.

- 28.) The Client will cooperate with the timely provision of background materials and information needed by PCPS to fulfil the service obligations to the Client.

OWNERSHIP OF MATERIALS

- 29.) All information, reports, plans, and related materials provided to the Client by PCPS in the performance of its service to the Client are to be jointly owned by the Client and PCPS.
- 30.) Joint ownership does not relieve other recipients of these materials from compensating PCPS for its time and expenses in preparing, customizing or assembling the material.

CONFIDENTIAL MATERIALS

- 31.) All confidential information obtained by PCPS with respect to these services or the Client's operation shall not be divulged to any person not authorized to receive it.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 32.) PCPS acknowledges that the Freedom of Information and Protection of Privacy Act applies to all information and records relating to, or obtained, generated, collected or provided under or pursuant to this contract.

AMENDMENT AND CANCELLATION

- 33.) Only the authorized officer(s) of PCPS and of the Client have the authority to amend the terms of this agreement. Such amendments will be by written agreement.
- 34.) The term of this agreement may be extended for an additional year by the Client's Chief Administrative Officer and the Director of PCPS. If an extension is made, the minimum annual usage amount and the hourly rate structures will be adjusted. All other terms and conditions will remain the same.
- 35.) Should a dispute arise between the parties of this agreement or should either party have a complaint with respect to the other party, then both parties agree that they shall meet to discuss and reach resolution regarding the dispute or complaint.

- 36.) If either the Client or PCPS breaches this agreement, the other party may cancel this agreement by means of written notice, the effective date being 60 (sixty) days from the date of written notice.
- 37.) Either party may cancel this agreement with six (6) months written notice, without cause, and the effective date of termination will be the end of the PCPS fiscal year (March 31).
- 38.) Neither party may assign this agreement without the mutual written consent of the other.
- 39.) All the terms, provisions and conditions of this agreement shall be binding upon the parties, and where permitted, their assigns.
- 40.) All notices, approvals or requests in connection with this agreement shall be sent to the parties at the following addresses:

PARKLAND COMMUNITY PLANNING SERVICES
 Unit B, 4730 50th Street
 RED DEER, AB T4N 1X2

IN WITNESS WHEREOF the Parties hereto have executed this agreement.

PARKLAND COMMUNITY PLANNING SERVICES

Per: _____ Per: _____

VILLAGE ---OF--- CREMONA

Per: _____ Per: _____

Schedule A – Membership Fees based on Population Categories

Population	Tier One	Tier Two
Under 500	\$2,500	\$1,250
500 to 1,000	\$3,000	\$1,500
1,000 to 2,000	\$4,000	\$2,000
2,000 to 3,000	\$5,000	\$2,500
3,000 to 5,000	\$6,000	\$3,000
5,000+	\$9,000	\$4,500

Schedule B – Hourly Rates based on Membership Class

Position	Tier One	Tier Two	Non-Member
Director	\$185	\$200	\$225
Senior Planner	\$165	\$180	\$205
Planner	\$140	\$155	\$180
GIS Technician	\$90	\$105	\$135
Admin Support	\$75	\$90	\$115

Schedule C – Sample Planning Service Package based on Tier One Membership Class

Project	Hours	Hourly Rate	Cost
One (1) Subdivision	24	\$140.00	\$3,360.00
One (1) LUB Amendment	24	\$140.00	\$3,360.00
Five (5) Development Permits	40	\$140.00	\$5,600.00
One (1) Compliance Certificate	2	\$140.00	\$280.00
Mapping/GIS	10	\$90.00	\$900.00
TOTAL	100		\$13,500.00

NOTE: THE PLANNING SERVICE PACKAGE IS FLEXIBLE IN THAT ITEMS CAN BE REMOVED OR ADDED AND TRAVEL EXPENSES WOULD BE EXTRA.

Schedule D – Sample Planning Service Package based on Tier Two Membership Class

Project	Hours	Hourly Rate	Cost
One (1) Subdivision	24	\$155.00	\$3,720.00
One (1) LUB Amendment	24	\$155.00	\$3,720.00
Five (5) Development Permits	40	\$155.00	\$6,200.00
One (1) Compliance Certificate	2	\$155	\$310.00
Mapping/GIS	10	\$105	\$1,050.00
TOTAL	100		\$15,000.00

NOTE: THE PLANNING SERVICE PACKAGE IS FLEXIBLE IN THAT ITEMS CAN BE REMOVED OR ADDED AND TRAVEL EXPENSES WOULD BE EXTRA.

Schedule A – Membership Fees based on Population Categories

Population	Tier One	Tier Two
Under 500	\$2,500	\$1,250
500 to 1,000	\$3,000	\$1,500
1,000 to 2,000	\$4,000	\$2,000
2,000 to 3,000	\$5,000	\$2,500
3,000 to 5,000	\$6,000	\$3,000
5,000+	\$9,000	\$4,500

Schedule B – Hourly Rates based on Membership Class

Position	Tier One	Tier Two	Non-Member
Director	\$185	\$200	\$225
Senior Planner	\$165	\$180	\$205
Planner	\$140	\$155	\$180
GIS Technician	\$90	\$105	\$135
Admin Support	\$75	\$90	\$115

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 6. a)

TITLE: Bylaws & Policies None

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Councillor _____ pass the first reading of the

MOTION THAT Councillor _____ pass the second reading of the

MOTION THAT Councillor _____ present unanimously to proceed to the third reading of the

MOTION THAT Councillor _____ pass the Third and Final reading of the

INTLS: CAO KO

 **VILLAGE OF
Cremona**
REQUEST FOR REVIEW RFD 25-06-055

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 7 a)

TITLE: New Business: Approval of Business License Applications

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Subject: Business License Application – Woody’s Landscaping Services Inc.

The Village of Cremona has received a business license application from a local resident to operate **Woody’s Landscaping Services Inc.** The business will offer the following services:

- Landscaping
- Landscaping construction
- Snow removal
- Junk removal

The applicant has provided the following provincial license number for the registered business name: **767732365**.

This application is currently under review in accordance with the Village’s bylaws and licensing requirements. Further updates or requests for additional information will be provided as needed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Should you have any questions or require additional documentation, may contact the Village Office.

COSTS / SOURCE OF FUNDING (if applicable):

As per the Village of Cremona’s bylaws, a \$50 annual business license fee is required and has been (or will be) collected accordingly.

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore approves the business license application for **Woody’s Landscaping Services Inc.**, offering landscaping, landscaping construction, snow removal, and junk removal services, and acknowledges receipt of the **\$50 annual business license fee** as required under the Village of Cremona’s License Bylaw No. 387-05.

INTLS: CAO KO



PO BOX 10, 205 1ST STREET EAST - CREMONA, ALBERTA, TOM ORO
Ph.: 403-637-3762 Fax: 403-637-2101 www.cremona.ca

BUSINESS LICENSE APPLICATION

This is an application for a Business License under the provisions of the Business License Bylaw 398-05 to operate a business within the limits of the Village of Cremona. A provincial license may or may not be required for the proposed business. The onus will be on the applicant to contact the Provincial Consumer and Corporate Affairs office in Calgary, Alberta. Business licenses are issued for the calendar year and expire at midnight December 31 of that year. If you have any questions please contact the Village of Cremona Office at 403.637.3762. **PLEASE NOTIFY THE VILLAGE OFFICE IF YOUR BUSINESS CHANGES OWNERSHIP, NAME OR PHONE NUMBER.**

This information is being collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP) and will be used for Business Licensing application purposes. You should be aware that this application can and may be disclosed to members of the public in accordance with the FOIP Act. The Village of Cremona would like to distribute the information provided on this form to the Village of Cremona Website as well as to the Cremona/Water Valley & District Chamber of Commerce.

I permit my business information to made public I do not wish to have my business information made public

WE ACCEPT NO RESPONSIBILITY FOR BUSINESSES LOCATED ON RENTAL PREMISES THAT DO NOT HAVE THE APPROVAL OF THE PROPERTY OWNER.

Name of Business: Woody's Landscaping Services

Registered Name: Woody's Landscaping Services INC.

Please check the box that applies to your application:

New Application Renewal with no changes Renewal with changes

Type of Business: Landscaping/Landscaping Construction/Snow Removal/Junk Removal
(Identify Products of Service)

Home Occupation Local Resident MV County Resident Outside MV County

Do you have a Provincial License from the Department of Consumer and Corporate Affairs? If yes, what is your Provincial License Number: 767732365

Location of Business Premises: 102 Cremona heights drive

Mailing Address: P.O. Box 335 Prov. AB PC: Tomara

Bus. Phone: (587) 579-8685 Cell: (587) 579-8685 Emergency: () ; Fax: ()

Website: Woody's Landscaping Services.ca Email Address: woody'slandscapingServices@gmail.com

Applicant's Name (Print): Brian Woodard

Applicant's Signature: [Signature] Date: 04/28/2025

FOR OFFICE USE ONLY

Approved Refused Receipt No. _____ Land Use Classification _____ Conforms? _____

Date of Issue: _____ Fee: _____ License No.: _____

Signature of Licensing Officer: _____

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 25-06-056

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 7 b)

TITLE: New Business: Appointing Sandra Ryan as Returning Officer for the October 2025 Election

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL: Pursuant to Sec. 13(2.1) of the Local Authorities Act the Village of Cremona election held on October 2025, needs a Substitute Returning Officer appointed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore appoints Sandra Ryan, Corporate Services, Village of Cremona, be named Returning Officer for the Village of Cremona election that is being held October 2025, pursuant to Sec. 13(1) of the Local Authorities Act.

INTLS: CAO KO

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 25-06-057

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 7 c)

TITLE: New Business: Appointing Karen O'Connor as
Substitute Returning Officer for the
Election

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL: Pursuant to Sec. 13(2.1) of the Local Authorities Act the Village of Cremona election held on October 20, 2025, needs a Substitute Returning Officer appointed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore appoints Karen O'Connor, CAO for the Village of Cremona, as Substitute Returning Officer for the Village of Cremona election being held in October 20, 2025, pursuant to **Section 13(2.1)** of the *Local Authorities Election Act*.

INTLS: CAO KO

 VILLAGE OF
Cremona
REQUEST FOR REVIEW RFD 25-06-058

MEETING: Regular Council Meeting

Date: May 21, 2025

AGENDA NO.: 7 d)

TITLE: New Business: Road Closure, Centre Street

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Local business Iron Mountain Diesel generously provides Soap Box Derby entertainment for the enjoyment of all during Canada Day and other special events held within Cremona.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable): None

RECOMMENDED ACTION:

MOTION: *THAT Official Administrator Doug Lagore approve the Cremona Canada Day Committee's request to close Centre Street on July 1, 2025, from 11:00 a.m. to 3:30 p.m., for the purpose of hosting the Soap Box Derby.*

INTLS: CAOKO

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 8 a)

TITLE: Reports – Financial Reports

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

Accounts payable for May 1 to 31st, 2025, total sum being \$ 146,113.56

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore accepts the Accounts Payable Reports as information only.

INTLS: CAO: KO

Cheque Listing For Council

2025-Jun-16
10:48:59AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250178	2025-05-05	COCHRANE EMERGENCY TRAINING SERVICE	0024531	MENTAL HEALTH FIRST AID	1,596.00	1,596.00
20250179	2025-05-05	ESCAPE COACH LINES LTD	april302025	STAGE WEST	1,522.50	1,522.50
20250180	2025-05-05	GLOBAL TECH SOLUTIONS	000052	PUBLIC WORKS LAPTOP WATER SC.	1,315.10	1,315.10
20250181	2025-05-05	GOVERNMENT OF ALBERTA	1800030537	2024 REQUISITION POLICING	24,140.00	24,140.00
20250182	2025-05-05	NARAI, LETITIA	4	PAINT NIGHT-MAY 5 2025	560.00	560.00
20250183	2025-05-05	STILL LAKE LISTENING	may52025	2- 90 MINUTES SELF CARE SESSION	480.00	480.00
20250184	2025-05-05	VORNHOLT, MEGHAN	2	TRAVEL EXPENSE	268.92	268.92
20250185	2025-05-21	ALBERTA MUNICIPALITIES	V541_123	ELEC & NAT GAS - APR 2025	6,781.79	6,781.79
20250186	2025-05-21	TELUS COMMUNICATIONS	2552080725 2552080726 2552080727	FCSS OFFICE PHONE - MAR & APR 2 CAMERAS, FAX, ETC - APR & MAY 20 VOC OFFICE PHONES - MAR & APR 2	141.34 779.85 1,707.12	2,628.31
20250187	2025-05-21	TELUS MOBILITY	584	VOC CELL PHONES - MAR & APR 20	239.86	239.86
20250188	2025-05-21	SUNCOR ENERGY PRODUCTS PARTNERSHIP	201 202 203 204 205 206	FUEL FOR RANGER FUEL FOR SKID STEER FUEL FOR F-350 FUEL FOR RANGER FUEL FOR RANGER DISCOUNT	54.63 103.26 58.08 59.01 52.40 (4.68)	322.70
20250189	2025-05-21	ALBERTA MUNICIPALITIES	1571535 953591 V1027_1 V1028_1 V314_200.24 V314_201.24 V314_202.24 V349_67 V419_8 V686_3 V791_38 V877_28 V983_2	SECURITY & 365 BUSINESS - MAR 21 FCSS GENERAL SUPPLIES WEBSITE RENEWAL FCSS MEAL - RURAL RESOURCES ADMIN POSTAGE STAMPS FCSS NEWSLETTER FCSS GENERAL SUPPLIES FCSS YOUTH GAMES MVFRN YOUTH GAMES - SNACKS SUBSCRIPTION - MAR 2025 SUBSCRIPTION - MAR 2025 DOMAIN RENEWAL - 2025	221.87 13.14 340.20 32.55 19.95 520.80 213.13 37.01 11.08 26.46 27.29 111.52 26.23	1,601.23
20250190	2025-05-20	OUR CAN CO., DIVISION OF BUCKWHEAT'S CONTRAC	20058	PORTABLE TOILET CLEANING	252.00	252.00
20250191	2025-05-20	WELLWORKS ENERGY SERVICES INC	C42743	WATER LINE BREAK	487.75	487.75
20250192	2025-05-21	BLACK, TERRY, BUMPER TO BUMPER	57358 57820 57916	CARBON LINE BATTERIES FOR PW GASKET MAKER	37.92 419.19 26.91	484.02
20250193	2025-05-21	CANWEST CONCRETE CUTTING & CORING INC	107166	STREET SWEEPING	1,260.00	1,260.00
20250194	2025-05-21	CORBIN, CAROL	1	REFUND FOR STAGE WEST	50.00	50.00
20250195	2025-05-21	DELTA WATER PRODUCTS	INV007919	PUMP	6,088.95	6,088.95
20250196	2025-05-21	GLOBAL TECH SOLUTIONS	000043-R-0002 000051 000055 000058 000059	MONTHLY SERVICES AGREEMENT SPECIAL COUNCIL MEETING - APR 2 ADD EVENTS TO WEBSITE PC FOR PW TICKET# 127, 128 & 129	477.75 72.19 158.81 1,493.45 404.25	2,606.45
20250197	2025-05-21	GOVERNMENT OF ALBERTA	1800030670	2025 POLICE FUNDING	22,350.00	22,350.00
20250198	2025-05-21	GREGG DISTRIBUTORS LP	069-612931	PW SUPPLIES	817.58	817.58
20250199	2025-05-21	GUNDERSON, JENNIFER	18	CLEANING SERVICES - APR 2025	210.00	210.00
20250200	2025-05-21	JDP WASSERMAN LLP	33	2024 AUDIT	16,656.41	16,656.41
20250201	2025-05-21	KLIS ELECTRIC/1938149 ALBERTA LTD	7711	VALVE WITH PLC	363.83	363.83
20250202	2025-05-21	MARK CROUCH BACKHOE SERVICE LTD.	67567	ROAD GRADING	918.75	918.75

