



Regular Council Meeting
Village of Cremona Municipal Council Chambers
October 20, 2026
Time 7:00 p.m.

Notification of "live-stream": we advise the public sitting in the Council Chambers that the meeting is being live-streamed, that the camera will be focused on Council, not individuals sitting in the gallery, and welcome to those that are watching on live-stream.

1. **Call to Order**
2. **Agenda – Amendments and Adoption**
 - 2.1 October 20, 2026
 - 2.2 Councillor Absence
3. **Adoption of Previous Minutes**
 - 3.1 September 15, 2026, Regular Meeting of Council Minutes Pg. 1
4. **Delegation: None**
5. **Public Hearing: None**
6. **Open Forum**
7. **Bylaws/Policies:**
 - 7.1 RFD Bylaw No. 2026-002 Council Procedural Bylaw Pg. 6
8. **Old Business: None**
9. **New Business:**
 - 9.1 RFD Cancelled Debenture Pg. 30
 - 9.2 RFD Fortis Franchise Fees Renewal Pg. 33
 - 9.3 RFD Parkland Regional Library System Proposed 2027 Budget Pg. 36
 - 9.4 RFD Fallen Heroes Request Pg. 45
10. **Financial: None**
11. **Administration:**
 - 11.1 MV Water Monthly Summary Pg. 48
12. **Council Committee Reports: (Council Reports Verbal or Written)**
 - 12.1 RFD Council Reports for Month Year Pg. 57
 - 12.1a Councillor Abrams
 - 12.1b Councillor Martin
 - 12.1c Councillor Liu
 - 12.1d Councillor Thompson
 - 12.1e Mayor Lamb
13. **Correspondence: RFD Correspondence/Invitations: RFD to Accept Correspondence** Pg. 58
 - 13.1 October 5, 2026 Letter to the Honourable Dan Williams, Minister Municipal Affairs Pg. 59
 - 13.2 Mountain View Seniors Housing Key Messages and Competencies Survey Pg. 61
14. **Closed Meeting:**
 - 14.1 Advice From Officials, Access To Information Act, Section 29
15. **Adjournment**

Personal information heard in this meeting is being collected under the authority of Section 4 of the Protection of Privacy Act (POPA). Public meeting of the Village of Cremona, including presentations made by speakers, are recorded in Minutes, and posted on the Village of Cremona website. If you have any questions about the collection of information, please contact the POPA Coordinator at (403)-637-3762 or email: cao@cremona.ca



Regular Council Meeting Minutes

Village of Cremona

Municipal Council Chambers

September 15, 2026

7:00 p.m.

The Regular Meeting of the Council of the Municipality of the Village of Cremona was held in the Municipal Council Chambers on September 15, 2026, commencing at 7:00 p.m.

IN ATTENDANCE: Mayor Craig Lamb
Councillor Christina Liu
Councillor Leslie Abrams
Councillor Eric Martin
Councillor Jennie Thompson

STAFF: Interim Chief Administrative Officer, Linda Nelson
Deputy CAO (Town of Sundre), Ray MacIntosh
Corporate Services Coordinator, Sandi Ryan
IT Tech. Glen Harrison
Public Works, Dan Stevens
Legislative Executive Assistant (Town of Sundre), Betty Ann Formstone

PUBLIC: 14

DELEGATION(s): None

PRESS: None

CALL TO ORDER: Mayor Lamb called the meeting to order at 7:00 p.m.

AGENDA – AMENDMENTS AND ADOPTION:

- 26/207 MOVED by Councillor Abrams that the Council of the Village of Cremona approve the agenda as amended as follows:
1. Move 10.1 RFD Q2 Financial Report, after 3.3 September 1, 2026, Special Closed Meeting of Council.
 2. Move 9.1 RFD Variance Request, Block 8 & 9, Plan 3975HY, CHMP after 10.1 RFD Q2 Financial Report.
 3. Remove 14.1 Advice from Officials, *Access to Information Act*, Section 29

CARRIED

Councillor Absence: None.

 Initials

ADOPTION OF THE PREVIOUS MINUTES:

26/208 MOVED by Councillor Liu that the Minutes of the Regular Meeting of Council held on July 21, 2026, be approved as amended as follows:

1. **CORRECTION:** Res.26/162 June 23, 2026, Special Meeting Minutes of Council were accepted as presented.

CARRIED

26/209 MOVED by Councillor Martin that the Minutes of the Regular Meeting of Council held on August 19, 2026, be approved as amended as follows:

1. Motion No. Res: 26/190 Councillor Abrams made the motion to accept the agenda as amended.

CARRIED

26/210 MOVED by Councillor Abrams that the Minutes of the Special Meeting of Council held on September 1, 2026, be approved as presented.

CARRIED**FINANCIAL:****Financial Reports**

26/211 MOVED by Councillor Martin that the Village of Cremona Council accepts the Q2 2026 Quarterly Financial Reports, as information.

CARRIED**NEW BUSINESS:****Variance Request, Block 8 & 9, Plan 3975HY, CMHP**

26/212 MOVED by Councillor Abrams that the Village of Cremona Council approve the proposed Comprehensive Siting Plan for the expansion of the existing Manufactured Home Park at 110 Highway 22, consisting of 17 additional manufactured home units, subject to conditions outlined in the report; and further

CARRIED

26/213 MOVED by Councillor Liu that the Village of Cremona Council approve a relaxation of the maximum Manufactured Home Park area under the R4 – Manufactured Home District from 4.00 hectares (9.9 acres) to 5.5094 hectares (13.6141 acres), representing a relaxation of approximately 38%; and further

CARRIED_____
Initials

26/214 MOVED by Councillor Thompson that the Village of Cremona Council direct that detailed engineering and servicing requirements be completed to the satisfaction of the Village prior to construction/development of the proposed expansion.

CARRIED

OPEN FORUM: None

BYLAWS /POLICIES:

Policy No. 1101-01 Public Participation Policy

26/215 MOVED by Councillor Thompson that the Village of Cremona Council approve Policy 1101-01 being the Public Participation Policy as presented.

CARRIED

Bylaw No. 2026-001, Committees Bylaw

26/216 MOVED by Councillor Martin that the Village of Cremona Council give first reading to Bylaw No. 2026-001, being the Village of Cremona Committees Bylaw.

CARRIED

26/217 MOVED by Councillor Abrams that the Village of Cremona Council give second reading to Bylaw No. 2026-001, being the Village of Cremona Committees Bylaw.

CARRIED

26/218 MOVED by Councillor Liu that the Village of Cremona Council give unanimous consent to proceed to third reading to Bylaw No. 2026-001, being the Village of Cremona Committees Bylaw.

CARRIED

26/219 MOVED by Councillor Thompson that the Village of Cremona Council give third and final reading to Bylaw No. 2026-001, being the Village of Cremona Committees Bylaw.

CARRIED

Bylaw No. 2026-002, Procedural Bylaw

26/220 MOVED by Councillor Abrams that the Village of Cremona Council give first reading to Bylaw 2026-002, being the Village of Cremona Procedural Bylaw.

CARRIED

26/221 MOVED by Councillor Liu that the Village of Cremona Council give second reading to Bylaw 2026-002, being the Village of Cremona Procedural Bylaw.

CARRIED

26/222 MOVED by Councillor Abrams that the Village of Cremona Council give unanimous consent to proceed to third reading to Bylaw 2026-002, being the Village of Cremona Procedural Bylaw.

In Favour: Abrams, Liu, and Lamb

Opposed: Thompson and Martin

DEFEATED

OLD BUSINESS:

None

School Bus Parking

26/223 MOVED by Councillor Martin that the Village of Cremona Council accept the Interim CAO's report as information.

CARRIED

MOU Helping Hands

26/224 MOVED by Councillor Abrams that the Village of Cremona Council approve the MOU with the Helping Hands Society of Cochrane and Area (HHSCA) and Cremona & Area Family and Community Support Services (FCSS) subject to a satisfactory response to Council's concerns.

CARRIED

PW & Water Operators Report

26/225 MOVED by Councillor Thompson that the Village of Cremona Council accept the MV Water Monthly Summary Report as information.

CARRIED

COUNCIL REPORTS:

Council Committee Reports

26/226 MOVED by Mayor Lamb that the Council of the Village of Cremona accept Councillor Martin's verbal report for the month of August 2026 as information.

CARRIED

Initials

ADJOURNMENT

26/227

MOVED by Councillor Abrams being that the agenda matters have been concluded,
the meeting was adjourned at 8:51 p.m.

CARRIED

These Minutes approved this 20, October 2026.

Mayor, Craig Lamb

Interim Chief Administrative Officer, Linda Nelson

Initials

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD Bylaw No. 2026-002 Council Procedural Bylaw
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.1

BACKGROUND/PROPOSAL:

Council may pass Bylaws to establish the procedures to be followed by the Council pursuant to Section 145(1) of the *Municipal Government Act*.

Council gave first and second reading to Bylaw 2026-002, Council Procedural Bylaw at the September 15, 2026, Regular Council Meeting Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council.

ADMINISTRATION RECOMMENDATIONS:

That Council give third and final reading to Bylaw 2026-002, being the Village of Cremona Council Procedural Bylaw.

MOTIONS:

That the Council of the Village of Cremona give third and final reading to Bylaw 2026-002, being the Village of Cremona Council Procedural Bylaw.

ATTACHMENTS:

Report to Council
Bylaw 2026-002

Date Reviewed: October 16, 2026

CAO: 



REPORT TO COUNCIL

COUNCIL DATE	October 20, 2026
SUBJECT	Report Bylaw # 2026-002 CAO
ORIGINATING DEPARTMENT	Department

BACKGROUND/PROPOSAL

Part 2 of the *Municipal Government Act (MGA)* sets out the general jurisdiction to pass bylaws. This general jurisdiction gives broad authority to municipalities to develop bylaws unique to each municipality. Councils are expected to act in good faith and in the public interest when creating laws. Municipal administration, who drafts bylaws, is expected to act in good faith when carrying out that responsibility. Creating a bylaw that meets general statutory and fundamental principal standards is only part of the process. A good bylaw needs to be drafted for certainty, predictability, democratic transparency and accountability. The Procedural Bylaw is one of Council's most important Bylaw's as it sets out how Council conducts its business, and the standard conduct expected for Council, Committees of Council and the public at the meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Parts of a Bylaw

Corporate Title

Use the full corporate title of the municipality on the bylaw.

BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO PROVIDE GUIDELINES TO REGULATE THE PROCEEDINGS AND CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS

Bylaw Number

It is a best practice to use a logical sequence when numbering bylaws, include the year that the bylaw was written and a consistent and uniform numbering and/or lettering system for sections, subsections, paragraphs, and sub-paragraphs in the bylaw.

BYLAW 2025-08

Sub-Title to Describe Purpose

We have included a brief statement or purpose clause, which describes of the bylaw's purpose.

AND WHEREAS, Council of the Town of Sundre deems it necessary to pass a bylaw establishing a procedures bylaw;

Enactment

The enacting clause of the bylaw reads:

NOW THEREFORE COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:

Citation

We include a citation which is a short form name for the bylaw, so that it may be referred to in its' short form in minutes. The citation in the Procedural Bylaws reads as follows:

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

Definitions

We have used Definitions sparingly. Section 13(a) of the *Interpretation Act* provides that definitions in a bylaw (unless otherwise stated) are applicable to the entire bylaw including the section containing the definitions. Section 13(b) of the *Interpretation Act* provides that definitions in the *Municipal Government Act* are deemed to apply to bylaws made under that Act. Section 28 of the *Interpretation Act* Section 28 of Alberta's Interpretation Act defines terms for various pieces of legislation.

Statement of to Whom and to What the Bylaw Applies

The bylaw must be specific in declaring who or what is affected.

