

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 1

TITLE: Call to Order

ORIGINATED BY: *Karen O'Connor, CAO*

Mayor Lamb calls the April 21, 2026, Village of Cremona Regular Council meeting to order at _____ pm

RECOMMENDED ACTION:

Mayor Lamb calls the Village of Cremona Regular Council Meeting to order at _____pm.

INTLS: CAO: *KO*

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 2

TITLE: ACCEPTANCE OF 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 the Agenda as amended.

INTLS: CAO: *KO*



REGULAR COUNCIL MEETING AGENDA
April 21, 2026, at 7:00 p.m.
Council Chambers – 106 1st Avenue East

ATTENDANCE: Mayor Lamb, Deputy Mayor Liu, Councillors, Abrams, Martin & Thompson

OTHER PRESENT: CAO, Karen O'Connor, IT Glen Harrison

ABSENT:

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. ADOPTION OF COUNCIL MEETING MINUTES**
 - a) March 17, 2026, Regular Council Meeting Minutes
- 4. DELEGATION / PRESENTATION:**
- 5. OPEN FORUM:**
- 6. BUSINESS ARISING FROM PREVIOUS MEETING:**
 - a) **RFD 26-04-024** 2026 Capital Budget
- 7. BYLAWS AND POLICIES:**
 - a) RFD 26-04-023 Procedural Bylaw 215-25
- 8. NEW BUSINESS:**
 - a) **RFD 26-04-015** Community and Blooms, Betty Ann Horbay
 - b) **RFD 26-04-016** Cremona Library Board 2026 Budget
 - c) **RFD 26-04-017** Cremona Water Valley Chamber of Commerce
 - d) **RFD 26-04-018** Enter into Agreement with Plan Sustainable
 - e) **RFD 26-04-019** Village of Cremona Security Cameras

- f) RFD 26-04-020 Amending 2026 Operating Budget
- g) RFD 26-04-021 Closed Meeting Agenda Pkg

9. REPORTS:

a) Financial Reports

- i. Accounts Payable-March 2026
- ii. Financial Report January 1-March 31, 2026

b) CAO Reports

c) CAO Evaluation

d) Public Works & Water Operator

- i. MV Water March 2026 Monthly Summary

10. MINUTES/REPORTS-BOARDS, COMMITTEES, COMMISSIONS:

Mayor Lamb

- MVSH Board Key Messages March 20, 2026
- MVSH 2025 Audited Financial Statement
-

Deputy Mayor Liu

- 2026

Councillor Abrams

- 2026

Councillor Martin

Councillor Thompson

11. CORRESPONDENCE & INFORMATION:

- Rosebud Health Foundation, 2026
- PRLS Board Talk-Feb. 26, 2026
- Minister signed Itr to Chief Elected Officer, April 1, 2026
- Minister System Email MAHSAA 2026
- Assessment Model Review, March 2026
- Assessment Model FAQ
- Chinook's Edge Board Highlights, March 24, 2026
- ABmunis Bill 28, April 10, 2026

12. CLOSED MEETING: One (1) Legal, One (1) Labor, One (2) Land

13. RECONVENE:

14. ADJOURNMENT:



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 3

TITLE: Minutes – a) March 17, 2026, Regular Council Meeting Minutes

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Council is advised to review all meeting minutes carefully for any errors or omissions prior to approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

- a) **MOTION** THAT Councillor _____ accepts March 17, 2026, Regular Council Meeting minutes as presented.

OR

MOTION THAT Councillor _____ accepts March 17, 2026, Regular Council Meeting minutes as amended.

NTLS: CAO: **KO**

Minutes of the Village of Cremona Regular Council Meeting held on
Tuesday, April 21, 2026 – Commencing at 7:00 p.m.

IN ATTENDANCE: Mayor Lamb, Deputy Mayor Liu, Councillors Abrams, Martin & Thompson

OTHERS PRESENT: CAO Karen O’Connor, IT Technician, Glen Harison and 21 members of the public

ABSENT:

1.1 CALL TO ORDER:

Mayor Lamb calls the meeting to order at 7:00 P.M.

2.1 ADOPTION OF AGENDA:

Res: 26/048 MOTION THAT Councillor Abrams accepts March 17, 2026, agenda with Addition: Two (2) Legal In-Camera

CARRIED

Res: 26/049 MOTION THAT Councillor Thompson requested a New Business: Security Cameras at the FCSS & Council Chambers to be added to the agenda.

<u>Approve</u>	<u>Oppose</u>
Martin	Lamb
Thompson	Liu
	Abrams

DEFEATED

3. ADOPTION OF MINUTES:

Res: 26/050 MOTION THAT Councillor Martin accepts March 3, 2026, Special Council Meeting minutes as presented.

CARRIED

4. DELEGATIONS / PRESENT:

a) Cremona Library- Annual Report

Res: 26/051 MOTION THAT Councillor Liu accepts the presentation from the Cremona Municipal Library Board Chair and Library Manager regarding the 2025 fiscal year highlights and achievements for information only.

CARRIED

Res: 26/052 MOTION THAT Councillor Abrams accepts the presentation from the Cremona Library 55th Anniversary committee member as information.

CARRIED

Res: 26/053 MOTION THAT Councillor Abrams accepted the Wild Rose Assessment Presentation as presented.

5. OPEN FORM:

Res: 26/054 MOTION THAT Councillor Liu will accept the questions and concerns as information only.

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MEETING:

a) 2026 Capital Budget – will address at the end of Council Meeting

Res: 26/055 MOTION THAT Councillor Martin approves that the Village of Cremona set the capital budget income.

TABLED

7. BYLAWS & POLICIES: Policy No. 2602-001 Unbudgeted Expenditures Authorization and Verification Policy

Res: 26/056 MOTION THAT Councillor Martin hereby adopts Policy No.2602-001, Unbudgeted Expenditures Authorization and Verification Policy, as presented and attached to this resolution.

CARRIED

8. NEW BUSINESS

a) **RFD 26-03-012 MPE, Village of Cremona -Building Condition Assessments Proposal**

Res: 26/057 MOTION THAT Councillor Abrams moves that Council, while noting its objection to the imposed requirement, but being compelled by Municipal Affairs to maintain CGA compliance, approving the expenditure of 26,630 from Village funds and authorizes MPE Engineering to proceed with the municipal facilities assessment for a total cost of \$ 56,630.00.

CARRIED

b) RFD 26-03-013 Telling Your Story: A Community History Video Partnership

Res: 26/058 MOTION THAT Councillor Thompson approves the Village of Cremona entering into a Community History Video Partnership with Canadian History Ehx for the production of a community history video at a cost of \$500.

CARRIED

c) RFD 26-03-014 Communication & Access Control Protocol Building & Operational Matters

Res: 26/059 MOTION THAT Councillor Thompson receive and support the library board's Communication & Access Control Protocol, and that matters relating to building access and operational coordination be addressed through the Memorandum of Understanding between the Village of Cremona and the Library Board and that administration & library staff work collaboratively to ensure appropriate coordination practices are in place in the interim.

CARRIED

9. REPORTS

a) Financial Reports

Res: 26/060 MOTION THAT Councillor Abrams approves the accounts payable report, in the amount of \$ 117,169.88 and the Financial Report as presented.

CARRIED

b) CAO Report

Res: 26/061 MOTION THAT Councillor Thompson accepts the CAO's February 2026, as information only.

CARRIED

Res: 26/062 MOTION THAT Councillor Thompson accepts the Water Operators February report and council will accept it as information only.

CARRIED

10. MINUTES/REPORTS- BOARDS, COMMITTEES, COMMISSIONS

Mayor Lamb

- MVSHG 2025 Stakeholders Engagement Presentation

Deputy Mayor Liu

- Cremona Municipal Library ltr: March 10, 2026

Councillor Abrams

- FCSS Minutes January 19, 2026
- FCSS Coordinators Report January 2026

Res: 26/063 MOTION THAT Councillor Liu accepts the Minutes/Reports, Committees, and Commissions as information only.

CARRIED

11. CORRESPONDENCE & INFORMATION

- MPE 2026-02-12 Cremona Infra Audit - Project Status Update
- PRC Update - March 2026
- 2026 Minister's Awards for Municipal and Public Library Excellence Program

Res: 26/064 MOTION THAT Councillor Liu accepts the attached correspondence as information only.

CARRIED

12. CLOSED MEETING One (1) Land, Three (3) Legal, One (1) Labour

Mayor Lamb convenes to a Closed Meeting at 10:02 P.M.

Res: 26/065 MOTION THAT Councillor Martin Council approve continuing with the agenda, with no items to extend beyond 11:00 p.m.

CARRIED

Mayor Lamb reconvenes from a closed meeting to a Regular Meeting at 10:50 P.M.

Res:26/066 MOTION THAT Councillor Martin approves the request for funding from MV County for the proposed infrastructure project behind the Village of Cremona Arena and Authorizes submission of the funding request to Mountain View County, with the Village's Share of 14 % (\$9,091.98) and MV County's share of 86% (\$55,850.68) of the total Project cost (\$64,942.65).

CARRIED

Res: 26/067 **MOTION** THAT Councillor Liu accepts the information given and will address MVC at the next ICC meeting in 2026.

CARRIED

Res: 26/068 **MOTION** THAT Councillor Abrams acknowledges the potential private sale of 211 and 213 Railway Avenue, and confirms that Council has no authority over the sale of privately owned property, and further directs Administration to review any future applications for compliance with the Land Use Bylaw and municipal regulations.

CARRIED

Res: 26/069 **MOTION** THAT Councillor Liu accepts E-360 Contract as information only.

CARRIED

Res: 26/070 **MOTION** THAT acknowledges the serious concern regarding information from closed (in-camera) meetings being leaked to the public; that maintain confidentiality is both a legal and ethical obligation, and that Council wishes the public to be aware that breaches of confidential information will not be tolerated.

CARRIED

Res: 26/071 **MOTION** THAT Councillor Martin accepts the discussion regarding the Chief Administrative Officer Performance Review at the Regular Council Meeting on March 17, 2026.

TABLED

13. ADJOURNMENT

Mayor Lamb adjourns the Village of Cremona Regular Council Meeting on the 17th day of March at 10:55 p.m.

CARRIED

Mayor Craig Lamb

CAO, Karen O'Connor

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2025

AGENDA NO.: 4 a)

TITLE: DELEGATION / PRESENTATION: None

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councilor _____ accept the

INTLS: CAO KO

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 5 a)

TITLE: OPEN FORUM

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Open Forum provides members of the public an opportunity to address Council on matters of municipal concern that are *not* already on the meeting agenda.

This portion of the meeting is for:

- **Informational only** – no debate or decisions are made.
- **Time-limited** – each speaker will get 3 minutes.
- For comments, questions, or concerns from residents.
- This will be used for Council to hear public viewpoints that may inform future agenda items, research, or decisions.

What Open Forum is *not* for

- Not for **personnel matters**, legal issues, or confidential concerns.
- Not for **back-and-forth dialogue**; Council generally listens but does not engage in discussion at that time.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Comments and questions raised during **Open Forum** will be received by Council for information only.

Council will not engage in debate during this portion of the meeting; however, Council will attempt to bring back an answer or follow-up response at the next regular Council meeting, when appropriate.

RECOMMENDED ACTION:

MOTION THAT Councillor _____ will accept the question and concern as information only



REQUEST FOR DECISION 26-04-024

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 6 a) Pass the 2026 Capital Budget

TITLE: NEW BUSINESS MEETING

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

The passing of the 2026 Village of Cremona Capital Budget

Assessment Growth

5.9% increase Residential

-0.4% Commercial

0.0 % Vacant Res and Farmland

Lowering the residential tax levy to offsite the 5.9 % growth

Raising the levy on vacant lot is to offsite the decrease or leveled assessment rate

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Cremona's 2026 budget has 6% or 8 % levy increase to vacant residential, commercial and farmland. changes for the Residential tax levy. Also -1% to residential.

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approves the Village of Cremona 2026 Budget presented With _____ changes with the residential mill rate and _____ with the tax levy for non-residential vacant residential, commercial and farmland.

INTLS: CAO: *KO*

VILLAGE OF CREMONA CAPITAL PROJECTS

LGFF OPERATING	27,318	27,318	-54,536	-54,536	-27,318		
LGFF	84,281	84,281	213,904	219,357	219,357		
CCBF	-50,000	-50,000	-75,458	-76,542	50,000		
CARRIED OVER	43,871	105,470	189,380	277,659	469,748	469,748	0
PROJECTS SFE	-93,871		-154,983		-32,243		
Description	2022	2023	2024	2025	2026	2027	2028
Road Rehalation CAP-15040	93,871						
Sidewalks Upgrades / Swales	49,711	44,160			32,243		
Water Meters Replacement PlanCAP-MSI		80,888	20,000				
Well 12 & 14 New Motors-CCBF-2961			188,053				
WTP Valves	CCBF		90,000				
Street Sander			12,000				
Playground replacement Edey Close	LGFF				50,000	50,000	50,000
Wall down Hwy #580					40,000	40,000	40,000
Underground Infrustrutire replacement and paving Third Street East					600,000		
Stormwater pond - East St						300,000	300,000
Sewer Line upgrade behind Arena					57,000		
TOTAL	\$49,711	\$125,048	\$310,053	\$0	\$779,243	\$390,000	\$390,000

Village of Cremona-2026

6 % applied VC &VR

8% applied VR VC

Only Res -1.5%

Assessment Code	Description	Total	Mill Rate	Tax Levy	Mill Rate 6%	Tax Levy	Rate + 8% and Res. -1	Mill Rate -1.5% on Res 8% non res		
310,311,317,319	Residential	49,977,400	8.66745000	433,176.62	8.66745	433,176.62	8.58078	428,844.85	8.53744	426,678.97
300	Residential-Vacant	715,000	12.86985000	9,201.94	13.64204	9,754.06	13.89944	9,938.10	13.89944	9,938.10
309	Resident Special	305,000	3.34674000	1,020.76	3.34674	1,020.76	3.34674	1,020.76	3.34674	1,020.76
301	Farmland	40,000	8.68846200	347.54	9.20977	368.39	9.38354	375.34	9.38354	375.34
510	Commercial	6,004,600	13.65780000	82,009.63	13.65780	82,009.63	13.65780	82,009.63	13.65780	82,009.63
500	Commercial-Vacant	627,000	13.65780000	8,563.44	14.47727	9,077.25	14.75042	9,248.52	14.75042	9,248.52
	Linear	1,151,250	13.65780000	15,723.54	13.65780	15,723.54	13.65780	15,723.54	13.65780	15,723.54
770	Grant in Lieu GIL-Non Residential	150,000	13.65780000	2,048.67	13.65780	2,048.67	13.65780	2,048.67	13.65780	2,048.67
	DIP Requisition	10,650	0.07466000	79.51	0.07010	74.66	0.07466	74.66	0.07466	79.51
	Taxable Assessment	58,980,900								
Exempt	Exempt									
	2038 Residential -G3 (36) x Grant in Lieu of Taxes	144,000								
	Total Assessment	59,124,900		552,171.64		553,253.56		549,284.06		547,123.03
				552,171.64		553,253.56		549,284.06		547,123.03

**VILLAGE OF CREMONA
2026 BUDGET**

OPERATING BUDGET SUMMARY

	2026 Budget
REVENUES	
Admin & General	(31,560.00)
Fire Department	(5,000.00)
Bylaw & Enforcement	(350.00)
Disaster Services Expenses	0.00
Water	(256,500.00)
Sanitary (Wastewater)	(86,000.00)
Garbage	(63,900.00)
FCSS	(74,942.00)
Cemetery	(5,000.00)
Planning & Development	(12,050.00)
Culture & Recreation	(7,000.00)
Parks & Recreation	(45,900.00)
Library	(2,000.00)
TOTAL (2)	(590,202.00)
Taxes and Requisitions (18)	(759,961.38)
TOTAL REVENUES	(1,350,163.38)
EXPENSES	
Council General	47,950.00
General Administration	172,325.00
CAO	108,560.00
Fire Department	79,200.00
Disaster Services Expenses	-
Bylaw & Enforcement	350.00
Public Works	77,550.00
Roads	143,455.76
Water	261,108.13
Sanitary (Wastewater)	62,220.43
Garbage (Solid Waste)	50,250.00
FCSS	74,710.48
Cemetery	8,350.00
Planning & Development	10,400.00
Culture & Recreation	7,000.00
Parks & Recreation	22,750.00
Library	9,115.63
TOTAL EXPENSES	1,135,295.43
RECURRING / NON-RECURRING EXPENSES	
TOTAL EXPENSES (1)	1,135,295.43
TAX & REQUISITION EXPENSE (1b)	215,217.95
TOTAL EXPENSES	1,350,513.38

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION RFD 26-04-23

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 7 a)

TITLE: BYLAWS AND POLICIES - Procedural Bylaw 514-25

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Councillor Thompson would like to bring back the procedural bylaw 514-25 for council to review and make any changes. One change- submission for the agenda are to be in no later than noon on the Thursday prior to the Tuesday meeting.

Sec 10.0 Agenda

10.5 Council Members shall present matters for consideration on the Agenda by submitting a written notice to the CAO no later than noon on the Thursday prior to the Tuesday on which the meeting is to be held. The written notice shall describe the matter to be brought forward and include the proposed motion.

10.6 Council Members wishing to make an Inquiry for Answer at a Regular Meeting shall submit a written notice to the CAO no later than noon on the Thursday prior to Tuesday on which the meeting is to be held.

10.7 The subject matter of an inquiry is not debatable until the reply to the inquiry has been made or presented to Council.

10.8 The Mayor or Councillor may address the Mayor for a decision to add or delete items to the agenda before the agenda is adopted.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Councillor _____ to give first and second reading to the procedural bylaw 514-26 or however that works, and rescind by 514-25.

OR

MOTION

INTLS:CAO KO

VILLAGE OF CREMONA
BYLAW NO. 514-25**BEING A BYLAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA TO PROVIDE GUIDELINES TO REGULATE THE PROCEEDINGS AND CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS**

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

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

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

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

2.0 DEFINITIONS

In this bylaw, unless the context otherwise requires:

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


Mayor

CAO

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

3.0 **APPLICATION**

- 3.1 This bylaw applies to all meetings of Council.
- 3.2 The precedence of the rules governing the procedure of Council is:
 - (a) the *Municipal Government Act*,
 - (b) other provincial legislation,
 - (c) this Bylaw,
 - (d) Roberts Rules of Order.
- 3.3 The Deputy Mayor shall chair council meeting when the Mayor is absent or is unable to act as Mayor and shall have all of the responsibilities of the Mayor under this Bylaw.


 Mayor
 CAO

3.5 Direction to administration by Council shall be by a majority of Council as a whole directing the CAO only.

3.6 A resignation of a Councillor must be in writing and given to the CAO; the CAO shall report the resignation at the first Council meeting after receiving the resignation.

4.0 **DEPUTY MAYOR**

4.1 Council shall appoint a Deputy Mayor at the annual organizational meeting.

5.0 **ORGANIZATIONAL MEETING**

5.1 Council shall hold an Organizational Meeting annually, not later than two weeks after the third Monday in October.

5.2 The Mayor and each Councillor shall take the prescribed Oath of Office as the first order of business at the first Organizational Meeting following the date of the general election.

5.3 Until the Mayor has taken the Oath of Office, the CAO shall chair the Organizational Meeting.

5.4 The CAO shall set the time and place for the Organizational Meeting. The business of the meeting being limited to:

- (a) Oath of Office,
- (b) Assignment of Seating,
- (c) Deputy Mayor Appointment,
- (d) Signing Authority,
- (e) Schedule of Meetings, and
- (f) Council Committee Appointments

5.5 Appointments of Council Members to Committees shall be for a term of one (1) year. Councillors may be appointed to the same committee at the annual organizational meeting.

6.0 **REGULAR MEETINGS OF COUNCIL**

6.1 Regular Meetings of Council shall be held in the Village of Cremona Council Chambers at 106 First Avenue East unless notice is given in accordance with the *Act* that the Regular Meeting will be held elsewhere in the community.

6.2 Regular Meetings of Council shall be held every third Tuesday. When the meeting day falls on a Statutory Holiday, the meeting shall be held on the following day which is not a statutory holiday, unless otherwise set by resolution of Council.

 Mayor

- 6.3 Regular Meetings of Council shall commence at 7:00 pm.
- 6.4 If a quorum is not present within thirty (30) minutes after the time fixed for regular or special meetings, the Chief Administrative Officer shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.
- 6.5 A Member who has a pecuniary interest in a matter before Council shall disclose the general nature of the pecuniary interest, abstain from discussing the matter or voting on the matter, and leave the room until discussion and voting on the matter are concluded, as prescribed in the Act.
- 6.6 Confidential or items discussed in-camera are not to be disclosed or discussed in the public until the information is discussed in a public meeting.

7.0 **SPECIAL COUNCIL MEETINGS**

7.1 Special Council Meetings may be called by the Mayor or a majority of Council, and notice of such Special Meetings shall be given in accordance with the provisions of the *Act*.

7.2 The Chief Elected Official:

- (a) may call a special council meeting whenever the official considers it appropriate to do so, and;
- (b) must call a special council meeting if the official receives a written request for the meeting, stating its purpose, from a majority of the councillors.

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

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

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

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

8.0 **PUBLIC HEARINGS**

All Public Hearings shall be convened as follows:

8.1 "Adjourn" used in relation to a Public Hearing, means to take a break in the Public Hearing with the intent of returning to the Public Hearing at another meeting.

8.2 "Close" used in relation to a Public Hearing, means to terminate the Public Hearing.

8.3 At the commencement of a Public Hearing, the Chairperson shall:

- 8.3.1 state the matter to be considered at the hearing;
- 8.3.2 inform those present of the procedure, which shall be followed in hearing the respective submissions;
- 8.3.3 ask the Chief Administrative Officer if the Public Hearing has been advertised in accordance with the *Act*;

- 8.3.4 request that administrative staff present a report on the issue at hand;
 - 8.3.5 request that the Development Authority provide their position on the proposed bylaw; and
 - 8.3.6 allow the applicant, and/or their representative(s), up to twenty (20) minutes to present their position, exclusive of the time required to answer questions put to the applicant by a Council member, unless granted a time extension by Council.
- 8.4 Any person or group who claims to be affected by the subject matter of the Public Hearing shall be afforded an opportunity to speak in the following order:
- 8.4.1 the Chairperson will call on each person who is in favour of the proposal before Council and has filed a submission in writing;
 - 8.4.2 the Chairperson will call on each person who is in favour of the proposal but has failed to make a written submission, and has indicated to the CAO prior to commencement of the hearing that he or she wishes to make an oral presentation;
 - 8.4.3 the Chairperson will call on each person who is opposed to the proposal before Council and has filed a submission in writing;
 - 8.4.4 the Chairperson will call on each person who is opposed to the proposal and has failed to make a written submission, and has indicated to the CAO prior to the commencement of the hearing that he or she wishes to make an oral presentation.
- 8.5 If a person is unable to attend a Public Hearing, that person may authorize an individual to speak on his or her behalf. The authorization must:
- 8.5.1 be in legible writing;
 - 8.5.2 name the individual authorized to speak;
 - 8.5.3 indicate the proposed bylaw to be spoken to; and
 - 8.5.4 be signed by the person giving the authorization.
- 8.6 The authorized speaker must state the name of the person that the speaker represents and provide written authorization to the Chief Administrative Officer.
- 8.7 No person representing an individual shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him/her by a Council Member, unless granted a time extension by the majority of Council.
- 8.8 No person representing a group shall address Council for more than five (5) minutes, exclusive of the time required to answer questions put to him or her by a Council Member, unless granted a time extension by the majority of Council.
- 8.9 The Chairperson will allow staff to make closing comments.
- 8.10 If there is more than one Public Hearing on the Agenda, the Chairperson shall adjourn or close one Public Hearing before opening another Public Hearing.