Cheque Listing For Council

2025-Jun-16
10:48:59AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250203	2025-05-21	MESSER CANADA INC, 15687	2108914741	ACETYLENE/OXYGEN	51.75	51.75
20250204	2025-05-21	MLT AIKINS	6545452 6545462 6561925 6561927 6563205	EMPLOYMENT ADVISING CIVIL CLAIM CIVIL CLAIM CIVIL CLAIM CIVIL CLAIM	2,116.00 869.40 368.00 460.26 5,939.51	9,753.17
20250205	2025-05-21	MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY	10	2025 FCSS EXTERNAL FUNDING	3,125.00	3,125.00
20250206	2025-05-21	MOUNTAIN VIEW REGIONAL WASTE	0000054246	LANDFILL CHARGES - APR 2025	706.00	706.00
20250207	2025-05-21	MRF GEOSYSTEMS CORP	C-7529	2025 ANNUAL SUPPORT	2,100.00	2,100.00
20250208	2025-05-21	OLDS & DISTRICT HOSPICE SOCIETY	4	2025 FCSS EXTERNAL FUNDING	500.00	500.00
20250209	2025-05-21	OUR CAN CO., DIVISION OF BUCKWHEAT'S CONTRAC	20029 20276 20341	PORTABLE TOILET RENTAL PORTABLE TOILET RENTAL PORTABLE TOILET CLEANING	126.00 126.00 252.00	504.00
20250210	2025-05-21	SUMMIT VALVE & CONTROLS INC.	INV1-020733	VALVES	1,372.10	1,372.10
20250211	2025-05-21	THE BOARD OF TRUSTEES OF CHINOOK'S SCHOOL I	20	2025 FCSS EXTERNAL FUNDING	3,000.00	3,000.00
20250212	2025-05-21	ZONE 3 BUSINESS SOLUTIONS INC.	178685	COPIER USAGE	224.39	224.39
50	2025-05-02	RYAN, SANDRA A				
51	2025-05-02	O'CONNOR, KAREN M				
52	2025-05-02	WIENS, BARRY				
53	2025-05-02	VORNHOLT, MEGHAN E				
54	2025-05-16	RYAN, SANDRA A				
55	2025-05-16	O'CONNOR, KAREN M				
56	2025-05-16	WIENS, BARRY				
57	2025-05-16	DRANEY, ERIC S				
58	2025-05-16	VORNHOLT, MEGHAN E				
59	2025-05-21	ENVIRONMENTAL 360 SOLUTIONS (ALBERTA) LTD	1022221-376432	WASTE PICKUP - APR 2025	3,551.84	3,551.84
60	2025-05-21	LOCAL AUTHORITIES PENSION PLAN	10032724-X4X8 10037131-N1H3 10085851-N8Y6	EM# 450 - PP# 9 - 2025 EM# 450 - PENALTIES EM# 450 - PP# 10 - 2025	1,439.37 14.25 1,439.37	2,892.99
61	2025-05-21	MOUNTAIN VIEW PUBLISHING INC.	MVP17714	APPROVAL STAMP	57.30	57.30
62	2025-05-21	WILD ROSE ASSESSMENT SERVICE	9778	PROGRESS PMT - MAY 2025	700.02	700.02
78	2025-05-30	RYAN, SANDRA A				
79	2025-05-30	O'CONNOR, KAREN M				
80	2025-05-30	WIENS, BARRY				
81	2025-05-30	DRANEY, ERIC S				
82	2025-05-30	VORNHOLT, MEGHAN E				

Total 146,113.56

*** End of Report ***



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
TAXES & REQUISITIONS						
1-00-00-111-00	Residential Property Taxes	(356,751.09)	(383,080.06)	(382,567.04)	(417,033.49)	(418,356.93)
1-00-00-112-00	Commercial Property Taxes	(80,397.24)	(112,490.98)	(85,194.58)	(88,232.58)	(88,232.54)
1-00-00-113-00	Industrial Property Taxes	0.00	0.00	0.00	0.00	0.00
1-00-00-114-00	Farmland Property Taxes	(337.42)	(509.51)	(425.72)	(354.48)	(354.49)
1-00-00-115-00	Linear Taxes	(13,262.38)	(14,858.04)	(15,638.36)	(16,408.36)	(15,629.56)
1-00-00-118-00	Designated Industrial Property	(75.40)	(81.94)	(81.94)	(86.63)	(86.63)
1-00-00-120-00	Alberta School Foundation Tax Levy	(130,166.11)	(138,324.26)	(138,278.82)	(151,431.68)	(151,431.68)
1-00-00-121-00	Seniors' Foundation Tax Levy	(19,645.39)	(19,956.22)	(19,949.26)	(20,327.18)	(20,327.18)
1-00-00-210-00	Grants In Lieu	(1,922.70)	(1,966.72)	(1,966.72)	(2,061.78)	(2,061.78)
1-00-00-122-00	AB Policing Levy	(18,765.51)	(14,588.24)	(19,581.30)	(22,350.86)	(22,350.86)
1-00-00-510-00	Penalties & Costs on Taxes	(6,399.09)	(6,500.00)	(5,260.33)	0.00	(6,500.00)
* TOTAL TAXES & REQUISITIONS		(627,722.33)	(692,355.97)	(668,944.07)	(718,287.04)	(725,331.65)
TAXES & REQUISITIONS EXP						
2-00-00-754-00	Designated Industrial Requisition	0.00	82.10	0.00	0.00	86.63
2-00-00-755-00	AB Policing Requisition	15,585.00	19,563.59	0.00	46,490.00	22,350.00
2-00-00-740-00	ASFF Requisition	130,671.23	138,288.99	138,288.99	0.00	151,416.36
2-00-00-753-00	MV Seniors's Housing Requisition	19,678.00	19,957.00	19,957.00	0.00	20,331.00
* TOTAL TAXES & REQUISITIONS EXP		165,934.23	177,891.68	158,245.99	46,490.00	194,183.99
** TOTAL TAX REVENUE FOR MUNICIPA		(461,788.10)	(514,464.29)	(510,698.08)	(671,797.04)	(531,147.66)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
COUNCILLOR EXPENSE						
2-11-00-146-00	Community Grants & Enhancements	0.00	500.00	5,000.00	0.00	500.00
2-11-00-170-00	Election Costs	4,688.37	2,500.00	4,409.33	0.00	2,500.00
2-11-00-220-00	Advertising	494.50	300.00	1,950.00	0.00	5,000.00
2-11-00-232-00	Legal Fees	0.00	2,000.00	6,251.81	0.00	2,000.00
2-11-00-270-00	Miscellaneous Costs & Services	1,879.18	1,250.00	3,622.74	0.00	1,250.00
2-11-00-540-00	Electricity - Council	0.00	0.00	1,092.92	79.39	1,250.00
2-11-00-543-00	Natural Gas - Council	0.00	0.00	1,259.17	139.67	1,500.00
2-11-00-560-00	Building Rental	0.00	0.00	0.00	0.00	0.00
2-11-01-100-00	Per Diems & Meetings - Cnc 1	2,580.00	2,600.00	1,940.00	0.00	1,000.00
2-11-01-140-00	Benefits Cnc 1	50.04	50.00	56.86	0.00	0.00
2-11-01-148-00	CONVENTN/COUN 1/PER DIEM	0.00	0.00	0.00	0.00	0.00
2-11-01-211-00	Travel & Subsistance - Cncl 1	90.90	100.00	0.00	0.00	0.00
2-11-00-225-00	Registrations & Memberships	2,425.30	2,500.00	2,136.07	0.00	2,500.00
2-11-00-230-00	Professional & Consulting Services	255.00	8,000.00	5,652.14	0.00	4,000.00
2-11-02-100-00	Per Diems & Meetings - Cnc 2	2,930.00	4,000.00	2,595.00	0.00	1,000.00
2-11-02-140-00	Benefits Cnc 2	65.98	150.00	104.82	0.00	0.00
2-11-02-211-00	Travel & Subsistence - Cncl 2	117.16	150.00	94.69	0.00	0.00
2-11-03-100-00	Per Diems & Meetings - Cnc 3	1,490.00	2,000.00	1,285.00	0.00	1,000.00
2-11-03-140-00	Benefits Cnc 3	28.61	65.00	31.50	0.00	0.00
2-11-03-148-00	CONVENTIONS/TRAINING-CNC 3	0.00	500.00	0.00	0.00	0.00
2-11-03-211-00	Travel & Subsistence - Cncl 3	0.00	150.00	0.00	0.00	0.00
2-11-04-100-00	Per Diems & Meetings - Cnc 4	2,100.00	2,300.00	1,285.00	0.00	1,000.00
2-11-04-140-00	Benefits Cnc 4	40.32	50.00	31.50	0.00	0.00
2-11-04-148-00	CONVENTION/COUN4/PER DIEM	0.00	500.00	0.00	0.00	0.00
2-11-04-211-00	Travel & Subsistence - Cncl 4	(30.30)	500.00	0.00	0.00	0.00
2-11-05-100-00	Per Diems & Meetings - Cnc 5	1,750.00	2,300.00	935.00	0.00	1,000.00
2-11-05-140-00	Benefits Cnc 5	33.60	50.00	22.92	0.00	0.00
2-11-05-148-00	CONVENTN/COUN 2/PER DIEM	0.00	250.00	0.00	0.00	0.00
2-11-05-211-00	Travel & Subsistence - Cncl 5	137.36	250.00	0.00	0.00	0.00
2-69-00-230-01	Prof. Services - Janitorial FCSS/Council	730.00	500.00	165.00	30.00	500.00
2-69-00-510-01	Building General Supplies FCSS/Council	0.00	500.00	730.43	0.00	500.00
2-69-00-528-01	Building Repairs Main FCSS/Council	0.00	500.00	1,129.22	0.00	500.00
*P	TOTAL COUNCILLOR EXPENSE	21,856.02	34,515.00	41,781.12	249.06	27,000.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
ADMIN & GENERAL						
1-12-00-410-00	Tax Certificate & Information	(600.00)	(1,560.00)	(1,201.90)	(80.00)	(1,200.00)
1-12-00-155-00	Business License	(925.00)	(1,000.00)	(1,187.51)	(25.00)	(1,000.00)
1-12-00-510-00	Penalties & Costs on Accounts Receivable	0.00	0.00	0.00	0.00	0.00
1-12-00-550-00	Return on Investments	(2,047.22)	(200.00)	(105.02)	0.00	(100.00)
1-12-00-590-00	Other Revenue - Admin	(1,165.37)	(2,000.00)	(1,073.71)	(1,034.83)	(2,000.00)
1-12-00-591-00	Sales of Miscellaneous Goods & Services	(225.16)	(50.00)	0.00	0.00	0.00
1-12-00-840-00	Provincial Grant	(54,536.00)	(54,520.00)	0.00	0.00	(27,260.00)
* TOTAL ADMIN & GENERAL		(59,498.75)	(59,330.00)	(3,568.14)	(1,139.83)	(31,560.00)
ADMINISTRATION EXPENSE						
2-12-00-100-00	Salaries & Wages	56,059.65	46,000.00	48,078.73	5,614.08	46,000.00
2-12-00-140-00	Employee Benefits	7,315.98	6,000.00	6,898.83	724.63	6,000.00
2-12-00-148-00	Training & Development - Admin	0.00	250.00	0.00	0.00	250.00
2-12-00-150-00	Freight & Postage	628.30	200.00	106.77	267.00	200.00
2-12-00-220-00	Advertising	1,327.73	1,400.00	824.00	0.00	1,400.00
2-12-00-210-00	Licenses & Permits - Admin	0.00	25.00	0.00	0.00	25.00
2-12-00-211-00	Travel & Subsistence	403.32	250.00	0.00	0.00	250.00
2-12-00-217-00	Telephone, Internet & Security	14,448.57	10,000.00	14,646.48	2,386.56	10,000.00
2-12-00-224-00	Resource Materials/Supplies	0.00	100.00	0.00	0.00	0.00
2-12-00-225-00	Registrations & Memberships	356.50	500.00	404.00	0.00	500.00
2-12-00-230-00	Professional Services	8,220.76	18,000.00	16,264.45	0.00	18,000.00
2-12-00-231-00	Assessment Services	8,576.24	8,600.00	8,650.91	666.69	8,600.00
2-12-00-232-00	Legal Fees	6,754.29	12,000.00	10,769.51	9,288.74	25,000.00
2-12-00-233-00	Audit Fees	14,465.00	22,000.00	13,350.00	15,863.25	20,000.00
2-12-00-274-00	Insurance	24,416.00	20,000.00	26,440.00	0.00	16,000.00
2-12-00-510-00	General Office Supplies	3,186.47	7,000.00	3,075.23	54.57	7,000.00
2-12-00-511-00	Computer Supplies & Furnishings	1,380.60	0.00	134.95	0.00	0.00
2-12-00-515-00	TECHNOLOGY	4,974.43	500.00	17,778.79	3,532.48	2,000.00
2-12-00-519-00	Miscellaneous Supplies & Costs	0.00	0.00	0.00	0.00	0.00
2-12-00-525-00	Rentals & Leases	4,228.43	4,200.00	4,648.59	213.70	4,700.00
2-12-00-526-00	SHRED-IT	193.65	200.00	853.96	0.00	900.00
2-12-00-528-00	Equip -Repairs/Maint.-Admin	0.00	400.00	0.00	0.00	400.00
2-12-00-528-01	Building -Repairs/Maint.-Admin	0.00	500.00	0.00	0.00	500.00
2-12-00-543-00	Natural Gas	0.00	0.00	0.00	0.00	0.00
2-12-00-814-00	Service Charges & Interest	2,448.24	9,600.00	7,342.18	116.00	7,000.00
2-12-00-815-00	Penny Rounding	(0.04)	0.00	0.00	0.00	0.00
2-12-00-823-00	Loan Interest - LOC	5,490.64	200.00	0.00	0.00	200.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
2-12-00-915-00	Bad Debt - Accounts Receivable	0.00	0.00	0.00	0.00	0.00
2-12-00-915-01	Bad Debt - Property Taxes	967.96	0.00	0.00	0.00	0.00
2-12-00-995-00	Building Amortization - Admin	7,155.72	0.00	0.00	0.00	0.00
2-12-00-995-01	Office Equipment Amortization	7,586.14	0.00	0.00	0.00	0.00
2-69-00-528-00	Building Repairs Maint - Admin	599.98	400.00	1,059.03	0.00	0.00
2-69-00-230-00	Professional Services/Janitorial Admin	865.00	3,000.00	2,255.39	60.00	1,000.00
2-69-00-540-00	Electricity Admin	2,913.42	9,500.00	1,606.28	49.40	2,000.00
2-69-00-543-00	Natural Gas Admin	1,184.56	7,500.00	973.24	78.10	1,500.00
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*	TOTAL ADMINISTRATION EXPENSE	186,147.54	188,325.00	186,161.32	38,915.20	179,425.00
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**	NET ADMINISTRATION	148,504.81	163,510.00	224,374.30	38,024.43	174,865.00
 CAO EXPENSES						
2-12-01-100-00	Salaries & Wages - CAO	79,848.38	84,000.00	84,357.82	9,695.75	87,360.00
2-12-01-140-00	Employee Benefits - CAO	9,969.36	15,000.00	16,293.93	1,993.75	17,000.00
2-12-01-148-00	Training & Development - CAO	185.00	1,000.00	739.51	0.00	1,000.00
2-12-01-211-00	Travel & Subsistance - CAO	79.10	1,200.00	710.64	0.00	1,200.00
2-12-01-211-01	Accomodations - CAO	0.00	1,000.00	0.00	0.00	1,000.00
2-12-01-217-00	Telephone & Internet - CAO	0.00	0.00	0.00	0.00	0.00
2-12-01-223-00	Membership & Registrations-CAO	50.00	500.00	500.00	0.00	500.00
2-12-01-225-00	Conference Registrations - CAO	0.00	500.00	0.00	0.00	500.00
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*	TOTAL CAO EXPENSES	90,131.84	103,200.00	102,601.90	11,689.50	108,560.00
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***	TOTAL NET ADMIN & CAO	(223,151.45)	(247,754.29)	(183,721.88)	(622,083.11)	(247,722.66)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
FIRE REVENUE						
1-23-00-590-00	Revenue - Fire	0.00	(5,000.00)	(4,565.22)	0.00	(5,000.00)
*	TOTAL FIRE REVENUE	0.00	(5,000.00)	(4,565.22)	0.00	(5,000.00)
FIRE EXPENSES						
2-23-00-217-00	Telephone, Internet & Security	4,529.71	1,200.00	1,070.88	0.00	1,200.00
2-23-00-230-00	Professional Services	1,301.08	1,200.00	120.00	0.00	1,200.00
2-23-00-510-00	General Supplies	0.00	0.00	0.00	0.00	0.00
2-23-00-526-00	Equipment Purchases - Fire	4,220.29	4,000.00	31,039.56	0.00	8,356.00
2-23-00-528-01	Firehall Repairs & Maintenance	2,374.54	2,500.00	2,370.10	0.00	2,500.00
2-23-00-740-00	Fire Services Requisition	56,535.00	74,898.85	62,608.68	0.00	65,026.00
2-69-00-230-04	Prof. Services - Janitorial - Firehall	360.00	1,200.00	1,140.00	120.00	1,200.00
2-69-00-543-04	Natural Gas - Fire Hall	2,369.43	7,500.00	2,473.50	468.64	3,000.00
2-69-00-540-04	Electricity - Fire Hall	5,826.85	9,500.00	6,513.52	296.42	7,000.00
*	TOTAL FIRE EXPENSES	77,516.90	101,998.85	107,336.24	885.06	89,482.00
DISASTER SERVICES EXPENSE						
2-24-00-230-00	Professional Services - Disaster Serv.	0.00	35.00	0.00	0.00	35.00
*	TOTAL DISASTER SERVICES EXPENS	0.00	35.00	0.00	0.00	35.00
BYLAW & ENFORCEMENT						
1-26-00-420-00	Traffic Fines	0.00	(100.00)	0.00	0.00	(100.00)
1-26-00-450-00	Bylaw Fines	0.00	(100.00)	0.00	0.00	(100.00)
1-26-00-521-00	Dog License Fees	(150.00)	(150.00)	(125.00)	(25.00)	(150.00)
*	TOTAL BYLAW & ENFORCEMENT	(150.00)	(350.00)	(125.00)	(25.00)	(350.00)
BYLAW & ENFORCEMENT EXPENSE						
2-26-00-230-00	Professional Services - Bylaw	150.00	500.00	0.00	0.00	500.00
2-26-00-510-00	General Supplies	0.00	0.00	218.40	0.00	0.00
*	TOTAL BYLAW & ENFORCEMENT EXPE	150.00	500.00	218.40	0.00	500.00
**	NET BYLAW & ENFORCEMENT	77,516.90	97,183.85	102,864.42	860.06	84,667.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
PUBLIC WORKS						
1-31-00-254-00	Costs Recovered - Public Works	0.00	0.00	0.00	(30.00)	0.00
*	TOTAL PUBLIC WORKS	0.00	0.00	0.00	(30.00)	0.00
PUBLIC WORKS EXPENSE						
2-31-00-100-00	Salaries & Wages	23,568.92	25,000.00	36,296.39	4,088.40	40,000.00
2-31-00-140-00	Employee Benefits	3,205.49	5,250.00	6,006.12	809.53	8,500.00
2-31-00-148-00	Training & Development - Public Works	150.00	500.00	0.00	0.00	500.00
2-31-00-150-00	Freight & Postage	0.00	0.00	51.91	0.00	0.00
2-31-00-211-00	Travel & Subsistence	0.00	500.00	32.38	0.00	50.00
2-31-00-217-00	Telephone & Internet	336.83	1,000.00	340.26	51.73	5,000.00
2-31-00-223-00	Memberships & Registration	0.00	0.00	0.00	0.00	0.00
2-31-00-230-00	Professional Services	696.95	0.00	188.51	0.00	250.00
2-31-00-515-00	TECHNOLOGY	1,786.10	1,000.00	49.95	1,472.48	2,000.00
2-31-00-518-00	Protective Clothing, Etc.	248.99	750.00	700.77	0.00	750.00
2-31-00-521-00	Fuel Costs	3,906.81	7,000.00	2,368.36	208.98	3,500.00
2-31-00-528-00	Equipment - Repairs/Maintenance - PW	9,546.52	10,000.00	7,110.63	399.23	10,000.00
2-31-01-230-00	Professional Services - Shop	0.00	0.00	0.00	0.00	0.00
2-31-00-510-00	General Supplies	2,832.18	500.00	2,914.01	853.57	0.00
2-31-01-510-00	General Supplies - Shop	0.00	500.00	233.28	0.00	2,500.00
2-31-01-512-00	Shop Tools	1,081.11	3,000.00	2,938.97	0.00	3,000.00
2-31-01-528-00	Equip. Repairs & Maintenance - Shop	0.00	0.00	0.00	0.00	0.00
2-31-01-528-01	Building Repairs & Maintenance - Shop	0.00	0.00	0.00	0.00	4,500.00
2-69-00-528-02	Building Repairs & Main PW Shop	0.00	3,500.00	854.98	0.00	4,500.00
2-69-00-540-02	Electricity PW	20,110.04	25,000.00	14,851.26	1,672.92	15,000.00
2-69-00-543-02	Natural Gas PW Shop	5,736.83	7,000.00	6,906.98	759.78	7,000.00
*	TOTAL PUBLIC WORKS EXPENSE	73,206.77	90,500.00	81,844.76	10,316.62	107,050.00
**	NET PUBLIC WORKS	73,206.77	90,500.00	81,844.76	10,286.62	107,050.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
ROADWAYS EXPENSE						
2-32-00-100-00	SALARIES & WAGES	13,089.78	20,000.00	17,669.71	540.22	20,000.00
2-32-00-140-00	Employee Benefits	1,396.45	4,400.00	3,282.48	123.65	4,400.00
2-32-00-150-00	Freight & Postage	0.00	0.00	0.00	0.00	0.00
2-32-00-220-00	Advertising	0.00	200.00	0.00	0.00	200.00
2-32-00-230-00	Other Contracted Services - Streets	138.00	1,500.00	884.00	0.00	1,500.00
2-32-00-252-01	Snow Removal	2,860.00	3,000.00	3,215.00	0.00	4,000.00
2-32-00-510-00	General Supplies	1,412.08	500.00	2,773.55	0.00	500.00
2-32-00-514-00	Signage	0.00	5,000.00	4,748.63	0.00	1,000.00
2-32-00-520-00	Chemicals - Street	642.24	1,000.00	2,553.60	0.00	1,000.00
2-32-00-521-00	Fuel Costs - Roads	934.19	1,500.00	2,817.72	98.34	3,000.00
2-32-00-528-00	Repairs & Maintenance - Roads	17,356.70	50,000.00	51,199.16	2,075.00	45,000.00
2-32-00-540-00	Street Lights	19,296.96	25,000.00	19,185.08	1,606.99	20,000.00
2-32-00-831-00	Debenture-Interest	0.00	5,653.76	0.00	0.00	3,606.41
2-32-00-832-00	Debenture-Principle	0.00	65,455.76	0.00	0.00	61,849.35
2-32-01-512-00	SMALL TOOLS - ROADS	599.95	1,000.00	0.00	0.00	1,000.00
* TOTAL ROADWAYS EXPENSE		57,726.35	184,209.52	108,328.93	4,444.20	167,055.76



