



VILLAGE OF
Cremona
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 1

TITLE: Call to Order

ORIGINATED BY: *Karen O'Connor, CAO*

Mayor Hagen called the September 19, 2023, Village of Cremona Council meeting to order at _____ PM

RECOMMENDED ACTION:

MOTION THAT Mayor Hagen called the meeting to order at _____ P.M.

INTLS: CAO: *KO*



REGULAR COUNCIL MEETING AGENDA
September 19, 2023, at 7:00 p.m.
Council Chambers – 106 1st Avenue East

ATTENDANCE:

Mayor: Hagen, **Deputy Mayor:** Canaday, **Councillors:** Goebel, Thompson, Dick

OTHER PRESENT: Karen O'Connor, CAO & Sandi Ryan, CSC, Clerk

ABSENT:

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - a) July 18, 2023, *Regular Council Meeting Minutes*
 - b) August 22, 2023, *Special Council Meeting Minutes*
- 4. DELEGATIONS / PRESENTATIONS**
- 5. OPEN FORUM- PUBLIC QUESTION PERIOD**
- 6. BUSINESS ARISING FROM PREVIOUS MEETING**
- 7. BYLAWS & POLICIES**
- 8. NEW BUSINESS**
 - a) **RFD 23-09-083** Appointing Mayor Hagen ICC
 - b) **RFD 23-09-084** MVREMA proposal ACP Grant
 - c) **RFD 23-09-085** Town of Carstairs RCMP Proposal
- 9. REPORTS**
 - a) Financial Reports
 - b) CAO Reports
 - -June 28, 2023

10. MINUTES/REPORTS-BOARDS, COMMITTEES, COMMISSIONS

Mayor Hagen Reports:

- MVC Ltr of an invitation benefit concert
- 2024 Cremona Fire Budget

Deputy Mayor Canaday Reports:

Councillor Goebel Reports:

- Cremona Library Board Meeting Minutes-,2023
- FCSS Coordinator Summer Report
- FCSS Meeting Minutes-Sep 5, 2023

Councillor Dick Reports:

11. CORRESPONDENCE & INFORMATION

- Bulletin 13-2023 eFacility System Outage
- RCMP Victim Services Program-Newsletter July 2023 Vol 10
- TEC eFacility Enforcement Bulletin-Sep 5,2023
- SAEWA Bylaws & Schedule
-

12. NEXT MEETING

13. CLOSED MEETING- 1 Land

14. RECONVENE

15. ADJOURNMENT

REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 2

TITLE: Acceptance of the Agenda

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

By resolution, Council must accept the agenda.

RECOMMENDED ACTION:

MOTION That Councillor _____
accepts the Agenda as presented.

OR

MOTION That Councillor _____
accepts Council accepts the Agenda
as amended.

INTLS: CAO: KO



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 3

TITLE: Minutes – a) July 18, 2023, Regular Council Meeting
b) August 22, 2023, Special Meeting

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

July 18 & Aug 22, Regular & 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:

- a) MOTION THAT Councillor _____ accepts July 18, 2023, Regular Council Meeting minutes as presented.
OR
MOTION THAT Councillor _____ accepts the July 18, 2023, Regular Council Meeting minutes as amended.

AND

- b) MOTION THAT Councillor _____ accepts August 22, 2023, Special Council Meeting minutes as presented.
OR
MOTION THAT Councillor _____ accepts August 22, 2023, Special Council Meeting minutes as amended.

INTLS: CAO: KO



Minutes of the Village of Cremona Regular Council Meeting held on
Tuesday, July 18, 2023 – Commencing at 7:00 p.m.

<u>IN ATTENDANCE:</u>	Deputy Mayor Canaday, Councilor Goebel, Councillor Thompson, Councillor Dick
<u>OTHERS PRESENT:</u>	CAO, Karen O’Connor, Corporate Services, Sandi Ryan and 7 members of the public.
<u>ABSENT:</u>	Mayor Hagen

1.1 CALL TO ORDER:

Res. 23/174 MOTION THAT Deputy Mayor Canaday calls the meeting to order at 6:55 P.M.

2.1 ADOPTION OF AGENDA:

Res: 23/175 MOTION THAT Councillor Dick accepts the agenda as presented with the addition of
8 d) RFD 23-07-081 Road Closure-Show & Shine

CARRIED

3.1 ADOPTION OF MINUTES:

Res: 23/176 MOTION THAT Councillor Goebel accepts June 20, 2023, Regular Council Meeting minutes as
presented.

CARRIED

4.1 DELEGATIONS / PRESENTATIONS: None

5.1 OPEN FORUM-PUBLIC QUESTION PERIOD

A member of the public had questions regarding what is happening with the dead grass at the skate park.

Res: 23/177 MOTION THAT Deputy Mayor Canaday accepts the concerns and questions as information
presented.

CARRIED

6.1 BUSINESS ARISING FROM PREVIOUS MEETING

7.1 BYLAWS & POLICIES

NEW BUSINESS / REQUEST FOR DECISION:

8 a) RFD 23-07-078 Hwy No. 22 Larger Speed Signage

Res. 23/178 **MOTION** THAT Councillor Dick approves that Council request the CAO to seek out larger signage, 60 km & / or 80 km to replace the smaller signs, and also to inquire about solar speed signs and if there would be any cost to the village.

CARRIED

8 b) RFD 23-07-079 ICC County's Proposal

Res: 23/179 **MOTION** THAT Mayor Canaday request that RFD 23-07-179 will be moved into a closed meeting discussion later into the agenda.

CARRIED

8 c) RFD 23-07-080 Headstone Approval Section B, Plot 2

Res: 23/180 **MOTION** THAT Councillor Goebel approves the headstone presented with the maximum size not exceeding 23.5 inches in width.

CARRIED

8 d) RFD 23-07-081 Road Closure for 2023 Show & Shine

Res: 23/181 **MOTION** THAT Councillor Thompson approves the road closure for Saturday, September 9, 2023, from 7 am to 4:30 pm for Cremona & Water Valley Chambers Of Commerce to host the 2023 Annual Show & Shine event.

CARRIED

9 a) Financial Reports

Res. 23/182 **MOTION** THAT Councillor Dick accepts the accounts payable report with FCSS and village's financial reports for June 2023, as information only.

CARRIED

9 b) CAO Report

Res.23/183 MOTION THAT Councillor Goebel accepts the CAO's June active report for information only.

CARRIED

10. COMMITTEES/BOARDS/COMMISSIONS

Mayor Hagen Reports:

- MVC Ltr. Tornado Benefit Concert-July 11, 2023

Deputy Mayor Canaday Reports:

- None

Councillor Goebel Reports:

- Cremona Library Board Meeting Minutes- May 25, 2023

Councillor Thompson Reports: None

Res. 23/184 MOTION THAT Councillor Goebel accepts all committees & board meeting minutes and reports as information only.

CARRIED

CORRESPONDENCE & INFORMATION

- 19th Annual Golf Classic-Sep 14, 2023.

Res. 23/185 MOTION THAT Councillor Goebel accepts the attached correspondence as information only.

CARRIED

NEXT MEETING

Res: 23/186 **MOTION** THAT Councillor Dick declares that the next Regular Council Meeting for the Village of Cremona Council will take place at 7 p.m. on Tuesday, September 18, 2023, at the located of 106 1st Avenue East.

CARRIED

CLOSED Meeting

Res: 23/187 **MOTION** THAT Deputy Mayor Canaday calls the meeting to enter a closed meeting under one (1) Legal, one (1) Land items at 7:50 pm.

CARRIED

Res: 23/188 **MOTION** THAT Deputy Mayor Canaday reconvenes from a closed meeting to the public at 8:30 pm.

CARRIED

LEGAL

Res: 23/189 **MOTION** THAT Councillor Goebel accepts the information given and will hold another meeting prior to the next ICC meeting that is scheduled for September 5, 2023, for further discussion.

CARRIED

Land

Res:23/190 **MOTION** THAT Councillor Dick directs the CAO to seek out professional assistance to to create a sales agreement for the sale of the village's commercial & residential lots.

CARRIED

ADJOURNMENT

Res. 23/191 **MOTION** THAT Deputy Mayor Canaday adjourns the Village of Cremona Regular Council Meeting on the 18th day of July 2023, at 8:40 p.m.

CARRIED

Deputy Mayor, Joe Canaday

CAO, Karen O'Connor



Minutes of the Village of Cremona Special Council Meeting held on
Tuesday, August 22, 2023 – Commencing at 6:00 p.m.

IN ATTENDANCE: Deputy Mayor Canaday, Councilor Goebel,
Councillor Dick

OTHERS PRESENT: CAO, Karen O'Connor
and 1 member of the public.

ABSENT: Mayor Hagen, Councillor Thompson

1.1 CALL TO ORDER:

Res. 23/192 MOTION THAT Deputy Mayor Canaday calls the meeting to order at 6:05 P.M.

2.1 ADOPTION OF AGENDA:

Res: 23/193 MOTION THAT Councillor Dick accepts the agenda as presented.

CARRIED

3.1 OPEN FORUM-PUBLIC QUESTION PERIOD

The Chair of Cremona Library made a presentation to the council regarding the Cremona Library's activities growth and future endeavors.

Res: 23/194 MOTION THAT Deputy Mayor Canaday accepts the concerns and questions as information presented.

CARRIED

NEW BUSINESS / REQUEST FOR DECISION:

8 a) RFD 23-08-082 Concrete Swales on East Street & First Street

Res. 23/195 MOTION THAT Councillor Goebel awards Tanas Concrete for the Concrete Swales Project, on East Street & First Street East for the amount not exceeding \$ 18,000.00 and to be completed no later than September 30, 2023.

CARRIED

4 b) RFD 23-08-083 New Fence on North Side of Trailer Park and Electric Gate to Access Cremona Lagoon

Res: 23/196 **MOTION** THAT Councillor Dick awards Triple R Fencing the project of building a Wild Game Fence on the North side of Cremona Trailer Park and installing an Electric Gate at the entrance of Cremona Lagoon not exceeding \$22,000.00.

CARRIED

CLOSED Meeting

Res: 23/197 **MOTION** THAT Deputy Mayor Canaday calls the meeting to enter a closed meeting under one (1) Legal item at 6:35 p.m.

CARRIED

Res: 23/198 **MOTION** THAT Deputy Mayor Canaday reconvenes from a closed meeting to the public at 6:50 pm.

CARRIED

LEGAL

Res: 23/199 **MOTION** THAT Councillor Goebel accepts the information presented to help with further discussion and decision-making for the ICC meeting that is scheduled for September 5, 2023.

CARRIED

ADJOURNMENT

Res. 23/200 **MOTION** THAT Deputy Mayor Canaday adjourns the Village of Cremona Special Council Meeting on the 22nd day of August 2023, at 6:52 p.m.

CARRIED

Deputy Mayor, Joe Canaday

CAO, Karen O'Connor



MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 4 a) NONE

TITLE: Delegations / Presentation:

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

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

INTLS: CAO: KO

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 5 a)

TITLE: OPEN FORUM-PUBLIC QUESTION PERIOD

ORIGINATED BY: *Karen O'Connor, CAO*

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

RECOMMENDATIONS:

MOTION THAT Councillor _____ take the public question as information.

Or

MOTION THAT Councillor _____ take the public question and concerns back with Council to discuss at a later date.

INTLS: CAO **KO**

 VILLAGE OF
Cremona
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 6a)

TITLE: BUSINESS ARISING FROM PREVIOUS MEETING:

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accepts the.

Or

MOTION THAT Councillor _____

INTLS: CAO KO

 VILLAGE OF
Cremona
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 7 a)

TITLE: Bylaws & Policies - NONE

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Councillor _____ passing the first reading of the

MOTION THAT Councillor _____ passing the second reading of the

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

MOTION THAT Councillor _____ passing the Third and Final reading of the Rate Fees Bylaw

INTLS: CAO KO

 VILLAGE OF
Cremona
REQUEST FOR DECISION 23-09-083

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 8 a)

TITLE: New Business: Appointing ICC Representative

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL: Deputy Mayor Canaday has been covering Mayor Hagens duties while Mayor Hagen was absent. At the June ICC meeting the committee appointed J. Canaday to be Cremona rep.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Village of Cremona Council, at its Regular Council Meeting, held on September 19, 2023, amended the representatives appointed to the Intermunicipal Collaboration Committee until the October 2023 Organizational Meeting.

COSTS / SOURCE OF FUNDING (if applicable): None

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approves the appointing of Mayor Hagen to the Intermunicipal Collaboration Committee, that the Village of Cremona holds with Mountain View County.

INTLS: CAO KO

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 23-09-084

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 8 b)

TITLE: New Business: MVREMA Proposal ACP Grant

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

MVREMA is purposing that MV Region applies for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of the response to and recovery from emergencies.

COSTS / SOURCE OF FUNDING (if applicable): None

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approves the Village of Cremona to apply for the ACP grant to create a Regional Emergency Social Services Plan.

AND

MOTION THAT Councillor _____ appoints Mountain View County to be the managing partner for the ACP grant application by September 30, 2023.

MOTION THAT Councillor _____ approves that Village of Cremona administrative staff will support MVC administrative for the emergency management and community services staff to complete the ESS grant project to their ability.

INTLS: CAO *KO*

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 23-09-085

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 8 c)

TITLE: New Business: Town of Carstairs Proposal Regional Policing

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Town of Carstairs is proposing to create a Regional Policing Model with MVC, Town of Carstairs, Village of Cremona and Crossfield and Water Valley community.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The detachment will be in the Town of Carstairs. The Town of Carstairs is mandated to get an RCMP detachment due to their per capita being over the 5,000 thresholds.

COSTS / SOURCE OF FUNDING (if applicable): None

RECOMMENDED ACTION:

MOTION THAT Councillor _____ supports the Town of Carstairs with the proposal of creating a regional RCMP detachment with the Town of Carstairs, Mountain View County, Village of Cremona, Crossfield, and Water Valley community.

INTLS: CAO KO

From: 4036381957@msg.telus.com
To: cao@cremona.ca
Date: September 6, 2023 9:41:57 AM

Good evening Tim: Lance here. Hope all is well with you. Long time no see. We have been in discussions with the RCMP as we are over 5000 so have been looking at Regional policing. This would be Carstairs, Crossfield and Cremona Water Valley and of course the County. So far we have letters of support for this idea from the County and Crossfield. The idea is to build the Detachment in Carstairs. Didsbury would still have their Detachment but our members and those would patrol the Regional concept would deploy from here. We are putting a business plan together and would like a letter of support from Cremona if you and your Council agree with this proposal. All of us feel it would assist in the lowering the response times for us all. Looking forward to hearing from you. If you want give me a call tomorrow to discuss this further.

