



Organizational Meeting Agenda

Village of Cremona

Municipal Council Chambers

October 20, 2026

7:00 p.m.

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Assignment of Seating**
 - 3.1 RFD Assignment of Seating Pg. 1
- 4. Deputy Mayor Appointments**
 - 4.1 RFD Re-confirming Deputy Mayor Schedule Pg. 3
- 5. Signing Authority**
 - 5.1 RFD Appointment of Signing Authority Pg. 4
- 6. Schedule of Meetings**
 - 6.1 RFD Council Meeting Schedule 2027 Pg. 5
- 7. Council Committee Appointments**
 - 7.1 RFD Council Committee and Boards Appointment 2026-2027 Pg. 6
- 8. Review of Council Bylaws**
 - 8.1 RFD Review of Council Procedural Bylaw Pg. 11
- 9. Adjournment**

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REQUEST FOR DECISION

COUNCIL DATE October 20, 2026
SUBJECT Assignment of Seating
ORIGINATING DEPARTMENT Legislative Services
AGENDA ITEM 3.1

BACKGROUND/PROPOSAL:

Council's seating arrangement is reviewed each year at the annual organizational meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

See attached Schedule "A"

MOTION:

That the Village of Cremona Council adopt the following seating arrangement for members of Council from October 2026 to October 2027 as follows *(as viewed from the public gallery)*:

Councillor _____, Councillor _____,

Mayor Lamb

Councillor _____, Councillor _____

ATTACHMENT: Schedule "A" Seating Arrangement

Date Reviewed: October 16, 2026

CAO: Linda Nelson

SCHEDULE "A"

CURRENT COUNCIL SEATING ARRANGEMENT (viewed from public gallery)

<i>Councillor Abrams</i>	<i>Councillor Liu</i>	<i>Mayor Lamb</i>	<i>Councillor Martin</i>	<i>Councillor Thompson</i>
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COUNCIL SEATING ARRANGEMENT (viewed from public gallery) October 20, 2026 to October, 2027

<i>Councillor _____</i>	<i>Councillor _____</i>	<i>Mayor _____</i>	<i>Councillor _____</i>	<i>Councillor _____</i>
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REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD Re-confirming Deputy Mayor Appointments
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	4.1

BACKGROUND/PROPOSAL:

The following resolution was made with regards to the Deputy Mayor appointment at the October 29, 2025, Organizational Meeting:

Res. 25/205 MOVED by Mayor Councillor Abrams that the Village of Cremona Council appoints Councillor Christina Liu as Deputy Mayor for the Village of Cremona commencing October 29, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal discussion to confirm Deputy Mayor appointment.

ADMINISTRATION RECOMMENDATION:

Councillor _____ nominates Councillor _____ as the Village of Cremona Deputy Mayor.

Councillor _____ accepts the nomination for Deputy Mayor.

MOTION:

That the Village of Cremona Council appoints Councillor _____ as Deputy Mayor for the Village of Cremona at the Organizational Meeting held on October 20, 2026.

Date Reviewed: October 15, 2026

CAO: Anda Nebr

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	Signing Authority
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Section 213(4)(a) of the *Municipal Government Act* states:

Agreements and cheques and other negotiable instruments must be signed or authorized
(a) by the chief elected official or by another person authorized by council to sign them, and
(b) by a designated officer.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Identification of approved designated administrative signatories is required for signing documents which will legally bind the Town.

Signing authority was approved at the October 29, 2025 Organizational Meeting, removing Mr. Doug Lagore, and appointing Mayor Lamb and Deputy Mayor Designate Liu.

Interim Chief Administrative Officer, Linda Nelson was approved as a signing authority for the Village of Cremona at the Regular Council Meeting held on August 19, 2026.

MOTION:

That the Village of Cremona Council re-confirm the following individuals to have signing authority for the Village of Cremona: Mayor Lamb, Councillor Liu, and Interim Chief Administrative Officer Nelson.

Date Reviewed: October 16, 2026

CAO: Linda Nelson

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	Schedule of Council Meetings
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.1

BACKGROUND/PROPOSAL:

The Village of Cremona Council has set the third Tuesday of each month for their Regular Council meetings, beginning at 7:00 p.m., with coffee visiting time from 6:30 to 7:00 p.m.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council does not need to change the meeting dates and times; the organizational meeting is a good time to reflect and make changes if needed.

Council may also include a hiatus from Council Meetings in July and/or August at this time.

MOTION:

That the Village of Cremona Council approve the Regular Council Meeting schedule for the third Tuesday of each month at 7:00 p.m. with a casual coffee time for the public from 6:30 p.m. to 7:00 p.m., and further;

That the Village of Cremona Council approve a hiatus from Council meetings for the month(s) of _____, 2027.

Date Reviewed: October <u>15</u> , 2026 CAO: <u>Amelia Nelson</u>
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REPORT TO COUNCIL

COUNCIL DATE: October 20, 2026
SUBJECT: COMMITTEE/BOARD/COMMISSION APPOINTMENTS
REPORT WRITER: CHIEF ADMINISTRATIVE OFFICER

BACKGROUND/PROPOSAL:

Councillors are appointed to Committees, Boards and Commissions for a one (1) year term annually at the Organizational Meeting.