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
WATER REVENUE						
1-41-00-410-00	Basic Fees - Water	(22,593.48)	(34,272.00)	(68,397.82)	(8,660.47)	(70,000.00)
1-41-00-411-00	Water Consumption Fees	(120,433.84)	(125,000.00)	(70,372.88)	(1,496.25)	(70,000.00)
1-41-00-412-00	Bulk Water Sales	(47,422.21)	(50,000.00)	(97,773.16)	(7,539.00)	(50,000.00)
1-41-00-510-00	Utility Penalties	(3,858.33)	(3,500.00)	(7,643.04)	(609.20)	(5,000.00)
1-41-00-540-00	Franchise & Concess.	(57,532.01)	(50,000.00)	(49,978.94)	(4,942.51)	(40,000.00)
1-41-00-590-00	Other Revenue - Water	(112,818.52)	(19,000.00)	(1,148.44)	0.00	(1,100.00)
* TOTAL WATER		(364,658.39)	(281,772.00)	(295,314.28)	(23,247.43)	(236,100.00)
WATER EXPENSE						
2-41-00-100-00	Salaries & Wages	17,847.72	30,000.00	54,209.00	5,925.00	55,000.00
2-41-00-140-00	Employee Benefits	3,014.54	5,250.00	8,429.29	1,096.86	9,000.00
2-41-00-148-00	Training & Development - Water	736.58	1,500.00	251.38	0.00	1,500.00
2-41-00-150-00	Freight & Postage	3,770.33	5,000.00	4,681.36	248.00	5,000.00
2-41-00-211-00	Travel & Substantance	0.00	250.00	0.00	0.00	250.00
2-41-00-223-00	Memberships - Water	2,500.00	0.00	0.00	0.00	0.00
2-41-00-225-00	Conference Registrations	0.00	1,500.00	0.00	0.00	1,500.00
2-41-00-230-00	Professional Services	8,169.80	5,000.00	7,944.92	0.00	10,000.00
2-41-00-253-00	R & M - Infrastructure	12,037.38	50,000.00	21,441.28	0.00	50,000.00
2-41-00-274-00	INSURANCE	0.00	10,000.00	0.00	0.00	10,000.00
2-41-00-510-00	General Supplies	994.54	1,000.00	1,426.22	0.00	2,000.00
2-41-00-512-00	WATER TOOLS	0.00	0.00	2,459.08	0.00	500.00
2-41-00-515-00	Water Operator Support - Town of Sundre	88,488.27	25,000.00	8,387.40	0.00	10,000.00
2-41-00-516-00	Water Meters	2,372.69	1,000.00	511.41	0.00	1,000.00
2-41-00-520-00	Chemicals - Water	7,151.36	7,500.00	2,227.65	0.00	3,500.00
2-41-00-528-00	Equipment - Repairs/Maintenance	5,318.19	7,500.00	7,701.25	346.50	14,000.00
2-41-00-528-01	Building - Repairs/Maintenance	0.00	1,000.00	0.00	0.00	1,000.00
2-41-00-528-03	BULK WATER STN REPAIRS	900.00	500.00	320.88	0.00	500.00
2-41-00-995-00	Engineered Structure - Amortization	61,822.80	0.00	0.00	0.00	0.00
2-41-00-995-01	Land/Improvement - Amortization	0.00	0.00	0.00	0.00	0.00
2-41-00-995-02	Water Equip & Meter - Amortization	6,197.21	0.00	0.00	0.00	0.00
2-69-00-540-03	Electricity Water	29,812.78	35,000.00	22,862.97	844.98	20,000.00
2-69-00-543-03	Natural Gas Water Wells	982.57	1,500.00	1,409.76	0.00	1,500.00
* TOTAL WATER EXPENSE		252,116.76	188,500.00	144,263.85	8,461.34	196,250.00
** NET WATER		(54,815.28)	90,937.52	(42,721.50)	(10,341.89)	127,205.76



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
SANITARY REVENUE						
1-42-00-410-00	Basic Fees - Sewer	(16,037.35)	(22,656.00)	(22,342.68)	(1,872.53)	(22,656.00)
1-42-00-411-00	Sewer Consumption Fees	(26,152.07)	(66,323.10)	(35,180.50)	(2,839.51)	(66,323.10)
1-42-00-540-00	Franchise & Concess.	(13,788.68)	(12,000.00)	(16,409.46)	(1,235.63)	(16,000.00)
* TOTAL SANITARY		(55,978.10)	(100,979.10)	(73,932.64)	(5,947.67)	(104,979.10)
SANITARY EXPENSE						
2-42-00-100-00	Salaries & Wages	944.00	5,000.00	3,025.75	1,035.00	5,000.00
2-42-00-140-00	Employee Benefits	129.27	500.00	631.17	226.73	700.00
2-42-00-230-00	Professional Services - Sewer	455.00	2,000.00	0.00	0.00	2,000.00
2-42-00-253-00	R & M - Infrastructure	0.00	45,000.00	30,901.36	0.00	40,000.00
2-42-00-270-00	Lab Testing	53.13	250.00	133.01	0.00	250.00
2-42-00-510-00	General Supplies	74.74	500.00	35.76	0.00	500.00
2-42-00-520-00	Chemicals - Sewer	1,032.41	1,200.00	0.00	0.00	1,200.00
2-42-00-523-00	Sewer Flushing	0.00	5,000.00	0.00	0.00	15,000.00
2-42-00-528-00	Equipment- Repairs & Maint. Sewer	11,692.50	10,000.00	6,076.49	0.00	5,000.00
2-42-01-528-00	Equipment - Repairs/Maint. - Storm Water	0.00	1,000.00	0.00	0.00	1,000.00
* TOTAL SANITARY EXPENSE		14,381.05	70,450.00	40,803.54	1,261.73	70,650.00
** NET WASTEWATER		(41,597.05)	(30,529.10)	(33,129.10)	(4,685.94)	(34,329.10)
GARBAGE REVENUE						
1-43-00-410-00	Solid Waste Collection Fee	(48,401.27)	(61,800.00)	(56,663.82)	(5,276.67)	(61,800.00)
* TOTAL GARBAGE		(48,401.27)	(61,800.00)	(56,663.82)	(5,276.67)	(61,800.00)
GARBAGE EXPENSE						
2-43-00-230-00	Other Contracted Services - Garbage	0.00	0.00	0.00	0.00	0.00
2-43-00-241-00	Solid Waste Disposal	44,285.69	36,250.00	44,154.20	4,088.70	45,000.00
2-43-00-510-00	General Supplies	0.00	250.00	246.15	0.00	250.00
2-43-00-850-00	Waste Commission Grant	9,335.46	20,000.00	5,008.04	0.00	10,000.00
* TOTAL GARBAGE EXPENSE		53,621.15	56,500.00	49,408.39	4,088.70	55,250.00
** NET WASTE		5,219.88	(5,300.00)	(7,255.43)	(1,187.97)	(6,550.00)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
FCSS REVENUE						
1-51-00-840-00	Grant - Prov. - FCSS	(14,847.31)	(14,500.00)	(13,878.41)	0.00	(13,878.41)
1-51-00-850-00	Grant - Local Govt. - FCSS	(61,478.17)	(47,808.00)	(47,808.00)	(47,808.00)	(47,808.00)
1-51-00-850-01	MVC Wage Grant	(10,000.00)	(10,000.00)	(10,000.00)	(10,000.00)	(10,000.00)
1-51-00-850-02	Village of Cremona 20% Grant	0.00	(3,330.33)	0.00	(3,442.00)	(3,442.00)
* TOTAL FCSS		(86,325.48)	(75,638.33)	(71,686.41)	(61,250.00)	(75,128.41)
FCSS EXPENSE						
2-51-00-100-00	Salaries & Wages	34,855.07	36,000.00	39,647.61	5,040.00	43,680.00
2-51-00-140-00	Employee Benefits	7,670.35	8,000.00	7,483.52	1,074.01	8,000.00
2-51-00-148-00	Training & Development - FCSS	0.00	0.00	309.35	0.00	250.00
2-51-00-150-00	Freight & Postage	23.14	50.00	67.70	0.00	50.00
2-51-00-211-00	Travel & Substistance	3,175.39	2,500.00	1,881.79	300.12	2,500.00
2-51-00-217-00	Telephone & Internet	2,362.30	2,200.00	1,896.54	160.02	1,500.00
2-51-00-220-00	Advertising	988.75	500.00	730.52	0.00	250.00
2-51-00-223-00	Memberships - FCSS	114.00	125.00	114.00	0.00	114.00
2-51-00-225-00	Conference Registrations	1,005.00	1,000.00	670.00	0.00	800.00
2-51-00-230-00	Professional Services	2,680.70	2,000.00	3,713.10	0.00	2,000.00
2-51-00-231-00	Janitorial	0.00	250.00	0.00	0.00	250.00
2-51-00-400-00	Community Programs	7,122.54	2,200.00	3,496.64	0.00	1,000.00
2-51-00-410-00	Adult Programs	3,507.05	3,000.00	873.99	0.00	1,000.00
2-51-00-411-00	Children-Youth Programs	6,884.46	3,000.00	2,847.64	37.54	1,500.00
2-51-00-412-00	Family Programs	(245.36)	1,000.00	2,287.71	0.00	1,200.00
2-51-00-414-00	Local Grants (External Funding)	6,200.00	6,300.00	8,700.00	6,625.00	7,625.00
2-51-00-419-00	Volunteers	767.86	0.00	1,500.00	0.00	500.00
2-51-00-510-00	General Supplies	1,684.19	0.00	409.13	48.39	750.00
2-51-00-560-00	COPIER LEASE	3,105.12	3,150.00	3,758.01	0.00	3,150.00
2-51-00-990-05	Community Newsletter	1,126.42	1,120.00	846.98	202.98	1,000.00
2-69-00-540-01	Electricity FCSS	2,342.70	1,250.00	1,092.92	79.38	1,250.00
2-69-00-543-01	Natural Gas FCSS	2,613.36	1,500.00	1,259.17	139.66	1,300.00
* TOTAL FCSS EXPENSE		87,983.04	75,145.00	83,586.32	13,707.10	79,669.00
** NET FCSS		1,657.56	(493.33)	11,899.91	(47,542.90)	4,540.59