3.1 This bylaw applies to all meeting of Council.

General Rules and Special Provisions

We have set out any special provisions or rules that would be applied in the bylaw. There must be authority in legislation or regulation for each provision in the bylaw. Each statement should be clear and precise enough that everyone is able to determine what they must or must not do in order to comply with it. We will not be reviewing these provisions line by line, but we will describe each section of the bylaw. Under special provisions we have included:

3.0 **APPLICATION** Sets out the precedence of the rules of governance, chairing of the meetings, direction to CAO, and resignation of a Councillor.

4.0 **DEPUTY MAYOR** Sets out the rotation schedule for Deputy Mayor

5.0 **ORGANIZATIONAL MEETING** The Organizational meeting is held once per year, and describes the business to be conducted at this meeting.

6.0 **REGULAR MEETINGS OF COUNCIL** Describes frequency, time, advertising requirements and pecuniary interest. With the changes to the MGA, we will be adding in a conflict of interest clause.

7.0 **SPECIAL COUNCIL MEETINGS** Describes when a Special Council meeting may be held and includes advertising requirements.

8.0 PUBLIC HEARINGS This is a fairly lengthy section, and is highly regulated under the MGA as Council is generally acting in a quasi-judicial capacity for this type of proceeding. This section sets out the procedures involved during the Public Hearing process.

9.0 CLOSED MEETING OF COUNCIL (*In Camera*) The Act requires Council or Council Committees to close all or part of the meeting to the public if a matter to be discussed is, of a class prescribed or otherwise described in the regulations. Noting that the FOIP Act has now been amended into 2 separate Acts, Access to Information and Protection of Privacy, this section will require an amendment.

10.0 AGENDA This section describes the Agenda preparation and distribution process.

11.0 COMMUNICATIONS This section is for correspondence to Council, and describes the process for including the item on the Agenda.

12.0 DELEGATIONS The agenda provides a specific section for receiving presentations from individuals or delegations. As a courtesy, we schedule Delegations earlier in the agenda so that members of the public who want to address the council are not kept waiting. Parameters for these presentations are included in the procedural bylaw and are conveyed to the delegates when they make the request to present.

13.0 ORDER OF BUSINESS AT MEETINGS Sets out the order of the business before Council at each Council meeting. The order of business rarely changes.

14.0 QUORUM Describes the number of Councillors required for quorum, and the process to follow should quorum not be reached.

15.0 ADJOURNMENT Sets out the process for adjournment, and requires a motion of council should the meeting go past 9:00 pm.

16.0 CANCELLATION OF MEETINGS This section is regulated under the MGA, and is very specific on timing, advertising and number of councillors required to cancel a meeting or a special meeting.

17.0 MINUTES OF COUNCIL This section is regulated under the MGA and is the responsibility of the CAO under s. 230 of the MGA.

18.0 CONTROLS AND CONDUCT OF COUNCIL MEETINGS This section is fairly lengthy and sets out the process for motions, voting on distinct propositions within motions, conduct and process for managing conduct within council and committee meetings.

19.0 POINT OF INFORMATION, ORDER AND PROCEDURE Council may from time to time bring forth a point of information, (now often called a request for information) and is a question to clarify facts before a vote. A point of order or procedure, corrects procedural errors. All are procedural tools used in meetings and debates, but a point of order or procedure must be addressed immediately as it concerns a breach of rules, whereas a point of information is a question about the motion itself that is asked to allow for a more informed vote.

20.0 DEBATE ON MOTIONS This section describes the process for making motions on the business before Council, and sets out the speaking order.

21.0 POSTPONING AND REFERRING MOTIONS Referral or postponement motions occur when Council is not prepared to deal with a matter at the Council meeting, as they require further information. It may be referred back to Administration, or it may be a matter that a Committee of council has been delegated authority to handle. These motions require either a specific date in the motion, or a provision that the matter is to be postponed indefinitely.

22.0 VOTING ON MOTIONS Despite the broad authorities provided to councils under the Municipal Government Act (MGA), a council may act only by resolution or bylaw that is passed at a public meeting. The minutes of council meetings form the legal record of those council actions, and provide the authorization for administration to implement those decisions. Resolutions / motions - their proposal, discussion, amendments, and final passing - are probably the most important tasks undertaken by any municipal council. They are legislated and are the basis for all action exercised by a council. Direction given without a resolution is without legal validity.

Resolutions / motions are usually structured to stand on their own and answer the "who, what, where, when and why" questions. As the basis for establishing the actions of the municipality, each resolution should provide administration with a clear direction that can be implemented without having to interpret or guess as to the intent. In order to facilitate the development of clear and complete resolutions, recommendations on decision items that are prepared by administration and included in the council agenda packages should set out or suggest the anticipated resolution. This section sets out the process for voting, and requires every councillor, including the Mayor, to vote.

The Municipal Government Act (MGA) was recently amended to include a broader definition of "conflict of interest" beyond just pecuniary (financial) interests. This amendment, which took effect in 2025, allows councillors to abstain from voting on matters that create a conflict, even if it isn't a financial one. This fills a legislative gap by addressing non-pecuniary conflicts of interest that were not previously covered under the MGA.

23.0 NOTICE OF MOTION TO RECONSIDER, ALTER, OR RESCIND A MOTION A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, must bring the matter forward by notice of motion. This section describes the process and the rules for the notice of motion.

24.0 BYLAWS

Passing a Bylaw

Readings

Section 187 of the MGA is very specific in its provisions regarding bylaw readings. It states that every proposed bylaw must have three distinct and separate readings. A proposed bylaw must not have more than two readings at a council meeting unless the councillors present unanimously agree to consider third reading.

The MGA requires that before the meeting at which first reading or third reading is to take place, each councillor present must be given or have had the opportunity to review the full text

of the proposed bylaw. Only the title or identifying number has to be read at each reading of the bylaw.

The recording secretary must make sure all readings are included in the minutes. If all three readings are to take place at the same meeting, a motion to consider third reading must be presented and carried unanimously, prior to third reading taking place. The recording secretary must include the motion to consider in the minutes and record the vote as CARRIED UNANIMOUSLY.

25.0 URGENT BUSINESS We have included a section to address urgent business that may come up from time to time. This section is specific to genuine emergencies.

26.0 RECESS Recessing a meeting is a temporary break during which a motion is made to pause business and resume later, usually to continue from where it left off. Unlike adjournment a recess is not a final end to the meeting.

27.0 ATTENDANCE OF MEETING THROUGH ELECTRONIC OR OTHER COMMUNICATION FACILITIES This section describes the process for meeting electronically, subject to the facilities being able to enable the public to watch and/or listen to the meeting at the place specified in the notice, that the CAO is in attendance at that place, and notification requirements have been complied with.

28.0 CONDUCTING PUBLIC HEARINGS BY ELECTRONIC MEANS This is a new requirement under the MGA, that allows the public to attend a Public Hearing electronically subject to specific regulations.

29.0 REPEAL

Repeal Clause

All previous bylaws that deal with subjects that are addressed in a new bylaw must either be repealed or amended. In the new bylaw, the number and description of the bylaws to be repealed or amended should be specified. It is also important to reference the repeal of any amendments to those bylaws.

Town of Sundre Bylaw No 2022-06 and amendments thereto are hereby repealed.

Effective Date and Signature

Section 189 of the MGA indicates that a bylaw is passed when it receives third reading and it is signed by the chief elected official and a designated officer, typically the CAO. A bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in an enactment or in the bylaw. No bylaw may come into force on the day before it is passed unless the enactment authorizing its passage specifically allows it to come into force that day. Although the legislation does not specifically address the seal on documents, it is advisable to seal over the signatures to deter possible tampering.

In the case of this procedural bylaw, the Bylaw will come into full force and effect upon third and final reading.

Changes from the previous Bylaw are as follows:

Add s. 2.19 "Point of Privilege"

Add s.3.4 "In the absence of the Mayor and Deputy Mayor, the next Councillor scheduled to be Deputy Mayor shall have all of the responsibilities of the Mayor under this Bylaw."

Add s. 4.2 "Council can by resolution make changes to the Deputy Mayor schedule."

Add s.6.1 "Council shall hold no less than one (1) Regular Council meetings per month."

Change s. 9.4.2 to reflect the Access to Information Act, rather than the Protection of Privacy Act.

Add s. 10.8 "No item shall be added to the agenda at the Regular Meeting unless it is of an urgent nature, and the item shall be:

(a) accompanied by a brief explanation from the staff member or Member of Council indicating the reasons for, and the degree of urgency of the item in accordance with section 25;

(b) provided to the CAO prior to the commencement of the meeting; and

(c) approved by a majority vote of Council."

Leave in s. 11.2 (b) and (c) as follows:

(b) refer the matter to a staff member for response prior to providing the communication or letter to Council, or

(c) place a copy of the communication in each member's mailbox.

Change s. 18.6 (d) and € to reflect the word "The Subject Matter of" in both clauses.

Add s. 18.18 Once a meeting has been called to order, members of the public gallery, Councillors meeting Councillor and village staff will refrain from personal texting, social media posting or unrelated internet browsing. Live streaming. recording or photographing using any device is prohibited without prior authorization from the Chair."

Add a new s. 25 **URGENT BUSINESS**

A motion to bring a matter before Council as urgent business is business which meets the following criteria:

(a) the matter proposed for discussion must relate to a genuine emergency, and call for immediate and urgent consideration,

(b) the matter shall not involve discussion of an item that has been discussed previously in the same meeting, and

(c) the matter shall not be one which should be dealt with by giving written notice.

Add a new s. 28 **CONDUCTING PUBLIC HEARINGS BY ELECTRONIC MEANS**

28.1 A person may attend a public hearing under Part 17 of the Act by telephone by contacting the Village Office in advance to be provided with the access information.

- 28.2 Any person wanting to be heard by Council by telephone at a public hearing under Part 17 of the Act must contact the Village in advance to be added to the speakers list and provided with the access number.
- 28.3 Instructions for how to attend and participate in a public hearing under Part 17 of the Act, either in-person or by telephone, will be provided in the notice of the public hearing.
- 28.4 Immediately after calling a public hearing under Part 17 of the Act to order, the Presiding Officer must conduct a roll call to confirm the identity of any Members participating by telephone.
- 28.5 If a Member participating by telephone needs to leave the public hearing at any time the Member must email the CAO when leaving and returning to the public hearing in progress.
- 28.6 When the Presiding Officer calls upon a person from the speakers list who is participating by telephone to make their submissions to Council the person must identify themselves by name and by group or organization they are representing, if applicable, before making their submissions.

Report Writer: Linda Nelson, Interim CAO



Village of Cremona

BYLAW 2026-002

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

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

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

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

1.0 This bylaw shall be known as and may be cited as the “Council Procedural Bylaw”.

2.0 DEFINITIONS

In this Bylaw, unless the context otherwise requires:

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

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

3.0 APPLICATION

- 3.1 This bylaw applies to all meeting of Council.
- 3.2 The precedence of the rules of governing the procedure of Council is:
- (a) the *Municipal Government Act*,
 - (b) other provincial legislation,
 - (c) this Bylaw,
 - (d) Robert's Rules of Order.

- 3.3 The Deputy Mayor shall chair council meeting when the Mayor is absent or is unable to act a Mayor and shall have all of the responsibilities of the Mayor under this Bylaw.
- 3.4 In the absence of the Mayor and Deputy Mayor, the next Councillor scheduled to be Deputy Mayor shall have all of the responsibilities of the Mayor under this Bylaw.
- 3.5 Direction to administration by Council shall be by Council as a whole directing the CAO only.
- 3.6 A resignation of a Councillor must be in writing and given to the CAO; the CAO shall report the resignation at the first Council meeting after receiving the resignation.

4.0 DEPUTY MAYOR

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

5.0 ORGANIZATIONAL MEETING

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

6.0 REGULAR MEETINGS OF COUNCIL

- 6.1 Council shall hold no less than one (1) Regular Council meetings per month.
- 6.2 Regular Meetings of Council shall be held in the Village of Cremona Council Chambers at the 106 1sgt Avenue East unless notice is given in accordance with the Act that the Regular Meeting will be held elsewhere in the community.