Mayor

CAO

- 8.11 A Public Hearing may be adjourned if Council requires further information in order to make an informed decision on the bylaw. If a Public Hearing is adjourned, Council shall not receive any additional submissions in relation to the subject matter unless it re-opens the Public Hearing.
- 8.12 If a Public Hearing is closed, Council shall not receive any additional submissions from the public in relation to the subject matter, until it has voted on the subject matter of the Public Hearing.

9.0 **CLOSED MEETING OF COUNCIL (In Camera)**

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


 Mayor
 CAO

10.0 **AGENDA**

- 10.1 The Agenda shall list the items and order of business for the meeting,
- 10.2 The CAO shall prepare the Agenda and shall ensure copies of the Agenda are available no later than 4:30 p.m. on the Thursday prior to the Tuesday Council meeting, however, normal practice shall be to ensure copies are available on the Thursday prior to the Tuesday Council meeting.
- 10.3 Copies of the Agenda shall be provided to the following:
 - (a) members of Council,
 - (b) representatives of the local news media,
 - (c) all staff who are entitled to receive copies, and
 - (d) published on the Village website.
- 10.4 All submissions for the Agenda of all Regular Meetings of Council shall be received by the CAO no later than noon on the Thursday prior to the Tuesday on which the meeting is to be held.
- 10.5 Council Members shall present matters for consideration on the Agenda by submitting a Written notice to the CAO no later than noon on the Thursday prior to the Tuesday on which the meeting is to be held. The written notice shall describe the matter to be brought forward and include the proposed motion.
- 10.6 Council Members wishing to make an "Inquiry for Answer" at a Regular Meeting shall submit a written notice to the CAO no later than noon on the Thursday prior to the Tuesday on which the meeting is to be held.
- 10.7 The subject matter of **an inquiry is not debatable until the reply to the inquiry has been made or presented to Council.**
- 10.8 The Mayor or Councillor may address the Mayor for a decision to add or delete items to the agenda before the agenda is adopted.

11.0 **COMMUNICATIONS**

- 11.1 A person wishing to have any matter considered by Council, a letter or other communication shall be addressed to the CAO, and/or Mayor and Council, and the letter or communication shall:
 - (a) be printed, typewritten or legibly written,
 - (b) clearly set out the matter at issue and the request made of Council,
 - (c) be signed by the writer, and include the printed name and address of the writer,


Mayor

CAO

(d) be submitted to the CAO no later than noon on the Thursday prior to the Tuesday on which the meeting is to be held. The CAO and the Mayor will have the discretion to bring forward items submitted late that may be of an emergent nature.

11.2 On receipt of a communication for Council the CAO, shall:

- (a) include it as an item on the Agenda for the next Regular Meeting of Council, in full or in summary form, as deemed appropriate, or
- (b) refer the matter to a staff member for response prior to providing the communication or letter to Council, or

12.0 **DELEGATIONS**

12.1 A member wishing to appear before Council, individually or as a group, must make a written submission to the CAO and the Mayor to arrive no later than Noon (12:00 p.m.) on the Thursday immediately prior to the next Council meeting.

12.2 Delegations are scheduled at the discretion of the CAO and Mayor, subject to:

- (a) the volume of material on any given agenda;
- (b) the number of requests for a specific meeting date and urgency of request; or
- (c) subject matter.

12.3 The written submission will indicate the following information:

- (a) complete name of the presenter(s) and contact information (ie. mailing address, email, telephone/fax number) and organization they are representing (if applicable);
- (b) nature and purpose of the delegation and the material to be covered/presented; and
- (c) any PowerPoint presentation or other material to be used or presented at the meeting.

12.4 Presentations will be directed to the Chair and will be limited to fifteen (15) minutes. Council may extend the time limits as necessary.

12.5 Information presented by the delegation will be restricted to one topic per person noted in the written submission and recorded on the meeting agenda. The delegation will be limited to three (3) minutes.

12.6 Subsequent deputations from the same individual/group concerning a topic on which they have previously presented or spoken will not be permitted unless there is significant new information to be brought forward.

12.7 Delegations will not be heard regarding matters involving current or pending litigation, insurance claims, matters beyond the jurisdiction of Council, or Municipal Freedom of Information and Protection of Privacy issues.

12.8 Delegations will not be permitted to speak regarding topics that will be the subject of an upcoming public meeting pursuant to the *Municipal Government Act*, unless exceptional circumstances apply which have been reviewed and approved by Council. Persons wishing to speak about such matters are requested to present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions.


Mayor
CAO

13.0 **ORDER OF BUSINESS AT MEETINGS**

13.1 The normal order of business for the regular meeting of Council shall be as follows:

- a) Call to Order,
- b) Agenda - Amendments and Adoption,
- c) Adoption of Previous Minutes,
- d) Delegations
- e) Public Hearing (If Required),
- f) Open Forum
- g) Bylaws, Policies
- h) Old Business,
- i) New Business,
- j) Financial
- k) Administration
- l) Council Committee Reports
- m) Correspondence
- n) Closed Meeting (If Required),
- o) Adjournment

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

14.0 **QUORUM**

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


Mayor
CAO

15.0 ADJOURNMENT

15.1 A Council meeting shall adjourn no later than 10:00 p.m., unless a two-thirds majority of Members present agree to an extension of the meeting beyond 10:00 p.m. by resolution.

15.2 A Member may move a motion to adjourn a Meeting at any time, except when:

- (a) another Member has the floor,
- (b) a call for a vote has been made,
- (c) the Members are voting, or
- (d) a previous motion to adjourn has been defeated and no other intervening proceedings have taken place.

15.3 A motion to adjourn shall be put without comment or debate.

16.0 CANCELLATION OF MEETINGS

16.1 Council meetings may be cancelled:

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

16.2 Special Council meetings may be cancelled:

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

17.0 MINUTES OF COUNCIL

17.1 The chief administrative officer shall ensure that:

17.1.1 minutes of each council meeting:

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

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

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

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


Mayor
CAO

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

18.0 CONTROLS AND CONDUCT OF COUNCIL MEETINGS

- 18.1 Council shall hold its meetings openly and no person shall be excluded, except as prescribed in the *Act*.
- 18.2 Except as specifically provided elsewhere in this Bylaw, every substantive motion shall be debatable by Council.
- 18.3 A motion may be withdrawn at any time before voting, subject to there being no objection from any members of Council.
- 18.4 When a motion has been made and is being considered, no Member may make any other motion except to:
- (a) amend the motion,
 - (b) refer the main motion to some other group for consideration,
 - (c) postpone the main motion to a specified meeting date, or
 - (d) recess the Meeting.
- 18.5 Except as specifically provided elsewhere in this Bylaw, after a motion has been made, a Member may with the consent of Council, change the wording of the motion or agree to a change proposed by another Member if the change does not alter the intention of the motion, and the motion is changed at the same meeting.
- 18.6 The following motions shall not be debatable by Council:
- (a) Adjournment
 - (b) Request for recess
 - (c) Point of Order
 - (d) Referral Motion
 - (e) Table the Matter to Another Meeting
- 18.7 Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately.
- 18.8 A motion shall be worded in a concise, unambiguous and complete form appropriate to its purpose.
- 18.9 Members of the public gallery during a Council meeting:
- (a) shall not address Council unless included on the agenda as a delegation, unless authorized by the Chair,
 - (b) shall maintain order and quiet, and
 - (c) shall not applaud or otherwise interrupt any speech or action of the Members, or any other person addressing Council.



Mayor
CAO

- 18.10 The Presiding Officer may, in accordance with the *Act*, expel and exclude any person who creates a disturbance or acts improperly at which point the Council meeting shall be recessed. The meeting shall be reconvened at the discretion of the chair.
- 18.11 When a Member is addressing the Presiding Officer every other Member shall:
- (a) remain quiet and seated,
 - (b) not interrupt the speaker except on a Point of Order, and
 - (c) not carry on a private conversation.
- 18.12 When a Member is addressing Council the Member shall:
- (a) not speak disrespectfully of other Members,
 - (b) not shout, raise his/her voice or use offensive language, and
 - (c) not reflect on any vote of Council except when moving to rescind it and shall not reflect on the motives of the Members who voted on the motion, or the mover of the motion.
- 18.13 When a Member wishes to leave the Council Chambers while a Meeting of Council is in progress, they shall notify the Chair, and shall rise, and the time of leaving and returning shall be recorded in the minutes.
- 18.14 No member shall, subject to the *Act*, leave the Council Chamber after a question is put to a vote until the vote is taken.
- 18.15 When a Member wishes to challenge the ruling of the Presiding Officer, the motion, "That the decision of the Presiding Officer be overruled" shall be made, and the question shall be put immediately without debate.
- 18.16 The Presiding Officer shall accept the vote of the majority of the Members present, and the names of the Members voting shall be recorded in the Minutes.

19.0 POINT OF INFORMATION, ORDER, AND PROCEDURE

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

20.0 DEBATE ON MOTIONS

- 20.1 Prior to requesting that a motion be made, the Presiding Officer shall have an opportunity to ask a question, or questions, to clarify any item being presented to Council.


Mayor
CAO

- 20.2 The Presiding Officer shall ask the mover of the motion to speak first.
- 20.3 The Presiding Officer shall ask for those in favor of the motion to speak.
- 20.4 The Presiding Officer shall ask for those opposed to the motion to speak.
- 20.5 The Presiding Officer shall have opportunity to speak to the motion once all members have had opportunity to speak.
- 20.6 When the Presiding Officer has closed debate, the Presiding Officer shall declare the motion and ask for a vote.
- 20.7 When the motion has been declared, no Member shall debate further on the motion or speak, except to request that the motion be read aloud.

21.0 POSTPONING AND REFERRING MOTIONS

- 21.1 A motion to postpone any matter shall include in the motion:
 - (a) a specific time to which the matter is postponed, or
 - (b) provision that the matter is to be postponed indefinitely.
- 21.2 A motion to postpone a matter is amendable and debatable.
- 21.3 Any matter that has been postponed to a particular date, or indefinitely, shall not be considered by Council before the date set, except on a majority vote of the Members present.
- 21.4 When dealing with subject matters where a Committee has been appointed for that purpose, or the CAO would normally deal with such matters, Council may, without amendment or debate, refer the question to the appropriate body.
- 21.5 A Member who is moving a referral motion shall be required to include in the motion:
 - (a) the terms on which the motion is being referred,
 - (b) the time when the matter is to be returned, and
 - (c) whatever explanation is necessary as to the purpose of the motion.

22.0 VOTING ON MOTIONS

- 22.1 When this Bylaw requires that a motion be made, a Bylaw be passed, or any other action be taken by a vote of a simple majority of Council the requirements shall be interpreted as meaning such majority, fraction or total of the Members who are present, provided the *Act*, or some other relevant statute does not specify differently.
- 22.2 A motion shall be declared lost when it:
 - (a) does not receive the required number of votes; or
 - (b) receives an equal division of votes,
- 22.3 Each Member present shall vote on every motion as prescribed by the *Act*, unless the *Act* or other provincial or federal enactment requires or permits the Member to abstain, in which case the Member shall cite the legislative authority for abstaining, and the CAO shall record the abstention and reasons in the minutes.
- 22.4 The CAO shall record the names of those who vote against a motion in the Minutes.

 Mayor



- 22.5 A Member shall not vote on a matter if they are absent from the Council Chambers when the vote is called.
- 22.6 No Member shall change his or her vote on a motion without the unanimous consent of the other Members present.
- 22.7 When this Bylaw or any other Bylaws, regulations or other enactments require a majority greater than a simple majority to pass a motion on any matter, the motion may not be rescinded or amended by less than the majority required.
- 22.8 It is only necessary for each Member to vote separately on a recorded vote. In every other case, the decision of Council may be expressed by a show of hands.

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

- 23.1 A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by notice of motion. The Notice of Motion shall:
 - (a) be considered at the regular council meeting preceding **the meeting at which** the reconsideration of the matter is being requested;
 - (b) specify the meeting proposed to bring the matter for reconsideration;
 - (c) indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.
- 23.3 Notwithstanding the other provisions of this section, no motion made, or action taken may be reconsidered unless:
 - (a) it is a motion made or an action taken at a meeting held six months or more before its reconsideration; or
 - (b) approval for reconsideration of a motion made or an action taken less than six (6) months earlier is given by two thirds (2/3) vote of Council prior to reconsideration;
- 23.4 A Member of the prevailing side may move to reconsider a matter considered at the same meeting if a majority of the Members vote for reconsideration.
- 23.5 Where Council has passed a motion which creates a contractual liability or obligation, Council shall not reconsider, alter, vary, revoke, rescind or replace the motion except to the extent that it does not attempt to avoid or interfere with the original liability or obligation.
- 23.6 All votes on motions to reconsider or rescind shall be recorded.

24.0 BYLAWS

- 24.1 When a Bylaw is presented to Council for enactment, the CAO shall publish the number and title of the Bylaw in the Agenda.
- 24.2 The CAO shall copy the Bylaw in full and forward it with the Agenda.
- 24.3 Every Bylaw shall have three distinct and separate readings. Only the title and identifying number must be read at each reading.


 Mayor
 CAO

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

25.0 **RECESS**

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


Mayor

CAN

26.0 ATTENDANCE OF MEETINGS THROUGH ELECTRONIC OR OTHER COMMUNICATION FACILITIES

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

This Bylaw shall come into full force and effect upon approval by resolution of Council.

Bylaw No 510-24 and amendments thereto are hereby rescinded.

Read for a first time on this 18th day of February A.D. 2025 Procedural Bylaw No. 514-25;

Read for the second time on this 18th day of February A.D., 2025; Procedural Bylaw No. 514-25

Given Unanimous Consent to go to third reading on this 18th DAY OF February A.D., 2025

Read for the third and final time on this 18th day of February 2025; Procedural Bylaw No. 514-25



Mayor



Chief Administrative Officer

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 26-04-015

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 a)

TITLE: New Business: Community and Blooms-Betty Ann Horbay

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Betty Ann Horbay has submitted an offer on behalf of Community in Blooms to purchase trees and shrubs, which will be placed in various recommended areas throughout the village. The shrubs and trees will be purchased from Water Valley Nursery. Following installation, the Village will be responsible for the care and maintenance of these plantings.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Council _____ accepts the offer presented by Betty Ann Horbay on behalf of Community and Blooms for the purchase of trees and shrubs from Water Valley Nursery, to be placed _____ the recommended locations throughout the Village; and further, that the Village assumes responsibility for the ongoing maintenance of these plantings.

OR

MOTION THAT Councillor _____ requests additional information respecting the types of shrubs and trees under consideration, including recommendations provided by Water Valley Nursery.

Betty Ann Horbay

Cremona, Alberta
TOMORO

RECEIVED

MAR 18 2026

March 16, 2026

Village Council

Village of Cremona
Box 10
Cremona, Alberta
TOMORO,

Dear Village Council,

The Cremona in Bloom was formed in 2014 with the hope of beautifying the Village. Communities in Blooms is a provincial program to encourage communities in Alberta. The Committee enrolled in the Program and were evaluated in July 2014. I have enclosed a copy of the Evaluation Form.

The committee raised funds from local initiatives such as Earth Day events, donation tins, bird house auction, and painting of local garbage cans. We received grants from the Mountain View County and former Cremona Beautification Committee and constructed the Gazebo on Railway Avenue in 2016.

We are now offering trees and shrubs to enhance our community spaces with the professional help from Ray and Brenda Preversoff who operate the Water Valley Nursery. We need input and partnering with those own open spaces such as:

Entrances to the Village from 580 and Highway 22

Dolphin Memorial on the south side of the school

Area within the chain link fence at the school along Railway Ave

Supporting the Chamber of Commerce flowers barrels

We offer only financial support and not maintenance for the trees/
flower barrels as Cremona in Bloom is dissolving by August of 2026.

Sincerely,

A handwritten signature in cursive script that reads "Betty Ann Horbay".

Betty Ann Horbay

2014 Evaluation Form



Community: Village of Cremona

Province: Alberta

Category: 1 - 500

The evaluation is based on 8 criteria, divided into the 6 following sections, assessing 4 sectors of the community:

Tidiness	112	/	150.00
Environmental Action	105.5	/	150.00
Heritage Conservation	97.5	/	150.00
Urban Forestry	115.5	/	175.00
Landscape	130.75	/	200.00
Floral Displays	120.5	/	175.00
	Total		681.75 / 1000.00

Percentage : 68%

Bloom rating: 3

Bloom rating:

Up to 55%: 1 bloom. 56% to 63%: 2 blooms. 64% to 72%: 3 blooms. 73% to 81%: 4 blooms. >82%: 5 blooms.

Mention : Incorporating the town postal code into rebranding of the town - TOM ORO (tomorrow).

Representative (s) of Community

Name: Alice Laing **Function :** Chair CiB Committee

Name: Sonia Temple **Function :** Councillor of Cremona

Name: Timothy Hagen **Function :** Mayor of Cremona

Judges

Name: Rose Carmichael **Name:** Sherry Cote

Evaluation date: July 28, 2014

2014 Evaluation Form

GENERAL COMMENTS AND SUGGESTIONS

Cremona is new to the Communities in Bloom program and is a most welcome addition. The first impression of the judges was of a clean and tidy community, nestled just shy of the foothills of western Alberta. The community is in an 'anything-is-possible' phase.

The current town council has much work to do in building trusting relationships within the community to move forward from the legacy of councils in recent history. In the short time, that the current council has been in place, much has been achieved, which is evident when compared to the recommendations in the Viability Review report completed by Alberta Municipal Affairs in May 2014. The demographics of the current council are reflective of a diverse representation of the community. Congratulations are extended to all.

The observed energy in the community will add to the success of initiatives and moving them forward. Caution is urged to pace the changes for two reasons; one to avoid burnout of those involved and the second is to have the community accept changes on a gradual basis, and feel they have a say in the changes that happen.

The gradual loss of a commercial base is a shared condition with many small communities in Alberta, and Cremona is encountering this challenge as well. To have the support of the Chamber of Commerce in creating a flower barrel program for the beautification of main street is applauded.

Cremona is a vibrant and energetic community and is working toward realizing its potential. The enthusiasm of the volunteers is evident all over the community. Tracking volunteer hours is essential for numerous reasons: 1) the data would benefit the municipality with the number of hours invested by volunteers, and 2) the in-kind contributions of the gifts provided to the Communities in Bloom Committee can all be assigned a financial value. This information can be used for grant applications and a variety of reports.

Congratulations Cremona you are engaging people, plants and pride to make your community bloom.

Potential resources:

Alberta Museums Association www.museums.ab.ca

Canada Summer Jobs - Federal Government wage subsidy program to hire summer students - apply in February online

Young Canada Works - wage subsidy program for hiring summer students to work in museums - apply in February online

Nature Conservancy Canada - <http://www.natureconservancy.ca>

Ducks Unlimited - www.ducks.org

Charity Village - resource for volunteers and funding information www.charityvillage.com

Tree Canada - grant opportunities for trees to plant in the community www.treecanada.ca

Home Depot Foundation - funding for projects <http://www.homedepot.ca/foundation>

Canadian Tree Fund - www.canadiantreefund.org

Alberta Community Cooperatives Association - Subsidized internship program for post-secondary graduates www.acca.coop

Evergreen - supports community greening, likes to work with school populations - www.evergreen.ca

Green Streets - www.green-street.ca

Communities in Bloom National office - Scott's fertilizer offers grants to support the development community gardens.

CN Railway offers funding in support of working with rail lands.

2014 Evaluation Form

*Living in
Cremona.
- cremona.ca*

IMPORTANT NOTES:

Evaluation is adjusted to the climate and environmental conditions of the community.

Some aspects of the evaluation might not be applicable: scoring will be prorated.

The score will vary from the previous year based on the facts that the evaluation form is subject to modifications each year and that the evaluation is based on the perception of the current judges.

SECTORS OF EVALUATION

Municipal:

- Municipal properties, parks and green spaces, streets, streetscapes
- Properties owned and run by municipality such as Museums, Historical sites

Business and Institutions:

Properties owned and managed by

- Business : commercial sector, shopping centres, commercial streets, industrial parks, manufacturing plants
- Institutions : schools, universities, churches, hospitals, service and community organization buildings (such as YMCA, Legion), private museums, government and crown corporations buildings (such as Canada Post)
- Tourism bureaus, Chamber of Commerce offices
- Farms : in rural communities, farms can be considered in this section

Residential:

- Citizens and Citizen groups acting within their own properties
- Residential property owners, rate payer groups

Community Involvement:

The principle of community involvement is so fundamental to the program that it is considered in each segment of the evaluation

- Individuals & Service and citizen groups – all contributing to various aspects of community improvement
- Organized clubs such as horticultural societies, garden clubs, community associations
- Service clubs such as Rotary, Lions, Optimist
- Participation (financial and/or in-kind or employee participation) by the Municipality, Businesses and Institutions.

2014 Evaluation Form

TIDINESS

Observations:

The extensive tour of the Village reflected the lack of graffiti, cigarette butts and free-range plastic bags.

The plans to relocate the recycle station to an open and public space in order to deter illegal dumping are applauded. Congratulations for having a recycle collection program with such success and providing support to a geographic area larger than the community itself.

Congratulations for providing the community with a current list of prohibited noxious and noxious weeds. It is recognized that within the framework of bylaws correct names must be used. Pass along compliments to those responsible for the maintenance of the school grounds and surrounding sports fields, they are well kept.

Recommendations:

In support of a better tool for teaching about the invasive plants list, a copy of the booklet that provides full colour photos and detailed descriptions would prove to be more effective. The book could be laminated and only available at the town office to keep costs at a minimum. The link to the invasive plant council's copy of the book could be added to the town website. A website that provides excellent photos and information on all of the plants on the invasive plants list is <http://www.abinvasives.ca>.

There is potential to offer public awareness workshops in support of identifying the noxious and prohibited noxious list. The Government of Alberta does have speakers who could be engaged to deliver a workshop. Workshops could be offered at different times of the day to accommodate different age groups and availabilities of the citizens in the community. The seniors in the community may be the primary target audience as they have probably had some the plants on the list and think they are just fine.

Regarding longer-term plans, Cremona is encouraged to include the placement of welcome signs on the highway announcing to travellers that they have arrived in a dynamic village. The signs within the village deserve to be exposed. Foliage from trees is covering the signs, and the addition of floral beds would show the welcome much better.

2014 Evaluation Form

TIDINESS		
<p>Tidiness includes an overall tidiness effort by the municipality, businesses, institutions and the residents throughout the community. Elements for evaluation are parks and green spaces, medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up (including cigarette butts and gum), graffiti and vandalism programs.</p>		
	Max	Actual
Municipal		
Tidiness, order, cleanliness and first impressions	15	12.5
Community anti-litter awareness programs	5	4
Effective bylaws, programs and policies and enforcement; litter control, graffiti prevention and eradication, graffiti removal kits to residents	10	7.5
Cleanliness of public green infrastructure: parks, streetscapes (sidewalks, planters, etc.)	15	10.5
Condition of urban signage and furniture such as benches, litter and recycling containers	15	11
Business & Institutions		
Tidiness, order and cleanliness and first impressions	15	10
Condition of buildings (exterior maintenance), grounds, sidewalks and parking lots	15	10
Condition of urban furniture: benches, litter and recycling containers	5	3.5
Residential		
Tidiness, order and cleanliness	20	15
Condition of buildings, grounds and yards	15	12.5
Community Involvement		
Public participation in community, neighbourhood or individual street tidiness, clean-up programs, activities and annual maintenance (including promotion, organization, innovations involving youth and seniors, etc.)	10	7.5
Support – financial and/or in-kind or participation by the Municipality, Businesses and Institutions for community clean-up programs	10	8
Tidiness Total	150.00	112

2014 Evaluation Form

ENVIRONMENTAL ACTION

Observations:

The intended site for the re- location of the recycle station has been well chosen.

