



REGULAR COUNCIL MEETING AGENDA

September 18, 2018 at 7:00 p.m.

Council Chambers – 106 1st Avenue East

ATTENDANCE:

Mayor: T. Hagen; **Councillors:** R. Reid, B. Scribner; J. Shi; S. Temple

Chief Administrative Officer: L. Smith; **Corporate Services Coordinator:** S. Ryan

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 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:1

TITLE: Call to Order

ORIGINATED BY: L. Smith, Chief Administrative Officer

Mayor Hagen called the September 18, 2018 Village of Cremona Council meeting to order at _____ p.m.

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 2

TITLE: Acceptance of the Agenda

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

By resolution, Council may add, move or remove items to the agenda.

RECOMMENDED ACTION:

That Council accept the Agenda as presented.

OR

That Council accept the Agenda as amended.

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 3 a)

TITLE: Minutes – July 17, 2018 Regular Council Meeting

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

July 17, 2018 Regular Council Meeting minutes are being presented to Council for their review and approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council accept the July 17, 2018 Regular Council Meeting minutes as presented.

OR

That Council accept the July 17, 2018 Regular Council Meeting minutes as amended.

INTLS: CAO: LS



**Minutes of the Village of Cremona Regular Council Meeting held on
Tuesday, July 17, 2018 – Commencing at 7:00 p.m.**

Present: Mayor, T. Hagen; **Deputy Mayor:** J. Shi
Councillors: R. Reid B. Scribner; S. Temple
Chief administrative Officer: L. Smith
Corporate Services Coordinator: S. Ryan

2 members of the public were in attendance.

AGENDA

Item 9 f) Terms of Reference for ICC/IDP was moved to 14 f)

Item 14 g) Fire Services Sub-Agreement was added

Res.156-18 MOTION: Moved by Councillor Temple that Council accept the Agenda as amended.

Carried

MINUTES

3 a) June 19, 2018 Regular Council Meeting

The June 19, 2018 Regular Council Meeting minutes were presented to Council for their review and approval.

Res. 157-18 MOTION: Moved by Councillor Scribner that Council accept the June 19, 2018 Regular Council Meeting minutes as amended.

Carried

3 b) Minutes from Committees, Commissions and Boards

Council was provided with minutes from various boards, committees and commissions for their review and information:

Res. 158-18 MOTION: Moved by Councillor Temple that Council accept minutes of the February 15 and April 12, 2018 Mountain View Summer Games Legacy Foundation, the March 21, 2018 Community Policing Advisory Committee, the April 30 and May 28, 2018 Mountain View Regional Waste Management Commission, the May 24 and June 28, 2018 Cremona Municipal Library Board and the June 21, 2018 Key Messages from the Mountain View Seniors' Housing Board as information only.

Carried

BUSINESS ARISING FROM MINUTES

No items.

DELEGATIONS

No delegation.

PUBLIC HEARINGS

6 a) Road Closure Bylaw 484-18

Council previously set July 17, 2018 during item 6 a) for the Public Hearing for the Road closure is for all that portion of Lane created on Plan 981 0006 that is adjacent to Lot 1 and Lot 2 containing 0.061 ha. (0.151 ac.) more or less is being closed; however, the period for submission to comment does not end until July 23, 2018. Therefore, a new date is required to be set by Council.

Res. 159-18 **MOTION:** Moved by Councillor Temple that Council set August 15, 2018 at 6:30 p.m. for a Public Hearing for Road Closure Bylaw 484-18. **Carried**

Res. 160-18 **MOTION:** Moved by Councillor Temple that Council set August 15, 2018 at 7:00 p.m. for a Special Council Meeting. **Carried**

BYLAWS & POLICIES

7 a) Rescinding Policy

The CAO went through the policy manual which has outdated policies that are no longer relevant. Administration requested Council to rescind these policies.

Res. 161-18 **MOTION:** Moved by Councillor Temple that Council rescind the following policies: Donation Policy 2009-01; Trapping of Stray Cats 2010-09; Peace Officer out of Jurisdiction 2010-02; Emergency Vehicle Operations 2010-03; Use of Force 2010-04; Code of Conduct Peace Officer 2010-05; Community Peace Officer Public Complaints 2010-06; Community Peace Officer Records Management 2010-07; Issuing of Occupancy Permits 2010-01; Municipal Planning Commission Dates & Notice 2005-01 and Regulate Sewer & Water Services Connection within R2 Districts 2007-02. **Carried**

7 b) Establishment Fees for Services Bylaw 477-17

Bylaw 477-17 is being brought to Council to amend the Subdivision Application Fee schedule.

Res. 162-18 **MOTION:** Moved by Councillor Scribner that Council grant 1st reading to amend the Subdivision Application Fee Schedule in Bylaw 477-17 on the 17th day of July 2018. **Carried**

Res. 163-18 **MOTION:** Moved by Councillor Scribner that Council grant 2nd reading to amend the Subdivision Application Fee Schedule in Bylaw 477-17 on the 17th day of July 2018. **Carried**

Res. 164-18 **MOTION:** Moved by Councillor Scribner that grant unanimous consent to proceed to a 3rd reading to amend the Subdivision Application Fee Schedule in Bylaw 477-17 on the 17th day of July 2018. **Carried**

Res. 165-18 **MOTION:** Moved by Councillor Scribner that grant 3rd & final reading to amend the Subdivision Application Fee Schedule in Bylaw 477-17 on the 17th day of July 2018. **Carried**

OLD BUSINESS

No old business items.

NEW BUSINESS

9 a) Naming of Municipal Office

Municipal Affairs attended the Village Office and Council meeting on June 19, 2018 as part of the Municipal Accountability Program (MAP). From this meeting there were a few items that are required to be provided.

- Res. 166-18** **MOTION:** Moved by Councillor Reid that Council hereby names the Village of Cremona Municipal Office at 205 – 1st Street East, Cremona, Alberta Canada.

Carried

9 b) Letter of Support Alberta Fire Training Conference

The Village received a letter asking for support in hopes the Village would donate towards the Alberta Fire Training Conference in October 2018.

- Res. 167-18** **MOTION:** Moved by Councillor Reid that Council accept the letter of support for the Alberta Fire Training Conference on October 17-20, 2018 in Lethbridge, Alberta as information.

Carried

9 c) Skatepark Location

A letter of intent to apply for the grant program under the Investing in Canada Infrastructure Program (ICIP) is due by August 1, 2018. The only project the Village has that would qualify for this grant is the Skateboard Park.

- Res. 168-18** **MOTION:** Moved by Councillor Scribner that Council declares the tennis/basketball courts as the location for the Cremona Skatepark on condition they receive the ICIP grant under the Community, Culture and Recreation Infrastructure funding stream.

Carried

9 d) Sewer Consumption Rates for Summer Months

A resident has asked Council to look at changing the residential sewer consumption rate for summer months.

- Res. 169-18** **MOTION:** Moved by Councillor Scribner that Council approve to keep the residential wastewater rate at the current rate.

Carried

9 e) 2018/2019 Policing Priorities

Every year Council is required to set at least three (3) priorities for the Didsbury RCMP Detachment to focus on as part of the Annual Performance Plan.

- Res. 170-18** **MOTION:** Moved by Councillor Reid that Council set the Didsbury RCMP Detachment Policing Priorities for 2018/2019 as follows:

1. Community Visibility;
2. Traffic Safety); and
3. Crime Reduction (*education for the community*)

Carried

9 g) 5 Year Capital Plan

Council approved the 5 Year Capital Plan earlier this year during the approval of the budgets. Administration is bringing the plan back for Council’s review and to give direction on what project(s) should be a priority for 2018.

- Res. 171-18** **MOTION:** Moved by Councillor Reid that Council direct Administration to proceed with the following project(s) for 2018:
- | | |
|---|---------------------------|
| Fire Hall Renovations | MSI Funding |
| Automated Bulk Water Station | MSI Funding |
| KC Foods Stormwater Replacement on Hwy. 580 | FGTF |
| Drainage Ditch 1 st Street West | MSI Funding (if possible) |

Carried

10 a) Financial Reports

The monthly financial reports for the period ending June 30, 2018 were presented for Council’s review and information.

- Res. 172-18** **MOTION:** Moved by Councillor Temple that Council accept the Financial Reports for the period ending June 30, 2018 as information only.

Carried

10 b) Chief Administrative Officer Report

Once a month the Chief Administrative Officer provides an update on the happenings of the Village since the previous Council meeting.

- Res. 173-18** **MOTION:** Moved by Councillor Reid that Council accept the CAO Report for July 17, 2018 as information only.

Carried

10 c) Parkland Regional Library 2017 Audited Financial Statements

The 2017 Audited Financial Statements for Parkland Regional Library Board is provided for Council’s review and information.

- Res. 174-18** **MOTION:** Moved by Councillor Temple that Council accept the Parkland Regional Library Financial Statements and Independent Auditor’s Report for December 31, 2017 as information only.

Carried

10 d) Mountain View Seniors’ Housing Board Q1 DRAFT Financial Statements

The Q1 DRAFT Financial Statements from the Mountain View Seniors’ Housing Board is being presented for Council’s review and information.

- Res. 175-18** **MOTION:** Moved by Councillor Scribner that Council accept the Q1 2018 DRAFT Financial Statements of the Mountain View Seniors’ Housing Board as information only.

Carried

11 CORRESPONDENCE & INFORMATION

Council was presented with the following items for their review and information:

- PRL Board Talk – May 24, 2018
- Kubota Canada Ltd – acknowledgement of payment in full for RTV
- Kendal Adjusters Inc. – insurance claim denied to Hawk’s Nest
- TransCanada Pipeline – information on pipeline in area
- Alberta Transportation – unsuccessful in STIP grant application for 3rd Street
- Town of Carstairs – Requested Change to the Membership Agreement

Res. 176-18 **MOTION:** Moved by Councillor Temple that Council accept the correspondence as information only.

Carried

NEXT MEETING

Res. 177-18 **MOTION:** Moved by Councillor Scribner that Council declare that the next Regular Council Meeting for the Village of Cremona Council will take place at 7:00 p.m. on September 18, 2018 at Council Chambers located at the historical Cremona United Church 106 1st Avenue East.

Carried

OPEN FORUM

Mayor Hagen announced that the Dog Pound Rodeo is taking place at this time. He also wanted to encourage the volunteers and user groups to use the Village’s Community Calendar on the website, promoting all events not just for the Village but for the surrounding area.

Mayor Hagen also wanted everyone who has children riding bikes to go over the rules and riding and safety. He has seen children riding through intersections and not even looking.

Karel Beckman raised concerns of the tot lot and the location of the skatepark. He is concerned that a skateboard flying out of control could and hit a child at the tot lot. Councillor Scribner will find out if the tot lot will be affected in anyway.

Mr. Beckman also raised the idea of not upgrading water meter reading software and the handheld devise as it won’t be long and they will be using drones to read meters.

IN-CAMERA

Res. 178-18 **MOTION:** Moved by Councillor Temple that Council go in-camera at 8:15 p.m.

Carried

RECONVENE

Res. 179-18 **MOTION:** Moved by Councillor Scribner that Council come out of in-camera at 9:15 p.m.

Carried

Res. 180-18 **MOTION:** Moved by Councillor Scribner that Council accept the June 28, 2018 Intermunicipal Collaborative Committee Summary Session Notes as information only.

Carried

Res. 181-18 **MOTION:** Moved by Councillor Scribner that UT Account 81000 must pay for the outstanding balance of the water bill; however, it can be paid over two years with no penalties; and if the account is not paid within the time line, Council will revisit this item again.

Carried

ADJOURNMENT

Res. 182-18 **MOTION:** Moved by Councillor Temple that Council adjourn from the Village of Cremona Regular Council Meeting on the 17th day of July 2018 at 9:38 p.m.

Carried

Mayor, Tim Hagen

CAO, Luana Smith

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 3 b)

TITLE: Minutes – August 15, 2018 Public Hearing

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

August 15, 2018 Public Hearing minutes are being presented to Council for their review and approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council accept the August 15, 2018 Public Hearing minutes as presented.

OR

That Council accept the August 15, 2018 Public Hearing minutes as amended.

INTLS: CAO: LS



**Minutes of the Village of Cremona Public Hearing held on
Wednesday, August 15, 2018 – Commencing at 6:30 p.m.**

Present: **Mayor**, T. Hagen; **Deputy Mayor**: J. Shi
Councillors: R. Reid B. Scribner; S. Temple
Chief administrative Officer: L. Smith
Corporate Services Coordinator: S. Ryan

Mayor Hagen called the Public Hearing to Order at 6:30 p.m.

Mayor Hagen introduced the public hearing regarding Village of Cremona Bylaw 484-18 is to solicit comments on proposed road closure of all that portion of lane created on Plan 981 0006 that is adjacent to Lot 1 and Lot 2 containing 0.061 ha. (0.151 ac.) more or less.

The proposed closure is intended to be in compliance with Alberta Transportation Regulations regarding access off of Highway 580 (Railway Avenue) for the proposed subdivision on the lands zoned Direct Control (DC) along the south side of the highway.

In accordance with section 230(4) of the Municipal Government Act, in a public hearing, council must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw and who has complied with the procedures outlined by the council.

Mayor Hagen went over the protocol before inviting individuals to speak.

1. *Please turn off cell phones.*
2. *A reminder that all comments are to be addressed through the Chair.*
3. *If you are speaking, please identify yourself for the record – state your name and physical address.*
4. *A reminder that debate is not permitted, but questions from other presenters are allowed.*

The Public Hearing Notices was posted in the July 3 and 10, 2018 edition of the Mountain View Gazette, the Village's website and in the July Village Voice.

Mayor Hagen invited all in attendance to ask questions or share comments.

Councillor Reid asked for clarification of regarding 1st Street West extending into the direct control where the lots are being created.

Luana Smith stated that 1st Street West continuing into the proposed lots in the DC Subdivision would be part of the subdivision approval process and is in the plan.

Mr. Karel Beckman stated he was comfortable with the road closure.

Mayor Hagen asked is anyone else had any comments.

Mountain View County Councillor Greg Harris stated he did not have an objection to the road closure therefore had no comment.

Mayor Hagen asked Luana Smith if any letters were received relating to the road closure.

Ms. Smith stated that there were letters from Alberta Transportation, TELUS Communications, ATCO Gas and Pipelines and FORTIS Alberta, all had no objections.

As there were no further comments Mayor Hagen closed the Public Hearing at 6.37 p.m.

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 3 c)

TITLE: Minutes – August 15, 2018 Special Council Meeting

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

August 15, 2018 Special Council Meeting minutes are being presented to Council for their review and approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council accept the August 15, 2018 Special Council Meeting minutes as presented.

OR

That Council accept the August 15, 2018 Special Council Meeting minutes as amended.

INTLS: CAO: LS



**Minutes of the Village of Cremona Special Council Meeting held on
Wednesday, August 15, 2018 – Commencing at 7:00 p.m.**

Present: Mayor, T. Hagen; **Deputy Mayor:** J. Shi
Councillors: R. Reid B. Scribner; S. Temple
Chief administrative Officer: L. Smith
Corporate Services Coordinator: S. Ryan

2 members of the public were in attendance.

AGENDA

Res.183-18 **MOTION:** Moved by Councillor Temple that Council accept the Agenda as presented.

Carried

BYLAWS & POLICIES

3 a) Municipal Reserve Removal Bylaw 485-18

Bylaw No. 485-18 is to remove the following Municipal Reserve designation as part of the Village of Cremona Subdivision of DC Lands:

1. Remove the Municipal Reserve designation for 1.06 ha of Municipal Reserve, described legally as "A Portion of Lot 9MR, Plan 001 0427
2. Remove the Municipal Reserve designation for 1.02 ha of Municipal Reserve, described legally as "A Portion of Lot 9MR, Plan 001 0427

Res. 184-18 **MOTION:** Moved by Councillor Temple that Council grant 1st reading to Municipal Reserve Removal Bylaw 485-18 on the 5th day of August 2018.

Carried

DICUSSION

4 a) Dinner Meeting with Carstairs

Council was invited to attend a dinner meeting with the Town of Carstairs in September and directed Luana to recommend September 10 and 17 at 6:30 p.m. for the dinner meeting.

NEW BUSINESS

4 b) Request for Support for Fair Taxation of Cannabis Grow Operations

On Monday July 30th, the Town of Sundre Council approved a resolution requesting support for fair taxation of cannabis grow operations for the AUMA convention in the fall, and a letter to Minister Anderson requesting support in amending the legislation to enable municipalities to assess and tax cannabis grow operations at fair market value. The Town of Sundre is asking for support of the regional municipalities.

Res. 185-18 **MOTION:** Moved by Councillor Reid that Council accept the Resolution Requesting Support for Fair Taxation of Cannabis Grow Operations as information only.

Carried

OPEN FORUM

Councillor Greg Harris updated Council on the cannabis grow operations that are being proposed in Olds and Didsbury.

Karel Beckman complimented council on how dapper they look and informed them that they would be getting a letter from him and hope they take it seriously.

Luana Smith informed Council that the letter would be in this week's Weekly Memo.

IN-CAMERA

Res. 186-18 **MOTION:** Moved by Councillor Temple that Council go in-camera at 7:21 p.m. for the following items: ICC Summary Notes, Automated Bulk Water Station, Terms of Reference ICC Fire Services Sub-agreement; and Aurora Cannabis Community Committee Appointment
Carried

RECONVENE

Res. 187-18 **MOTION:** Moved by Councillor Temple that Council come out of in-camera at 8:28 p.m.
Carried

Res. 188-18 **MOTION:** Moved by Councillor Scribner that Council accept the July 12, 2018 Intermunicipal Collaborative Committee Summary Session Notes as information only.
Carried

Res. 189-18 **MOTION:** Moved by Councillor Temple that Council approve the location of the automated bulk water station at the pump house (distribution building).
Carried

Res. 190-18 **MOTION:** Moved by Councillor Temple that Council fund the automated bulk water project with the 80/20 split formula between Mountain View County using ICC Reserves and the Village using Federal Gas Tax Fund.
Defeated

Res. 191-18 **MOTION:** Moved by Councillor Reid that Council approve to fully fund the automated bulk water station project using Village of Cremona resources.
Carried

Res. 192-18 **MOTION:** Moved by Councillor Temple that Council direct the CAO to look into clause 6.2 and water storage obligations being supplied by the Village in the Fire Services Sub-Agreement.
Carried

Councillor Sonia Temple declared a pecuniary interest in the appointing of a council member to the Aurora Cannabis Community Committee.

Res. 193-18 **MOTION:** Moved by Councillor Scribner that Council appoint Councillor Reid to sit on the Aurora Cannabis Community Committee.
Carried

ADJOURNMENT

Res. 194-18 **MOTION:** Moved by Councillor Temple that Council adjourn from the Village of Cremona Special Council Meeting on the 15th day of August 2018 at 8:39 p.m.
Carried

Mayor, Tim Hagen

CAO, Luana Smith

INTLS: _____

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 3 d)

TITLE: Minutes – Committees/Boards/Commissions

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached minutes for review and information:

- June 25 & July 20, 2018 Mountain View Regional Waste Management Commission
- July 12 and August 7, 2018 Cremona/Water Valley Chamber of Commerce
- September 4, 2018 FCSS Advisory Board
- July 26, 2018 SAEWA Minutes & Summary notes

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council accept the minutes of the June 25 & July 30, 2018 Mountain View Regional Waste Management Commission, the July 12 and August 7, 2018 Cremona/Water Chamber of Commerce, the September 4, 2018 FCSS Advisory Board, and the July 26, 2018 SAEWA minutes and summary notes as information only.

INTLS: CAO: LS



Mountain View Regional Waste Management Commission

**Regular Meeting
Mountain View County Office
9:00 a.m.
June 25, 2018**

MINUTES

In Attendance	Mary Anne Overwater	Chair, Town of Olds
	Tim Hagen	Village of Cremona
	Terry Leslie	Town of Sundre
	Bill Windsor	Town of Didsbury
	Angela Aalbers	Mountain View County
	Bob Green	Alternate, Town of Carstairs
Staff	Pat Sliworsky	CAO
	Lindsay Miller	Administrative Assistant
Regrets	Al Gil	Vice-Chair, Town of Carstairs

1. CALL TO ORDER Chair Mary Anne Overwater called the meeting to order at 9:00 a.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

6.2 May Minutes Resolution #97-18 – Pay Back Terms

3. ADOPTION OF AGENDA

**3.1 Adoption of
Agenda**

Resolution #109-18

Moved by Angela Aalbers

THAT the agenda for the June 25, 2018 Regular Meeting be adopted as amended.

CARRIED unanimous

4. DELEGATIONS

None.

5. ADOPTION OF MINUTES

**5.1 Minutes of
May 28, 2018
Regular Meeting**

Resolution #110-18

Moved by Tim Hagen

THAT the Commission approve the minutes of the May 28, 2018 Regular Meeting as circulated.

CARRIED unanimous

6. BUSINESS ARISING

15.1 Legal

Resolution #111-18

Angela Aalbers made a motion to go in-camera at 9:12 a.m.

CARRIED unanimous

Resolution #112-18

Bob Green made a motion to come out of camera at 9:25 a.m.

CARRIED unanimous

Resolution #113-18

Moved by Angela Aalbers

THAT the Commission direct Administration to respond to the letter as discussed in-camera.

CARRIED unanimous

**6.1 Minutes of
April 30, 2018
Regular Meeting**

Resolution #114-18

Moved by Terry Leslie

THAT the Commission accept the minutes from the April 30, 2018 Regular Meeting as information.