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From: 4036381957@msg.telus.com
To: cao@cremona.ca
Date: September 6, 2023 9:42:26 AM

Hi Tim: Lance here. Hope this finds you healthy it has been a long time since I saw you.
We are still talking about Regional policing and as such we found support in the new Chief Superintendent Wayne Nichols. He would like to meet with all the interested parties on September 19 at 1 PM at our town office.
We are meeting with the top brass at AM and he will be there to support us. We are also meeting with Minister Ellis to see if we can get the \$30,000 to do a study.
Please let me know if you and your council agree with this idea and if so would you send us a letter supporting the regional model for our area.
Respectfully,
Lance

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MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 9 a)

TITLE: Reports – Financial Reports

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

Accounts payable for July 2023 total sum being \$ 81,736.91.

Accounts payable for August 2023 total sum being \$ 240,277.84.

Financial Report for FCSS & Village

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Balzer's Canada payment for \$ 113,034.00 is being 80% reimbursed by MVC

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accepts Accounts Payable Reports and FCSS & Villages Financial Reports as information only.

INTLS: CAO: KO

Cheque Listing For Council

2023-Sep-8
10:21:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230384	2023-08-09	LOCAL AUTHORITIES PENSION PLAN	7993255-B8H9	PAYMENT EM# 450 - PP# - 2023	690.63	690.63
20230385	2023-08-09	MOUNTAIN VIEW PUBLISHING INC.	MVP317904 MVP317905	PAYMENT GRAD ADVERTISING JOB AD - PW WTR OPERATOR	151.20 1,149.12	1,300.32
20230386	2023-08-09	WILD ROSE ASSESSMENT SERVICE	9090	PAYMENT PROGRESS PMT - AUG 2023	673.75	673.75
20230387	2023-08-03	AKKUS, ENES	3	PAYMENT SUMMER FUN PROGRAM	521.25	521.25
20230388	2023-08-03	AQUATECH CANADIAN WATER SERVICES INC.	021918	PAYMENT MONTHLY FEES - JULY 2023	6,560.51	6,560.51
20230389	2023-08-03	ESCAPE COACH LINES LTD	2373	PAYMENT FCSS BUS FOR SENIOR'S TRIP	1,522.50	1,522.50
20230390	2023-08-03	HI-WAY 9 EXPRESS LTD	20166701	PAYMENT WATER - FREIGHT	120.31	120.31
20230391	2023-08-03	MARK CROUCH BACKHOE SERVICE LTD.	65472	PAYMENT LAGOON ROAD REPAIRS	1,466.43	1,466.43
20230392	2023-08-03	MESSER CANADA INC, 15687	2106691672	PAYMENT OXYGEN	40.75	40.75
20230393	2023-08-03	OUR CAN CO., DIVISION OF BUCKWHEAT'S CONTRAC	18035	PAYMENT PORTABLE TOILET CLEANING	210.00	210.00
20230394	2023-08-03	SAFEGUARD BUSINESS SYSTEMS LTD	9901873663	PAYMENT INVOICE PAPER	292.95	292.95
20230395	2023-08-03	SHRED-IT INTERNATIONAL ULC	8100509185	PAYMENT SHREDDING SERVICES	207.42	207.42
20230396	2023-08-03	SUPERIOR SAFETY CODES INC	20259	PAYMENT JUN 2023 BUILDING PERMITS	520.54	520.54
20230397	2023-08-03	TRONSGARD, DARBY	3	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230398	2023-08-03	VESSEY, KEIRA	6	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230399	2023-08-03	WIENS, BARRY	562228	PAYMENT PW SUPPLIES	552.00	552.00
20230400	2023-08-03	WINDSOR, KATHLEEN	07074	PAYMENT WEBSITE UPDATING - JULY 2023	78.75	78.75
20230401	2023-08-03	WOOLF, TAMIEKA	3	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230402	2023-08-03	WORKERS' COMPENSATION BOARD	26542174	PAYMENT INSTALLMENT PMT - JULY 13, 2023	1,075.20	1,075.20
20230403	2023-08-11	RYAN, SANDRA A				
20230404	2023-08-11	THOMPSON, JENNIE L				
20230405	2023-08-11	O'CONNOR, KAREN M				
20230406	2023-08-11	WIENS, BARRY				
20230407	2023-08-11	HARBIDGE, BRYCE C				
20230408	2023-08-11	HAGEN, TIM A				
20230409	2023-08-11	GOEBEL, SHANE H				
20230410	2023-08-11	THOMPSON, TERRY W				
20230411	2023-08-11	CANADAY, JOSEPH				

Cheque Listing For Council

2023-Sep-8

10:21:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230412	2023-08-11	DICK, JODY S				
20230413	2023-08-16	COCHRANE LAKE GAS CO-OP LTD	886	PAYMENT NAT GAS - WATER -JULY 2023	138.87	138.87
20230414	2023-08-16	DIRECT ENERGY	84	PAYMENT VOC NAT GAS - JULY 2023	325.88	325.88
20230415	2023-08-16	EPCOR	16551309 16551310	PAYMENT VOC ELECTRICITY - JULY 2023 WATER - ELECTRICITY - JULY 2023	7,876.39 60.11	7,936.50
20230416	2023-08-16	RECEIVER GENERAL	86	PAYMENT REMITTANCE - PP# 14 & 15 - 2023	6,455.54	6,455.54
20230417	2023-08-16	TELUS COMMUNICATIONS	2552080630 2552080631 2552080632	PAYMENT FCSS OFFICE PHONE - JULY 2023 FAX LINE ETC. - JULY 2023 VOC OFFICE PHONES - JULY 2023	69.98 301.14 845.24	1,216.36
20230418	2023-08-16	TELUS MOBILITY	566	PAYMENT VOC CELL PHONES - JULY 2023	112.53	112.53
20230419	2023-08-16	SUNCOR ENERGY PRODUCTS PARTNERSHIP	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51	PAYMENT FUEL FOR RANGER FUEL FOR JERRY CANS FUEL FOR SKIDSTEER FUEL FOR KUBOTA FUEL FOR CHEV FUEL FOR F-350 FUEL FOR RANGER FUEL FOR CHEV FUEL FOR CHEV FUEL FOR MOWERS DISCOUNT PAID PREVIOUSLY FUEL FOR RANGER FUEL FOR JERRY CANS FUEL FOR KUBOTA FUEL FOR CHEV FUEL FOR JERRY CANS FUEL FOR KUBOTA DISCOUNT	66.19 79.02 47.99 24.99 115.99 112.57 57.00 78.01 106.00 110.43 (10.51) (656.22) 60.00 60.00 29.00 120.00 60.00 27.02 (4.75)	482.73
20230420	2023-08-22	ENVIRONMENTAL 360 SOLUTIONS (ALBERTA) LTD	RD0000266804	PAYMENT WASTE PICKUP - JULY 2023	3,610.28	3,610.28
20230421	2023-08-22	LOCAL AUTHORITIES PENSION PLAN	8029534-B6B5	PAYMENT EM#450 - PP# 16 - 2023	660.61	660.61
20230422	2023-08-17	ALBERTA MUNICIPALITIES	1145205 173195 205626737 31003687 453911774 V207_131769525 V319_63474 V344_23 V344_24 V350_60 V351_56 V351_57 V351_58 V351_59 V351_60 V351_61 V351_62 V351_63 V381_2	PAYMENT DATA BACKUP - JULY 2023 PART FOR MOWER COMM OF OATHS RENEWAL LEGO BLOCKS WATER FREIGHT REMOTE ACCESS PW SUPPLIES WATER CERT PREP WATER CERT PREP LEVEL 1 FCSS SUMMER FUN SUPPLIES FCSS SUMMER FUN SNACKS FCSS SENIOR'S SNACKS FOOD PANTRY FCSS SENIOR'S FOOD PANTRY FCSS PAPER FCSS SUPPLIES FCSS SUPPLIES FCSS SENIOR'S LUNCH	182.96 19.84 50.00 997.50 46.68 15.75 307.74 577.50 543.00 20.58 19.61 27.98 236.82 26.60 63.41 17.33 34.94 61.06 277.16	7,042.07

Cheque Listing For Council

2023-Sep-8

10:21:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230422	2023-08-17	ALBERTA MUNICIPALITIES	V434_164	ROAD SIGNS	34.93	7,042.07
			V434_165	SIGNS	138.48	
			V434_166	WINDOW ASSEMBLY	92.28	
			V434_167	FCSS VACUUM BAG	18.36	
			V434_168	FCSS WHITE OUT	16.78	
			V434_169	WINDOW ASSEMBLY	123.76	
			V47_834474	FCSS SNACKS	9.39	
			V47_834475	FCSS CRAFTERNOON	18.09	
			V622_6	FCSS YOUTH TRIP	88.10	
			V633_28	PARTS	282.51	
			V746_6	FCSS WELLBRIETY	11.43	
			V791_18	MONTHLY SUBSCRIPTION - JULY 20	27.29	
			V801_3	FCSS SENIOR'S TRIP	2,146.00	
			V801_4	FCSS SENIOR'S TRIP - PARKING	270.00	
			V827_2	FCSS JC WORKSHOP	78.75	
			V827_3	FCSS JC WORKSHOP	26.25	
			V877_8	MONTHLY SUBSCRIPTION - JULY 20	101.93	
			V915_1	FCSS GIFT CARD	25.00	
			V916_1	FCSS KEYS CUT	6.28	
20230423	2023-08-17	AKKUS, ENES	4	PAYMENT SUMMER FUN PROGRAM	318.75	318.75
20230424	2023-08-17	ANTONY, AMY	AA 0815	PAYMENT FCSS PSYCHOLOGICAL SERVICES -	980.00	980.00
20230425	2023-08-17	AQUATECH CANADIAN WATER SERVICES INC.	021974	PAYMENT EXTRA WORK - JULY 2023	1,134.28	1,134.28
20230426	2023-08-17	BALZER'S CANADA INC.	2355*01	PAYMENT PUMP STATION PIPING UPGRADES	113,034.00	113,034.00
20230427	2023-08-17	CANIS ENVIRONMENTAL SOLUTIONS	8	PAYMENT MUSCRAT/BEAVER CONTROL	477.75	477.75
20230428	2023-08-17	CANON CANADA INC	4030389105	PAYMENT FCSS COPIER LEASE	313.85	313.85
20230429	2023-08-17	GREGG DISTRIBUTORS LP	069-175447 069-175448 069-175449 069-178303 069-178304 069-178305	PAYMENT PW SUPPLIES GLOVES PARTS FILTERS - GENERATOR FILTER - GENERATOR FUSE	310.99 33.47 51.09 179.14 18.54 3.52	596.75
20230430	2023-08-17	MESSER CANADA INC, 15687	2106710802	PAYMENT OXYGEN	106.77	106.77
20230431	2023-08-17	MOUNTAIN VIEW REGIONAL WASTE	0000052934	PAYMENT LANDFILL CHARGES - JULY 2023	662.51	662.51
20230432	2023-08-17	MPE ENGINEERING LTD	2490-007-02-51 2490-017-00-12	PAYMENT OPERATION & MAINTENANCE PUMP STN PIPING UPGRADES	258.30 2,502.15	2,760.45
20230433	2023-08-17	THE VILLAGE OF CREMONA LIBRARY BOARD	17	PAYMENT 2023 LIBRARY REQUISITION	42,841.88	42,841.88
20230434	2023-08-17	THOMPSON, JENNIE	30	PAYMENT REIMBURSE - HONORARIUM	150.00	150.00
20230435	2023-08-17	TRONSGARD, DARBY	4	PAYMENT SUMMER FUN PROGRAM	528.75	528.75
20230436	2023-08-17	VESSEY, KEIRA	7	PAYMENT SUMMER FUN PROGRAM	423.75	423.75
20230437	2023-08-17	WOOLF, TAMIEKA	4	PAYMENT SUMMER FUN PROGRAM	423.75	423.75
20230438	2023-08-17	ZONE 3 BUSINESS SOLUTIONS INC.	139863	PAYMENT COPIER USAGE	157.50	157.50

Cheque Listing For Council

2023-Sep-8

10:21:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230439	2023-08-25	RYAN, SANDRA A				
20230440	2023-08-25	THOMPSON, JENNIE L				
20230441	2023-08-25	O'CONNOR, KAREN M				
20230442	2023-08-25	WIENS, BARRY				
20230443	2023-08-25	HARBIDGE, BRYCE C				
20230444	2023-08-30	EPCOR	16551311	PAYMENT ELECTRICITY - WATER - JULY 2023	218.07	218.07
20230445	2023-08-30	GOVERNMENT OF ALBERTA	32542319	PAYMENT LAND TITLE CHARGES	55.75	55.75
20230446	2023-08-30	RECEIVER GENERAL	87	PAYMENT REMITTANCE - PP# 16 & 17 - 2023	6,114.34	6,114.34
20230448	2023-08-31	AKKUS, ENES	5	PAYMENT SUMMER FUN	315.00	315.00
20230449	2023-08-31	AQUATECH CANADIAN WATER SERVICES INC.	022027	PAYMENT MONTHLY FEES - AUG 2023	6,560.51	6,560.51
20230450	2023-08-31	GREGG DISTRIBUTORS LP	069-186859 069-186860 069-186861	PAYMENT PAINT PAINT MIRROR BRACKET	71.78 292.13 20.12	384.03
20230451	2023-08-31	TRONSGARD, DARBY	5	PAYMENT SUMMER FUN	315.00	315.00
20230452	2023-08-31	VESSEY, KEIRA	8	PAYMENT SUMMER FUN	315.00	315.00
20230453	2023-08-31	WIENS, BARRY	562229	PAYMENT MEDICAL - CLASS 1 LICENSE	150.00	150.00
20230454	2023-08-31	WOOLF, TAMIEKA	5	PAYMENT SUMMER FUN	420.00	420.00