Kudos to the new town council and town staff for their efforts in clearing the backlog of trash dumped around the town facilities. The decision to consciously work though the refuse and properly dispose of the items is applauded.

The inclusion of a site for the community to bring compostable materials for the development of compost is great.

Creating a rebate program for installing low-flush toilets in the community, is a proactive action and well timed.

Recommendations:

It is encouraged to include on council's 'To Do' list the goal of mapping the community and understanding and determining exactly what lands and easements belong to the municipality. This will be an essential tool when needing to use bylaws to determine responsibility for compliance of infractions. H

Cremona is encouraged to create a vision of how to maintain and distribute the end product of the compost site. Observations on evaluation day lead the judges to believe that the compost site deserves more attention to advance the composting cycle.

2014 Evaluation Form

ENVIRONMENTAL ACTION		
<p>Environmental action includes the efforts and achievement of the community with respect to: policies, by-laws, programs and best practices, waste reduction and diversion rate to landfill, composting sites, landfill sites, hazardous waste collections, water conservation, naturalization, and environmental stewardship activities under the guiding principles of sustainable development pertaining to green spaces.</p>		
	Max	Actual
Municipal		
Sustainable development strategy: policies, programs, guidelines, long-term planning / vision; effective bylaws / policies and their enforcement; and public education programs and activities	20	14
Waste management programs: waste reduction to landfill and results (3-R : recycling, re-use, reduce), composting (backyard and municipal)), and including activities such as composting sites yard waste collections, shredding of Christmas trees, handling of hazardous waste including e-waste collection	15	11.5
Water conservation and use-reduction programs: efficient appliance incentives or promotion, efficient irrigation and use of non-potable water, water restriction policies, rainwater management	15	10.5
Energy conservation programs such as alternate forms of energy (ex. geothermal, biomass, wind, solar), and initiatives such as, shielding for night skies issues, efficient street lighting and energy audits.	10	6.5
Environmental initiatives, innovations and actions such as: Protection of sensitive habitats Development and expansion of sustainable mobility and active transportation network such as bike lanes and multi-used pathways. Phytotechnology practices such as green roofs, green walls, green lanes, living fences, buffer zones; re-use of sites; engineered wetlands, bio-swales and permeable surfaces Brownfield redevelopment, remediation, land reclamation. Air quality programs such as anti-idling, reduction of greenhouse gas emission.	10	6
Business & Institutions 7		
Participation in the environmental effort : such as waste management (recycle, reuse, reduce), water conservation, energy conservation, brownfield management, eco-park	10	7
Corporate environmental innovation / stewardship, initiatives, activities (Ex. Environmental clean-up activities)	10	7
Residential		
Participation in the 3-R (recycle, reuse, reduce) initiatives and composting	20	15
Adoption of water conservation practices & policies including rainwater collection	15	11
Community Involvement 3		
Public participation in public forums and policy development on environmental issues	5	3
Public participation in community, neighbourhood or individual street environmental activities and programs (including, promotion, organization and evidence of taking ownership), etc.)	10	7
Support – financial and/or in-kind or participation by the Municipality, Businesses and Institutions in public environmental activities and programs	10	7
Environmental Action Total	150.00	105.5

2014 Evaluation Form

HERITAGE CONSERVATION

Observations:

The depth of heritage and history is evident with the number of 100 year farms in the area.

The quilts and memorabilia displayed in the basement of the Gold and Silver club were mesmerizing and very reflective of the community, its families and the history created in Cremona.

The creation of the naturalized area where the train turn around was located, has been a long-term project and is now becoming fully ensconced as part of the community's natural areas. The visionaries are to be commended for the investment of energies and time to make this happen.

Recommendations:

The Cremona History Museum is encouraged to learn how to appropriately store and exhibit artifacts. An organization called the Alberta Museums Association which can provide resources to support the proper preservation and cataloguing of the precious pieces of Cremona cultural history.

The residents of Cremona live in an area full of natural history. The forest and wildlife in the area are unique to Cremona. Share all that Cremona has to offer, and include the stories of the experiences with nature.

Talk with the seniors of the community and gather their stories to create a historical walk within the community. Posting the stories on plaques and creating a map for visitors will offer an opportunity to walk through the community.

2014 Evaluation Form

HERITAGE CONSERVATION		
<p>Heritage Conservation includes efforts to preserve natural heritage within the community with focus on the integration of landscape and streetscapes in built heritage: preservation of natural heritage pertaining to monuments, memorials, artifacts, museums and history, archives, traditions, customs, festivals and celebrations in relation to parks and green spaces in the community. The participation of groups such as Historical Societies and Conservation Groups are considered.</p>		
	Max	Actual
Municipal		
Heritage policies, by-laws and their enforcement and effective programs with focus on the relationships of the landscape to the built heritage	15	9.75
Natural and cultural heritage management plan and preservation initiatives: including cultural landscapes, use of native plants, heritage gardens, heritage trees, cemeteries, museums, heritage sites	15	9.75
Management and promotion of heritage (through communications, information and support programs, economic development / tourism) including natural and cultural heritage initiatives throughout the year including festivals and celebrations along with preservation of traditions and customs	20	13
Activities and programs (year-round) for education and use of natural heritage sites for and by the public	15	9.75
New programs and initiatives to promote local heritage	10	6.5
Business & Institutions		
Conservation, restoration and reuse of heritage buildings and landscapes	15	9.75
Promotion of local heritage, including heritage gardens, native plants, and heritage trees	15	9.75
Residential		
Conservation / restoration and reuse of sites, buildings and heritage landscapes	10	6.5
Conservation of cultural and heritage elements pertaining to their own private lands and structures	5	3.25
Community Involvement		
Public participation in community, neighbourhood or individual in cultural and natural heritage programs including year-round heritage community events/activities, festivals and celebrations along with preservation of traditions and customs	20	13
Support – financial and/or in-kind or participation by the Municipality, Businesses and Institutions (including Historical Societies) in community initiated, natural and cultural heritage activities and programs including cultural festivals & celebrations throughout the year and preservation of traditions and customs	10	6.5
Heritage Conservation Total	150.00	97.5

2014 Evaluation Form

URBAN FORESTRY

Observations:

Cremona is fortunate to be located where trees thrive and grow well. The composition of the soil limits (clay and rock) what can be grown but the forest did seem to be healthy and diverse. The hidden springs also add to the viability of the forest.

The care and attention of the existing green spaces should be continued. Further development could come in time once the mapping of the municipal area is complete. *z. who!*

Recommendations:

Once the municipality is able to complete the mapping process, it should be followed by a tree inventory. An inventory would provide documentation for insurance purposes for replacement value of the trees. Storms and floods have travelled through the community in recent history and the damage was extensive. Understanding the value of the forest is important to consider doing. The inventory will also help with the replacement plan of the forest.

Consider using bark mulch around the base of trees to prevent trimmer and lawn mower damage. Make a volcano shaped circle at least 30 cm out from the tree, and have the mulch away from the trunk of the tree. The mulch will need to be replaced regularly. Ignore the inclination to use rocks for mulch at the base of the trees. The weight of the rocks strangles the roots and speeds up the evaporation of moisture.

2014 Evaluation Form

URBAN FORESTRY		
Urban Forestry includes the efforts of the municipality, businesses, institutions and citizens with regards to written policies, by-laws, standards for tree management (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, tree inventory, Integrated Pest Management (IPM), heritage, memorial and commemorative trees.		
	Max	Actual
Municipal		
Overall impact, benefit and first impression of the urban forest	10	7.5
Policies, regulations and tree by-laws, tree protection and planting on public and private lands	10	6.5
Urban forestry planning and design, including integration with overall landscape plan	10	6.5
Measures to preserve, protect, manage and expand overall tree inventory, including woodlots	15	9.75
Plan of action: procurement, species diversity (including native trees), selection of hardy species, recommended tree list	10	6.5
Integrated Pest Management (IPM) / Plant HealthCare (PHC): plan of action for invasive pest detection and control, information on current infestations and diseases	10	6.5
Public information program on good planting techniques and maintenance programs	10	6.5
Maintenance best practices and proven results	10	6.5
Qualified personnel and/or crew training	10	6.5
Business & Institutions		
Design and diversity including native and hardy species of trees in landscapes and for planting on properties	15	9.75
Maintenance programs and best practices: watering, pruning, IPM	10	6.5
Residential		
Design and diversity including native and hardy species of trees in landscapes and for planting on residential properties	15	10
Maintenance best practices	10	7
Community Involvement		
Public participation in tree planting and conservation programs such a Green Streets Canada, Arbour Day, Maple Leaf Day, and other tree planting and maintenance programs and activities on public lands (including promotion, organization etc.).	20	13
Support – financial and/or in-kind or participation or promotion by the Municipality, Businesses and Institutions for community tree planting and conservation programs on public lands.	10	6.5
Urban Forestry Total	175.00	115.5

2014 Evaluation Form



LANDSCAPE

Observations:


The geography of the area is predominantly clay and rock bed. The lack of sufficient top soil to have strong in ground gardens provides obvious challenges.

The professional development plan of the current parks staff is commended.


Pass on compliments from the judges as the school grounds were in tip top shape, and a great pleasure to see.

Kudos are extended to the ball club for raising funds and taking on the task of replacing all the fencing at the ball diamonds.

Recommendations:



Volunteer burn out can be devastating to a Communities in Bloom community. The investment of time and energy by the volunteers has value. Limited municipal budgets may not be able to continue to provide what the volunteers have been able to accomplish. Determine limits for the volunteers and the municipality.



Cremona does not appear to currently have a landscape plan for the community. It will be interesting for future judges to learn how Cremona will move forward.

Provide an opportunity for the residents to come together and share their visions for Cremona in the future. This action could also include the local AG Society, Gold Silver Club, the Lions and any other service club(s) in the area.

Anniversary Park seems to have been lost on the radar. Revisit what the intent of the park was and what it could become.

2014 Evaluation Form

LANDSCAPE		
<p>Landscape includes planning, design, construction and maintenance of parks and green spaces suitable for the intended use and location on a year-round basis. Elements for evaluation include: native and introduced materials; balance of plants, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers along with turf management.</p>		
	Max	Actual
Municipal		
Landscape Plan: integrated and implemented throughout the municipality	10	6.5
Turf management programs, Integrated Pest Management (IPM), Plant Health Care (PHC), alternative solutions to diseases and infestations when appropriate, increased naturalization, adapted maintenance programs	10	6
First impressions of the community including gateway / entrance treatments	10	7
Landscape maintenance policies, standards, best practices and programs	10	6
Sustainable designs (seasonally adjusted year round): energy efficient, use of green materials, naturalization, xeriscaping, suitable plant varieties, traffic mitigation, bank stabilisation	10	6
Urban and civic design standards for streetscape and public places: flags, banners, public art, fountains, site furnishings, signage, seasonal design and décor, walkways and paving materials	10	6.5
Landscape maintained to appropriate standards and specifications	10	6.5
Demonstrated year-round opportunities and programs for education and use of parks and green spaces (parks and recreation programs, city festivals and events)	10	7
Qualified personnel (including seasonal staff) and/or training	5	3.25
Business & Institutions		
Sustainable designs (seasonally adjusted year round): energy efficient, use of green materials, naturalization, xeriscaping, alternate groundcovers, urban agriculture	10	6
Contribution to urban and civic design and public green spaces above requirements: such as public art, streetscape, site furniture, fountains & innovation in concept & design	15	9.75
Adequate ongoing life cycle management (ongoing maintenance, ground & asset management, rehabilitation & replacement) of all landscape elements	10	6
Residential		
Streetscape appeal of landscapes (year-round, seasonal, themed)	15	10.5
Maintenance of properties: lawn care and shrub maintenance	15	10.5
Selection of plant material (native, local, innovative, including edible gardening)	10	6.5
Community Involvement		
Public participation in community programs such as: community gardens, "yard of the week", volunteer park maintenance, holiday illumination & decoration (promotion, organization etc.).	15	9.75
Recognition (by municipality and/or by volunteer groups) of volunteer efforts in all aspects of the Communities in Bloom Program including tidiness, environmental action, urban forestry, landscape, floral and natural & Cultural Heritage activities .	15	10
Support – financial and/or in-kind or participation by the Municipality, Businesses and Institutions for community landscape programs and activities	10	7
Landscape Total	200.00	130.75

2014 Evaluation Form

FLORAL DISPLAYS

Observations:

Soil conditions do limit the planting of gardens and flower beds. Rich black soil is a true luxury in Cremona. We admire the determination of dedicated green thumbs to have and plant a garden.

The first efforts of the FCSS youth group in planting a raised bed garden looked to be a successful endeavour. Continue the program.

Recommendations:

Proper management of the compost collection area could provide the village with valuable soil to create new gardens or enhance soil in existing gardens and beds.

The use of annuals in planters and barrels is a good choice. Using perennials in beds and raised gardens will be more economical long term. Plant exchanges and sharing stock when dividing overgrown plants could be sources of acclimated stock.

2014 Evaluation Form

FLORAL DISPLAYS		
<p>Floral Displays evaluates efforts of the municipality, businesses, institutions and citizens to design, plan, execute, and maintain floral displays of high quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses) in the context of originality, distribution, location, diversity and balance, colour, and harmony. This pertains to flowerbeds, carpet bedding, containers, baskets and window boxes.</p>		
	Max	Actual
Municipal		
Integration into overall landscape plan and distribution through community. Concept and design including sustainable design	15	10.5
Diversity of displays: flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, mosaics	20	14
Diversity of plants: annuals, perennials, bulbs, grasses, woody plants, natural flora	10	6
Quality, maintenance to appropriate specifications and standards, best practices: watering, weeding, edging, dead heading, etc.	20	13.5
Qualified personnel (including seasonal staff) and/or training	10	6.5
Business & Institutions		
Concept and design (including arrangement, diversity, colour of display and plants) on grounds	15	10.5
Quality of planting and maintenance: watering, weeding, edging, dead heading, etc.	10	6.5
Contribution to, and integration with, overall community floral program	15	10.5
Residential		
Concept and design (including arrangement, diversity, colour of display and plants) on residential properties	15	10.5
Quality of planting and maintenance	15	10
Community Involvement		
Public participation in community projects, volunteer initiatives, outreach programs in floral displays (including promotion, organization, etc.).	15	11
Support – financial and/or in-kind or participation by the Municipality, Businesses and Institutions in community floral displays activities	15	11
Floral Displays Total	175.00	120.5

2014 Evaluation Form



THANK YOU FOR YOUR INVOLVEMENT

"Within the context of climate change and environmental concerns, communities involved in the Communities in Bloom program can be proud of their efforts, which provide real and meaningful environmental solutions and benefit all of society."

COMMUNITIES IN BLOOM IS MADE POSSIBLE BY

The commitment of local, provincial and national volunteers

The support of elected officials and of staff in municipalities

The dedication of our judges, staff and organizations

The contributions of our sponsors and partners

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 26-04-016

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 b)

TITLE: New Business: Cremona Library Board 2026 Budget

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

It is the responsibility of council to approve, in whole or in part, the requested local appropriation (see Budget Line 07 under Government Contributions in the attached document).

Mountain View County had only included Cremona FCSS ICF Sub-Agreement between the village and the county. Letter attached

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accepts the Village of Cremona appropriation to the Cremona Library has approved within the operating budget, being \$2500.00 for 2026.

AND

MOTION THAT Councillor _____ accepts the Cremona Library Board 2026 Budget as information only.

From: [Rebecca Smith](#)
To: [Karen Oconnor](#)
Cc: [JenniferFoat](#)
Subject: 2026 Village of Cremona Library Board Budget and Funding Request
Date: Thursday, April 9, 2026 4:35:56 PM
Attachments: [VofC Library Board-Budget-2026.pdf](#)

Hi Karen,

Attached is the 2026 budget approved by the Library Board at its March 26, 2026 meeting.

In accordance with Section 5 of the *Libraries Act*, municipal library boards are required to prepare and submit an annual budget to their municipal council, including an estimate of the funds needed to operate and manage the library for the upcoming fiscal year. It is the responsibility of council to approve, in whole or in part, the requested local appropriation (see Budget Line 07 under Government Contributions in the attached document). However, council does not have the authority to approve or alter the Library Board's overall budget.

As outlined in the Village of Cremona and Mountain View County Intermunicipal Collaboration Framework (ICF) Master Agreement and the related Shared Facility Sub-Agreement dated January 1, 2018 (signed October 5, 2017), the Village of Cremona is required to "provide equal per capita funding to the Cremona Library Board as the County. See Schedule 'B'. Funding may be a combination of Cash and In-Kind contributions." (Sub-Agreement 2.5).

Mountain View County has confirmed a 2026 library funding rate of \$19.64 per capita. Based on the Village of Cremona's population of 452, the local funding share is calculated at \$8,877.28.

Alberta's Bill 50 requires that third-party services, including libraries, be removed from Intermunicipal Collaboration Framework (ICF) agreements. The County and Library are currently working toward a new funding agreement to reflect this legislative change. Bill 50 does not establish a binding date at which existing agreements immediately cease to apply. In the interim, the existing funding framework continues to provide context for 2026 funding considerations and supports continuity during the transition period.

The Library Board is therefore requesting a local appropriation/cash transfer of \$8,877.28 from the Village of Cremona for the 2026 fiscal year.

On behalf of the Village of Cremona Library Board, I request that this funding request be added to the agenda of the next council meeting for review and approval.

Please do not hesitate to reach out if you have any questions or require further information.

Thank you,

Rebecca Smith (she/ her) | Library Manager
403-637-3100 | rsmith@prl.ab.ca

205, 1st Street E | Cremona, AB | T0M 0R0
www.cremonalibrary.prl.ab.ca

The Cremona Municipal Library is situated on the traditional territories of the Niitsitapi (Blackfoot) and the people of the Treaty 7 region in Southern Alberta, which includes the Siksika, the Piikuni, the Kainai, the Tsuut'ina and the Stoney Nakoda First Nations, including Chiniki, Bearspaw, and the Wesley First Nations. The area is also home to the Métis Nation of Alberta, Region 3. We honour and respect the diverse histories, languages, and cultures of all Indigenous peoples who have shared their stories and cared for this land for generations. We are committed to fostering a space where these stories can be celebrated and heard.



Return the completed and signed budget, a copy of your Statement of Receipts and Disbursements or financial report from the previous year and your signed grant application form by mail or email to:

Alberta Municipal Affairs
Public Library Services Branch
17th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
libgrants@gov.ab.ca

Budget requirements are set out in Sections 5 and 12.1 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

2026 Budget

Budget approved by library board as authorized by:

Legal name of library board: ___Village of Cremona Library Board_____

Print name: ___Jennifer Foat_____ Position: ___Board Chair_____

Signature: _____

Date budget was approved by board: ___March 26, 2026_____

Original or digital copies are accepted

ESTIMATED RECEIPTS FOR THE YEAR	Budget 2026
Projected cash balance at beginning of year, January 1	
01 Cash on hand	\$50.00
02 Total in current bank accounts	\$7,478.37
03 Total in savings accounts	\$36,825.54
04 Term deposits	\$30,500.00
05 Other committed funds (e.g., trust funds and bequests)	\$27,761.18
06 TOTAL PROJECTED OPENING CASH ON HAND (add lines 01 to 05)	\$102,615.09
Government contributions	
07 Local appropriation (Cash transfer from <u>your municipality</u> for operations)	\$8,877.28
08 Provincial library operating grant (Do not combine with other provincial funding)	\$11,486.00
Other government contributions	
09 Cash transfer(s) from <u>neighbouring municipality(ies)</u> (e.g., town, county, M.D)	\$37,463.30
10 Cash transfer from <u>neighbouring municipality's library board</u>	
11 Cash transfer from <u>library system</u> (e.g., Library Services Grant)	\$7,688.80
12 Cash transfer from improvement district/summer village	
13 Cash transfer from school board, FCSS	\$2,005.00
14 Employment programs (e.g., Canada Summer Jobs, Young Canada Works)	
15 Additional grants from other government agencies (e.g., CFEP, CIP) (please list):	
15a <u>Cremona & District Recreation Board Grant (Mountain View County)</u>	\$13,125.00
15b <u>Community Adult Learning Program (CALP) Grant</u>	\$45,000.00
15c	
Other grants (non-government)	
16 Grants from non-government agencies (e.g., businesses/corporations, charities, community organizations, recreation boards) (please list):	
16a _____	
16b _____	
16c _____	
16d _____	
16e _____	
Other revenue	
17 Fundraising and donations (e.g., book sales, coffee sales, bequests)	
18 Friends of the Library donations or contributions	
19 Fees and fines	
19a Card fees (incl. non-resident fees)	
19b Fines (incl. overdues, lost/damaged book reimbursements)	
20 Program revenue	
21 Room rentals	
22 Other service revenue (e.g., photocopying, faxing, contracts, exam proctoring)	\$400.00
23 GST rebate	
24 Interest and dividends	\$1,200.00
25 Transfers from reserve accounts	
26 Other income (please list):	
26a _____	
26b _____	
26c _____	
26d _____	
27 TOTAL PROJECTED CASH RECEIPTS (add lines 07 to 26)	\$127,245.38
28 TOTAL PROJECTED CASH TO BE ACCOUNTED FOR (add lines 06 and 27)	\$229,860.47

ESTIMATE OF EXPENDITURE		Budget 2026
Staff		
29	Salaries, wages and benefits (incl. WCB, etc.)	\$95,317.90
30	Honoraria (library volunteers)	\$200.00
31	Staff professional development (incl. travel and hospitality)	\$6,300.00
32	TOTAL PROJECTED STAFF EXPENSE (add lines 29 to 31)	\$101,817.90
Library resources		
33	Physical materials (incl. periodicals and non-print materials; <u>do not</u> include money transferred to your library system for book purchases, that info goes on line 58)	\$5,000.00
34	Digital resources (i.e., e-content)	\$1,000.00
35	TOTAL PROJECTED LIBRARY RESOURCES (add lines 33 and 34)	\$6,000.00
Administration		
36	Audit and/or annual financial review	\$350.00
37	Board expenses (incl. honoraria, travel, course and conference fees)	\$1,500.00
38	Equipment rentals and maintenance	
39	Contracts and fees for services (e.g., bookkeeping, IT services, professional fees)	
40	Bank charges	
41	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$3,700.00
42	Association memberships (e.g., ALTA, LAA, AALT)	\$200.00
43	Postage and box rental	\$50.00
44	Program expenses (incl. publicity/advertising, equipment rental, artist fees)	\$8,500.00
45	Fundraising expenses	\$650.00
46	Security expenses	
47	Telephone and internet	\$900.00
48	Software and licenses (e.g., QuickBooks, Office365 for staff, gate counter software)	\$300.00
49	GST	
50	Other expenses (please list):	
50a	Sandra Herbert Scholarship (Cremona School)	\$525.00
50b	Village of Cremona admin fees added to invoices	\$140.00
50c		
50d		
51	TOTAL PROJECTED ADMINISTRATION EXPENSE (add lines 36 to 50)	\$16,815.00
Building costs		
52	Insurance	\$2,223.00
53	Janitorial and maintenance (i.e., janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$300.00
54	Utilities	\$1,200.00
55	Occupancy costs (i.e., the board's share of utilities/janitorial in joint-use buildings)	
56	Rent	
57	TOTAL PROJECTED BUILDING EXPENSES (add lines 52 to 56)	\$3,723.00

ESTIMATE OF EXPENDITURE (cont'd)	Budget 2026
Transfer payments	
58 Transfer to other library boards (please specify boards: may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other library system charges)	
58a	
58b	
58c	
58d	
58e	
58f	
59 Contract payments to library societies (please list):	
59a	
59b	
59c	
59d	
60 TOTAL PROJECTED TRANSFER PAYMENTS (add lines 58 and 59)	
61 TOTAL PROJECTED OPERATING EXPENDITURE (add lines 32, 35, 51, 57, 60)	\$128,355.90
62 Loan interest and payments	
63 Transfer to other accounts (e.g., capital, operating reserves)	
Capital expenditures	
64 Building repairs and renovations (e.g., roof, carpet, partitions)	
65 Furniture and equipment	
66 Computer hardware (e.g., desktop computers, printers)	
67 Other (please list):	
67a	
67b	
68 TOTAL PROJECTED CAPITAL EXPENDITURE (add lines 64 to 67)	
69 TOTAL PROJECTED ESTIMATE OF EXPENDITURE (add lines 61, 62, 63, 68)	\$128,355.90

Projected cash balance at end of reporting year	
70 Cash on hand	\$50.00
71 Total in current bank accounts	\$7,478.37
72 Total in savings accounts	\$36,825.54
73 Term deposits	
74 Other committed funds (e.g., trusts and bequests, reserves, capital)	\$53,261.18
75 TOTAL PROJECTED CASH ON HAND (add lines 70 to 74)	\$97,615.09
76 TOTAL PROJECTED CASH ACCOUNTED FOR (add lines 69 and 75)	\$225,970.99

If it is anticipated that the municipality will be paying operating costs on behalf of the library board, please have the Municipal Administrator complete the Direct Payments form on the next page.