CARRIED unanimous

**6.2 May Minutes
Resolution #97-18
- Pay Back Terms**

Resolution #115-18

Moved by Angela Aalbers

THAT the Commission direct Administration to provide a payback strategy on Resolution #97-18 as part of the 2019 Budget process.

CARRIED unanimous

7. NEW BUSINESS

**7.1 RFD
Commission
Bylaw 3-15**

Resolution #116-18

Moved by Angela Aalbers

THAT the Commission approve the first reading of the amended Bylaw 03-15.

CARRIED unanimous

Break at 10:40 a.m. to 10:45 a.m.

**7.2 RFD
Business
Plan**

Resolution #117-18

Moved by Tim Hagen

THAT the Commission close the Olds Transfer Station September 30, 2018 until further notice.

CARRIED unanimous

Resolution #118-18

Moved by Angela Aalbers
THAT the Commission direct Administration to work with Mountain View County to see if there are suitable lands around Olds to relocate the Olds Transfer Station services in line with the same servicing area of the Water Valley, Sundre and Didsbury Transfer Stations.

CARRIED unanimous

Resolution #119-18

Moved by Angela Aalbers
THAT the Commission direct Administration to bring back information on the current destination of the recycle materials.

CARRIED – One Opposed

Resolution #120-18

Moved by Angela Aalbers
THAT the Commission direct Administration to review options at the Landfill to increase waste airspace usage versus hydrocarbon contaminated soil.

CARRIED unanimous

Resolution #121-18

Moved by Bob Green
THAT the Commission table the Business Plan.

CARRIED unanimous

Break at 11:40 a.m. to 12:06 p.m.

**7.3 Draft RFP
Waste Services**

Resolution #122-18

Moved by Bill Windsor
THAT the Commission direct Administration to send out the RFP as amended for Waste Services and bring back recommendation to the next Regular Board Meeting.

CARRIED unanimous

**7.4 Draft RFP
Financial Services**

Resolution #123-18

Moved by Bob Green
THAT the Commission direct Administration to advertise for a part time Finance Manager position for 3 days a week.

CARRIED unanimous

8. COMMITTEE REPORTS

**8.1 Finance
Committee**

Angela Aalbers reviewed the Financial Statement, Bank Statement and Investment Update.

Resolution #124-18

Moved by Angela Aalbers

THAT the Commission direct Administration to review the 2018 Budget and defer any expenses to the 2019 Budget and to bring back to the next Finance Advisory Committee Meeting.

CARRIED unanimous

Resolution #125-18

Moved by Terry Leslie

THAT the Commission approve the Financial Information as presented.

CARRIED unanimous

Next Meeting: August 23, 2018 @ 9 a.m. Town of Olds Office.

**8.2 Landfill
Committee**

Pat Sliworsky, CAO, updated the Commission on the tonnages received at the Landfill and Transfer Stations.

Resolution #126-18

Moved by Bill Windsor

THAT the Commission accept the tonnage reports as presented.

CARRIED unanimous

Next Meeting: TBA.

9. CAO REPORT

**9.1 Olds Transfer
Station**

Pat Sliworsky, CAO, updated the Commission on the current status of the Olds Transfer Station.

**9.2 Landfill
Neighbours
Supper**

Pat Sliworsky, CAO, updated the Commission on the successful Landfill Neighbours Supper held on June 21, 2018.

9.3 WCB Update

Pat Sliworsky, CAO, updated the Commission that there has been no WCB claims since December 11, 2014.

**9.4 Human
Resources RFP**

Pat Sliworsky, CAO, updated the Commission on the Human Resources RFP currently being drafted by Administration and the Town of Olds HR Department.

**9.5 Complaints/
Concerns/
Compliments**

Pat Sliworsky, CAO, updated the Commission on the 2nd quarter summary of Complaints/Concerns and Compliments received at all worksites.

Resolution #127-18

Moved by Terry Leslie

THAT the Commission accept the CAO reports as present.

CARRIED unanimous

10. GOALS AND CORE ACTIVITIES

10.1 Goals Update Pat Sliworsky, CAO, updated the Commission on the progress of the Business Plan Goals.

10.2 Core Activities Update Pat Sliworsky, CAO, updated the Commission on the progress of the Business Plan Core Activities.

Resolution #128-18

Moved by Tim Hagen
THAT the Commission accept the Goals and Core Activities update as presented.

CARRIED unanimous

11. DIRECTORS COMMENTS

None.

12. CORRESPONDENCE

12.1 Letter from the Village of Cremona

Resolution #129-18

Moved by Bill Windsor
THAT the Commission accept the letter from the Village of Cremona as information.

CARRIED unanimous

13. NOTICE OF MOTION

None.

14. NEXT MEETING

14.1 Mountain View County Office, August 27, 2018 @ 9:00 a.m.

Pat Sliworsky and Lindsay Miller left meeting

15. IN-CAMERA ITEMS

15.2 Labour

Resolution #130-18

Bob Green made a motion to go in-camera at 1:33 p.m.

CARRIED unanimous

Resolution #131-18

Terry Leslie made a motion to come out of camera at 2:20 p.m.

CARRIED unanimous

Resolution #132-18

Moved by Bob Green
THAT the Commission approve the CAO Review Committee meet with the CAO Pat Sliworsky at the Mountain View County

Office on June 29, 2018 at 1:00 p.m. to review the CAO performance review.

CARRIED unanimous

16. ADJOURNMENT

Resolution #133-18

Moved by Angela Aalbers
THAT the meeting be adjourned at 2:25 p.m.

CARRIED unanimous



Chair



Landfill Foreman



Mountain View Regional Waste Management Commission

Regular Meeting
Mountain View County Office
9:00 a.m.
July 30, 2018

MINUTES

In Attendance	Mary Anne Overwater	Chair, Town of Olds
	Al Gil	Vice-Chair, Town of Carstairs
	Tim Hagen	Village of Cremona
	Terry Leslie	Town of Sundre
	Bill Windsor	Town of Didsbury
	Angela Aalbers	Mountain View County
	Greg Harris	Alternate, Mountain View County
Staff	Ryan Verbonac	Landfill Foreman
	Lindsay Miller	Administrative Assistant
Delegations	Rod Sander	Ridgeline GreenFill
	Jason Flatla	Ridgeline GreenFill

1. CALL TO ORDER Chair Mary Anne Overwater called the meeting to order at 9:04 a.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

15.2 In-Camera Labour will be moved to 4.1

3. ADOPTION OF AGENDA

3.1 Adoption of Agenda

Resolution #134-18

Moved by Bill Windsor
THAT the agenda for the July 30, 2018 Regular Meeting be adopted as amended.

CARRIED unanimous

5. ADOPTION OF MINUTES

5.1 Minutes of June 25, 2018 Regular Meeting

Resolution #135-18

Moved by Angela Aalbers
THAT the Commission approve the minutes of the June 25, 2018 Regular Meeting as circulated.

CARRIED unanimous

Ryan Verbonac and Lindsay Miller left meeting

6. BUSINESS ARISING

15.1 Legal

Resolution #136-18

Bill Windsor made a motion to go in-camera at 9:07 a.m.

CARRIED unanimous

Resolution #137-18

Angela Aalbers made a motion to come out of camera at 9:30 a.m.

CARRIED unanimous

Ryan Verbonac and Lindsay Miller returned to meeting

7. NEW BUSINESS

**7.1 RFP
Transfer of
Funds**

Resolution #138-18

Moved by Terry Leslie
THAT the Commission approve the transfer of \$80,679 from the Closure/Post Closure Reserve to the General Account to cover the recent change in operations.

CARRIED unanimous

Break at 10:05 a.m. to 10:10 a.m.

4. DELEGATIONS

**4.1 In Camera -
Labour**

Resolution #139-18

Terry Leslie made a motion to go in-camera at 10:10 a.m.

CARRIED unanimous

Resolution #140-18

Terry Leslie made a motion to come out of camera at 11:10 a.m.

CARRIED unanimous

**4.2 Ridgeline
GreenFill**

Rod Sander and Jason Flatla from Ridgeline Greenfill presented options to continue their working relationship with the Commission

Resolution #141-18

Moved by Tim Hagen
THAT the Commission accept the presentation by Ridgeline GreenFill as information.

CARRIED unanimous

Break at 11:45 a.m. to 12:04 p.m.

7. NEW BUSINESS

**7.2 Municipal
Recycle Centres**

Resolution #142-18

Moved by Al Gil

THAT the Commission no longer provides the hauling for the Municipal recycle centres but will maintain the recycling at the Transfer Stations and that the Chair sends a letter to all Member Municipalities in regards to the change to the Waste Services Agreement.

CARRIED unanimous

**7.3 Waste
Services Contract**

Resolution #143-18

Terry Leslie made a motion to go in-camera at 12:10 p.m.

CARRIED unanimous

Resolution #144-18

Tim Hagen made a motion to come out of camera at 1:15 p.m.

CARRIED unanimous

Resolution #145-18

Moved by Angela Aalbers

THAT the Commission approve a Committee consisting of Mary Anne Overwater, Al Gil, and Greg Harris to work with Racing Capital Corp. to propose a contract to the Board for the CAO and Financial Services.

CARRIED unanimous

Resolution #146-18

Moved by Angela Aalbers

THAT the Commission direct Administration to negotiate to extend the Waste Hauling Contract with CanPak for 6 months.

CARRIED unanimous

8. COMMITTEE REPORTS

**8.1 Finance
Committee**

Angela Aalbers reviewed the Bank Statement and Investment Update.

Resolution #147-18

Moved by Al Gil

THAT the Commission approve the Bank Statement and Investment Statement as information.

CARRIED unanimous

Next Meeting: TBD.

**8.2 Landfill
Committee**

Tim Hagen updated the Commission on the tonnages received at the Landfill and Transfer Stations.

Resolution #148-18

Moved by Bill Windsor

THAT the Commission accept the tonnage reports as presented.

CARRIED unanimous

Resolution #149-18

Moved by Angela Aalbers

THAT the Commission approve Terra Metals to provide the bins and the hauling of the metal at the Sundre and Water Valley Transfer Stations.

CARRIED unanimous

Resolution #150-18

Moved by Bill Windsor

THAT the Commission approve the addition of a tandem gravel truck to the agreement with Masson Cat Works.

CARRIED unanimous

Next Meeting: August 20, 2018 @ 9 a.m. Didsbury Office

9. Operation Report

**9.1 Olds Transfer
Station**

This was discussed in 7.3

**9.2 Outside
Waste Update**

Ryan Verbonac, Landfill Foreman, updated the Commission on the progress of seeking outside waste.

**9.3 Operations
Update**

A discussion was held regarding current updates of the Commission Operations.

10. DIRECTORS COMMENTS

None.

12. CORRESPONDENCE

**12.1 to 12.6 -
Letters from
Member
Municipalities**

Resolution #151-18

Moved by Tim Hagen

THAT the Commission accept the letters from the Member Municipalities as information.

CARRIED unanimous

13. NOTICE OF MOTION

None.

14. NEXT MEETING

14.1 Mountain View County Office, August 27, 2018 @ 9:00 a.m.

Ryan Verbonac and Lindsay Miller left meeting

15. IN-CAMERA ITEMS

15.1 Legal

Resolution #152-18

Bill Windsor made a motion to go in-camera at 1:55 p.m.

CARRIED unanimous

Resolution #153-18

Terry Leslie made a motion to come out of camera at 2:05 p.m.

CARRIED unanimous

16. ADJOURNMENT

Resolution #154-18

Moved by Tim Hagen

THAT the meeting be adjourned at 2:06 p.m.

CARRIED unanimous



Chair



Landfill Foreman

Cremona/Water Valley and District Chamber of Commerce 2018

Minutes of the meeting held: **July 12**

In Attendance: Don Carveth, Clarke Erwin, Linda Newsome, Betty Ann Horbay, Jen Thompson, Rocky Dave, Joseph Shi, Andrea Sheehan

Meeting called to order at: 7:10 PM at FCSS Office

Guest speakers/presentations (if any): none

Acceptance of minutes from last meeting (present/read the minutes).

Motion to accept the minutes as read: Linda Seconded: Andrea In favor: All

Business arising from the minutes:

- Andrea completed the audit of the 2017 financial records. She recommended that a “slush fund” be set up to transfer audit differences (in this case \$123) to make the books work. Standard audit practice. June to discuss with Andrea.
- E-banking is set up. Have not used yet.
- Clarke to sign documents at the bank
- Water Valley sign – Shirley removed her oversize sign, bank sign trimmed, spots for Jeff and for Bob Weibe signs available
- Flower baskets under signs for now – Ann waters south sign, Clarke will water east sign.
- Landscaping under signs – no action to date.
 - Clarke to go to Blue Grass Nursery to investigate bush types then contact Don
 - Linda has edging

Treasurers Report: June was not in attendance, provided summary:

Income: Flower Pots: \$250.00

Village of Cremona: \$9559.32 (for sign)

Expenses: Ann Carveth for flower pots: \$585.00

Larissa Hannah for motorcycle: \$2400.00

Total in Bank: \$11,695.28

Motion to accept treasurers report – Linda, seconded – Andrea, In favor - All

Old Business and current projects:

- Canada Day Parade
 - Went well, CofC had parade marshall float and pulled motorcycle on trailer
 - Fireworks were late – not CofC issue

Show and Shine:

- Banners
 - Jennie provided a graphic – approved. Procure 3 signs from Vista print, with grommets
 - Don to wait until banner is received and position hangers on signs to match
- T-shirts
 - Jennie provided graphic
 - Two versions – red or grey - Jen to get prices for each
 - Betty Ann has list of sizes – buy approx 50 total
- Prizes
 - Vehicle – done
 - Booze – Don
 - Tools – Clarke
 - Camping / Outdoor – Linda
 - Participant – from Back to Nature? – Clarke
- Activities
 - Face painting – Christy Happy Design 403-389-8101 Linda
 - Dragon Flight – Clarke
 - Man Van – Lions -> Rocky
 - Bouncy Castle – Clarke
 - Obstacle course – Astrojump – Clarke
 - Soap box derby – Bryce -> Don
 - DJ – Rob Grainger – Linda
 - Magician – anybody know of one in the area?
- Breakfast
 - Fellowship Church
 - 8:00 till 10:30
 - Charge or donation? Joseph to advise
 - Church supply food supplies, CofC will reimburse
 - Atco will supply cooking equipment
- Lunch
 - Congregational Church
 - 11:00 to 1:30
 - Charge for food
- Vendors – Linda
 - Don provide list of previous vendors to Linda
- Porta Potties – Clarke
- Swag bags
 - Clips – Jen – no date
 - Dash Plaques – Clarke
 - No beer cozies
 - Info cards – Don to print
- Volunteers - Betty Ann

- First pass is 34 volunteers plus extra 4 for obstacle course if confirmed
 - Ask around for new volunteers
- Insurance – Linda
- Police checks – Betty Ann
 - Go to Didsbury (free)
 - Applies to those looking after kids events and financials (June and one checker)
- Maps - Don

Next meeting: Aug 9

Motion to adjourn: Linda

Seconded: Don

In Favor: All

Meeting adjourned at: 9:30 PM

Cremona/Water Valley and District Chamber of Commerce 2018

Minutes of the meeting held: **August 9**

In Attendance: Don Carveth, Linda and Ken Newsome, Betty Ann Horbay, Jen Thompson, Rocky Dave, Joseph Shi, Andrea Sheehan, June and Claude Clavagnier, Bryce Quigley

Meeting called to order at: 7:10 PM at FCSS Office

Guest speakers/presentations (if any): none

Acceptance of minutes from last meeting (present/read the minutes).

Motion to accept the minutes as read: Linda Seconded: Andrea In favor: All

Business arising from the minutes:

- North sign – Bryce will weed wack
- June to meet with Andrea to set up Quickbooks and set up slush fund from the audit
- Determine status of Clarkes sign metal caps invoice - Don
- Water Valley sign – One spot still open. Not sure who
- Landscaping under signs – no action to date.
 - Clarke to go to Blue Grass Nursery to investigate bush types then contact Don
 - Linda has edging

Treasurers Report: June provided a bank checking account status.

Show and Shine:

- Banners - installed
- T-shirts – ordered, per Betty Anns list.
- Prizes
 - Vehicle – done
 - Booze – Don
 - Tools – Clarke. Linda is recommending a jump start unit - agreed
 - Camping / Outdoor – Linda/Rocky
 - Dual burner camp stove agreed - Linda
 - Hammock - Rocky
 - Participant/mayors choice – from Back to Nature – Clarke
 - Prizes can be kept at FCSS
- Sponsors – Don
 - Update sponsor letter and send to team
 - Send to local businesses and visit – Don
- Activities
 - Face painting – Expensive options – Linda/Clarke looking at options

- Dragon Flight – Clarke
- Man Van – Lions -> Rocky
- Bouncy Castle – Reserved bouncy castle and obstacle course. Clarke made down payment. Check with Don to drop into Clarkes mail slot.
- Soap box derby – Can't make it work. Bryce will get a few carts to come for display, need a couple spots, near Iron Mountains vendor stand
- DJ –Rob Grainger and others known not available – keep looking - Linda
- Magician – anybody know of one in the area? No
- Breakfast
 - Fellowship Church
 - 8:00 till 10:30
 - Charge or donation? Donation, not free (change ads/posters)
 - Church supply food supplies, CofC will reimburse if cost above donation amount
 - Atco will supply cooking equipment and tents - reserved
- Lunch
 - Congregational Church
 - 11:00 to 1:30
 - Charge for food
- Vendors – Linda
 - Linda has contacted all on previous year's list and some others – none confirmed so far
 - Food trucks – no
 - Ice cream guy – maybe next year
 - Don to send vendor letter to Linda and print some
- Advertising
 - Olds Auto Magazine – free spot - Don
 - MV Gazette, Radio, Facebook – Don
 - Posters / Cards
 - These are being finalized by Cochrane S&S – arrival date? Need soon
 - Send digital version out to team once received
- Porta Potties – Guy from last year won't do it. Clarke
- Sound system and table/charis – Clarke will contact Joanna at school to get this arranged
- Swag bags
 - Clips – done
 - Dash Plaques – Clarke
 - Info cards – Don to print
 - Don't touch cards - Linda
- Volunteers - Betty Ann
 - Only 1 confirmed, but others confirmed during meeting
 - Ask around for new volunteers
 - Set up meeting on Sept. 8 at FCSS to put together swag bags
 - Betty Ann send list to Don to print name tags

- Need more than one quad – will Dogpound Golf provide a cart? Linda/Ken
- Parking / Flaggers
 - Verify Michael will look after it – Bryce
 - Need a planning meeting – volunteers meeting Sept 6, 7:00 PM at FCSS
- Maps / brochures – Don to print
- Prize/registration area setup
 - Prize tables – find a more level spot
 - Prize ticket sales by prize tables and near prize bike
- Insurance – Linda - done
 - Don't need criminal checks for financial jobs, just adults supervising kids, one per venue
- Fire department – Linda contact
- Police checks – Betty Ann
 - Go to Didsbury (free)
 - Applies to those looking after kids events and financials (June and one checker)
- Maps - Don

Next meeting: Aug 23

Motion to adjourn: Bryce

Seconded: Linda

In Favor: All

Meeting adjourned at: 9:10 PM



Minutes from FCSS meeting held at FCSS office on September 4, 2018

Present –Val, Bonnie, Greg, Jen

Absent – Molly and Traceyann

Called to order 6:35 pm

Motion made to accept the September agenda as presented, made by Bonnie– all in favor- Carried

Motion to accept June meeting minutes as presented, made by Bonnie – all in favor - Carried

Motion to accept the Coordinators reports as information only made by Bonnie - all in favor – Carried

Old Business

Financial report – Motion to accept the financial report and information made by Val, all in favor - Carried

New Business

The Cremona FCSS is looking for new board appointments, Application forms can be picked up and dropped off at the Village Office or Cremona FCSS

The CCES had offered to partner with the FCSS and combine our newsletters. At this time Jen has decided that she would like to keep it separate.

FCSS will be hosting a Lunch and Learn on October 25th, It will be about Power of attorney and personal directives. If anyone knows anyone that can speak about Wills, Jen would love to add them to the afternoon.

We have partnered with the Library to host a recognition of local author, playwright and teacher – Jan Truss as well as the grand opening of the library's expansion. It will take place on September 29th – If all goes well with the rest of the construction.

We are having a meeting on September 27th with a local community group to see how we can work together to bring a few more services to the Village and area.

Open Discussion – Adjournment 7:32 pm

Next meeting October 2, 2018

Minutes from Board Meeting held on Thursday, July 26, 2018

The Centennial Regional Arena, Brooks, AB.