Total 240,277.84

*** End of Report ***

Cheque Listing For Council

2023-Sep-8
10:18:15AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230318	2023-07-05	RECEIVER GENERAL	85	PAYMENT REMITTANCE - PP# 11, 12 & 13 - 202	9,081.14	9,081.14
20230319	2023-07-11	LOCAL AUTHORITIES PENSION PLAN	7874156-T8H0	PAYMENT EM# 450 - PP# 13 - 2023	354.87	354.87
20230320	2023-07-11	WILD ROSE ASSESSMENT SERVICE	9053	PAYMENT PROGRESS PMT - JULY 2023	673.75	673.75
20230321	2023-07-06	COWAN, JOHN	202307061	PAYMENT CREDIT BALANCE PAID	766.53	766.53
20230322	2023-07-06	AKKUS, ENES	1	PAYMENT SUMMER FUN STAFF	172.50	172.50
20230323	2023-07-06	AQUATECH CANADIAN WATER SERVICES INC.	021783 021833	PAYMENT MONTHLY FEES - JUNE 2023 EXTRA WORK - RESPONDED TO & C	6,560.51 499.80	7,060.31
20230324	2023-07-06	BRUCE SMITH CUSTOM GRADING	554985	PAYMENT GRADING OF GRAVEL ROADS	1,057.88	1,057.88
20230325	2023-07-06	GREGG DISTRIBUTORS LP	069-147465 069-147466 069-152426 069-152427	PAYMENT SAFETY VESTS SAFETY GLASSES PARKS/ROADS/GENERAL SUPPLIES RATCHET STRAP	59.60 48.20 726.18 167.83	1,001.81
20230326	2023-07-06	LASHMORE, SCOTT	5	PAYMENT HONORARIUM - WELLBRIETY PROG	150.00	150.00
20230327	2023-07-06	MESSER CANADA INC, 15687	2106589330	PAYMENT OXYGEN	40.75	40.75
20230328	2023-07-06	OUR CAN CO., DIVISION OF BUCKWHEAT'S CONTRA	17885	PAYMENT PORTABLE TOILET CLEANING	210.00	210.00
20230329	2023-07-06	THOMPSON, JENNIE	29	PAYMENT REIMBURSE EXPENSES	3,022.87	3,022.87
20230330	2023-07-06	TRONSGARD, DARBY	1	PAYMENT SUMMER FUN STAFF	157.50	157.50
20230331	2023-07-06	VESSEY, KEIRA	4	PAYMENT SUMMER FUNN STAFF	157.50	157.50
20230332	2023-07-06	WATER VALLEY ARTS & WELLNESS	101	PAYMENT PAINT NIGHT	50.00	50.00
20230333	2023-07-06	WINDSOR, KATHLEEN	07050	PAYMENT WEBSITE UPDATING ETC - JUNE 20	157.50	157.50
20230334	2023-07-06	WOOLF, TAMIEKA	1	PAYMENT SUMMER FUN STAFF	157.50	157.50
20230335	2023-07-14	HAGEN, TIM A				
20230336	2023-07-14	GOEBEL, SHANE H				
20230337	2023-07-14	THOMPSON, TERRY W				
20230338	2023-07-14	CANADAY, JOSEPH				
20230354	2023-07-14	RYAN, SANDRA A				
20230355	2023-07-14	THOMPSON, JENNIE L				
20230356	2023-07-14	O'CONNOR, KAREN M				
20230357	2023-07-14	WIENS, BARRY				
20230358	2023-07-14	HARBIDGE, BRYCE C				
20230359	2023-07-18	COCHRANE LAKE GAS CO-OP LTD		PAYMENT		30.98

Cheque Listing For Council

2023-Sep-8

10:18:15AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230359	2023-07-18	COCHRANE LAKE GAS CO-OP LTD	885	NAT GAS - WATER - JUNE 2023	30.98	30.98
20230360	2023-07-18	DIRECT ENERGY	83	PAYMENT VOC NAT GAS - JUNE 2023	331.93	331.93
20230361	2023-07-18	EPCOR	16551308	PAYMENT VOC ELECTRICITY - JUNE 2023	6,938.45	6,938.45
20230362	2023-07-18	TELUS COMMUNICATIONS	2552080625 2552080626 2552080627 2552080628 2552080629	PAYMENT FCSS OFFICE PHONE - JULY 2023 SECURITY CAMERAS, FAX LINE ETC VOC OFFICE PHONES - JUNE 2023 FIRE INTERNET - JULY 2023 FCSS INTERNET - JULY 2023	69.98 314.48 845.93 101.85 89.25	1,421.49
20230363	2023-07-18	TELUS MOBILITY	565	PAYMENT VOC CELL PHONES - JUNE 2023	114.34	114.34
20230364	2023-07-25	ENVIRONMENTAL 360 SOLUTIONS (ALBERTA) LTD	RD0000259755	PAYMENT WASTE PICKUP - JUNE 2023	3,694.01	3,694.01
20230365	2023-07-25	LOCAL AUTHORITIES PENSION PLAN	7914589-C6B7	PAYMENT EM# 450 - PP# 14 - 2023	723.10	723.10
20230366	2023-07-20	ALBERTA MUNICIPALITIES	45387778 AB23-034 V207_131769523 V207_131769524 V314_165.24 V314_166.24 V314_167.24 V333_133 V348_1106303 V379_17 V396_484415 V396_484416 V434_163 V47_834471 V47_834472 V47_834473 V791_17 V826_3 V877_7	PAYMENT WATER FREIGHT CANADA DAY FIREWORKS REMOTE ACCESS - JUNE 2023 REMOTE ACCESS - JULY 2023 FCSS STAMPS FCSS NEWSLETTER STAMPS VOC OFFICE SUPPLIES DATA BACKUP - JUNE 2023 FCSS GIFT CARD DOMAIN RENEWAL DOMAIN HOSTING RENEWAL TRIMMER HEAD FCSS PAINT BY NUMBER FCSS WELLBRIETY SUPPLIES SUBSCRIPTION - JUNE 2023 FCSS VOLUNTEERS SUBSCRIPTION - JUNE 2023	122.15 5,500.00 15.75 15.75 12.70 155.90 289.80 254.87 182.96 25.00 143.72 31.45 39.82 9.42 14.37 17.22 27.29 150.00 102.91	7,111.08
20230367	2023-07-19	BOB MILLER TRUCKING (2001) LTD.	231484	PAYMENT GRAVEL ROAD SPRAYING/WATER T	4,515.00	4,515.00
20230368	2023-07-19	CBSC CAPITAL INC	9114033	PAYMENT FCSS COPIER LEASE	491.18	491.18
20230369	2023-07-19	GREGG DISTRIBUTORS LP	069-155577 069-159395 069-159396 069-161143	PAYMENT EDGER ATTACHMENT/TRIMMER PARKS/PW SUPPLIES WATER TREATMENT PLANT WATER TREATMENT PLANT - CAM L	510.30 431.90 437.74 32.72	1,412.66
20230370	2023-07-19	MLT AIKINS	6373774	PAYMENT LEGAL PROFESSIONAL SERVICES	4,028.00	4,028.00
20230371	2023-07-19	MOUNTAIN VIEW COUNTY	264889	PAYMENT ELECTION EXPENSES	4,191.69	4,191.69
20230372	2023-07-19	MOUNTAIN VIEW REGIONAL WASTE	0000052864 0000052909	PAYMENT LANDFILL CHARGES - JUNE 2023 LANDFILL ASSESSMENT CHARGES	1,165.94 2,823.02	3,988.96
20230373	2023-07-19	MPE ENGINEERING LTD	2490-017-00-11	PAYMENT PUMP STN PIPING UPGRADES	730.28	730.28
20230374	2023-07-19	ZONE 3 BUSINESS SOLUTIONS INC.	138291	PAYMENT COPIER USAGE	198.56	198.56

Cheque Listing For Council

2023-Sep-8
10:18:15AM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20230375	2023-07-24	AKKUS, ENES	2	PAYMENT SUMMER FUN PROGRAM	315.00	315.00
20230376	2023-07-24	TRONSGARD, DARBY	2	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230377	2023-07-24	VESSEY, KEIRA	5	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230378	2023-07-24	WOOLF, TAMIEKA	2	PAYMENT SUMMER FUN PROGRAM	420.00	420.00
20230379	2023-07-28	RYAN, SANDRA A				
20230380	2023-07-28	THOMPSON, JENNIE L				
20230381	2023-07-28	O'CONNOR, KAREN M				
20230382	2023-07-28	WIENS, BARRY				
20230383	2023-07-28	HARBIDGE, BRYCE C				

Total 81,736.91

*** End of Report ***

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 9 b)

TITLE: Reports – CAO Report

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration:

- Team Meeting with Urban Systems- researched villages land and subdivision
- Had several calls and a few in-person meetings with Hans & Charlene re: Bulk Station lost data.
- Meeting with Muniware to work with tax policing outage, found and fixed.
- Rented a Genie for PW to trim trees on Boake Ave.
- Several calls and a few meetings with Trailer Park management re: new approach, tree removal, and fencing
- Couple calls and meetings with landowners north of Cremona Trailer Park.
- Several calls and meetings with MPE re: Bulk Station
- Wrote a couple of residents' letters of complaint received.

Planning & Development:

*Working with Mountain View County with support on some projects

RECOMMENDED ACTION:

MOTION That Councillor _____ accepts the June CAO Report as information only.

INTLS: CAO:KO

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 10

TITLE: Minutes – Boards, Committees, Commissions

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached minutes for review and information.

Mayor Hagen Reports

- Mountain View County -Invitation Benefit Concert
- 2024 Cremona Fire Budget

Deputy Mayor Canaday Reports

Councillor Goebel Reports

- Cremona Library Board Meeting Minutes-,2023
- FCSS Coordinator Summer Report
- FCSS Meeting Minutes-Sep 5, 2023

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

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

INTLS: CAO: KO

MAYOR HAGEN REPORTS

PROPOSED 2024 OPERATING BUDGET
REVISED SEPT 15 2023

GL Account Number		GL Codes	DESCRIPTION	2023	Proposed 2024 Budget
1.2.5.63.1.0.159	FS.002	HONO	HONORARIUM	\$109,000.00	\$112,300.00
1.2.5.63.1.0.139	FS.002		BENEFITS	\$1,800.00	\$1,800.00
1.2.5.63.2.1.211	FS.002	KMS	MILEAGE & PARKING	\$600.00	\$600.00
1.2.5.63.2.1.215	FS.002	FRT	FREIGHT	\$1,500.00	\$1,500.00
1.2.5.63.2.1.219	FS.002	MEALS	MEALS	\$1,500.00	\$1,500.00
1.2.5.63.2.1.237	FS.002	INS	INSURANCE	\$16,000.00	\$18,250.00
1.2.5.63.2.1.238	FS.002	M&R	MEMBERSHIPS & REGULATORY	\$5,000.00	\$7,000.00
1.2.5.63.2.1.252	FS.002	BR&M	R&M-BUILDINGS	\$2,000.00	\$2,000.00
1.2.5.63.2.1.256	FS.002	COMV	COMM-VOICE	\$10,000.00	\$10,000.00
1.2.5.63.2.1.257	FS.002	COMD	COMM-DATA PLANS	\$5,000.00	\$5,000.00
1.2.5.63.2.1.258	FS.002		COMM-ADMIN FEES		
1.2.5.63.2.1.281	FS.002	GARB	SOLID WASTE DISPOSAL	\$1,600.00	\$1,700.00
1.2.5.63.2.1.283	FS.002	JANI	JANITORIAL SERVICES	\$2,000.00	\$2,000.00
1.2.5.63.2.1.289	FS.002	OTCT	CONTRACT-OTHER	\$4,000.00	\$2,000.00
1.2.5.63.2.1.291	FS.002	LIC	LICENSES & PERMITS	\$1,000.00	\$2,200.00
1.2.5.63.2.2.243	FS.002	SKIL	SKILLS TRAINING	\$15,225.00	\$14,725.00
			FIRE CHIEF RETREAT	\$900.00	\$900.00
1.2.5.63.5.0.515	FS.002	SFTW	COMPUTER SOFTWARE	\$10,400.00	\$22,400.00
1.2.5.63.5.0.520	FS.002	524E	PPE	\$12,000.00	\$12,000.00
1.2.5.63.5.0.524	FS.002		UNIFORMS		
1.2.5.63.5.0.521	FS.002	GRNT	GIFT-EMPLOYEE AWARDS	\$5,000.00	\$5,000.00
1.2.5.63.5.0.522	FS.002	DESK	OFFICE ACCESS	\$1,500.00	\$900.00
1.2.5.63.5.0.523	FS.002	PROM	PROMOTIONAL GIFTS	\$1,500.00	\$1,500.00
1.2.5.63.5.0.531	FS.002	ELEC	ELECTRICITY-COST	\$3,800.00	\$3,800.00
1.2.5.63.5.0.534	FS.002	534E	NATURAL GAS-COST	\$1,700.00	\$1,700.00
1.2.5.63.5.0.563	FS.002	GAS	GASOLINE	\$5,000.00	\$5,000.00
1.2.5.63.5.0.566	FS.002	DSL	DIESEL-UNMARKED	\$14,000.00	\$14,000.00
1.2.5.63.5.0.584	FS.002	EQPC	EQUIPMENT UNDER \$5000	\$22,000.00	\$22,000.00
1.2.5.63.5.0.585	FS.002	CNSM	CONSUMABLES<1000	\$5,000.00	\$7,000.00
1.2.5.63.2.1.253	FS.002	EQRP	R&M-MACHINERY & EQUIPMENT	\$23,650.00	\$27,850.00
1.2.5.63.5.0.561	FS.002		MACHINE PARTS		
Total Proposed Operating				\$282,675.00	\$306,625.00
Proposed Small Capital 2024					
Bunker Gear/PPE					\$17,919.23
SCBA Breathing Apparatus					\$18,500.00
Radios					\$6,300.00
Trash Pump					\$8,500.00
Forcible Entry Door Prop					\$16,650.00
Total Proposed Small Capital					\$67,869.23

COUNCILLOR GOEBEL REPORTS



Minutes from FCSS meeting held at FCSS office on September 5th, 2023
Present – Autumn, Greg, Tiffany, Shane, Bonnie and Jen
Called to order 6:32 pm

Motion made to accept the agenda as presented made by Shane, all in favor –
Carried

Motion made to approve the May 2nd minutes as presented made by - Greg - all
in favor - Carried

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

Old Business

Financial report – Motion made by Autumn to accept the financial report as
presented – All in favor - Carried

Welcome bags – we are still collecting for the welcome bags – We are hoping to
have our own local “yellow pages” to include in our bags.