September 12, 2025

Via email

Town of Carstairs
Village of Cremona
Town of Didsbury
Town of Olds
Town of Sundre
Respective Library Boards

Subject: Bill 50 and ICF impacts

Dear Urban Partner CAO's and Library Board Members,

At the Mountain View County Council Meeting of September 10, 2025, Council passed the following motion:
RC25-503: That Council direct Administration to send a letter to Urban Partners, and respective Library Boards, confirming the County's interpretation of Bill 50 that mandates the requirement for municipalities to remove third-party services from Intermunicipal Collaboration Framework Agreements, and indicate this Council's continued support for the funding of our libraries.

This letter is to confirm the County's understanding of Bill 50, which requires the removal of third-party services, such as library services, from Intermunicipal Collaboration Framework Agreements. While this legislative change made by the province alters the structure of how this service is referenced within these agreements, it does not diminish the importance of our partnerships or our long-standing shared commitment to delivering valued services to our Residents.

On behalf of Council, I want to reiterate the County's ongoing support for library services and our intention to continue funding libraries in our region. Our goal remains to ensure that the quality of service to our communities remains high, and that our partnerships continue to thrive. For the remainder of 2025 Mountain View County has not identified any direct impacts from Bill 50 changes as we have already remitted the full funding commitment for the year. Regarding the 2026 and future agreements, the current county council has directed that these decisions will be deferred to the newly elected council, which will determine the course of action following the upcoming general municipal election this fall.

The County looks forward to continuing our strong and collaborative relationships as we collectively navigate the changes brought about by Bill 50.

If you have questions, or wish to discuss further, please contact me via email, jholmes@mvcounty.com or phone (403)-335-3311 ext. 179.

Sincerely,

Jeff Holmes
Chief Administrative Officer

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 26-04-017

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 c)

TITLE: New Business: Cremona & Water Valley Chamber of Commerce

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approve moving forward with the negotiation and getting a cost analysis of the project LED sign with Cremona water valley chamber of commerce and the village of Cremona.

AND

MOTION THAT Councillor _____

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 26-04-018

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 d)

TITLE: New Business: Enter Into a Agreement with Plan Sustainable

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL

Parkland Community Planning Services (PCPS) has wound down its operations. To ensure continuity of service, a group of former PCPS employees are prepared to continue providing municipal planning services through Plan Sustainable Consulting, an independent planning firm established to support the Village of Cremona.

Attached to this Request for Decision (RFD) are Plan Sustainable Consulting's proposed work plan and fee schedule.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ authorizes Administration to enter into an agreement with Plan Sustainable Consulting to provide municipal planning services in accordance with the terms outlined in the attached proposal.

AND

MOTION THAT Councillor _____



Date March 17, 2026

Karen O'Connor
CAO
Village of Cremona, AB

Dear Karen,

REF Subject: Continuation of Municipal Planning Services

For several years, we have had the privilege of working with your municipality as part of the PCPS planning team. We sincerely appreciate the opportunity to contribute to planning initiatives that support the growth, sustainability, and long-term development of your community.

As you may be aware, the Board of Directors of PCPS has recently made the difficult decision to discontinue operations due to financial constraints. While PCPS is closing, our planning team remains committed to continuing to serve municipalities across the region.

To ensure continuity of service, a group of former PCPS employees including:

- Vahid Ghomashchi, Senior Planner (Founder and Principal of Plan Sustainable)
- Sarmad Abbasi, Senior Planner
- Dare Adeyemi, GIS Specialist
- Reza Asadi, Planner
- Jiayi Wang, Planner

are keen to continue providing municipal planning services through **Plan Sustainable Consulting**, an independent planning firm established to support municipalities with practical, responsive, and professional planning services.

You may have received a proposal from Dare regarding the provision of GIS services. Dare will continue to collaborate with our team and will work with Plan Sustainable Consulting as a subcontractor, as required.

Our team has already been involved in many municipal projects and processes within Central Alberta. As such, we are well positioned to ensure continuity of service, particularly for projects previously initiated through PCPS. Our familiarity with municipal files, procedures, and local planning contexts will allow for a smooth transition and efficient continuation of planning services.

Our services include:

- Long-term planning such as Municipal Development Plans and Area Structure Plans
- Land Use Bylaw review and amendments
- Subdivision application review and processing
- GIS-based mapping and spatial analysis
- Coordinating Subdivision and Development Appeal Boards
- Development permit review and planning advisory services

Our objective is to provide high-quality, responsive, and practical planning services while maintaining competitive and affordable consulting rates for municipalities. A schedule of our service rates is included, and copies of our team members' résumés are attached for your reference.

We would welcome the opportunity to assist your municipality with the completion of any ongoing projects previously undertaken through PCPS, as well as with any new planning initiatives moving forward. Additional information about our services can be found at www.plansustainable.ca.

Please feel free to contact us if you have any questions or require additional information. We look forward to continuing to work with your municipality.

Sincerely,



Vahid

Vahid Ghomashchi, PhD, RPP, MCIP
 Founder and Principal, Plan Sustainable Consulting
 Cel: (403) 404-6303
 E-mail: Vahid@Plansustainable.ca
 Website: <https://plansustainable.ca/>



Schedule of Professional Rates

POSITION	Hourly Rate
Senior Planner	\$150
Planner	\$110
GIS Specialist	\$85
Administrative Support	\$50

VAHID GHOMASHCHI, Ph.D., MCIP, RPP

Senior Municipal Planner | Strategic Planning Advisor | Land Use & Growth Management Specialist

Calgary, Alberta | 403-404-6303 | vahid@plansustainable.ca

LinkedIn: [linkedin.com/in/VahidGhomashchi](https://www.linkedin.com/in/VahidGhomashchi)

PROFESSIONAL SUMMARY

Senior municipal planning professional with more than 20 years of experience in land use planning, development regulation, strategic policy development, and municipal growth management across Canadian municipalities including the City of Calgary, City of Edmonton, and Town of Stratford. Known for delivering practical planning solutions, leading statutory planning initiatives, and advising municipal councils on land use policy, development approvals, and sustainable community growth.

CORE EXPERTISE

- Municipal Development Plans (MDP)
- Area Structure Plans (ASP)
- Land Use Bylaw Development & Amendments
- Subdivision and Development Review
- Strategic Community Planning
- Growth Management and Financial Sustainability
- Planning Policy Development
- Municipal Governance and Council Advisory
- Public Engagement and Stakeholder Facilitation
- Climate Change Adaptation Planning
- Sustainable Community Development

PROFESSIONAL EXPERIENCE

Parkland Community Planning Services – Central Alberta

Senior Planner / Municipal Planning Consultant | 2023 – Present

- Town of Bentley – Municipal Development Plan
- Town of Bentley – Community Strategic Plan
- Town of Bentley – Land Use Bylaw Review and Update
- Town of Bentley – Sunset Hills Area Structure Plan
- Town of Penhold – Municipal Development Plan Review and Update
- Town of Penhold – Land Use Bylaw Review and Update
- Village of Alix – Municipal Development Plan Review and Update
- Village of Donalda – Land Use Bylaw Review and Update

- Town of Eckville – Industrial Subdivision Master Plan
- City of Lacombe – Infill Development Strategy
- County of Stettler – Buffalo Lake Public Access Enhancement
- Village of Gull Lake – Land Use Bylaw Review and Update

City of Edmonton – Edmonton, Alberta

Program Manager – Business Licensing | 2019 – 2022

- Managed two operational teams with 21 professional staff.
- Led the City’s Business Licensing Bylaw renewal approved by Council.
- Coordinated licensing processes with planning, zoning, safety codes, and fire services.
- Developed policy tools to support bylaw interpretation and implementation.

City of Calgary – Calgary, Alberta

Coordinator – Citywide Planning Functions (Land Use Bylaw) | 2014 – 2017

- Led a team of planners responsible for bylaw interpretation and amendments.
- Reviewed development applications and provided planning recommendations.
- Led initiatives to simplify the City of Calgary Land Use Bylaw.
- Evaluated alignment between Municipal Development Plan, Local Area Plans, and the Land Use Bylaw.

Town of Stratford – Stratford, Prince Edward Island

Director – Planning, Development and Heritage | 2007 – 2014

- Directed municipal planning and development services.
- Managed professional planning staff and development review processes.
- Oversaw subdivision approvals, zoning amendments, and development applications.
- Led Official Plan review and zoning bylaw amendments.

EDUCATION

- Ph.D., Urban and Regional Planning – University of Newcastle upon Tyne, UK
- Master’s Degree, Urban Planning – University of Newcastle upon Tyne, UK
- Bachelor of Engineering, Civil Engineering – University of Ahwaz, Iran

PROFESSIONAL AFFILIATIONS

- Registered Professional Planner (RPP)
- Member – Canadian Institute of Planners (MCIP)
- Member – Alberta Professional Planners Institute (APPI)
- Former President – PEI Planning Association
- Former Council Member – Atlantic Planners Institute

PROFESSIONAL DEVELOPMENT

- Leadership and Supervisory Development – City of Calgary
- Coaching Through Change – City of Edmonton
- Performance Management and Strategic Communication Training

ACADEMIC EXPERIENCE

University of Prince Edward Island, Environmental Studies Program

Sessional Lecturer | 2009-2014

- Taught undergraduate courses: “Sustainability and Sustainable Development” and “Sustainable Community Planning”
- Taught a PhD course “Environmental Impact Assessment”

University of Guelph, Guelph / ON

Visiting Professor, Research and Teaching | 2004-2005

- Enhanced a working paper presenting an alternative approach to Theory of Development
- Taught Project Development course for the graduate Rural Planning and Development program

University of Art, Department of Urban Planning, Tehran / Iran

Assistant Professor | 1999 - 2006

- Taught courses for both graduate and undergraduate students
- Taught studio-based courses and directed workshops
- Conducted research projects
- Participated in major international and national seminars and congresses
- Coordinated and organized several Ph.D. and Master’s Dissertations as supervisor, advisor and examiner

SELECTED PUBLICATIONS

- Ghomashchi, V. (2012) *Building Sustainability through Collaborative Planning* – International Journal of Sustainable Development and Planning
- Motiee, H., Ghomashchi, V. et al. (2006) *Traditional Qanats and Sustainable Water Resources Management* – International Journal of Water Resources Development

References available upon request.

SARMAD ABBASI, RPP, MCIP

sarmadj780@gmail.com

780-405-2072

www.linkedin.com/in/sjabbasi/

SUMMARY

Senior Planner with 4 years of planning expertise overseeing development planning, amendments, and policy creation. Strong understanding of Alberta's planning legislation alongside demonstrated experience in project management, academic research, public speaking, and meeting timelines. Adept at defining and enforcing project deadlines to ensure project quality and client satisfaction.

EXPERIENCE

Senior Planner, 05/2024 - Current

Leduc County, AB

- Successfully managed a record number of 80 subdivision applications in one calendar year;
- Provide extensive planning expertise and guidance to developers including providing feedback;
- Coordinate interdepartmental meetings and set agendas to review development applications;
- Guide 5 team members under my supervision to ensure adherence to timelines;
- Aided in the creation of new policy and procedures for development planning; and
- Present contentious applications to Council on a monthly basis.

Senior Planner, 08/2022 – 05/2024

Parkland Community Planning Services - Red Deer, AB

- Excelled in an Urban Planning firm representing 18 municipalities across Central Alberta;
- Spearheaded an amendment to the Town of Old's Miller Meadows Area Structure Plan and Land Use Bylaw to increase gross density by 25%;
- Undertook extensive academic research and analysis to support the development of the County of Stettler's Municipal Development Plan;
- Prepared legal documents such as caveats and agreements and processed all subdivision applications for member municipalities;
- Successfully executed the creation of highly politicized policy for women's transitional housing in the City of Lacombe;
- Provided on-call planning expertise to all member municipalities; and
- Successfully managed LUB rewrites and consolidation projects for several municipalities.

Planner, 01/2021 – 05/2022

Urban Systems – Edmonton, Calgary, Saskatoon

- Successfully managed 200+ permitted and discretionary development applications for several communities in Saskatchewan;
- Conducted policy research, data analysis and report writing, and utilized ArcGIS Pro to aid in policy creation;
- Conducted comprehensive analysis and provided key recommendations to an environmental lakeshore plan while collaborating within a multi-disciplinary team, resulting in policy implementation; and
- Provided exceptional customer service to clients and stakeholders.

EDUCATION AND AWARDS

University of Saskatchewan

B.A Regional and Urban Planning (High Honors)

- Deans Honor's List (95th Percentile)
- 2x Recipient of Thomas Fraser and Darren Gatrell Award (2020, 2021)
- Carl L. McLeod and Arthur A. Jourdin Memorial Award (2021)

PUBLICATION

Diaz, F., Abbasi, S., Fuller, D., & Diab, E. *Canadian transit agencies response to COVID-19: understanding strategies, information accessibility and the use of social media.*

Dare Adeyemi, PMP, A-CSM, IAM, CAMP

Owner and Principal Consultant- Dareity Inc.

Dare.adeyemi@dareity.ca | 587-574-0703

Calgary, Alberta.

Years of GIS and Asset Management: 12+

Professional Summary

Dare is a GIS and Asset Management Consultant with over twelve years of experience supporting municipal planning, infrastructure management, and spatial data analysis. He is skilled in developing and managing geospatial datasets, producing analytical mapping products, and integrating GIS with planning and asset management systems to support evidence-based decision-making. He has worked with planners, engineers, and municipal stakeholders to deliver accurate spatial analysis, maps, GIS web applications, improve data quality, and enhance operational efficiency.

Core Competencies and Areas of Expertise

- Highly Proficient in MS Office Suite (Including MS Project, Word, Excel, Power Automate, PowerPoint, SharePoint, Teams, Visio, and Outlook), Salesforce, Power BI, SPSS, Nvivo, GIS, CMS, Cityworks, Citywide, SQL, DevOps, Python, and FME.
- Project and strategic analysis, leadership, and management.
- IS/IT implementation, software and website development and deployment, business and user needs analysis, and change management.
- Client/stakeholder relationship management and negotiation.
- Data analysis, validation, modelling, data visualization, comprehensive research, and concise presentation.
- Effective collaboration, fastidiousness, multitasking, creative thinking, working under pressure, and dealing with ambiguity.
- SWOT analysis, risk assessment, management, and mitigation.

Professional Experience

Principal Consultant

June 2022 – Present

Dareity Inc. | Canada

- Lead Dareity Inc., providing **management consulting, GIS, asset management, and enterprise system delivery services** to public- and private-sector organizations.
- Deliver **end-to-end consulting engagements**, including strategic assessments, business case development, solution architecture, implementation oversight, and post-deployment optimization.
- Act as a **trusted advisor** to executive leaders, asset managers, IT managers, and Planning directors, aligning technology initiatives with organizational strategy, regulatory requirements, and long-term sustainability.
- Lead **program and project governance**, overseeing scope, schedule, budget, risk, quality, and vendor coordination across multiple concurrent initiatives.
- Design and deliver **change management, training, and UAT support**, ensuring strong adoption and operational readiness.

Planning Technician- GIS Analyst

July 2023 – March 2026

Parkland Community Planning Services | Canada

- Developed and maintained municipal GIS datasets and geodatabases supporting planning, infrastructure, and asset management programs, improving spatial data accuracy and enabling more efficient analysis for planning decisions.
- Produced high-quality maps, spatial analysis, and reporting products for development applications, zoning reviews, and capital planning initiatives, helping planners and engineers make faster, data-driven decisions.
- Streamlined GIS workflows and data management processes by implementing standardized data structures and quality control procedures, significantly improving data reliability and reducing processing time.
- Supported municipal departments by integrating planning, infrastructure, and asset data into enterprise GIS systems, enabling better coordination between planning, engineering, and operations teams.
- Delivered custom GIS analysis and visualization tools that improved internal reporting and public communication, enhanced transparency and supported evidence-based planning decisions.

GIS and Asset Management Coordinator

Sep 2019 – Jan 2022

The Town of Drayton Valley | Canada

- Led municipal **10+ GIS and asset management initiatives** supporting infrastructure planning and operations, leading to **improved efficiency, reduced costs, and enhanced program delivery**.
- Planned and delivered **5+ cross-departmental projects**, coordinating internal teams, consultants, and vendors. This includes facilitating meetings to refine problem statements and understand requirements.
- Provided executive and Council-level reporting, translating technical and program performance into clear decision-making insights to refine and enhance program strategies and outcomes.
- Designed and implemented change and risk management frameworks, **reducing GIS and Asset Management project delays by 30% and increasing adoption by 70%**.
- **Secured a \$50,000 FCM grant**, supporting strategic program delivery and data-driven planning.

Graduate Student Researcher and Project Coordinator

Sep 2017 – Aug 2019

University of Calgary | Canada

- Directed geospatial components of research and academic projects, applying spatial analytics and GIS tools to solve complex planning, environmental, and infrastructure-related questions.
- Oversaw project coordination activities, including task prioritization, stakeholder communication, and progress tracking, to ensure the delivery of research outcomes on schedule.
- Developed and standardized geospatial workflows, improving efficiency in data acquisition, processing, and map production across multiple projects.
- Facilitated hands-on GIS training sessions and technical workshops, guiding students and project teams in applying spatial analysis techniques to real-world problems.
- Synthesized technical findings into concise reports, visual dashboards, and presentation materials to support decision-making and knowledge dissemination.

Graduate Assistant (GIS, Research, and Teaching)

May 2015 – Aug 2017

University of Lagos| Nigeria

- Led GIS analysis and spatial data modelling initiatives to support 6+ academic and applied research projects, delivering high-quality mapping outputs and decision-support insights.
- Designed and managed geospatial datasets, data-quality workflows, and spatial databases to improve analytical reliability, reporting accuracy, and research efficiency.
- Delivered technical instruction and capacity building in GIS and spatial analytics, translating complex geospatial concepts into practical, stakeholder-focused solutions.
- Collaborated with faculty, industry, and multidisciplinary teams to scope research objectives, develop analytical methodologies, and produce clear technical reports and presentations.
- Provided advisory support on GIS best practices, geospatial technology applications, and data visualization strategies to enhance project outcomes and knowledge transfer.

Technical Admin and Coordinator

Jan 2010 – Apr 2015

DML| Nigeria

- Supported delivery of client projects through **application support, data analysis, reporting, and user enablement**.
- Delivered training and change support that **reduced resistance by 30% and improved user satisfaction by 20%**.
- Performed data queries and analysis, tested and implemented updated applications to verify the integrity of software and databases, and produced reports, maps, and dashboards.
- Maintained client documentation, issue tracking, and service-level performance across **30+ organizations**.
- Supported project teams through reliable client communication and issue resolution.

GIS Analyst

Mar 2013 – Oct 2013

GCLME| Nigeria

- Performed advanced geospatial analysis and spatial modelling to support environmental assessment, research studies, and consulting projects, translating complex datasets into actionable insights.
- Developed and maintained geospatial databases, ensuring data integrity, standardization, and efficient integration of environmental, field, and remote sensing data.
- Produced high-quality cartographic products, technical maps, and visual analytics to communicate findings to clients, researchers, and project stakeholders.
- Supported environmental consulting projects through spatial data processing, site analysis, and decision-support mapping for planning, monitoring, and regulatory reporting.
- Collaborated with multidisciplinary teams to design GIS workflows, automate analysis processes, and improve project efficiency, accuracy, and reproducibility.

Other Experience

Volunteer

Jan 2022 – Present

Rehoboth Youth Assembly, Calgary

- Designed and implemented three mentorship programs that paired at-risk youth with positive role models, leading to improved academic performance and reduced dropout rates.
- Conducted 4+ educational workshops on essential life skills, such as financial literacy, career planning, and health education, equipping youth with the tools needed for successful futures.
- Led 8+ advocacy and awareness campaigns on issues affecting youth, such as mental health, substance abuse prevention, and social justice, raising awareness and driving positive change.

Vice-President

Apr 2018 – Apr 2019

GeoSA, Department of Geography, University of Calgary

- Established three leadership training and grant application programs for students, fostering a new generation of effective and empowered student leaders and 5+ students received more than \$20,000 in grants and scholarships.
- Effectively advocated for student needs and improved communication channels between the student union and the student body, ensuring transparency and better dissemination of important information and updates.

Certifications and Professional Training

- Project Management Professional (PMP), PMI.
- ITIL Foundation Certificate in IT Service Management, PeopleCert.
- Advance Scrum Master (A-CSM), Scrum Alliance.
- IT Software Quality Assurance and Testing, Exclusive Concepts Calgary.
- Asset Management Certificate, IAM UK.
- Asset Management Professional (CAMP), PEMAC Canada.

Education

Certificate in Asset Management, Northern Lakes College, Alberta. Mar 2022

Master of Arts in Geography, The University of Calgary, Alberta. Nov 2020

Bachelor of Science in Geography, The University of Lagos, Nigeria. Feb 2015

Diploma in Education, EACOED, Nigeria. Nov 2009

REZA ASADI

BA, MA, PhD, CIP Candidate

(587) 968 3672 | asadi.reza@hotmail.com | [LinkedIn](#)

HIGHLIGHTS

- Canadian Institute of Planners (CIP) Candidate and Alberta Professional Planners Institute (APPI) Regulated Member
- 5+ years of professional planning experience in various municipalities
- Held a post graduate degree in Urban Planning
- Practiced ability in building influential relationships with all stakeholders including internal partners, external agencies and developers.
- Practiced planning skills including but not limited to ArcGIS Pro, AUTOCAD and Microsoft Office.
- *Portfolio available: Selected sample reports attached; full set of project reports accessible via [OneDrive].*

WORK EXPERIENCE

June 2025 – Present

Development Planner, Rocky View County, Greater Calgary Metropolitan Area, Alberta.

- Review and process +75 development permit applications (Residential, business, commercial lands)
- Prepare staff reports and recommendations for the Development Authority
- Coordinate internal and external referrals with engineering, utilities, and regulatory agencies
- Conduct site inspections

June 2024 – Jun 2025

Urban Planner and Project leader, Parkland Community and Planning Services (PCPS), Red Deer, AB.