- 6.3 Regular Meetings of Council shall be held every Third Tuesday. Where the Meeting falls on a Statutory Holiday, the meeting shall be held on the day following the Statutory Holiday, unless otherwise set by resolution of Council.
- 6.4 Regular Meetings of Council shall commence at 7:00 p.m.
- 6.5 In accordance with the *Municipal Government Act*, all Regular Council meetings will be advertised.
- 6.6 A Member who has a pecuniary interest in a matter before Council shall disclose the general nature of the pecuniary interest, abstain from discussing the matter or voting on the matter, and leave the room until discussion and voting on the matter are concluded, as prescribed in the Act.

7.0 SPECIAL COUNCIL MEETINGS

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

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

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

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

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

8.0 PUBLIC HEARINGS

All Public Hearings shall be convened as follows:

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

- 8.3.5 request that the Development Authority provide their position on the proposed bylaw; and
- 8.3.6 allow the applicant, and/or their representative(s), up to twenty (20) minutes to present their position, exclusive of the time required to answer questions put to the applicant by a Council member, unless granted a time extension by Council.
- 8.4 Any person or group who claims to be affected by the subject matter of the Public Hearing shall be afforded an opportunity to speak in the following order:
 - 8.4.1 the Chairperson will call on each person who is in favour of the proposal before Council and has filed a submission in writing;
 - 8.4.2 the Chairperson will call on each person who is in favour of the proposal but has failed to make a written submission, and has indicated to the CAO prior to commencement of the hearing that he or she wishes to make an oral presentation;
 - 8.4.3 the Chairperson will call on each person who is opposed to the proposal before Council and has filed a submission in writing;
 - 8.4.4 the Chairperson will call on each person who is opposed to the proposal and has failed to make a written submission and has indicated to the CAO prior to the commencement of the hearing that he or she wishes to make an oral presentation.
- 8.5 If a person is unable to attend a Public Hearing, that person may authorize an individual to speak on his or her behalf. The authorization must:
 - 8.5.1 be in legible writing;
 - 8.5.2 name the individual authorized to speak;
 - 8.5.3 indicate the proposed bylaw to be spoken to; and
 - 8.5.4 be signed by the person giving the authorization.
- 8.6 The authorized speaker must state the name of the person that the speaker represents and provide written authorization to the Chief Administrative Officer.
- 8.7 No person representing an individual shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him/her by a Council member, unless granted a time extension by the majority of Council.
- 8.8 No person representing a group shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him or her by a Council Member, unless granted a time extension by the majority of Council.
- 8.9 The Chairperson will allow staff to make closing comments.
- 8.10 If there is more than one Public Hearing on the Agenda, the Chairperson shall adjourn or close one Public Hearing before opening another Public Hearing.
- 8.11 A Public Hearing may be adjourned if Council requires further information in order to make an informed decision on the bylaw. If a Public Hearing is adjourned, Council shall not receive any additional submissions in relation to the subject matter unless it re-opens the Public Hearing.

- 8.12 If a Public Hearing is closed, Council shall not receive any additional submissions from the public in relation to the subject matter, until it has voted on the subject matter of the Public Hearing.

9.0 CLOSED MEETING OF COUNCIL (*In Camera*)

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

10.0 AGENDA

- 10.1 The Agenda shall list the items and order of business for the meeting.
- 10.2 The CAO shall prepare the Agenda and shall ensure copies of the Agenda are available no later than noon, on the Thursday prior to the Tuesday Council meeting.
- 10.3 Copies of the Agenda shall be provided to the following:

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

11.0 COMMUNICATIONS

- 11.1 A person wishing to have any matter considered by Council, a letter or other communication shall be addressed to the CAO, and/or Mayor and Council, and the letter or communication shall:
- (a) be printed, typewritten or legibly written,
 - (b) clearly set out the matter at issue and the request made of Council,
 - (c) be signed by the writer, and include the printed name and address of the writer,
 - (d) be submitted to the CAO no later than noon on the Wednesday prior to the Tuesday on which the meeting is to be held. The CAO will have the discretion to bring forward items submitted late that may be of an emergent nature.
- 11.2 On receipt of a communication for Council the CAO, may:
- (a) include it as an item on the Agenda for the next Regular Meeting of Council, in full or in summary form, as deemed appropriate, or
 - (b) refer the matter to a staff member for response prior to providing the communication or letter to Council, or
 - (c) place a copy of the communication in each member's mailbox.

12.0 DELEGATIONS

- 12.1 A member wishing to appear before Council, individually or as a group, must make a written submission to the CAO to arrive no later than Noon (12:00 p.m.) on the Wednesday immediately prior to the Council meeting.
- 12.2 Delegations are scheduled at the discretion of the CAO, subject to:
 - (a) the volume of material on any given agenda;
 - (b) the number of requests for a specific meeting date and urgency of request; or
 - (c) subject matter.
- 12.3 The written submission will indicate the following information:
 - (a) complete name of the presenter(s) and contact information (i.e. Mailing address, e-mail, telephone/fax number) and organization they are representing (if applicable);
 - (b) nature and purpose of the delegation and the material to be covered / presented; and
 - (c) any PowerPoint presentation or other material to be used or presented at the meeting.
- 12.4 Presentations will be directed to the Chair and will be limited to fifteen (15) minutes. Council may extend the time limits as necessary.
- 12.5 Information presented by the delegation will be restricted to the topic noted in the written submission and recorded on the meeting agenda.
- 12.6 Subsequent deputations from the same individual/group concerning a topic on which they have previously presented or spoken will not be permitted unless there is significant new information to be brought forward.
- 12.7 Delegations will not be heard regarding matters involving current or pending litigation, insurance claims, matters beyond the jurisdiction of Council, or Municipal Freedom of Information and Protection of Privacy issues.
- 12.8 Delegations will not be permitted to speak regarding topics that will be the subject of an upcoming public meeting pursuant to the *Municipal Government Act*, unless exceptional circumstances apply which have been reviewed and approved by Council. Persons wishing to speak about such matters are requested to present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions.

13.0 ORDER OF BUSINESS AT MEETINGS

- 13.1 The normal order of business for the regular meeting of Council shall be as follows:
 - (a) Call to Order,
 - (b) Public Hearing (If Required),
 - (c) Agenda – Amendments and Adoption,
 - (d) Adoption of Previous Minutes,
 - (e) Delegations,
 - (f) Bylaws,
 - (g) Old Business,
 - (h) New Business,
 - (i) Administration,
 - (k) Council Committee Reports
 - (l) Correspondence

- (m) Closed Meeting (If Required),
- (n) Adjournment

13.2 When a change in the order of business is desired, Council may do so by resolution but shall not delete any portion of the business that has been set out in the Council Agenda without the approval of the majority of Council.

14.0 QUORUM

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

15.0 ADJOURNMENT

- 15.1 A Council meeting shall adjourn no later than 10:00 p.m. unless a two-thirds majority of Members present agree to an extension of the meeting beyond 10:00 p.m. by resolution.
- 15.2 A Member may move a motion to adjourn a Meeting at any time, except when:
 - (a) another Member has the floor,
 - (b) a call for a vote has been made,
 - (c) the Members are voting, or
 - (d) a previous motion to adjourn has been defeated and no other intervening proceedings have taken place.
- 15.3 A motion to adjourn shall be put without comment or debate.

16.0 CANCELLATION OF MEETINGS

- 16.1 Council meetings may be cancelled:
 - (a) by a majority of Council at a previous meeting, or

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

16.2 Special Council meetings may be cancelled:

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

17.0 MINUTES OF COUNCIL

17.1 The chief administrative officer shall ensure that:

17.1.1 minutes of each council meeting:

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

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

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

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

17.5 No Member may introduce any extraneous evidence to support a challenge to the accuracy of the Minutes unless the evidence has been compiled or made under the direction or control of the CAO.

17.6 If a Member wishes to challenge the accuracy of the minutes of a previous meeting, the Member must make the challenge known to the CAO before Council has officially confirmed the Minutes.

18.0 CONTROLS AND CONDUCT OF COUNCIL MEETINGS

18.1 Council shall hold its meetings openly and no person shall be excluded, except as prescribed in the *Act*.

18.2 Except as specifically provided elsewhere in this Bylaw, every substantive motion shall be debatable by Council.

18.3 A motion may be withdrawn at any time before voting, subject to there being no objection from any members of Council.

18.4 When a motion has been made and is being considered, no Member may make any other motion except to:

- (a) amend the motion,

- (b) refer the main motion to some other group for consideration,
 - (c) postpone the main motion to a specified meeting date, or
 - (d) recess the Meeting.
- 18.5 Except as specifically provided elsewhere in the Bylaw, after a motion has been made, a Member may with the consent of Council, change the wording of the motion or agree to a change proposed by another Member if the change does not alter the intention of the motion, and the motion is changed at the same meeting.
- 18.6 The following motions shall not be debatable by Council:
- (a) Adjournment
 - (b) Request for Recess
 - (c) Point of Order
 - (d) The subject matter of a Referral Motion
 - (e) The subject matter of a Motion to Table the Matter to Another Meeting
- 18.7 Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately.
- 18.8 A motion shall be worded in a concise, unambiguous and complete form appropriate to its purpose.
- 18.9 Members of the public gallery during a Council meeting:
- (a) shall not address Council unless included on the agenda as a delegation, unless authorized by the Chair,
 - (b) shall maintain order and quiet, and
 - (c) shall not applaud or otherwise interrupt any speech or action by the Members, or any other person addressing Council.
- 18.10 The Presiding Officer may, in accordance with the *Act*, expel and exclude any person who creates a disturbance or acts improperly at which point the Council meeting shall be recessed. The meeting shall be reconvened at the discretion of the chair.
- 18.11 When a member wishes to speak at a Council meeting, they shall obtain the approval of the Presiding Officer before doing so.
- 18.12 When a Member is addressing the Presiding Officer every other Member shall:
- (a) remain quiet and seated,
 - (b) not interrupt the speaker except on a Point of Order, and
 - (c) not carry on a private conversation.
- 18.13 When a Member is addressing Council the Member shall:
- (a) not speak disrespectfully of other Members,
 - (b) not shout, raise his/her voice or use offensive language, and
 - (c) not reflect on any vote of Council except when moving to rescind it and shall not reflect on the motives of the Members who voted on the motion, or the mover of the motion.
- 18.14 When a Member wishes to leave the Council Chambers while a Meeting of Council is in progress, they shall notify the Chair, and shall rise, and the time of leaving and returning shall be recorded in the minutes.
- 18.15 No member shall, subject to the *Act*, leave the Council Chambers after a question is put to a vote until the vote is taken.

- 18.16 When a Member wishes to challenge the ruling of the Presiding Officer, the motion, "That the decision of the Presiding Officer be overruled" shall be made, and the question shall be put immediately without debate.
- 18.17 The Presiding Officer shall accept the vote of the majority of the Members present, and the names of the Members voting shall be recorded in the Minutes.
- 18.18 Once a meeting has been called to order, members of the public gallery, Councillors meeting Councillor and village staff will refrain from personal texting, social media posting or unrelated internet browsing. Live streaming. recording or photographing using any device is prohibited without prior authorization from the Chair.

19.0 POINT OF INFORMATION, ORDER AND PROCEDURE

- 19.1 When any Point of Order, Point of Information or Point of Procedure arises, it shall be immediately taken into consideration by the Presiding Officer.
- 19.2 When a Point of Information is raised, the Presiding Officer shall answer the question or direct the question to the CAO or the Council.
- 19.3 When the Presiding Officer is called upon to decide a Point of Order or to answer a Point of Procedure, the point shall be stated without unnecessary comment, and the Presiding Officer shall state the rule or authority applicable in the case.
- 19.4 When the Presiding Officer is of the opinion that any motion is contrary to the rules of Council, they shall advise the Members immediately and quote the rule or authority applicable and no argument or comment shall be permitted.