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
FOOD PANTRY						
1-51-00-990-15	FCSS FOOD PANTRY	(1,418.80)	0.00	(2,362.35)	0.00	0.00
2-51-00-990-15	FOOD PANTRY	1,047.28	0.00	339.24	0.00	0.00
*	TOTAL FOOD PANTRY	(371.52)	0.00	(2,023.11)	0.00	0.00
FOOD PANTRY EXPENSE						
2-51-00-990-14	Adult Programs	0.00	0.00	0.00	0.00	0.00
*	TOTAL FOOD PANTRY EXPENSE	0.00	0.00	0.00	0.00	0.00
**P	SURPLUS /DEFICIT	(371.52)	0.00	(2,023.11)	0.00	0.00
YEAR GRANT REVENUE						
1-51-00-990-01	Donations/Fees - Summer Fun	(7,225.00)	(3,500.00)	(8,153.35)	0.00	0.00
1-51-00-990-07	MVC Grant - Health Funding - First Aid	0.00	0.00	(1,593.75)	0.00	0.00
1-51-00-990-08	MVC Grant - TPT Grant	0.00	0.00	(4,100.00)	0.00	0.00
1-51-00-990-18	FCSS CMHA Mental Health Grant	0.00	0.00	0.00	0.00	0.00
*	TOTAL YEAR GRANT REVENUE	(7,225.00)	(3,500.00)	(13,847.10)	0.00	0.00
**	TOTAL REVENUE	(7,225.00)	(3,500.00)	(13,847.10)	0.00	0.00
YEAR GRANT EXPENSE						
2-51-00-990-01	Summer Fun Program	11,300.98	0.00	7,535.79	0.00	0.00
2-51-00-990-07	Health Funding Expense - First Aid	0.00	0.00	1,770.47	0.00	0.00
2-51-00-990-08	TPT Funding Expense - Senior's Trip	0.00	0.00	3,283.98	1,450.00	0.00
2-51-00-990-18	CMHA Mental Health Grant	0.00	0.00	0.00	2,510.47	0.00
*	TOTAL YEAR GRANT EXPENSE	11,300.98	0.00	12,590.24	3,960.47	0.00
**	TOTALS	11,300.98	0.00	12,590.24	3,960.47	0.00
SENIOR PROGRAMS						
1-51-00-413-00	Senior's Programs	0.00	0.00	(2,835.00)	(100.00)	0.00
2-51-00-413-00	Seniors' Programs	17,668.74	0.00	2,250.52	50.00	2,500.00
*	TOTAL SENIOR PROGRAMS	17,668.74	0.00	(584.48)	(50.00)	2,500.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
CEMETERY REVENUE						
1-56-00-850-00	Grant - Local Govt. - Cemetery	0.00	(1,500.00)	(1,500.00)	0.00	(1,500.00)
1-56-00-410-00	Plot - Cemetery	(1,350.00)	(1,500.00)	(2,067.50)	0.00	(1,500.00)
1-56-00-411-00	Perpetual Care - Cemetery	(1,650.00)	(2,000.00)	(1,250.00)	0.00	(2,000.00)
1-56-00-412-00	Opening & Closing - Cemetery	(750.00)	(1,000.00)	(1,225.00)	0.00	(1,000.00)
*	TOTAL CEMETERY	(3,750.00)	(6,000.00)	(6,042.50)	0.00	(6,000.00)
CEMETERY EXPENSE						
2-56-00-100-00	Salaries & Wages	0.00	5,000.00	3,686.69	308.40	5,000.00
2-56-00-140-00	Employee Benefits	0.00	850.00	531.69	44.38	850.00
2-56-00-148-00	Training & Development - Cemetery	0.00	0.00	0.00	0.00	0.00
2-56-00-230-00	Professional Services - Cemetery	750.00	1,000.00	1,950.00	0.00	1,000.00
2-56-00-510-00	General Supplies	0.00	250.00	116.42	0.00	5,000.00
2-56-00-528-00	Repairs & Maintenance - Cemetery	0.00	1,500.00	1,239.98	0.00	1,500.00
*	TOTAL CEMETERY EXPENSE	750.00	8,600.00	7,524.78	352.78	13,350.00
PLAN & DEVELOPMENT REVENUE						
1-61-00-410-00	Building Permits	(528.08)	(1,100.00)	(620.82)	0.00	(750.00)
1-61-00-419-00	Compliance Certificates	(100.00)	(1,000.00)	(500.00)	0.00	(500.00)
1-61-00-520-00	Development Permits	0.00	(1,200.00)	(500.00)	0.00	(500.00)
1-61-00-521-00	Subdivision Fees	0.00	(1,000.00)	0.00	0.00	0.00
1-61-00-522-00	Zoning - Re-Zoning Fees	0.00	(250.00)	0.00	0.00	(50.00)
1-61-00-523-00	Encroachment & Waiver Fees	0.00	0.00	0.00	0.00	0.00
1-61-00-595-00	Appeal Fees	0.00	0.00	0.00	0.00	0.00
1-61-00-590-00	Land Sales	0.00	(47,000.00)	(41,935.85)	0.00	0.00
*	TOTAL PLANNING & DEVELOPMENT	(628.08)	(51,550.00)	(43,556.67)	0.00	(1,800.00)
PLAN & DEVELOPMENT EXPENSE						
2-61-00-230-00	Professional Services	527.32	15,000.00	5,900.00	0.00	10,000.00
2-61-00-233-00	Land Title Changes	65.75	150.00	40.00	0.00	150.00
2-61-00-148-00	Training - Planning	57.24	500.00	0.00	0.00	250.00
2-61-00-220-00	Advertising	0.00	500.00	0.00	0.00	840.00
*	TOTAL PLANNING & DEVELOPMENT E	650.31	16,150.00	5,940.00	0.00	11,240.00
**	NET PLANNING & DEVELOPMENT	14,690.97	(32,800.00)	(36,718.87)	302.78	19,290.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
CULTURE & RECR. REVENUE						
1-71-00-990-02	Donation - Cremona Days	(8,850.00)	(13,780.00)	(9,550.00)	0.00	(13,780.00)
1-71-00-990-08	Donation/Fees - WinterFest	(4,000.00)	(4,000.00)	150.10	0.00	0.00
*	TOTAL CULTURE & RECREATION	(12,850.00)	(17,780.00)	(9,399.90)	0.00	(13,780.00)
CULTURE & RECR. EXPENSE						
2-71-00-990-02	Cremona Days	10,155.68	13,000.00	5,358.10	0.00	5,000.00
2-71-00-990-08	WinterFest	1,747.62	1,500.00	1,841.05	0.00	0.00
*	TOTAL CULTURE & RECREATION EXP	11,903.30	14,500.00	7,199.15	0.00	5,000.00
**	NET CULTURE & REC	(946.70)	(3,280.00)	(2,200.75)	0.00	(8,780.00)
PARKS & RECR. REV						
1-71-00-830-00	Grant - Recreation - Federal	0.00	(2,610.00)	0.00	0.00	(2,610.00)
1-71-00-990-00	Donation - Recreation	0.00	(1,000.00)	0.00	0.00	(1,000.00)
1-71-00-850-00	Grant - Local Govt -Recreation	0.00	0.00	0.00	0.00	0.00
1-71-00-990-01	Donation - Playground	0.00	0.00	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION	0.00	(3,610.00)	0.00	0.00	(3,610.00)
PARKS & RECREATION EXPENSE						
2-72-00-100-00	SALARIES & WAGES	24,363.79	25,000.00	12,918.08	1,238.88	15,000.00
2-72-00-140-00	Employee Benefits	4,208.66	4,300.00	1,752.95	182.57	2,300.00
2-72-00-521-00	Fuel Costs - Parks	1,022.48	1,500.00	883.15	0.00	1,500.00
2-72-01-512-00	Parks - Small Tools	486.00	500.00	0.00	0.00	0.00
2-72-00-230-00	Other Contracted Services	1,781.00	2,500.00	5,459.48	480.00	5,500.00
2-72-00-510-00	General Supplies	2,418.04	1,500.00	1,781.93	0.00	2,000.00
2-72-00-513-00	Beautification - Parks	0.00	5,000.00	327.99	0.00	5,000.00
2-72-00-528-00	Equipment Repairs & Maint. - Park	1,546.05	2,000.00	2,755.09	36.11	3,000.00
2-72-00-528-01	Playground Repairs & Maint.	0.00	0.00	0.00	0.00	0.00
2-72-00-148-00	Training & Development - Parks	0.00	0.00	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION EXPEN	35,826.02	42,300.00	25,878.67	1,937.56	34,300.00
**	NET PARK & REC	35,826.02	38,690.00	25,878.67	1,937.56	30,690.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2023 Actual	2024 Budget	2024 Actual	May 2025 Actual	2025 Budget
LIBRARY						
1-74-00-590-00	Other Revenue - Library	0.00	(8,497.60)	0.00	0.00	(8,497.60)
1-74-00-850-00	Grants - Local Govt - Library	(34,811.88)	(35,861.00)	(35,861.00)	(36,757.53)	(36,757.53)
1-74-00-254-01	LIB COST RECOVERY - ELECTRICITY	(2,255.86)	(3,500.00)	(729.74)	0.00	(3,700.00)
1-74-00-254-02	LIB COST RECOVERY - GAS	(890.89)	(1,850.00)	(425.34)	0.00	(1,700.00)
1-74-00-254-03	LIB COST RECOVERY - TELEPHONE	(629.82)	(700.00)	(1,049.70)	0.00	(900.00)
* TOTAL LIBRARY		(38,588.45)	(50,408.60)	(38,065.78)	(36,757.53)	(51,555.13)
LIBRARY EXPENSE						
2-74-00-850-01	Parkland Regional Library	3,657.50	4,150.00	4,149.36	0.00	4,501.32
2-74-00-217-00	Library Office Phone	668.00	0.00	676.47	133.28	0.00
2-69-00-540-05	Electricity - Library	2,913.44	3,500.00	2,535.21	49.41	3,700.00
2-69-00-543-05	Natural Gas - Library	1,184.70	1,850.00	931.63	78.11	1,700.00
2-74-00-274-00	Insurance Library	927.50	850.00	0.00	0.00	850.00
2-74-00-528-00	Repairs & Maintenance - Library	0.00	250.00	0.00	0.00	250.00
2-74-00-850-00	Cremona Library	42,841.88	35,861.00	44,358.60	0.00	36,757.53
2-74-00-850-02	CREMONA LIBRARY -VILLAGE ALLOCATION	0.00	8,497.60	0.00	0.00	15,350.00
* TOTAL LIBRARY EXPENSE		52,193.02	54,958.60	52,651.27	260.80	63,108.85
** SURPLUS / DEFESET		13,604.57	4,550.00	14,585.49	(36,496.73)	11,553.72

*** End of Report ***

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 8 b)

TITLE: Reports – CAO & PW's Monthly Reports

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Each month, the CAO will provide an update on key developments within the Village. Highlighted notes from each department are outlined below in point form.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration:

- My monthly meeting with FCSS Coordinator
- Attended a tabletop with MVREMA
- Attended the tabletop live exercise with MVREMA
- Council Agenda packages and minutes- Special Meeting in May
- Correspond with legal

Events and Meetings Attended:

- Meeting with Ross & Dee from M. A. re: Viability Review
- Attended Canada Day Committee meeting
- Webinar Plan Administrator Benefits
- Webinar Animal Protection Act

Planning & Development:

- Held several meetings with future developers

RECOMMENDED ACTION:

MOTION That Official Administrator Doug Lagore accepts the CAO May activity report as information only.

INTLS: CAO: KO



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 9

TITLE: Minutes – Boards, Committees, Commissions

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

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

Attached to this Request for Review (RFR) are items that Council may wish to address through a formal resolution.

Otherwise, the information is provided for acceptance only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see the attached minutes for review and information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That the Council accepts the minutes of:

- Cremona Library Board Meeting-April 24, 2025
- PRL Board Meeting Minutes -May 15, 2025
- MVRWMC -Annual General Meeting Agenda, April 28, 2025

MOTION THAT Official Administrator Doug Lagore accepts the Minutes, Reports, Committees, and Commissions as information only.

The Village of Cremona Library Board – Minutes of Regular Board Meeting
April 24, 2025, at the Cremona Library

Call to Order at 7:03 p.m.

Attending: Cam MacFarquhar (Vice Chair), Rosemarie McGonigle (Secretary), Jan Shand (Treasurer), Richard Forsberg, Jennifer Kennedy, Colleen Peterson, Autumn Schmidt, Rebecca Smith (Library Manager),

Regrets: Jennifer Foat (Chair), Greg Harris (County Rep)

Words from the Chair:

- Welcome to all. Jennifer Foat is absent, so Cam MacFarquhar is chairing the meeting.

Additions/Adoption of Agenda:

MOTION: to adopt agenda - Jan moved, all in favour, carried.

Approval of Minutes:

- Amendment - Under Open Issues: 'The record of Greg Harris's appointment is still an open issue', as per Rebecca.

MOTION: to approve the minutes with amendment - Richard moved, all in favour, carried.

Correspondence: (as per meeting package)

MOTION to accept correspondence as information only - Autumn moved, all in favour, carried

Treasurer's Report: (Jan, as per meeting package)

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

County Report:

- Greg was absent, so no county report

Village Report:

- No Village rep, so no village report

Library Report: (as submitted by Rebecca in meeting package)

- To be added to report:
 - Profit to date from Blind Date with a Book is \$373.
 - The library is incubating eggs and hatching chickens as a project

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

Open Issues:

- Invoice to Village of Cremona has been re-submitted, and approved. Cheque to be received April 25/25.
- Greg Harris's term ends Oct. 24/25

- Governance Committee (Richard)

- nothing new to report

- Finance Committee (Jan)

- audit is nearly complete
- the decision to apply for funds from the Chamber of Commerce will be determined by funds and grant money received
- Finance committee will meet with Rebecca within the next 2 weeks re: the budget
- Jan nominated Colleen Peterson to join the Finance Committee, all in favour, carried.

New Business

MOTION: to update legal name on all bank accounts and on the CRA account to "Village of Cremona Library Board", and that library manager Rebecca Smith be authorized by the Board to carry out these changes, Richard moved, all in favour, carried

MOTION: to approve amendment to 7.1 Resource Sharing Policy, Colleen moved, all in favour, carried

- Richard will contact Parkland re: continuing to sit on the Parkland Board as a representative of the Village of Cremona

Meeting Hours: Rosemarie 1.5, Richard 1.5, Jennifer K. 1.5, Jan 1.5, Colleen 1.5, Cam 1.5, Autumn 1.5 - Total: 10.5 hours

Other Volunteer Hours:

Library Operations: Jennifer F. 5, Cam 1, Rosemarie 6, Richard 2, Jennifer K. 1, Jan 5, Colleen 2, Autumn 0 - Total: 22 hours.