- Bylaw 400.72 (2025)- From Future Designation to Residential, City of Lacombe
- Bylaw 400.64 (2024)- A series of administrative adjustments, City of Lacombe
- Land Use Bylaw 250/2024 (2024) – Review, Town of Bently
 - Approved by Council
 - Drafted Request for Decision (RFD) for first the first, second and third readings
 - Researched the best practices
 - Drafted sections of reports.
 - Consulted with referrals and stakeholders
- Municipal Development Plan (MDP) (2024) Performance Review, City of Lacombe
 - Approved by Council.
 - Drafted and Presented the Final report at the Council meeting.
 - Prepared Request for Decision (RFD) and the report for the Council meeting.
- Development Permits and Subdivision Applications
 - Processed +20 Subdivision/Development Applications for + 8 municipalities in Alberta.
 - Approved by CAO, MPC, and Council.
 - Circulated referral letters among agencies, adjacent landowners, and municipals.
 - Drafted subdivision reports/Development permit and decision letters.

- **SDAB (Subdivision and Development Appeal Board)**

- Served as Clerk, Subdivision and Development Appeal Board (SDAB) | three (3) appeal hearings

July 2019 – May 2024

Urban Planner, Parhoss Association Consulting Company.

- **Municipal Development Plan (MDP) and Land Use Bylaw (LUB)**
 - Worked as a project leader in four cities, population range 30,000 to 70,000
 - Worked as an urban planner in a city MDP and LUB with more than 1,000,000 people
 - Reviewed and evaluated policies and action plans from previous MDPs and LUBs.
 - Drafted the city vision in collaboration with Council and City Administration
 - Analyzed demographic, economic, and geographic trends to track changes.
 - Prepared recommendations for zoning districts and neighborhood boundaries.
 - Drafted the regulatory section of the LUB.
- **Area Structure Plan (ASP) and Outline Plan (OP)**
 - Led the development of ASP and OP covering over 340 hectares, accommodating a projected population of 40,800 residents.
 - Prepared comprehensive ASP documentation for a 1,000-hectare planning area
 - Managed multidisciplinary project teams and coordinated input from transportation, utility, and environmental consultants in the ASP/Outline Plan process.
 - Drafted planning reports and presentations for municipal councils, planning commissions, and public hearings.
 - Utilized GIS and planning software to develop land use scenarios, maps, and supporting documentation for ASPs and Outline Plans.
- **General Duties**
 - Drafted project reports for conclusions parts, using SWOT analysis.
 - Drafted policies, action priorities plans based on stakeholder input using methods such as TOPSIS / AHP.

EDUCATION

- PHD in urban planning.
- Master of Urban Planning - University of Tehran
- Bachelor of Urban Planning - University of Tehran

TRAINING and CERTIFICATE

- Subdivision and Development Permit Appeal Board (SDAB) Clerk Training (2024).

SKILLS

- **Technical Skills:** ArcGIS Pro, AutoCAD, Microsoft Office, Python (basic), SWOT analysis, AHP/TOPSIS.

JIAYI WANG

Calgary, AB, Canada Phone: 403-605-5515 Email: jwplan2000@gmail.com

PROFESSIONAL SUMMARY

Planning professional and Candidate Member of APPI and CIP with extensive experience in municipal and non-profit planning environments. Has supported over 40 municipalities through regional planning organizations, delivering expertise in current and long-range planning, including policy development, Municipal Development Plan, Land Use Bylaw, Housing Needs Assessments, heritage guidelines, subdivision reports, development permit review, and SDAB support. Recognized for strong public engagement, stakeholder coordination, and council presentation skills, with a passion for advancing livable, inclusive, and well-planned communities.

EDUCATION AND CERTIFICATIONS

Master of Planning

Sep 2022 - Jun 2024

University of Calgary - School of Architecture, Planning and Landscape

Relevant Coursework: Site/ Community/ Regional/Professional Planning Studios, Urban Infrastructure & Land Use, Landscape Ecology and Planning, Urban Design Theory, Planning & Public Engagement, Project Management

- Graduate Assistantships - for ARCH 402 Design, Digital Technology and the Built Environment Winter 2024

Bachelor of Arts: Major in Urban Studies

Sep 2018 - May 2022

University of Calgary - Faculty of Arts

Advanced Project Management Diploma

Feb 2024 - Current

University of Calgary - Faculty of Continuing Education

Additional Certifications and Training

- Subdivision and Development Appeal Board Training Program; appointed Board Member for Rocky View County to 2028 and PCPS Regional SDAB Clerk
- Incident Command System (ICS) Training Program, Basic Emergency Management
- First Aid, CPR-C & AED Certificate, WHMIS Certification

PROFESSIONAL EXPERIENCE

Planner

Aug 2025 – Current

Parkland Community Planning Services – Red Deer, Alberta

- Provided current and long-range planning services to member municipalities, including development permit review, subdivision processing, and policy development.
- Supported the preparation and review of statutory and non-statutory plans and planning studies.
- Coordinated public engagement and stakeholder consultation, working with applicants, municipal staff, elected officials, and the public to support informed planning decisions.

Key Highlights:

- Led the review and processing of over twenty subdivision applications for member municipalities, including site visits, policy evaluation, and preparation of subdivision reports, decision letters, and endorsements.
- Coordinate and manage the Regional SDAB process for four appeals as Clerk, ensuring effective communication, documentation, public notice, procedural compliance, and decision notice writing.

Regional Planner - Temporary

May 2025 – Aug 2025

Rocky View County – Rocky View, Alberta

- Supported the development of regionally significant planning initiatives, including the MDP, IDP, ICF, Strategic Plan, and context studies, in collaboration with the Planning Policy team and cross-departmental staff.
- Reviewed intermunicipal circulations and prepared written responses to referrals from internal departments, regional partners, and government agencies, ensuring alignment with provincial, regional, and municipal planning policy.
- Assisted with development of a Fiscal Impact Model to support County land development decisions.

Key Highlights:

- Contributed to the finalization of the Municipal Development Plan through policy development, public feedback integration, engagement reporting, policy refinement, and Council reporting.
- Launched and advanced two Intermunicipal Development Plans with neighboring municipalities, including background review, stakeholder meetings, and supporting plan studies.

Assistant Planner

Aug 2024 - Mar 2025

Oldman River Regional Service Commission – Lethbridge, Alberta

- Authored Land Use Bylaw rewrites and amendments, growth plans, Housing Needs Assessment reports, heritage design guidelines, and planning research, including policy development, project management and report writing.
- Actively participated in Council meetings, Municipal Planning Commission (MPC), Subdivision and Development Appeal Board (SDAB) meetings, and public engagement initiatives, including open houses.
- Conducted regional site visits for data collection and analysis, integrating findings into reports and mapping.

Key Highlights:

- Conducted research on and provided guidance for Alberta-wide private reservoirs and agricultural building regulations to support the Land Use Bylaw rewrite for rural municipalities.
- Created the Town of Picture Butte MDP background report to give direction toward the MDP vision.

Traffic Asset Management Summer Student, Mobility

Apr 2024 - Aug 2024

City of Calgary – Calgary, Alberta

- Assisted with asset database management (GIS, Hansen and City of Calgary 311).
- Managed fleet licenses, performed facility valuations, site visits, and coordinated on-site installations.
- Conducted site visits in new communities to collect and document subdivision phase signage data, ensuring accurate placements.

Key Highlights:

- Entered data from 2000 reports into municipal systems to alleviate workload backlog.
- Created GIS maps to maintain school crossing signage, highlighting locations and recommended solutions.

Junior Team Lead / Team Coordinator

Mar 2022 - May 2024

Edgemont Community Association – Calgary, Alberta

- Coordinated property operations, office administration, customer service, and shift scheduling at a community center in a fast-paced, team-oriented environment.
- Led community event planning, including scheduling, advertising, and volunteer coordination.
- Strengthened community engagement by organizing networking events and fundraisers.

Key Highlights:

- Hosted and managed Community Markets featuring up to 90 vendors, emphasizing post-COVID resilience and support for local businesses.
- Participated in Community Engagement Plan meetings to develop event proposals and initiatives aimed at strengthening relationships between the ECA and residents.

PROFESSIONAL SKILLS

Planning & Policy

- Municipal and intermunicipal planning (MDPs, IDPs, ASPs)
- Land Use Bylaws, policy development, and statutory plans
- Development permit and subdivision
- Housing Needs Assessments and growth planning

Technical & Software

- GIS & Mapping: ArcGIS, Mapbox, spatial analysis, data visualization
- Design & Drafting: AutoCAD, Adobe Creative Suite, plan and map interpretation
- Research & Analysis: policy research, background studies, projections, data collection
- Asset and database management (municipal systems, GIS-linked datasets)

Engagement & Communication

- Public engagement facilitation (open houses, workshops, surveys)
- Stakeholder and interdepartmental coordination
- Council, MPC, and SDAB reporting and presentations
- Conflict resolution and professional communication with the public

 **VILLAGE OF
Cremona**
REQUEST FOR DECISION 26-04-019

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 e)

TITLE: New Business: Village of Cremona Security Camera

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL

Motion passed December 20, 2022

RFD 22-12-003 Village of Cremona Purchasing Security Cameras

155/22 MOVED by Councillor Thompson THAT Council has approved that the CAO will seek out security cameras cost for the hardware and insulation for the village entities, then bring them back to the council.

CARRIED

Motion passed January 17, 2023

Res.23/016 MOTION THAT Councillor Shi directs the CAO to purchase the security packages that council was presented with a budget of no more than \$200.00 per month in fees.

CARRIED

Attached is the list of the security cameras purchased that was presented to Council January 17, 2023 and approved

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

There will be costs associated with relocating all cameras; however, those figures are not available at this time.

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approve directing the CAO to have all security cameras located inside village operated facilities move outside by May 1, 20____ and that CAO report back to Council upon completion, or sooner if there are any delays.

AND

MOTION THAT Councillor _____

From: [Frances Calero](#)
To: cao@cremona.ca
Subject: TELUS SECURITY CAMERA FOR VILLAGE OF CREMONA
Date: January 4, 2023 4:50:45 PM

Hi Karen!

Good day!

Below is the rate for the smart camera for your 3 business locations.

FIRST LOCATION : 105 CENTRE ST CREMONA AB T0M0R0

2 INDOOR CAMERA

-> 1ST CAMERA : \$12 (3 YEAR CONTRACT) INDOOR

-> 2ND CAMERA : \$5.56 (3 YEAR CONTRACT) INDOOR

TOTAL RATE : \$17.56

SECOND LOCATION : 205 1 ST E CREMONA AB T0M0R0

2 INDOOR CAMERA

-> 1ST CAMERA : \$12 (3 YEAR CONTRACT) INDOOR

-> 2ND CAMERA : \$5.56 (3 YEAR CONTRACT) INDOOR

TOTAL RATE : \$17.56

THIRD LOCATION : 209 1 ST E CREMONA AB T0M0R0

3 INDOOR CAMERA

2 OUTDOOR CAMERA

-> 1ST CAMERA : \$12 (3 YEAR CONTRACT)

-> 2ND CAMERA : \$5.56 (3 YEAR CONTRACT) INDOOR

-> 3RD CAMERA : \$5.56 (3 YEAR CONTRACT) INDOOR

-> 4TH CAMERA : \$7.78 (3 YEAR CONTRACT) OUTDOOR

-> 5TH CAMERA : \$7.78 (3 YEAR CONTRACT) OUTDOOR

TOTAL RATE : \$38.68

Best regards,



Frances Calero

Small Business Solution | Sales Specialist

Toll free: 1-855-699-1528 EXTN 120-3241

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REQUEST FOR DECISION 26-04-020

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 f)

TITLE: New Business: Amending 2026 Operating Budget

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL

Council approved by resolution

Res: 26/047 MOTION THAT Council approves the 2026 Operating Budget, with the following amendments to water rates: Water consumption rates will increase from \$4.00 per cubic meter to \$4.25 per cubic meter and Bulk water sales will increase from \$6.00 per cubic meter to \$6.50 per cubic meter. These new rates will take effect in May 2026.

CARRIED

Village of Cremona Procedural Bylaw 514-26

Sec 23.0 Notice of Motion to Reconsider, Alter, or Rescind a Motion

23.1 A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by notice of motion. The Notice of Motion shall:

- a) be considered at the regular council meeting preceding the meeting at which the reconsideration of the matter is being requested;
- b) specify the meeting proposed to bring the matter for reconsideration;
- c) indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

\$ 6,210.64.

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accepted the 2026 operational budget as amended. `

AND / OR

MOTION THAT Councillor _____

- 22.5 A Member shall not vote on a matter if they are absent from the Council Chambers when the vote is called.
- 22.6 No Member shall change his or her vote on a motion without the unanimous consent of the other Members present.
- 22.7 When this Bylaw or any other Bylaws, regulations or other enactments require a majority greater than a simple majority to pass a motion on any matter, the motion may not be rescinded or amended by less than the majority required.
- 22.8 It is only necessary for each Member to vote separately on a recorded vote. In every other case, the decision of Council may be expressed by a show of hands.

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

- 23.1 A member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by notice of motion. The Notice of Motion shall:
 - (a) be considered at the regular council meeting preceding **the meeting at which** the reconsideration of the matter is being requested;
 - (b) specify the meeting proposed to bring the matter for reconsideration;
 - (c) indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.
- 23.3 Notwithstanding the other provisions of this section, no motion made, or action taken may be reconsidered unless:
 - (a) it is a motion made or an action taken at a meeting held six months or more before its reconsideration; or
 - (b) approval for reconsideration of a motion made or an action taken less than six (6) months earlier is given by two thirds (2/3) vote of Council prior to reconsideration;
- 23.4 A Member of the prevailing side may move to reconsider a matter considered at the same meeting if a majority of the Members vote for reconsideration.
- 23.5 Where Council has passed a motion which creates a contractual liability or obligation, Council shall not reconsider, alter, vary, revoke, rescind or replace the motion except to the extent that it does not attempt to avoid or interfere with the original liability or obligation.
- 23.6 All votes on motions to reconsider or rescind shall be recorded.

24.0 BYLAWS

- 24.1 When a Bylaw is presented to Council for enactment, the CAO shall publish the number and title of the Bylaw in the Agenda.
- 24.2 The CAO shall copy the Bylaw in full and forward it with the Agenda.
- 24.3 Every Bylaw shall have three distinct and separate readings. Only the title and identifying number must be read at each reading.



Mayor
CAO



REQUEST FOR DECISION 26-04-021

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 8 g)

TITLE: New Business: Closed Meeting Agenda Pkg

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

Three (3) newly elected Council opposed of signing the Council Code of Conduct. Councillor is requesting the council to receive the CLOSED meeting agenda items through email prior to meeting.

Attached is Municipal Government Act CLOSED Meeting protocol clearly states highlighted portion.

Closed meeting materials cannot be distributed via email due to confidentiality requirements under the Municipal Government Act.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Councillor _____ direct the CAO to present council with a policy regarding in camera/crossed meeting council packages being given to council at the same time as the regular meeting package in a separate confidential email. accepted the 2026 operational budget as amended. `

AND / OR

MOTION THAT Councillor _____

Closed Meetings of Council (In Camera)



What is a closed meeting?

The *Municipal Government Act (MGA)* provides that a meeting or part of a meeting is considered to be closed to the public if:

- any members of the public are not permitted to attend the entire meeting or part of the meeting,
- the council, committee or other body holding the meeting instructs any member of the public to leave the meeting or part of the meeting, other than for improper conduct, or
- the council, committee or other body holding the meeting holds any discussions separate from the public during the meeting or part of the meeting.

Under what authority can a council close a meeting?

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the 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 (FOIP) Act* (s. 16 to 29). Section 197 also requires that a council or council committee must pass a resolution stating the reason and the section of FOIP that applies before closing all or any part of a meeting to the public. For example:

MOVED by Councillor Smith that council close the meeting to the public at 7:00 pm for Agenda item 2b Legal - Arena Project as per Section 27, FOIP.

NOTE: Section 197(2.1) is the exception to the rule, allowing municipal planning commissions, subdivision authorities, development authorities and subdivision and development appeal boards to deliberate and make decisions in meetings closed to the public.

How to prepare for closed meeting discussions?

Discussions that will be closed during the meeting should be listed on the agenda for the meeting in which they are held. The agenda should contain a 'Confidential' heading and then provide a brief description of the topic and state the section of FOIP that allows closure for that topic. For example, "Personnel – CAO Evaluation - FOIP Section 17" would be used to describe conducting the performance appraisal of a chief administrative officer or "Legal – Arena Project - FOIP Section 27" could describe discussions regarding a legal advice received. Further information is not required.

Any background information on the confidential items should be circulated when attendees are in the closed meeting and collected prior to returning to the open meeting.

This is an information summary only and has no legislative or legal sanction. For certainty, refer to the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*. Copies are available for purchase from Alberta Queen's Printer Bookstore or electronically at the website link below.

Suite 700; Park Plaza Building
10611 - 98 Avenue NW
Edmonton, AB T5K 2P7
Phone: 780- 427-4952

Email: qp@gov.ab.ca
www.qp.alberta.ca

How to record discussions from a closed meeting?

It is strongly recommended that a closed session discussion not be recorded. Any notes or minutes taken during the discussion may become part of a FOIP request. The council meeting minutes should reflect that a resolution was made to move into a closed session (as outlined above) and then another resolution to return to the open meeting.

Council members, the CAO and any others included in the closed session are required to keep in confidence what was discussed until the item is discussed at a meeting held in public.

Section 197(3) of the *MGA* prohibits the passing of a resolution or bylaw during in a closed meeting, with the exception of the resolution to revert to the public meeting, which must be recorded in the minutes. If direction is given or a decision reached, then a resolution must be made in the open meeting so that council's direction(s) are recorded and acted on.

What can be discussed in a closed session?

FOIP outlines the items that would allow a council to close a council meeting, which include matters where a public disclosure could be harmful to:

- Third party business interests; (s. 16)
- Third party personal privacy; (s. 17)
- Individual or public safety; (s. 18 and 19)
- Law enforcement; (s. 20)
- Intergovernmental relations; (s. 21, 22, 23 and 24) and
- Economic or other interests (s. 25, 26, 27, 28 and 29).

Public bodies should not:

- Reveal confidential employee evaluations;
- Disclose local public body confidences, or advice from officials; or
- Disclose information that is subject to any kind of legal privilege.

For example, a discussion regarding the employment of the CAO should be held in a closed session to protect the privacy of that individual. Also,

preliminary meetings with developers (at their request/or council's discretion) describing a new land use development should be held in a closed session (s. 16 of FOIP).

Who can attend a closed session?

All members of Council, guests (at the discretion of council), and most times, the chief administrative officer may attend a closed session.

The media and general public cannot attend the closed discussion, but are welcome to return to the council meeting following the closed session.

What should not be discussed in a closed session?

These are examples of difficult topics that typically should not be discussed in a closed session:

- Budget deliberations
 - Property tax (i.e., assessments/mill rates, penalties)
 - Capital expenditures
- Any contentious issues
 - Sensitive local issues
 - Bylaw amendments (i.e., Land use)
 - Subdivision proposals
- Tax recovery (i.e. reserve bids for auction)
- Discussions regarding budget requirements for hiring additional municipal staff and for the setting of salary ranges

The *MGA* sets out clear requirements for municipal councils to conduct their business openly. The powers of a municipal council are balanced by councils' accountability to the citizens who elect them. It is therefore essential that citizens are allowed to take an active interest in the development and direction of our local governments and express their views to their locally elected representatives. For more information on how the FOIP affects municipalities, please visit the Service Alberta website at

www.servicealberta.ca/FOIP/documents/FAQ_Municipal.pdf.

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 9 a)

TITLE: Reports – Financial Reports

ORIGINATED BY: *Karen O'Connor CAO*

BACKGROUND / PROPOSAL:

Accounts payable for March 1 to 31st 2026, total sum being \$ 121,688.72

Financial Report January 1 to March 31, 2026

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

RECOMMENDED ACTION:

MOTION THAT Councillor _____ approve the Accounts Payable
in the amount of \$ **121,688.72** and the Financial Report as presented.

INTLS: CAO: KO

Cheque Listing For Council

2026-Apr-13
12:13:50PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice	Cheque
Cheque #	Date				Amount	Amount
20260064	2026-03-17	SUNCOR ENERGY PRODUCTS PARTNERSHIP	265	FUEL FOR F-350	100.00	315.51
20260064			266	FUEL FOR PLOW	120.00	
20260064			267	FUEL FOR PLOW	100.00	
20260064			268	DISCOUNT	(4.49)	
20260065	2026-03-17	ALBERTA MUNICIPAL SERVICES CORPORATION	6	VOC UTILITIES - FEB 2026	5,401.45	5,401.45
20260066	2026-03-17	COCHRANE LAKE GAS CO-OP LTD	910	NAT GAS - WATER - FEB 2026	47.20	47.20
20260067	2026-03-17	EPCOR	16551355	ELECTRICITY - WATER	23.87	23.87
20260068	2026-03-17	TELUS COMMUNICATIONS	2552080757	FIREHALL - INTERNET - FEB 2026	101.81	191.03
20260068			2552080758	FCSS - INTERNET - FEB 2026	89.22	
20260069	2026-03-18	ALBERTA MUNICIPALITIES	HSO874202512	HEALTH SPENDING ACCOUNT	301.23	301.23
20260070	2026-03-18	CIP OFFICE TECHNOLOGY	1004825	CONTRACT BASE RATE	59.85	59.85
20260071	2026-03-18	RECEIVER GENERAL	118	REMITTANCE - PP# 4 & 5 2026	4,141.61	4,141.61
20260072	2026-03-18	ALBERTA MUNICIPALITIES	14354	IMPOUND FEES	2,112.70	4,170.90
20260072			1829714	SECURITY & MS 365 - FEB 2026	221.87	
20260072			728829	KEYS CUT	12.14	
20260072			IEI25-02083591	PW JOB POSTING	408.00	
20260072			V1047_8	SUBSCRIPTION - MAR 2026	88.49	
20260072			V1082_1	FCSS DEATH CAFE GIFT FOR FACILI	67.15	
20260072			V1083_1	FCSS DEATH CAFE - GIFT FOR FACI	15.75	
20260072			V314_219.24	STAMP	2.74	
20260072			V314_220.24	STAMPS	520.80	
20260072			V314_221.24	FCSS NEWSLETTER	207.61	
20260072			V333_158	OFFICE SUPPLIES	382.59	
20260072			V434_242	TOOL KIT	262.50	
20260072			V434_243	MONTHLY DIVIDERS	29.65	
20260072			V434_244	LABELS	11.30	
20260072			V434_245	OFFICE SUPPLIES	192.08	
20260072			V47_980476	FCSS PAPER TOWELS & GARBAGE I	29.38	
20260072			V47_980477	FCSS FOOD PANTRY	31.47	
20260072			V482_17	FCSS DEATH CAFE	19.42	
20260072			V627_	SUBSCRIPTION - 2026	55.13	
20260072			V791_49	SUBSCRIPTION - FEB 2026	27.29	
20260072			V877_39	SUBSCRIPTION - FEB 2026	104.84	
20260072			XKNTG5DF-0003	REFUND	(126.40)	
20260072			XKNYG5-0005	REFUND	(126.40)	
20260072			XKNYG5DF-0002	REFUND	(126.40)	
20260072			XKNYG5DF-0004	REFUND	(126.40)	
20260072			XKNYG5DF-0006	REFUND	(126.40)	
20260073			2026-03-18	24/7 FIRE & ELECTRICAL SERVICES LTD	9957	
20260074	2026-03-18	ACCREDITED SUPPORTS TO THE COMMUNITY ASE	8	FCSS 2026 EXTERNAL FUNDING	300.00	300.00
20260075	2026-03-18	CAPITAL REGION ASSESSMENT SERVICES COMMUN	2133	ARB ANNUAL FEE 2026	1,000.10	1,000.10
20260076	2026-03-18	CARSTAIRS PUBLIC LIBRARY	2	FCSS 2026 EXTERNAL FUNDING	150.00	150.00
20260077	2026-03-18	CIP OFFICE TECHNOLOGY	1008041	CONTRACT BAS RATE - JAN 2026	59.85	59.85
20260078	2026-03-18	CLEARTECH INDUSTRIES INC.	INV1202061	CTI SERVICE	151.60	151.60
20260079	2026-03-18	COWBOY TRAIL TOURISM ASSOCIATION	202618	ANNUAL DUES - 2026	350.00	350.00
20260080	2026-03-18	FORSBERG, RICHARD	10	PRL BOARD MEETING	50.00	50.00
20260081	2026-03-18	GLOBAL TECH SOLUTIONS	000043-R-0012	MONTHLY AGREEMENT	787.00	1,743.24
20260081			000131	TECH SUPPORT	165.00	
20260081			000132	COUNCIL MEETING	227.50	
20260081			000137	TECH SUPPORT	206.25	
20260081			000138	BATTERY & SPECIAL COUNCIL MTG	274.99	
20260081			000139	WEBSITE UPDATES	82.50	
20260082	2026-03-18	GUNDERSON, JENNIFER	27	CLEANING SERVICES - FEB 2026	180.00	180.00

