



ORGANIZATIONAL MEETING AGENDA
October 17, 2017 at 7:00 p.m.
Council Chambers – 106 1st Avenue East

ATTENDANCE:

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

CAO: L. Smith; **Corporate Services Coordinator:** S. Ryan

In accordance with Section 192(1) of the Municipal Government Act (MGA) Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.

The Village of Cremona Organizational Meeting will be held at Council Chambers located at 106 – 1st Avenue East, Cremona, Alberta on Tuesday, October 17, 2017 commencing at 7:00 p.m.

1. CALL TO ORDER	2
2. ACCEPTANCE OF THE AGENDA	3
3. APPOINTMENT OF DEPUTY MAYOR	4
4. SIGNING AUTHORITY	5
5. MEETING DATES	6
6. APPOINTMENT TO MPC AND SDAB	8
7. APPOINTMENT TO COMMITTEES AND COMMISSIONS	11
8. ADOPTION OF THE 2017 BUDGET AS INTERIM BUDGET FOR 2017	15
9. ADJOURNMENT	16



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:1

TITLE: Call To Order

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

Mayor Hagen, Called the Organizational Meeting to Order at _____ p.m.

INTLS: CAO _____



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

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:2

TITLE: Acceptance of the Agenda

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

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

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

That Council accept the Agenda as presented.

OR

That Council accept the Agenda as amended.

INTLS: CAO _____



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.: 3

TITLE: Appointment of Deputy Mayor

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

Prior to the election, Councillor Sonia Temple was appointed as Deputy Mayor until the organizational meeting in 2017. Council is being asked to appoint a Deputy Mayor.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council has several options when appointing a Deputy Mayor. It can be for a term of one year where a new Deputy Mayor will be appointed at the Organizational Meeting on a rotational basis.

Council may wish to appointment just one person to be Deputy Mayor for the entire term of office.

COSTS / SOURCE OF FUNDING (if applicable):

Per Diem for Deputy Mayor is \$175.00 per month.

RECOMMENDED ACTION:

That Council appoint _____ as Deputy Mayor from October 17, 2017 until the Organizational Meeting in 2018.

OR

That Council appoint...

INTLS: CAO _____



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

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:4

TITLE: Signing Authority

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

The Village of Cremona requires two signatures on all cheques created by the Village. In order to have proper signing authority with Mountain View Credit Union, a copy of the minutes with the appointment of signing authority is to be provided.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Current signing authority is:

Tim Hagen, Meg Bigelow, Sonia Temple, Sandi Ryan and Luana Smith.

The Mayor and one administration person typically signs the cheques.

We have found that having three (3) members of council listed as having signing authority is beneficial. However in most municipalities ALL members of Council have signing authority.

RECOMMENDED ACTION:

That Council approve the following individuals to have Signing Authority with the Village of Cremona:

Mayor Tim Hagen;

Councillor Sonia Temple;

Councillor _____;

CAO, Luana Smith; and

Corporate Services Coordinator Sandra Ryan

INTLS: CAO _____



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

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:5

TITLE: Meeting Dates

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

The Village of Cremona Council set the third Tuesday of each month beginning at 7:00 p.m. with a coffee visiting time from 6:30 to 7:00 p.m.

Council is being asked if they want to change the Regular Council Meeting date and time.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

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

RECOMMENDED ACTION:

That Council set the Regular Council Meeting Schedule for the third Tuesday of each month at 7:00 p.m. with a casual coffee time for the public from 6:30 to 7:00 p.m.

AND

That Council approve to take a hiatus from Council Meetings for the month of _____ 2018.

INTLS: CAO _____



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:6

TITLE: Appointment to MPC and SDAB

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

A Subdivision and Development Appeal Board (SDAB) is only held when an appeal has been filed with regards to a Development Permit. MPC Members consist of one member of Council and 4 Public Members.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Municipal Planning Commission:

The public members of the MPC have been appointed until the Organizational Meeting in 2018. There is a vacancy and two members of the public have applied to sit on this board: Mr. Karel Beckman and Mr. Erik Reid. Applications are attached.

A member of Council is required to be appointed until the Organizational Meeting in 2018.

Subdivision and Development Appeal Board: In 2017, the Town of Carstairs SDAB was appointed as the Village of Cremona's SDAB.

The province will be making changes to the SDAB legislation to be similar to the Assessment Review Board; however until that time, it is being recommended that the Village continue to use the Town of Carstairs, SDAB Board and appointment only 1 council member to this board.

RECOMMENDED ACTION:

That Council appoint _____ public member to the Municipal Planning Commission until the Organizational Meeting in 2019.