20.0 DEBATE ON MOTIONS

- 20.1 Prior to requesting that a motion be made, the Presiding Officer shall have an opportunity to ask a question, or questions, to clarify any item being presented to Council.
- 20.2 The Presiding Officer shall ask the mover of the motion to speak first.
- 20.3 The Presiding Officer shall ask for those in favour of the motion to speak.
- 20.4 The Presiding Officer shall ask for those opposed to the motion to speak.
- 20.5 The Presiding Officer shall have opportunity to speak to the motion once all members have had opportunity to speak.
- 20.6 When the Presiding Officer has closed debate, the Presiding Officer shall declare the motion and ask for a vote.
- 20.7 When the motion has been declared, no Member shall debate further on the motion or speak, except to request that the motion be read aloud.

21.0 POSTPONING AND REFERRING MOTIONS

- 21.1 A motion to postpone any matter shall include in the motion:
 - (a) a specific time to which the matter is postponed, or
 - (b) provision that the matter is to be postponed indefinitely.
- 21.2 A motion to postpone a matter is amendable and debatable.
- 21.3 Any matter that has been postponed to a particular date, or indefinitely, shall not be considered by Council before the date set, except on a majority vote of the Members present.

- 21.4 When dealing with subject matters where a Committee has been appointed for that purpose, or the CAO would normally deal with such matters, Council may, without amendment or debate, refer the question to the appropriate body.
- 21.5 A Member who is moving a referral motion shall be required to include in the motion:
 - (a) the terms on which the motion is being referred,
 - (b) the time when the matter is to be returned, and
 - (c) whatever explanation is necessary as to the purpose of the motion.

22.0 VOTING ON MOTIONS

- 22.1 When this Bylaw requires that a motion be made, a Bylaw be passed, or any other action taken by a vote of a simple majority of Council the requirements shall be interpreted as meaning such majority, fraction or total of the Members who are present, provided the *Act*, or some other relevant statute does not specify differently.
- 22.2 A motion shall be declared lost when it:
 - (a) does not receive the required number of votes; or
 - (b) receives an equal division of votes.
- 22.3 Each Member present shall vote on every motion as prescribed by the *Act*, unless the *Act* or other provincial or federal enactment requires or permits the Member to abstain, in which case the Member shall cite the legislative authority for abstaining, and the CAO shall record the abstention and reasons in the minutes.
- 22.4 A Member shall not vote on a matter if they are absent from the Council Chambers when the vote is called.
- 22.5 No Member shall change his or her vote on a motion without the unanimous consent of the other Members present.
- 22.6 When this Bylaw or any other Bylaws, regulations or other enactments require a majority greater than a simple majority to pass a motion on any matter, the motion may not be rescinded or amended by less than the majority required.
- 22.7 It is only necessary for each Member to vote separately on a recorded vote. In every other case, the decision of Council may be expressed by a show of hands.

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

- 23.1 A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by notice of motion. The Notice of Motion shall:
 - (a) be considered at the regular council meeting preceding the meeting at which the reconsideration of the matter is being requested;
 - (b) specify the meeting proposed to bring the matter for reconsideration;
 - (c) indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.
- 23.3 Notwithstanding the other provisions of this section, no motion made, or action taken may be reconsidered unless:
 - (a) it is a motion made, or an action taken at a meeting held six months or more before its reconsideration; or

- (b) approval for reconsideration of a motion made or an action taken less than six (6) months earlier is given by two thirds (2/3) vote of Council prior to reconsideration.
- 23.4 A Member of the prevailing side may move to reconsider a matter considered at the same meeting if a majority of the Members vote for reconsideration.
- 23.5 Where Council has passed a motion which creates a contractual liability or obligation, Council shall not reconsider, alter, vary, revoke, rescind or replace the motion except to the extent that it does not attempt to avoid or interfere with the original liability or obligation.
- 23.6 All votes on motions to reconsider or rescind shall be recorded.

24.0 BYLAWS

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

25.0 URGENT BUSINESS

- 25.1 A motion to bring a matter before Council as urgent business is business which meets the following criteria:

- (a) the matter proposed for discussion must relate to a genuine emergency, and call for immediate and urgent consideration,
- (b) the matter shall not involve discussion of an item that has been discussed previously in the same meeting, and
- (c) the matter shall not be one which should be dealt with by giving written notice.

26.0 RECESS

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

27.0 ATTENDANCE OF MEETING THROUGH ELECTRONIC OR OTHER COMMUNICATION FACILITIES

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

28.0 CONDUCTING PUBLIC HEARINGS BY ELECTRONIC MEANS

- 28.1 A person may attend a public hearing under Part 17 of the Act by telephone by contacting the Village Office in advance to be provided with the access information.
- 28.2 Any person wanting to be heard by Council by telephone at a public hearing under Part 17 of the Act must contact the Village in advance to be added to the speakers list and provided with the access number.
- 28.3 Instructions for how to attend and participate in a public hearing under Part 17 of the Act, either in-person or by telephone, will be provided in the notice of the public hearing.
- 28.4 Immediately after calling a public hearing under Part 17 of the Act to order, the Presiding Officer must conduct a roll call to confirm the identity of any Members participating by telephone.
- 28.5 If a Member participating by telephone needs to leave the public hearing at any time the Member must email the CAO when leaving and returning to the public hearing in progress.
- 28.6 When the Presiding Officer calls upon a person from the speakers list who is participating by telephone to make their submissions to Council the person must identify themselves by name and by group or organization they are representing, if applicable, before making their submissions.

This Bylaw shall come into full force and effect upon third and final reading.

29.0 REPEAL

Village of Cremona Bylaw No **523-26** and amendments thereto are hereby repealed.

Read A First Time this 15th day of September, 2026, Motion No. 26/220;

Read A Second Time this 15th day of September, 2026, Motion No. 26/221;

Read A Third And Final Time this 20th day of October, 2026, Motion No. _____.

Mayor Craig Lamb

Interim Chief Administrative Officer, Linda Nelson

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD Cancelled Debenture
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.1

BACKGROUND/PROPOSAL:

In June of 2016 the Village of Cremona borrowed three hundred thousand dollars (\$300,000.00) from the Alberta Capital Finance Authority by way of debenture on the credit and security of the Municipality at large.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The purpose of the debenture was for the paving of 2nd Street West, up to Edey Close.

This debenture has now been paid in full.

See Attached.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the report on the cancelled debenture and attached documentation as information only.

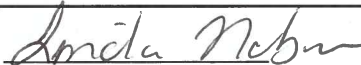
MOTIONS:

That the Village of Cremona Council accept the report on the cancelled debenture and attached documentation as information only.

ATTACHMENTS:

Bylaw 469-16
Letter of Debenture Cancellation

Date Reviewed: October 16, 2026

CAO: 

RECEIVED

OCT 14 2026

October 07, 2026

Mr. Karen O'Connor
CAO
Village of Cremona
P.O. Box 10
CREMONA, AB T0M 0R0

Dear Mr. O'Connor:

Re: Loan Account No. 4002090, \$300,000.00

Attached is the above mentioned cancelled debenture as the loan has been repaid in full.

Yours sincerely,



Tunji Soyinka
Director, Banking Operations and Loans

Encl.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of paving 2nd Street West up to Edey Close the sum of ONE THREE HUNDRED THOUSAND DOLLARS (\$300,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$300,000 is to be paid by the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the pavement of 2nd Street West up to Edey Close.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed TEN (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed FIVE (5) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

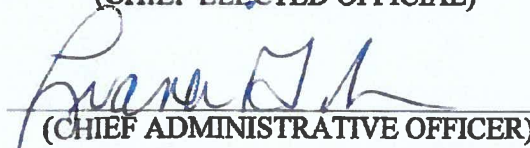
READ A FIRST TIME THIS 17th DAY OF MAY 2016

READ A SECOND TIME THIS 19th DAY OF JULY 2016

READ A THIRD TIME THIS 19th DAY OF JULY 2016



(CHIEF ELECTED OFFICIAL)



(CHIEF ADMINISTRATIVE OFFICER)

SEAL



REQUEST FOR DECISION

COUNCIL DATE: October 20, 2026
SUBJECT: FortisAlberta Franchise Fee for 2027
ORIGINATING DEPARTMENT: Legislative Services
AGENDA ITEM: 9.2

BACKGROUND/PROPOSAL:

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease, or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2027, FortisAlberta must be notified of the fee change by November 1, 2026. The Village must advertise the fee change for two consecutive weeks. Therefore, Council must approve any change in the franchise fee by the October 20, 2026 Regular Council Meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council increase the Fortis Franchise Fee to 17% for 2027. Such a decision is estimated to have an additional \$163/year impact on the average residential bill and an increase of revenue to the Village in the amount of \$28,350, which are a result of estimated increases to the Fortis rates.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details

MOTION:

That the Village of Cremona Council requests Fortis to increase the Franchise Fee to 17% effective January 1, 2027.

OR

That the Village of Cremona Council leave the Fortis Franchise Fee at 10%.

Date Reviewed: October 16 , 2026

CAO: *Amida Nelson*

REPORT TO COUNCIL

COUNCIL DATE: October 20, 2026

SUBJECT: Fortis Alberta Franchise Fee for 2027

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM:

BACKGROUND/PROPOSAL:

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease, or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2027, FortisAlberta must be notified of the fee change by November 1, 2026. The Village must advertise the fee change for two consecutive weeks. **Therefore, Council must approve any change in the franchise fee by October 21, 2026.**

The current rate for the Village of Cremona is 10%.

As per Article 5 of the Electric Distribution System Franchise Agreement, the Village of Cremona has the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta. The percentage increase must not go over the agreement's current cap, which is 20%.

For comparison purposes, these are 2026 franchise fees:

Didsbury - 17%	Olds – 20%
Carstairs - 10%	Innisfail – 18%
Sundre – 12%	Athabasca – 20%
Average – 17%	

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council has the opportunity to increase, decrease or maintain the fee the same as long as it does not exceed the 20% cap established in the franchise agreement with FortisAlberta.

Currently, the Village is averaging approximately \$3,230 per month or \$38,760 for the year. One philosophical purpose of implementing a franchise fee would be to achieve a return on investment from third-party utilities for the use of municipal assets, such as land and right of ways. An additional philosophy is the diversification of municipal revenue streams, which would thereby help reduce the required property tax burden and allow for revenue to be generated from entities that would be exempt from municipal property taxes.

Further, those properties that are exempt from paying property tax, yet rely on municipal services, would pay toward municipal operations via a franchise fee.

If Council were to decide to increase electricity franchise fees to 17%, it is estimated this would generate approximately \$28,350 more in revenue to the Village. An average residential customer would see approximately \$163 more per year on their electricity bill.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends Council increase the Fortis Franchise Fee to 17% for 2027 (was 10% in 2026).

COSTS/SOURCE OF FUNDING:

There is no cost as the Franchise Fee generates revenues for the Village.

ATTACHMENTS: None

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	Parkland Regional Library Board Proposed Increase to 2027 Requisition
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.3

BACKGROUND/PROPOSAL:

The Village of Cremona is a Member of the Parkland Regional Library Board (PRLS). Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. PRLS budgets are prepared with conservative estimates. For calculating the municipal levy for 2027, Parkland will be using the Population Estimates and Projects supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance. In 2026, the per capita rate was \$9.99, the 2027 requisition contemplates 11.05, an increase of \$1.06 per capita, which equates to increased operating costs of \$463.22.

DISCUSSION:

See attached 2027 Parkland Regional Library Board Proposed Budget Document. Based on Parkland's membership agreement, 2/3 of the member municipalities representing 2/3 of the population are necessary to approve an increase in the requisition. The Village of Cremona will be required to pay the per capita amount as determined by the Board vote.

COST ANALYSIS

An increase to the per capita amount would be accounted for in the 2027 budget, and the per capita increase to \$11.05 increase would be brought back to Council as part of the 2027 budget approval.