MVFRN and FCSS have spoken about making our HORSE tournament county
wide

Parent Cafes are a go starting in October

Wellness fair has LOTS of space still available

Game Plan will start as soon as Jen is back from Vacation

New Business

-Motion to partner with the Cremona Municipal Library to share the cost of a
license to show movies made by Greg – All in favor

Carried FCSS will be listed as a second viewing location and can then host
movie nights.

A senior’s trip to stage west has been planned for October 18th

FCSS will host some Computer Tech courses this fall – First up Canva Oct 6th

FCSS will host a Campfire Connect on October 31st unit 9ish

All the FCSS’s in the county are ordering matching socks for swag. The theme is
the same as the FCSSAA’s which is Stronger Together – they will all have
contact information for all the FCSS’s in MVC, the design will be our new logo.

Open Discussion

Motion to adjourned made by Tiffany at 7:15 pm – All in favor, Carried

Next Meeting October 3, 2023

Coordinators Report for Summer 2023

Summer was busy!

Below is what the FCSS has been busy with...

FCSS

- Interviewed students, hired 4, had orientation
- Tuesdays and Thursdays Summer Fun (One trip to Old's, Bowling and a movie)
- Canada Day, FCSS events as well as coordinating with all participants to get schedule together, printed and mailed. Only 2 attended meetings, Rebecca and I
- Youth trip to Jubilation
- Seniors trip to Banff
- Wellbriety x 7
- Indigenous Sweat and Protocols
- 2 Dr. Jody workshops (ADHD, Anxiety)
- HORSE Tournament
- 2 Newsletters
- A Crafternoon
- Community Garage Sale
- Attended 2 regional meetings one in Carstairs one at MVC office

MVFRN

- Pop up play
- Games day
- Helped with HORSE
- Teddy Bear Picnic
- Trip to the Abby Center
- Backpacks for kids program

YES

- Ran an extra Summer Fun Day
- Helped with Abby trip and most Tuesday Summer Fun Days
- Helped with HORSE Tournament

Cremona Library

- Summer Reading Program on Mondays
- Jr Gardening Program (Our Planter boxes look FANTASTIC)

Other

- Tai Chi Wednesdays (made donations to the Food Pantry for using the space)
- Emergency Shelter Drop in
- Chamber of Commerce Meetings
- Winterfest meeting

Unfortunately, the Family trip to Banff was cancelled. We just didn't get enough people for that one. However, I'm already looking into options for the fall /winter.

At the regional meetings we/ all of the FCSS's in MVC that accept funding applications are working towards a better application. We want it to be user friendly, the outcomes to make sense for the programs being offered and the BUDGETS to actually reflect the cost of running programs. The new application will be used this year.

Affordable transportation continues to be an issue without an answer.

Through the summer I've helped with seniors housing, the rent subsidy, seniors bill issues, taxes to Carstairs, AISH, Alberta works and GIS/Tax problems.

and of course, I've been looking to the future and planning ahead



Jen

CORRESPONDENCE REPORTS

BULLETIN

13-2023

September 5, 2023

To all Authorized Employers of Peace Officers:

Re: eFacility System Outage

Alberta Transportation and Economic Corridors (TEC) eFacility system is currently unavailable, until further notice. Technical teams are aware of the issue and working to restore access as quickly as possible. Inspection certificates (commercial, out of province, and salvage inspections) have not been available since 8:00am on September 1, 2023.

The attached TEC Bulletin provides further information and links to the Transport Canada website. Additional questions or concerns can be sent to the Licensing & Approvals team at trans.adminvip@gov.ab.ca.

Thank you.

Sincerely,

Sean Bonneteau, CD
Director
Law Enforcement Standards and Audits

Attachment

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



Alberta RCMP Victim Services Program

VS Quarterly Newsletter

July 2023: Vol 10/ Quarter 2, 2023-2024

About Us

Who We Are

We are employees of the Alberta RCMP, based out of Headquarters in Edmonton, who are dedicated to providing support and resources to enhance service to victims. The Alberta RCMP Victim Services Program is comprised of the Program Manager; Dana Overton, and two Victim Services Program Support Coordinators, Tara Skeoch and Caitlynn Colonel.



(Photo credit: Alberta RCMP "K" Division)

Our Role

Our role is to provide support to RCMP-based Victim Services Units in the Province, working closely with our partner, Alberta Public Safety and Emergency Services (PSES) Victim Services (formerly Alberta Justice and Solicitor General – JSG).

Together we provide services to Albertans in accordance with the *Canadian Victims Bill of Rights* and the *Alberta Victims of Crime and Public Safety Act*. The RCMP Victim Services Program is part of the Community Safety and Well-being Branch, under the command of Officer in Charge (OIC), Chief Superintendent (C/Supt) Peter Tewfik.

What Have We Been Up to Lately?

Updates for Victim Services Unit Quarterly Reporting

The Program has been developing a way to streamline Quarterly Reporting. For the past few months we have been exploring the use of an online form that will automatically upload into a dashboard. This dashboard will be used by our Program to document and analyze the information received from your units. This will allow us to better support and assist Victim Service Units in the Province.

Our hope is to have the new Quarterly Reporting Online Form operational by the October 2023 reporting period for VSU's to use!

Detachment/ Victim Services Unit Engagement Sessions

During Covid, the Alberta RCMP Victim Services Program had to pause visits to Detachments/Victim Services Units due to restrictions. Beginning this fall (or maybe a bit earlier), the Program is going to start these engagement sessions again! We will be contacting Detachment Commanders, Liaison Members, Victim Services Personnel and Victim Services Boards to set up an in-person visit to share information and inquire about any additional supports your unit may require.

We look forward to meeting with your unit in the near future!

Important Dates

August 7th: Heritage Day (Alberta) and Terry Fox Day

September 4th: Labour Day

September 10th: World Suicide Prevention Day

September 30th: National Day for Truth and Reconciliation



VS Quarterly Newsletter

Team Feature – Menasha NIKHANJ, Director of Community Engagement and Outreach

Hello!

A bit of background is that I have 34 years of experience with the Government of Alberta and 20 years of that was front line. I spent several years as a Child Protection worker, then worked to create a joint police and children's services investigation of child sexual abuse training. After this, I spent one year with Edmonton Police Service Beat Officers and 14 years were spent with the Edmonton Police Service and Children's Services in a Joint Operation Project called the Child at Risk Response Team (CARRT).



After my front-line experience, I moved over to Justice and Solicitor General, (now known as Public Safety and Emergency Services) Public Security Division, for 14 years, where I started with the Priority Prolific Offender Program (PPOP) as a Policy Analyst for a year. I then became the Manager there and eventually the Director of Integrated Community Safety and Specialized Policing. In that role, my team and I developed the Integrated Offender Management framework which is now one

of the pillars of the Crime Reduction Framework for the RCMP and two of the larger municipal police agencies.

My work history has very much been about collaboration, joint partnerships and systems change, which is in line with the education that I received over the years. I have a Bachelor of Social Work, and as I find systems so interesting, years later I got my Master's Degree in Science in Organizational Development and Leadership. I was chosen as the recipient of the Rotary Peace Fellowship Scholarship (certificate program) in 2019, and went to Bangkok Thailand to study International Peace and Conflict.

I have worked with many Police Services over the years in Alberta, Nationally and Internationally. I have much respect for the work that police officers do in their communities. It was always the goal of every position I have had to create a system that supports front line members and creates safety for citizens.

I retired from Government (for two weeks) and started my new position as Alberta RCMP'S Director of Community Engagement and Outreach with the Community Safety & Well-being Branch on May 23, 2023, which to quote C/Supt Peter Tewfik is a "perfect fit". I have already met some great people within the RCMP, doing great things within their communities and I hope to help and be a part of that success!

Fun Fact: About 5 years ago, I got into Formula 1 racing! I have watched every episode of Drive to Survive on Netflix and am going to my first Formula 1 Race in the paddock on July 1st in Silverstone, UK!! And there is a town in Wisconsin, named Menasha (I was not named after the town!) and they have sent me swag and hoodies from their Police Department, Fire Department and Library. I will sometimes wear those hoodies and tell people that I have my own Police, Fire and Library. 😊



VS Quarterly Newsletter

Partner Feature – Kati JACKLIN, Liaison – Police Based Programs, Government of Alberta - Public Safety and Emergency Services



I work at Victims Programs with the Ministry of the Public Safety and Emergency Services. I joined the office back in March of this year, so thought it was a good opportunity to introduce myself. Our office funds the Victim Services Units and we work closely with the RCMP Victim Services Program to support the units across the province. Prior to joining the Victims Programs office, I provided direct services to victims during the court process in Ontario. Looking to progress my career, I stumbled upon the work the department was doing, specifically the work around the redesign of victim service delivery, and wanted to contribute to the project by sharing my experience and knowledge working directly with victims. So here I am, 2584km from home!

I've had the opportunity to travel to a few communities to meet with the dedicated and passionate people doing the frontline work. There are more stops in the coming months, and I have to say, it has been one of my favourite parts of the job so far. Being new to the position and to the province, it has been invaluable to learn directly from the people doing the frontline work. At times I do miss the frontline, especially being in the courts, so if

you happen to run into me, please share any of your current experiences of what is happening on the frontline.

A little bit about me - I really enjoy playing any and all types of sports. I've played hockey and baseball for many years and hope to be able to find some teams to join in Edmonton. This may not make me very popular around here, but I am also a big Leaf's fan! Alberta truly is a beautiful province and I am planning on traveling the province more. If anyone has any suggestions for places to travel, feel free to pass them along.

I hope to see you around!

JOIN 2.0

Recently, JOIN 2.0 was announced. Victim Services Personnel are NOT intended to be part of the initial roll over into JOIN 2.0.

Liaison Members/Office Managers: Ensure no Victim Services Personnel are included in the roll-over into JOIN 2.0.

Program Managers: Please ensure personnel do not submit forms to be transferred into JOIN 2.0. If your unit has already submitted the forms, there is nothing that needs to be done on your side, the AB RCMP Victim Services Program will make the necessary adjustments on our end.

Quarterly Reporting

Thank you for submitting your Quarterly Reports on time each quarter! We use these stats and numbers to ensure that LMOU obligations are being met, to determine where further supports are required and to ensure that referrals are being consistently received in each VSU. These stats ensure accountability, transparency and accuracy for both the RCMP and VSUs.

Reminders:

1. For approximate volunteer hours, include the on-call hours of all personnel.



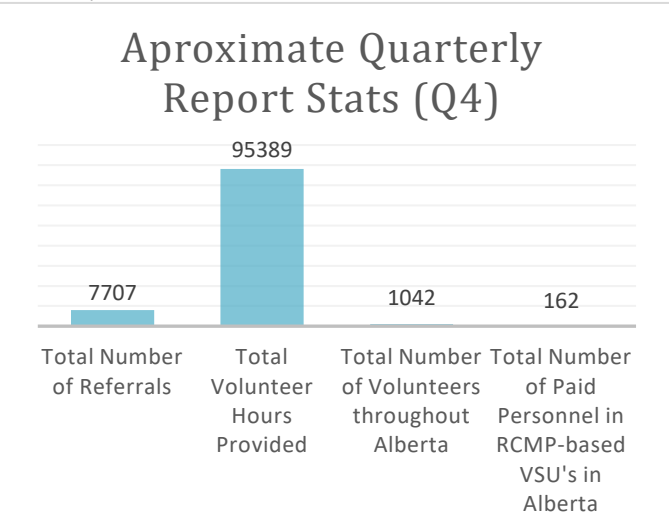
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2. Please ensure to note all Detachment Commanders and Liaison-Members for Detachment areas assisted.

Providing this report on time to the Alberta RCMP Victim Services Program is part of your LMOU responsibilities. The next Alberta RCMP VS Quarterly Report is due *****July 20, 2023*****

Quarterly Reporting – Snapshot

Based on the information provided to our Program, here is a quick snapshot of RCMP-based Victim Services Units in Alberta based on Quarter 4 (Q4) alone (January-February-March).



Training

LMOU Training

We are holding one LMOU Session this quarter:

1. September 28th at 18:30 Hours. This will be a virtual open session over ZOOM for anyone who is able to attend.

Our facilitator will take your group through the LMOU, provide clarification on roles & responsibilities, do Q&A and do scenario-based learning. This training is beneficial for all Members in a Detachment and all Victim Services Personnel. If you would like more information about the training, contact our unit.

JOIN Training

Court Support is a core function of the VSU role. The next JOIN Training Session is September 19th, 2023 at 10:00 hours. This training is available to all paid personnel. If you or someone in your unit requires this training, or you would like a refresher on the program, reach out to Tara SKEOCH.

Agora Training for Victim Services Paid Personnel

This training platform provides access to a variety of training topics available within the RCMP environment and is available to Victim Services paid personnel only at this time. We encourage you to take advantage of this training platform! Contact our program at K VICTIM SERVICES via Outlook with the names and HRMIS numbers of those who would like Agora access. If you have any questions, we want to hear from you!

Agora Course Feature: Victim Services Referral Process (VSRP – K Div) Divisional (001368)

This eLearning video goes through Victim Services Referrals in Alberta. The purpose of the online course is to ensure that Regular Members (RMs) in K Division understand how to accurately complete the KD5151 Victim Services Referral Form, the policy requirements for submission of the KD5151 and how to accurately apply mandatory victim scoring to their PROS files.

This video outlines the accurate completion of form KD5151, Victim Services Referrals in Alberta, and emphasizes the importance of each of the form fields as they directly assist victim services personnel in providing legislated rights to victims in Alberta. The video explains the policy supporting the KD5151, as well as the security requirements for submission of the KD5151, and the mandatory victim scoring in PROS. This is a K Division training. The duration of the video is approximately 15 minutes.



VS Quarterly Newsletter

Featured Support Agencies

Alberta RCMP Restorative Justice Program and Community Policing

The Alberta RCMP is excited to announce that the Community Safety and Well-Being Branch have evolved a Restorative Justice/Alternative Justice (RAJ) Unit in the Social Engagement arm of the branch. The Social Engagement arm also includes EDI (Equity, Diversity and Inclusion) and Hate Crimes. The work that is cultivated in the Social Engagement arm is truly driven by community. It is the community voice that informs our practice and policy – for the people by the people.

The role of Restorative Justice (RAJ) is to support the RCMP internal processes that provide our members with the tools and community resources to support this work. We also understand that there is not a static definition of Restorative Justice nor Alternative Justice and its purposely left broad to allow our very diverse communities the opportunity to define the social, political implications of Justice. More importantly, they will decide how it is integrated in their respective communities through the development of Restorative Justice Committees (entities).