AND

That Council appoint Councillor _____ to the Subdivision and Development Appeal Board until the next Organizational Meeting in 2018;

AND

That Council appoint the Town of Carstairs Subdivision and Development Appeal Board (SDAB) as the Village of Cremona Subdivision and Development Appeal Board.

INTLS: CAO _____



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:7

TITLE: Appointment to Committees and Commissions

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

Council Members were asked to select the committees/commissions and boards which they wish to participate in until the 2018 Organizational Meeting.

Members at large were also asked to submit an application to be appointed to the Library Board. FCSS and MPC members were appointed on a three year term which is not up until 2018 (excluding municipal council members).

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Cremona Municipal Library provided two applications from individuals Mr. Karel Beckman and Ms. Melissa Savage who have put their names forward to sit on the Cremona Municipal Library Board. The Libraries Act allows appointments to be up to 3 years and re-appointment up to 2 further years.

Please see attached appointment list which show public members in Red. Council members' appointments have not been changed with the exception of the waste commission.

There may be changes to appointments of the FCSS and SDAB Boards. These appointments can be made in November.

COSTS / SOURCE OF FUNDING (if applicable):

Some Commissions and boards pay an honorarium others do not and Council members list their meeting in the Council Expense Claim Form.

RECOMMENDED ACTION:

That Council appoint _____ to the Cremona Municipal Library Board until the organizational meeting in 2020.

AND

That Council approve the appointments of the Council Members to the Boards, Commissions and Committees as listed until the Organizational Meeting in October 2018.

INTLS: CAO _____

Cremona Library Board

1. Councillor _____
Councillor _____ (alternate)
2. _____ (2020)
3. Sandra Reid (2019)
4. Patti Kirkwood (2019)
5. Jenifer Kleinknecht (2019)
6. Kristi McKinnon (2019)
7. Josephine Sayles (2019)
8. Julia Van Arnam (2019)

Parkland Regional Library Board

1. Council Member _____
Councillor _____ (alternate)

Cremona & District Recreational & Culture Board

1. Council Member _____
Councillor _____ (alternate)

Mountain View Seniors' Housing Board

1. Council Member _____
Councillor _____ (alternate)

Mountain View Regional Waste Management Commission

1. Council Member _____
Councillor _____ (alternate)

Cremona Family & Community Support Services Board (5-7 members)

1. Council Member _____
Councillor _____ (alternate)
2. Molly Lerbekmo (2018)
3. Denise Collins (2018)
4. Colleen Oughton (2018)
5. Karnell Collins (2018)
6. Patricia McKean (2018)

Mayors & Reeves of Central Alberta

1. Mayor _____
(Deputy Mayor)

Municipal Area Partnership (MAP)

1. Mayor _____
Deputy Mayor (alternate)
1. CAO _____

Cremona/Water Valley & District Chamber of Commerce

1. Council Member _____
Councillor _____ (alternate)

Didsbury Community Policing Advisory Committee

1. Council Member _____
Councillor _____ (alternate)

CAEP

1. _____ (municipal member)
2. Luana Smith (business member)

Fire Advisory Committee

1. Application to MVC

SAEWA

1. Council Member _____
Councillor _____ (alternate)

Municipal Planning Commission (at least 3 members)

1. Council Member _____
2. Colleen Oughton (2018)
3. Michael Kerfoot (2018)
4. Robert Smid (2018)
5. _____ (2019)

Subdivision and Development Appeal Board

1. Council Member _____
2. Town of Carstairs SDAB Board:

Red indicates public members



VILLAGE OF
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REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:8

TITLE: Adoption of 2017 Budget as Interim 2018 Budget

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

Section 242(1) of the Municipal Government Act states “Each council must adopt an operating budget for each calendar. (2) A council may adopt an interim operating budget for part of a calendar year. (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

1994 cM-26.1 s242

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Village of Cremona has historically passed a resolution to adopt the current year budget for the following year until such time as the new budget is passed. This is common practice for all municipalities.

COSTS / SOURCE OF FUNDING (if applicable):

There are no actual costs associated to adopting the 2017 budget until the 2018 budget has been approved.

A new requirement under the MMGA is that 3 year budgets are developed. The CAO and staff are currently working on a 3 year budget.

RECOMMENDED ACTION:

That Council approve to adopt the Village of Cremona 2017 Budget as the Village of Cremona 2018 Interim Budget until such time as the 2018 Village of Cremona budget is passed.

INTLS: CAO _____



VILLAGE OF
Cremona
REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting

Date: October 17, 2017

AGENDA NO.:9

TITLE: Adjournment

ORIGINATED BY: L. Smith, CAO

BACKGROUND / PROPOSAL:

A member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

That Council adjourn the Village of Cremona Organizational on the 17th day of October, 2017 at ___ p.m.

INTLS: CAO _____