Call to Order: 12:15 pm. Chair Armstrong called the meeting to order

	Director/Member	Director/Member
Directors Present: 9 Directors Absent: 3 Alternates Present: 3 Special Guests: 2 Quorum: 7	Ben Armstrong – Chair Wheatland County <i>Drumheller & District Solid Waste *</i>	Paul Ryan – Vice Chair MD of Bighorn <i>Bow Valley Waste Management Commission*</i>
Minutes: Sherry Poole SAEWA Manager <i>*The listing of the Waste Jurisdiction for each Director only indicates the Jurisdiction the community is a member of, and does not indicate representation of that Jurisdiction.</i>	Kim Craig Town of Coaldale <i>Town of Coaldale</i>	David Rolfson - absent Town of Glenwood <i>Chief Mt Regional Waste Commission*</i>
	Ray Juska Lionel Juss – alternate present Village of Duchess <i>Newell Regional Solid Waste Management Authority Ltd</i>	Tom Grant Town of Vulcan <i>Vulcan District Waste Commission</i>
	Greg Sheppard Special Areas <i>Special Areas/Big Country Waste Management Commission</i>	Klaas Vanderveen Bob Horvath – Alternate present Lethbridge County <i>Lethbridge County</i>
	Joe Watson Town of Picture Butte <i>Town of Picture Butte</i>	Larry Wright Town of Olds <i>Town of Olds</i>
	Bob Reid - absent Village of Cremona <i>Village of Cremona</i>	John Hamm – absent Vernon Wiebe – alternate present Town of Three Hills <i>Town of Three Hills</i>
	Special Guest – Member Representative: Michael Monner, Councillor Vulcan County and City of Brooks Councillor	

Agenda Item #	Motion	
<u>Item 1:</u>	1.0 Meeting called to order @ 12:15 pm.	
<u>Item 2:</u> Adoption of Agenda MTN B2018.07.01	2.0 MOTION BY MEMBER Grant To adopt the 2018-07-26 Board Agenda.	CARRIED ALL
<u>Item 3:</u> Adoption of Board Minutes MTN B2018.07.02	3.0 MOTION BY MEMBER Klaas To adopt the 2018-06-27 Board Minutes	CARRIED ALL

<p><u>Item 4:</u> For Information MTN B2018.07.03</p>	<p>4.0 MOTION BY MEMBER Craig To receive the 2018-07-13 Executive Meeting Minutes for information. CARRIED ALL</p>
<p><u>Item 5:</u> Business Arising MTN B2018.07.04 Action Item</p> <p>MTN B2018.07.05 Action Item</p> <p>Action Item</p> <p>MTN B2018.07.06</p> <p>MTN B2018.07.07</p>	<p>5.0 BUSINESS ARISING FROM THE BOARD MINUTES:</p> <p>5.1 Annual General Assembly location is confirmed for Champion Community Hall, September 14, 2018. RECEIVED FOR INFORMATION</p> <p>5.2 Correction: Site Interest to Host received by County of Newell not Newell Regional Waste Authority as previously noted. RECEIVED FOR INFORMATION</p> <p>5.3 MOTION BY MEMBER Monner In approval of the Executive to attend meeting with Anne McGrath on August 10th in Calgary and to report back to the Board. (meeting the result of letters addressed to Ministers and Anne McGrath in request of meeting – the Board requested a copy of the letter addressed to Anne McGrath) ACTION ITEM - CARRIED ALL</p> <p>5.4 Administration provided an update on the FCM Climate Change Staffing Grant application status confirming that it was accepted by the program and an email confirming that was received on July 6, 2018. ACTION ITEM - RECEIVED FOR INFORMATION</p> <p>5.5 (a) MOTION BY MEMBER Vanderveen To proceed in-Camera @ 12:31 pm – Contractual Item CARRIED ALL</p> <p>(b) MOTION BY MEMBER Ryan To proceed out-of-Camera @2:03 pm CARRIED ALL</p>
<p><u>Item 6:</u> New Business Action Item</p> <p>Action Item</p>	<p>6.0 NEW BUSINESS:</p> <p>6.1 (a) Member Ryan advised that he had contacted South Grow Director, Peter Casurella to provide him with an update also directing administration to forward Project Update Summary Sheet. (action completed) ACTION ITEM - RECEIVED FOR DISCUSSION</p> <p>(b) Member Ryan asked administration to provide copy of Project Update Summary to all southern Alberta Economic Development partnership</p>


	<p>agencies including Southwest REDA, Southwest Alberta, Southern Alberta Alternative Energy Partnership Program, and the Central Alberta Access Prosperity (CAEP).</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR DISCUSSION</p>
<p><u>Item 8:</u> Items for Information MTN B2018.07.08</p>	<p>7.0 ITEMS FOR INFORMATION: MOTION BY MEMBER Sheppard To receive items 7.1 – 7.4 for information.</p> <p style="text-align: right;">CARRIED ALL</p>
<p><u>Item 9:</u> Member Reports Received for Information</p>	<p>9.0 Member Reports 9.1 General discussion about Members of the Legislative Assembly, where Member Wright referenced Nathan Cooper and the general tone was that there may be interested in sending invitations to MLA's to invite to the AGM for September 14th.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p>Meeting Adjourned: MTN B2018.07.10</p>	<p>MEETING ADJOURNMENT: MOTION BY THE CHAIR Meeting adjourned at 2:23 pm. Town of Three Hills have agreed to host the next Board Meeting on August 24, 2018.</p> <p style="text-align: right;">CARRIED ALL</p>

BOARD MEETING SUMMARY SHEET

SAEWA Board Meeting Date: Thursday, July 26, 2018

Key Discussion Points:

1. Acknowledgement of letters in request of meetings with Alberta key ministries as addressed to the Chief of Staff, Anne McGrath; Hon. Shannon Phillips, Hon. Deron Bilous, Hon. Shaye Anderson, and Hon. Brian Mason. Further updates to advise responses have been received.
2. MOTION BY MEMBER Monner in approval of the Executive to attend meeting with Minister's Chief of Staff on Friday, August 3rd in Calgary.
3. Administration is requested to contact all Southern Alberta Economic Development Associations including Central Alberta Economic Partnership (CAEP) to provide them with the recent SAEWA Briefing update.
4. Administration advised that the FCM – Climate Change Staffing Grant application has been issued and confirmation of receipt received from the program.
5. In-camera item: Contractual
6. Next Board Meeting: Friday, August 24, 2018 – noon start hosted by the Town of Three Hills.

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

DATE: September 18, 2018

AGENDA NO.:5 a)

TITLE: Delegation – Sgt. Chad Fournier

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

NCO/IC Sgt. Chad Fournier asked to speak with Council on the detachments Annual Performance Plan and give any updates.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Sgt. Fournier has a presentation to provide to Council.

Council are invited to ask question of Sgt. Fournier.

RECOMMENDED ACTION:

That Council thank Sgt. Fournier for attending the Council meeting and accept his presentation as information only.

AND/OR

That Council...

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:6 a)

TITLE: Public Hearing – Setting of Date for Bylaw 485-18 M.R. Removal

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

First Reading of Bylaw 485-18 Municipal Reserve Removal took place on August 15, 2018 Special Council Meeting. The package containing the updated subdivision plan and the MR Removal Bylaw were circulated to agencies and adjacent landowners. The circulation period is for 30 days.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Village will need to advertise for a two-week period prior to the public hearing. Advertisement for MR removal is a little different than other public hearings because in addition to the typical notice in the newspaper (and whatever other sources you choose), a public notice containing the same information as the advertisement in the newspaper must be **physically** posted on or near the MR in question.

The Public Hearing cannot happen until after October 9, 2018.

Due to the nature of the hearing, I would recommend a separate date rather than during item 6 a) of the Regular Council Meeting Agenda.

COSTS / SOURCE OF FUNDING (if applicable):

Cost of signage for advertising and in the newspaper.

Newspaper: \$400-\$600

Signage: unknown

RECOMMENDED ACTION:

That Council set _____ at ____ p.m. for a Public Hearing to Bylaw 485-18 Municipal Reserve Removal at Council Chambers located at 106 1st Avenue East.

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 7 a)

TITLE: BYLAW 486-18 Address

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona requires a bylaw to regulate the orderly numbering of parcels of lands and buildings.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Irregularities have been found with some addresses within in the Village. While trying to sort out the addressing number sequence, the CAO found that there is no addressing bylaw to provide guidance and therefore is now bringing a bylaw to Council addressing the numbering of parcels in the Village.

The addresses that were not in order have been sent letters informing them of the change with copies going to Emergency Services including Ambulance, FORTIS and ATCO Gas, the post office and the water operator for the Village.

COSTS / SOURCE OF FUNDING (if applicable):

Typically, there is a cost associated with fines for not displaying an address number however, the CAO felt that we would rather work with property owners to make their address visible rather than fine them. If Council wishes to have a fine relating to this bylaw, it can be put into the Establishments of Fees and Fines for Services Bylaw 477-17 at the next Council meeting.

RECOMMENDED ACTION:

That Council grant first reading to Addressing Bylaw 486-18 on the 18th day of September 2018.

That Council grant second reading to Addressing Bylaw 486-18 on the 18th day of September 2018.

That Council grant unanimous consent to proceed to a third reading to Addressing Bylaw 486-18 on the 18th day of September 2018.

That Council grant third and final reading to Addressing Bylaw 486-18 on the 18th day of September 2018.

INTLS: CAO: LS

VILLAGE OF CREMONA - BYLAW 486-18
ADDRESSING BYLAW

A BYLAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA FOR THE PURPOSE TO REGULATE THE ORDERLY NUMBERING OF PARCELS OF LAND AND BULDINGS.

NOW THEREFORE THE COUNCIL OF THE VILLAGE OF CREMONA ENACTS AS FOLLOWS:

Section 1: This Bylaw may be cited as “The Addressing Bylaw”.

Section 2: In this Bylaw,

- (a) Address number means the number of a property which is used or intended to be used, as part of the address for the property.
- (b) Chief Administrative Officer means an employee of the Village of Cremona appointed by resolution of the Council of the Village of Cremona to administer this Bylaw.
- (c) Council means the Council of the Village of Cremona.
- (d) Lane includes a private lane, a public lane and a public walkway that is not adjacent to a public roadway.
- (e) Owner means, with respect to a property, the person who is registered under the Land Titles Act as the owner of the property.
- (f) Structure means any building or structure capable of being occupied by one or more persons.
- (g) Village means the village of Cremona and, where the context so requires, means the area contained within the Village of Cremona.
- (h) Peace Officer means
 - I. a member of the Royal Canadian Mounted Police;
 - II. a member of a municipal police services;
 - III. a Bylaw Enforcement Officer appointed by the Council of the Village of Cremona.

Section 3: The Chief Administrative Officer is authorized:

- (a) to assign numbers, in an orderly manner, to parcels of land and building and units and sub-units within buildings; and
- (b) to revise such numbers from time to time.

Section 4:

The Chief Administrative Officer shall keep a record of all numbers assigned properties pursuant to this Bylaw.

Section 5:

- (a) Unless a shorter notice period is agreed to by the owner of the property, the Chief Administrative Officer shall give the owner of a property at least sixty (60) days notices in writing of any number to be assigned to the property including any revisions thereof.
- (b) Such notice may be given:
 - I. By delivering the notice personally to the owner; or
 - II. By sending the notice to the owner by ordinary mail at the address for such owner shown on the tax roll.
- (c) Notwithstanding Section 5, subsection (a), the owner of a property who has been given notice pursuant to Section 5, subsection (a) may at any time within the thirty (30) days immediately following the giving of such notice, request the Chief Administrative Officer to

extend the effective date for the assigning of or revision of a number to their property by a further period not exceeding one hundred and two (120) days by filing a written request with the Village of Cremona and the Chief Administrative Officer shall extend the effective date in accordance with such request.

Section 6:

- (a) The owner of a property on which a structure has been erected shall cause the number assigned to the property pursuant to this Bylaw to be displayed at all times, at a location plainly visible from the roadway to which the property is addressed.
- (b) All numbers required to be displayed pursuant to this Bylaw shall be of large enough size to be plainly visible from the roadway in the front of the property. The numbers shall be visible at all time in a conspicuous manner.

Section 7:

No personal shall display, or permit the displaying of any address number on property other than the number currently assigned pursuant to this Bylaw.

Section 8:

Where a name is used at any time or times, to supplement the address for property, the owner of the property shall forthwith inform the Chief Administrative Officer in writing or the name, including any revisions thereof.

Section 9:

- (a) The owner of a property that is the subject of a decision of the Chief Administrative Officer made pursuant to Section 3 may, within thirty (30) days of having been giving notice of such decision pursuant to Section 5, appeal that decision to the Village Council.
 - I. By delivering a written notice of appeal personally to the Chief Administrative Officer; or
 - II. By sending a written notice of appeal to the Chief Administrative Officer by double registered mail.
- (b) On appeal the Village Council may confirm, vary or reverse the decisions of the Chief Administrative Officer.
- (c) The provisions of Section 5 shall apply with the necessary changes having been made according to the decisions of the Village Council.

Section 10:

This Bylaw shall come into force upon receiving third reading.

Mayor Tim Hagen, Chief Elected Official

Luana G. Smith, Chief Administrative Official

Signed this 18th day of September 2018.

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 7 b)

TITLE: Bylaw 487-18 Classification of Assessed Property

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Municipal Accountability Program report done by Municipal Affairs stated that the Village required a bylaw that provides for the classification of assessed property for the purpose of establishing tax rates against different classes of assessed property.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a bylaw for the purpose to provide for the classification of assessed property.

This bylaw was a template from the City of Grande Prairie which was recommended by Municipal Affairs with some changes to be relevant to Cremona.

COSTS / SOURCE OF FUNDING (if applicable):

Tax Rates are set each year by council by bylaw.

RECOMMENDED ACTION:

That Council grant 1st reading to the Classification of Assessed Property Bylaw 487-18 on the 18th day of September 2018.

That Council grant 2nd reading to the Classification of Assessed Property Bylaw 487-18 on the 18th day of September 2018.

That Council grant unanimous consent to proceed to a 3rd reading to the Classification of Assessed Property Bylaw 487-18 on the 18th day of September 2018.

That Council grant 3rd & final reading the Classification of Assessed Property 487-18 on the 18th day of September 2018.

INTLS: CAO: LS

VILLAGE OF CREMONA
BYLAW 487-18
CLASSIFICATION OF ASSESSED PROPERTY BYLAW

A BYLAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA FOR THE PURPOSE TO PROVIDE FOR THE CLASSIFICATION OF ASSESSED PROPERTY.

WHEREAS Section 297 of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 2000, as amended (herein referred to as “the Act”) provides that a Council may provide for the classification of assessed property for the purposes of establishing tax rates against different classes of assessed property.

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

1. Title

This bylaw may be cited as the “Village of Cremona Classification of Assessed Property Bylaw”.

2. Definitions

For the purpose of this bylaw words shall have the same meaning as under the Act and the following words shall have the following meanings:

- a. **"Apartment building"** means a building comprised of four or more dwelling units with shared entrance facilities;
- b. **"Condominium"** means an apartment building, townhouse complex, office building, retail building or warehouse building containing units that are individually owned;
- c. **"Duplex"** means a building designed and built to contain two dwelling units, one above the other, each having a separate entrance and not attached to any other residential building;
- d. **"Farm building"** means any improvement other than a residence, to the extent it is used for farming operations, as defined in the provincial regulations;
- e. **"Farm land"** means land used for farming operations, as defined in the provincial regulations;
- f. **"Fourplex"** means a building comprised of four dwelling units each unit having a separate direct entrance from grade or landscaped area;
- g. **"Linear property"** means electric power systems, street lighting systems, telecommunications systems and pipelines, as defined in the Act;
- h. **"Machinery and equipment "** has the meaning given to it in the provincial regulations;
- i. **"Mixed use building"** means a building used partly for residential purposes and partly for other purposes;
- j. **"Manufactured home"** means any structure, whether ordinarily equipped with wheels or not, that is manufactured to meet or exceed the Canadian Standards Association standard CSA Z240 and that is used as a residence or for any other purpose;
- k. **"Mobile home"** means a structure that is designed to be towed or carried from place to place and that is used as a residence or for any other purpose, but that does not meet Canadian Standards Association standard CSA Z240;

- l. **"Modular home"** means a home that is constructed from a number of pre-assembled units that are intended for delivery to and assembly at a residential site;
- m. **"Semi-detached dwelling"** or **"Side by side duplex"** means a building that is divided vertically into two dwelling units separated from each other by walls extended from foundation to roof and not attached to any other residential building;
- n. **"Single-dwelling"** means a building containing one dwelling unit only and which is not attached to any other building but shall not include a mobile home;
- o. **"Stacked housing"** means a single building comprised of five or more dwelling units and constructed such that one or more dwelling units are located totally or partially above another, and each dwelling unit may or may not have a separate, direct entrance from grade or a landscaped area;
- p. **"Townhouse"** or **"Rowhouse"** means a multiple dwelling comprised of three or more dwelling units separated from each other by walls extended from foundation to roof with each dwelling unit having separate direct entrance from grade and includes all row, length, patio, garden court or other housing which meet those criteria;
- q. **"Triplex"** means a building comprised of three dwelling units each unit having a separate, direct entrance from grade or landscaped area;
- r. **"Vacant residential land"** means land:
 - i. that is used for purposes ancillary to a residence or is not used for any purpose, and
 - ii. that is designated under the Village's Land Use Bylaw for residences as a permitted use and subdivided into residential or country residential lots.

3. **Classification of Assessed Property**

Assessed property in the Village of Cremona is hereby classified as follows:

- a. Residential
- b. Residential-Vacant
- c. Residential – Annexed
- d. Farmland
- e. Farmland-Annexed
- f. Commercial
- g. Commercial-Vacant
- h. Federal Grants-In-Lieu – Non Residential
- i. Designated Industrial Property (DIP)
- j. Linear

4. Further Classification of Residential Property

"Residential property" means property that is not classed by the assessor as farm land, machinery and equipment or non-residential, and in the Village of Cremona is hereby further classified into the following sub-classes:

- a. Low Density Residential, which shall include:
 - i. single dwellings;
 - ii. semi-detached dwellings;
 - iii. duplexes;
 - iv. triplexes;
 - v. fourplexes;
 - vi. manufactured homes, mobile homes or modular homes;
 - vii. manufactured home parks or mobile home parks;
 - viii. townhouses or rowhouses whether under condominium plan or otherwise;
 - ix. farm buildings;
 - x. vacant residential land;
 - xi. the parcel of land forming the site of any of the structures listed in clauses 4(a)(i) through 4(a)(ix), inclusive;
 - xii. the residential portion of mixed use buildings constructed as any of the structures listed in clauses 4(a)(i) through 4(a)(ix), inclusive;
- b. Other Residential, which shall include:
 - i. the residential portion of mixed use buildings, excepting those that come within the provision of clause 4(a)(ix);
 - ii. any other residential buildings not listed in clause 4(a);
 - iii. the parcel of land forming the site of any of the buildings listed in clauses 4(b)(i) through 4(b)(iii), inclusive.

5. Further Classification of Non-Residential Property

"Non-residential property" means linear property, components of manufacturing or processing facilities that are used for the co-generation or power of other property on which industry, commerce or another use takes place or is permitted to take place under a land use bylaw passed by a council, but does not include farm land or land that is used or intended to be used for permanent living accommodation. Non-residential property in the Village of Cremona is hereby further classified into the following sub-classes:

- i. vacant;
- ii. improved.

6. This bylaw shall come into force upon third and final reading.

READ a first time this 18th day of September , 2018

READ a second time this 18th day of September , 2018

READ a third time and finally passed this 18th day of September , 2018

Mayor Tim Hagen, Chief Elected Official

Luana G. Smith, Chief Administrative Official

Signed this _____th day of September 2018.

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:7 c)

TITLE: BYLAW -488-18 Development Authority

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona requires a bylaw to provide the establishment of a Development Authority in the Village of Cremona.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The current development authority bylaw 299-95 is out dated and needs to be brought back to council for updating.

The Development Authority Bylaw is needed to clarify who is the development authority in accordance with the Land Use Bylaw and the Municipal Planning Commission Bylaw.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council grant first reading to Development Authority 488-18 on the 18th day of September 2018.

That Council grant second reading to Development Authority 488-18 on the 18th day of September 2018.

That Council grant unanimous consent to proceed to a third reading to Development Authority 488-18 on the 18th day of September 2018.

That Council grant third and final reading to Development Authority 488-18 on the 18th day of September 2018.

That Council hereby repeal Bylaw 299-95.

INTLS: CAO: LS

**Village of Cremona
Province of Alberta
Development Authority By-law No. 488-18**

A By-Law of the Village of Cremona, in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta 2000 and amendments thereto, to provide for the establishment of a Development Authority in the Village of Cremona.

WHEREAS the Municipal Council wishes to establish a development authority as required by the Municipal Government Act, Chapter M-26.1 of the Revised Statutes of Alberta 2000 and amendments thereto:

NOW THEREFORE the Municipal Council of the Village of Cremona, duly assembled, enacts as follows:

Title:

1. This Bylaw may be cited as the “Development Authority Bylaw”

Definitions

2. The following words and terms are defined as follows:
 - a. “Act” means the Municipal Government Act, S.A. 2000, c.M-26.1 as amended;
 - b. “Authority” means the Development Authority established pursuant to this Bylaw.
 - c. “Commission” means the Municipal Planning Commission established by bylaw;
 - d. “Council” means the Council of the Village of Cremona;
 - e. “Development Officer” means one of the person(s) appointed to the position of Development Officer pursuant to land Use Bylaw No.395-06
 - f. “Land Use Bylaw” means the Land Use Bylaw No. 395-06
 - g. “Village” means the Village of Cremona

Establishment of Authority

3. The Development Authority of the Village is:
 - a. The person or persons appointed by resolution of Council as the Development Officer pursuant to the Land Use Bylaw;
 - b. The Municipal Planning Commission established by bylaw.

Powers and Duties

- 4. The Authority has those powers and duties as set out in the *Municipal Government Act*, any regulations made thereunder and as further set out in the Land Use Bylaw and Municipal Planning Commission Bylaw.
- 5. The powers and duties of the Authority may be exercised by any one of the individuals appointed as Development Officer or by the Commission where so set out in the Land Use Bylaw and Municipal Planning Commission Bylaw.

Transition

- 6. The Development Authority Bylaw No. 299-95 is hereby repealed.

Read a first time this 18th day of September 2018

Read a second time this 18th day of September 2018

Read a third and final time this 18th day of September 2018

Mayor

Chief Administrative Officer

VILLAGE OF CREMONA

DEVELOPMENT AUTHORITY BYLAW NO. 299-95

A By-Law of the Village of Cremona, in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta 1994 and amendments thereto, to provide for the establishment of Development Authority in the Village of Cremona.