One definition of Restorative Justice truly resonates with me and I will share that with you to create a context for this article...

Restorative Justice focuses on addressing the harm that crime causes and encourages the accountability of the accused. The victim, accused and the community come together to first identify the concern and then addresses the needs. It's based on the perspective that crime is a violation of relationship. – RM Kirstin Appleton (Government of Alberta/RCMP Hate Crimes)

We understand that citizen's best interest is served by customary laws which are an expression of societies (community) most closely (and long) held beliefs. RAJ uses the customary laws and practices of our Restorative Justice Committees to inform outcomes for our Crown or Common Law partners as well as our RCMP Members. "Community policing under the rubric of restorative justice no longer regards crime as a series of individual events but as a phenomenon that emerges from the nature of communities...consequently, the police alone cannot control crime without the involvement of the community."

Best practices in community policing "should promote self-help, self-policing, and self-organization among communities committed to improving the quality of life for all residents." (Caroline G. Nicholl, 1999).

Let's discuss how RAJ goes beyond just "community safety" ...

Some research shows that the psychological benefits for victims who participate in Restorative Justice can include a "change in victims' trauma symptoms, decreases in levels of fear, reduced desire for revenge." Moreover, the one who has created harm sits at the circle with the victim, the Elders and community members, and knowledge is shared around laws and the importance of relationship, of interdependence for the greater good. These circles allow for reflection on the collective conscious and what is greatest good for all involved. It also imparts teachings on how one can judge their own actions, know possible consequences, and see the situation through the eyes of another, the victim. Developing this knowing, empathy and remorse may help in crime prevention. Facing up to your community instead of a judiciary will be more of a deterrent to those who are invested in the community.

We also know that Restorative Justice can be cost saving instead of having an offender processed through the criminal court system where the cost increases to thousands of dollars per day. We also know that social disorder crimes require Treatment and Mental Health diversion, not incarceration. And we also know that recidivism is high for offenders who commit crimes due to survival, homelessness or addictions, so it becomes necessary to include wrap around supports and services in reducing recidivism.

Restorative Justice Processes can occur at any entry point along the criminal justice journey, pre-charge, post charge, pre and post sentencing. And in utilizing RAJ processes along the way such as victim-offender mediation, tribal laws, sentencing circles, forms of restitution, family group conferencing, peacemaking circles, we shift away from punishment and move toward healing.



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My Role...

My role over the next year will be to focus on working with our detachments to increase Restorative Justice referrals across the Division. I will also provide information on Restorative Justice program services, regulations, policies, procedures and guidelines to our Members and community stakeholders. I will be assisting in planning, implementing, promoting and supporting restorative justice committees and strategies. I will also be working very closely with our Provincial and Federal Government in promoting Restorative Justice across all sectors. I will continue to foster our Alberta RCMP Team of Teams philosophy by supporting the internal work of all our units in promoting community safety and well being.

Where to contact me...

Jacqueline Fayant (she/her)

Provincial Restorative Justice Coordinator
 Royal Canadian Mounted Police/Government of Canada
 11140 - 109 St. Edmonton AB. T5G 2T4
 P: 780-412-5756
 Email: Jacqueline.Fayant@rcmp-grc.gc.ca

"I, respectfully acknowledge that the land on which I live and work is my homeland and Treaty 6 Territory, and is home and the traditional gathering place for many Indigenous Peoples."

RAVE Alert Mass Notification System

The Alberta RCMP is now using the RAVE Alert Mass Notification System to inform the public on wildfire updates, crime prevention tips, and proactive police activities.

Once signed up and logged into the system, individuals can choose what locations around the province that they would like notifications for. Notifications will then be sent via text, voicemail, or email, based on the user's set preferences. All user information is confidential.

All Victim Services Personnel and all Albertans are encouraged to sign up for the online system at:

www.getrave.ca/smart911/ref/login.action?pa=CrimeWatchAdvistoryAB.

Good News/ Past Event Stories

Flagstaff Victim Services Unit

Flagstaff VSU had partnered with FCSS, a women's shelter and a Sexual Assault Centre to offer two days of training on the topics of Domestic Violence and Sexual Assault. Noreen METZ, Flagstaff VSU Program Manager, was the MC of the two-day event.

There were around 50 last minute cancellations due to the fires throughout Alberta, and yet there were still around 50-60 participants who attended! The reports coming back were that it was one of the best trainings some individuals had been to, as it all related to how they do their jobs, what to expect from the different organizations when we bring our victims there, or when a soft hand off is made.



One comment from a community partner who worked in the woman's shelter mentioned that after listening to the Police and how they do an investigation, she had no idea how much time and work is put into each file! The community partner said this



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was because they only see the end of it in court. She said she had a new respect for the RCMP Members and could help someone understand the Police's involvement and eventually help an individual to understand what is happening.

The court presentations were awesome, as the training had both sides of the justice systems represented (criminal and family). The event also hosted a panel afterwards where three lawyers answered some well thought out and tough questions!

When Noreen chose the presenters for this event, the vision was from the lens of - what can/does happen when we have a victim of Domestic Violence or Sexual Assault, from the start of an assault to completion (whether that's court, a return to the Subject of Complaint or anything in between) - what does it look like for the entire process for clients? Who will staff and victims be interacting with, what can everyone all expect, where can personnel collaborate, and having staff know the processes and structures of the referrals that are given out so staff know what to expect. therefore, once learning all of these key ideas, victim serving personnel can help victims before they even enter an agency, as staff will already be able to tell them what's about to happen.

The event focused on trauma informed care, education and working together with the victim/survivor as the primary emphasis. It was a great 2 days!

On June 17th, Flagstaff Victim Services Unit also held a community event to celebrate the RCMP's 150 years.



This event was held at the Killam RCMP Detachment. Many RCMP Units attended, as well as local Emergency Services and there was also a dunk tank!

Article and Photos Submitted by: Noreen Metz, Program Manager, Flagstaff Victim Services

Victim Services Society of Stony Plain, Spruce Grove and District

Parkland RCMP hosted an RCMP 150th Celebration at the detachment in Spruce Grove on Saturday May 27, 2023. The success of the event was shared with local businesses and agencies within the detachment area who have supported victim services through generous sponsorships and volunteers kind-heartedly donating their time.





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The RCMP Detachment extended their sincere gratitude to the following participants:

West Parkland Gas	St Anne Natural Gas
North Central Co-op	Stony Plain Kinsmen
Rotary Club of Spruce Grove	Veteran's Canteen
City of Spruce Grove	Town of Stony Plain
Parkland County	TNT Inflatables
Aspire Phycology	
Alberta Parenting for the Future Association	
Spruce Grove Library	Y.I.E.L.D.
Ron Reese Vintage Cars	RCMP Air Services
RCMP Veteran's Association	RCMP Collision Analysts
RCMP Police Dog Services	
RCMP Indigenous Policing	
Parkland Search and Rescue	
Victim Services Society of Stony Plain, Spruce Grove and District	

Article and Photos Submitted By: Jenelle Jean, Program



Manager, Victim Services Society of Stony Plain, Spruce Grove and District

The 5-hour event was thoroughly enjoyed by over 1000 guests.



The celebration also provided opportunities for community members, young and old, to interact with local police and establish positive relationships. Relationships that will help promote a healthier, safer community.

The RCMP Recruiting Unit, who was also in attendance, shared that there was a lot of interest from the public about a career in the RCMP.

The Victim Services Unit had an info table at the event and provided 10 volunteers (advocates and board members) who assisted the Detachment in various capacities during the event!

Red Deer City Victim Services Unit



The Red Deer City Victim Services Unit hosted a Symposium in Red Deer on May 15th to recognize Victims of Crime and Survivors Week. They had over 20 agencies join them at the Harvest Centre to share how their agencies support Victims of Crime, what services they offer and better ways each agency can connect moving forward. It was a full day of learning, lunch, and guest speakers. Almost 100 people were in attendance!

Article and Photos Submitted By: Cst. Grace Jeanveau, Program Manager, Red Deer City Victim Services Unit

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Fort Saskatchewan Victim Services

On May 3rd, the Fort Saskatchewan Victim Services team took part in a Mental Health Walk. In attendance was Erin Dahl's Therapy Donkey, Irene.



Article and Photo Submitted By: Erin Dahl, Program Manager, Fort Saskatchewan Victim Services

Strathmore Regional Victim Services Society

On June 3rd, Strathmore Regional Victim Services Society brought out their bling and finest demin with a Denim and Diamonds event. They had The Dueling Piano Kings in attendance, who put on an amazing show!



Marilyn Roughley, the Program Manager, said the event was a great success and lots of fun for everyone who attended!

Article and Photo Submitted By: Marilyn Roughley, Program Manager, Strathmore Regional Victim Services Society

Airdrie and District Victims Assistance Society

On June 9th, The Mayor of Airdrie hosted a golf tournament with the fundraising dollars going to the Airdrie and District Victim Assistance Society. In attendance was Emily Marston, Miss Calgary 2023, and of course the Mayor, Peter Brown. Cst. Jennifer Weedmark represented the RCMP, she did an amazing job driving the golf cart and organizing some geese!

The tournament was a sellout and a fantastic day for everyone who took part! There were several volunteer advocates who attended to help out and some of



them took part in some rounds of golf. Several Members also played and the winning team had Cst. Justin Butt and George Maffen, K Division Chaplain Coordinator, on it.

Lastly, Jake, the victim services trauma dog, enjoyed all the attention he got and then slept like a baby for the 2 days after!

Article and Photo Submitted By: Debbie Reid, Program Manager, Airdrie and District Victim Assistance Society

Horizons Victim Service Unit (Taber)

On May 18th, the Horizons Victim Service Unit in Taber took part in a Victim of Crime Week Event. Victims of Crime Week is recognized across Canada and was on display in Taber. Community members in attendance were treated to an evening of education on the Justice System and the role of Victim Services (VS). Presentations by the Crown, VS Staff, VS



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Support Dog Program and participation by actual victims provided an in depth look at a world that attendees have not known. It was a congenial evening and the Horizons VS Team did a fabulous job.



Article and Photo Submitted By: Alf Rudd, Program Manager, Horizons Victim Service Unit

Ranchlands Victim Services Society



The Ranchlands Victim Services Society and the Fort MacLeod, Crowsnest Pass, Pincher Creek, Piikani Nation and Claresholm RCMP Detachment have been recognizing and rewarding young superheros for being outstanding citizens through the month of June! They have been giving out “Positive Tickets” to kids all over the communities! There were surprise gifts for all kids who received a “Positive Ticket”, plus entry for large prizes!

Article and Photo Submitted By: Shelly-Anne Dennis, Program Manager, Ranchlands Victim Services Society

Victim Services Fundraisers/Events

August 21st : Eagle Tower Victim Services Society is having a fundraiser golf tournament. The Anthony Gordon Memorial Golf Classic will be held at the Whitecourt Golf and Country Club. Tickets are \$600/Team or \$150/Player. It is Texas Scramble Format. Cost includes a cart. The start time is 9:00am, lunch is provided and dinner is to follow at 6:00pm in the Clubhouse. For more information or to register, contact Brittany at 780-779-5924. All proceeds will be donated to Eagle Tower Victim Services.

August 26th: Vulcan Regional Victims Services Society (VRVSS) and the RCMP and hosting a VRVSS/RCMP Golf Tournament at the Vulcan Golf and Country Club.

For information on the event or questions, please contact tournament organizers Carrie Lepp at kclepp87@gmail.com or 403-485-1122 and Laurie Lyckman at laurie.lyckman@vulcan.ca or 403-423-0143.

September 23rd : Eagle Tower Victim Services Society is holding the Whitecourt Regimental Ball at the Ecole St. Joseph School in Whitecourt. Tickets cost \$125.00 and everyone is welcome! There will be cocktails, dinner, and music!

Tickets are available on Eventbrite.ca. Just search for Eagle Tower Victim Services Society for tickets. If you would like more information, contact Tina at 780-779-5924.

October 14th: Chinook Arch Victim Services invites all to attend the Olds RCMP Regimental Ball! The event will have a silent auction, drinks, dinner and dancing! The event will be at the Olds Pomeroy Inn & Suites from 5pm-2am. The cost is \$100/individual or \$700/table (8 people) before September 14th. If tickets are purchased after September 14th, they are \$100/person and \$800/table (8 people).



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For more information and/or tickets call 403-556-3324 or email jocelyn.boissy@rcmp-grc.gc.ca.

Ongoing:

Midwest Victim Services created a challenge coin to illustrate the partnership between the RCMP and Victim Services, as a fundraiser for Midwest Victim



Services. If anyone is interested in purchasing the coin, they are \$20 for in-person pickup or \$25 if being shipped. Anyone interested in purchasing the coin can email Jennifer HAUBERG, Jennifer.hauberg@rcmp-grc.gc.ca, if interested in purchasing the coin! There is no deadline to order, but once they are sold out, they will be gone.

In-Kind Support Donations

The Alberta RCMP Victim Services Program can donate an item to any Victim Services Unit that is planning a fundraiser. This item is to be used in a fundraising capacity (such as a silent auction). If you would be interested in a donation, please contact K Victim Services with your request.

Myth or Fact

Myth: Victim Services Board Members are allowed to access Victim Services Client Files.

Fact: Board Members are not authorized under any circumstances to know any victim information, including file information. This is due to Board Members not having a RCMP Enhance Reliability Security Status.

Myth: The Detachment Commander sets the expectations for call-out hours of the Victim Services Unit.

Fact: The Detachment Commander should be consulted, but it is not the Detachment Commanders role to set the call-out hours.

5.2.H) Obligations of the Board in the LMOU states:

Establish in consultation with the RCMP and the Local Program Manager the hours of operation for regular service and availability of call-outs of the Victim Services Unit. These hours should be clearly posted in the Detachment and/or the Victim Services Unit office.

Myth: Victim Services Personnel DO NOT need to be advised the RCMP when they have a self-referral client attend their VSU.

Fact: 5.3.U) Obligations of the Local Program Manager in the LMOU states:

When self-referrals and referrals from outside agencies (other than RCMP) are received, document referral and advise a RCMP Member so they can run necessary checks to assure the safety of Victim Services personnel and identify any concerns they may have about the client.

Information going to or from Alberta Human Services (commonly referred to as Children's Services) and the Victim Services Unit will be through a RCMP Member to ensure all stakeholders have consistent and current information.