ADMINISTRATION RECOMMENDATIONS:

That Council approve the Parkland Regional Library Board's proposed 2027 budget with a per capita rate of \$11.05.

MOTION:

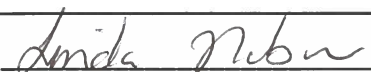
That the Village of Cremona Council approve the Parkland Regional Library Board's proposed 2027 budget with a per capita rate of \$11.05.

OR

That the Village of Cremona refuse the proposed budget increase to \$11.05 per capita from the Parkland Regional Library System.

Date Reviewed: October 16, 2026

CAO:





Proposed BUDGET 2027

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2027 Budget

Salary uses current grid with step awarded

		Present Budget	Proposed Budget
		2026	2027
Income			
1.1	Provincial Operating Grant	1,045,242	1,045,774
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,234,174	2,485,636
1.4	Alberta Rural Library Services Grant	452,928	386,652
1.5	Interest Income	50,000	46,000
TOTAL Income		3,938,991	4,120,709
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	452,928	386,652
2.2	Allotment Funds Issued to Libraries	253,392	254,866
2.3	Computer Maint.Agree. Software licenses	242,398	257,770
2.4	Cooperative Collection Fund	25,000	25,000
2.5	eContent Platform fees, Subscriptions	73,000	73,000
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	9,600	10,290
2.9	Library Services Tools	8,000	6,500
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers	67,092	102,000
2.12	Outlets - Contribution to Operating	600	600
2.13	ILL Postage for libraries	2,300	1,950
2.14	Records purchased Cataloguing	9,000	9,000
2.15	Supplies purchased (mylar, library supplies)	17,600	19,500
2.16	Vehicle expense	58,000	58,000
2.17	Workshop/Training expense	16,000	16,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	85,000	90,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Professional Development Materials (formerly reference)	3,600	3,600
TOTAL Support Materials & Services Direct to Libraries		1,451,466	1,442,684
Cost of Services			
3.1	Audit	23,500	23,500
3.2	Bank expenses	1,200	1,000
3.3	Bank Investment Fees	4,700	5,000
3.4	Building-Repairs/Maintenance	27,250	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	26,500	27,000
3.7	Janitorial/Snow removal/Outdoor maintenance expense	38,000	37,000
3.8	Photocopy	4,000	7,000
3.9	Salaries	1,844,451	1,877,500
3.10	Salaries - Employee Benefits	391,024	390,000
3.11	Staff Development	18,000	18,000
3.12	Supplies/Stationery/Building	21,400	20,275
3.13	Telephone	11,000	11,000
3.14	Travel	3,500	3,500
3.15	Trustee expense	26,000	20,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,487,525	2,515,025
TOTAL Expenses (library materials & cost of service)		3,938,991	3,957,709
Capital expense			
			65,000 Van
			60,000 HQ Comp.
			30,000 Building
			8,000 Equip.
TOTAL Capital Expense			163,000
AMOUNT PER CAPITA REQUISITION		9.99	11.05

Population 224,945 times AMOUNT PER CAPITA
Pop increase of 1,774 over 2026

Notes for the Parkland Regional Library System Budget 2027

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

Library System Budget

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

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2027, the Executive Committee is recommending the \$11.05 budget, which is a \$1.06 increase over the 2026 budget. This budget includes capital expense purchases, which is a change from the old process.

In an effort to maintain the level of reserves as recommended by the auditors and revamp the reserves to correctly reflect the fiscal position of the organization in a more easily understood

format, the Executive Committee recommended that the capital expenses be reflected in the actual budget, rather than using an additional supplement.

The budget assumes that the Government of Alberta operating grant will remain at the 2023 rate of \$4.75 per capita, calculated using the 2019 Alberta Municipal Affairs population list. It also assumes that the Rural Library Services Grant will remain at \$5.60 per capita, based on the same 2019 population figures.

Points within the budget to note include:

- Overall, expenditures, other than capital expenses, are anticipated to increase by 1.44% in 2027. (This does not include the Alberta Rural Library Services Grant which is a direct payment from funds Parkland receives, which is out of PRLS' control and based on funding from the Government)
- For 2027, twenty expense lines are projected to remain unchanged from 2026, nine will see increases, and seven will decrease
- To balance the budget, it will be necessary to increase the municipal requisition/levy by \$1.06. This is primarily to allow the inclusion of capital required for maintaining Parkland's current service structure
- Computer Software License costs are increasing – these costs have been significant, resulting in changes to software licenses in order to protect from dramatic cost increases in this area (line 2.3)
- Internet Connection fees have increased slightly due to pricing beyond Parkland's control (line 2.8)
- Member Library Computers (line 2.11) has changed from reflecting the .30 cent per capita allotment to the actual cost of the computers required for member libraries
- Supplies purchased (line 2.15) reflects the actual cost of these library supplies, which previously had some of the direct costs for the libraries coming from Supplies/Stationery (line 3.12)
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand (line 2.19)
- The current salary grid has been used, allowing eligible employees a step up the grid. Four employees have reached the top of the grid and will not be eligible for an increase. No COLA was added. The increase to the salary line equals approximately 1.8%. (line 3.9)

Provincial grants amount to approximately 38.6% of PRLS' total income (lines 1.1, 1.2, 1.4), based on the \$11.05 budget.

**Parkland Regional Library System
Requisition Comparison for 2026 - 2027**

	2026		2027		Requisition change
	billing population	per capita 9.99	billing population	per capita 11.05	2026 to 2027
ALIX	783	7,822.17	783	8,652.15	829.98
ALLIANCE	166	1,658.34	166	1,834.30	175.96
AMISK	219	2,187.81	219	2,419.95	232.14
BASHAW	848	8,471.52	848	9,370.40	898.88
BAWLF	412	4,115.88	412	4,552.60	436.72
BENTLEY	1,042	10,409.58	1,042	11,514.10	1,104.52
BIG VALLEY	331	3,306.69	331	3,657.55	350.86
BIRCHCLIFF SV	211	2,107.89	211	2,331.55	223.66
BITTERN LAKE	216	2,157.84	216	2,386.80	228.96
BLACKFALDS	11,415	114,035.85	11,415	126,135.75	12,099.90
BOWDEN	1,280	12,787.20	1,280	14,144.00	1,356.80
CAMROSE	18,772	187,532.28	19,984	220,823.20	33,290.92
CAMROSE COUNTY	8,504	84,954.96	8,504	93,969.20	9,014.24
CARSTAIRS	5,313	53,076.87	5,313	58,708.65	5,631.78
CASTOR	803	8,021.97	803	8,873.15	851.18
CLEARWATER M D	11,865	118,531.35	12,335	136,301.75	17,770.40
CLIVE	775	7,742.25	775	8,563.75	821.50
CORONATION	868	8,671.32	868	9,591.40	920.08
CREMONA	437	4,365.63	437	4,828.85	463.22
CZAR	248	2,477.52	248	2,740.40	262.88
DAYSLAND	789	7,882.11	789	8,718.45	836.34
DELBURNE	919	9,180.81	919	10,154.95	974.14
DIDSBURY	5,070	50,649.30	5,070	56,023.50	5,374.20
DONALDA	226	2,257.74	226	2,497.30	239.56
ECKVILLE	1,014	10,129.86	1,014	11,204.70	1,074.84
EDBERG	126	1,258.74	126	1,392.30	133.56
ELNORA	288	2,877.12	288	3,182.40	305.28
FLAGSTAFF COUNTY	3,660	36,563.40	3,660	40,443.00	3,879.60
FORESTBURG	807	8,061.93	807	8,917.35	855.42
GULL LAKE	226	2,257.74	226	2,497.30	239.56
HALF MOON BAY SV	65	649.35	65	718.25	68.90
HARDISTY	548	5,474.52	548	6,055.40	580.88
HAY LAKES	456	4,555.44	456	5,038.80	483.36
HEISLER	135	1,348.65	135	1,491.75	143.10
HUGHENDEN	213	2,127.87	213	2,353.65	225.78
INNISFAIL	7,985	79,770.15	7,985	88,234.25	8,464.10
JARVIS BAY SV	213	2,127.87	213	2,353.65	225.78
KILLAM	918	9,170.82	918	10,143.90	973.08
LACOMBE	14,258	142,437.42	14,258	157,550.90	15,113.48
LACOMBE COUNTY	10,283	102,727.17	10,283	113,627.15	10,899.98
LOUGHEED	225	2,247.75	225	2,486.25	238.50
MOUNTAIN VIEW COUNT	12,981	129,680.19	12,981	143,440.05	13,759.86
NORGLENWOLD SV	306	3,056.94	306	3,381.30	324.36
OLDS	9,209	91,997.91	9,209	101,759.45	9,761.54
PAINT EARTH COUNTY	1,990	19,880.10	2,082	23,006.10	3,126.00
PARKLAND BEACH SV	168	1,678.32	168	1,856.40	178.08
PENHOLD	3,484	34,805.16	3,484	38,498.20	3,693.04
PONOKA	7,331	73,236.69	7,331	81,007.55	7,770.86
PONOKA COUNTY	9,998	99,880.02	9,998	110,477.90	10,597.88
PROVOST	1,900	18,981.00	1,900	20,995.00	2,014.00
PROVOST MD	2,071	20,689.29	2,071	22,884.55	2,195.26
RED DEER COUNTY	19,933	199,130.67	19,933	220,259.65	21,128.98
RIMBEY	2,470	24,675.30	2,470	27,293.50	2,618.20
ROCHON SANDS SV	97	969.03	97	1,071.85	102.82
ROCKY	6,765	67,582.35	6,765	74,753.25	7,170.90
ROSALIND	162	1,618.38	162	1,790.10	171.72
SEDGEWICK	761	7,602.39	761	8,409.05	806.66
STETTLER	5,695	56,893.05	5,695	62,929.75	6,036.70
STETTLER COUNTY	5,666	56,603.34	5,666	62,609.30	6,005.96
SUNBREAKER COVE SV	131	1,308.69	131	1,447.55	138.86
SUNDRE	2,672	26,693.28	2,672	29,525.60	2,832.32
SYLVAN LAKE	16,275	162,587.25	16,275	179,838.75	17,251.50
WHITE SANDS	174	1,738.26	174	1,922.70	184.44
	223,171	2,229,478.29	224,945	2,485,642.25	256,163.96

Brief Notes – September 2027

INCOME

- 1.1 The Provincial Operating Grant is an estimate, based on statements from the Public Library Services Branch (PLSB) calculated at \$4.75 per capita using 2019 population statistics
- 1.2 The On Reserve, On Settlement grant from the PLSB for reserve populations within Parkland's service area. It is calculated at \$10.35 per capita; \$4.75 operating grant used by PRLS and \$5.60 funding for First Nations initiatives (line 2.6)
- 1.3 Estimated requisition to municipalities to balance budget increased to \$11.05 to cover capital purchases
- 1.4 Grant received for service to rural residents at a rate of \$5.60 per capita; based on the PRLS membership agreement, the grant is dispersed directly to member libraries as directed by municipalities and municipal districts that do not appoint a library board
- 1.5 Decrease reflects the changes in interest rates and estimated returns on investments in RBC investment program and the operating bank account

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on statement from PLSB, grant entirely dispersed - see line 1.4 above
- 2.2 Reflects materials allotment rate of \$1.13 per capita
- 2.3 Line increased due to dramatic increase costs for maintenance agreements SoftChoice for Microsoft Office suite. Changes implemented to software provided on public computers have mitigated the overall budget increase. Other software providers are also increasing their fees by an average of 5% per year. This line also includes purchases of non-capital hardware and misc. I.T. items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, and PRLS' management of wireless networks
- 2.4 Cooperative Collection Fund – funds to allow Parkland staff to purchase physical materials (e.g., books and DVDs) for placement in member libraries with the intent of reducing interlibrary loans and improving the system-wide collection
- 2.5 This line maintained for eContent platform fees and subscription for the TAL (The Alberta Library) core of eResources and other library license agreement renewals like eMagazines
- 2.6 This line is for the expenses of the On Reserve, On Settlement grant provided through a provincial government grant program calculated at \$5.60 for library service to the Indigenous residents of Parkland's six First Nations Reserves
- 2.7 Held at 2026 level - for vendor freight costs for library materials, in-house collections, IT equipment, and shipment of computers for repairs and/or replacement parts
- 2.8 Increased to account for price increases for internet service provision to member libraries and HQ
- 2.9 Decreased slightly to \$6,500 – tools to assist with cataloguing library materials like WebDewey, as well as Audio Cine, Survey Monkey, Loomly etc.