Meeting Adjourned: at 8:16 pm by Cam MacFarquhar

Next Meeting: will be on Thursday, May 22, 2025 at 7:00 pm at the Library.

Minutes respectfully submitted by Rosemarie McGonigle.

May 22 / 2025
Jennifer F. 5



PRLS Board Meeting Minutes

May 15, 2025

The regular meeting of the Parkland Regional Library System Board was called to order at 10:02 a.m. on Thursday May 15, 2025 in the Small Board Room, Lacombe.

Present: Barb Gilliat, Matthew Goudy, Gord Lawlor, Ray Reckseidler, Janice Wing

Present via Zoom: Jackie Almberg, Paul Ashford, Alison Barker-Jevne, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Todd Dalke, Cal David, Jeff Eckstrand, Sarah Fahey, Tim Field, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Bryce Liddle, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Paul Patterson, Jas Payne (alt. Megan Hanson), Dianne Roth, Sandy Shipton & alt. Diane Elliot, Les Stulberg, Harvey Walsh, Carlene Wetthuhn

Guests: Lindsey Bauman & Erin Switenky, MNP, Maia Foster, Leslie Moody, Megan Ginther, Haley Amendt, Megan Hanson

With Regrets: Delijiah Antaloczy, Ricci Matthews, Cody Hillmer

Absent: Jul Bissell, Wayne Clark, Edna Coulter, Les Fee, Cody Johnson, Julie Maplethorpe, Darryl Motley, Jordon Northcott, Shawn Peach, Leonard Phillips, Naomi Tercier, Shannon Wilcox, Bill Windsor

Staff: Jessica Dinan, Karyn Goodwillie, Kara Hamilton, Patty Morrison, Paige Mueller, Andrea Newland, Ron Sheppard, Tim Spark, Donna Williams

Call to Order

Meeting called to order at 10:02 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting.

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

Motion by Carlene Wetthuhn to excuse Delijiah Antaloczy, Ricci Matthews and Cody Hillmer from attendance at the board meeting on May 15, 2025 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 18/2025



Agenda

1.1.2 Adoption of the Agenda

Gilliat asked if there were any additions or deletions to the agenda. There were none.

Motion by Paul Patterson to accept the agenda as presented.

CARRIED

PRLS 19/2025

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the February 27, 2025 minutes. Paul Ashford's name was listed incorrectly in the package and minutes.

Motion by Ray Reckseidler to approve the minutes of the February 27, 2025 meeting as amended.

CARRIED

PRLS 20/2025

1.3. Business arising from the minutes of the February 27, 2025 meeting

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

2. Business Arising from the Consent Agenda

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

Motion by Stephen Levy to approve the consent agenda as presented.

CARRIED

PRLS 21/2025

3.1 2024 Parkland Audit

Gilliat introduced Erin Switenky and Lindsey Bauman from MNP. Switenky reviewed the audit, which was included in the package. The auditors stated that;

"In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards."

According to policy 2.6.10, the Executive Committee is responsible for reviewing and approving Parkland's audit which they did at their March 27th meeting.

Bryce Liddle entered the meeting at 10:18 a.m.

Motion by Harvey Walsh to receive for information the Parkland Regional Library Board 2024 Audit Findings Report for December 31, 2024 and the Financial Statements for December 31, 2024 as presented.

CARRIED



Switenky and Bauman left the meeting at 10:19 a.m.

3.2 LAPP Audit and Pension Policy

Williams reviewed the LAPP Audit. Every three years Parkland is required to have an audit of its Local Authorities Pension Plan.

Three small errors were found resulting from Parkland's practice of calculating full-time equivalency (FTE) in days rather than hours. Parkland's method of calculating FTE has been a standing practice for decades without being flagged during previous LAPP audits. Of the three employees with errors in their calculations, two were on authorized leave and one passed away unexpectedly.

Following the auditors' recommendations, Parkland has created a pension policy statement to be included in Parkland's Policy Manual. Previously, pension benefits were recorded in Parkland's Human Resource Manual.

Motion by Cal David to receive the 2024 LAPP audit for information.

CARRIED
PRLS 23/2025

Motion by Gord Lawlor to approve the Pension Policy as presented.

CARRIED
PRLS 24/2025

3.3 Vacant Seat on Parkland's Executive Committee

Sheppard reviewed. Twyla Hale, Parkland's representative on the Executive Committee for Area 6 has, due to unforeseen circumstances, surrendered her seat. According to Parkland policy,

2.6.8 "Should a sitting member of the Executive Committee be unable to continue as a member of the committee prior to the conclusion of their one-year term, representatives from that group of municipalities may appoint a new representative to the Executive Committee at the next board meeting."

Area six represents the communities of Bashaw, Clive, Donalda, Lacombe, the Summer Village of Rochon Sands, Stettler and the Summer Village of White Sands. These board members entered a Zoom breakout room and chose their representative for Area 6.

Motion by Kathy Hall to appoint Shaleah Fox as Parkland's Executive Committee for Area 6.

CARRIED
PRLS 25/2025

3.4 Board Signing Authorities

Sheppard reviewed. Twyla Hale, who recently stepped off Parkland's board, was one of two board signing authorities. Board Chair Barb Gilliat is Parkland's one remaining board signing authority.



According to board policy 4.4.20, Parkland Regional Library System requires that two trustees act as signing authorities for cheques valued at \$45,000 or more, or, if the Director is unavailable to sign. It is most convenient if the board signing authorities live or work close to PRLS headquarters.

Matthew Goudy volunteered to be Parkland's second board signing authority.

Motion by Ray Reckseidler to accept Matthew Goudy as PRLS' board signing authority.

CARRIED
PRLS 26/2025

Diane Eliot entered the meeting at 10:38 a.m.

3.5 PRLS 2026 Budget

Sheppard reviewed. Due to the lengthy process Parkland must follow to obtain approval of Parkland's budget, staff are beginning work on the 2026 budget now. The Executive Committee has worked on the 2026 budget at their meetings on March 27th and April 24th. The two scenarios presented by staff were identical except that in "Option B" there is a legal line valued in the amount of \$20,000. This line was included at the direction of the Executive Committee because Parkland has had to consult lawyers in a variety of matters involving topics such as human resources, questions concerning the membership agreement, which population figures Parkland should be invoicing municipalities with, etc. While staff would welcome an additional \$20,000 in the budget, the unpredictable nature of legal costs means the funds might never be utilized.

In 2024, the board revised the Purchasing Policy Statement to allow the Director discretionary spending up to \$15,000 from the Contingent Liability and Consultation Reserve which can be used to cover unexpected legal costs. For this reason, staff did not believe there was a need for a separate legal line in the budget.

Les Stulberg left the meeting at 10:57 a.m.

The Executive Committee did not endorse adding a cost-of-living adjustment (COLA) to the salary grid for 2026 but did endorse that eligible staff receive a step up the salary grid in accordance with Parkland's Compensation Policy. According to the policy, steps up the grid are guaranteed for eligible staff but COLA adjustments are optional.

After some discussion, the board agreed that staff will bring one budget option to the board in September without the \$20,000 legal line, and a second option adding a COLA adjustment for staff.

3.6 Parkland Investments

Williams reviewed. According to Parkland's Annual Agenda policy, the Executive Committee is to review Parkland's investments at least twice a year.



Parkland's investor, Adam Lamb, contacted Parkland with the following recommendation:

"From an investment perspective, a lot is happening in the market with tariffs, but thankfully your bonds are very safe. Due to the unknowns of the tariffs, new bond prices have gone down, meaning old ones have gone up. So, it's been a positive on Parkland's portfolio.

I would strongly recommend keeping it as is. If governments are forced to lower interest rates due to recession risks from tariffs, this would be a positive for the bonds you hold."

At the April 24th Executive Committee meeting, staff recommend following Lamb's advice and made no change to Parkland's overall investment strategy of keeping funds in a conservative, managed bond portfolio. PRLS does not currently have funds invested in GICs.

The Executive Committee made no changes to Parkland's current investment strategy.

Motion by Janice Wing to receive for information.

CARRIED
PRLS 27/2025

3.7 Advocacy and Marketing Report

Lawlor reviewed the Advocacy report. At their March 27th meeting, the committee determined the following were to be Parkland's advocacy goals for 2025:

- Continue to focus on advocacy to the system board
- Continue to help libraries and their boards advocate for themselves at the local level with a special emphasis on the fact that 2025 is a municipal election year.
- Continue demonstrating leadership in the formulation of unified advocacy efforts by the seven library systems. As it relates to this goal, Parkland is not to make provincial efforts its priority but rather concentrate on the other goals.

In cooperation with the six other library systems, Parkland is also to:

- Continue advocating with the Government of Alberta (GOA) to introduce a predictable library grant funding model that reflects population growth and inflation.
- Support a proposal to the GOA for adjustments to the funding model allowing intermunicipal library boards to remain financially viable while streamlining governance structures.
- Support a request to the GOA that they reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.

With the announcement of the provincial budget, Parkland sent a "thank-you" letter to Rick McIver, the Minister of Municipal Affairs, for providing stable operating grant funding. After Parkland sent our letter, the six other library systems agreed to a joint "thank-you" letter based on the one that Parkland produced.

Other advocacy activities include a joint initiative with Calgary Public Library. Calgary Public Library's CEO Sarah Meilleur contacted Parkland's Director to ask if Parkland and the Town of



Stettler would cooperate on the creation of a joint resolution for presentation at the fall Alberta Municipalities conference. For the motion to go forward, Calgary requires the cooperation of a smaller municipality. The Town of Stettler was chosen because Gord Lawlor was recognized for a presentation he made to Rick McIver, the Minister of Municipal Affairs, earlier this spring.

Parkland's 2024 Return on Investment (ROI) documents are ready for distribution and can be found on Parkland website.

Parkland's Director was contacted by the personal Secretary of the Minister of Municipal Affairs and asked to provide a quote for a press release related to library grant funding for the 2025-2026 budget year.

One of the principal jobs of board members is advocacy. In an attempt to make resources related to advocacy readily available to both Parkland board members and to our libraries, an extensive array of advocacy tools has been put on Parkland's website. A demonstration of the materials was provided at the board meeting including a PowerPoint type presentation with narration provided by AI.

In addition to online training, Parkland staff will provide in-person advocacy training. One such session was held at Parkland on March 17th.

Motion by Gord Lawlor to receive for information.

CARRIED
PRLS 28/2025

3.8 Penhold Library School Partnership

Teresa Cunningham spoke to this topic. The Penhold library has been noted in the press recently for losing a significant amount of funding due to the demise of the contract the library board had with the local school authority. The terms of the agreement were amended, stating that the library would provide services to all schools in the division without compensation. The Penhold Library board is looking into their options with the Public Libraries Services Branch.

Motion by Ray Reckseidler to receive for information.

CARRIED
PRLS 29/2025

3.9. Updates

3.9.1. Director's Report

3.9.2. Library Services Report

3.9.3. IT Report

3.9.4. Finance & Operations Report

Gilliat asked if there were any questions regarding the Director's Report, Library Services Report, IT Report, or the Finance and Operations Report. Joy-Anne Murphy wanted to clarify that the reason one library stopped being part of the complaint in process mentioned in the Director's report was because the library manager in question moved out of province.

Motion by Janice Wing to receive the Director's, Library Services, IT, and Finance & Operations Reports for information.



CARRIED
PRLS 30/2025

Dana Kreil left the meeting at 11:24 a.m.

Teresa Cunningham left the meeting at 11:25 a.m.

Todd Dalke left the meeting at 11:26 a.m.

3.10. Parkland Community Update

The **Penhold & District Public Library** hosted a beekeeper and held a water color program. They are also working on their Strategic Plan.

The **Stettler Public Library** partnered with the high school and local county museum to build a 9-hole mini golf attraction that is located at the museum. They received a grant to pay for the materials. The Town of Stettler is also happy to be partnering with CPL to advocate for libraries.

The **Camrose Public Library** is partnering with the local performing arts centre to host 3 family events, and has space in the arts' brochure.

The **Clive Public Library** has started a nature school program with many families signed up. On June 5th the library is hosting an intergenerational garden tea party in partnership with the FCSS in the green space outside the library.

The **Sedgewick & District Municipal Library** held a garage sale at the beginning of May that brought in \$500 for the library. The first two weeks of June they are also holding an online auction with donated items.

The **Bentley Municipal Library** has started a nature school. They have also placed mini-libraries around the area and in the municipal campground.

The **Delburne Municipal Council** was presented with the Advocacy Framework Guide, and a copy is available on the Delburne Facebook page. There is also a copy at the library.

Board Chair Barb Gilliat said a few words regarding the retirement of long-time staff member Donna Williams.

4. Adjournment

Motion by Matthew Goudy to adjourn the meeting at 11:50 a.m.

CARRIED
PRLS 31/2025

Chair



The Parkland Library Board

2024 Audit Findings
Report to the Audit Committee
December 31, 2024

Lindsey Bauman, CPA
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Overview

We are pleased to submit to you this Audit Findings Report (the "Report") for discussion of our audit of the financial statements of The Parkland Library Board (the "Library") as at December 31, 2024 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Audit Committee.

As auditors, we report to the members on the results of our examination of the financial statements of the Library as at and for the year ended December 31, 2024. The purpose of this Report is to assist you, as members of the Audit Committee, in your review of the results of our audit.

This Report is intended solely for the information and use of the Audit Committee and management and should not be distributed to or used by any other parties than these specified parties.

We appreciate having the opportunity to meet with you and to respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Engagement Status

We have completed our audit of the financial statements of the Library which has been carried out in accordance with Canadian generally accepted auditing standards and are prepared to sign our Independent Auditor's Report subsequent to completion of the following procedures:

- Receipt of the signed management representation letter;
- Discussion of subsequent events with the Audit Committee;
- The Board of Directors / Executive Committee review and approval of the financial statements.

No significant limitations were placed on the scope or timing of our audit.

Independent Auditor's Report

We expect to have the above procedures completed and to release our Independent Auditor's Report on March 27, 2025.

Unless unforeseen complications arise, our Independent Auditor's Report will provide an unmodified opinion to the members of the Library. A draft copy of our proposed Independent Auditor's Report has been included with this report. The matters disclosed in the Independent Auditor's Report are discussed further in the relevant sections of the Report.

Audit Reporting Matters

The following significant matters arose during the course of audit that we wish to bring to your attention.

Significant Audit, Accounting and Reporting Matters

Area		Comments
	Changes from Audit Service Plan	There were no deviations from the Audit Service Plan previously presented to you. Please refer to Appendix B for the significant areas and our audit responses.
	Final Materiality	Final materiality used for our audit was \$200,000 for December 31, 2024, and \$140,000 for December 31, 2023.
	Identified or Suspected Fraud	<p>Due to the inherent limitations of an audit and the nature of fraud, including attempts at concealment through forgery or collusion, an audit conducted in accordance with Canadian generally accepted auditing standards cannot be relied upon to detect fraud.</p> <p>While our audit cannot be relied upon to detect all instances of fraud, no incidents of fraud, or suspected fraud, came to our attention in the course of our audit.</p>
	Identified or Suspected Non-Compliance with Laws and Regulations	Nothing has come to our attention that would suggest any non-compliance with laws and regulations that would have a material effect on the financial statements
	Matters Arising in Connection with Related Parties	No significant matters arose during the course of our audit in connection with related parties of the Library.
	Matters Arising From Discussions with Management	<p>We would like to formally acknowledge the cooperation and assistance we received from the management and staff of the Library.</p> <p>There were no significant matters discussed, or subject to correspondence, with management that in our judgment need be brought to your attention.</p>
	Budgeting	It is important to ensure that the budget is appropriate for the entity's purposes. Consider whether it would be relevant to budget for items like amortization or capital items. With these items missing the budget is inconsistent with financial reporting. Amortization is common to be budgeted for as a proxy for future capital expenditures.