Contact information and a giveaway are continued on the next page...!



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Contact Us

Questions, comments or concerns. Please contact us via

Outlook: **K Victim Services**

RCMP.KVictimServices-KServicesauxvictimes.GRC@RCMP-grc.gc.ca

Note: Each person in the unit only has one phone number. Please only contact us on our Cellular Number.

Dana Overton:

Work cellular: 587-357-9297

dana.overton@rcmp-grc.gc.ca

Tara Skeoch:

Work cellular: 587-545-6281

tara.skeoch@rcmp-grc.gc.ca

Caitlynn Colonel:

Work cellular: 587-337-3401

Caitlynn.colonel@rcmp-grc.gc.ca

Victim Services Quarterly Search

Quarterly Search Winner!

Thank you to everyone who entered the contest to find Safety Bear! The winner of the Victim Services Newsletter Quarterly Search was Carolyn KUNG, the Three Hills Victim Services Program Manager. We will contact you about sending out your prize.

NEW! Find the Potato!

You may be wondering why the Program is hiding a potato... well, August 19th is National Potato Day and September is National Potato Month. One of our Victim Services Coordinators, Caitlynn Colonel, would say that potatoes are possibly one of the most amazing and versatile food items out there. We have hidden an image of a potato somewhere in this newsletter. If you'd like to enter a draw, please send a screenshot of where you found the picture to K Victim Services via Outlook to be entered to win a prize! The winner will be announced in the next newsletter. Diary date to enter the draw is September 29th, 2023.

BULLETIN

September 5, 2023

To: Alberta Sheriffs, Police Services, and Peace Officers

RE: eFacility System Outage

Alberta Transportation and Economic Corridors (TEC) eFacility system is currently unavailable, until further notice. Technical teams are aware of the issue and working to restore access as quickly as possible.

Inspection certificates (commercial, out of province, and salvage inspections) have not been available since 8:00am on September 1, 2023.

For past inspections:

Enforcement users of Vehicle Inspections Station (VIS) Dashboard may experience intermittent issues when trying to access commercial vehicle inspection (CVIP) data. If an issue occurs, a message will display on the screen stating that the data is unavailable.

For inspections occurring on September 1 or later:

These inspections will be temporally unavailable in all systems.

Until further notice, TEC is requesting that Officers accept a signed record of inspection in place of a commercial vehicle inspection certificate. Commercial vehicles will still require a valid commercial decal.

Additional questions or concerns can be sent to the Licensing & Approvals team at trans.adminvip@gov.ab.ca.

Sincerely,



Andrew Pillman
Executive Director, Carrier & Vehicle Safety
Transportation and Economic Corridors
Government of Alberta

From: [Sherry Poole](#)
To: [undisclosed-recipients:](#)
Subject: Re: Notice of SAEWA 2023 AGM - Sept 22, 2023 @ Vulcan Lodge Hall
Date: September 14, 2023 9:16:58 PM
Attachments: [image.png](#)
[SAEWA Bylaws in Amendment \(Draft\) by Special Resolution AGM 2023.pdf](#)
[SAEWA Schedule A Membership Policy and Fee Schedule 2023.pdf](#)
[Bylaws SAEWA \(rev 2014.02.14\).pdf](#)

Hello Members,

As per the notice of the Special Resolution to be presented at the AGM 2023 -

In reference to the SAEWA registered Bylaws please receive the proposed amended Bylaws as well the revised Schedule A: Membership Policy and Fee Schedule

Please be advised that the amendments to the Bylaws are highlighted in yellow beginning with the Preamble. (as attached)

We look forward to receiving your vote via attendance at the upcoming AGM.

If you have not r.s.v.p.'d as of yet this is a friendly reminder to please register in advance so we can count you.

Sincerely appreciated.

On Tue, Sep 5, 2023 at 2:12 PM Sherry Poole <sannpoole@gmail.com> wrote:

Dear Members,

As a follow-up to the 2023 AGM notification please receive the Agenda and Nominations List.

For those who have yet to r.s.v.p. a friendly reminder to please confirm attendance in advance for catering.

Kindly appreciated.

On Tue, Aug 22, 2023 at 10:21 AM Sherry Poole <sannpoole@gmail.com> wrote:



**Members please join us for the
SAEWA 2023 AGM**

please also receive this as notice of a
**Special Resolution to Change / Update the Bylaws -
Articles (est. Nov. 11, 2013 / rev'd Feb. 14, 2014).**

When: Friday, September 22nd, 2023

Registration: 09:30 - 10:30 a.m.

Venue: Vulcan Lodge Hall

231 Centre Street, Vulcan, AB

***Please r.s.v.p. sherry@saewa.ca**

What you can expect -

Please be advised that the Agenda and Elections / Nominations package will be distributed 21 days in advance of September 22, 2023 as the date scheduled for the AGM.

*14 days prior to the date of the AGM a copy of the Special Resolution to Change the SAEWA Bylaws will be distributed to voting members noting article changes.

Please also receive a copy of the existing Bylaws under edit.

Thank you, we look forward to receiving your r.s.v.p for attendance to manage numbers for catering and quorum.

Hope you are having a fabulous day!

Sherry Poole, Executive Director, **SAEWA**

Southern AB Energy from Waste Assoc.

Email: sherry@saewa.ca

www.saewa.ca

SOUTHERN ALBERTA ENERGY FROM WASTE ASSOCIATION

BYLAWS

PREAMBLE

The following Bylaws shall be subject to, and governed by the Southern Alberta Energy from Waste Association Board of Directors.

These bylaws are drafted to be reflective of SAEWA's values and principles as an inclusive organization to reduce reliance on landfilling non-recyclable waste.

ARTICLE I – NAME

The name of this Association incorporated under the Societies Act of Alberta shall be named the Southern Alberta Energy from Waste Association (hereinafter referred to as “SAEWA”).

ARTICLE II – INTERPRETATION

- 2.1** In these Bylaws, unless the context otherwise requires, words importing the singular number or the masculine gender, shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.
- 2.2** “Association” shall mean the Southern Alberta Energy from Waste Association.
- 2.3** “Member” shall mean any entity or representative of said entity whose application has been approved by the Executive Committee in accordance with these Bylaws.
- 2.4** “Executive Committee” shall include the President, 1st Vice, 2nd Vice, 3rd Vice, and two (2) other Board of Directors.
- 2.5** “Ad-hoc Committee” shall mean a Committee mandated by the Board of Directors and/or the Executive Committee for a specific function or task.
- 2.6** “Officers” shall include all members of the Executive Committee and the Executive Director.
- 2.7** “Director” shall mean a member of the Board of Directors of the Association elected in accordance with these Bylaws.
- 2.8** “Director-at-large” shall mean an Executive Committee member selected by and from the Directors.

- 2.9** “Honorary member” shall mean a person who may be bestowed a lifetime membership by the Board of Directors for their monumental contribution to the Association.
- 2.10** “Reciprocal membership” shall mean an Agency, Society, Association, or Chamber of Commerce, who has entered into a no-fee exchange, non-voting membership agreement between itself and the Highway 3 Twinning Development Association.
- 2.11** “Societies Act” shall mean the Societies Act of Alberta.
- 2.12** “Registered Address” of a member shall mean the member’s email address as recorded from the application for membership, or any subsequent change conveyed in writing to the Association.
- 2.13** “SAEWA” is referred to as Southern Alberta Energy from Waste Association.
- 2.14** “Robert’s Rules of Order” shall be the manual of parliamentary procedure that governs the Association.
- 2.15** “Emergency” shall mean “Act of God”, or “force majeure.”
- 2.16** “Proviso” shall mean the historical creation and compilation of the Board of Directors of the Southern Alberta Energy from Waste Association, in 2012.
- 2.17** “Special General Meeting” under Roberts Rules, means a meeting called by members of the Board to speak on an emerging or arising issue affecting the Association.
- 2.18** “Environment” meaning emerging and arising environmental programs and other issues that the Association and 2nd Vice President should address.
- 2.19** “Technology” meaning emerging and arising technological advances and other issues that the Association and 3rd Vice President should address.

ARTICLE III – MEMBERSHIP

3.0 Membership (Membership Policy and Fee Schedule “A”)

The SAEWA Board shall establish a membership policy with respect to 2.1, A)

3.1 Membership Categories

There shall be five (5) membership categories: New Member, Voting Member, Associate, Reciprocal, Ex-Officio and Honorary.

3.2 Membership

- A.** New Member, any municipality, regional services commission, or municipal waste management authority, as defined in the *Municipal Government Act* (Alberta) that subscribe to the purpose of SAEWA shall be eligible to apply for membership.

All new membership applications received by the Board will be considered

based on the mutual understanding that the following criteria will be met:

- i)** That a new member will demonstrate support in signing a Memorandum of Agreement to consider guarantee of municipal waste in support of SAEWA's Mission and Goals to reduce reliance of landfilling waste; and
 - ii)** That a new member will observe the rule that the first year of paid membership will not be eligible for voting status; and that
 - iii)** In the Prescribed Fee Schedule, SAEWA has provided two (2) tiers that demonstrate a more inclusive fee cost structure not prohibitive of cost for larger populations to seek membership as follows:
Tier 1: population up to 30,000 = 0.80 per capita
Tier 2: population over 30,001 = 0.80 per capita to a maximum of \$30,000
- B.** Voting member, any municipality, regional services commission, or municipal waste management authority, as defined in the *Municipal Government Act* (Alberta) that subscribes to the purpose of SAEWA shall be eligible to apply for membership to the Board of Directors of SAEWA ("the Board") for Voting Member status, and upon approval by the Board and payment of prescribed fees and dues, shall become a Voting Member.
- C.** Associate membership, individuals and other entities that subscribes to the purpose of SAEWA shall be eligible for membership, either through application or invitation from SAEWA. Associate membership will be granted by majority vote of the SAEWA board. Membership fees, if any, will be prescribed by the prevailing membership policy. Associate memberships may be awarded to Agencies, Associations, Industry.
- D.** Reciprocal membership. SAEWA may want to invite another Board or Agency to have a non-voting position on its Board. Reciprocally, SAEWA will offer to send a representative to sit on their Board. This practice is common among service Agencies, Societies, and Associations.
- E.** Ex-Officio members. SAEWA reserves the right to include Members of Parliament and Members of the Legislative Assembly of Alberta to attend Annual General Meetings, special Board meetings, or Committee meetings as invited. All "in camera" or "closed" portions of any Board or Committee meetings are restricted to Board members, unless those MPs and/or MLAs are requested to be present during those portions of the Agenda.
- F.** Honorary member. A person who may be bestowed a lifetime membership by the Board of Directors for their monumental contribution to the Association.

3.3 Voting Member Category

A. Voting Member Privileges:

- i.** Appoint an individual person to act as its authorized representative.
- ii.** Also, appoint an individual person to act as its authorized alternate representative.
- iii.** Receive notices of annual and special general meetings.

- iv. Attend annual general meetings and special general meetings. In addition, make motions, speak in debate, and have voting privilege and participate in any “in camera” or “closed” sessions of the agenda.
- v. Annually, pay the membership dues within the ninety (90) day period upon the 1st day of the current calendar year as invoiced.
- vi. These rights shall continue so long as the Voting Member continues to be a member, or unless some or all these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

3.4 Voting Member Representative

The authorized representative shall become the Voting Member Representative upon the Executive Director receiving a written confirmation of such appointment including their name, address, email address and telephone number.

The Voting Member representative shall continue as such, until the Executive Director receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Representative. Voting Member Representatives shall be eligible for election or appointment, to hold the office of an officer or director.

3.5 Voting Member Alternate Representative

Each Voting Member may appoint an alternate authorized representative to act in the absence of the appointed Voting Member Representative. The alternate authorized representative shall become the Voting Member Alternate Representative upon the Executive Director receiving a written confirmation of such appointment including the name, address, email address and telephone number of the Voting Member Alternate Representative, and shall continue as such until the Executive Director receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Alternate Representative.

3.6 Associate Member

Associate Member membership shall be open to any stakeholder who may apply to the Board for Associate Member membership. Upon approval by the Board and payment of prescribed fees and dues as per the fee schedule, shall become an Associate Member.

A. Associate Members Privileges:

- i. Receive notices of annual and special general meetings.
- ii. Attend annual general meetings and special general meetings. They may speak in debate, however may not make motions or vote on any matters of the Board. Associate members may be allowed to remain for “in camera” or “closed” Agenda items.
- iii. Pay annual dues and any required registration fees.

- iv. These rights shall continue so long as the Associate Member continues to be a member, or unless some or all of these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

3.7 Reciprocal Membership

The SAEWA Board supports reciprocal memberships with other agencies, Boards, non-profit organizations, Chambers of Commerce, industry and commerce associations. Reciprocal memberships allow SAEWA to join participate, network, and advocate on other Boards, to further create awareness of the work of waste to energy.

3.8 Ex-Officio members

The SAEWA Board reserves the right to include Members of Parliament and Members of the Legislative Assembly of Alberta to attend Annual General Meetings, special Board meetings, or Committee meetings as invited. All “in camera” or “closed” portions of any Board or Committee meetings are restricted to Board members, unless those MPs and/or MLAs are requested to be present during those portions of the Agenda.

3.9 Honorary members.

Honorary members who are approved by the Board of Directors, may attend Board meetings and General meetings, however may not make motions or vote on any matters. They may speak to matters of the Board only upon invitation to do so by the Presiding Officer.

3.10 Dues and Fees (Membership Policy and Fee Schedule “A”)

The SAEWA Board shall set all dues and fees to be paid by its members.

A. Membership Fees and Dues

- i. All Membership fees and dues, for both Regular and Associate members, shall be payable on or before January 1 of the calendar year.
- ii. SAEWA reserves the right to not charge fees or dues to Reciprocal members, as the agreement with the reciprocating parties will equally not charge SAEWA for any dues or fees.
- iii. Honorary members are exempt from membership fees.
- iv. Prescribed Fee Schedule is set by the SAEWA Board.

3.11 Termination of membership

Membership shall cease by resignation, non-payment of dues, loss of municipality status, or expulsion.

- i. **Resignation.** A member may resign by sending a written resignation to the Executive Director. The resignation shall be effective upon receipt unless specified otherwise.
- ii. **Non-payment of Dues.** A membership, in any category, shall cease for non-payment of dues if dues are not received one hundred and twenty (120) days after the due date.