- 2.10 Held at 2026 level - used to provide tools for marketing, advocacy, and other initiatives for member libraries and PRLS
- 2.11 This line used to reflect .30 cents per capita (plus the remainder of costs to come from reserves). In 2027, the budget includes the actual cost of providing computers for member libraries without using reserve funds
- 2.12 Held at \$600 - operating funding provided to PRLS' three outlet libraries as set by board policy, if local library outlet's sponsoring society provides matching funds
- 2.13 Reduced to reflect actual cost – includes both interlibrary loan postage reimbursement to libraries and interlibrary Loans sent from HQ for libraries
- 2.14 Purchase cataloguing records
- 2.15 Increased slightly to reflect actual cost - used for purchasing library material processing items such as laminated book covers, multimedia cases, as well as library cards
- 2.16 Held at 2026 level - for the operation of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for fuel prices
- 2.17 Held at \$16,000 - includes costs for all workshops, conferences, projects, and training activities for member libraries, library managers, staff, and boards

PRLS Circulating Collections

- 2.18 Held at 2026 level to support the physical audiobook collection
- 2.19 Increased due to demands by libraries and renewal of license agreements includes allotment for eBooks, eAudiobooks and other eContent agreements
- 2.20 Held at 2026 level \$12,000 to support Large Print collection
- 2.21 Held at 2026 level \$5,000 to build new kits and replace consumables in current kits for programming in member libraries
- 2.22 Held at 2026 level \$3,600 for reference and professional materials in both print and eResources used by member libraries and PRLS staff

COST OF SERVICES

- 3.1 Held at 2026 level. Covers MNP's agreement to provide audit services, as well as costs for annual letter from PRLS lawyers required for the audit
- 3.2 Reduced slightly to \$1,000 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Increase slightly to \$5,000 based on review of actual over a three-year period. Management fee for the RBC investment program
- 3.4 Held at 2026 level \$27,250 - actual costs reviewed. Covers maintenance and repair, however not capital repairs or replacement
- 3.5 Held at 2026 level \$13,000 - to cover PRLS' cost to belong to membership organizations (e.g., The Alberta Library (TAL), Alberta Library Trustee Association (ALTA), Rural Municipalities of Alberta (RMA) etc.)
- 3.6 Increased slightly to \$27,000 based on actual and anticipated increases - covers five vehicles, general liability, cyber, bond and crime insurance, building and contents, as

- well as employee drivers abstracts and reimbursements for business use on personal vehicles. Parkland also pays content insurance for its outlet libraries
- 3.7 Reduced slightly to \$37,000 - for janitorial building maintenance including carpet and window cleaning – also includes outside building maintenance and snow removal
 - 3.8 Increased to cover increased costs for providing printed material for training. Reflects contract and usage fees for photocopiers
 - 3.9 Reflects current staff levels, with eligible staff receiving a step on the grid but no COLA
 - 3.10 Reflects predicted costs for staff benefits, including but not limited to LAPP and Blue Cross based on current staff levels
 - 3.11 Held at the 2026 amount – to fund PRLS staff attend and travel to continuing education activities such as seminars, conferences and courses, along with staff performance and support items and activities
 - 3.12 Supplies line covers the cost of book processing supplies, general office supplies including stationery, and any other building supplies
 - 3.13 Held at 2026 level - includes line charges, toll free number, mobile telephones, and long-distance costs
 - 3.14 Held at 2026 level – Based on 5-year review of actual expenses to travel including \$0.57 km reimbursement when staff are unable to use PRLS staff vehicles
 - 3.15 Reduced due to the suspension of the Advocacy Committee; includes travel, honorarium and expenses for Executive Committee meetings, external meetings for trustees, and to support trustee activities using virtual and in-person meetings
 - 3.16 Held at 2026 level of \$34,000 - based on review of actual costs and then estimated

Also included is a document comparing the change in requisition paid by each municipality in 2026 and 2027.

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD Canadian Fallen Hero Request
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	9.4

BACKGROUND/PROPOSAL:

The Canadian Fallen Heroes Foundation was formed by retired military personnel over 20 years ago to honor comrades who died in service of Canada's military. Governed by a volunteer board of directors, the Foundation works to acknowledge those who died protecting our sovereignty and has produced thousands of oak framed and metal art Memorials for public display.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council is being requested to commission a memorial plaque for Charles Frank Gibson, who died in December 1944 and was born in Cremona. He was the son of Aurther and Elizabeth (Nee Oldaker). The cost of the plaque is \$375.00.

Council has previously commissioned a plaque for Augustus Parker Reid, who was raised in Cremona.

ADMINISTRATION RECOMMENDATIONS: .

That Council approve to commission a memorial plaque for Charles Frank Gibson for the cost of \$375.00, to be paid through the operating budget.

Or

That Council receive the request to commission a memorial plaque for Charles Frank Gibson as information only

MOTIONS:

That Council approve to commission a memorial for Charles Frank Gibson for the cost of \$375.00, to be paid through the operating budget.

Attachments:

Copy, Sept. 16th email;
Canadian Fallen Heroes Brochure

Date Reviewed: October 16, 2026

CAO:



Sandi Ryan

From: Toni Hall <memorials@canadianfallenheroes.com>
Sent: Wednesday, September 16, 2026 10:17 AM
To: CAO
Subject: Cremona Remembers
Attachments: Saskatoon WWII Book of Remembrance.pdf

Attn: Mayor and Council,

Good morning Linda, I hope this email finds you well. I am writing to ask the council if they would like to commission a memorial for Charles Frank Gibson who died in December 1944 and was born in Cremona. He was the son of Arthur and Elizabeth (Nee Oldaker) The cost for the plaque is 375.00. Thanks again and I look forward to hearing from you after your October meeting.

Best Regards,

Toni Hall

236-968-4099

Canadian Fallen Heroes Foundation

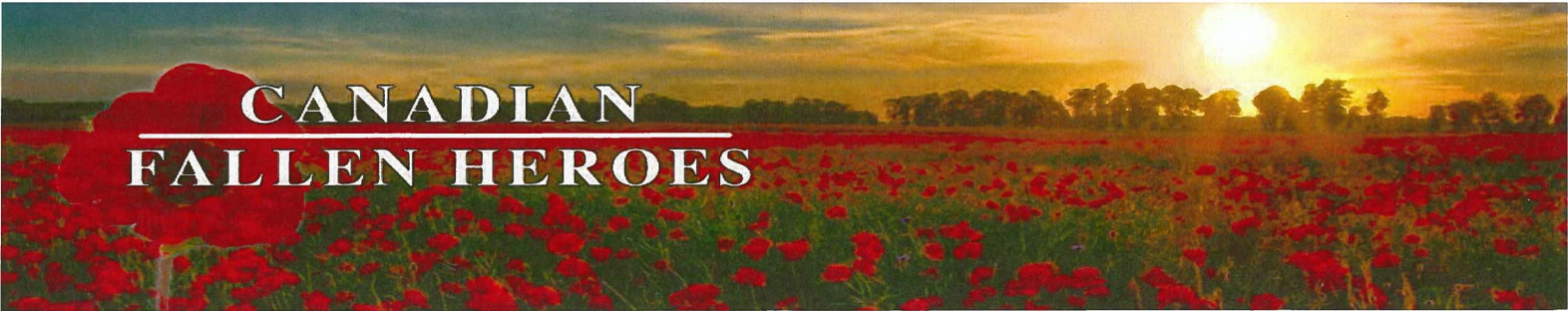
www.canadianfallenheroes.com

Like us on Facebook!

www.facebook.com/CanadianFallenHeroes

'When you go home, tell them of us and say, for your tomorrow, we gave our today.'

The information contained in this communication is confidential and intended only for the use of the recipient named above, and may be legally privileged and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please resend it to the sender and delete the original message and copy it from your computer system. Opinions, conclusions and other information in this message that do not relate to our official business should be understood as neither given nor endorsed by the foundation



CANADIAN FALLEN HEROES

The Canadian Fallen Heroes Foundation was formed by retired military personnel over 20 years ago to honour comrades who died in service in Canada's military. Governed by a volunteer board of directors, the Foundation works to acknowledge those who died protecting our sovereignty and has produced thousands of oak framed and metal art Memorials for public display. Over 150 Saskatchewan communities have honoured their former residents in this way, helping to build public displays at Legions and public buildings, memorial halls, schools and private businesses. Large displays can be visited at the Aviation Museum and the Spadina and Nutana Legions in Saskatoon.

To appeal to, and engage with a younger audience, a digital archive is also being built in the preferred format of today. The archive will link to the charity's website and be donated to libraries and schools. May this resource serve to remind this and future generations that the freedom to pursue our dreams and aspirations was secured by a generation who sacrificed theirs.

The ultimate measure of a man is not where he stands in moments of convenience, but where he stands at times of challenge and controversy. Martin Luther King, Jr.

They were young when we called on them to protect our way of life. Some 700,000 Canadians who served in the Second World War were under the age of 21 and 426 residents of Saskatoon lost their lives. Biographies are researched, written, and posted as funds allow and sponsorship affords the Foundation ample resources to employ the requisite genealogists, researchers, writers, editors and graphic designers tasked with documenting a historically accurate individual life story for each of them. We invite you to help us honour this request:

"When you go home, tell them of us and say, 'for your tomorrow, we gave our today'"

The Canadian Fallen Heroes Foundation is a federally registered charity. Donors to the memorial project are issued a tax receipt in accordance with our charitable status. Those who prefer an acknowledgment in the archive are recognized as follows:

- * Marquee Sponsor \$5000.00 - Inside Cover
- * Gold Sponsor \$2000.00- Full Page Ad
- * Silver Sponsor \$1000.00- Half Page Ad
- * Bronze Sponsor \$500.00 - Quarter Page Ad

Ad Specs:

Full Page 5.73 x 6.8 Inches - 430 x 510 Pixels
Half Page 5.73 x 3.33 Inches - 430 x 250 Pixels
Quarter Page Ad 2.73 x 3.07 Inches - 205 x 230 Pixels

- * Please supply the completed ad or component parts and instructions in a jpeg file. Materials should be sent to the email address below.

Should you have any questions, please feel free to call: 306.954.5376 or email: memorials@canadianfallenheroes.com
Canadian Fallen Heroes Foundation
P.O. Box 28157 Westgate, Saskatoon, SK - S7K 1L6
Registered Charity No. 86563 9447 RR0001



REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD MV Water Monthly Summary
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

BACKGROUND / PROPOSAL:

Each month the Council receives a MV Water Monthly Summary Report.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

See attached report.

ADMINISTRATION RECOMMENDATIONS:

That council accept the MV Water Monthly Summary Report as information.

MOTIONS:

That the Village of Cremona Council accept the MV Water Monthly Summary Report as information.

ATTACHMENTS:

MV Water Monthly Summary Report

Date Reviewed: October 16, 2026

CAO *Andre Neban*



Sandi Ryan

Chief Administrative Officer

Village of Cremona

205 1 St E Cremona, AB T0M 0B9

sryan@cremona.ca

October 5, 2026

RE: September 2026 Monthly Operations Summary - Village of Cremona

Upon commencement of the Operations Agreement, several deficiencies have been noted. These deficiencies have been categorized from high risk, moderate risk, and low risk. This will remain an active tracking list throughout the term of the Agreement and will be updated accordingly and circulated on a monthly basis.