Cheque Listing For Council

2026-Apr-13
12:13:50PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20260083	2026-03-18	HOPE 4 MVC KIDS	3	FCSS 2026 EXTERNAL FUNDING	70.00	70.00
20260084	2026-03-18	LOCAL GOVERNMENT ADMINISTRATION ASSOCIAT	05081	KAREN O'CONNOR - 2026 MEBERSH	288.75	288.75
20260085	2026-03-18	MCDONALD, SANDRA	SL-CRFCSS-006	FCSS GRIEF CIRCLE	180.00	180.00
20260086	2026-03-18	MESSER CANADA INC, 15687	2109927301	OXYGEN/ACETYLENE	54.09	54.09
20260087	2026-03-18	MOUNTAIN VIEW COUNTY	271779	2025 YEAR END FIRE REQ	30,913.29	30,913.29
20260088	2026-03-18	MOUNTAIN VIEW REGIONAL WASTE	0000054905	LANDFILL CHARGES - FEB 2026	713.00	713.00
20260089	2026-03-18	MOUNTAIN VIEW WATER LTD.	1014	MONTHLY CHARGES & EXTRA WOR	13,651.78	13,651.78
20260090	2026-03-18	MPE ENGINEERING LTD	2490-007-02-70	OPERATION & MAINTENANCE	793.28	32,052.83
20260090			2490-007-02-71	OPERATION & MAINTENANCE	854.70	
20260090			2490-019-00-06	INFRASTRUCTURE AUDIT	29,144.85	
20260090			2490-019-00-07	INFRASTRUCTURE AUDIT	1,260.00	
20260091	2026-03-18	MY OVERHEAD DOORS	002770VOC IN-C	SHOP DOOR REPAIRS	634.20	634.20
20260092	2026-03-18	NARAI, LETITIA	6	FCSS PAINT NIGHT	640.00	640.00
20260093	2026-03-18	OUR CAN CO., DIVISION OF BUCKWHEAT'S CONTR	21570	PORTABLE TOILET RENTAL	126.00	259.88
20260093			21573	PORTABLE TOILET CLEANING	133.88	
20260094	2026-03-18	SHRED-IT INTERNATIONAL ULC	81011200135	SHREDDING SERVICES	244.71	244.71
20260095	2026-03-18	STGP	5541	WEBSITE WORK	525.00	525.00
20260096	2026-03-18	THE VILLAGE OF CREMONA LIBRARY BOARD	26	FCSS 2026 EXTERNAL FUNDING	2,005.00	2,005.00
20260097	2026-03-18	TOLLIN, KRISTY	1	FCSS HEALTH RECORDS TRANSFER	100.00	100.00
20260098	2026-03-18	WORKERS' COMPENSATION BOARD	28804302	INSTALLMENT PMT - 2026	1,757.34	1,757.34
20260099	2026-03-18	ZONE 3 BUSINESS SOLUTIONS INC.	197859	COPIER USAGE	247.70	247.70
(EFT) 240	2026-03-06	RYAN, SANDRA A				
(EFT) 241	2026-03-06	O'CONNOR, KAREN M				
(EFT) 242	2026-03-06	VORNHOLT, MEGHAN E				
(EFT) 243	2026-03-06	STEVENS, DAN L				
(EFT) 244	2026-03-06	THOMPSON, JENNIE L				
(EFT) 245	2026-03-06	MARTIN, ERIC S				
(EFT) 246	2026-03-06	ABRAMS, LESLIE-ANN				
(EFT) 247	2026-03-06	LIU, WENTSIN				
(EFT) 248	2026-03-11	LOCAL AUTHORITIES PENSION PLAN	10999239-X3X1	EM# 450 PP# 4 2026	715.31	715.31
(EFT) 249	2026-03-18	LOCAL AUTHORITIES PENSION PLAN	11051553-P3S6	EM# 450 - PP# 5 -2026	717.46	717.46
(EFT) 250	2026-03-20	RYAN, SANDRA A				
(EFT) 251	2026-03-20	O'CONNOR, KAREN M				
(EFT) 252	2026-03-20	VORNHOLT, MEGHAN E				
(EFT) 253	2026-03-20	STEVENS, DAN L				
(EFT) 254	2026-03-24	ENVIRONMENTAL 360 SOLUTIONS (ALBERTA) LTD	0000426985	WASTE PICKUP - FEB 2026	2,375.37	2,375.37
(EFT) 255	2026-03-24	LOCAL AUTHORITIES PENSION PLAN	11105549-W9M8	EM# 450 - PP# 6 - 2026	715.31	715.31
(EFT) 256	2026-03-24	MOUNTAIN VIEW PUBLISHING INC.	MVP20418	ENVELOPES	425.25	425.25
(EFT) 257	2026-03-24	WILD ROSE ASSESSMENT SERVICE	10109	PROGREAS PMT - MARCH 2026	691.26	691.26

Total 121,688.72

*** End of Report ***



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
TAXES & REQUISITIONS					
1-00-00-111-00	Residential Property Taxes	(382,567.04)	(418,356.93)	(417,033.49)	(104,589.23)
1-00-00-112-00	Commercial Property Taxes	(85,194.58)	(88,232.54)	(88,232.58)	(22,058.13)
1-00-00-113-00	Industrial Property Taxes	0.00	0.00	0.00	0.00
1-00-00-114-00	Farmland Property Taxes	(425.72)	(354.49)	(354.48)	(88.62)
1-00-00-115-00	Linear Taxes	(15,638.36)	(15,629.56)	(16,408.36)	(3,907.39)
1-00-00-118-00	Designated Industrial Property	(81.94)	(86.63)	(86.63)	(21.66)
1-00-00-120-00	Alberta School Foundation Tax Levy	(138,278.82)	(151,431.68)	(151,431.68)	(37,857.92)
1-00-00-121-00	Seniors' Foundation Tax Levy	(19,949.26)	(20,327.18)	(20,327.18)	(5,081.79)
1-00-00-210-00	Grants In Lieu	(1,966.72)	(2,061.78)	(2,061.78)	(515.44)
1-00-00-122-00	AB Policing Levy	(19,581.30)	(22,350.86)	(22,350.86)	(5,587.71)
1-00-00-510-00	Penalties & Costs on Taxes	(5,260.33)	(6,500.00)	(15,172.30)	(1,625.00)
* TOTAL TAXES & REQUISITIONS		(668,944.07)	(725,331.65)	(733,459.34)	(181,332.91)
TAXES & REQUISITIONS EXP					
2-00-00-754-00	Designated Industrial Requisition	0.00	86.63	0.00	21.66
2-00-00-755-00	AB Policing Requisition	0.00	22,350.00	46,490.00	5,587.50
2-00-00-740-00	ASFF Requisition	138,288.99	151,416.36	151,416.36	37,854.09
2-00-00-753-00	MV Seniors's Housing Requisition	19,957.00	20,331.00	20,331.00	5,082.75
* TOTAL TAXES & REQUISITIONS EXP		158,245.99	194,183.99	218,237.36	48,546.00
** TOTAL TAX REVENUE FOR MUNICIPA		(510,698.08)	(531,147.66)	(515,221.98)	(132,786.91)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
COUNCILLOR EXPENSE					
2-11-00-146-00	Community Grants & Enhancements	5,000.00	500.00	0.00	125.00
2-11-00-170-00	Election Costs	4,409.33	2,500.00	1,772.56	625.00
2-11-00-220-00	Advertising	1,950.00	5,000.00	836.31	500.01
2-11-00-232-00	Legal Fees	6,251.81	2,000.00	2,920.48	500.00
2-11-00-270-00	Miscellaneous Costs & Services	3,622.74	1,250.00	656.14	312.50
2-11-00-540-00	Electricity - Council	1,092.92	1,250.00	791.98	312.50
2-11-00-543-00	Natural Gas - Council	1,259.17	1,500.00	874.87	375.00
2-11-00-560-00	Building Rental	0.00	0.00	0.00	0.00
2-11-01-100-00	Per Diems & Meetings - Cnc 1	1,940.00	1,000.00	675.00	250.00
2-11-01-140-00	Benefits Cnc 1	56.86	0.00	18.30	6.24
2-11-01-148-00	CONVENTN/COUN 1/PER DIEM	0.00	0.00	0.00	0.00
2-11-01-211-00	Travel & Subsistance - Cncl 1	0.00	0.00	0.00	37.50
2-11-00-225-00	Registrations & Memberships	2,136.07	2,500.00	2,024.31	625.00
2-11-00-230-00	Professional & Consulting Services	5,652.14	4,000.00	1,911.33	1,000.00
2-11-02-100-00	Per Diems & Meetings - Cnc 2	2,595.00	1,000.00	1,635.00	250.00
2-11-02-140-00	Benefits Cnc 2	104.82	0.00	73.29	6.24
2-11-02-211-00	Travel & Subsistence - Cncl 2	94.69	0.00	0.00	62.49
2-11-03-100-00	Per Diems & Meetings - Cnc 3	1,285.00	1,000.00	1,468.47	250.00
2-11-03-140-00	Benefits Cnc 3	31.50	0.00	70.45	0.00
2-11-03-148-00	CONVENTIONS/TRAINING-CNC 3	0.00	0.00	0.00	0.00
2-11-03-211-00	Travel & Subsistence - Cncl 3	0.00	0.00	0.00	50.01
2-11-04-100-00	Per Diems & Meetings - Cnc 4	1,285.00	1,000.00	1,035.00	250.00
2-11-04-140-00	Benefits Cnc 4	31.50	0.00	30.62	0.00
2-11-04-148-00	CONVENTION/COUN4/PER DIEM	0.00	0.00	0.00	0.00
2-11-04-211-00	Travel & Subsistence - Cncl 4	0.00	0.00	0.00	37.50
2-11-05-100-00	Per Diems & Meetings - Cnc 5	935.00	1,000.00	1,035.00	250.00
2-11-05-140-00	Benefits Cnc 5	22.92	0.00	30.62	0.00
2-11-05-148-00	CONVENTN/COUN 2/PER DIEM	0.00	0.00	0.00	0.00
2-11-05-211-00	Travel & Subsistence - Cncl 5	0.00	0.00	0.00	37.50
2-69-00-230-01	Prof. Services - Janitorial FCSS	165.00	500.00	0.00	125.00
2-69-00-510-01	Building General Supplies FCSS/Council	730.43	500.00	159.91	125.00
2-69-00-528-01	Building Repairs Main FCSS/Council	1,129.22	500.00	216.05	125.00
*P	TOTAL COUNCILLOR EXPENSE	41,781.12	27,000.00	18,235.69	6,237.49



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
ADMIN & GENERAL					
1-12-00-410-00	Tax Certificate & Information	(1,201.90)	(1,200.00)	(1,320.00)	(300.00)
1-12-00-155-00	Business License	(1,187.51)	(1,000.00)	(1,075.00)	(250.00)
1-12-00-510-00	Penalties & Costs on Accounts Receivable	0.00	0.00	0.00	0.00
1-12-00-550-00	Return on Investments	(105.02)	(100.00)	(90.85)	(25.00)
1-12-00-590-00	Other Revenue - Admin	(1,073.71)	(2,000.00)	(1,942.84)	(500.00)
1-12-00-591-00	Sales of Miscellaneous Goods & Services	0.00	0.00	0.00	0.00
1-12-00-840-00	Provincial Grant	0.00	(27,260.00)	(54,536.00)	(6,815.00)
* TOTAL ADMIN & GENERAL		(3,568.14)	(31,560.00)	(58,964.69)	(7,890.00)
ADMINISTRATION EXPENSE					
2-12-00-100-00	Salaries & Wages	48,078.73	46,000.00	46,152.90	14,000.01
2-12-00-140-00	Employee Benefits	6,898.83	6,000.00	6,447.10	1,824.99
2-12-00-148-00	Training & Development - Admin	0.00	250.00	1,012.50	62.50
2-12-00-150-00	Freight & Postage	106.77	200.00	1,113.96	50.00
2-12-00-220-00	Advertising	824.00	1,400.00	1,738.00	249.99
2-12-00-210-00	Licenses & Permits - Admin	0.00	25.00	0.00	6.25
2-12-00-211-00	Travel & Subsistence	0.00	250.00	27.46	62.50
2-12-00-217-00	Telephone, Internet & Security	14,646.48	10,000.00	12,698.85	2,500.00
2-12-00-224-00	Resource Materials/Supplies	0.00	0.00	0.00	0.00
2-12-00-225-00	Registrations & Memberships	404.00	500.00	496.00	125.00
2-12-00-230-00	Professional Services	16,264.45	18,000.00	8,706.22	2,000.01
2-12-00-231-00	Assessment Services	8,650.91	8,600.00	8,863.81	2,150.00
2-12-00-232-00	Legal Fees	10,769.51	25,000.00	26,563.15	6,250.00
2-12-00-233-00	Audit Fees	13,350.00	20,000.00	21,523.25	4,250.01
2-12-00-274-00	Insurance	26,440.00	16,000.00	30,900.00	4,000.00
2-12-00-510-00	General Office Supplies	3,075.23	7,000.00	3,279.72	750.00
2-12-00-511-00	Computer Supplies & Furnishings	134.95	0.00	1,728.48	0.00
2-12-00-515-00	TECHNOLOGY	17,778.79	2,000.00	15,872.12	500.00
2-12-00-519-00	Miscellaneous Supplies & Costs	0.00	0.00	0.00	0.00
2-12-00-525-00	Rentals & Leases	4,648.59	4,700.00	6,161.31	1,175.00
2-12-00-526-00	SHRED-IT	853.96	900.00	1,342.46	225.00
2-12-00-528-00	Equip -Repairs/Maint.-Admin	0.00	400.00	0.00	100.00
2-12-00-528-01	Building -Repairs/Maint.-Admin	0.00	500.00	0.00	125.00
2-12-00-543-00	Natural Gas	0.00	0.00	0.00	0.00
2-12-00-814-00	Service Charges & Interest	7,342.18	7,000.00	6,520.81	1,500.00
2-12-00-815-00	Penny Rounding	0.00	0.00	(0.03)	0.00
2-12-00-823-00	Loan Interest - LOC	0.00	200.00	0.00	50.00



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
2-12-00-915-00	Bad Debt - Accounts Receivable	0.00	0.00	0.00	0.00
2-12-00-915-01	Bad Debt - Property Taxes	0.00	0.00	0.00	0.00
2-12-00-995-00	Building Amortization - Admin	0.00	0.00	0.00	0.00
2-12-00-995-01	Office Equipment Amortization	0.00	0.00	0.00	0.00
2-69-00-528-00	Building Repairs Maint - Admin	1,059.03	0.00	240.00	0.00
2-69-00-230-00	Professional Services/Janitorial Admin	2,255.39	1,000.00	690.00	250.00
2-69-00-540-00	Electricity Admin	1,606.28	2,000.00	1,038.48	500.00
2-69-00-543-00	Natural Gas Admin	973.24	1,500.00	638.38	375.00
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*	TOTAL ADMINISTRATION EXPENSE	186,161.32	179,425.00	203,754.93	43,081.26
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**	NET ADMINISTRATION	224,374.30	174,865.00	163,025.93	41,428.75
 CAO EXPENSES					
2-12-01-100-00	Salaries & Wages - CAO	84,357.82	87,360.00	84,041.30	21,840.00
2-12-01-140-00	Employee Benefits - CAO	16,293.93	17,000.00	16,778.62	4,250.00
2-12-01-148-00	Training & Development - CAO	739.51	1,000.00	115.00	250.00
2-12-01-211-00	Travel & Subsistance - CAO	710.64	1,200.00	0.00	300.00
2-12-01-211-01	Accomodations - CAO	0.00	1,000.00	0.00	250.00
2-12-01-217-00	Telephone & Internet - CAO	0.00	0.00	0.00	0.00
2-12-01-223-00	Membership & Registrations-CAO	500.00	500.00	0.00	125.00
2-12-01-225-00	Conference Registrations - CAO	0.00	500.00	0.00	125.00
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*	TOTAL CAO EXPENSES	102,601.90	108,560.00	100,934.92	27,140.00
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***	TOTAL NET ADMIN & CAO	(183,721.88)	(247,722.66)	(251,261.13)	(64,218.16)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
FIRE REVENUE					
1-23-00-590-00	Revenue - Fire	(4,565.22)	(5,000.00)	0.00	(1,250.00)
*	TOTAL FIRE REVENUE	(4,565.22)	(5,000.00)	0.00	(1,250.00)
FIRE EXPENSES					
2-23-00-217-00	Telephone, Internet & Security	1,070.88	1,200.00	1,171.84	300.00
2-23-00-230-00	Professional Services	120.00	1,200.00	0.00	125.01
2-23-00-510-00	General Supplies	0.00	0.00	55.92	0.00
2-23-00-526-00	Equipment Purchases - Fire	31,039.56	8,356.00	0.00	1,250.01
2-23-00-528-01	Firehall Repairs & Maintenance	2,370.10	2,500.00	4,201.11	625.00
2-23-00-740-00	Fire Services Requisition	62,608.68	65,026.00	25,446.75	14,250.00
2-69-00-230-04	Prof. Services - Janitorial - Firehall	1,140.00	1,200.00	1,380.00	300.00
2-69-00-543-04	Natural Gas - Fire Hall	2,473.50	3,000.00	3,291.59	750.00
2-69-00-540-04	Electricity - Fire Hall	6,513.52	7,000.00	5,403.79	1,374.99
*	TOTAL FIRE EXPENSES	107,336.24	89,482.00	40,951.00	18,975.01
DISASTER SERVICES EXPENSE					
2-24-00-230-00	Professional Services - Disaster Serv.	0.00	35.00	0.00	0.00
*	TOTAL DISASTER SERVICES EXPENS	0.00	35.00	0.00	0.00
BYLAW & ENFORCEMENT					
1-26-00-420-00	Traffic Fines	0.00	(100.00)	(350.00)	(25.00)
1-26-00-450-00	Bylaw Fines	0.00	(100.00)	(100.00)	(25.00)
1-26-00-521-00	Dog License Fees	(125.00)	(150.00)	(135.00)	(37.50)
*	TOTAL BYLAW & ENFORCEMENT	(125.00)	(350.00)	(585.00)	(87.50)
BYLAW & ENFORCEMENT EXPENSE					
2-26-00-230-00	Professional Services - Bylaw	0.00	500.00	0.00	87.51
2-26-00-510-00	General Supplies	218.40	0.00	0.00	0.00
*	TOTAL BYLAW & ENFORCEMENT EXPE	218.40	500.00	0.00	87.51
**	NET BYLAW & ENFORCEMENT	102,864.42	84,667.00	40,366.00	17,725.02



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
PUBLIC WORKS					
1-31-00-254-00	Costs Recovered - Public Works	0.00	0.00	(6,350.85)	0.00
*	TOTAL PUBLIC WORKS	0.00	0.00	(6,350.85)	0.00
PUBLIC WORKS EXPENSE					
2-31-00-100-00	Salaries & Wages	36,296.39	40,000.00	27,982.65	7,500.00
2-31-00-140-00	Employee Benefits	6,006.12	8,500.00	5,157.47	1,299.99
2-31-00-148-00	Training & Development - Public Works	0.00	500.00	89.93	125.00
2-31-00-150-00	Freight & Postage	51.91	0.00	0.00	12.51
2-31-00-211-00	Travel & Subsistance	32.38	50.00	0.00	12.50
2-31-00-217-00	Telephone & Internet	340.26	5,000.00	278.21	62.49
2-31-00-223-00	Memberships & Registration	0.00	0.00	0.00	0.00
2-31-00-230-00	Professional Services	188.51	250.00	223.00	62.50
2-31-00-515-00	TECHNOLOGY	49.95	2,000.00	1,527.48	500.00
2-31-00-518-00	Protective Clothing, Etc.	700.77	750.00	105.75	187.50
2-31-00-521-00	Fuel Costs	2,368.36	3,500.00	3,190.55	750.00
2-31-00-528-00	Equipment - Repairs/Maintenance - PW	7,110.63	10,000.00	6,543.10	1,250.01
2-31-01-230-00	Professional Services - Shop	0.00	0.00	0.00	0.00
2-31-00-510-00	General Supplies	2,914.01	0.00	2,555.03	0.00
2-31-01-510-00	General Supplies - Shop	233.28	2,500.00	0.00	625.00
2-31-01-512-00	Shop Tools	2,938.97	3,000.00	1,872.09	750.00
2-31-01-528-00	Equip. Repairs & Maintenance - Shop	0.00	0.00	0.00	0.00
2-31-01-528-01	Building Repairs & Maintenance - Shop	0.00	4,500.00	0.00	1,125.00
2-69-00-528-02	Building Repairs & Main PW Shop	854.98	4,500.00	0.00	1,125.00
2-69-00-540-02	Electricity PW	14,851.26	15,000.00	16,438.80	3,750.00
2-69-00-543-02	Natural Gas PW Shop	6,906.98	7,000.00	5,480.23	1,374.99
*	TOTAL PUBLIC WORKS EXPENSE	81,844.76	107,050.00	71,444.29	20,512.49
**	NET PUBLIC WORKS	81,844.76	107,050.00	65,093.44	20,512.49



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
ROADWAYS EXPENSE					
2-32-00-100-00	SALARIES & WAGES	17,669.71	20,000.00	8,222.86	2,499.99
2-32-00-140-00	Employee Benefits	3,282.48	4,400.00	1,605.32	500.01
2-32-00-150-00	Freight & Postage	0.00	0.00	377.72	0.00
2-32-00-220-00	Advertising	0.00	200.00	0.00	0.00
2-32-00-230-00	Other Contracted Services - Streets	884.00	1,500.00	2,491.20	750.00
2-32-00-252-01	Snow Removal	3,215.00	4,000.00	9,250.38	1,000.00
2-32-00-510-00	General Supplies	2,773.55	500.00	1,950.23	249.99
2-32-00-514-00	Signage	4,748.63	1,000.00	2,715.17	125.01
2-32-00-520-00	Chemicals - Street	2,553.60	1,000.00	0.00	624.99
2-32-00-521-00	Fuel Costs - Roads	2,817.72	3,000.00	869.47	375.00
2-32-00-528-00	Repairs & Maintenance - Roads	51,199.16	45,000.00	25,101.19	8,750.01
2-32-00-540-00	Street Lights	19,185.08	20,000.00	19,689.09	4,500.00
2-32-00-831-00	Debenture-Interest	0.00	3,606.41	1,553.36	639.18
2-32-00-832-00	Debenture-Principle	0.00	61,849.35	31,174.52	15,724.77
2-32-01-512-00	SMALL TOOLS - ROADS	0.00	1,000.00	0.00	0.00
* TOTAL ROADWAYS EXPENSE		108,328.93	167,055.76	105,000.51	35,738.95