Significant Risk Areas and Responses

Significant Risk Area	Response and Conclusion
<p>Management override of internal controls</p> <p>Overall risk of material misstatement due to fraud regarding management's override of internal controls.</p>	<p>To respond to the overall risk of material misstatement due to fraud regarding management's override of controls, we have performed the following procedures:</p> <ol style="list-style-type: none"> 1. Tested the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements using Mindbridge AI software. No issues were noted. 2. Reviewed accounting estimates for biases. There were no circumstances producing biases which represented a risk of material misstatement due to fraud found during testing. 3. Evaluated the rationale behind significant transactions not in the normal course of business. No circumstances were noted during testing which would point to management engaging in fraudulent financial reporting or concealing misappropriation of assets.
<p>Deferred revenue and restricted contributions / Grant revenue</p> <p>Risk that deferred revenue has been overstated and/or understated.</p>	<p>Reviewed contracts for grant revenue to ensure appropriate amounts recorded as deferred versus revenue. Substantive testing completed on deferred revenue.</p>
<p>Expenses / expense claims</p> <p>Risk that expenses are overstated in the current year to align with budget or due to personal expenses being recorded. These risks are common for similar organizations.</p>	<p>Testing around expense claims was completed, consistent with the previous years. Further testing around accounts payables was completed to ensure that they appropriately exist. No issues were noted.</p>

Other Areas

Area	Comments
<p>Auditor Independence</p>	<p>We confirm to the Audit Committee that we are independent of the Library. Our letter to the Audit Committee discussing our independence is included as part of the additional materials attached to this report.</p>

Area	Comments
Management Representations	We have requested certain written representations from management, which represent a confirmation of certain oral representations given to us during the course of our audit. This letter, provided by management, has been included as additional material to this report.

We appreciate having the opportunity to meet with you and respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Sincerely,

MNP LLP

Chartered Professional Accountants

encls

PARKLAND REGIONAL LIBRARY SYSTEM
FINANCIAL STATEMENTS
December 31, 2024

PARKLAND REGIONAL LIBRARY SYSTEM
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December 31, 2024

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MANAGEMENT'S REPORT

To the Members of Parkland Regional Library System:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The elected board is composed entirely of neither management nor employees of the Library. The board has the responsibility of meeting with management and external auditors to discuss the internal controls over the financial reporting process, auditing matters and financial reporting issues. The board is responsible for recommending the appointment of the Library's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the board to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the board and management to discuss their audit findings. The accompanying financial statements are the responsibility of the management of Parkland Regional Library System.

e-Signed by Ron Sheppard
2025-03-28 09:08:46 MDT

Ron Sheppard - Executive Director



Independent Auditor's Report

To the Members of The Parkland Library Board:

Opinion

We have audited the financial statements of The Parkland Library Board (the "Library"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, remeasurement gains and losses, changes in net financial assets and cash flows, and changes in accumulated operating surplus for the year then ended, and schedules and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Library in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lacombe, Alberta

March 28, 2025

MNP LLP

Chartered Professional Accountants

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF FINANCIAL POSITION
 AS AT DECEMBER 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents (note 4)	\$ 674,459	\$ 907,293
Accounts receivable	\$ 23,333	27,494
Investments (note 5)	\$ 798,013	765,417
TOTAL FINANCIAL ASSETS	\$ 1,495,805	1,700,204
LIABILITIES		
Accounts payable and accruals (note 6)	\$ 141,759	\$ 244,514
Book allotment	\$ 17,182	22,170
Deferred revenue (note 7)	\$ 130,940	152,703
TOTAL LIABILITIES	\$ 289,881	419,387
NET FINANCIAL ASSETS	\$ 1,205,924	1,280,817
NON-FINANCIAL ASSETS		
Inventory for consumption	\$ 24,930	\$ 8,770
Prepaid expenses	175,192	171,906
Tangible capital assets (schedule 1)	4,295,198	4,395,010
TOTAL NON-FINANCIAL ASSETS	4,495,320	4,575,686
COMMITMENTS (note 8)	5,701,244	5,856,503
ACCUMULATED SURPLUS	5,701,244	5,856,503
ACCUMULATED SURPLUS CONSISTS OF:		
Accumulated operating surplus (note 9)	5,720,276	5,891,450
Accumulated remeasurement loss on investments	(19,032)	(34,947)
	5,701,244	5,856,503

Approved by the Library Board:

e-Signed by Barb Gilal
 2025-03-27 16:55:24:24 MDT
Chairman

e-Signed by Twyla Hale
 2025-03-31 08:50:50:50 MDT
Director

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	2024	2023
REVENUE			
Investment income	\$ 50,000	\$ 76,101	\$ 93,925
Member fees	2,123,362	2,123,362	2,001,335
Miscellaneous and donations	-	10,135	8,957
Outside sales - Books and supplies	-	155,043	117,125
Provincial funding (note 10)	1,654,817	1,676,580	1,678,455
	<u>3,828,179</u>	<u>4,041,221</u>	<u>3,899,797</u>
EXPENSES			
Administration	\$ 14,200	\$ 14,885	\$ 14,314
Amortization	-	165,019	163,163
Audit	21,000	24,701	21,700
Communications, marketing and promotions	20,000	24,770	19,396
Continuing education	20,000	17,128	13,870
Dues, fees, and memberships	13,000	12,011	12,295
OROS grant expense	84,756	106,518	108,394
Freight and postage reimbursement	3,500	2,557	2,916
Insurance	25,000	24,998	24,451
Investment fees	4,700	4,308	4,110
Library materials	457,957	449,070	448,637
Library service grant	452,928	452,928	452,928
Miscellaneous - distributions	-	7,500	7,500
Miscellaneous - outlet contributions	800	800	800
Outside purchases - books and supplies	-	154,339	116,770
Planned member technology purchases	69,391	185,146	325,326
Professional fees	-	14,463	15,420
Repairs and maintenance - building	60,000	65,566	52,325
Salaries and benefits	2,154,819	2,082,135	2,029,750
Supplies for library materials and inhouse stationary	48,000	44,195	44,633
Technology software, internet, maint. agreement, misc. supplies	240,128	243,187	224,567
Travel	8,000	1,242	4,792
Trustee	26,000	23,530	24,901
Utilities	34,000	27,757	27,774
Vehicle	56,000	45,460	56,499
Workshops, training for libraries	14,000	15,019	7,587
	<u>3,828,179</u>	<u>4,209,232</u>	<u>4,224,818</u>
Deficiency of revenue over expenses, before other expenses	-	(168,011)	(325,021)
OTHER EXPENSES			
Gain (loss) on disposal of investments	-	(2,367)	838
Gain (loss) on disposal of tangible capital assets	-	(796)	21,251
Deficiency of revenue over expenses	-	(171,174)	(302,932)
Accumulated operating surplus, beginning of year	5,891,450	5,891,450	6,194,382
Accumulated operating surplus, end of year (Note 9)	5,891,450	5,720,276	5,891,450

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	2024	2023
Deficiency of revenue over expenses	\$ -	(171,174)	(302,932)
Acquisition of tangible capital assets	-	(66,003)	(112,162)
Amortization of tangible capital assets	-	165,019	163,163
Proceeds on disposal of tangible capital assets	-	-	60,000
Loss (gain) on disposal of tangible capital assets	-	796	(21,251)
Change in prepaid expenses	-	(3,286)	(47,452)
Change in inventory for consumption	-	(16,160)	7,862
Change in accumulated remeasurement loss on long-term investments	-	15,915	16,524
Decrease in net financial assets	-	(74,893)	(236,248)
Net financial assets, beginning of year	1,280,817	1,280,817	1,517,065
Net financial assets, end of year	1,280,817	1,205,924	1,280,817

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Cash receipts from membership fees, contracts, and sales	\$ 2,292,700	\$ 2,129,019
Cash receipts from grants	1,654,817	1,654,817
Investment income received	76,101	93,925
Cash paid for materials and services	(1,726,373)	(1,607,526)
Cash paid for salaries and benefits	(1,987,091)	(1,918,965)
Cash paid for library service grant	(452,928)	(452,928)
Bank and investment fees paid	(5,008)	(4,970)
	<u>(147,782)</u>	<u>(106,648)</u>
CAPITAL ACTIVITY		
Purchase of tangible capital assets	(66,003)	(112,162)
Proceeds on disposal of tangible capital assets	-	60,000
	<u>(66,003)</u>	<u>(52,162)</u>
INVESTING ACTIVITY		
Purchase of investments	(92,049)	(96,934)
Proceeds on sale of investments	73,000	74,000
	<u>(19,049)</u>	<u>(22,934)</u>
Net increase (decrease) in cash	(232,834)	(181,744)
Cash and cash equivalents, beginning of year	907,293	1,089,037
Cash and cash equivalents, end of year	674,459	907,293

PARKLAND REGIONAL LIBRARY SYSTEM
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2024
SCHEDULE 1

	Vehicles	Building	Land	Technology equipment and systems	Equipment	Furniture and fixtures	2024	2023
Original Cost:								
Balance, beginning of year	181,266	3,946,960	610,000	359,984	49,684	58,967	5,206,861	5,191,801
Acquisition of tangible capital assets	-	-	-	66,003	-	-	66,003	112,162
Disposals of tangible capital assets	-	-	-	(78,950)	(490)	-	(79,440)	(97,102)
Balance, end of year	181,266	3,946,960	610,000	347,037	49,194	58,967	5,193,424	5,206,861
Accumulated Amortization:								
Balance, beginning of year	99,887	315,757	-	327,850	33,665	34,692	811,851	707,041
Annual amortization	24,414	78,939	-	53,647	3,164	4,855	165,019	163,162
Disposals	-	-	-	(78,355)	(289)	-	(78,644)	(58,352)
Balance, end of year	124,301	394,696	-	303,142	36,540	39,547	898,226	811,851
Net Book Value	56,965	3,552,264	610,000	43,895	12,654	19,420	4,295,198	4,395,010

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	Unrestricted (Note 9)	Reserves (Note 9)	Equity in Tangible Capital Assets (Note 9)	2024	2023
Balance, beginning of year	216,746	1,279,694	4,395,010	\$ 5,891,450	\$ 6,194,382
Excess of revenue over expenses	(171,174)	-	-	(171,174)	(302,932)
Reserves used for (transferred from) operations	100,866	(100,866)	-	-	-
Purchases of tangible capital assets	-	(66,003)	66,003	-	-
Disposal of tangible capital assets	796	-	(796)	-	-
Annual amortization expense	165,019	-	(165,019)	-	-
Balance, end of year	312,253	1,112,825	4,295,198	5,720,276	5,891,450

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF REMEASUREMENT GAINS AND LOSSES
FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
Accumulated remeasurement loss on investments, beginning of the year	(34,947)	(51,471)
Increase in market value	15,915	16,524
Accumulated remeasurement loss on investments, end of year	<u>(19,032)</u>	<u>(34,947)</u>

PARKLAND REGIONAL LIBRARY SYSTEM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

1. Nature of activities

Parkland Regional Library System (the "Library") is an independent body established under the Alberta Libraries Act for the purpose of providing a variety of support services for the public libraries of rural Central Alberta.

The Library is exempt from tax pursuant to Section 149(1)(l) of the Income Tax Act of Canada.

2. Change in account policy

Revenue

Effective January 1, 2024, the Library adopted the Public Sector Accounting Board's (PSAB) new standard for the recognition, measurement and disclosure of revenue under PS 3400 Revenue. The new standard establishes when to recognize and how to measure revenue, and provides the related financial statement presentation and disclosure requirements. Pursuant to these recommendations, the change was applied prospectively, and prior periods have not been restated. Under the new standard, revenue is differentiated between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations, referred to as "non-exchange transactions", as described in Note 3. There was no material impact on the financial statements from the retroactive application of the new accounting recommendations.

3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards ("PSAS") and include the following significant accounting policies:

Cash and cash equivalents

Balances with original maturities of less than 3 months are included in cash and cash equivalents. Marketable securities with prices quoted in an active market are measured at fair value while those that are not quoted in an active market are measured at cost less impairment.

Revenue recognition

Member fees are recognized as revenue when the services have been provided.

Book and supply outside sales are recognized as product is shipped to the member library that placed the order through the Library.

Provincial funding and grants that are externally restricted are recorded as deferred contributions if the terms of the funding create a liability. These funds are recognized as revenue in the year in which the related expenses are incurred and the terms of the funding are met. Unrestricted provincial funding, miscellaneous and donations, and other revenue are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

All investment income is recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Expenses

Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or legal obligation to pay.

Non-financial assets

Non-financial assets are assets that are not available to discharge existing liabilities but held for use in Library operations. Such assets have useful lives extending beyond the current year and are not intended for sale in the normal course of Library operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the changes in net financial assets for the year. Non-financial assets consist of the following:

i. Inventory for consumption

Inventory of materials and supplies for consumption is recorded in the financial statements at lower of the cost of the specific item or replacement cost.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

3. Significant accounting policies (continued from previous page)

ii. Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the assets. Contributed tangible capital assets are recorded in the financial statements at fair market value at the time of contribution.

	<i>Method</i>	<i>Rate</i>
Vehicles	declining balance	30%
Building	straight-line	50 years
Technology equipment and systems	declining balance	55%
Furniture and fixtures	declining balance	20%
Equipment	declining balance	20%

A full year of amortization is calculated in the year of acquisition. No amortization is calculated in the year of disposal.

Tangible capital assets are tested for impairment whenever events or changes in circumstances indicate that their carrying amounts may not be fully recoverable. An impairment loss is recognized when and to the extent that management assesses the future useful life of an asset to be less than originally estimated.

iii. Prepaid expenses

Expenses paid in advance where services have not been performed or materials have not been received.

Use of estimates

The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the statement of financial position date, and the reported amounts of revenue and expenses during the reporting period. Key components of the financial statements requiring management to make estimates include the provision for doubtful accounts in respect of receivables, the cost and net realizable value of inventories, employee benefit obligations, the useful lives of long-lived assets and the potential impairment of assets. Actual results could differ from these estimates.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in excess of revenue over expenses in the periods in which they become known.

Long-term investment

Investments are recorded at fair market value, based on quoted prices in an active market, including accrued interest. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

Foreign currency translation

These financial statements have been presented in Canadian dollars, the principal currency of the Library's operations.

Transaction amounts denominated in foreign currencies are translated into their Canadian dollar equivalents at exchange rates prevailing at the transaction date. Carrying values of monetary assets and liabilities reflect the exchange rates at the balance sheet date. Gains and losses on translation or settlement are included in the determination of excess of revenue over expenditures for the current period.

Reserves for future expenditures

Reserves are determined at the discretion of the board to set aside funds for future operating and capital expenditures. Transfers to and/or from reserves are reflected as an adjustment within accumulated surplus.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

3. Significant accounting policies *(continued from previous page)*

Financial instruments

The Library recognizes financial instruments when the Library becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Library may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Library has not made such an election during the year. All financial assets and liabilities issued/assumed in an arm's length transaction are subsequently measured at amortized cost, except for marketable securities that are measured at fair value.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

The Library assesses impairment of all its financial assets measured at cost or amortized cost. The Library groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Library determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

The Library reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses.

The Library reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenue over expenses in the year the reversal occurs.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
 FOR THE YEAR ENDED DECEMBER 31, 2024

4. Cash and cash equivalents

Cash accounts bear interest at bank prime rate of 5.45% (2023 - 7.20%) less a percentage based on balance held during the year. At year-end, the unrestricted cash balances bear interest at prime less 1.90% (2023 - prime less 1.90%) on \$ 719,261 (2023 - \$913,747).

5. Investments

	2024	2023
Bonds (original cost of \$813,825; 2023 - \$796,502)	798,013	765,417

Bonds bear interest at rates ranging from 1.10% to 3.80% and have maturity dates ranging from June 2025 to December 2034. Included in investments is \$3,220 (2023 - \$3,861) of accrued interest.

6. Accounts payable and accruals

	2024	2023
Trade accounts payable and accruals	\$ 48,742	148,727
Employee benefit obligations	76,990	81,946
Goods and Services Tax payable	16,027	13,841
	141,759	244,514

Included in trade accounts payable and accruals is a balance of \$3,719 (2023 - \$4,817) on ATB Financial Mastercards with a total credit limit of \$15,000 (2023 - \$15,000).