WHEREAS the Municipal Council wishes to establish a development authority as required by the Municipal Government Act, Chapter M-26.1 of the Revised Statutes of Alberta 1994 and amendments thereto:

NOW THEREFORE the Municipal Council of the Village of Cremona, duly assembled, enacts as follows:

Title:

1. This Bylaw may be cited as the “Development Authority Bylaw”

Definitions

2. The following words and terms are defined as follows:
 - a. “Act” means the Municipal Government Act, S.A. 1994, c.M-26.1 as amended;
 - b. “Authority” means the Development Authority” established pursuant to the Bylaw;
 - c. “Commission” means the Municipal Planning commission established by bylaw;
 - d. “Council” means the Council of the Village of Cremona;
 - e. “Development Officer” means one of the persons appointed to the position of Development Officer pursuant to land Use Bylaw No. 240
 - f. “Land Use Bylaw” means the Land Use Bylaw No. 240
 - g. “Village” means the Village of Cremona

Establishment of Authority

3. The Development Authority of the Village is:
 - a. the person or persons appointed by resolution of Council as Development Officer pursuant to the Land Use Bylaw;
 - b. the Municipal Planning Commission established by bylaw.

Powers and Duties

4. The Authority has those powers and duties as set out in the Act, any regulations made thereunder and as further set out in the Land Use Bylaw and Municipal Planning Commission Bylaw.
5. The powers and duties of the Authority may be exercised by any one of the individuals appointed as Development Officer or by the Commission where so set out in the Land Use Bylaw and Municipal Planning Commission Bylaw.

Read a first time this 10th day of October, 1995

Read a second time this 10th day of October, 1995

Read a third and final time this 10th day of October, 1995

Mayor

Manager

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:7 d)

TITLE: BYLAW -490-18 Procedural Bylaw

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona's procedural bylaw regarding the procedure and conduct of Council meetings is required to be amended as per recommendations from the Municipal Accountability Program Review.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Municipal Affairs noted one change to the Procedural Bylaw 463-15 regarding recorded votes.

Bylaw 463-15 article 802 states: "*All votes in opposition shall be recorded*". This is in contravention of the Municipal Government Act which states:

185(1) *Before a vote is taken by council, a councillor may request that the vote be recorded.*

(2) *When a vote is recorded, the minutes must show the names of the councillors present and whether each councillor voted for or against the proposal or abstained.*

While making these changes to the bylaw, the CAO had a few other suggestions and questions on other items and is asking direction from Council to these changes which are noted in red brackets.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council direct Administration to bring the Procedural Bylaw to the October Regular Council Meeting with the changes as discussed.

INTLS: CAO: LS

**Village of Cremona
Province of Alberta
By-law No. ~~463-15~~ 490-18**

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

CITATION

101. This bylaw may be cited as “The Procedural Bylaw”.

DEFINITIONS

201. In this bylaw

- a) “adjournment” means to affix the time to which the assembly shall adjourn.
 - b) “amend” means to change a resolution or a motion by adding, striking out, or substituting a word or phrase.
 - c) “assembly” means all the elected members who constitute the quorum of a duly constituted meeting of the Council with the presence of the Chief Administrative Officer, or a designate to that role.
 - d) “CAO” means the chief administrative officer or his/her delegate, for the Municipality. e) “delegation” means any person that has permission of council to appear before council or a committee of council to provide pertinent information and view about the subject before council or council committee.
 - f) “confidential” means as per section 153 of the MGA, keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public.
 - g) “division of a question” means motion is used to separate a main motion or amendment into parts to be voted on individually.
 - h) “ex-officio” means a person is a member by nature of the office held.
 - i) “lay on the table” means a Motion to place a main Motion and all pending amendments aside temporarily, with the intention of bringing the item back at a later time for action, in the same meeting at a difference time on the agenda. Tabling a motion is not debatable; cannot be amended; and requires a majority vote. Tabling a Motion cannot be used to defeat a main Motion by disposing of it permanently.
 - j) “limit debate on a matter before members” means to reduce or increase the number and length of speeches permitted or limit the length of debate on a specific question.
 - k) “member” means a councillor or person at large appointed by council to a committee of council.
 - l) “meetings” means meetings of council and council committees.
 - m) “Municipality” means the Village of Cremona, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Municipality.
 - n) “point of order” means to ask for the chair to follow the agenda.
 - o) “postpone the matter to a certain time” means the assembly needs more time to make a decision.
- Village of Cremona Procedural Bylaw No. 406-08 Page 2

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

MEETINGS OF COUNCIL

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

CONDUCT OF MEETINGS

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

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

DELEGATIONS

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

PUBLIC HEARINGS

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

AGENDA AND ORDER OF MEETINGS

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

705. The business intended to be dealt with by Council shall be stated in the agenda in the following order:
- 1) Call to Order.
 - 2) Agenda
 - 3) Adoption of the previous council minutes **and committee/board/commission minutes**
 - 4) Business arising out of the minutes.
 - 5) Public Hearings **(Shall this be removed and Public Hearings be set on an as needed basis?)**
 - 6) Delegations **(should we move this to item 3 so that delegations don't have to sit through the first 5 items?)**
 - 7) By-laws
 - 8) Old Business
 - 9) New Business
 - 10) Financial
 - 11) Next Meeting **(as the bylaw states when the meetings are, do we need to state when the next meeting is?)**
 - 12) Open Forum
 - 13) Confidential Items
 - 14) Adjournment.
706. The order of business established in the foregoing paragraph shall apply unless altered by the Mayor or presiding officer without objection by a member of Council, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
707. All reports are to be provided in writing.
708. All direction to administration shall be by council motion.

GENERAL

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

- 805. Standing Committees of Council shall be established and governed by policy approved by Council, except that they shall be created by bylaw where any authority is delegated. Where committee procedures are not defined in policy this bylaw shall apply. (we don't have any standing committees; do we want this in?)
- 806. Any bylaws, and any amendments thereto, or resolutions regarding the procedure and conduct of Council meetings are hereby repealed.
- 901. This By-Law repeals Village of Cremona Bylaw #463-15 and any amendments thereto.
- 902. This Bylaw shall come into force and effect on the date of the final passing thereof.

Read a first time this ____ day of _____ 2018.

Read a second time this ____ day of _____ 2018.

Read a third time this ____ day of _____ 2018.

Mayor Tim Hagen

Chief Administrative Officer, Luana Smith

Date of Signing

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:7 e)

TITLE: POLICY – Communication Device Policy #1102-01

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona understands the necessity to regulate the use of electronic communication devices for all employees; whether personal devices or Village owned devices. Policy 1102-01 is being presented for Council's approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This policy was developed based on a request by Public Works staff who at times will have three mobile phones on their person.

Policy 1102-01 speaks to personal *and* village owned mobile devices. FCSS will continue using the current village owned mobile phone.

COSTS / SOURCE OF FUNDING (if applicable):

\$30.00-\$50.00 per month per staff who will be using their personal cell phone for Village of Cremona businesses.

RECOMMENDED ACTION:

That Council approve Communication Device Policy #1102-01 as presented.

OR

That Council approve Communication Device Policy #1102-01 as amended.

INTLS: CAO: LS



Village of Cremona

Policy #1102-01

Communication Devices

POLICY STATEMENT:

The Village of Cremona understands the necessity to regulate the use of electronic communication devices for all employees; whether personal devices or Village owned devices.

1. DEFINITIONS

- 1.1 Cell Phone Allowance means an amount paid to an employee to compensate for the use of personal cell phones for Village business in lieu of the employee having a Village-issued cell phone.
- 1.2 Communication Device means any electronic device with the ability to receive and/or transmit voice, text, or data messages without a cable connection. This may include, cell phones, digital wireless phones, radio phones/walkie-talkies, pagers, PDS's or other wireless devices.
- 1.3 Harassment means a persistent annoyance to another user(s) or to interfere with another user's work.
- 1.4 Vandalism means malicious attempt to harm, modify, or destroy data of another user, or of other networks that are connected to the Internet. This may include the uploading or creating of computer viruses.

2. RESPONSIBILITIES

2.1 Chief Administrative Officer

- 2.1.1 Shall receive recommendations from employee communication device.
- 2.1.2 Shall ensure fair procedures are in place for clear accountability of employee use of communication devices by the Village.
- 2.1.3 Shall make recommendations to Council for any changes in this policy.
- 2.1.4 Shall approve supply and rate plan contracts for communication device usage.
- 2.1.5 Shall approve use of communication devices for employees.

3. GUIDELINES

3.1 Personal Communication Devices

- 3.1.1 The CAO may request a cell phone to be issued to an employee in the following situations:
 - 3.1.1.1 The nature of work assigned limits the ability to use the office or other department phones.
 - 3.1.1.2 The nature of work assigned required the individual to be reasonably available outside of normal office hours.
 - 3.1.1.3 The nature of the work assigned is critical to the operation of the Village and immediate and timely response is required.
 - 3.1.1.4 Other situations deemed appropriate by the Chief Administrative Officer.
- 3.1.2 In the event that the CAO determines that a cell phone allowance is more appropriate than purchasing hardware, a cell phone allowance be paid to an Employee.
 - 3.1.2.1 Cell Phone Allowance Amount:
 - 3.1.2.1.1 The standard monthly cell phone allowance shall be \$30.00.
 - 3.1.2.1.2 The monthly cell phone allowance may be adjusted up to an amount of \$50.00 for any employee whose necessary use of a personal cell phone for Village business justifies a greater need for personal cell phone plan minutes. This is conditional on the recommendation approval of the Chief Administrative Officer.
 - 3.1.2.1.3 Employees who receive a cell phone allowance are not eligible for reimbursement for further cell phone costs.
 - 3.1.2.2 Employees receiving a cell phone allowance must retain an active cell phone contract and cell phone at all times while receiving a cell phone allowance.
 - 3.1.2.3 Employees receiving a cell phone allowance must provide the CAO their current cell phone number and immediately notify them if the number changes for any reason. The Employee accepts that this cell phone number will be published for use for Village related purposes.
 - 3.1.2.4 Employees receiving a cell phone allowance are expected to carry the cell phone on their person both on and off duty and respond when called for Village business. Use of the phone in any manner contrary to local, provincial or federal laws will constitute misuse and will result in immediate termination of the cell phone allowance.
 - 3.1.2.5 The Village may terminate the cell phone allowance for any reason, at any time.
 - 3.1.2.6 If an employee receiving a cell phone allowance changes their personal cell phone contract, or if the Village terminates the cell phone allowance for any reason, the employee will bear the cost of any fees associated with said change or cancellation of the contract.
 - 3.1.2.7 The Village is not liable for any damage to the Employee's cell phone regardless if the damage is incurred doing Village related business or not.

3.2 Village owned Communication Devices

- 3.2.1 Monthly communication records shall be monitored by finance staff and employees will be required to pay for all personal calls once per month that generate excess charges to the municipality.
- 3.2.2 Rate plans will be reviewed by the CAO to ensure cost-effective solution for each employee.
- 3.2.3 If the Village selects a standard communication device, an employee may pay the differential fee to obtain a different type of communication device.
- 3.2.4 Communication devices remain the property of the Village and shall be returned after employment is ended with the Village or use of the communication device is no longer warranted or required.
- 3.2.5 If the communication device is lost, the cost of a replacement may be the responsibility of the employee, or rights to use the device may be removed.
- 3.2.6 Use of communication devices is considered a privilege and as such, improper usage will not be permitted. Communication device use can be terminated at any time by the CAO.
- 3.2.7 An employee who uses a village-supplied device is prohibited from using a communication device while driving, whether the businesses is conducted is personal or village related. This includes but it not limited to:
 - 3.2.7.1 Receiving or placing phone calls
 - 3.2.7.2 Text messages
 - 3.2.7.3 Using the internet
 - 3.2.7.4 Checking email or phone messages
- 3.2.8 Use of hand held communication devices may only be used in compliance with the Traffic Safety Act and other rules of the road.

4.1 Penalties for Improper Use

- 4.1.1 Any user violating these rules, applicable Municipal, Provincial, Federal or International Laws or other related Village of Cremona employee conduct or regulations, is subject to loss of communication device privileges and any other disciplinary actions the Village determines to be appropriate including termination.

5. END OF POLICY

Resolution #

Date Passed:

Effective Date:

Reviewed: July 2018

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 a)

TITLE: NEW BUSINESS – Municipal Planning Commission

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

Development authority

624(1) Subject to section 641, a council must by bylaw provide for a development authority to exercise development powers and perform duties on behalf of the municipality.

(2) A development authority may include one or more of the following:

- (a) a designated officer;
- (b) a municipal planning commission;
- (c) any other person or organization.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The MPC has not met in 2018; however, an MPC is still required. In accordance with section 624(1) council has three options for appointments of a Municipal Planning Commission.

Administration is recommending that Council appoint all council members of Council to be the development authority which is the Municipal Planning Commission. Quorum would be 3 members which would provide flexibility for attendance at meetings.

A new bylaw is required to make these changes and can be brought to the October 16, 2018 Regular Council Meeting for approval and appointment.

COSTS / SOURCE OF FUNDING (if applicable):

Additional meeting charges when an MPC is called.

RECOMMENDED ACTION:

That Council direct Administration to bring a Municipal Planning Commission Bylaw to the October 2018 Regular Council Meeting appointing Council members as the development authority.

OR

That Council accept the Municipal Planning Commission request as information.

INTLS: CAO: LS



REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 b)

TITLE: NEW BUSINESS – Door-to-Door Sales

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

In a move to strengthen consumer protection, selling household energy products unsolicited door-to-door is prohibited as of January 1, 2017.

This prohibition is for unsolicited sales of household energy products only. These include: Furnaces, natural gas and electricity energy contracts, water heaters, windows, air conditions and energy audits.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Vivint Canada, Inc. does not sell any of these products, their home automation products include:

- Security systems (motion detectors, door and window sensors)
- Fire alarms
- Indoor and outdoor cameras
- Automated door locks and garage controls
- Thermostats programmable with the system
- See www.vivint.com for full product listing

Vivint Canada is asking Council to allow their company to be able to door to door sales. In an email, they stated “there may be some confusion since our products *connect* to some of these banned items (windows/furnaces), we are not actually selling windows or furnaces or any of these items that have been banned”. They have attached their direct seller’s license for the province of Alberta for your reference as well.

The CAO contacted Service Alberta to verify this type of product was not included in the prohibited door-to-door sales, which was confirmed. However, service Alberta did say that it was up to the municipality to decide whether they allow door-to-door as that the company meets with the village’s regulations.

Our only regulation is that they apply for a Business License.

COSTS / SOURCE OF FUNDING (if applicable):

Revenue from Business License.

RECOMMENDED ACTION:

That Council allow for door-to-door sales by Vivint Canada, Inc.

OR

That Council...

INTLS: CAO: LS



Door-to-Door Sales of Energy Related Products and Services




This publication is intended to provide general information only and is not a substitute for legal advice.






A number of instances have recently occurred in Alberta where energy related salespeople are approaching consumers' homes and misrepresenting themselves as a member of the Government of Alberta. This scam is carried out door-to-door and usually starts with the salesperson asking to perform an inspection of the home's HVAC (heating, ventilation and air conditioning) systems. They commonly question the safety, condition, replacement needs of HVAC components such as the furnace, water heater and air conditioner.

Effective January 1, 2017, the Government of Alberta banned door-to-door sales of furnaces and related products and services including water heaters, air conditioners, windows, energy contracts and energy audits.




Salespeople also approach homeowners under the guise of a carbon levy. They will commonly expose and prey on the homeowner's lack of knowledge of HVAC systems. There are a number of red flags in this scam.

RED FLAGS

-  The salesperson misrepresents or implies they are from the Government of Alberta.
-  The salesperson says they are inspecting the furnace venting for safety purposes or are part of a government sanctioned upgrade program.
-  A sense of urgency that there is an immediate safety concern is created. Fears about safety are used to help persuade an owner to purchase or rent a furnace.

-  They ask to see a utility bill and inform the renter/owner they may qualify for an upgrade program.
-  The person implies there is a government rebate for changing your furnace.
-  They may misrepresent that neighbours had the same problem and purchased products from them.
-  The sales agents are extremely persistent and may keep pushing even if you refuse to buy.
-  The person tries to sell you an overpriced furnace. For example, a \$900 furnace for \$10,000+.

CONSUMER PROTECTION INFORMATION:

-  The government does not send furnace inspectors to homes.
-  The carbon levy does not apply to any feature of your furnace (energy efficiency, code compliance or safety). The scam attempts to link a carbon levy to the efficiency of your furnace. These two issues are not linked.
-  Government rebates for furnace replacement do not exist in Alberta.

USEFUL LINKS

<http://www.scam-detector.com/>

lists similar scams to this one and how it works.

<http://www.scam-detector.com/face-to-face-scams/phony-gas-inspectors>

<http://www.scam-detector.com/face-to-face-scams/heating-and-air-conditioning-repairs-service>

CONSUMER INFOSHEET

PROTECT YOURSELF BEFORE YOU BUY OR SIGN A DIRECT SALES CONTRACT

- Have you asked for identification?
- Are you being pressured into buying?
- Are you getting quality for your money?
- Have you shopped around and obtained estimates from other suppliers?
- Have you read and understood the contract?
- Are you familiar with the company's reputation?
- Does the company have a permanent office you can call if you have problems?
- Will the company provide maintenance and repair services?
- Is the business named in the contract the same firm you have been dealing with?

HOW TO FILE A CONSUMER COMPLAINT

If you have purchased an energy related product or service (furnace, water heater, air conditioner, windows, energy contract and energy audit) through a door-to-door salesperson on or after January 1, 2017, you can file a consumer complaint at <http://www.servicealberta.gov.ab.ca/File-a-consumer-complaint.cfm>.

Choose "direct selling" under the complaint category when filling out the Online Consumer Complaint Form: <http://www.servicealberta.gov.ab.ca/Online-consumer-complaints-form.cfm>.

FOR MORE INFORMATION

For more information about door-to-door (direct) sales, see the Service Alberta tipsheet "Dealing with Door-to-Door Sales" tipsheet: http://www.servicealberta.com/pdf/tipsheets/Dealing_with_door_to_door_sales.pdf or contact:

CONSUMER CONTACT CENTRE

In Edmonton: 780-427-4088

Toll-free in Alberta: 1-877-427-4088

www.servicealberta.ca

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 c)

TITLE: NEW BUSINESS – Water Valley Playschool

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Water Valley Playschool (now located in Cremona School) is having their 15th Annual Ladies Night at the Cremona Community Hall on October 13, 2018 and asking for support.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The focus at Water Valley Playschool is to provide a fun environment and help children develop and extend their communication skills, build self-confidence, express creativity, and develop both academic and social skills that will help provide a solid foundation for future learning.

Last year, the Village of Cremona was one of our best sponsors for the event, and they are hoping Council would be so generous as to support them once again.

The organization is counting on the community to help keep the playschool operational.

Sponsorship would go towards operating costs as well as help to purchase educational materials.

COSTS / SOURCE OF FUNDING (if applicable):

September 2017 Council approved to donate \$500.00

Current balance of GL: -\$2,213.64 over budget. Council also agreed to provide the Show and Shine \$300 which would make the balance -\$2,513.64

Council General Expenses budget has \$787.68 remaining and \$6,999.65 remaining in the Councillor Expenses.

RECOMMENDED ACTION:

That Council accept the request for donation and sponsorship for the 15th Annual Ladies Night Out fundraiser of the Water Valley Playschool as information only.

OR

That Council approve the request for donation and sponsorship for the 15th Annual Ladies Night Out fundraiser of the Water Valley Playschool in the amount of \$_____.

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 d)

NEW BUSINESS – Terms of Reference IDP

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona Council approved the IDP Terms of Reference in Principle at the August 15, 2018 Special Council Meeting. Mountain View County Council approved the Cremona Intermunicipal Development Plan Review Team and Terms of Reference at their August 22, 2018 Regular Council Meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council is being asked to approve the Terms of Reference and to appoint the Cremona Intermunicipal Collaborative Committee as the Steering Committee.

Please see attached terms of reference and letter from Mountain View County.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council approve the Cremona/Mountain View County Intermunicipal Development Plan Review Terms of Reference as presented.

AND

That Council appoint the Cremona/Mountain View County Intermunicipal Collaboration Committee as the Steering Committee.

NTLS: CAO: LS



Terms of Reference
Village of Cremona/Mountain View County
Intermunicipal Development Plan (IDP) Review

1. INTRODUCTION

The Village of Cremona/Mountain View County Intermunicipal Development Plan (IDP) Bylaw No. 401-07 and Bylaw No. 13/07 was approved by both Councils on August 21, 2007 and has not been amended or updated since. In accordance with the Municipal Government Act's (MGA) amendments effective April 1, 2018 an IDP Review is required to ensure the Plan addresses the minimum criteria and must be completed as part of the newly required Intermunicipal Collaboration Framework (ICF). This IDP is being reviewed in its entirety to address and guide future land use and development within the IDP area.

2. PROJECT OBJECTIVES

- Review and adjust the IDP goals to align with the joint vision and objectives for the IDP area.
- Confirm and identify development constraints (natural and infrastructure) to inform future land use and policies.
- Review and amend IDP areas and policies.
- Support higher density residential development within the Village of Cremona and reduce competing development interest.
- Engage the public to receive input on the revision.
- Deliver the IDP on budget and on schedule.