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
WATER REVENUE					
1-41-00-410-00	Basic Fees - Water	(68,397.82)	(70,000.00)	(62,728.30)	0.00
1-41-00-411-00	Water Consumption Fees	(70,372.88)	(70,000.00)	(49,908.15)	(31,250.01)
1-41-00-412-00	Bulk Water Sales	(97,773.16)	(50,000.00)	(59,269.13)	(16,250.01)
1-41-00-510-00	Utility Penalties	(7,643.04)	(5,000.00)	(7,112.26)	(1,625.01)
1-41-00-540-00	Franchise & Concess.	(49,978.94)	(40,000.00)	(60,191.56)	(15,000.00)
1-41-00-590-00	Other Revenue - Water	(1,148.44)	(1,100.00)	0.00	(275.00)
* TOTAL WATER		(295,314.28)	(236,100.00)	(239,209.40)	(64,400.03)
WATER EXPENSE					
2-41-00-100-00	Salaries & Wages	54,209.00	55,000.00	44,719.75	2,499.99
2-41-00-140-00	Employee Benefits	8,429.29	9,000.00	7,992.07	1,250.01
2-41-00-148-00	Training & Development - Water	251.38	1,500.00	726.86	375.00
2-41-00-150-00	Freight & Postage	4,681.36	5,000.00	3,834.18	750.00
2-41-00-211-00	Travel & Substantance	0.00	250.00	168.69	62.50
2-41-00-223-00	Memberships - Water	0.00	0.00	2,948.14	750.00
2-41-00-225-00	Conference Registrations	0.00	1,500.00	0.00	0.00
2-41-00-230-00	Professional Services	7,944.92	10,000.00	4,640.17	1,749.99
2-41-00-253-00	R & M - Infrastructure	21,441.28	50,000.00	44,072.32	12,500.00
2-41-00-274-00	INSURANCE	0.00	10,000.00	0.00	2,500.00
2-41-00-510-00	General Supplies	1,426.22	2,000.00	3,629.75	875.01
2-41-00-512-00	WATER TOOLS	2,459.08	500.00	0.00	62.49
2-41-00-515-00	Water Operator Support - MV Water	8,387.40	10,000.00	20,868.07	36,249.99
2-41-00-516-00	Water Meters	511.41	1,000.00	185.39	125.01
2-41-00-520-00	Chemicals - Water	2,227.65	3,500.00	1,762.41	624.99
2-41-00-528-00	Equipment - Repairs/Maintenance	7,701.25	14,000.00	7,437.05	1,250.01
2-41-00-528-01	Building - Repairs/Maintenance	0.00	1,000.00	0.00	250.00
2-41-00-528-03	BULK WATER STN REPAIRS	320.88	500.00	0.00	125.00
2-41-00-995-00	Engineered Structure - Amortization	0.00	0.00	0.00	0.00
2-41-00-995-01	Land/Improvement - Amortization	0.00	0.00	0.00	0.00
2-41-00-995-02	Water Equip & Meter - Amortization	0.00	0.00	0.00	0.00
2-69-00-540-03	Electricity Water	22,862.97	20,000.00	14,085.73	3,249.99
2-69-00-543-03	Natural Gas Water Wells	1,409.76	1,500.00	360.90	125.01
* TOTAL WATER EXPENSE		144,263.85	196,250.00	157,431.48	65,374.99
** NET WATER		(42,721.50)	127,205.76	23,222.59	36,713.91



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
SANITARY REVENUE					
1-42-00-410-00	Basic Fees - Sewer	(22,342.68)	(22,656.00)	(22,418.04)	0.00
1-42-00-411-00	Sewer Consumption Fees	(35,180.50)	(66,323.10)	(77,029.80)	(16,580.77)
1-42-00-540-00	Franchise & Concess.	(16,409.46)	(16,000.00)	(15,047.77)	(4,000.00)
* TOTAL SANITARY		(73,932.64)	(104,979.10)	(114,495.61)	(20,580.77)
SANITARY EXPENSE					
2-42-00-100-00	Salaries & Wages	3,025.75	5,000.00	4,812.00	1,250.00
2-42-00-140-00	Employee Benefits	631.17	700.00	906.06	249.99
2-42-00-230-00	Professional Services - Sewer	0.00	2,000.00	0.00	5,000.01
2-42-00-253-00	R & M - Infrastructure	30,901.36	40,000.00	9,867.50	5,483.94
2-42-00-270-00	Lab Testing	133.01	250.00	296.50	62.50
2-42-00-510-00	General Supplies	35.76	500.00	0.00	125.00
2-42-00-520-00	Chemicals - Sewer	0.00	1,200.00	2,410.00	624.99
2-42-00-523-00	Sewer Flushing	0.00	15,000.00	1,450.00	1,250.01
2-42-00-528-00	Equipment- Repairs & Maint. Sewer	6,076.49	5,000.00	4,673.73	1,250.00
2-42-01-528-00	Equipment - Repairs/Maint. - Storm Water	0.00	1,000.00	0.00	250.00
* TOTAL SANITARY EXPENSE		40,803.54	70,650.00	24,415.79	15,546.44
** NET WASTEWATER		(33,129.10)	(34,329.10)	(90,079.82)	(5,034.33)
GARBAGE REVENUE					
1-43-00-410-00	Solid Waste Collection Fee	(56,663.82)	(61,800.00)	(63,328.36)	(15,975.00)
* TOTAL GARBAGE		(56,663.82)	(61,800.00)	(63,328.36)	(15,975.00)
GARBAGE EXPENSE					
2-43-00-230-00	Other Contracted Services - Garbage	0.00	0.00	0.00	0.00
2-43-00-241-00	Solid Waste Disposal	44,154.20	45,000.00	47,940.45	11,250.00
2-43-00-510-00	General Supplies	246.15	250.00	0.00	62.50
2-43-00-850-00	Waste Commission Grant	5,008.04	10,000.00	4,623.48	1,250.01
* TOTAL GARBAGE EXPENSE		49,408.39	55,250.00	52,563.93	12,562.51
** NET WASTE		(7,255.43)	(6,550.00)	(10,764.43)	(3,412.49)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
FCSS REVENUE					
1-51-00-840-00	Grant - Prov. - FCSS	(13,878.41)	(13,878.41)	(13,478.41)	(3,249.99)
1-51-00-850-00	Grant - Local Govt. - FCSS	(47,808.00)	(47,808.00)	(48,446.54)	(12,000.00)
1-51-00-850-01	MVC Wage Grant	(10,000.00)	(10,000.00)	(10,000.00)	(2,500.00)
1-51-00-850-02	Village of Cremona 20% Grant	0.00	(3,442.00)	(3,442.00)	(985.50)
* TOTAL FCSS		(71,686.41)	(75,128.41)	(75,366.95)	(18,735.49)
FCSS EXPENSE					
2-51-00-100-00	Salaries & Wages	39,647.61	43,680.00	44,355.00	11,176.62
2-51-00-140-00	Employee Benefits	7,483.52	8,000.00	9,227.46	2,000.00
2-51-00-148-00	Training & Development - FCSS	309.35	250.00	174.00	0.00
2-51-00-150-00	Freight & Postage	67.70	50.00	38.86	0.00
2-51-00-211-00	Travel & Subsistance	1,881.79	2,500.00	2,172.32	249.99
2-51-00-217-00	Telephone & Internet	1,896.54	1,500.00	1,216.78	225.00
2-51-00-220-00	Advertising	730.52	250.00	250.00	0.00
2-51-00-223-00	Memberships - FCSS	114.00	114.00	114.00	28.50
2-51-00-225-00	Conference Registrations	670.00	800.00	495.00	0.00
2-51-00-230-00	Professional Services	3,713.10	2,000.00	390.00	125.01
2-51-00-231-00	Janitorial	0.00	250.00	240.00	62.50
2-51-00-400-00	Community Programs	3,496.64	1,000.00	636.11	200.01
2-51-00-410-00	Adult Programs	873.99	1,000.00	584.45	200.01
2-51-00-411-00	Children-Youth Programs	2,847.64	1,500.00	344.47	162.51
2-51-00-412-00	Family Programs	2,287.71	1,200.00	517.03	249.99
2-51-00-414-00	Local Grants (External Funding)	8,700.00	7,625.00	6,625.00	1,897.50
2-51-00-419-00	Volunteers	1,500.00	500.00	1,005.00	150.00
2-51-00-510-00	General Supplies	409.13	750.00	676.37	200.01
2-51-00-560-00	COPIER LEASE	3,758.01	3,150.00	4,511.48	500.01
2-51-00-990-05	Community Newsletter	846.98	1,000.00	1,186.29	125.01
2-69-00-540-01	Electricity FCSS	1,092.92	1,250.00	1,042.21	275.01
2-69-00-543-01	Natural Gas FCSS	1,259.17	1,300.00	1,494.06	350.01
* TOTAL FCSS EXPENSE		83,586.32	79,669.00	77,295.89	18,177.69
** NET FCSS		11,899.91	4,540.59	1,928.94	(557.80)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
FOOD PANTRY					
1-51-00-990-15	FCSS FOOD PANTRY	(2,362.35)	0.00	(1,015.70)	(125.01)
2-51-00-990-15	FOOD PANTRY	339.24	0.00	789.13	125.01
*	TOTAL FOOD PANTRY	(2,023.11)	0.00	(226.57)	0.00
FOOD PANTRY EXPENSE					
2-51-00-990-14	Adult Programs	0.00	0.00	0.00	0.00
*	TOTAL FOOD PANTRY EXPENSE	0.00	0.00	0.00	0.00
**P	SURPLUS /DEFICIT	(2,023.11)	0.00	(226.57)	0.00
YEAR GRANT REVENUE					
1-51-00-990-01	Donations/Fees - Summer Fun	(8,153.35)	0.00	(7,149.50)	0.00
1-51-00-990-07	MVC Grant - Health Funding - First Aid	(1,593.75)	0.00	(1,710.00)	0.00
1-51-00-990-08	MVC Grant - TPT Grant	(4,100.00)	0.00	(2,500.00)	0.00
1-51-00-990-18	FCSS CMHA Mental Health Grant	0.00	0.00	(11,992.99)	0.00
*	TOTAL YEAR GRANT REVENUE	(13,847.10)	0.00	(23,352.49)	0.00
**	TOTAL REVENUE	(13,847.10)	0.00	(23,352.49)	0.00
YEAR GRANT EXPENSE					
2-51-00-990-01	Summer Fun Program	7,535.79	0.00	6,723.41	0.00
2-51-00-990-07	Health Funding Expense - First Aid	1,770.47	0.00	1,710.00	0.00
2-51-00-990-08	TPT Funding Expense - Senior's Trip	3,283.98	0.00	2,450.00	0.00
2-51-00-990-18	CMHA Mental Health Grant	0.00	0.00	9,262.70	0.00
*	TOTAL YEAR GRANT EXPENSE	12,590.24	0.00	20,146.11	0.00
**	TOTALS	12,590.24	0.00	20,146.11	0.00
SENIOR PROGRAMS					
1-51-00-413-00	Senior's Programs	(2,835.00)	0.00	(6,520.00)	0.00
2-51-00-413-00	Seniors' Programs	2,250.52	2,500.00	8,819.10	500.01
*	TOTAL SENIOR PROGRAMS	(584.48)	2,500.00	2,299.10	500.01



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
CEMETERY REVENUE					
1-56-00-850-00	Grant - Local Govt. - Cemetery	(1,500.00)	(1,500.00)	(1,500.00)	(375.00)
1-56-00-410-00	Plot - Cemetery	(2,067.50)	(1,500.00)	(700.00)	(249.99)
1-56-00-411-00	Perpetual Care - Cemetery	(1,250.00)	(2,000.00)	(1,050.00)	(249.99)
1-56-00-412-00	Opening & Closing - Cemetery	(1,225.00)	(1,000.00)	(1,600.00)	(250.00)
* TOTAL CEMETERY		(6,042.50)	(6,000.00)	(4,850.00)	(1,124.98)
CEMETERY EXPENSE					
2-56-00-100-00	Salaries & Wages	3,686.69	5,000.00	3,363.90	875.01
2-56-00-140-00	Employee Benefits	531.69	850.00	547.99	212.50
2-56-00-148-00	Training & Development - Cemetery	0.00	0.00	0.00	0.00
2-56-00-230-00	Professional Services - Cemetery	1,950.00	1,000.00	1,300.00	375.00
2-56-00-510-00	General Supplies	116.42	5,000.00	0.00	249.99
2-56-00-528-00	Repairs & Maintenance - Cemetery	1,239.98	1,500.00	0.00	375.00
* TOTAL CEMETERY EXPENSE		7,524.78	13,350.00	5,211.89	2,087.50
PLAN & DEVELOPMENT REVENUE					
1-61-00-410-00	Building Permits	(620.82)	(750.00)	(417.09)	(187.50)
1-61-00-419-00	Compliance Certificates	(500.00)	(500.00)	(300.00)	(125.00)
1-61-00-520-00	Development Permits	(500.00)	(500.00)	(350.00)	(125.00)
1-61-00-521-00	Subdivision Fees	0.00	0.00	0.00	2,562.51
1-61-00-522-00	Zoning - Re-Zoning Fees	0.00	(50.00)	0.00	(12.50)
1-61-00-523-00	Encroachment & Waiver Fees	0.00	0.00	0.00	0.00
1-61-00-595-00	Appeal Fees	0.00	0.00	0.00	0.00
1-61-00-590-00	Land Sales	(41,935.85)	0.00	0.00	0.00
* TOTAL PLANNING & DEVELOPMENT		(43,556.67)	(1,800.00)	(1,067.09)	2,112.51
PLAN & DEVELOPMENT EXPENSE					
2-61-00-230-00	Professional Services	5,900.00	10,000.00	0.00	2,500.00
2-61-00-233-00	Land Title Changes	40.00	150.00	10.10	37.50
2-61-00-148-00	Training - Planning	0.00	250.00	0.00	0.00
2-61-00-220-00	Advertising	0.00	840.00	0.00	62.49
* TOTAL PLANNING & DEVELOPMENT E		5,940.00	11,240.00	10.10	2,599.99
** NET PLANNING & DEVELOPMENT		(36,718.87)	19,290.00	1,604.00	6,175.03



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
CULTURE & RECR. REVENUE					
1-71-00-990-02	Donation - Cremona Days	(9,550.00)	(13,780.00)	(7,267.00)	(1,749.99)
1-71-00-990-08	Donation/Fees - WinterFest	150.10	0.00	(40.00)	0.00
*	TOTAL CULTURE & RECREATION	(9,399.90)	(13,780.00)	(7,307.00)	(1,749.99)
CULTURE & RECR. EXPENSE					
2-71-00-990-02	Cremona Days	5,358.10	5,000.00	9,823.82	1,749.99
2-71-00-990-08	WinterFest	1,841.05	0.00	40.00	0.00
*	TOTAL CULTURE & RECREATION EXP	7,199.15	5,000.00	9,863.82	1,749.99
**	NET CULTURE & REC	(2,200.75)	(8,780.00)	2,556.82	0.00
PARKS & RECR. REV					
1-71-00-830-00	Grant - Recreation - Federal	0.00	(2,610.00)	0.00	(5,000.01)
1-71-00-990-00	Donation - Recreation	0.00	(1,000.00)	0.00	(1,250.01)
1-71-00-850-00	Grant - Local Govt -Recreation	0.00	0.00	0.00	0.00
1-71-00-990-01	Donation - Playground	0.00	0.00	0.00	(5,225.01)
*	TOTAL PARKS & RECREATION	0.00	(3,610.00)	0.00	(11,475.03)
PARKS & RECREATION EXPENSE					
2-72-00-100-00	SALARIES & WAGES	12,918.08	15,000.00	9,365.88	2,499.99
2-72-00-140-00	Employee Benefits	1,752.95	2,300.00	1,449.81	375.00
2-72-00-521-00	Fuel Costs - Parks	883.15	1,500.00	612.70	187.50
2-72-01-512-00	Parks - Small Tools	0.00	0.00	640.00	0.00
2-72-00-230-00	Other Contracted Services	5,459.48	5,500.00	4,530.00	1,125.00
2-72-00-510-00	General Supplies	1,781.93	2,000.00	1,769.81	375.00
2-72-00-513-00	Beautification - Parks	327.99	5,000.00	0.00	500.01
2-72-00-528-00	Equipment Repairs & Maint. - Park	2,755.09	3,000.00	4,626.01	500.01
2-72-00-528-01	Playground Repairs & Maint.	0.00	0.00	0.00	0.00
2-72-00-148-00	Training & Development - Parks	0.00	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION EXPEN	25,878.67	34,300.00	22,994.21	5,562.51
**	NET PARK & REC	25,878.67	30,690.00	22,994.21	(5,912.52)



VILLAGE OF CREMONA

REVENUE & EXPENSE OPERATING

General Ledger	Description	2024 Actual	2025 Budget	2025 Actual	2026 YTD Budget
LIBRARY					
1-74-00-590-00	Other Revenue - Library	0.00	(8,497.60)	0.00	0.00
1-74-00-850-00	Grants - Local Govt - Library	(35,861.00)	(36,757.53)	(36,757.53)	0.00
1-74-00-254-01	LIB COST RECOVERY - ELECTRICITY	(729.74)	(3,700.00)	(1,173.44)	(249.99)
1-74-00-254-02	LIB COST RECOVERY - GAS	(425.34)	(1,700.00)	(722.52)	(249.99)
1-74-00-254-03	LIB COST RECOVERY - TELEPHONE	(1,049.70)	(900.00)	(839.76)	0.00
*	TOTAL LIBRARY	(38,065.78)	(51,555.13)	(39,493.25)	(499.98)
LIBRARY EXPENSE					
2-74-00-850-01	Parkland Regional Library	4,149.36	4,501.32	4,286.97	1,091.40
2-74-00-217-00	Library Office Phone	676.47	0.00	529.95	0.00
2-69-00-540-05	Electricity - Library	2,535.21	3,700.00	900.86	249.99
2-69-00-543-05	Natural Gas - Library	931.63	1,700.00	548.44	249.99
2-74-00-274-00	Insurance Library	0.00	850.00	0.00	0.00
2-74-00-528-00	Repairs & Maintenance - Library	0.00	250.00	0.00	62.50
2-74-00-850-00	Cremona Library	44,358.60	36,757.53	44,791.03	0.00
2-74-00-850-02	CREMONA LIBRARY -VILLAGE ALLOCATION	0.00	15,350.00	8,710.04	624.99
*	TOTAL LIBRARY EXPENSE	52,651.27	63,108.85	59,767.29	2,278.87
**	SURPLUS / DEFESET	14,585.49	11,553.72	20,274.04	1,778.89

*** End of Report ***

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 9 b)

TITLE: Reports – CAO Monthly Reports, PW Reports, Water Operator Reports

ORIGINATED BY: Karen O'Connor, CAO

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

BACKGROUND / PROPOSAL:

Each month, the CAO will provide an update on key developments within the Village. Highlighted notes from each department are outlined below in point form.

Public Works will provide the CAO with a monthly activity report

Water Operator will provide the CAO with a monthly summary report

Cremona Water Operators, Mountain View Water will not be able to attend a council meeting but will answer any questions that Council has for them. If Council has any questions regarding the report, please give them to the CAO and she will get them to Mountain View Water.

Administration:

- My monthly meeting with FCSS Coordinator
- Council Agenda packages and minutes- March 3 & 17, Meeting
- Completed Yearend LAPP reporting
- Working on capital budget
- Worked on insurance policy, Removed & added several items
- Supplied several documents for the village's auditor
- MPE discussions with the Building Auditor & site visit
-

Events and Meetings Attended:

- Meeting with Fire Chief
- Held meetings with three (3) land Developers

Planning & Development:

- Corresponded with Chris at Urban Systems
- Corresponded with Ross from Municipal Affairs
- Corresp. with new Planners for the village with meetings
-

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accepts the CAO March activity report as information only.

AND

MOTION THAT Councillor _____ accepts the PW & Water Operators March activity / summary reports as information only.

INTLS: CAO: KO

CAO Performance Evaluation: MANAGEMENT AND LEADERSHIP EFFECTIVENESS

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide comments or examples to illustrate the rating.

- 0 - Don't Know
1 - Falls short of requirements
Rating from 0 - 4: 2 - Meets requirements
3 - Performing beyond requirements
4 - Exceptional

1. Leadership style fits the Municipality's needs. Rating:

2. Obtains and allocates resources consistent with strategic objectives. Rating:

3. Demonstrates a good understanding of the major issues facing the Council and the Municipality. Rating:

4. Exercises good judgment in dealing with major issues. Rating:

5. Demonstrates consistent values of high ethical awareness, honesty, fairness and courage. Rating:

6. Demonstrates a clear understanding of the local, regional, provincial and national and global issues impacting the Municipality. Rating:

7. Provides positive leadership to staff and elected officials. Rating:

8. Identifies, assesses and manages the principal risks to the Municipality. Rating:

CATEGORY TOTAL **0**

CAO Performance Evaluation: RELATIONSHIP WITH COUNCIL

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide comments or examples to illustrate the rating.

- 0 - Don't Know
1 - Falls short of requirements
Rating from 0 - 4: 2 - Meets requirements
3 - Performing beyond requirements
4 - Exceptional

1. Presents matters to Council within appropriate timelines. Rating:

2. Acts on Council resolutions/motions and direction in a timely manner. Rating:

3. Facilitates Council's governance, decision-making and committee work. Rating:

4. Facilitates the orientation and training of Councillors. Rating:

5. Keeps Council fully informed on all important aspects of the status and development of the Municipality. Rating:

6. Respects the division of authority between Council and the CAO. Rating:

7. Maintains a positive working relationship with the Mayor and Councillors. Rating:

CATEGORY TOTAL 0

CAO Performance Evaluation: RELATIONSHIP WITH STAFF

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide

- 0 - Don't Know
1 - Falls short of requirements
Rating from 0 - 4: 2 - Meets requirements
3 - Performing beyond requirements
4 - Exceptional

1. Actively supports and encourages professional development among the staff. Rating:

2. Effectively attracts, retains, motivates and leads a team capable of achieving municipal Rating:

3. Ensures staff succession, including long-term development of candidates for the CAO Rating:

4. Promotes a clear understanding of roles between staff and elected officials. Rating:

5. Ensures an effective participative process of strategic planning to achieve the vision and Rating:

6. Ensures staff are involved in a meaningful way with decision making. Rating:

7. Effectively communicates Council's decisions to staff. Rating:

CATEGORY TOTAL

0

CAO Performance Evaluation: RELATIONSHIP WITH THE PUBLIC AND MEDIA

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide

- 0 - Don't Know
- 1 - Falls short of requirements
- Rating from 0 - 4: 2 - Meets requirements
- 3 - Performing beyond requirements
- 4 - Exceptional

1. Serves as chief administrative spokesperson, communicating effectively with all Rating:

2. Appropriately represents Council's direction. Rating:

3. Appropriately represents the Municipality and Council in the community. Rating:

4. Appropriately represents the Municipality and Council outside of the community. Rating:

5. Ensure that the public perceive the Council and the Municipality in a positive light. Rating:

6. Ensure that the Municipality maintains appropriate public engagement. Rating:

CATEGORY TOTAL **0**

CAO Performance Evaluation: OBJECTIVES AND ACCOMPLISHMENTS

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide

- 0 - Don't Know**
1 - Falls short of requirements
Rating from 0 - 4: 2 - Meets requirements
3 - Performing beyond requirements
4 - Exceptional

1. Leads the operations of the Municipality and communicates a clear plan that reflects Rating:

2. Establishes objectives, operating, and financial plans for the Municipality that meet the Rating:

3. Continuously monitors and evaluates objectives and plans to ensure they are being Rating:

4. Ensures the Municipality meets or exceeds the financial and operating performance Rating:

5. Reviews and where appropriate, adjusts the long term strategies and objectives of the Rating:

6. Effectively manages both the short and long term growth of the Municipality in a Rating: 0

CATEGORY TOTAL **0**

EVALUATION TOTAL **0**

OBJECTIVES

This should be developed by the CAO and reviewed by the Mayor and Council

Key Objectives	Results

Overall impression of performance and results achieved.