Employee benefit obligations consist of estimated sick leave benefits of \$65,500 (2023 - \$60,500) that accumulate but do not vest, as well as vacation and lieu time of \$11,490 (2023 - \$21,446) that employees have earned and deferred to future years.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

7. Deferred revenue

Deferred revenue represents unspent amounts from the Government of Alberta to offer library services to on-reserve and on-settlement First Nations populations.

	2024	2023
Opening balance	\$ 152,703	\$ 176,341
Add: amounts deferred	156,647	156,647
Less: amounts recorded as revenue	(178,410)	(180,285)
Ending balance	<u>130,940</u>	<u>152,703</u>

8. Commitments

In 2021, the Library entered into a 10 year agreement for maintenance on their elevator which commenced August 28, 2021 costing \$4,860 per year.

In 2023, the Library entered into a 5 year agreement for access to Polaris software commencing January 1, 2024 at a 2025 annual cost of \$95,177.78 which increases at 2% per year over the term.

9. Accumulated operating surplus

	2024	2023
Unrestricted reserve	<u>312,253</u>	<u>216,746</u>
Internally restricted		
Operating reserves		
Technology	312,117	474,773
Building	235,500	225,000
Contingent liability	69,518	38,851
	<u>617,135</u>	<u>738,624</u>
Capital reserves		
Amortization	278,531	323,911
Vehicle	179,454	179,454
Equipment/furnishings replacement	37,705	37,705
	<u>495,690</u>	<u>541,070</u>
Total reserves	<u>1,112,825</u>	<u>1,279,694</u>
Equity in tangible capital assets	<u>4,295,198</u>	<u>4,395,010</u>
	<u>5,720,276</u>	<u>5,891,450</u>

10. Provincial funding

	2024	2023
Government of Alberta - Municipal Affairs		
Operating grant	\$ 1,045,242	\$ 1,045,242
Library Service grant	452,928	452,928
OROS grant	178,410	180,285
	<u>1,676,580</u>	<u>1,678,455</u>

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

11. Local Authorities Pension Plan

Employees of the Library participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 304,451 people and 444 employers. The LAPP is financed by employee and employer contributions and by earning investment earnings in the LAPP fund.

Contributions for current service are recorded as expenses in the year in which they become due.

The Library is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan, and 11.65% on pensionable earnings above that amount.

Total service contributions by the Library to the LAPP in 2024 were \$146,356 (2023 - \$123,922). Total current service contributions by employees of the Library to the LAPP in 2024 were \$124,666 (2023 - \$110,539).

As at December 31, 2023, the LAPP disclosed an actuarial surplus of \$15,057 billion (2022 - \$12,671 billion). LAPP has not yet disclosed the actuarial surplus or deficiency as at December 31, 2024.

12. Economic dependence

The Library is dependent on funding from government grants to maintain its operations. In 2024, the Province of Alberta contributed \$1,681,580 (2023 - \$1,678,455) of revenue to the Library, equalling approximately 42% (2023 - 43%) of total revenue. If funding is not received, its operations would be significantly reduced.

13. Financial instruments

The Library, as part of its operations, carries a number of financial instruments. The financial instruments consist of cash and cash equivalents, accounts receivable, investments, accounts payable and accruals, and book allotment. It is management's opinion that the Library is not exposed to a significant interest, currency, market, liquidity, or credit risks arising from these financial instruments except as otherwise disclosed.

Credit risk

The Library is exposed to credit risk as it grants credit to its members in the normal course of operations. The risk is mitigated by the fact that the receivables are from municipalities. The Library is exposed to credit risk as it has purchased bonds which are included in investments. The risk is mitigated by the fact that the Library has only purchased bonds issued by the Federal or Provincial governments.

Accounts receivable from one member library (2023 - one member library and one grantor) in connection with trade receivables represents 10% (2023 - 42%) of total accounts receivable at December 31, 2024. The Library believes that there is minimal risk associated with the collection of these amounts. The balance of accounts receivable is widely distributed among the remainder of the library municipalities and customer base.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities known as price risk. In seeking to minimize the risks from interest rate fluctuations, the Library manages exposure through its normal operating and financing activities. The Library is exposed to interest rate price risk primarily through its fixed rate investments and variable rate cash.

Market rate risk

The Library is exposed to market rate risk on its investments due to changes in quoted market rates on investments.

14. Comparative figures

Comparative figures have not been reclassified to conform with current year presentation.

15. Approval of financial statements

These financial statements were approved by the Library board on March 27, 2025.

MEETING: Regular Council Meeting

Date: June 21, 2025

AGENDA NO.: 10

TITLE: Correspondence & Information

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following items are provided:

- Policing funding Model Review
- AB Justice, National Day for Truth and Reconciliation
- Bulletin AB Emergency Services, May 14, 2025
- PRLS Board Talk- May 15, 2025
- AB Municipalities -Key Messages on Municipal Policing Cost and the Police Funding Model
- RCMP.GRC Provincial Policing Report, May 14, 2025
- Zone Sub Reports April 2025

RECOMMENDED ACTION:

MOTION THAT Official Administrator Dour Lagore accept the attached correspondence as information only.

OR

MOTION THAT Official Administrator Dour Lagore

INTLS: CAO: KO

Karen Oconnor

From: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnp.ca>
Sent: June 11, 2025 3:18 PM
To: Alberta Police Funding Model Review
Subject: Pause of Police Funding Model Engagement Due to By-Election

Hello,

We are writing to inform you that, in accordance with the Government of Alberta’s Election Communication Policy, engagement activities related to the Police Funding Model (PFM) will be temporarily paused for municipalities within electoral district 76 – Olds-Didsbury-Three Hills during the ongoing by-election period. We will provide further details on the PFM engagement opportunities for the affected municipalities once the by-election period concludes on June 23, 2025.

If you have any questions, please do not hesitate to contact us. Thank you for your cooperation.

Sincerely,

Bri Thompson
CONSULTANT

mnp.ca



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AR 63851

April 30, 2025

Dear Stakeholders:

The Alberta Court of Justice will be suspending all sittings across the province on Tuesday, September 30, 2025, in observance of National Day for Truth and Reconciliation.

All bail and emergency matters should be directed to the Provincial Hearing Office on that day.

Thank you for your attention on this matter.

Yours sincerely,



Tracy Wyrstiuk
Assistant Deputy Minister

BULLETIN

08-2025

May 14, 2025

To all Authorized Employers of Peace Officers:

Re: Alberta Court of Justice Closure - National Day for Truth and Reconciliation

The Alberta Court of Justice will be suspending all sittings across the province on Tuesday, September 30, 2025, in observance of National Day for Truth and Reconciliation.

All bail and emergency matters should be directed to the Provincial Hearing Office on that day.

Thank you for your attention on this matter.

Sincerely,

Sean Bonneteau, CD
Acting Executive Director
Law Enforcement and Oversight Branch

Attachment

Reminder, Bulletins are no longer posted on the Government of Alberta website.



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

MAY 15, 2025

Vacant Seat on the Executive Committee

Twyla Hale, Parkland's representative on the Executive Committee for Area 6 has, due to unforeseen circumstances, surrendered her seat.

Area six represents the communities of Bashaw, Clive, Donald, Lacombe, the Summer Village of Rochon Sands, Stettler and the Summer Village of White Sands. These board members chose their representative for Area 6. Welcome Shaleah Fox to the Executive Committee!

2024 Parkland Audit

Parkland's audit was presented to the board by MNPs Lindsey Bauman and Erin Switenky. The audit reports were previously presented by Schmidt and Switenky at the March Executive Committee meeting where they were approved.

Switenky noted that there were no recommendations or management letter this year, which shows the commitment of Parkland Staff to ensuring Parkland has sound financial management.

A copy of the Auditor's Report and Report to the Board has been sent to your municipality.

LAPP Audit and Pension Policy

Every three years Parkland is required to have an audit of its Local Authorities Pension Plan.

Three small errors were found resulting from Parkland's practice of calculating full-time equivalency (FTE) in days rather than hours. Parkland's method of calculating FTE

has been a standing practice for decades without being flagged during previous LAPP audits.

the errors were very minor. Following the auditors' recommendations, Parkland has created a pension policy statement to be included in Parkland's Policy Manual. Previously, pension benefits were recorded in Parkland's Human Resource Manual.

Advocacy Committee Report

At their March 27th meeting, the committee determined the following were to be Parkland's advocacy goals for 2025:

- Continue to focus on advocacy to the system board
- Continue to help libraries and their boards advocate for themselves at the local level with a special emphasis on the fact that 2025 is a municipal election year.
- Continue demonstrating leadership in the formulation of unified advocacy efforts by the seven library systems. As it relates to this goal, Parkland is not to make provincial efforts its priority but rather concentrate on the other goals.

In cooperation with the six other library systems, Parkland is also to:

- Continue advocating with the Government of Alberta (GOA) to introduce a predictable library grant funding model that reflects population growth and inflation.
- Support a proposal to the GOA for adjustments to the funding model allowing intermunicipal library boards to remain financially viable while streamlining governance structures.
- Support a request to the GOA that they reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.

One of the principal jobs of board members is advocacy. In an attempt to make resources related to advocacy readily available to both Parkland board members and to our libraries, an extensive array of advocacy tools has been put on Parkland's website. They can be found under the "About Us" menu by clicking the "Advocacy" link. A demonstration of the materials was provided at

the board meeting including a PowerPoint type presentation with narration provided by AI.

PRLS 2026 Budget

In response to direction provided by the Executive Committee, staff have prepared the draft 2026 budget.

A letter from Ric McIver, the Minister of Municipal Affairs, confirmed that library funding will be stable in 2026.

The Parkland budget with full notes will be brought back to the board in September for formal approval.

Penhold Library/School Partnership

The Penhold library has been noted in the press recently for losing a significant amount of funding due to the demise of the contract the library board had with the local school authority. The terms of the agreement were amended, stating that the library would provide services to all schools in the division without compensation. The Penhold Library board is looking into their options with the Public Library Services Branch.

Committee News from Trustees

The **Penhold & District Public Library** hosted a beekeeper and held a water color program. They are also working on their Strategic Plan.

The **Stettler Public Library** partnered with the high school and local county museum to build a 9-hole mini golf attraction that is located at the museum. They received a grant to pay for the materials. The Town of Stettler is also happy to be partnering with CPL to advocate for libraries.

The **Camrose Public Library** is partnering with the local performing arts centre to host 3 family events, and has space in the arts' brochure.

The **Clive Public Library** has started a nature school program with many families signed up. On June 5th the library is hosting an intergenerational garden tea party in partnership with the FCSS in the green space outside the library.

The **Sedgewick & District Municipal Library** held a garage sale at the beginning of May that brought in \$500 for the library. The first two weeks of June they are also holding an online auction with donated items.

The **Bentley Municipal Library** has started a nature school. They have also placed mini-libraries around the area and in the municipal campground.

The **Delburne Municipal Council** was presented with the Advocacy Framework Guide, and a copy is available on the Delburne Facebook page. There is also a copy at the library.

Board Chair Barb Gilliat said a few words regarding the retirement of long-time staff member Donna Williams.

Board Members Present

(In-Person) Barb Gilliat (Board Chair), Matthew Goudy, Gord Lawlor, Ray Reckseidler, Janice Wing **(Zoom)** Jackie Almberg, Paul Ashford, Alison Barker-Jevne, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Todd Dalke, Cal David, Jeff Eckstrand, Sarah Fahey, Tim Field, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Bryce Liddle, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Paul Patterson, Jas Payne (alt. Megan Hanson), Dianne Roth, Sandy Shipton & alt. Diane Elliot, Les Stulberg, Harvey Walsh, Carlene Wetthuhn

Regrets

Delijiah Antaloczy, Ricci Matthews, Cody Hillmer

Absent

Jul Bissell, Wayne Clark, Edna Coulter, Les Fee, Cody Johnson, Julie Maplethorpe, Darryl Motley, Jordon Northcott, Shawn Peach, Leonard Phillips, Naomi Tercier, Shannon Wilcox, Bill Windsor

Guests

Lindsey Bauman & Erin Switenky, MNP, Maia Foster, Leslie Moody, Megan Ginther, Haley Amendt, Megan Hanson

Next Meeting: September 11, 2025 (Zoom)

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.

Key Messages on Municipal Policing Costs and the Police Funding Model

Municipal Role in Public Safety

- Municipalities play a crucial role in public safety as they possess local expertise, understand community needs, and are accountable to residents.
- Municipalities have an intimate understanding of their communities, including their unique needs, challenges, and demographics. This local knowledge allows them to make informed decisions about the level of policing required to maintain public safety.
- Municipalities are responsible for allocating resources across various essential services, including policing. Consulting with them allows for a holistic approach to resource allocation, ensuring that public safety needs are effectively balanced with other community priorities.

Police Funding Model (PFM)

- ABmunis appreciates the provincial government's efforts to develop a more equitable funding strategy for communities served by the RCMP, as we have been advocating for a fair approach to police funding for over a decade.
- ABmunis continues to support the "everyone should pay" concept for policing services. This means keeping the current PFM formula based on population and property assessment and continuing to invest these funds in public safety.
- We would welcome data from Public Safety and Emergency Services that provides a full accounting of how funds raised through the police funding model (PFM) were spent. This would assist us in demonstrating the value of the PFM to local rate payers.
- ABmunis also believes in "no pay without say" – as local experts, municipalities need to have oversight of local police services and the ability to set local policing priorities. We appreciate Public Safety and Emergency Services' recent efforts to strengthen civilian oversight of policing.
- ABmunis believes that creating a new, stand-alone provincial police service would be prohibitively expensive and face the same recruitment challenges as every other police service in Canada.
- We also know that the majority of municipalities and Albertans support keeping Alberta RCMP.
- However, we are deeply concerned that recent and significant increases in RCMP policing costs are being passed along to municipalities who cannot cover these increases without raising property taxes, cutting services or both.

Provincial Police Service Agreement

- The PFM was implemented in 2020-21, using cost estimates from 2019.
- Since then, the cost of the Provincial Police Service Agreement has increased by 39%, primarily due to salary increases negotiated through collective bargaining.
- Municipalities who receive policing under the PPSA cannot absorb this scale of cost increase without either raising taxes, cutting services, or both.

- ABmunis therefore requests that the provincial government provide additional assistance to municipalities that pay for policing through the PFM by:
 1. Increasing the total amount of subsidies distributed to municipalities through the PFM to offset their policing costs.
 2. Distributing fines and penalties under the *Traffic Safety Act* to municipalities receiving policing services under the Provincial Police Services Agreement at the same percentage that these municipalities pay in cost recovery.
 3. Adequately funding community infrastructure needs so that municipalities do not face competing demands for funding local infrastructure versus public safety.

Municipal Police Service Agreements

- Municipalities who contract the RCMP are already paying higher policing costs: four years ago, the collective salary increases negotiated through collective bargaining added approximately \$60 million to the total policing costs of the 47 municipalities in Alberta with Municipal Police Service Agreements.
- These costs were particularly difficult to absorb as municipalities were not at the bargaining table and did not have adequate notice of either the scale or timing of significant cost increases.
- Notably, Treasury Board Canada advised municipalities to plan for a 2.5% cost increase; however, the first collective bargaining agreement included retroactive salary increases that resulted in the salary for a First-Class Constable rising by a total of 24% over six years
- ABmunis therefore calls on the provincial government to:
 1. Enhance the total amount of assistance provided through the Policing Support Grant to better offset the rising costs of policing.
 2. Provide additional support to municipalities who are crossing the 5,000 and 15,000 population markers and therefore triggering changes to their policing arrangements and funding models.

Municipal Financial Pressures

- Rising policing costs, coupled with decreased infrastructure funding and increased provincial downloading, are placing immense strain on local budgets.
- With limited financial flexibility and no ability to run deficits, municipalities are forced to make difficult choices: cut vital services or burden residents with higher property taxes.
- The cost of providing essential services like policing continues to escalate, leaving municipalities struggling to balance budgets without sacrificing public safety.
- Provincial infrastructure funding to municipal governments has plummeted by 64% since 2011, exacerbating the financial challenges facing our communities.
- We urgently need the provincial government to step up and provide fair and sustainable funding solutions for municipalities.
- Provincial leaders must recognize the critical role municipalities play in delivering essential services and commit to providing adequate funding to address budgetary pressures and infrastructure deficits.