3. LEGAL OBJECTIVES

- Meet the requirements of the Municipal Government Act as a statutory plan (MGA s.631, s.636, s.638), and as part of the ICF (MGA s.708.3).
- Align with relevant Federal and Provincial requirements.
- Bring forward any amendments to other statutory plans or Land Use Bylaws as may be required.

4. LAND USE AND DEVELOPMENT OBJECTIVES

- Encourage land use planning policies that support economic activity in appropriate IDP areas while reducing land use conflicts and preserving agricultural lands.
- Ensure the rural way of life is supported and respected.
- Support existing agricultural development until planning and development approvals are granted.
- Confirm through the IDP Review process if any annexation is required by the Village of Cremona.
- Develop policies that encourage residential and commercial growth within the Village of Cremona.

5. INFRASTRUCTURE PLANNING OBJECTIVES

- Identify major transportation corridors and important road networks.
- Review existing infrastructure capacity within the Village of Cremona and requirements to expand infrastructure for future land use and development.
- Identify existing and future utility corridors where appropriate.
- Examine development phasing as it relates to infrastructure requirements.

6. SUSTAINABILITY OBJECTIVES

- Develop clear land use policies and guidelines for existing and future development within the IDP area.
- Review environmental protection and preservation measures.
- Consider areas or circumstances where extension of infrastructure of water storage facilities, waste water treatment facilities; pipelines; or regional stormwater management may serve new development on the assumption that Developer pays for Development.

7. IDP ADMINISTRATION OBJECTIVES

- Review if an Intermunicipal Planning Commission (IMPC) as the Approving Authority within a defined IDP area is effective.
- Review the process to coordinate and communicate projects and initiatives that may influence the IDP area.

- To address the MGA requirements with respect to intermunicipal conflict resolution, amendment and repeal procedures and administration of the IDP.
- To establish a communication process that ensures ongoing dialogue and allows for future amendments to the IDP.

8. STEERING COMMITTEE

- The Intermunicipal Collaboration Committee (ICC) is established as the Steering Committee for the IDP Review.
- Responsibilities of the Steering Committee:
 - Provide broad policy direction and assist in identifying issues and opportunities with respect to the IDP Review.
 - Act as a resource for both Administrations.
 - Review the IDP Revisions.
 - Provide periodic updates to each respective Council on the progress of the IDP Review.
 - The Steering Committee shall operate under the provisions of Schedule 4 of the Committee/Working Group Protocols that forms part of the Village of Cremona & Mountain View County Intermunicipal Collaboration Framework Master Agreement.
- Responsibilities of Administrations:
 - Preparation of materials for the IDP Review following input from the Steering Committee.
 - Both Municipalities agree to equitable dedication of Administrative resources and cost-sharing throughout the process of IDP preparation and adoption.
 - Administrations shall operate under the provisions of Schedule 4 of the Committee/Working Group Protocols that form part of the Village of Cremona & Mountain View County Intermunicipal Collaboration Framework Master Agreement.
- Responsibilities of Councils:
 - Approval of the TOR and Steering Committee for the IDP Review.
 - Based on the outcomes of the Public Hearing(s), the respective Councils will be responsible for approval of the IDP Bylaw.

9. SCOPE OF WORK

Both Municipalities acknowledge that development pressures in the Village of Cremona as well as in the IDP area within the County since the adoption in 2007 has not been significant and the IDP Review is not anticipated to result in significant changes as reflected in the scope of work that is organized into four (4) stages with target dates for completion. Target dates can be adjusted if scope changes are identified during the IDP Review process. The four (4) stages include:

Stages	Outline of Stage scope	Target dates in 2018
Stage 1	TOR approval by Councils; Research and analysis with Steering Committee input on policy direction, issue identification and annexation	July
Stage 2	Administrations draft the IDP Revisions; Steering Committee review the revised IDP	September
Stage 3	Open House for public review of the IDP Revisions to receive suggestions and representations	October
Stage 4	IDP approval process	November

IDP Review study area

The Study area is defined in Map 1. The Study area will likely be larger than the final IDP area and include one quarter section beyond the existing IDP boundary. The larger area is to ensure that all relevant matters of

intermunicipal interest are addressed and reflected in the final document. The official IDP boundaries will be determined through the review of the IDP and a starting point is the existing IDP Fringe and Referral areas.

Key stakeholders to be involved in IDP Review include:

- Internal Municipal Departments;
- Provincial Agencies;
- Public utilities and public agencies; and
- Affected landowners

Engagement

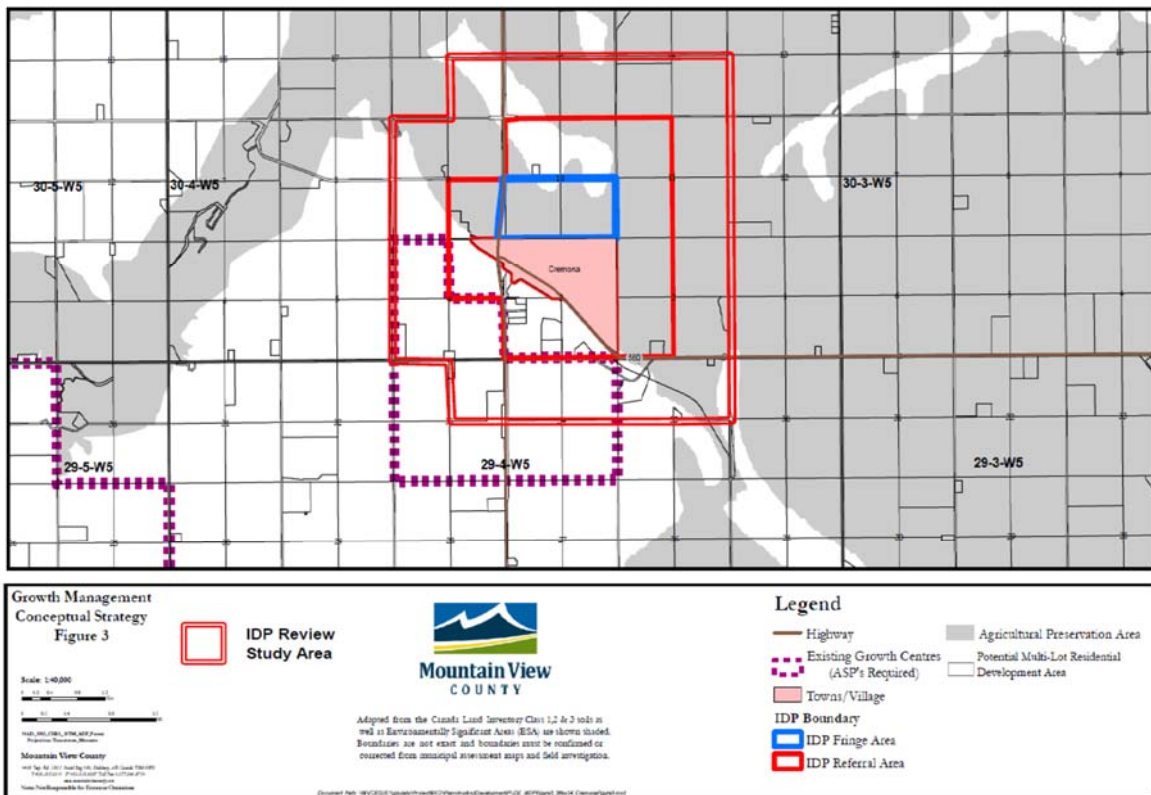
- Websites and newspapers:
Kickoff with a communication piece that the Village of Cremona and Mountain View County started an IDP Review; outline of the process of the IDP Review; map of the Study area; who to contact for more information and how to provide suggestions and representations.
- Websites:
Dedicate a webpage on each Municipality's website that will provide information and updates on the process.
- Open House:
Host an Open House to share the IDP Revisions with the public and affected landowners to receive input and feedback for consideration.

10. OUTCOME

Successful completion of the IDP Review will result in:

- A statutory plan with clear land use policies to guide planning and development processes in the IDP area and complement the ICF.

MAP 1: IDP Review Study Area



 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 e)

NEW BUSINESS – Cremona/Water Valley Chamber of Commerce Show and Shine

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

In 2017 Council donated \$300 to the Cremona/Water Valley Chamber of Commerce Show and Shine. The organization is asking if the Village of Cremona Council would once again support this event.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In the CAO's weekly memo, Council was asked to reply to the email to indicate support of this event. All members agreed via email that they would support the Chamber with a donation of \$300 to be used towards the Show and Shine on September 8, 2018.

For auditing purposes, a resolution is required to ratify the decision to provide funding.

COSTS / SOURCE OF FUNDING (if applicable):

Current balance of GL: -\$2,213.64 over budget. Show and Shine \$300 which would make the balance - \$2,513.64

Council General Expenses budget has \$787.68 remaining and \$6,999.65 remaining in the Councillor Expenses.

RECOMMENDED ACTION:

That Council approve to support the Cremona/Water Valley Chamber of Commerce Show and Shine in the amount of \$300.00.

NTLS: CAO: LS



**VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 f)

NEW BUSINESS – Appointment to SDAB

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The Village of Cremona and the Towns of Didsbury and Carstairs entered into an Intermunicipal Subdivision and Development Appeal Board agreement. Each municipality was to appointment two (2) non-council members.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Advertisements have been in the Village Voice for the past several months and we have one member of the public Mr. Phil Hardy who would like to sit on this committee.

Further to recent changes of the **Municipal Government Act (MGA)**, the SDAB training curriculum has been developed and approved by the Minister of Municipal Affairs and SDAB clerks and members are required to undergo mandatory training based on a standard training program approved by the Minister. The following points were provided by Municipal Affairs relating to SDAB and Training:

- SDAB training is mandatory for SDAB clerks and members:
- SDAB clerks must undertake SDAB training and receive SDAB training certification as per the new SDAB Training Curriculum;
- SDAB members must undertake training and qualify for the SDAB before they can sit on the SDAB hearing as per the new SDAB Training Curriculum;
- SDAB refresher training must be completed every three years by SDAB clerks and members as per the new SDAB Training Curriculum;
- Listing and publishing of Policies – SDABs, the Municipal Government Board (MGB) and courts shall not have regard to unpublished municipal plans; they will not consider unpublished plans and policies when deciding on appeals;
- Each municipality must submit an annual report on the number of SDAB clerks and members they have appointed, and those who have completed and enrolled in the required SDAB training;

Timelines:

- SDAB training requirements came into effect April 1, 2018 and municipalities have 1 (one) year to meet this requirement.

Training for the Clerk (Luana Smith) on October 30 in Red Deer and October 31 for board member (Phil Hardy on wait list for training in Red Deer).

Council is now being asked to officially appoint the clerk and board member; however, it will not be official until after the training has taken place.

Council is also being asked if they know of anyone who would be willing to sit on this board as we still need one more individual.



**VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

COSTS / SOURCE OF FUNDING (if applicable):

There was no charge for the training and it includes meals; however, there was reimbursement for mileage.

RECOMMENDED ACTION:

That Council appoint Phil Hardy of Cremona Alberta to the Subdivision and Development Appeal Board indefinitely upon completion of training.

AND

That Council appoint Luana Smith as Clerk of the Cremona Intermunicipal Subdivision and Development Appeal Board indefinitely upon completion of training.

OR

That Council...

NTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.: 9 g)

NEW BUSINESS – ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 5

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

Pursuant to Clause 5 of the Franchise Agreement, the municipality can change the franchise fee percentage in 2019.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A request to change the franchise fee percent must be provided to ATCO prior to November 1st.

The franchise fee is collected from customers in the community based on a percentage of their Delivery Tariff. Cremona's percentage is 25.00%, and Council has not changed this amount for several years.

COSTS / SOURCE OF FUNDING (if applicable):

The revenue in 2017 was \$135,172.

Based on the current franchise fee percentage, the forecast 2019 Franchise Fee revenue would be an additional \$30,484.

RECOMMENDED ACTION:

That Council approve for the 2019 Franchise Fees with ATCO Gas & Pipeline Ltd. to remain at 25%.

OR

That Council approve for the 2019 Franchise Fees with ATCO Gas & Pipeline Ltd to increase to ____%.

NTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:10 a)

TITLE: Reports – Financial Reports

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

The monthly financial reports for the period ending August 31, 2018 are provided for Council’s review and information.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the Financial Reports developed by the CAO through the MuniWare System.

- Balance Sheet Report
- General Operating Revenue & Expense Report
- MasterCard Reconciliation – June and July 2018

RECOMMENDED ACTION:

That Council accept the Financial Reports for the period ending August 31, 2018 as information.

INTLS: CAO: LS

Balance Sheet Report

2018-Sep-4
1:22:41PM

Operating Only

Description	2018		2017
	August	YTD Balance	Closing Balance
Assets	Asset Operating		
01 - BANK			
Cash Float	0.00	200.00	200.00
Petty Cash	0.00	348.36	348.36
Bank - General Chequing	4,965.82	536,306.45	75,168.20
Cash Clearing Account	0.00	0.00	0.00
Total 01 - BANK	4,965.82	536,854.81	75,716.56
02 - INVESTMENTS			
Disaster Services Investment	0.00	11,238.36	11,238.36
GIC Scotia Bank Visa Investment	0.00	0.00	0.00
Cemetery Capital Investment	0.00	500.30	500.30
T-Bill - MSI - Investment	0.00	33,718.90	33,718.90
Long Term Investments	0.00	0.00	0.00
MVCU Common Shares - Investment	0.00	11,542.87	11,542.87
Total 02 - INVESTMENTS	0.00	57,000.43	57,000.43
03 - PREPAIDS			
Prepaid Insurance	0.00	0.00	0.00
Prepaid Other	0.00	0.00	0.00
Due to General Capital Fund	0.00	0.00	0.00
Total 03 - PREPAIDS	0.00	0.00	0.00
03 - RECEIVABLES			
Property Taxes Receivable	(23,135.86)	114,160.85	27,053.21
Accounts Receivable - Province	0.00	691,254.96	691,254.96
Accounts Receivable - Federal	0.00	(225.72)	(225.72)
Accounts Receivable - Municipal	0.00	0.00	0.00
GST Receivable	1,924.07	22,522.16	47,052.01
Accounts Receivable - General	(402.39)	48,641.99	8,625.54
Accrued Accounts Receivable	0.00	72.80	72.80
Underlevy Accounts Receivable	0.00	0.00	0.00
Accounts Receivable Clearing	0.00	0.00	0.00
Costs Recovered - Purchase Clearing	0.00	0.00	0.00
Allowance for Bad Debt	0.00	(4,200.00)	(4,200.00)
Allowance for Bad Debt - Property Taxes	0.00	(2,135.49)	(2,135.49)
Utility Receivable	2,417.48	18,593.88	30,540.49
Total 03 - RECEIVABLES	(19,196.70)	888,685.43	798,037.80
04 - INVENTORY			
Inventory Common Services	0.00	0.00	0.00
Land	0.00	111,939.64	111,939.64
Buildings	0.00	299,038.30	299,038.30
Land Improvements	0.00	80,160.66	80,160.66
Roads	0.00	2,816,970.32	2,816,970.32
Bridges	0.00	0.00	0.00
Heavy Equipment	0.00	144,130.84	144,130.84
Engineered Structures - Sewer	0.00	1,112,283.38	1,112,283.38
Vehicles	0.00	25,000.00	25,000.00
Engineered Structures - Water	0.00	3,280,562.94	3,280,562.94
Office Equipment	0.00	52,331.86	52,331.86
Construction in Progress	0.00	0.00	0.00
Buildings Accumulated Amortization	0.00	(61,287.55)	(61,287.55)
Land & Improvements - Acc. Amortization	0.00	(46,104.78)	(46,104.78)
Streets - Accumulated Amortization	0.00	(750,938.15)	(750,938.15)
Bridger - Accumulated Surplus	0.00	0.00	0.00
Heavy Equipment Accumulated Amortization	0.00	(64,821.60)	(64,821.60)

Balance Sheet Report

2018-Sep-4

1:22:41PM

Operating Only

Description	2018		2017
	August	YTD Balance	Closing Balance
Eng. Structures - Acc. Amort. -Sewer	0.00	(594,898.25)	(594,898.25)
Vehicles Accumulated Amortization	0.00	(8,749.95)	(8,749.95)
Eng. Structures - Acc. Amort. -Water	0.00	(848,362.26)	(848,362.26)
Equipment Accum. Amortization - Admin	0.00	(18,669.35)	(18,669.35)
Equipment & Meter Amortization - Water	0.00	69,250.90	69,250.90
Equipment & Meter Amortization - Water	0.00	(28,175.69)	(28,175.69)
Land Held for Resale	0.00	24,398.17	24,398.17
Total 04 - INVENTORY	0.00	5,594,059.43	5,594,059.43
Total Asset Operating	(14,230.88)	7,076,600.10	6,524,814.22
Total Assets	(14,230.88)	7,076,600.10	6,524,814.22
Liabilities			
Liability Operating			
20 - PAYABLES			
GST Payable	(195.82)	(7,936.49)	(5,641.95)
Provincial AP - Other	0.00	0.00	0.00
Federal AP - Other	0.00	0.00	0.00
Local Government AP - Other	0.00	0.00	0.00
Trades Payable - Current	0.00	(0.17)	(129,011.77)
Accrued Payables	0.00	(13,000.00)	(13,000.00)
Accounts Payable - Holdbacks	0.00	0.00	0.00
Federal Payable - Payroll	453.03	(9,865.60)	310.33
LAPP Payable	(1,097.19)	(1,349.10)	(258.65)
Workers' Comp. Payable	(304.85)	(2,498.66)	(1,166.34)
AMSC Benefits Payable	(1,375.84)	(2,592.98)	0.00
RRSP Deduction Payable	(175.67)	(175.67)	175.67
Employee Assistance - Payable	0.00	0.00	0.00
Critical Illness - Payable	0.00	0.00	0.00
Miscellaneous Payable - Payroll	0.00	0.00	0.00
Accrued Vacation Time	0.00	(873.19)	(873.19)
Accrued Payables - Payroll	1,186.23	(11,022.32)	(11,421.95)
Other Liabilities General	0.00	0.00	0.00
Total 20 - PAYABLES	(1,510.11)	(49,314.18)	(160,887.85)
21 - DEFERRED REVENUE			
Other - Deferred Revenue	0.00	0.00	0.00
Mun. Sustainability - Def. Rev	0.00	0.00	0.00
Mun. Infrastructure - Def. Rev	0.00	0.00	0.00
Federal Gas Tax - Def. Rev	0.00	0.00	0.00
SIP - Deferred Revenue	0.00	0.00	0.00
AWWP - Deferred Revenue	0.00	0.00	0.00
New Deal Cities/Comm - Def. Rev.	0.00	0.00	0.00
MSI Capital - Deferred Revenue	0.00	883.99	0.00
Building Canada Fund - Def. Rev	0.00	0.00	0.00
Total 21 - DEFERRED REVENUE	0.00	883.99	0.00
22 - DEPOSITS			
Water Meter Deposits	150.00	(5,200.00)	(27,355.00)
Total 22 - DEPOSITS	150.00	(5,200.00)	(27,355.00)
23 - LEASES			
LEASE-KUBOTA CANADA #608230-01	0.00	0.00	(2,279.10)
LEASE-KUBOTA CANADA #608229-01	0.00	0.00	(3,647.59)
Total 23 - LEASES	0.00	0.00	(5,926.69)
25 - SURPLUS/DEFICIT			
Accumulated Surplus/Deficit	0.00	654,652.04	654,652.04
Total 25 - SURPLUS/DEFICIT	0.00	654,652.04	654,652.04

Balance Sheet Report

2018-Sep-4

1:22:41PM

Operating Only

Description	2018		2017
	August	YTD Balance	Closing Balance
Total Liability Operating	(1,360.11)	601,021.85	460,482.50
Total Liabilities	(1,360.11)	601,021.85	460,482.50
Current Year Surplus/Deficit	(15,590.99)	7,677,621.95	0.00
Total Liabilities	(14,230.88)	7,076,600.10	0.00

*** End of Report ***

Balance Sheet Report

 2018-Sep-4
1:23:19PM

Capital Only

Description	2018		2017
	August	YTD Balance	Closing Balance
Liabilities	Liability Capital		
Operating Contingency - Reserve	0.00	(2,000.00)	(2,000.00)
Equity in Fixed Assets	0.00	(5,243,797.55)	(5,243,797.55)
Capital Reserves - Buildings	0.00	0.00	0.00
Capital Reserves - MSI	0.00	0.00	0.00
Capital Reserve - Roads	0.00	(446,403.32)	(346,403.32)
Capital Reserves- Water	0.00	(461,960.44)	(461,960.44)
Total	0.00	(6,154,161.31)	(6,054,161.31)
Other Current Liability			
ACFA Debenture Payable	0.00	(255,895.15)	(272,337.87)
Total Other Current Liability	0.00	(255,895.15)	(272,337.87)
Total Liability Capital	0.00	(6,410,056.46)	(6,326,499.18)
Total Liabilities	0.00	(6,410,056.46)	(6,326,499.18)
Current Year Surplus/Deficit	0.00	(6,410,056.46)	0.00
Total Liabilities	0.00	0.00	0.00