DISCUSSION

Committees have been separated into two categories for clarity. Each category has distinct requirements, which should be taken into consideration when deciding on Council participation. The following committees are specific to the Mayor:

- Intermunicipal Collaborative Committee (ICC), and
- Mayors & Reeves of Central Alberta

Committees of Council

Committees of Council are committees created by the municipality, and the committee must be established by Bylaw. The Bylaw sets out the terms of reference, which must describe at the very least the purpose of the committee, composition of the committee, duties and powers of the committee, roles and responsibilities, term, and frequency of meetings. Council may delegate some of its powers to its committees. Any powers delegated must be outlined in the Bylaw establishing the committee. Many council responsibilities, such as passing bylaws or adopting the budget, cannot be delegated. A Committee of Council may be required by legislation, (such as an emergency management committee). The committee may or may not have representation by Council. Terms are for one year, and Council appointments should be on an annual basis to give each Councillor an opportunity to participate. The municipality is required to advertise the committee meeting dates/times, provide administrative support and record and keep minutes for the committee. The committee is bound by the Council Procedural Bylaw. These committees do not require alternate members.

Current Committees of Council are:

- Council Policy and Bylaw Review Committee
- Cremona Strategic Advisory Committee

Boards, Commissions, or Partnerships with other Agencies/Municipalities

Boards or Commissions where municipalities are involved are independent bodies, consisting of members where some or all may be appointed by Municipal Councils.

A Board or Commission is established through legislation that specifically addresses how the leadership structure is to be organized. The majority of appointments are open to the general public, but it should be noted that the enabling legislation sometimes requires certain positions to be filled by public servants or representatives of a particular professional body. Members are appointed for a term coinciding with that of the appointing Councils, except unless otherwise dictated by legislation or there is a desire or requirement for staggered terms. Commissions or boards may request the same Councillor appointment for consistency, or where a transition may be complicated.

In the context of the Village of Cremona, Other Agencies are identified as independent bodies consisting of members where some or all are appointed by the Council, where the Municipality may contribute substantial financial contributions to the organization. Typically, this requires all parties to enter into a formal agreement.

This category also includes Committees where the Town is in a partnership arrangement with another municipality, where its members are appointed by Council, and may include Councillors and/or staff, or the public at large. These committees may or may not require alternate members.

Current Boards, Commissions, or Partnerships with other Agencies/Municipalities are:

- Cremona Library Board
- Parkland Regional Library Board
- Cremona & District Recreational & Cultural Board
- Mountain View Seniors' Housing Board
- Cremona Family Community Support Services Board
- Cremona / Water Valley & District Chamber of Commerce
- Didsbury Community Policing Advisory Committee

Report Writer:

Linda Nelson, CLGM, CTAJ, ACTAJ™, EMR
Interim Chief Administrative Officer

CATEGORY 1: COMMITTEES OF COUNCIL:

Council Policy and Bylaw Review Committee

All Council Members

Cremona Strategic Advisory Committee

All Council Members

CATEGORY 2: BOARDS, COMMITTEES, COMMISSIONS

Cremona Library Board

Councillor_____

Parkland Regional Library Board

Councillor_____

Cremona & District Recreational & Cultural Board

Councillor_____

Councillor_____(Alternate)

Mountain View Seniors' Housing Board

Councillor_____

Councillor_____(Alternate)

Cremona Family & Community Support Services Board

Councillor_____

Councillor_____(Alternate)

Cremona/Water Valley & District Chamber of Commerce

Councillor_____

Councillor_____(Alternate)

Didsbury Community Policing Advisory Committee

Councillor_____

Councillor_____(Alternate)

Intermunicipal Collaborative Committee (ICC)

Mayor Lamb

Deputy Mayor_____(Alternate)

Mayors of South-Central Alberta

Mayor Lamb

MOTIONS OF COUNCIL: APPOINTMENT TO COMMITTEES

CATEGORY 1: COMMITTEES OF COUNCIL:

That the Village of Cremona Council appoint All Council Members to the **Council Policy and Bylaw Review Committee** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint All Council Members to the **Cremona Strategic Advisory Committee** for a one-year term, ending in October 2027.

CATEGORY 2: BOARDS, COMMITTEES, COMMISSIONS

That the Village of Cremona Council appoint Councillor _____ to the **Cremona Library Board** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ to the **Parkland Regional Library Board** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ and Councillor _____ as Alternate to the **Cremona & District Recreational & Cultural Board** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ and Councillor _____ as Alternate to the **Mountain View Seniors' Housing Board** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ and Councillor _____ as Alternate to the **Cremona Family & Community Support Services Board** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ and Councillor _____ as Alternate to the **Cremona/Water Valley & District Chamber of Commerce** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Councillor _____ and Councillor _____ as Alternate to the **Didsbury Community Policing Advisory Committee** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Mayor Lamb and the Designated Deputy Mayor as Alternate to the **Intermunicipal Collaborative Committee (ICC)** for a one-year term, ending in October 2027.

That the Village of Cremona Council appoint Mayor Lamb to the **Mayors of South-Central Alberta** for a one-year term, ending in October 2027.

REQUEST FOR DECISION

COUNCIL DATE	October 20, 2026
SUBJECT	RFD CAO Review - Council Procedural Bylaw
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

It is typical to review the Procedural Bylaw at the Organizational meeting; however, this Bylaw has been under review for a number of months and is coming forward for Third Reading at the Regular Council meeting this evening.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Verbal report.

MOTION:

That the Village of Cremona Council accept the CAO's brief review of the Council Procedural Bylaw, as information.

Date Reviewed: October 16, 2026

CAO: Linda Nelson