BRIEFING NOTE

TOPIC:

Police Funding Model (PFM) and Municipal Policing Costs

BACKGROUND:

Until 2020, under the Alberta Police Act, the Government of Alberta provided police services to municipalities with populations of 5,000 or less, as well as to all municipal districts and counties, at no direct cost to these municipalities.

In 2019, the Government of Alberta opened consultations on a police funding model.

ABmunis established a Police Act Working Group made up of municipalities of all sizes to inform our response to consultation and this group developed a written submission in partnership with the Safe and Healthy Communities and Small Communities Committees. ABmunis' written submission emphasized that any new police funding model must:

- Reflect a municipality's demand for services and ability to pay.
- Give municipalities paying for policing improved oversight of and accountability for local policing.
- Reinvest all revenue raised by a new funding model back into policing services.

In 2020 the provincial government implemented a new police funding model that applies to all municipalities that are policed by the RCMP under the Provincial Police Service Agreement (those with populations under 5,000, as well as municipal districts and counties).. Under the five-year model, municipalities paid 10% of their policing costs in Year One, 15% in Year Two, 20% in Year Three, and 30% in Years Four and Five. Each municipality's share of policing costs was calculated according to a formula that weighs equalized assessment at 50% and population at 50%, with modifiers related to shadow populations, crime severity, proximity to detachment, and existing enhanced policing positions.

As the police funding model expired on March 31, 2025, the provincial government announced earlier this year that they would temporarily freeze the amount municipalities are responsible for paying for the 2025-26 fiscal year. The provincial news release noted that "due to higher costs from recent RCMP collective agreements, the cost for policing in these smaller communities will increase to 39 per cent, with no corresponding increase in the services provided. To assist municipalities with these new costs, Alberta's government will pay the increase for one year and will begin engagement with them on their policing needs for the future."

Municipal Policing Costs

The following table shows the current arrangements for responsibility for policing costs in Alberta:

Policing Arrangement	Population	Responsibility for policing costs			
		Municipality pays:	Provincial government pays:	Federal government pays:	Eligible for Policing Support Grant?
Cities, Towns, Villages, and Summer Villages					
• Municipally-run police service	Various	100%	-	-	Yes
• Municipal agreement with RCMP	15,000+	90%	-	10%	Yes
	5,001 - 15,000	70%	-	30%	Yes
• Provincial agreement with RCMP	1 - 5,000	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No
Municipal Districts and Counties					
• Provincial agreement with RCMP	Various	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No

Municipalities with populations over 5,000 that provide their own policing, through either a municipal police service or by contracting the RCMP, are eligible for the provincial Policing Support Grant. Grant amounts are calculated based on population, but the per capita rate has not changed since 2018.

As a result, grant amounts do not cover a significant portion of policing costs:

- For example, in 2022, the City of Calgary (population of 1.4 million, municipal police service) received \$32.8 million, which represents about 6% of its \$547 million police operating budget.
- The Town of Slave Lake (population of 6,836, Municipal Police Service Agreement) received \$353,208, which is about 15% of its \$2.3 million RCMP contract.

The following table on the following page shows the average costs of policing based on the size of municipality and the type of policing agreement they have.

Policing Arrangement	Population	Municipal portion of the cost	# of Reporting Municipalities	Average Net Expense for Policing as a % of Total Municipal Expense (net of grants)
Cities, Towns, Villages, and Summer Villages				
• Municipal police service	Various	100%	7	12.1%
• Municipal agreement with RCMP	15,000+	90%	16	8.3%
	5,001 - 15,000	70%	27	7.5%
• Provincial agreement with RCMP	1,001 – 5,000	30%	28	2.0%
	<1,000	30%	102	2.2%
Municipal Districts and Counties				
• Provincial agreement with RCMP	Various	30%	35	2.2%

NOTES

- ABmunis calculations using Alberta Municipal Affairs' 2023 Financial Information Return (FIR) schedule C(1)-Revenue using Police expense (column 01210) and Total Expense (column 01580) excluding services for gas, electric, and other utility services (columns 01566, 01567, 01568).
- Expenditures are presented on a net basis after deducting grant funding received from the Government of Alberta through the Policing Support Grant for eligible municipalities to be representative of the actual expenditures funded by the municipality. The Policing Support Grant allocations represent 2022-23 figures as 2023-24 figures are not publicly available.
- Municipalities that reported zero expense for policing were excluded from the analysis. This represented 104 municipalities that appear to have reported their policing costs in other cost categories (e.g. mixed with bylaw enforcement, disaster and emergency, other protective services, or other).
- Specialized municipalities and improvement districts are excluded due to their unique treatment.

Police Resources Added under the Police Funding Model

Since the implementation of the police funding model in 2020, the Alberta RCMP has added 279 police officer positions and 242 civilian support positions. As of October 2024, about three-quarters of these positions had been filled. Of the 279 new police officer positions, 136 were added directly to detachments, as shown below:

POLICE OFFICER POSITIONS BY DETACHMENT = 136 POSITIONS											
Central Alberta District Detachments		31	Eastern Alberta District Detachments		34	Southern Alberta District Detachments		35	Western Alberta District Detachments		36
Bashaw	Stettler		Athabasca	Viking	Airdrie	Three Hills	Beaverlodge	Spirit River			
Blackfalds	Strathcona		Bonnyville	Westlock	Bassano	Vulcan	Edson	Swan Hills			
Breton	Sylvan Lake		Cold Lake		Bow Island		Evansburg	Valleyview			
Camrose	Thorsby		Elk Point		Canmore		Faust	Whitecourt			
Innisfail	Wetaskiwin		Kitscoty		Cochrane		Grande Prairie				
Leduc			Lac La Biche		Didsbury		High Level				
Morinville			Provost		Hanna		High Prairie				
Parkland			Smoky Lake		High River		Manning				
Ponoka			St. Paul		Lake Louise		Mayerthorpe				
Rimbey			Two Hills		Okotoks		Peace Regional				
Rocky Mountain House			Vegreville		Strathmore		Red Earth Creek				

To help determine where to allocate new resources, the RCMP analyzed its workload at each detachment, looking at factors such as:

- Travel time

- Call volume
- The type of crimes occurring in the area,
- The amount of time required for investigations
- The size of detachment, and
- The time available for proactive policing – things like strategic patrols, community engagement, visiting schools, and attending community events.

The RCMP has an integrated service delivery model, which means that detachments receive assistance from centralized frontline support and specialized units, as well as from civilian support positions. So even detachments that do not receive new police officer positions benefit from additional centralized services, as these positions enable frontline officers to spend more time on community policing. Some of the centralized services that have been enhanced include forensic units, police-dog teams, and Emergency Response Teams – specialized police tactical units that are trained to handle high-risk situations using specialized weapons, equipment, and tactics.

The RCMP was also able to establish a Real Time Operations Centre, which is a team of senior police officers who monitor operations in real-time, assess incident risk, coordinate resources and manage the response. This centre enables the RCMP to track suspects in real time and gives officers on the ground instant support during emergency situations.

Lastly, the RCMP built additional capacity in teams dedicated to tackling financial and cybercrime and in teams that provide specialized skills related to child advocacy. While many of these resources are not needed in each community every day, they are available to all Alberta municipalities to address more dangerous situations and more serious and complex files.

The RCMP acknowledges that, like all other police services right now, vacancies, recruitment, and retention of regular members pose challenges. More information about RCMP resource allocation and strategies to address vacancies is available in Appendix A of [this document](#).



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Didsbury

Detachment Commander

Staff Sergeant Stephen Browne

Report Date

May 14, 2025

Fiscal Year

2024-25

Quarter

Q4 (January - March)

Community Priorities

Priority #1: Connecting with the Rural Community, including a focus on Joint Force Operations

Updates and Comments:

Q4 was a little slower than last quarter. Members in hand with Mountain View County peace officers conducted one check stop which resulted in no impaired drivers. Didsbury members attended numerous motor vehicle collisions in partner with Traffic units and Fire Departments from the area and maintain good standing relations with each department while on scene's and for other community relation events. MVC Search and Rescue was not utilized for this quarter.

Priority #2: Reducing Rural Property Crimes, including continued support for the Crime Reduction Teams

Updates and Comments:

Proactive patrols within the rural areas of Mountain View County continues to be priority of the Didsbury Detachment. Over this reporting period, Didsbury RCMP members did approximately 327 proactive patrols within the rural area, including east of QEII and the Bergen, Cremona, Water Valley and Burnt Timber zones. Members also completed two (2) foot patrols and three (2) school visits within the community of Cremona. These patrols help to discourage crime in these less populated areas and help to decrease response time when one of these calls does come in for service. Didsbury RCMP responded to approximately 51 calls for service in Mountain View County, charges have been





laid in regards to some of these calls for service. Didsbury RCMP continues to work closely with area Crime Reduction Teams from Airdrie and the Southern Alberta District as well as the new Crime Reduction Unit in Olds. Members in the Didsbury detachment have been having monthly meetings with the probation officer who supervises the majority of the rural area. This allows for the consistent flow of intelligence and information sharing between the court officer and law enforcement. Officers regularly conduct Release Order compliance to deter repetition of crimes by these known offenders.

Priority #3: Rural Drug Enforcement

Updates and Comments:

During Q4, there was one drug file resulting in charges. The months-long drug investigation lead by Didsbury Detachment with assistance from the Airdrie Detachment Crime Reduction Team and Federal Units resulted in the seizure of cannabis marijuana, shatter, cocaine, and production equipment during the search of a Carstairs residence. This search warrant spanned over two days and the arrest of an adult male. The male is alleged to have been selling illicit drugs to residents in both the Didsbury and Airdrie Detachment areas.

Priority #4: Mental Health and Domestic Violence

Updates and Comments:

During Q4, twelve (12) domestic violence investigations resulted in persons being charged:

- 2025/01/03 - Assault with a Weapon or Causing Bodily Harm plus 1 additional charge - Adult male charged. Charges declined by Crown.
- 2025/01/08 - Assault plus 2 additional charges - Adult male charged
- 2025/01/13 - Assault plus 1 additional charge - Adult male charged
- 2025/01/17 - Assault - Adult male charged
- 2025/01/18 - Harassing communications - Adult male charged
- 2025/01/30 - Assault plus 1 additional charge - Adult male charged. Charges declined by Crown.
- 2025/02/13 - Uttering Threats against a person plus 2 additional charges - Adult male charged
- 2025/02/19 - Fail to comply with release order condition plus 1 additional charge - Adult male charged
- 2025/02/23 - Assault with a Weapon or Causing Bodily Harm - Adult male charged
- 2025/03/16 - Assault with a Weapon or Causing Bodily Harm plus 4 additional charges - Adult male charged
- 2025/03/17 - Sexual Assault - Adult male charged
- 2025/03/23 - Assault - Adult charged



There were five (5) *Mental Health Act* files. Two (2) individuals were apprehended via a Form 10 (Statement of Peace Officer on Apprehension) or through a physician/family application for apprehension.





Community Consultations

Consultation #1

Date	Meeting Type
March 5, 2025	Town Hall
Topics Discussed	
Education Session, Persons Crimes, Crime Reduction Initiatives	
Notes/Comments:	
Olds, Didsbury & Sundre Detachments held joint Town Hall for Mountain View County (West) residents. VSU special guest speaker.	





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	10	7	2	1
Detachment Support	3	3	0	0

Notes:

1. Data extracted on March 31, 2025 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the ten established positions, seven officers are currently working. There are two officers on medical leave. There is one hard vacancy at this time which is expected to be filled in May 2025.

Detachment Support: Of the three established positions, three resources are currently working with none on special leave. There is no hard vacancy at this time.



Village of Cremona - Didsbury Detachment
Crime Statistics (Actual)
January to April: 2022 - 2025

All categories contain "Attempted" and/or "Completed"

May 2, 2025

CATEGORY	Trend	2022	2023	2024	2025	% Change 2022 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	0	0	N/A	N/A	0.0
Assault		1	0	2	3	200%	50%	0.8
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	1	2	0	N/A	-100%	0.1
Uttering Threats		0	0	1	1	N/A	0%	0.4
TOTAL PERSONS		1	1	5	4	300%	-20%	1.3
Break & Enter		2	0	1	0	-100%	-100%	-0.5
Theft of Motor Vehicle		2	0	0	1	-50%	N/A	-0.3
Theft Over \$5,000		0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		2	0	2	1	-50%	-50%	-0.1
Possn Stn Goods		0	0	0	0	N/A	N/A	0.0
Fraud		0	0	1	3	N/A	200%	1.0
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		1	1	1	2	100%	100%	0.3
Mischief - Other		0	0	1	1	N/A	0%	0.4
TOTAL PROPERTY		7	1	7	8	14%	14%	0.9
Offensive Weapons		1	0	0	2	100%	N/A	0.3
Disturbing the peace		0	0	0	1	N/A	N/A	0.3
Fail to Comply & Breaches		0	0	0	0	N/A	N/A	0.0
OTHER CRIMINAL CODE		1	0	0	1	0%	N/A	0.0
TOTAL OTHER CRIMINAL CODE		2	0	0	4	100%	N/A	0.6
TOTAL CRIMINAL CODE		10	2	12	16	60%	33%	2.8

Village of Cremona - Didsbury Detachment
Crime Statistics (Actual)
January to April: 2022 - 2025

All categories contain "Attempted" and/or "Completed"

May 2, 2025

CATEGORY	Trend	2022	2023	2024	2025	% Change 2022 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	1	0	1	N/A	N/A	0.2
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	1	0	1	N/A	N/A	0.2
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	N/A	N/A	0.0
TOTAL FEDERAL		0	1	0	1	N/A	N/A	0.2
Liquor Act		N/A	N/A	0	0	N/A	N/A	-0.3
Cannabis Act		N/A	N/A	0	0	N/A	N/A	0.0
Mental Health Act		N/A	N/A	2	1	N/A	-50%	-0.3
Other Provincial Stats		N/A	N/A	1	2	N/A	100%	0.6
Total Provincial Stats		N/A	N/A	3	3	N/A	0%	0.0
Municipal By-laws Traffic		N/A	N/A	0	0	N/A	N/A	0.0
Municipal By-laws		N/A	N/A	1	0	N/A	-100%	0.0
Total Municipal		N/A	N/A	1	0	N/A	-100%	0.0
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	0	0	N/A	N/A	0.0
Property Damage MVC (Reportable)		N/A	N/A	0	2	N/A	N/A	-0.9
Property Damage MVC (Non Reportable)		N/A	N/A	0	0	N/A	N/A	0.0
TOTAL MVC		N/A	N/A	0	2	N/A	N/A	-0.9
Roadside Suspension - Alcohol (Prov)		N/A	N/A	1	0	N/A	-100%	-0.8
Roadside Suspension - Drugs (Prov)		N/A	N/A	0	0	N/A	N/A	0.0
Total Provincial Traffic		N/A	N/A	4	22	N/A	450%	2.0
Other Traffic		N/A	N/A	0	0	N/A	N/A	-0.3
Criminal Code Traffic		3	0	1	0	-100%	-100%	-0.8
Common Police Activities								
False Alarms		N/A	N/A	2	0	N/A	-100%	0.1
False/Abandoned 911 Call and 911 Act		N/A	N/A	1	0	N/A	-100%	-0.2
Suspicious Person/Vehicle/Property		N/A	N/A	0	3	N/A	N/A	0.6
Persons Reported Missing		N/A	N/A	0	1	N/A	N/A	0.3
Search Warrants		N/A	N/A	0	1	N/A	N/A	0.3
Spousal Abuse - Survey Code (Reported)		N/A	N/A	0	1	N/A	N/A	0.0
Form 10 (MHA) (Reported)		N/A	N/A	2	0	N/A	-100%	0.1



MEETING: Regular Council Meeting

Date: June 17, 2025

AGENDA NO.: 11

TITLE: Adjournment

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

A Member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

MOTION THAT Official Administrator Doug Lagore adjourn the Village of Cremona Regular Council Meeting on the 17th day of June at _____p.m.

INTLS: CAO: KO