*** End of Report ***



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
PROPERTY TAXES				
1-00-00-111-00	Residential Property Taxes	(307,072.00)	(307,709.11)	637.11
1-00-00-112-00	Commercial Property Taxes	(75,071.00)	(76,319.10)	1,248.10
1-00-00-113-00	Industrial Property Taxes	0.00	(30.58)	30.58
1-00-00-114-00	Farmland Property Taxes	(332.00)	(331.66)	(0.34)
1-00-00-115-00	Linear Taxes	(13,382.00)	(13,765.08)	383.08
1-00-00-120-00	Alberta School Foundation Tax Levy	(123,536.39)	(123,407.45)	(128.94)
1-00-00-121-00	Seniors' Foundation Tax Levy	(7,415.00)	(7,407.90)	(7.10)
1-00-00-210-00	Grants In Lieu	(1,967.00)	(1,966.70)	(0.30)
1-00-00-510-00	Penalties & Costs on Taxes	(6,000.00)	(8,962.70)	2,962.70
1-00-00-118-00	Designated Industrial Property	(424.00)	0.00	(424.00)
*	TOTAL PROPERTY TAXES	(535,199.39)	(539,900.28)	4,700.89
REQUISITIONS				
2-00-00-740-00	ASFF Requisition	123,536.39	58,097.60	65,438.79
2-00-00-753-00	MV Seniors's Housing Requisition	7,415.00	7,711.96	(296.96)
*	TOTAL REQUISITIONS	130,951.39	65,809.56	65,141.83
**	NET TAX REVENUE	(404,248.00)	(474,090.72)	69,842.72
REVENUE COUNCIL				
*	TOTAL REVENUE COUNCIL	0.00	0.00	0.00
ADMIN & GENERAL REVENUE				
1-12-00-155-00	Business License	(1,300.00)	(1,200.00)	(100.00)
1-12-00-410-00	Tax Certificate & Information	(1,000.00)	(215.00)	(785.00)
1-12-00-510-00	Penalties & Costs on Accounts Receivable	(1,000.00)	0.00	(1,000.00)
1-12-00-550-00	Return on Investments	(8,000.00)	(2,090.90)	(5,909.10)
1-12-00-590-00	Other Revenue - Admin	(10,000.00)	(1,551.44)	(8,448.56)
1-12-00-591-00	Sales of Miscellaneous Goods & Services	(400.00)	(963.70)	563.70
1-12-00-840-00	Provincial Grant	(31,150.00)	0.00	(31,150.00)
*	TOTAL ADMIN & GENERAL REVENUE	(52,850.00)	(6,021.04)	(46,828.96)



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
FIRE REVENUE				
1-23-00-590-00	Other Reveue - Fire	0.00	(9,180.00)	9,180.00
*	TOTAL FIRE REVENUE	0.00	(9,180.00)	9,180.00
BYLAW & ENFORCEMENT REVENUE				
1-26-00-420-00	Traffic Fines	(300.00)	0.00	(300.00)
1-26-00-450-00	Bylaw Fines	(250.00)	0.00	(250.00)
1-26-00-521-00	Dog License Fees	(303.00)	(150.00)	(153.00)
*	TOTAL BYLAW & ENFORCEMENT REVE	(853.00)	(150.00)	(703.00)
PUBLIC WORKS REVENUE				
1-31-00-254-00	Costs Recovered - Public Works	(5,000.00)	(1,000.00)	(4,000.00)
*	TOTAL PUBLIC WORKS REVENUE	(5,000.00)	(1,000.00)	(4,000.00)



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
WATER REVENUE				
1-41-00-410-00	Basic Fees - Water	(7,245.00)	(4,680.00)	(2,565.00)
1-41-00-411-00	Water Consumption Fees	(130,000.00)	(87,775.56)	(42,224.44)
1-41-00-412-00	Bulk Water Sales	(20,000.00)	(7,695.60)	(12,304.40)
1-41-00-510-00	Utility Penalties	(4,000.00)	(3,426.11)	(573.89)
1-41-00-540-00	Franchise & Concess.	(55,000.00)	(34,146.14)	(20,853.86)
1-41-00-590-00	Other Revenue - Water	(1,000.00)	0.00	(1,000.00)
		<u> </u>	<u> </u>	<u> </u>
*	TOTAL WATER REVENUE	(217,245.00)	(137,723.41)	(79,521.59)
SEWER REVENUE				
1-42-00-410-00	Basic Fees - Sewer	(8,000.00)	(4,680.00)	(3,320.00)
1-42-00-411-00	Sewer Consumption Fees	(25,000.00)	(16,123.43)	(8,876.57)
1-42-00-540-00	Franchise & Concess.	(12,000.00)	(8,536.53)	(3,463.47)
1-42-00-590-00	Sewer Dumping Fees - RV	(8,000.00)	(1,770.00)	(6,230.00)
		<u> </u>	<u> </u>	<u> </u>
*	TOTAL SEWER REVENUE	(53,000.00)	(31,109.96)	(21,890.04)
GARBAGE REVENUE				
1-43-00-254-00	Costs Recovered - Garbage	(10,000.00)	(5,100.00)	(4,900.00)
1-43-00-410-00	Solid Waste Collection Fee	(45,000.00)	(29,952.00)	(15,048.00)
		<u> </u>	<u> </u>	<u> </u>
*	TOTAL GARBAGE REVENUE	(55,000.00)	(35,052.00)	(19,948.00)
FCSS REVENUE				
1-51-00-840-00	Grant - Prov. - FCSS	(12,898.00)	(9,942.00)	(2,956.00)
1-51-00-850-00	Grant - Local Govt. - FCSS	(55,353.00)	(55,397.25)	44.25
1-51-00-990-00	Donation & Fees - FCSS	(11,000.00)	(9,991.19)	(1,008.81)
1-51-00-990-01	Donation/Fees - Summer Fun	(4,932.00)	(2,049.40)	(2,882.60)
		<u> </u>	<u> </u>	<u> </u>
*	TOTAL FCSS REVENUE	(84,183.00)	(77,379.84)	(6,803.16)
CEMETERY REVENUE				
1-56-00-410-00	Plot - Cemetery	(1,000.00)	(550.00)	(450.00)
1-56-00-411-00	Perpetual Care - Cemetery	(1,000.00)	(650.00)	(350.00)
1-56-00-412-00	Opening & Closing - Cemetery	(100.00)	(50.00)	(50.00)
1-56-00-850-00	Grant - Local Govt. - Cemeter	(1,000.00)	(1,000.00)	0.00
		<u> </u>	<u> </u>	<u> </u>
*	TOTAL CEMETERY REVENUE	(3,100.00)	(2,250.00)	(850.00)



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
PLANNING & DEVELOPMENT REVENUE				
1-61-00-410-00	Building Permits	(3,000.00)	(933.84)	(2,066.16)
1-61-00-419-00	Compliance Certificates	(500.00)	(200.00)	(300.00)
1-61-00-520-00	Development Permits	(1,000.00)	(250.00)	(750.00)
1-61-00-521-00	Subdivision Fees	(5,000.00)	0.00	(5,000.00)
1-61-00-522-00	Zoning - Re-Zoning Fees	(250.00)	0.00	(250.00)
		<u>(9,750.00)</u>	<u>(1,383.84)</u>	<u>(8,366.16)</u>
*	TOTAL PLANNING & DEVELOPMENT R			
FACILITIES REVENUE				
1-69-00-560-01	Building Rental FCSS/Council	(5,000.00)	0.00	(5,000.00)
		<u>(5,000.00)</u>	<u>0.00</u>	<u>(5,000.00)</u>
*	TOTAL FACILITIES			
CULTURAL & RECREATION REVENUE				
1-71-00-990-02	Donation - Cremona Days	(5,000.00)	(5,325.00)	325.00
1-71-00-990-08	Donation/Fees - WinterFest	0.00	(60.00)	60.00
		<u>(5,000.00)</u>	<u>(5,385.00)</u>	<u>385.00</u>
*	TOTAL CULTURAL & RECREATION RE			
PARKS & RECREATION REVENUE				
1-71-00-990-00	Donation - Recreation	(2,500.00)	0.00	(2,500.00)
		<u>(2,500.00)</u>	<u>0.00</u>	<u>(2,500.00)</u>
*	TOTAL PARKS & RECREATION REVEN			
TOTAL REVENUE				
1-74-00-850-00	Grants - Local Govt - Library	0.00	(29,000.40)	29,000.40
		<u>0.00</u>	<u>(29,000.40)</u>	<u>29,000.40</u>
*	TOTAL LIBRARY REVENUE			
**	TOTAL REVENUE	(493,481.00)	(335,635.49)	(157,845.51)
COUNCIL GENERAL EXPENSES				
2-11-00-225-00	Registrations & Memberships	3,000.00	2,375.49	624.51
2-11-00-230-00	Professional & Consulting Services	1,200.00	1,200.00	0.00
2-11-00-270-00	Miscellaneous Costs & Services	1,000.00	1,048.19	(48.19)
2-11-00-146-00	Community Grants & Enhancements	7,000.00	9,213.64	(2,213.64)
2-11-00-220-00	Advertising	2,500.00	86 75.00	2,425.00



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
* TOTAL COUNCIL GENERAL EXPENSES		14,700.00	13,912.32	787.68
COUNCILLOR EXPENSES				
2-11-01-100-00	Per Diems & Meetings - Cnc 1	2,700.00	1,350.00	1,350.00
2-11-01-140-00	Benefits Cnc 1	50.00	17.14	32.86
2-11-01-211-00	Travel & Subsistance - Cncl 1	500.00	306.13	193.87
2-11-02-100-00	Per Diems & Meetings - Cnc 2	4,000.00	2,670.00	1,330.00
2-11-02-140-00	Benefits Cnc 2	100.00	34.82	65.18
2-11-02-211-00	Travel & Subsistence - Cncl 2	1,000.00	315.13	684.87
2-11-03-100-00	Per Diems & Meetings - Cnc 3	2,700.00	1,991.25	708.75
2-11-03-140-00	Benefits Cnc 3	50.00	25.24	24.76
2-11-03-211-00	Travel & Subsistence - Cncl 3	500.00	213.62	286.38
2-11-04-100-00	Per Diems & Meetings - Cnc 4	2,700.00	1,852.50	847.50
2-11-04-140-00	Benefits Cnc 4	50.00	23.50	26.50
2-11-04-211-00	Travel & Subsistence - Cncl 4	500.00	287.85	212.15
2-11-05-100-00	Per Diems & Meetings - Cnc 5	2,700.00	1,590.00	1,110.00
2-11-05-140-00	Benefits Cnc 5	50.00	20.17	29.83
2-11-05-211-00	Travel & Subsistence - Cncl 5	500.00	403.00	97.00
* TOTAL COUNCILLOR EXPENSES		18,100.00	11,100.35	6,999.65



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
CAO EXPENSES				
2-12-01-225-00	Conference Registrations - CAO	1,800.00	150.00	1,650.00
2-12-01-100-00	Salaries & Wages - CAO	76,100.00	52,701.84	23,398.16
2-12-01-140-00	Employee Benefits - CAO	9,500.00	5,793.18	3,706.82
2-12-01-148-00	Training & Development - CAO	200.00	0.00	200.00
2-12-01-211-00	Travel & Subsistance - CAO	1,100.00	1,308.01	(208.01)
2-12-01-211-01	Accomodations - CAO	2,000.00	936.00	1,064.00
2-12-01-217-00	Telephone & Internet - CAO	600.00	0.00	600.00
2-12-01-223-00	Membership & Registrations-CAO	1,500.00	1,299.00	201.00
*	TOTAL CAO EXPENSES	92,800.00	62,188.03	30,611.97
ADMINISTRATION COSTS				
2-12-00-100-00	Salaries & Wages	55,580.00	34,732.79	20,847.21
2-12-00-140-00	Employee Benefits	6,870.00	4,565.49	2,304.51
2-12-00-148-00	Training & Development - Admin	700.00	0.00	700.00
2-12-00-150-00	Freight & Postage	1,000.00	1,750.05	(750.05)
2-12-00-210-00	Licenses & Permits - Admin	4,080.00	0.00	4,080.00
2-12-00-211-00	Travel & Subsistance	1,000.00	665.33	334.67
2-12-00-217-00	Telephone & Internet	11,000.00	13,342.75	(2,342.75)
2-12-00-220-00	Advertising	500.00	0.00	500.00
2-12-00-224-00	Resource Materials/Supplies	100.00	2,653.46	(2,553.46)
2-12-00-225-00	Registrations & Memberships	700.00	796.63	(96.63)
2-12-00-230-00	Professional Services	11,500.00	15,861.19	(4,361.19)
2-12-00-231-00	Assessment Services	8,225.00	5,803.31	2,421.69
2-12-00-232-00	Legal Fees	250.00	0.00	250.00
2-12-00-233-00	Audit Fees	17,000.00	14,000.00	3,000.00
2-12-00-274-00	Insurance	19,000.00	17,045.59	1,954.41
2-12-00-510-00	General Office Supplies	8,000.00	5,485.80	2,514.20
2-12-00-511-00	Computer Supplies & Furnishings	3,586.00	0.00	3,586.00
2-12-00-525-00	Rentals & Leases	3,600.00	2,072.63	1,527.37
2-12-00-528-00	Equip -Repairs/Maint.-Admin	1,000.00	0.00	1,000.00
2-12-00-814-00	Service Charges & Interest	1,000.00	1,158.60	(158.60)
2-12-00-815-00	Penny Rounding	100.00	0.03	99.97
2-12-00-850-00	Toilet Rebate	100.00	100.00	0.00
2-12-00-915-01	Bad Debt - Property Taxes	100.00	0.00	100.00
*	TOTAL ADMINISTRATION COSTS	154,991.00	120,033.65	34,957.35



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
FIRE SERVICES EXPENSE				
2-23-00-510-00	General Supplies	1,600.00	160.00	1,440.00
2-23-00-526-00	Equipment Purchases - Fire	11,283.00	0.00	11,283.00
2-23-00-740-00	Fire Services Requisition	35,887.00	0.00	35,887.00
2-23-00-217-00	Telephone & Internet	1,200.00	716.00	484.00
2-23-00-230-00	Professional Services	0.00	967.49	(967.49)
		<u>49,970.00</u>	<u>1,843.49</u>	<u>48,126.51</u>
*	TOTAL FIRE SERVICES EXPENSE	49,970.00	1,843.49	48,126.51
DISASTER SERVICES				
2-24-00-230-00	Professional Services - Disaster Serv.	25.00	22.85	2.15
		<u>25.00</u>	<u>22.85</u>	<u>2.15</u>
*	TOTAL DISASTER SERVICES	25.00	22.85	2.15
BYLAW & ENFORCEMENT				
2-26-00-230-00	Professional Services - Bylaw	5,000.00	0.00	5,000.00
2-26-00-510-00	General Supplies	0.00	326.60	(326.60)
		<u>5,000.00</u>	<u>326.60</u>	<u>4,673.40</u>
*	TOTAL BYLAW & ENFORCEMENT	5,000.00	326.60	4,673.40
PUBLIC WORKS				
2-31-00-100-00	Salaries & Wages	70,070.00	46,948.09	23,121.91
2-31-00-140-00	Employee Benefits	15,220.00	10,234.06	4,985.94
2-31-00-148-00	Training & Development - Public Works	2,000.00	270.00	1,730.00
2-31-00-150-00	Freight & Postage	50.00	0.00	50.00
2-31-00-211-00	Travel & Subsistance	1,000.00	223.29	776.71
2-31-00-217-00	Telephone & Internet	2,000.00	1,475.36	524.64
2-31-00-223-00	Memberships & Registration	150.00	0.00	150.00
2-31-00-230-00	Professional Services	3,000.00	2,911.48	88.52
2-31-00-510-00	General Supplies	1,000.00	1,356.12	(356.12)
2-31-00-518-00	Protective Clothing, Etc.	1,000.00	234.97	765.03
2-31-00-521-00	Fuel Costs	4,000.00	3,931.03	68.97
2-31-00-528-00	Equipment - Repairs/Maintenance - PW	4,000.00	3,546.11	453.89
2-31-01-512-00	Shop Tools	200.00	68.55	131.45
2-31-01-528-00	Equip. Repairs & Maintenance - Shop	1,500.00	430.40	1,069.60
2-31-01-528-01	Building Repairs & Maintenance - Shop	0.00	12.71	(12.71)
		<u>105,190.00</u>	<u>89,642.17</u>	<u>33,547.83</u>
*	TOTAL PUBLIC WORKS	105,190.00	89,642.17	33,547.83



VILLAGE OF CREMONA
GENERAL OPERATING REVENUE & EXPENSE REPORT
AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
ROADS & STREETS				
2-32-00-230-00	Other Contracted Services - Streets	5,000.00	2,250.00	2,750.00
2-32-00-252-01	Snow Removal	4,000.00	2,275.00	1,725.00
2-32-00-510-00	General Supplies	1,000.00	1,097.98	(97.98)
2-32-00-520-00	Chemicals - Street	3,000.00	1,153.40	1,846.60
2-32-00-528-00	Repairs & Maintenance - Roads	10,000.00	0.00	10,000.00
2-32-00-540-00	Street Lights	10,000.00	7,863.25	2,136.75
2-32-00-831-00	Debenture-Interest	4,728.00	0.00	4,728.00
2-32-00-832-00	Debenture-Principle	32,855.00	0.00	32,855.00
		70,583.00	14,639.63	55,943.37
*	TOTAL ROADS & STREETS			



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
WATER				
2-41-00-100-00	Salaries & Wages	71,550.00	57,614.66	13,935.34
2-41-00-140-00	Employee Benefits	15,390.00	12,005.78	3,384.22
2-41-00-148-00	Training & Development - Water	700.00	355.14	344.86
2-41-00-150-00	Freight & Postage	4,000.00	3,166.60	833.40
2-41-00-211-00	Travel & Subsistance	800.00	1,766.47	(966.47)
2-41-00-223-00	Memberships - Water	120.00	0.00	120.00
2-41-00-225-00	Conference Registrations	400.00	0.00	400.00
2-41-00-230-00	Professional Services	25,000.00	(37,206.96)	62,206.96
2-41-00-510-00	General Supplies	2,000.00	617.23	1,382.77
2-41-00-520-00	Chemicals - Water	3,000.00	1,260.10	1,739.90
2-41-00-528-00	Equipment - Repairs/Maintenance	0.00	101,769.33	(101,769.33)
2-41-00-543-00	Natural Gas - Water	0.00	58.00	(58.00)
* TOTAL WATER		122,960.00	141,406.35	(18,446.35)
SEWER				
2-42-00-270-00	Lab Testing	1,000.00	797.50	202.50
2-42-00-510-00	General Supplies	200.00	0.00	200.00
2-42-00-520-00	Chemicals - Sewer	4,200.00	4,386.25	(186.25)
2-42-00-523-00	Sewer Flushing	5,000.00	0.00	5,000.00
2-42-00-528-00	Equipment- Repairs & Maint. Sewer	2,000.00	0.00	2,000.00
2-42-01-528-00	Equipment - Repairs/Maint. - Storm Water	5,000.00	10,425.00	(5,425.00)
2-42-00-230-00	Professional Services - Sewer	2,500.00	0.00	2,500.00
2-42-00-241-00	Solid Waste Disposal	0.00	777.87	(777.87)
* TOTAL SEWER		19,900.00	16,386.62	3,513.38
GARBAGE				
2-43-00-850-00	Waste Commission Grant	8,000.00	4,338.99	3,661.01
2-43-00-230-00	Other Contracted Services - Garbage	2,000.00	0.00	2,000.00
2-43-00-241-00	Solid Waste Disposal	34,650.00	17,538.80	17,111.20
2-43-00-510-00	General Supplies	100.00	278.23	(178.23)
* TOTAL GARBAGE		44,750.00	22,156.02	22,593.98



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
FCSS EXPENSE				
2-51-00-100-00	Salaries & Wages	23,790.00	15,828.42	7,961.58
2-51-00-140-00	Employee Benefits	2,720.00	1,810.02	909.98
2-51-00-148-00	Training & Development - FCSS	1,000.00	128.10	871.90
2-51-00-150-00	Freight & Postage	900.00	17.40	882.60
2-51-00-211-00	Travel & Subsistance	1,000.00	360.66	639.34
2-51-00-217-00	Telephone & Internet	2,500.00	1,340.67	1,159.33
2-51-00-220-00	Advertising	1,100.00	962.84	137.16
2-51-00-223-00	Memberships - FCSS	360.00	0.00	360.00
2-51-00-225-00	Conference Registrations	500.00	0.00	500.00
2-51-00-230-00	Professional Services	1,700.00	80.00	1,620.00
2-51-00-400-00	Community Programs	7,000.00	8,892.67	(1,892.67)
2-51-00-411-00	Children-Youth Programs	6,600.00	440.76	6,159.24
2-51-00-412-00	Family Programs	500.00	3,252.93	(2,752.93)
2-51-00-413-00	Adult & Seniors' Programs	7,500.00	2,095.32	5,404.68
2-51-00-414-00	Local Grants (External Funding)	10,000.00	7,767.75	2,232.25
2-51-00-419-00	Volunteers	600.00	301.04	298.96
2-51-00-510-00	General Supplies	1,500.00	685.31	814.69
2-51-00-511-00	Computer Supplies & Furnishings	500.00	0.00	500.00
2-51-00-560-00	Building Rental	5,000.00	0.00	5,000.00
2-51-00-990-01	Summer Fun Program	6,000.00	3,473.70	2,526.30
2-51-00-990-05	Community Newsletter	900.00	518.11	381.89
*	TOTAL FCSS EXPENSE	81,670.00	47,955.70	33,714.30
CEMETERY EXPENSE				
2-56-00-148-00	Training & Development - Cemetery	500.00	0.00	500.00
2-56-00-230-00	Professional Services - Cemetery	2,000.00	605.00	1,395.00
2-56-00-510-00	General Supplies	0.00	52.98	(52.98)
2-56-00-528-00	Repairs & Maintenance - Cemetery	4,000.00	0.00	4,000.00
*	TOTAL CEMETERY EXPENSE	6,500.00	657.98	5,842.02
PLANNING & DEVELOPMENT				
2-61-00-148-00	Training - Planning	500.00	0.00	500.00
2-61-00-220-00	Advertising	2,000.00	1,407.00	593.00
2-61-00-230-00	Professional Services	20,000.00	8,701.63	11,298.37
2-61-00-233-00	Land Title Changes	50.00	92 0.00	50.00