- iii. **Loss of Municipality Status.** Membership shall cease upon loss of municipality, regional services commission, or municipal waste management authority status as defined in the *Municipal Government Act* (Alberta).
- iv. **Expulsion.** Any member, whether Regular, Associate, Reciprocal or Ex-Officio may be expelled for cause, by ballot vote of two-thirds of the entire membership of the Board at a regular or special meeting of the Board.

ARTICLE IV – OFFICERS AND DUTIES

Section 1. Officers of the Executive Committee

The Officers of the Executive Committee shall be comprised of the President, 1st Vice, 2nd Vice, 3rd Vice, and Executive Director.

Section 2. Elections and Terms of Office

- 2.1 Officers shall be elected at the annual AGM and shall serve a term of two (2) years or until their successors are elected, at the following AGM.
- 2.2 To provide continuity to the Executive Committee, the President and 2nd Vice shall be elected in even numbered years and the 1st Vice and 3rd Vice shall be elected in odd numbered years.
- 2.3 In the event that the Board fills a vacancy, the appointed Officer shall serve until the next AGM or special general meeting, at which an election shall be held for the vacated positions for the balance of the original term that was vacated. At any annual general meeting or special general meeting called for that purpose, an election for any Officer position can be held for the unexpired term of the office being elected.

Section 3. Executive Officer Eligibility

- 3.1 Only Voting Member Representatives who have been Members for at least one (1) year shall be eligible for election or appointment as an Officer.
- 3.2 A President shall serve no more than Two (2) consecutive two-year consecutive terms.
- 3.3 No member shall hold more than one (1) office at a time.

Section 4. Duties of the President

- 4.1 The President shall be the official representative and presiding Officer of SAEWA, and shall have all of those duties and powers set forth for same in the parliamentary authority of SAEWA.
- 4.2 The President shall have such further duties and powers as are set forth in these Bylaws, the standing orders, and as may be authorized or instructed by the Board.

4.3 The President will serve as the official spokesperson for SAEWA when meeting with the media, other elected Officials, or other key events at which SAEWA is attending unless otherwise another representative or Communication Lead / Spokesperson is appointed by the Board.

4.4 The President or 1st Vice shall chair the Budget and Finance Committee.

Section 5. Appointment and Duties of Past President

5.1 The incumbent President will serve as Past President until such time that a new President is elected.

5.2 The position will have voting privileges and will be entitled to attend meetings of the Executive Committee and the Board of Directors.

5.3 The Board can also appoint the Past President to any committees.

Section 6. Duties of the Vice-Presidents

6.1 The 1st Vice President shall succeed to the presidency of the Association upon the death, resignation, or incapacity of the President.

6.2 The 1st Vice President shall perform such other duties as may be prescribed by the President or the Executive Committee.

6.3 The 1st Vice President shall have such other duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

6.4 The 1st Vice President will serve as spokesperson for SAEWA in the absence of the President, and whereas advised to do so, including media interviews, and meetings with other elected Officials, or attending key events.

6.5 The 2nd Vice-President shall succeed to the 1st Vice-Presidency upon the death, resignation, or incapacity of the 1st Vice-President, and shall serve as the Association's VP of Environment.

6.6 The 2nd Vice-President shall have such other duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

6.7 The 3rd Vice-President shall succeed to the 2nd Vice-Presidency upon the death, resignation, or incapacity of the 2nd Vice-President, and shall serve as the Association's VP of Technology.

6.8 The President or 1st Vice shall chair the Budget and Finance Committee.

Section 7. Appointment and Duties of Executive Director

- 7.1 The Board shall engage and appoint an Executive Director to carry out the day-to-day operations of SAEWA, and shall determine compensation, responsibilities, and authority of the Executive Director.
- 7.2 The Executive Director shall maintain the records of SAEWA including the annual financial records. All documentation regarding membership, contracts, awards, certifications, correspondence, minutes, and notices shall be filed with the Executive Director also serving as “Secretary”.
- 7.3 The Board may designate a repository for this documentation with a contractual party.
- 7.4 The Executive Director shall retain access and control to the files, filings, and archives.
- 7.5 The Executive Director shall have such other duties and powers as are set forth in these Bylaws, the standing orders, and as may be authorized or instructed by the Board.
- 7.6 The Executive Director is a non-voting member on the Executive Committee, the Finance Committee, and all special Committees of the Board.
- 7.7 The Executive Director shall maintain the financial records of SAEWA, and compile the information with which to prepare the annual budget and the annual audit.
- 7.8 The Executive Director shall report current financial information at each meeting of the Board and at the AGM; a written copy of this report must be filed with the Executive Director.
- 7.9 The Executive Director shall have such other duties and powers as are set forth in these Bylaws, the standing orders, and as may be authorized or instructed by the Board.
- 7.10 Executive Director receives compensation from the Board, and will be its only Employee.
- 7.11 Executive Director, along with the President, oversees compiling of the Agenda for Board and Committee meetings, and keeps Minutes of such.
- 7.12 Executive Director creates the Agendas for Finance, Audit, and other necessary Committees established by the Board.
- 7.13 Executive Committee establishes the form and amounts of compensation.
- 7.14 Executive Director keeps all the records of the functions of the Board.
- 7.15 Executive Director is proficient with data, storage, email, website, relative software, and setting up meetings online.

Section 8. Ceasing to be an Officer or Director

An Officer or Director shall cease to hold the office and the office shall be deemed to be vacant upon:

- 8.1 The President, or 1st Vice, or Executive Director receiving a written resignation from

the Officer or Director. The resignation shall be effective upon receipt unless specified otherwise.

- 8.2 The President receiving a written confirmation, that the Officer's appointment as the Voting Member Representative has been withdrawn.
- 8.3 The appointment of a replacement individual to serve as the Voting Member's Representative.
- 8.4 The 1st Vice succeeding to the President position, thus, creating a vacancy in the office of 1st Vice.
- 8.5 The Voting Member ceases their membership to SAEWA.
- 8.6 The bankruptcy of the Officer or Director.
- 8.7 The incapacity of the Officer.
- 8.8 Death of the Officer or Director.
- 8.9 Officer or Director has three (3) unexcused consecutive absences at meetings of the Executive or Board.

Section 9. Filling Officer Vacancies

The Executive Director shall hold secure all records of the vacant office until such time a successor is elected.

ARTICLE V - BOARD OF DIRECTORS

Section 1. Composition

- 1.1 The Board of Directors, (herein referred to as the "Board"), shall be composed of six (6) Officers of SAEWA, and up to eight (8) Directors.
- 1.2 The Executive Director is a non-elected, ex-Officio member of the Board.

Section 2. Election and Terms of Office

- 2.1 Annually, Directors shall be elected by way of motion at the AGM.
- 2.2 Directors shall serve a term of two (2) years, or until their successors are elected. Their term of office shall begin at the close of the meeting at which they were elected. In an effort to provide continuity to the Board of Directors up to Five (5) Directors shall be elected in even numbered years, and up to Five (5) Directors shall be elected in odd numbered years. In the event that the Board fills a vacancy, the appointed Director shall serve until the next AGM, or special general meeting.

Section 3. Board or Executive Vacancies

Vacancy on the Executive Committee or the Board occurs when:

- 3.1 The Executive Director or President receiving a written resignation from the director, and the resignation shall be effective upon receipt unless specified otherwise.
- 3.2 The President or Executive Director receiving a written confirmation from the Voting Member, that the Director's appointment as the Voting Member Representative has been withdrawn, or of the appointment of another individual to serve as the Voting Member Representative.
- 3.3 The Voting Member ceases to be a member of SAEWA.
- 3.4 Bankruptcy of the Director.
- 3.5 Incapacity of the Director.
- 3.6 Death of the Director.
- 3.7 Whenever a Board vacancy occurs, the Board will endeavor to fill that position as soon as possible.
- 3.8 No such vacancy shall be filled in the period commencing thirty (30) days prior to the AGM.
- 3.9 If an action is taken at an AGM that will create a vacancy in the position of director upon adjournment, the vacancy shall be filled by election at that AGM.

Section 4. Board member Eligibility

Only Voting Member Representatives who have been appointed by the Voting Member shall be eligible for election or appointment, as a Director.

Section 5. Duties of the Board

- 5.1 The Board shall have general operational control and responsibility for SAEWA. It shall have all those duties and powers set forth for same in the parliamentary authority of SAEWA and those duties and powers set forth under the statutes of Alberta.
- 5.2 In addition, the Board shall have such further duties and powers as are set forth in these Bylaws, the standing orders, and as may be authorized, instructed, or delegated by the Board, including the setting of any remuneration to be paid to Directors and Officers.

Section 6. Duties of the Directors

Directors may be assigned duties by the Executive Committee, or the Board.

Section 7. Regular Meetings.

- 7.1 The Board shall meet at least six (6) times during the year at a time, and by such means as determined by the Board.
- 7.2 Regular Board meetings shall have at least thirty (30) days notice.

7.3 One of the regular Board meetings shall be held on the day of and immediately following the close of the AGM, and shall be identified as the “post-AGM Board meeting.”

Section 8. Special Meetings

Special meetings of the Board may be called by the President, or by any five (5) Board members who provide all Board members with at least fifteen (15) days notice of the special meeting, and said notice may be electronic.

Section 9. Quorum

9.1 Minimum of five (5) Directors of the Board shall constitute Quorum.

9.2 Minimum of three (3) members of the Executive Committee must also be present to form Quorum.

Section 10. Method of Meeting

10.1 Meetings of the Board may be held in person, telephonically, or electronically. Every meeting shall provide for communication among all members of the Board.

10.2 Meetings of the Executive Committee, or any other Committee as determined by the Executive Director and the President, may be held in person, telephonically, or electronically.

Section 11. Method of Notice for Meetings

Meetings of the Board shall be noticed to the Board members, verbally, or by electronic mail.

Section 12. Authority

No member of the Board shall have any authority to act on behalf of SAEWA except as may be authorized in these Bylaws, the standing orders, and as may be authorized, instructed, or delegated by the Board.

Section 13. Directors Resolutions

Whenever a prompt reply is needed for an “emergency” Resolution, a Motion may be carried out by email as agreed upon by its Committee or Board members. It shall be determined to be valid.

ARTICLE VI – NOMINATIONS AND ELECTIONS

Section 1. Notice of Candidacy

Anyone can declare to the SAEWA Executive Director their candidacy for Officer and a Director position, and must give notice of intent to run at least thirty days prior to the issuance of the call of the AGM. They shall have their names, along with the position for which they interested to be candidates, listed in the call.

Section 2. Nominations and Elections at the Annual General Meeting

2.1 Officers and Directors

Officers and Directors shall be elected at the AGM by a majority vote.

2.2 Sequence of Elections

The election of Officers shall occur prior to the election of Directors.

2.3 Nominations from the Floor

Candidates for positions of Officer and Director may be nominated from the floor. No person's name may be placed on the ballot until the nominee has signed a form affirming qualification for the office sought and an agreement to serve if elected.

ARTICLE VII - MEETINGS OF THE MEMBERSHIP

Section 1. Annual General Meeting

- 1.1** A regular annual meeting of the membership, herein referred to as the Annual General Meeting ("AGM"), shall be held each year at a date and at a location in Alberta to be determined by the Board.
- 1.2** Financial Statements shall be presented that includes SAEWA's income, disbursements, assets, and liabilities.
- 1.3** SAEWA's appointed accountant shall provide a summary of the Association's financial health for the previous year.
- 1.4** In the event of an emergency, an AGM may be rescheduled by a majority vote of the Board.

Section 2. Special General Meeting

- 2.1** A special general meeting of the membership may be called by a minimum of five (5) Directors of the Board at a duly constituted Board meeting, delivered to the Executive Director of their ("Meeting Request").
- 2.2** Upon receipt of the Meeting Request, the Board shall provide notice of the requested meeting within fourteen (14) days of the receipt of the Meeting Request.

Section 3. Notice of Meeting

- 3.1 The official notice of each general meeting shall be distributed to all members at least twenty-one (21) days, but no more than sixty (60) days before the meeting is to convene.
- 3.2 Notices may be distributed to members using mail service or electronic mail (e-mail) and may be distributed by electronic mail unless otherwise requested in writing to SAEWA.

Section 4. Voting Members

- 4.1 The record date for eligibility of the Voting Member Representative to vote at meetings of the membership shall be five (5) days prior to the meeting.
- 4.2 The role of Voting Members shall be those members whose dues are current on that date, five (5) days before the meeting.

Section 5. Quorum

- 5.1 Minimum of five (5) Directors of the Board shall constitute Quorum.
- 5.2 Minimum of three members of the Executive Committee must also be present to form Quorum.

Section 6. Proxy Voting

Proxy voting shall not be allowed at any meeting of the membership.

ARTICLE VIII – EXECUTIVE COMMITTEE

Section 1. Composition

- 1.1 The Executive Committee shall be composed of six (6) Officers of SAEWA.
- 1.2 The Executive Director is a non-elected, ex-Officio member of the Executive Committee.

Section 2. Membership Terms

Each member of the Executive Committee shall have a term corresponding to that of the Officers and Directors.

Section 3. Duties and Powers

- 3.1 The Executive Committee shall manage, negotiate, put forward recommendation of accountant, be a reviewer of the annual Budget and all contracts, and shall perform any other duties delegated to it by the Board or the AGM.
- 3.2 Subject to ratification by the Board, the Executive Committee may exercise the powers

of the Board between meetings of the Board.

Section 4. Meetings

- 4.1 Meetings shall be at the call of the President, with at least two (2) days notice given to all members of the Executive Committee, including a copy of the proposed Agenda for the meeting.
- 4.2 Meetings may be held in person, telephonically, or electronically. All meetings shall provide for communication among every Executive Committee member synchronously.
- 4.3 Quorum must include at least four Officers of the Executive plus the Executive Director.

Section 5. Reports

Within thirty (30) days of any meeting of the executive committee, minutes of the meeting shall be forwarded to all Board members.

ARTICLE IX - COMMITTEES

Section 1. Purpose and Meetings of Standing and Special Committees

- 1.1 The purpose of Committees is to support SAEWA by member involvement in SAEWA, and to provide for a strong and effective governance system.
- 1.2 Committee meetings may be held in person, telephonically, or electronically. Any meeting shall provide for communication among all Committee members synchronously.