WATERWORKS MONTHLY SUMMARY

Higher than normal flows- **Moderate**

- The Village is experiencing higher than normal flows leaving the distribution system. We continue to monitor and investigate to isolate/locate the problem. Meter reads have been requested to determine the water loss of the system.

Yearly Maintenance on Blowers/ Air Compressors- **Moderate**

- Yearly oil changes and maintenance is due on 2 air compressors and one blower. This work can be completed by Mountain View Water, and requires minimal cost.

Raw Water Inlet Valve (FCV 210) - **Moderate**

- The raw water inlet valve for the treatment plant is non-operational and is always in the "on" position. The failure alarm for this valve was found to be disabled due to operational issues. Further diagnosis is required to determine why this valve and alarm were left in this state.

Leaking Manganese Filter B Lower Union - (Previously Low) - **Moderate**

- There is a pre-existing leak in the lower union connection at Manganese Filter B. The leak has begun to increase. A quote for repair has been obtained for \$1,930 and is awaiting Village approval.

Reservoir Inspection - **MEDIUM**

- The last noted reservoir inspection was three (3) years ago. Alberta Environment and Protected Areas recommends inspection every two (2) years. A quote has been provided for the work.



Leaking Distribution Header Union (Distribution Pump House) - Low

- There is a slight leak on the distribution header in the pump house.

Leaking Backwash Water "T" Union/Valve - Low

- The treated backwash line that supplies auxiliary water for site maintenance is leaking. There is currently no way to isolate the line in the event of a leak.

Pest Control (Well Pump House) - Low

- There is significant rodent activity evident within the well pump house. Pest control measures are recommended to protect the infrastructure from damage and further pest waste.

Completed Repairs/Maintenance:

Chlorine Dosing Line Burst - High - Complete (November 2025)

- A major leak in the chlorine dosing line was repaired. Proper dosage has now been restored to the produced potable water.

Distribution Pump/Bulk Water Station Heater - High - Complete (November 2025)

- Replacement of faulty internal circuit board on the natural gas unit heater (Work Order #0001). This unit is now back in operation.

Well Pump House Heater - High - Complete (November 2025)

- Replacement of faulty 240V Dual-Pole Load Controller/Thermostat for the electric unit heater. (Work Order #0002). This unit is now back in operation.

Leaking Valve (FV 230A) - Low - Complete (November 2025)

- A slight leak in the treatment plant on the flange for valve FV 230A has been repaired.

Air Compressor Automatic Drains - Low - Complete (November 2025)

- The automatic drains for the air compressors were found to be turned off due to blocked discharges. The discharge lines should be replaced to preserve the integrity and capacity of the compressor tanks. They were being drained manually on a weekly basis. The automatic drains have now been repaired.

Bray Valve (FV 320A) Air & Oil Leak - High - Complete (December 2025)

- The valve actuator for a control valve on "Manganese Filter A" is leaking air and oil. The system can currently compensate for the loss of air, although it puts additional strain on the compressors for the facility. If maintenance is not performed, the leak could go past



the working capacity of the compressors or lead to valve failure. This leak has resulted in a failure of operation of the valve. Summit has completed the repair.

Treated Water Chlorine Analyzer - High - Complete (December 2025)

- The treated chlorine analyzer that monitors free chlorine in the plants produced water is not reading accurately and requires service. The SCADA alarm for this was found to be disabled. This analyzer is essential to the operation and compliance of the treatment system. ClearTech performed a service to the analyzer on December 15th.

Leaking Grundfos Booster Pump (Treatment Plant) - Low - Complete (December 2025)

- The booster pump that supplies additional pressure to the operations building is currently not operational and leaking. This system has been bypassed by the Village.

Chlorine Dosing Pump Discharge - High - Complete (December 2025)

- It was noted by the previous operator that the dosing pump was causing major problems with the functionality of the treatment plant. Upon our operator's review, it was identified that the pump itself was not the issue, but rather the discharge location was blocked off due to misuse of the pump. A short-term solution has been implemented by shortening the length of the discharge tubing entering the flow of treated water. Fusion Plumbing has installed a union for future blockage removal. The blockage has been removed.

Uninterrupted Power Supply (UPS) Battery Failure - High - Complete (January 2026)

- It was identified that the existing UPS that provides uninterrupted power to the treatment plant was non-operational and obsolete. The SCADA alarm for the UPS was found to currently be disabled. The UPS is required for AEPA compliance to ensure SCADA trending is uninterrupted, as well as act as a protection for the treatment plant PLC and programming. A replacement has been quoted and approved by the Village. This UPS is now installed and operational.

Water Treatment Plant PLC Card Failure - Complete (January 2026)

- A power outage caused a loss of the automated operations of the chemical dosing pump. It was determined through MPE and Ridgeline Electrical that the lack of UPS on the system (pre-existing condition) caused a failure of the analog PLC card. A replacement was supplied and installed by Ridgeline Electrical. Manual operations of the plant to produce treated water was required while a card was sourced.

Centre Street / 2nd Ave Water Main Break - Complete (January 2026)

- Higher than normal morning flows indicated a leak/break in the distribution system. Leak detection equipment and crew were deployed to site and the leak was found on Center Street and 2nd Avenue. While 4 residents experienced lower than normal pressures



during the repair, no service interruptions were experienced throughout the investigation and repair.

Exterior Light (Well Pump House) - Low - Complete (February 2026)

- The exterior light at the well pump house appears to be non-operational.

Failed Trides reference sensor on Swan analyzer(Plant) - High- Complete (February 2026)

- Failure of a sensor on the chlorine analyzer caused error in free chlorine reading

Control Valve Solenoid Failure (Plant) - Complete (Feb 27 2026)

- Air control solenoid valves have been maintained and are in working condition. We will continue to monitor condition

Chlorine Scale - High - Complete - (March 2026)

- The chlorine scale that measures the volume of available chlorine for water disinfection is now functioning. The scale has been replaced, installation has been completed and the system is calibrated.

UPS Desktop computer - Moderate - Complete - (March 2026)

- The UPS had failed and the batteries were replaced.

Pressure Differential in Bio Filter A - Complete (April 2026)

- The pressure differential for Bio Filter A is abnormally high. Upon investigation the pressure distribution block required maintenance. The repair was completed and the system is now operating with accurate readings.

Door Entry Alarms - Treatment Plant and Well Pump House - REMOVED (April 2026)

- MPE Engineering is looking into a way to utilize these sensors, as their current configuration is not useful. After investigation MPE is not able to utilize these door alarms. This line item has been removed.

Air Control Valve (Water Plant) - Complete (June 2026)

- There are two failing air control valves. Parts are ordered and repair will be completed by Mountain View Water.

Failing Valve (Water Plant) - COMPLETE (July 2026)

- Valve V235A, is in need of maintenance. Under operation, it fails to open/ close the majority of the time. The valve has been replaced.

Fire Hydrant Flushing -COMPLETE (July 2026)



- Flushing of the system twice a year is essential in removing deposits from the distribution system and keeping ample available free chlorine and low turbidity to preserve water quality. This work has been approved by the Village and completed.

Centre Street / 1st Ave Water Main Break - Complete (July 2026)

- A main break was identified on July 7. Crews were deployed to site and the leak was found on Center Street south of 1st Avenue. A small number of residents experienced lower than normal pressures during the repair, no service interruptions were experienced throughout the investigation and repair.

Centre Street Water Main Break - Complete (September 2026)

- A main break was identified on September 10. Crews were deployed to site and the leak was found on Center Street south of 1st Avenue. A small number of residents experienced lower than normal pressures during the repair, no service interruptions were experienced throughout the investigation and repair. NOTE: This repair site was north of the previous water main break

Leak on check valve - COMPLETED (September 2026)

- A leak has started on the check valve side of piping inside the plant. Parts have been ordered and the repair will be completed when they arrive. NOTE: Waiting on final invoices from parts, will be added to October bill

WASTEWATER MONTHLY SUMMARY

May 2026

- Upon starting the wastewater agreement, it was identified that the lagoon was at its overflow height and was draining to the environment. Mountain View Water completed all testing to stay in compliance with the code of practice and was able to start irrigation with the neighbouring farmer to lower the levels. The contravention was noted to the proper channels, and has since been closed. We will continue to monitor to ensure the proper/ safe cooperation of the lagoon system

June 2026

- Continued monitoring, and an overland release were planned and started June 24 2026, all required testing was done as per the Code of Practice. The release is currently ongoing.
- The sanitary service line at 102 Edey Close, along with the main in front of the property were CCTV inspected. Video from the inspection showed an offset in the service line a few feet from the tie-in to the main. Glenn Michael Contracting was contracted by the Village to complete the service line repair.



July 2026

- An overland release was completed, this includes all required testing as per the Code of Practice. No complaints or concerns were received.
- A broken power cable has been found that controlled the movement of the Irrigation Pivot. Investigation is underway.

August 2026

- Continue to monitor and inspect the lagoon system.
- The power cable for the irrigation system was repaired, 2 locations were found to be corroded through. The sites were dug by hand to decrease impact to the affected crops. The system is back up and operational for the local farmer to utilize.

September 2026

- Continue to monitor and inspect the lagoon system.
- A Fall wastewater release may be required to accommodate the winter months, Mountain View Water is looking at requirements and feasibility.

MONTHLY METER SUMMARY

December			
	PREVIOUS	MONTH END	TOTAL M3
TREATED TO RES	599045	603333	4288
RAW FROM WELLS	667316	672245	4929
BACKWASH -LOSS	40117	40411	294
Distribution	1065077	1068528	3451
Bulk (METER ROLLED OVER)	9681871	347.323	665.45

JANUARY		
	MONTH END	TOTAL M3
TREATED TO RES	608689	5356
RAW FROM WELLS	678382	6137
BACKWASH -LOSS	40762	351
Distribution	1072685	4157
Bulk	761.85958	414.54



**Mountain View
Water Ltd.**

Email: Operations@mvwater.ca

Phone: (403) 586-2843

(403) 439-0800

Website: www.mvwater.ca

FEBRUARY		
	MONTH END	TOTAL M3
TREATED TO RES	614739	6050
RAW FROM WELLS	684997	6615
BACKWASH - LOSS	41191	429
Distribution	1074923	2238
Bulk	4010.736	3248.88
MARCH		
	MONTH END	TOTAL M3
TREATED TO RES	619845	5106
RAW FROM WELLS	690833	5836
BACKWASH -LOSS	41533	342
Distribution	1078479	3556
Bulk	5078.696	1067.96
APRIL		
	MONTH END	TOTAL M3
TREATED TO RES	623953	4108
RAW FROM WELLS	695546	4713
BACKWASH -LOSS	41811	278
Distribution	1081427	2948
Bulk	5864.31	785.614
MAY		
	MONTH END	TOTAL M3
TREATED TO RES	629194	5241
RAW FROM WELLS	701461	5915
BACKWASH -LOSS	42180	369
Distribution	1084727	3300
Bulk	7331.481	1467.171
JUNE		
	MONTH END	TOTAL M3
TREATED TO RES	634749	5555
RAW FROM WELLS	707726	6265



BACKWASH -LOSS	42549	369
Distribution	1088445	3718
Bulk	8476.196	1144.715

JULY		
	MONTH END	TOTAL M3
TREATED TO RES	642124	7375
RAW FROM WELLS	715971	8245
BACKWASH -LOSS	43073	524
Distribution	1093406	4961
Bulk(METER RESET)	177.132	3295.13

August		
	MONTH END	TOTAL M3
TREATED TO RES	649304	7180
RAW FROM WELLS	723961	7990
BACKWASH -LOSS	43565	492
Distribution	1098700	5294
Bulk(METER RESET)	1436.236	1259.104

September		
	MONTH END	TOTAL M3
TREATED TO RES	657841	8537
RAW FROM WELLS	733506	9545
BACKWASH -LOSS	44153	588
Distribution	1105356	6656
Bulk	2390.56	954.324

If you have any questions regarding the above noted deficiencies or corrective actions, please do not hesitate to reach out.