VILLAGE OF CREMONA
GENERAL OPERATING REVENUE & EXPENSE REPORT
AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
<hr/>				
*	TOTAL PLANNING & DEVELOPMENT	22,550.00	10,108.63	12,441.37



VILLAGE OF CREMONA

GENERAL OPERATING REVENUE & EXPENSE REPORT

AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
FACILITIES				
2-69-00-230-00	Professional Services/Janitorial Admin	4,800.00	2,400.00	2,400.00
2-69-00-230-01	Prof. Services - Janitorial FCSS/Council	1,200.00	600.00	600.00
2-69-00-510-01	Building General Supplies FCSS/Council	500.00	150.76	349.24
2-69-00-510-03	Building General Supplies Water	500.00	0.00	500.00
2-69-00-528-00	Building Repairs Maint - Admin	1,000.00	514.00	486.00
2-69-00-528-01	Building Repairs Main FCSS/Council	10,000.00	9,838.39	161.61
2-69-00-528-03	Building Repairs & Main Water	600.00	3,064.03	(2,464.03)
2-69-00-540-00	Electricity Admin	4,000.00	2,383.84	1,616.16
2-69-00-540-01	Electricity FCSS/Council	1,500.00	841.61	658.39
2-69-00-540-02	Electricity PW Shop	1,700.00	7,698.54	(5,998.54)
2-69-00-540-03	Electricity Water	12,000.00	4,602.76	7,397.24
2-69-00-543-00	Natural Gas Admin	4,500.00	1,782.30	2,717.70
2-69-00-543-01	Building Natural Gas FCSS/Council	2,000.00	1,157.49	842.51
2-69-00-543-02	Natural Gas PW Shop	2,200.00	2,582.08	(382.08)
2-69-00-543-03	Natural Gas Water	2,500.00	116.00	2,384.00
* TOTAL FACILITIES		49,000.00	37,731.80	11,268.20
CULTURE & RECREATION				
2-71-00-990-02	Cremona Days	5,400.00	7,328.35	(1,928.35)
* TOTAL CULTURE & RECREATION		5,400.00	7,328.35	(1,928.35)
PARKS & RECREATION				
2-72-00-230-00	Other Contracted Services	4,000.00	6,708.62	(2,708.62)
2-72-00-510-00	General Supplies	500.00	173.98	326.02
2-72-00-513-00	Beautification - Parks	2,500.00	0.00	2,500.00
2-72-00-528-00	Equipment Repairs & Maint. - Park	0.00	615.01	(615.01)
2-72-00-528-01	Playground Repairs & Maint.	100.00	0.00	100.00
* TOTAL PARKS & RECREATION		7,100.00	7,497.61	(397.61)
LIBRARY				
2-74-00-274-00	Insurance Library	700.00	688.87	11.13
2-74-00-528-00	Repairs & Maintenance - Library	250.00	0.00	250.00
2-74-00-850-00	Grant - Cremona Library	2,440.00	32,401.72	(29,961.72)
2-74-00-850-01	Grant - Parland Regional Library	3,700.00	94,802.64	1,897.36



VILLAGE OF CREMONA
GENERAL OPERATING REVENUE & EXPENSE REPORT
AUGUST 31, 2018

General Ledger	Description	2018 Budget	2018 YTD Actual	2018 Budget Remaining \$
*	TOTAL LIBRARY EXPENSE	7,090.00	34,893.23	(27,803.23)
**	TOTAL EXPENSES	878,279.00	621,831.38	256,447.62
***	(SURPLUS)/DEFICIT	(19,450.00)	(187,894.83)	168,444.83

*** End of Report ***



VILLAGE OF CREMONA

Accounts Payable Vendor History Listing

CUETS FINANCIAL

Acct # 20

Invoice #	Type	Chq #	Inv Date	Trans Date	PO #	Batch #	Description	Debits	Credits	Balance
437883764	AP	20180360	2018-05-01	2018-06-18		1805	WATER FREIGHT	39.23		39.23
V320_31	AP	20180360	2018-05-01	2018-06-18		1805	MEAL FOR ALL COUNCIL MEETING	190.26		229.49
V326_14	AP	20180360	2018-05-01	2018-06-18		1805	FCSS THEATRE TRIP	138.00		367.49
V47_220	AP	20180360	2018-05-01	2018-06-18		1805	PW SUPPLIES	39.98		407.47
V47_221	AP	20180360	2018-05-01	2018-06-18		1805	DRINKS FOR ALL COUNCIL MEETING	42.98		450.45
V388_3	AP	20180360	2018-05-03	2018-06-18		1805	FCSS NETWORK MTG-HOTEL	120.99		571.44
V351_10	AP	20180360	2018-05-03	2018-06-18		1805	FCSS SUPPLIES FOR SENIOR'S TRIP	46.68		618.12
254660	AP	20180360	2018-05-07	2018-06-18		1805	DATA BACKUP	57.44		675.56
V314_441	AP	20180360	2018-05-07	2018-06-18		1805	FCSS NEWSLETTER	140.09		815.65
V311_234	AP	20180360	2018-05-09	2018-06-18		1805	FUEL FOR SKID STEER	88.00		903.65
V326_15	AP	20180360	2018-05-09	2018-06-18		1805	FCSS THEATRE TRIP	31.50		935.15
V326_16	AP	20180360	2018-05-09	2018-06-18		1805	FCSS THEATRE TRIP	85.79		1,020.94
438016596	AP	20180360	2018-05-11	2018-06-18		1805	WATER FREIGHT	60.75		1,081.69
V333_28	AP	20180360	2018-05-15	2018-06-18		1805	OFFICE/CLEANING SUPPLIES	286.13		1,367.82
V447_4	AP	20180360	2018-05-16	2018-06-18		1805	FUEL FOR PICK UP	115.11		1,482.93
V406_4	AP	20180360	2018-05-16	2018-06-18		1805	COMMUNITY TRIP	401.39		1,884.32
V500_1	AP	20180360	2018-05-18	2018-06-18		1805	SLGM CONFERENCE	982.80		2,867.12
438080862	AP	20180360	2018-05-18	2018-06-18		1805	WATER FREIGHT	40.82		2,907.94
V313_42	AP	20180360	2018-05-22	2018-06-18		1805	WATER PLANT SECURITY SYSTEM	62.99		2,970.93
V313_43	AP	20180360	2018-05-22	2018-06-18		1805	WATER PLANT SECURITY SYSTEM	52.49		3,023.42
V311_235	AP	20180360	2018-05-23	2018-06-18		1805	FUEL FOR PICK UP	56.00		3,079.42
V501_1	AP	20180360	2018-05-23	2018-06-18		1805	PARKING AEA TRAINING-LUANA	8.00		3,087.42
V314_440	AP	20180360	2018-05-24	2018-06-18		1805	STAMPS	357.00		3,444.42
V379_7	AP	20180360	2018-05-24	2018-06-18		1805	ICC MTG	11.28		3,455.70
438146068	AP	20180360	2018-05-25	2018-06-18		1805	WATER FREIGHT	39.40		3,495.10
V412_6	AP	20180360	2018-05-31	2018-06-18		1805	ANNUAL FEE	60.00		3,555.10
	CQ	20180360	2018-06-18	2018-06-19		1809	PAYMENT	0.00	(3,555.10)	0.00
Totals								3,555.10	(3,555.10)	

*** End of Report ***



VILLAGE OF CREMONA

Accounts Payable Vendor History Listing

CUETS FINANCIAL

Acct # 20

Invoice #	Type	Chq #	Inv Date	Trans Date	PO #	Batch #	Description	Debits	Credits	Balance
V311_236	AP	20180432	2018-06-01	2018-07-17		1873	FUEL FOR PICKUP	116.78		116.78
V333_29	AP	20180432	2018-06-01	2018-07-17		1873	CLEANING/OFFICE SUPPLIES	55.42		172.20
V509_1	AP	20180432	2018-06-01	2018-07-17		1873	FCSS VOLUNTEERS	25.00		197.20
V312_20	AP	20180432	2018-06-03	2018-07-17		1873	OFFICE SUPPLIES	58.63		255.83
V350_18	AP	20180432	2018-06-03	2018-07-17		1873	FCSS SUPPLIES	151.63		407.46
V412_7	AP	20180432	2018-06-05	2018-07-17		1873	ANNUAL FEE	25.00		432.46
V508_1	AP	20180432	2018-06-05	2018-07-17		1873	MEAL-RICK PUMPS COURSE	18.11		450.57
V508_2	AP	20180432	2018-06-06	2018-07-17		1873	MEAL-RICK-PUMPS COURSE	23.90		474.47
V348_254661	AP	20180432	2018-06-06	2018-07-17		1873	DATA BACKUP	57.44		531.91
V434_8	AP	20180432	2018-06-07	2018-07-17		1873	REPL BATTERY	71.98		603.89
V311_237	AP	20180432	2018-06-07	2018-07-17		1873	FUEL FOR PICKUP	90.01		693.90
V243_	AP	20180432	2018-06-07	2018-07-17		1873	PNEUMATIC ACTUATOR	2,286.90		2,980.80
V311_238	AP	20180432	2018-06-08	2018-07-17		1873	FUEL FOR MOWER	54.95		3,035.75
V510_1	AP	20180432	2018-06-08	2018-07-17		1873	FCSS VOLUNTEERS	18.00		3,053.75
V350_19	AP	20180432	2018-06-10	2018-07-17		1873	SENIOR'S LUNCH	136.29		3,190.04
V351_11	AP	20180432	2018-06-10	2018-07-17		1873	SENIOR'S LUNCH	84.10		3,274.14
V334_6	AP	20180432	2018-06-10	2018-07-17		1873	SENIOR'S LUNCH	34.86		3,309.00
V434_9	AP	20180432	2018-06-11	2018-07-17		1873	PUSH RETAINER KIT AUTO	27.89		3,336.89
V311_239	AP	20180432	2018-06-12	2018-07-17		1873	FUEL FOR SKID STEER	80.00		3,416.89
438276368	AP	20180432	2018-06-12	2018-07-17		1873	WATER-FREIGHT	41.00		3,457.89
V311_244	AP	20180432	2018-06-15	2018-07-17		1873	FCSS VOLUNTEERS	50.00		3,507.89
V319_4	AP	20180432	2018-06-15	2018-07-17		1873	FCSS VOLUNTEERS	20.00		3,527.89
V47_223	AP	20180432	2018-06-15	2018-07-17		1873	FCSS VOLUNTEERS	50.00		3,577.89
V351_12	AP	20180432	2018-06-16	2018-07-17		1873	JULY 1ST PARADE CANDY	79.23		3,657.12
3	AP	20180432	2018-06-16	2018-07-17		1873	JULY 1ST PARADE CANDY BAGS	322.53		3,979.65
V41_3	AP	20180432	2018-06-17	2018-07-17		1873	FCSS VOLUNTEERS	30.00		4,009.65
V511_1	AP	20180432	2018-06-19	2018-07-17		1873	CAKE FOR COUNCIL MEETING	13.57		4,023.22
V313_44	AP	20180432	2018-06-20	2018-07-17		1873	SECURITY SYSTEM FOR WATER PLANT	62.99		4,086.21
V313_45	AP	20180432	2018-06-20	2018-07-17		1873	SECURITY SYSTEM FOR WATER PLANT	52.49		4,138.70
V311_240	AP	20180432	2018-06-20	2018-07-17		1873	FUEL FOR SKID STEER & MOWER	142.67		4,281.37
V311_241	AP	20180432	2018-06-21	2018-07-17		1873	FUEL FOR PICKUP	156.02		4,437.39
1005905	AP	20180432	2018-06-21	2018-07-17		1873	FCSS VOLUNTEERS	75.00		4,512.39
V314_442	AP	20180432	2018-06-21	2018-07-17		1873	WATER POSTAGE	357.00		4,869.39
V314_443	AP	20180432	2018-06-22	2018-07-17		1873	JULY 1ST MAILING	146.40		5,015.79



VILLAGE OF CREMONA

Accounts Payable Vendor History Listing

V314_444	AP	20180432	2018-06-26	2018-07-17	1873 FCSS NEWSLETTER	131.54		5,147.33
V47_222	AP	20180432	2018-06-26	2018-07-17	1873 STAFF POTLUCK	11.04		5,158.37
438403472	AP	20180432	2018-06-26	2018-07-17	1873 WATER-FREIGHT	54.98		5,213.35
V311_245	AP	20180432	2018-06-26	2018-07-17	1873 FUEL FOR PICKUP	62.85		5,276.20
V311_242	AP	20180432	2018-06-26	2018-07-17	1873 FUEL FOR PROPANE TANKS	48.28		5,324.48
V311_243	AP	20180432	2018-06-26	2018-07-17	1873 FUEL FOR MOWER	46.36		5,370.84
V497_	AP	20180432	2018-06-27	2018-07-17	1873 WELL PROTECTION	787.46		6,158.30
	CQ	20180432	2018-07-17	2018-07-17	1874 PAYMENT	0.00	(6,158.30)	0.00
Totals						6,158.30	(6,158.30)	

*** End of Report ***


**VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:10 b)

TITLE: Reports – Chief Administrative Officer Report

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

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

PHARMACY SERVICES IN CREMONA

I met with Mac Ghobrial who is one of the owners of Remedy’s R/x in Didsbury. He has offered to work with Cremona to have residents pick up their prescriptions. I believe the office located downstairs of FCSS would be a good location. More details to come.

EXERCISING CURB STOPS

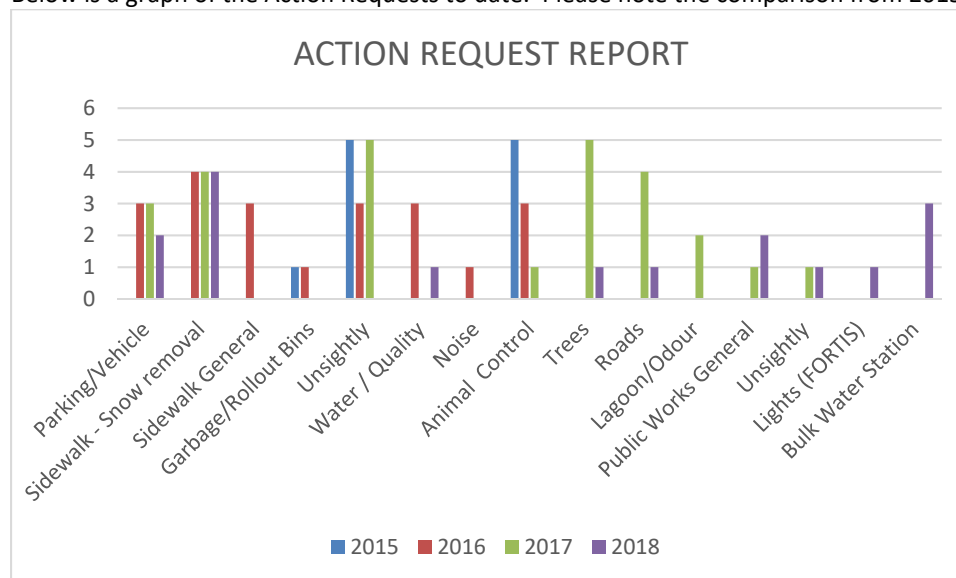
I investigated the request from Council about the maintenance of regular turning of curb stops. The information I received from other municipalities was as follows:

Exercising residential curb stops is not a general practice done by municipalities for the main reason being that during an exercise the valves could be seized and break or even cause damage to the residents line which could be a costly fix upwards of \$8000.00 per residents. If the curb stops were exercised every year since installation it then would not be a bad practice to continue, starting to exercise CC’s now would have a very negative impact financially on the Village. As a result, if there were to be an emergency problem at a residents the Village could always close down the main line so the problem could be repaired on the residents end, this would only happen if the CC did not work.

Carstairs: does not exercise the curb stops. they do exercise the main valves and hydrant vales every year but not the curb stops for reasons mentioned above as well.

ACTION REQUESTS

Below is a graph of the Action Requests to date. Please note the comparison from 2015 to 2018.





REQUEST FOR DECISION (RFD)

TELUS PIKTV SERVICES

Councillor Shi asked that I find out about TELUS PiKTV Service in Cremona. I was able to speak with someone who knew about the program. They said that PiKTV is a Fibre Internet subscription (not wireless) and Cremona does not have the population to put in fibre. However, the good news is that in 2019 TELUS is rolling out a new program that operates off the TELUS Smart Hub using cellular internet and you can pair this service to get PiKTV. This will resolve issues for small communities like Cremona and rural residents.

ROAD CLOSURE BYLAW

Urban Systems has sent off the Bylaw for the Road Closure to Alberta Transportation to have the Minister sign off. Once that happens, Council can have the 2nd and 3rd readings. Hopefully at the September meeting. Urban also circulated the application for the removal of the MR designation from a portion of Lot 9MR. The circulation period is until September 19, 2018. After that we will post on the lands a Public Hearing Notice. Council will set that date at the September Council meeting.

2019 BUDGET

I am just starting to work on the 2019 budget. One of the new requirements is a 3-year budget, which will be part of the upcoming budget. However, I am focusing on 2019 currently.

ROAD/SIDEWALK WARRANTY WORK

Collin Concrete will be in to fix and replace some of the wheel chair sidewalks as they are cracking. This is warranty work. Metro will be in to seal the newly paved streets and we are adding additional sealing on 1st Street West. A&A Paving will be in to do some warranty work in Edey Close.

STORMWATER LINE KC FOODS

A quote was received this week and a steel line is being put in rather than corrugated which will be more efficient and better drainage.

MAP REVIEW REPORT

I received the full Municipal Accountability Review Report and it will be on the September 18 Agenda. One of the items that I need to change is the minutes. The MGA states that are to be done without note or comment. The way I have been doing minutes is I put in the background and then the resolution. Well that is not how it should be done, and I am attaching a sample that was provided to me on how to do minutes. The new format will begin with the September minutes. Also, I will be attaching the Council Meeting Follow-up list with my CAO report at every meeting. I might find a new format to do this, but for now I am just attaching it as it.

COUNCIL PHOTOS

I have the photos from Cassidy and they are wonderful. I sent some to be put on our website. If you want them emailed to you, please let me know.

SHOW AND SHINE

Centre Street and portions of 1st Avenue were swept by the Town of Carstairs on Thursday, Sept. 6 in preparation for the show and shine. Public Works are also setting out barricades for the committee to set up on Saturday.

I received the following from Clarke Erwin on Sept. 11:

Thank you very much for all the support and as well getting the streets cleaned. That was a nice surprise. The day went well, we lucked out with the weather. It seemed everyone was happy and I so far have heard no complaints. Thanks again Luana

RECYCLING CENTRE

The recycling centre has been abysmally abused. It will be on the September council meeting agenda for discussion as the waste commission is no longer going to be providing this service.



**VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

PROCUREMENT CARD

With the change over from Mountain View Credit Union to Mountain View Financials, the Village will need to reapply for Corporate Credit Cards. Since AUMA/AMSC offers a P-Card program at no additional charge or fees, we have applied for the service instead of continuing with CUETS Financial or applying for a new card under Mountain View Financial.

AUTOMATED BULK WATER STATION

The quote for putting in water station at the pump house is \$29,421.70. With the road work needed to be done, we feel the total cost of the project will be around \$50,000. The installation by JC Industries will begin October 1st and take about a week. The road work, grading in front of the building will happen after the equipment has been installed to ensure the drain is properly placed.

LIBRARY UPDATE

Painting is all done in the new addition, carpeting started going in on Tuesday, Sept. 11, the grand opening seems to be on track for Sept. 29th.

LANDSCAPING

I had JimBob's Gardening Centre & Landscaping in to look at the front of the Village Office & Library and the new cemetery to do upgrades and proper landscaping and tree maintenance to get the properties into good condition and to make as easy as possible for maintenance. I am awaiting a quote.

SNOW REMOVAL

Public Works is preparing for snow removal for the up coming season. We have agreed that snow will be plowed to the side and the sidewalks, driveways and roll out carts will be cleared in a systematic fashion (1 staff clears with plow other staff follows with skid steer). Staff have been coming out to clear snow after 3 inches have accumulated and called in by CAO (council may contact CAO to ask I bring in staff) in weekends if needed. We plan to continue with this mandate; however, if council would like to see this change, please let me know.

OUTDOOR SKATE RINK

PW Staff will be prepping the outdoor skating rink in October. There will also be lighting due to lighting being installed on the new library addition.

FCSS COORDINATORS REPORT FOR SUMMER 2018

July 3rd was our first day of "Summer Fun", It was a busy summer! Just to recap, we hired 5 young people to run the program, they all took turns as acting coordinator. I think it went very well!

We had a youth trip to Shakers and Inanition – 40 in attendance. Our last day was August 28th for kids to attend and our students came in for a day of clean up on the 30th. (they also painted the bulletin boards downstairs, you'll have to go check them out.) Summer fun really takes a lot of time through out the summer.

The Salmon Run Trip is almost complete, I still have a couple food stops to work out, but the itinerary is solid. We still have 3 rooms available.

The outcome measure report has been completed and submitted for another year. We will be having another training day on September 25th.

I have been working with the library on a grand opening book signing event.

RECOMMENDED ACTION:

That Council accept the CAO report for September 18, 2018 as information only.