Section 2. Standing Committees

2.1 Financial Review Committee

- 2.11 The Annual Financial Review Committee shall be appointed by the Board and shall secure a review of the annual financial statements of the Association.
- 2.12 The Annual Financial Review Committee shall submit a report at each AGM for consideration by the membership.
- 2.13 No person may serve simultaneously on both the annual financial review committee and the budget and finance committee.

2.2 Budget and Finance Committee

The Budget and Finance Committee shall be appointed by the Board, chaired by a member of the Executive Committee, and shall submit an annual Budget at the beginning of the fiscal year for approval by the Board.

Section 3. Membership of Standing Committees

All standing committees shall have a minimum of three (3) and a maximum of seven (7) members.

3.1 Terms

Except as otherwise provided in the bylaws, term of office shall begin upon appointment and conclude when a successor is appointed.

3.2 Vacancies

Vacancies on a committee shall be filled in the same manner as the original selection of the members for the balance of the term.

Section 4. Special Committees

Except as otherwise provided in the Bylaws or standing orders, special Committees may be established by the AGM, the Board, and the Executive Committee.

Section 5. President's Ex-Officio Committee Membership

5.1 The President shall be an ex Officio member of all Committees except a nominating Committee.

5.2 The President is not required to form a Quorum if absent however, if in attendance, the President shall be included in the count in determining the presence of a Quorum.

ARTICLE X – CONFLICT OF INTEREST

Section 1. Conflict of Interest

1.1 A Director or Officer of SAEWA who is a party to a material contract or proposed material contract with SAEWA, or is a Director or an Officer of or has a material interest in any organization, partnership, company, corporation, society or individual (“person”) who is a party to a material contract or proposed material contract with SAEWA shall disclose fully the nature and extent of the interest.

1.2 No such Director of SAEWA shall vote on any resolution to approve such a contract, however, the director can be present during such a vote and if present at the meeting shall be counted to determine the presence of a quorum at the meeting whether the director was present for the vote or not.

Section 2. Valid Contracts

2.1 If a material contract is made between SAEWA and one or more of its Directors or Officers, or between SAEWA and another person of which a Director or Officer of SAEWA is a Director or Officer or in which he has a material interest:

- (i) The contract is neither void or voidable by reason only of the relationship, or by reason only that a Director with an interest in the contract is present or is counted to determine the presence of a quorum at a meeting of Directors that authorized the contract: and
- (ii) A Director or Officer or former Director or Officer of SAEWA to whom a profit accrues as a result of the making of the contract is not liable to SAEWA for that profit by reason only of holding office as a director or officer if the director or officer disclosed their interest in accordance herewith and the contract was approved by the directors or the members and it was reasonable and fair to SAEWA at the time it was approved.

Section 3. Notice of Conflict

A general notice that any Director or Officer is a member of a person and if it is to be regarded as interested in any subsequent transaction with such person, shall be sufficient disclosure under the previous section and after such notice, it shall not be necessary to give any further notice relating to any particular transaction with such person.

ARTICLE XI - INDEMNIFICATION

Officers, Directors, and employees of SAEWA shall be indemnified for any costs, expenses, or liabilities necessarily incurred in connection with the defense of any action, suit or proceeding in which they are made a part by reason of being or having been a member serving in an elected or an appointed capacity. No member or employee shall be indemnified when adjudged in the action or suit to be liable for gross negligence or misconduct in the performance of duty.

ARTICLE XII – DISSOLUTION

In the event of the dissolution of SAEWA, the assets shall be liquidated and distributed to non-profit entities or municipalities within the Province of Alberta as directed by the Board.

ARTICLE XIII - PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order Newly Revised* shall govern SAEWA so far as it is applicable and not inconsistent with the bylaws, standing orders and any special rules of order that SAEWA may adopt.

ARTICLE XIV – AMENDMENT AND SPECIAL RESOLUTION

Section 1. Amendment of Bylaws

The Bylaws may be amended by adoption of a special resolution.

Section 2. Special Resolution.

A special resolution is a resolution adopted following notice of the proposed amendments given to all members with the official notice of the AGM or special general meeting called for that purpose, with not less than twenty-one (21) days notice of the meeting, and adopted by at least a seventy-five (75) percent vote of Voting Members present and voting at the meeting.

ARTICLE XV – FINANCES, BORROWING AND RECORDS

Section 1. Fiscal Year

The fiscal year shall be January 1 through December 31.

Section 2. Borrowing

SAEWA may borrow funds or other assets, but shall not issue or grant any form of security without the consent of the members by adoption of a Special Resolution.

Section 3. Records Inspection

Any member may inspect the books and records of SAEWA after having provided a reasonable notice and arranging a time satisfactory to the Officer having charge of the records.

Section 4. Corporate Seal

SAEWA has dispensed with the use of a Corporate Seal.

Provisos Relating to Transition

Proviso 1. Re: ARTICLE III - OFFICERS AND DUTIES, Section 2. Election, Term of Office.

The first-time officers are elected pursuant to these revised Bylaws, if the election is held during an even numbered year, the President and the 2nd Vice shall be elected and shall serve a term of two (2) years and the Vice-President and 3rd Vice shall be elected and shall serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected.

If the first election is held during an odd numbered year the Vice-President and 3rd Vice shall be elected and shall serve a term of two (2) years and the President and the 2nd Vice shall be elected and shall serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected.

Proviso 2. Re: ARTICLE IV - BOARD OF DIRECTORS, Section 2. Election, Term of Office.

The first-time Directors are elected pursuant to these revised Bylaws, fourteen (14) Directors shall be elected, seven (7) of which will be elected to serve a term of two (2) years and seven (7) of which will be elected to serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected.

Bylaw History

- 1 Bylaws Adopted March 30, 2012, Registered by the Registrar of Corporations, Province of Alberta May 17, 2012.
- 2 Revised Bylaws Adopted by the SAEWA Board on November 29, 2013, Registered by the Registrar of Corporations, Province of Alberta February 14, 2014.
- 3 Revised Bylaws Adopted by the Southern Alberta Energy from Waste Association, on September ____, 2023, and Registered by the Registrar of Corporations, Province of Alberta _____, 20____

Southern Alberta Energy from Waste Association www.saewa.ca



Schedule "A"

New Membership Policy and Fee Schedule

SECTION 1: MISSION

The Southern Alberta Energy from Waste Association (SAEWA) is a non-profit coalition of municipal entities and waste management jurisdictions in southern Alberta committed to the research and implementation of ENERGY RECOVERY from non-recyclable waste materials that will REDUCE long term reliance on landfills. Established in 2009, SAEWA is seeking to foster sustainable waste management practices that contribute to our society's overall resource efficiency and environmental responsibility. SAEWA is in the final planning stages to develop an Energy-from-Waste Facility that will handle the conversion of municipal and other sources of solid waste into energy.

SECTION 2: MEMBERSHIP RIGHTS AND RESPONSIBILITIES

To read, give understanding to, and uphold the SAEWA Bylaws.

That you will have the option to attend regularly scheduled meetings of the Board occurring on the 4th Friday monthly, with the exception of holidays. (That in the first (1st) year of attendance will have a non-Voting status and that in the second (2nd) year will have Voting Member status).

(Ref: SAEWA Bylaws; Article III Membership – Section 3.2 Membership, sub section (B) Voting Member; as well Section 3.3 Voting Member Category, sub section (A) Voting Member Privileges).

To follow the Code of Conduct Policy.

To follow the SAEWA Communication Plan and Communication Policy.

Have a Right to information to receive monthly minutes, FAQ's, and briefings with which to report back to your Board / Council to ensure continuous and accurate updates and flow of 2-way communication.

To attend SAEWA AGM to maintain representation: that in the first (1st) year as a New Member will attend as a Non-Voting Member and that in the second (2nd) year forward, will attend with Voting Member status. **(Ref: SAEWA Bylaws; Article III – Membership, Section 3.2 sub section (A) and (B) as they apply to Voting and Non-Voting Membership Status).**

SECTION 3: MEMBERSHIP VOTING ELEGIBILITY RIGHTS

(Ref: SAEWA Bylaws March 30, 2012 / revised February 4, 2014/ and in current revision of Bylaws Fall 2023 noting Article III – Membership; Section 3.3 Voting Member Category)

ARTICLE II - MEMBERSHIP

Section 1. Membership. Any municipality, regional services commission or municipal waste management authority as defined in the *Municipal Government Act* (Alberta) that subscribes to the purpose of SAEWA shall be eligible to apply for membership.

Section 2. Membership Categories. There shall be two (2) membership categories: Voting Member, and Non-Voting Member.

Section 3. Voting Member Category. Voting Member membership shall be open to any municipality as defined in the *Municipal Government Act* (Alberta) who may apply to the Board of Directors of SAEWA (“the Board”) for Voting Member membership, and upon approval by the Board and payment of prescribed fees and dues, shall become a Voting Member.

3.1 Voting Members Rights. Each Voting Member shall have the following rights,

1. To appoint an individual person to act as its authorized representative,
2. To appoint an individual person to act as its authorized alternate representative,
3. To receive notices of annual and special general meetings,
4. Through the authorized representative or alternate representative, to have the right to attend annual and special general meetings, make motions, speak in debate, and have a single voting privilege on each question, when annual dues and any required registration fee has been paid, and,
5. These rights shall continue so long as the Voting Member continues to be a member unless some or all of these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

3.2 Voting Member Representative. Each Voting Member shall appoint an individual person to act as its authorized representative to be recognized as a Voting Member for all purposes at any meeting of Members. The authorized representative shall become the Voting Member Representative upon the Secretary receiving a written confirmation of such appointment including the name, address, email address and telephone number of the Voting Member Representative, and shall continue as such until the Secretary receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Representative. Voting Member Representatives shall be eligible for election or appointment, to hold the office of an officer or director.

3.3 Voting Member Alternate Representative. Each Voting Member may appoint an individual person to act as its alternate authorized representative to act in the absence of the appointed Voting Member Representative, and when acting as such shall be recognized as a Voting Member for all purposes at any meeting of Members. The alternate authorized representative shall become the Voting Member Alternate Representative upon the Secretary receiving a written confirmation of such

appointment including the name, address, email address and telephone number of the Voting Member Alternate Representative, and shall continue as such until the Secretary receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Alternate Representative.

Section 4. Non-Voting Member Category. Non-Voting Member membership shall be open to any municipality, regional services commission or municipal waste management authority as defined in the *Municipal Government Act* (Alberta) who may apply to the Board for Non-Voting Member membership, and upon approval by the Board and payment of prescribed fees and dues, shall become a Non-Voting Member.

4.1 Non-Voting Members Rights. Each Non-Voting Member shall have the following rights,

1. To receive notices of annual and special general meetings,
2. To have a delegate attend annual and special general meetings, make motions, and speak in debate, when annual dues and any required registration fee has been paid, and,
3. These rights shall continue so long as the Non-Voting Member continues to be a member unless some or all of these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

Section 5. Dues and Fees. The Board shall set all dues and fees to be paid by the members.

5.1 Dues. Membership dues shall be payable on or before January 1 for the following calendar year.

Section 6. Termination. Membership shall cease by resignation, non-payment of dues, loss of municipality status, or expulsion.

6.1 Resignation. A member may resign by sending a written resignation to the Secretary. The resignation shall be effective upon receipt unless specified otherwise.

6.2 Non-payment of Dues. A membership, in any category, shall cease for non-payment of dues if dues are not received one hundred and twenty (120) days after the due date.

6.3 Loss of Municipality Status. Membership shall cease upon loss of municipality, regional services commission or municipal waste management authority status as defined in the *Municipal Government Act* (Alberta).

6.4 Expulsion. A member may be expelled for cause by ballot vote of two-thirds of the entire membership of the Board at a regular or special meeting of the Board.

SECTION 4: New Membership Fees Schedule "A"

(The New Membership Fees Schedule "A" can be amended by a majority vote of the board.)

New Member, any municipality, regional services commission, or municipal waste management authority, as defined in the *Municipal Government Act* (Alberta) that subscribes to the purpose of SAEWA shall be eligible to apply for membership.

All new membership applications received by the Board will be considered based on the mutual understanding that the following criteria will be met:

- i) That a new member will demonstrate support in signing a Memorandum of Agreement to consider guarantee of municipal waste in support of SAEWA's Mission and Goals to reduce reliance of landfilling waste; and
- ii) That a new member will observe the rule that the first year of paid membership will not be eligible for voting status; and that
- iii) In the Prescribed Fee Schedule, SAEWA has provided two (2) tiers that demonstrate a more inclusive fee cost structure not prohibitive of cost for larger populations to seek membership as

follows:

Tier 1: population up to 30,000 = 0.80 per capita

Tier 2: population over 30,001 = 0.80 per capita to a maximum of \$30,000

SECTION 5: MEMBERSHIP APPROVAL PROCESS

All New Member applications are to be issued to administration at: sherry@saewa.ca and

- 1)** Are required to be issued in the format of a resolution of Council along with payment of dues as outlined in Section 4; sub section iii above.
- 2)** That in the first (1st) year of new membership will have Non-Voting Member Status (as per Section 4 of the SAEWA Bylaws) and that in the second (2nd) year of membership will have Voting Member Status (as per Section 3 of the SAEWA Bylaws).

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 12

TITLE: Next Meeting

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Next Meeting: October 17, 2023

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

RECOMMENDED ACTION:

MOTION THAT Councillor _____ declare that the next Regular Council Meeting for the Village of Cremona Council will take place at 7:00 p.m. on Tuesday, October 17, 2023, at Council Chambers located at 106 1st Avenue East.

INTLS: CAO: KO

REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 13

TITLE: Closed Meeting

ORIGINATED BY: Karen O'Connor CAO

BACKGROUND / PROPOSAL:

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

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council will be required to make a motion to go into a Closed Meeting to discuss the legal item.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ that council enter into a closed meeting to discuss one (1) LAND item on September 19, 2023, at ____ pm.

INTLS: CAO: KO



REQUEST FOR DECISION

MEETING: Closed Meeting

Date: September 19, 2023

AGENDA NO.: 14

TITLE: RECONVENE

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

RECOMMENDED ACTION:

MOTION That Councilor _____ reconvenes from a closed meeting to a Regular Council meeting at ____p.m.

INTLS: CAO: KO



MEETING: Regular Council Meeting

Date: September 19, 2023

AGENDA NO.: 15

TITLE: Adjournment

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

A Member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

MOTION THAT Council adjourns the Village of Cremona Regular Council

Meeting on the 19th day of September at ____p.m.

INTLS: CAO: *KO*