Thank you,
Mountain View Water Ltd.



REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12.1

BACKGROUND / PROPOSAL:

The Council of the Village of Cremona sits on various committees, boards and commissions, with each Councillor providing a written or verbal report on committee activities.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Councillors will provide verbal reports.

ADMINISTRATION RECOMMENDATIONS:

That the Village of Cremona Council accept each Councillors verbal report on committee activities.

MOTIONS:

That the Village of Cremona Council accept Councillor Abram's verbal report for September 2026, as information.

That the Village of Cremona Council accept Councillor Martin's verbal report for September 2026, as information.

That the Village of Cremona Council accept Councillor Liu's verbal report for September 2026, as information.

That the Village of Cremona Council accept Councillor Thompson's verbal report for September 2026, as information.

That the Village of Cremona Council accept Mayor Lamb's verbal report for September 2026, as information.

Date Reviewed: October 16, 2026

CAO Amela Neb



REQUEST FOR DECISION

COUNCIL DATE October 20, 2026
SUBJECT RFD Correspondence / Invitations
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 13.

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

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence by separate motion.

13.1 Letter to the Honourable Dan Williams, Minister of Municipal Affairs

Motion: That the Village of Cremona Council accept the October 5, 2026 letter to the Honourable Dan Williams, Minister of Municipal Affairs as information.

13.2 MVSH Key Messages and Competencies Communication

Motion: That the Village of Cremona Council accept the Mountain View Seniors Housing Key Messages and Competencies Communication as information.

ATTACHMENTS:

Letter to Minister Williams
MVSH Key Messages & Competencies Communication

Date Reviewed: October 16, 2026

CAO Andie Neba

October 5, 2026

via email @ dan.williams@gov.ab.ca
minister.municipalaffairs@gov.ab.ca

The Honourable Dan Williams, Minister of Municipal Affairs
320 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Williams:

RE: VILLAGE OF CREMONA DISSOLUTION

On behalf of the Village Council and residents, we wish to extend our gratitude for the work on the viability review completed so far. Although we note some discrepancies in the underlying data, we highly value the excellent and professional work of your staff. We are completely aligned with the final recommendations and corrective actions required to remain a Village, and are pleased to share that we have already initiated corrective measures to build a stronger foundation moving forward, which I will elaborate on below.

Minister Williams, at the Alberta Municipalities Convention, you explained that investing in sustainable local infrastructure ensures Alberta's municipalities remain attractive places where the next generation can build their lives and live on the streets where they grew up. You said that you know that we have a challenge together, with a projected 9.4-billion-dollar deficit, and you want to continue to deliver the services and protect what matters most to residents, in every City, Town and *Village*. We completely understand this challenge, as we are currently navigating the same hurdles through our infrastructure deficits. We hope you will extend us the same grace and flexibility you've requested of Alberta municipalities, and commit to working through these shared difficulties together.

While we don't dismiss previous mistakes, this new Council term represents a clean slate. We are completely committed to taking corrective action, and as mentioned, we fully support and agree on the viability review report recommendations required to make the Village sustainable. In response to the recent departure of our CAO, the Village has successfully mitigated the transition period by retaining a highly experienced interim CAO who brings over three decades of local government expertise. The interim CAO is providing essential administrative oversight and guidance to the Village on a part-time basis, and has committed to overseeing the recruitment and vetting process for a permanent CAO, and will also commit to mentoring the new CAO if required. Furthermore, the Village has proactively taken steps to strengthen Council's understanding of its legislative oversight and governance responsibilities, utilizing the specialized expertise and guidance of our interim CAO.

At the last Council meeting, we enacted a new Committees Bylaw. This legislation initially establishes the terms of reference for two key bodies: the Bylaw Policy Review Committee, tasked with ensuring our bylaws and policies remain modernized and responsive, and the Strategic Advisory Committee. The Strategic Advisory Committee will convene a minimum of twice annually to review organizational goals and guide the development of a 4-year operating plan alongside 5- and 10-year capital plans for Council's formal adoption. Additionally, the mandate requires Council members to participate in comprehensive Orientation Training and a dedicated Strategic Planning workshop. Additional committees will be formed over time.

COPY

At the same meeting, Council adopted a Citizen Participation Policy that has been developed to recognize the value of public participation, includes 5 levels of participation, and creates opportunities for meaningful public participation in decisions that directly impact the public.

The Procedural Bylaw received first and second reading, and will come forward for third reading at our next regular Council meeting. We are looking at introducing new fiscal policies and adopting a comprehensive Financial Framework that directly aligns with resident feedback.

Minister, I want to present a clear overview of the current sentiment shared by the majority of Cremona's residents, and ask you to consider the profound human impact of this decision. Imagine the position of our community as we await a ministerial directive that could strip away our municipal status—effectively forcing an amalgamation with a county that has explicitly stated they do not wish to absorb us. This prolonged uncertainty is not only deeply discouraging and disruptive to our community, but it is also causing immense distress to our residents. While acknowledging the non-binding nature of the vote, the results clearly demonstrate that a majority of residents oppose dissolution. Given this consensus and the shared position of Mountain View County, we urge that these factors be taken into full consideration.

We acknowledge that the challenges facing our community are complex and will not be solved overnight. As a newly elected Council, we are navigating a steep learning curve, but our mandate remains clear; we ran on a commitment to find real solutions. Although we do not always agree on everything, what sets this Council apart is our shared focus on community betterment and our explicit dedication to learning from, and correcting, past mistakes.

Ultimately, we are a new Council with a unified purpose. We are entirely aligned in our desire to serve our residents, learn from the past, and move forward as a positive, hard-working team. Please take this into consideration when you are making your recommendations to Cabinet.

Yours truly,



Craig Lamb
Mayor Village of Cremona

Cc: Village Council

COPY



ADMINISTRATION OFFICE

#301 6501 51 Street, Olds, Alberta, T4H 1Y6

P: (403) 556-2957 E: admin.assistant@mvsh.ca

F: 587-796-0773

BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of September 29, 2026.

Key Messages

- The Board held their regularly scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:00 pm
- The Board reviewed and approved the 2027 Operating Budget.
- The Board appreciates the number of items that have been completed on the capital budget projects and sends their appreciation to the teams making all this work happen.
- The Board expressed their sincere thanks to the MVSH Administration for their dedication and diligence to curating a sustainable future for the organization through operational and finance processes.
- The Board is glad to hear of the positive feedback from the first ever Summer Social event and highlighted they look forward to next year.
- The Board is thrilled to know MVSH was nominated and won 1st place in the local Albertan Reader's Choice Awards – Favourite Local Cause. The Board sincerely thanks all MVSH team members for the constant hard work and dedication to our mission and vision.
- The Board sends its thanks and appreciation to Mountain View County for passing 2 borrowing bylaws over 18 years ago to support the eventual construction and development of Mount View Lodge in Olds ensuring that MVSH could focus on meeting the needs in the local community.
- The Board was happy to hear about the recent announcement between the Government of Alberta and Build Canada Homes to distribute \$220 million, which will support 21 projects (1461 housing units) across the province.
- The Board is grateful for the ongoing work of ASCHA (Alberta Seniors & Community Housing Association) in helping operators like MVSH reduce red tape and inefficiencies within the standards and compliance areas of seniors housing.

Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, Thursday November 12, 2026, starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

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

Appendix A – Skills, Experience, Expertise, and Qualifications Requirements: Board Evaluation Matrix

- Use this form to identify board members skills, experience, expertise, and qualifications
- Please select each box for corresponding number of members it applies to

2026

Mandatory Skills and Assets Identified by the Board

STEP 1: A HMB board must include members who have experience, expertise or qualifications in at		Please identify how many of your Board members have							
Category	Description	1	2	3	4	5	6	7	8+
A. Knowledge of board governance	Experience or training on board governance, duties and evaluation of the Chief Administrative Officer, understanding of the legal and fiduciary duty of board members, collaborative decision-making, able to lead/chair a board ensuring effective strategic planning and succession planning. This may include board chairs and board members who have acquired leadership skills while serving on boards.	☐	☐	☐	☐	☐	☐	☒	☐
B. Knowledge of housing industry and/or provincial government social housing sector	Experience or training in nonprofit, private, and/or the government housing industry in which the HMB operates. Understands particular trends, challenges and opportunities facing the community, and unique aspects of the sector. This may include, but is not limited to, experience in social services, government, health care system, property management or property development, with a passion for serving vulnerable Albertans.	☐	☐	☐	☐	☐	☒	☐	☐
C. Organizational and business knowledge	Experience or training within regulatory, business, legal or policy fields, such as interpreting bylaws and regulations. Understands legal and regulatory principles, processes, and systems in the context of housing management bodies; able to effectively interpret policies, and understands organizational strategy, such as risk management. This may include, but is not limited to, experience within the law, policy, human resources, or administration sectors in business, government, or nonprofit organizations.	☐	☐	☐	☒	☐	☐	☐	☐
D. Financial knowledge	Experience or training in financial knowledge; able to analyze and interpret financial statements and utilize the information to guide organizational decisions. Understands generally accepted accounting/financial principles. This may include, but is not limited to, experience within the accounting, finance, business planning and auditing sectors.	☐	☐	☐	☐	☐	☐	☒	☐
E. Community and social responsibility	Experience or training with community engagement, demonstrates knowledge and passion for the community and people the HMB serves, such as work with the general public or identifiable communities. Capacity to build networks and foster trusting relationships with communities and stakeholders. This includes, but is not limited to, experience in municipal engagement, communications, nonprofit organizations, cultural communities, health advocates, fundraising, and social work.	☐	☐	☐	☐	☐	☐	☒	☐

Additional Skills and Assets Identified by the Board (Optional)

Category	Description	1	2	3	4	5	6	7	8+
B. Housing Industry	Real Estate	☐	☐	☐	☒	☐	☐	☐	☐
	Technology	☐	☐	☒	☐	☐	☐	☐	☐
E. Community and social responsibility	Media/Communications, Community groups, School groups, emergency response, elder programs	☐	☐	☐	☐	☐	☒	☐	☐
Project Management	Project Management Professional PMP Designated	☒	☐	☐	☐	☐	☐	☐	☐
	Lean Six Sigma - Green Belt	☒	☐	☐	☐	☐	☐	☐	☐
Emergency Response	Strong Background in emergency response and management	☒	☐	☐	☐	☐	☐	☐	☐

Appendix A – Skills, Experience, Expertise, and Qualifications Requirements: Board Evaluation Matrix

- Use this form to identify board members skills, experience, expertise, and qualifications
- Please select each box for corresponding number of members it applies to

Target Population Groups Identified by the Board		
STEP 2: HMB boards are expected to be diverse and include members with a range of different experiences that represent and understand the issues affecting the communities they serve. Each board is asked to include a mix of members with different genders and age ranges, and to have at least <u>one member</u> who has experience as a member of a target population or <u>experience supporting one of the target populations they serve</u> .	Please indicate any target populations, that a Board member has identified, as representing through lived experience or volunteer/professional experience.	
Target populations in <i>Stronger Foundations</i>		
A. Indigenous peoples	☒	4
B. People with disabilities	☒	1
C. Women and children fleeing violence	☒	2
D. People at risk of homelessness or transitioning out of homelessness supports	☒	2
E. Low income seniors	☒	4
F. People dealing with mental health and addiction	☒	3
G. Youth exiting government care	☐	
H. Veterans	☒	2
I. Recent immigrants and refugees	☐	
J. Racialized groups	☒	2
K. LGBTQ2S+ people	☒	1
L. Tenants in social/affordable housing	☒	3
Additional Target Population Groups (Optional)		
Rural Population	☒	1
	☐	
	☐	