INTLS: CAO: LS



REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:10 c)

TITLE: Reports – Municipal Accountability Review Report

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

A municipal accountability review was conducted on June 19, 2018 and the full report is now being presented to Council for their review and information.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The report identifies areas of legislative compliance, as well as areas deemed to be legislatively non-compliant and requiring attention. The CAO has written the actions to be taken or that have already taken place on the report where comments are to be added.

Recommendations and resources are offered to assist in remedying any legislative gaps. To address the gaps a response report including detailing the actions to be taken to rectify the issues is due within eight weeks of receiving the letter (response due October 17).

Due to the size of the report, it will be sent in a separate email.

If you wish a hard copy can be provided prior to the meeting.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That Council accept the Village of Cremona Municipal Accountability Review Report as presented and direct the CAO to follow-up and submit a report to Municipal Affairs detailing the actions to be taken to rectify the identified gaps prior to October 17, 2018.

AND/OR

That Council...

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:11)

TITLE: Correspondence & Information

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

Attached with this RFD are items which Council would like to discuss or direct administration to bring it to another council meeting make a formal resolution; otherwise the information is for Council's review only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following items are provided:

- Alberta Culture and Tourism – Stars of Alberta Volunteer Awards
- Alberta Recycling Management Authority – Electronics, Paint & Tire Recycling Programs' 2017 Progress Report
- ATCO – Franchise Agreement Property Tax Collection and 2018 Franchise Fee Forecast Update
- Alberta Municipal Affairs - 2017 Street Paving MSI Grant Funding
- Alberta Municipal Affairs – Intermunicipal collaborative frameworks (ICF) and IDP
- Action on Smoking & Health – Municipal Update

RECOMMENDED ACTION:

That Council accept the attached correspondence as information only.

AND/OR

That Council...

INTLS: CAO: LS



ALBERTA
CULTURE AND TOURISM

*Office of the Minister
MLA, Calgary-Cross*

July 6, 2018

His Worship Timothy Hagen, Mayor
Village of Cremona
PO Box 10
Cremona, AB T0M 0R0

Dear Mayor Hagen:

Across the province, thousands of volunteers are stepping up to make a difference, to improve the quality of life for all of us, and to make Alberta an even better place to be. Thanks to the dedication and commitment of volunteers, Albertans have access to the recreational, cultural, and social programs and facilities that are at the heart of strong, vibrant communities.

The Stars of Alberta Volunteer Awards were established by the Government of Alberta to shine the spotlight on volunteers and the value of their efforts. The 2018 awards nominations are now open and you can help recognize the remarkable volunteers in your community. Consider submitting a nomination to honour a worthy volunteer in your community and encourage local organizations and individuals to do the same. Share the stories of how volunteers are making a difference in your life and the life of your community.

Six awards, two in each category of youth, adult, and senior, are presented annually on International Volunteer Day, December 5, at Government House in Edmonton. Albertans whose volunteer efforts have contributed to the well-being of their community are eligible to be nominated.

Full information, including a nomination form and a downloadable promotional poster suitable for printing or placement on your community website, can be found on the Stars of Alberta website at www.alberta.ca/stars-awards. The deadline for nominations is September 21, 2018.

Thank you for your support of Alberta volunteers and the Stars of Alberta Volunteer Awards!

Best Regards,

Ricardo Miranda
Minister

cc: Honourable Shaye Anderson
Minister of Municipal Affairs

RECEIVED

JUL 19 2018



July 16th, 2018

Ms. Luana Smith
Chief Administrative Officer
Village of Cremona
PO Box 10
Cremona, AB T0M 0R0

Dear Ms. Smith,

The Alberta Recycling Management Authority (Alberta Recycling) is pleased to provide you with the Electronics, Paint and Tire Recycling Programs' 2017 Progress Reports along with an overview the organization. Together these documents deliver a summary of our 2017 Annual Report, highlighting the results of the Programs and the benefits they provide to our province.

Recycling is an environmental success story in which Albertans participate every day in communities large and small. Municipalities, First Nations and Métis Settlements are keys to this success by establishing 450 collection sites throughout the province. These sites provide the public and businesses with convenient places to responsibly recycle their end-of-life computer equipment and TVs; leftover paint, empty paint cans, and scrap tires.

The reports can also be accessed online at www.albertarecycling.ca. If you would like additional hard copies to distribute to your council members or for distribution at your office, please email your request to info@albertarecycling.ca.

Recently municipalities and their associations have been proactive in supporting Alberta's recycling programs, including support for the expansion of the Electronics Program. We encourage you to continue supporting these enhancements.

If we can be of further assistance, please contact us at 780-990-1111, toll-free at 1-888-999-8762 or by e-mail at info@albertarecycling.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Wright'.

Doug Wright,
CEO

Enclosure



*Message from the Honourable Shannon Phillips
Minister of Environment and Parks*



Albertans excel at diverting their old electronics, paint and tires from our province's landfills. To date they have recycled 8.3 million electronic devices, 106 million tires, and 20 million litres of paint. You could fill 10 Olympic-sized swimming pools with all that paint!

Municipalities and Indigenous communities play major roles in this success story. They have set up 450 recycling depots across the province, ensuring that wherever you live, a recycling depot is nearby.

The work of Alberta Recycling is commendable, and it is a credit to the leadership of Bob Barss, who is stepping down as director and Chair of the Board of Directors after effectively serving for 11 years. I thank him for his commitment to ensuring that our province has the most effective Electronics, Paint and Tire Recycling Programs possible.

I am pleased to introduce the new Chair, Caroline McAuley, who is an effective and energetic advocate for recycling in her home community of Vermilion, where she is in her first term as mayor. McAuley's appointment will ensure that Alberta Recycling continues to work effectively on behalf of Albertans.

Phillips

Shannon Phillips
Minister of Environment and Parks

"I am very proud to be appointed Chair of Alberta Recycling's Board of Directors, representing the public-at-large. I am committed to serving this province, continuing to build on the organization's model of cost-effective environmental solutions, accountability and transparency."



Caroline McAuley
Chair of Alberta Recycling

CONGRATULATIONS ALBERTA!

So far you've recycled...

8.3 million TVs & computer products



20 million litres of paint and **3.7 million** spray paint cans



...and **106 million** tires



Our vision

A sustainable Alberta-based solution for recycling electronics, paint and tires (designated materials) that is a model of excellence, environmentally responsible and economically viable.

Our mission

To carry out our delegated mandate of managing revenues to achieve high environmental outcomes in respect of each designated material.



Fort McMurray Regional Landfill and Recycling Facility (2016)



Sturgeon Lake Cree Nation Transfer Station (2016)



Clairmont Centre for Recycling and Waste Management (2016)

CHAMPIONS OF THE ENVIRONMENT

Recycling programs in Alberta would not happen without the investment of municipalities, waste authorities and Indigenous communities who work hard to ensure that Albertans have a place in their community to recycle. Every year Alberta Recycling recognizes three collection sites (recycling depots) for their exceptional dedication to providing Electronics, Paint and Tire Collection Sites that are organized, safe and convenient for their residents and businesses to use.

The 2016 and 2017 winners, each pictured with Bob Barss, past Chair of the Alberta Recycling Management Authority.



Parkland County Transfer Stations (2017)



Coronation Transfer Station (2017)



Crowsnest/Pincher Creek Landfill (2017)

WHO WE ARE

Alberta Recycling is a not-for-profit association responsible for managing Alberta's Tire, Electronics and Paint Recycling Programs. The organization is run by a Board of Directors representing various stakeholder groups and reports to the Minister of Environment and Parks.

BOARD OF DIRECTORS & MEMBER ORGANIZATIONS

- **Board Chair (representing the public-at-large)** – Caroline McAuley (Bob Barss to January 14, 2018)
- **Rural Municipalities of Alberta** – Al Kemmere (Carolyn Kolebaba to December 17, 2017)
- **Alberta Urban Municipalities Association** – Cathy Heron
- **Association of Professional Engineers and Geoscientists of Alberta** – Joe Kostler
- **Environmental Services Association of Alberta** – Jeff Dirks
- **Recycling Council of Alberta** – Leah Seabrook
- **Industry-at-large (represented by Retail Council of Canada)** – John Graham (Lanny McInnes to April 10, 2017)
- **Alberta Environment and Parks** – Patrick Kane
- **Electronics Recycling Alberta Industry Council Chair** – Jeff Faber
- **Paint Recycling Alberta Industry Council Chair** – Lis Anderson (Raymond Massey to July 5, 2017)
- **Tire Recycling Alberta Industry Council Chair** – Brent Kennedy



Phone: Direct (780) 990-1111 or Toll-free 1-888-999-8762
E-mail: info@albertarecycling.ca

www.albertarecycling.ca

July 17, 2018

RECEIVED

JUL 24 2018

Village of Cremona
PO Box 10
Cremona, AB
T0M 0R0

Attention: Luana Smith / Chief Administrative Officer

RE: Franchise Agreement Property Tax Collection and 2018 Franchise Fee Forecast Update

Property Tax Clause (Municipal Taxes)

We completed a review of all Franchise Agreements currently in place. As part of this review, it was noted that the Village of Cremona has a clause for collection of municipal taxes (not enacted) in the current franchise agreement which would allow for the collection of property taxes in addition to the franchise fee.

If you are interested in enacting this clause for collection of municipal taxes, we would require two months of notice to set up a Rider "B" to be approved by the AUC. Once approved, the community would submit property tax assessments to us as part of the annual tax assessment process. We will then apply to the AUC to collect the assessment through the Rider "B" rate which is set up as a percentage of delivery tariff revenue and shows up as a separate line item on customer bills. We pre-collect the funds for the community and pay the following summer (2018 taxes remitted in the summer of 2019). The Rider "B" percentage is reviewed and updated annually on February 1 of each year to address any over/under collection.

Should your community be interested in pursuing this, we would work with you to set this up going forward.

Franchise Fee Update for 2018

We would like to provide the Village of Cremona with an update on the franchise fees for 2018. The fees are directly related to the natural gas use and the associated delivery rates for the community. Two rate changes have occurred that impact your rates. These took place in March and April of 2018 and have decreased the overall delivery rates that the customers in the community are paying. This in turn reduces the expected franchise fee that the Village of Cremona will collect in 2018. Please see Appendix A for an updated 2018 forecast along with the historical delivery tariff revenues and franchise fees paid to show the variation in the fees over the years. As per the normal process, prior to September 1, 2018, the 2019 delivery tariff and Franchise Fee forecasts will be provided for your information to help you review your percentages for your fees for 2019.

Please contact the me at 403-245-7643 if you have any questions relating to this information or if you would like to meet to discuss anything further.

Yours truly,

A handwritten signature in blue ink, appearing to read "J. Jaques", is positioned above the printed name.

Jamie Jaques
Manager, Calgary Region Field Operations
ATCO Gas Distribution

Village of Cremona - Appendix A

2018 Delivery Tariff Revenue Forecast:

Provided September 2017

\$127,960

Provided July 2018

\$121,924

2018 Franchise Fee Forecast:

Provided September 2017

\$31,990

Provided July 2018

\$30,481

Historical Delivery Tariff Revenues and Franchise Fees Paid:

	<u>Delivery Revenue</u>	<u>Franchise Fee Percentage</u>	<u>Franchise Fee Collected</u>	<u>Property Tax Paid</u>
2017	\$135,172	25.00%	\$33,793	-
2016	\$120,338	25.00%	\$30,085	-
2015	\$110,695	27.00%	\$29,888	-
2014	\$110,611	27.00%	\$29,865	-
2013	\$100,386	27.00%	\$27,104	-
2012	\$85,284	27.00%	\$23,027	-
2011	\$95,734	27.00%	\$25,848	-
2010	\$94,682	27.00%	\$25,564	-
2009	\$87,125	27.00%	\$23,524	-
2008	\$78,466	25.00%	\$19,617	-



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR94299C

July 23, 2018

His Worship Timothy Hagen
Mayor, Village of Cremona
PO Box 10
Cremona Alberta T0M 0R0

Dear Mayor Hagen,

The Alberta Government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative (MSI), we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to accept the following eligible project submitted by your municipality under the MSI capital program.

CAP-10203	2017 Street Paving	\$153,437
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My ministry welcomes the opportunity to celebrate your MSI project milestones with you, so please send invitations for these events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, please contact Municipal Affairs Communications, toll free at 310-0000, then 780-427-8862, or at ma.msicapitalgrants@gov.ab.ca.

As partners in supporting Alberta's communities, I look forward to working together to move your infrastructure priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Luana Smith, Chief Administrative Officer, Village of Cremona

July 25, 2018

His Worship Timothy Hagen
Mayor
Village of Cremona
PO Box 10
Cremona AB T0M 0R0

Dear Mayor Hagen,

As you are aware, recent changes to the *Municipal Government Act* will require all municipalities to create intermunicipal collaboration frameworks (ICF) and intermunicipal development plans (IDP) with their neighbours. This work reflects our mutual priority of ensuring all Albertans benefit from the efficient delivery of local services and effective co-ordination of development, and I am pleased to see the progress already made.

The two-year period set out in legislation to accomplish this task is challenging, but I am confident the existing legacy of intermunicipal co-operation has placed us in a position to be successful. I am nevertheless aware of some specific challenges that can be addressed at this time, and gratefully acknowledge the practical solutions that have been proposed during discussions with the municipal associations, the administrative associations, and municipalities.

As a result of these discussions, I have signed Ministerial Order No. MSL:047/18 (attached), which makes the following changes:

- Exempts parties from the requirement to create an IDP where the entire area along one or both sides of the common boundary between the parties is composed entirely of federal or provincial Crown land. This change recognizes the limited value in the creation of an IDP where development is restricted.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipal districts, special areas, improvement districts, or rural specialized municipalities. This change will allow rural municipalities to focus their efforts on working with their urban neighbours during the initial two-year period.

.../2

- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipalities that are members of the same growth management board (GMB). This change will allow GMB member municipalities to harmonize their ICFs and IDPs with their growth and service plan, and provide an opportunity to address through an ICF or IDP any matters not addressed in a growth or servicing plan.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between a municipality that is a member of a GMB, and a municipality that is not a member of the GMB, but is located within the boundaries of the member municipality. This change will allow GMB member municipalities to create their ICFs and IDPs within the context of their growth and servicing plan.

In each case, all parties to a framework or plan must agree to apply the exemption or extension by council resolution, and the resolution must be filed with the Minister within 90 days of the date the resolution is passed.

In the event other circumstances arise that are beyond your control, I will consider specific requests for an exemption or time extension. However, based on the importance of this work to all Albertans, I encourage you to make every effort to work with your neighbours and to meet the legislated timelines.

I trust these changes will provide some practical efficiencies as we work toward improved intermunicipal solutions.

Sincerely,



Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:047/18

cc: Luana Smith, Chief Administrative Officer, Village of Cremona



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

MINISTERIAL ORDER NO. MSL:047/18

I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

- 4) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between a municipality that is a member of a growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018 and a municipality that is not a member of the growth management board but is located entirely within the boundaries of the member municipality, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 5) That the time for an arbitrator to create an intermunicipal collaboration framework or an intermunicipal development plan pursuant to Section 708.36(1)(a) of the *MGA* is April 1, 2022, where the time to create the framework or adopt the plan is modified by this Order.

Dated at Edmonton, Alberta, this 19th day of July, 2018.



Shaye Anderson
Minister of Municipal Affairs

ASH Municipal Update

August 2018

Municipalities passing comprehensive smoking bylaws prior to cannabis legalization

A growing number of Alberta municipalities are approving broad public restrictions on the smoking and vaping of cannabis and tobacco prior to cannabis legalization on October 17. Wood Buffalo/Fort McMurray, Lloydminster and Okotoks have already approved broad restrictions on smoking and vaping. Camrose, Lacombe and St. Albert are poised to follow suit. Edmonton City Council is also exploring broad restrictions on smoking and vaping in public places including children's parks.

By approving broad and uniform restrictions on smoking and vaping, these municipalities are addressing several problems simultaneously. Tobacco kills 55 times more Canadians than cannabis according to recent data from the Canadian Centre on Substance Use and Addiction. From a public health perspective, any restrictions on cannabis use can be easily justified for tobacco use. Tobacco regulation should not take a back seat to cannabis.

To a five-year-old, smoking is smoking whether it involves tobacco, cannabis, burning or vaping. Healthy modeling helps to create healthy kids.

Uniform restrictions on tobacco and cannabis are also easier to enforce. It is almost impossible to determine what substance is being vaped as there is no distinguishing odour. A broad smoking/vaping ban eliminates the need for a special cannabis enforcement effort.

AUMA webinar on cannabis and public health

The Alberta Urban Municipalities Association and the Rural Municipalities Association co-hosted a webinar on cannabis and public health on May 25. Several public health organizations presented including Action on Smoking & Health.

The webinar provides guidance to municipalities on how to ensure that public health is not compromised by cannabis legalization. To view the webinar, visit <https://www.youtube.com/watch?v=HW10c5AnH10&feature=youtu.be>

Alberta municipalities win *Smoke-Free Spaces* awards

Alberta municipalities can now be designated as "smoke-free communities" under the new *Smoke-Free Spaces* awards program.

This new recognition program was developed by a partnership of prominent health and recreation organizations to honour municipalities, school boards and post-secondary institutions that have adopted best-practice bylaws and policies to create smoke-free public spaces.

The first municipal award winners were Camrose, Wood Buffalo and Lloydminster. More winners will be announced this fall.

"We applaud these trail-blazing leaders for providing smoke-free indoor and outdoor environments for their residents, visitors, staff and students" said Les Hagen,

executive director of ASH. “Cannabis legalization has the potential to renormalize smoking and these public bodies have decided to get in front of this issue by extending their smoke-free policies to include any substance that can be smoked or vaped. We encourage all public bodies in Alberta to follow the lead of these exemplars and to place a top priority on protecting the quality of life of their residents, staff, and students as cannabis legalization approaches”.

For more information on how to qualify, visit www.smokefreespaces.ca.

Provincial Cannabis Act full of loopholes

The *Alberta Cannabis Act* has the most liberal cannabis consumption rules of any Canadian province or U.S. state.

Here are the most significant loopholes and omissions in the *Cannabis Act*:

- Cannabis consumption is allowed at public events even if children and youth are present.
- Cannabis consumption is allowed in public parks—in the presence of children and youth.
- The *Act* exempts medical cannabis users. There are 100,000 registered medical cannabis users in Alberta and this number is expected to surge after cannabis legalization especially in cities that have provided similar exemptions.
- The *Act* effectively exempts the vaping of cannabis since nicotine vaping is not restricted in Alberta. It is almost impossible to distinguish between the vaping of nicotine or

cannabis because there is no distinguishing odour.

Municipalities can close all of these loopholes and omissions by approving broad restrictions on the smoking and vaping of tobacco and cannabis in all public places frequented by children and youth. A growing number of Alberta municipalities are choosing this option in order to protect youth and to prevent the renormalization of public smoking.

New ASH online municipal resource hub

To further assist municipalities with bylaw development, ASH has launched a new online resource hub that includes:

- The ASH model smoking bylaw
- A comparison chart of municipal smoking restrictions in Alberta
- Links to existing smoking bylaws
- Fact sheets on the impact of smoking restrictions and secondhand smoke
- Information on cannabis, e-cigarettes and hookah smoking
- Tobacco retail licensing and zoning

The online resource hub can be viewed at www.ash.ca/municipal.

ASH can help your municipality prepare for cannabis legalization. For more information please contact ASH at 780-426-7867 or by email at info@ash.ca.

Founded in 1979, ASH is Western Canada’s leading tobacco control organization.

ash.ca
action on smoking & health

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:12

TITLE: Next Meeting

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

Council will announce the location of the next Council Meeting in October, 2018 which will also be an organizational meeting.

Council may also want to have additional meetings such as Committee of the Whole meetings where no resolutions are made but Council can have discussion about projects, review policies and bylaws or any topic they deem important to discuss as a whole.


RECOMMENDED ACTION:

That Council set the Organizational Meeting for the Village of Cremona to take place at 6:30 p.m. on Tuesday, October 16, 2018.

AND

That Council declare that the next Regular Council Meeting for the Village of Cremona Council will take place at 7:00 p.m. on Tuesday, October 16, 2018 at Council Chambers located at 106 1st Avenue East

INTLS: CAO: LS



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:13

TITLE: Open Forum

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

Members of the public are welcome to give a short presentation or ask questions of Council at this time.

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:14

TITLE: In-Camera/Reconvene

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

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

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council will be required to make a motion to go in-camera to discuss items that are either legal, land related or personnel related.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

That Council go in-camera at _____ p.m. for review of the September 13, 2018 ICC Summary Session Notes and Schedule A of the Waste Services Agreement with Mountain View Regional Waste Management Commission.

INTLS: CAO: LS

 VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Closed Meeting

Date: September 18, 2018

AGENDA NO.:14 c)

TITLE: RECONVENE

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

RECOMMENDED ACTION:

That Council reconvene from closed meeting to Regular Council meeting at _____ p.m.

AND/OR

That Council...

INTLS: CAO: LS

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION (RFD)

MEETING: Regular Council Meeting

Date: September 18, 2018

AGENDA NO.:15

TITLE: Adjournment

ORIGINATED BY: L. Smith, Chief Administrative Officer

BACKGROUND / PROPOSAL:

A Member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

That Council adjourn the Village of Cremona Regular Council Meeting on the 18th day of September 2018 at _____ p.m.

INTLS: CAO: LS

***COUNCIL REMINDER – TIMESHEETS ARE DUE ON SEPTEMBER 24, 2018
Drop them off to Sandi or email them to her at: finances@cremona.ca***