CAO Performance Evaluation: COMMENTS

Rate each of the following according to your perception of the performance of the CAO in the past year. Please provide

- Rating from 0 - 4:
- 0 - Don't Know
 - 1 - Falls short of requirements
 - 2 - Meets requirements
 - 3 - Performing beyond requirements
 - 4 - Exceptional

1. What are the CAO's greatest strengths?

2. What are the things that you have most appreciated that the CAO has accomplished so far this year?

3. What are specific areas where the CAO needs to turn his/her attention in the coming year?

4. Are there any specific training opportunities that the CAO should be utilizing?

Signature of CAO (this indicates only that this appraisal has been discussed with you, not that you agree with the ratings).

_____	_____
Mayor or Deputy Mayor	CAO
_____	_____
Date	Date

VILLAGE OF CREMONA CAO PERFORMANCE REVIEW

Name:	Start Date:	Last Review:
--------------	--------------------	---------------------

The Village of Cremona Chief Administrative Officer is evaluated on the various roles necessary to manage the affairs of the Village of Cremona within the mandates of the Municipal Government Act and the Village of Cremona Council.

E=Cannot Evaluate 1=Unsatisfactory 2=Needs Improvement 3=Meets Standard 4=Exceeds Standard 5=Outstanding

1.0 RELATIONSHIP WITH Village Council	E	1	2	3	4	5
1.1 Understands the Council's mandate and responsibilities in relation to that of the CAO.						
1.2 Keeps council adequately informed about the Village's Operations.						
1.3 Provides leadership in the development of Council policy and regulations relating to Municipal Government requirements.						
1.4 Ensures that Council receives adequate reports and materials on which to base decisions, including agendas for meetings.						
1.5 Provides good advice, appropriate recommendations, and presents views in a clear, professional, and concise manner to Council.						
1.6 Responds promptly to requests from the Council for specific action.						
1.7 Presents and implements Council policy in a fair and consistent manner to the public and staff.						
1.8 Ensures that Council is involved in establishing annual plans and objectives for the Village's Programs						
1.9 Displays public respect for the role of elected officials and recognition of the local sensitivity of issues.						
Areas of Strength:						
Areas in Need of Improvement:						

2.0 ORGANIZATIONAL PLANNING	E	1	2	3	4	5
2.1 Provides for the development and implementation of short and long range plans.						
2.2 Ensures that the organizational structure facilitates effective operations.						
2.3 Provides for the development and prioritization of goals by Council.						
2.4 Monitors and evaluates planning within the Village's Programs.						
2.5 Ensures that plans are implemented.						
Areas of Strength:						
Areas in Need of Improvement:						

E=Cannot Evaluate 1=Unsatisfactory 2=Needs Improvement 3=Meets Standard 4=Exceeds Standard 5=Outstanding

3.0 COMMUNITY & PUBLIC RELATIONS	E	1	2	3	4	5
3.1 Deals effectively with the media when required to do so.						
3.2 Provides information and responds to the concerns of the community. Speaks effectively in public and at Council meetings.						
3.3 Develops liaisons and Partnerships to further the Village's relationships with other municipalities to facilitate financial and ethical support.						
3.4 Maintains effective liaison with Alberta's Municipal Government Department and other government and community agencies.						
3.5 Facilitates the functions of volunteer boards, committees, and agencies.						
Areas of Strength:						
Areas in Need of Improvement:						

4.0 BUSINESS & FISCAL MANAGEMENT	E	1	2	3	4	5
4.1 Maintains a working knowledge of budgets, grants and fiscal reporting.						
4.2 Ensures that the various departments within the Village function effectively, consistent with resources.						
4.3 Provides Council with adequate reporting on the financial statutes of the Village Programs.						
4.4 Effectively manages the financial operations of the Village of Cremona to ensure adherence to the budget.						
4.5 Provides for the preparation of budget materials, and the budget documents, in a format acceptable to Council.						
4.6 Appropriately involves the Village staff and Council in establishing budget priorities.						
4.7 Manages within financial, physical and human constraints.						
4.8 Ensures that bylaws and Council resolutions are effectively enforced.						
Areas of Strength:						
Areas in Need of Improvement:						

E=Cannot Evaluate 1=Unsatisfactory 2=Needs Improvement 3=Meets Standard 4=Exceeds Standard 5=Outstanding

5.0 ADMINISTRATIVE SKILLS		E	1	2	3	4	5
5.1	General Leadership Ability - approachable, responsive, and able to unite staff and Council in pursuit of established goals.						
5.2	Communication - able to communicate effectively with staff, Council and the community, both verbally and in writing.						
5.3	Organizational Skills - able to develop and implement plans and mobilize physical and human resources to achieve objectives.						
5.4	Decision Making - able to make effective decisions under pressure or in difficult situations.						
5.5	Planning – able to analyze the needs of the Village, set priorities, and develop short and long range plans for action.						
5.6	Human Relations - able to work effectively with people.						
5.7	Conflict Management - able to analyze opposing points of view and assist parties to arrive at a consensus or creative alternatives.						
5.8	Motivational Skills - able to engender enthusiasm or ownership in an idea or goal.						
5.9	Problem Solving - able to deal with extraordinary or unexpected problems or situations.						
5.10	Commitment - demonstrates energy, time and effort to fulfilling role.						
Areas of Strength:							
Areas in Need of Improvement:							

Overall Comments:

Personal/Professional Development:

RECOMMENDATION:

Chief Administrative Officer's Signature:	Date:
Mayor's Signature:	Date:



Karen O'Connor

Chief Administrative Officer

Village of Cremona

205 1 St E Cremona, AB T0M 0B9

koconnor@cremona.ca

March 5, 2026

RE: February 2026 Monthly Operations Summary - Village of Cremona

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

Control Valve Solenoid Failure (Plant) - High (parts ordered due to severity Feb 27 2026)

- Air control solenoid valves have started to leak. These solenoid valves control the valving inside the plant. A complete failure would potentially shut down the treatment process. As there are numerous valves within the facility, a spare will also be kept on-site.

Chlorine Scale - High - PROJECT APPROVED Jan 5 2026 (On Order anticipated delivery 2 weeks)

- The chlorine scale that measures the volume of available chlorine for water disinfection is no longer functioning as is beyond repair. The SCADA alarm for this was found to be disabled. This scale is required to meet compliance and is essential in measuring the dosed volumes of chemicals. The lowest quote received for replacement is \$2,141.95.

Fire Hydrant Flushing - Moderate

- Flushing of the system twice a year is essential in removing deposits from the distribution system and keeping ample available free chlorine and low turbidity to preserve water quality. Will quote this project in May-June

Raw Water Inlet Valve (FCV 210) - Moderate

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



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

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

Door Entry Alarms - Treatment Plant and Well Pump House - Low

- MPE Engineering is looking into a way to utilize these sensors, as their current configuration is not useful.

Pressure Differential in Bio Filter A - Low

- The pressure differential for Bio Filter A is abnormally high, which is an indication of the filter performance and useful state. This is under review to establish a repair plan

Reservoir Inspection - Low

- The last noted reservoir inspection was three (3) years ago. Alberta Environment and Protected Areas recommends inspection every two (2) years.

Leaking Distribution Header Union (Distribution Pump House) - Low

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

Leaking Backwash Water "T" Union/Valve - Low

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

Pest Control (Well Pump House) - Low

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



Completed Repairs/Maintenance:

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

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

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

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

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

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

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

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

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

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

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

- The valve actuator for a control valve on "Manganese Filter A" is leaking air and oil. The system can currently compensate for the loss of air, although it puts additional strain on the compressors for the facility. If maintenance is not performed, the leak could go past the working capacity of the compressors or lead to valve failure. This leak has resulted in a failure of operation of the valve. Summit has completed the repair.

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

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

-

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

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



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

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

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

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

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

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

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

- Higher than normal morning flows indicated a leak/break in the distribution system. Leak detection equipment and crew were deployed to site and the leak was found on Center Street and 2nd Avenue. While 4 residents experienced lower than normal pressures during the repair, no service interruptions were experienced throughout the investigation and repair.

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

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

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

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

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

Thank you,
Mountain View Water Ltd.



REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 10

TITLE: Minutes – Boards, Committees, Commissions

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

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

Attached to this Request for Review (RFR) are items that Council may wish to address through a formal resolution.

Otherwise, the information is provided for acceptance only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see the attached minutes for review and information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

That the Council accepts the minutes of:

Mayor Lamb

- MVSH Board Key Messages March 20, 2026
- MVSH 2025 Audited Financial Statement
-

Deputy Mayor Liu

- 2026

Councillor Abrams

- 2026

Councillor Martin

Councillor Thompson

MOTION THAT Councillor _____ accepts the Minutes, Reports, Committees, and Commissions as information only.

INTLS: CAO: KO



ADMINISTRATION OFFICE

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

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

F: 587-796-0773

BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of March 19, 2026.

Key Messages

- The Board held their regular meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-3:00 pm.
- The Board was pleased with the overall audit outcome and summary with special thanks to RSM Canada LLP and MVSH finance for all the hard work.
- The Board was appreciative of the budget support from the Government of Alberta, Alberta Social Housing Corporation for the increase in funding to local housing programs.
- The Board appreciates the continued enhancement of the Lodge Assistance Program funding as well as additional support for the Rent Assistance Benefit program.
- The Board is happy to know that ongoing collaborative work with operators and the Ministry team continues to happen in support of the recommendations from the Lodge Review.
- The Board is excited to host its annual Board strategic planning retreat in April at the Heritage Centre in Cremona, Alberta.

Next MVSH Board Meetings

The annual Board strategic planning retreat will be held on Thursday April 23, 2026 starting at 9:00 AM in the Heritage Centre in Cremona, Alberta.

The next regular Board meeting will be held on Thursday, June 25, 2026 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

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

MOUNTAIN VIEW SENIORS' HOUSING
Financial Statements
Year Ended December 31, 2025

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Mountain View Seniors' Housing

Opinion

We have audited the financial statements of Mountain View Seniors' Housing (the management body), which comprise the statement of financial position as at December 31, 2025, the statement of operations, changes in net assets and cash flows for the year ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the management body as at December 31, 2025, and the results of its operations and cash flows for the year then ended December 31, 2025 in accordance with Canadian public sector accounting standards (PSAS) Government Not-for-Profit Organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the management body in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

The budgeted amounts included in the statement of operations for the year ended December 31, 2025 are unaudited.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the management body's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the management body or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the management body's financial reporting process.

(continues)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the management body's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the management body's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the management body to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta
March 20, 2026

Chartered Professional Accountants

Mountain View Seniors' Housing
Statement of Financial Position
As at December 31, 2025

	Lodges & Life Lease/Lifestyle	Housing	2025	2024
ASSETS				
Current assets				
Cash and cash equivalents	1,073,987	(51,903)	1,022,084	529,390
Accounts receivable	242	87,234	87,476	62,576
Prepaid expenses	127,967	55,659	183,626	175,244
Due from Mountain View Seniors' Housing Foundation (Note 16)	34,312	-	34,312	8,541
Goods and services taxes recoverable	68,002	32,006	100,008	88,802
	<u>1,304,510</u>	<u>122,996</u>	<u>1,427,506</u>	<u>864,553</u>
Restricted cash (Note 3)	742,220	3,028,514	3,770,734	3,280,814
Security deposit (Note 4)	10,875	-	10,875	10,875
Cash for resident security deposits (Note 5)	316,583	87,606	404,189	400,453
Investments (Note 6)	69,513	-	69,513	66,679
Tangible capital assets (Note 7)	47,952,453	9,037,120	56,989,573	58,915,957
	<u>50,396,154</u>	<u>12,276,236</u>	<u>62,672,390</u>	<u>63,539,331</u>
LIABILITIES				
Current liabilities				
Bank indebtedness (Note 9)	-	-	-	123,696
Accounts payable and accruals	503,589	124,464	628,053	464,233
Accrued payroll liabilities	272,842	-	272,842	204,196
Deferred revenue (Note 8)	-	-	-	43,258
Current portion of long-term debt (Note 9)	1,435,182	-	1,435,182	1,894,564
	<u>2,211,613</u>	<u>124,464</u>	<u>2,336,077</u>	<u>2,729,947</u>
Resident security deposits (Note 5)	317,332	87,606	404,938	399,774
Life Lease fees (Note 10)	479,090	-	479,090	1,153,320
Restricted operating reserve fund (Note 11)	-	1,571,685	1,571,685	1,291,710
Deferred operating reserve fund (Note 11)	-	222,021	222,021	130,066
Deferred contributions - future capital (Note 11)	57,841	1,233,340	1,291,181	1,224,501
Long-term debt (Note 9)	19,414,991	-	19,414,991	20,849,979
Unamortized capital contributions (Note 12)	19,348,370	6,040,188	25,388,558	26,333,741
	<u>41,829,237</u>	<u>9,279,304</u>	<u>51,108,541</u>	<u>54,113,038</u>
NET ASSETS				
Invested in tangible capital assets	12,677,331	2,996,932	15,674,263	15,246,462
Internally Restricted (Note 13)	726,379	-	726,379	708,387
Unrestricted	(4,836,793)	-	(4,836,793)	(6,528,556)
	<u>8,566,917</u>	<u>2,996,932</u>	<u>11,563,849</u>	<u>9,426,293</u>
	<u>50,396,154</u>	<u>12,276,236</u>	<u>62,672,390</u>	<u>63,539,331</u>

Commitments (Note 16)
Contingent Liabilities (Note 19)
See accompanying notes to the financial statements

Approved by the Board:

 Director

 Director

**Mountain View Seniors' Housing
Statement of Operations
For the year ended December 31, 2025**

	<i>2025 Budget (Unaudited)</i>	Lodges	Housing	Life Lease/Lifestyle	2025 Total	2024 Total
Revenues						
Rent revenue and service fees (Note 18)	10,070,234	8,657,595	1,331,934	805,124	10,794,653	10,302,521
Subsidy for Lodge Residents (Note 18)	(1,150,854)	(1,389,256)	-	-	(1,389,256)	(1,582,108)
Municipal requisitions (Note 14)	3,718,101	3,718,102	-	-	3,718,102	3,507,643
Alberta Seniors' & Housing grants (Note 17)	1,207,941	1,122,193	175,757	-	1,297,950	1,137,610
Other grants and donations	-	7,391	-	-	7,391	6,899
Utility recovery	70,200	-	70,681	-	70,681	70,216
Interest	24,000	57,112	-	-	57,112	62,289
Sundry	61,500	121,399	1,278	-	122,677	101,703
	14,001,122	12,294,536	1,579,650	805,124	14,679,310	13,606,773
Expenses						
Salaries, wages and benefits	5,581,025	4,784,781	371,127	168,178	5,324,086	5,160,699
Maintenance and facility services	1,921,427	1,174,973	803,192	66,127	2,044,292	1,775,999
Interest on long-term debt	532,568	436,397	-	106,613	543,010	597,860
Telephone and utilities	1,542,810	829,736	291,864	85,801	1,207,401	1,281,445
Food, kitchen and linen supplies	1,153,962	1,155,884	-	31,439	1,187,323	1,094,135
IT and Nurse Call	244,424	178,272	15,909	18,786	212,967	221,425
Staff training, travel and memberships	146,520	150,491	7,985	531	159,007	69,689
Office and miscellaneous	69,446	80,331	7,809	6,422	94,562	73,357
Insurance	318,656	232,569	55,485	29,668	317,722	307,960
Administration office rent	43,500	29,689	10,875	2,936	43,500	43,500
Resident travel and activities	73,040	77,211	-	458	77,669	75,609
Property taxes	65,304	-	-	64,885	64,885	62,792
Professional fees	82,000	57,100	6,675	-	63,775	58,284
Directors' expenses	34,316	10,140	8,729	1,589	20,458	25,020
	11,808,998	9,197,574	1,579,650	583,433	11,360,657	10,847,774
Excess of revenue over expenses before other income (expense)	2,192,124	3,096,962	-	-	221,691	-
Other income (expense)						
Amortization of capital contributions (Note 12)	935,394	630,691	346,249	-	976,940	906,052
Amortization of tangible capital assets	(2,123,194)	(1,615,702)	(346,249)	(151,015)	(2,112,966)	(2,114,235)
Excess of revenue over expenses from operations	1,004,324	2,111,951	-	-	70,676	1,550,816
Loss on disposal of tangible capital assets	-	(3,707)	-	-	(3,707)	(24,716)
Excess of revenue over expenses	1,004,324	2,108,244	-	-	70,676	1,526,100

See accompanying notes to the financial statements

Mountain View Seniors' Housing
Statement of Net Assets
For the year ended December 31, 2025

	Unrestricted	Internally Restricted (Note 13)	Invested in Tangible Capital Assets (Lodge & LI)	Invested in Tangible Capital Assets (Housing)	2025	2024
Net assets, beginning of year	(6,528,556)	708,387	12,190,174	3,056,288	9,426,293	4,631,501
Excess (Deficiency) of revenue over expenditures	3,314,946	-	(1,136,026)	-	2,178,920	1,526,100
Repayment of long term debt related to tangible capital assets	(1,481,683)	-	1,481,683	-	-	-
Invested in tangible capital assets	(141,500)	-	141,500	-	-	10,185
Sale of contributed land (Note 11)	-	-	-	(59,356)	(59,356)	3,228,766
Interest earned - Reserves	-	17,992	-	-	17,992	29,741
Net assets, end of year	(4,836,793)	726,379	12,677,331	2,996,932	11,563,849	9,426,293

See accompanying notes to the financial statements

Mountain View Seniors' Housing
Statement of Cash Flows
For the year ended December 31, 2025

CASH PROVIDED BY (USED FOR)	2025	2024
Operating activities		
Excess of revenue over expenses	2,178,920	1,526,100
Items not affecting cash:		
Amortization of tangible capital assets	2,112,966	2,114,235
Amortization of capital contributions	(976,940)	(906,052)
Loss on disposal of tangible capital assets	3,707	24,716
Interest accruals	47,054	56,457
	<u>3,365,707</u>	<u>2,815,456</u>
Changes in working capital:		
Accounts receivable	(24,900)	(49,079)
Prepaid expenses	(8,382)	(14,011)
Goods and services tax recoverable	(11,206)	5,067
Accounts payable and accruals	163,821	(136,983)
Accrued payroll liabilities	68,646	(173,684)
Payable to ASHC	-	(292,764)
Deferred revenue	(43,258)	(25,277)
Cash flows from operating activities	<u>3,510,428</u>	<u>2,128,725</u>
Investing activities		
Capital contributions	62,239	1,253,894
Non-cash capital contributions	79,372	24,634
Interest on reserves	54,736	80,747
Due from MVSH Foundation	(25,771)	
Purchase of tangible capital assets	(329,566)	(504,510)
Proceeds from sale of tangible capital assets	238,975	-
Restricted Operating Reserve funds	41,000	57,797
Deferred Operating Reserve funds	91,955	89,566
Increase in restricted cash	(489,920)	(991,667)
Interest on investments	(2,834)	(3,183)
	<u>(279,814)</u>	<u>7,278</u>
Cash flows from investing activities	<u>(279,814)</u>	<u>7,278</u>
Financing activities		
Repayment of long-term debt	(1,941,422)	(2,022,159)
Repayment of Life Lease fee	(674,230)	(154,550)
Due from MVSH Foundation	-	6,840
Resident security deposits	5,164	42,656
	<u>(2,610,488)</u>	<u>(2,127,213)</u>
Cash flows from financing activities	<u>(2,610,488)</u>	<u>(2,127,213)</u>
Increase in cash	620,126	8,790
Cash, beginning of year	806,147	797,357
Cash, end of year	1,426,273	806,147
Cash consists of:		
Cash & cash equivalents	1,022,084	529,390
Overdraft	-	(123,696)
Cash held for security deposits payable	404,189	400,453
	<u>1,426,273</u>	<u>806,147</u>

See accompanying notes to the financial statements

Mountain View Seniors' Housing
Notes to the Financial Statements
As at December 31, 2025

Note 1 Nature of Operations

Mountain View Seniors' Housing (MVSH) is a Housing Management Body, operating and managing social programs aimed at providing affordable housing to low-income Albertans who are the most in need.

The management body was established by authority of the Alberta Housing Act under a provincial ministerial order effective February 1, 1995. The management body is a registered charity under the Income Tax Act and is therefore exempt from income tax in accordance with Section 149 of the Income Tax Act.

Note 2 Summary of Significant Accounting Policies

These financial statements are prepared in accordance with Chartered Professional Accountants of Canada Public Sector Accounting Standards (PSA Standards), including standards for Government Not-For-Profit Organizations. The significant policies are detailed as follows:

(a) Measurement Uncertainty

The preparation of financial statements in conformity with the PSA Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Significant areas requiring the use of estimates include: allowance for doubtful accounts, certain accounts payable and accruals, estimated useful lives of tangible capital assets and impairment of long-lived assets. Actual results may differ from management's best estimates as additional information becomes available in the future.

(b) Cash and cash equivalents

Cash and equivalents include cash on deposit and temporary bank overdrafts which form an integral part of the organization's cash management.

(c) Investments

Investments are carried at cost and consist of shares in Servus Credit Union.

(d) Tangible Capital Assets

Amortization of tangible capital assets is calculated on a straight-line basis over the estimated useful lives of the assets as follows:

Buildings and improvements	50 years
ASHC restricted buildings	20 years
Major equipment	20 years
Furniture, fixtures & small equipment	10 years
Business systems	10 years
Leasehold improvements	10 years
Computer equipment	4 years

Half-year amortization is taken in the year of acquisition.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the management body's ability to provide services, or when the value of future economic benefits associated with tangible capital assets are less than their net book value. Net write-downs are accounted for as expenses in the Statement of Operations.

(e) Contributed Land and Buildings

From time to time, the management body receives contributed land and buildings. These land and buildings are recorded at their deemed cost which is the fair value at the date of the contribution plus any costs directly attributed to their transition to the management body. Land contributions result in a direct increase to net assets.

(f) Contributed Goods and Services

The management body benefits from contributed services in the form of volunteer time to assist the management body in carrying out its activities. Due to the difficulty in determining the fair value of this time, the contributed services are not recognized in the financial statements. Donations of goods are recognized when the goods would otherwise have been purchased and fair market value can be reasonably estimated.

(g) Revenue Recognition

The management body follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Rental and service package revenue for Lodge residents is recorded at the start of each month the service is provided.

Capital contributions that have been utilized to acquire related capital assets are recorded as unamortized capital contributions and amortized to revenue using the same amortization rates as the funded capital asset. Capital contributions that have not been utilized to acquire a related capital asset are recorded as deferred capital contributions. A half-year of amortization is taken in the year an asset is acquired.

Note 2 Significant Accounting Policies (continued)

(h) *Asset Retirement Obligations*

The management body applies PS 3280, Asset Retirement Obligations, which establishes the recognition, measurement, and disclosure requirements for legal obligations to incur retirement costs associated with tangible capital assets. Under this standard, an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs, the obligating event has occurred, and future economic benefits will be given up. The obligation is measured using management's best estimate and is reassessed at each financial reporting date.

As at December 31, 2025, management determined that the management body does not have any asset retirement obligations requiring recognition.

(i) *Public-Private Partnerships*

The management body applies PS 3160, Public-Private Partnerships, which establishes the accounting requirements for public-private partnership arrangements, including the recognition and measurement of related assets, liabilities, and obligations. For the year ended December 31, 2025, the application of PS 3160 did not have an impact on the management body's financial statements.

(j) *Purchased Intangibles*

The management body applies PSG-8, Purchased Intangibles, which provides guidance on the recognition and measurement of purchased intangible assets. For the year ended December 31, 2025, the application of PSG-8 did not have an impact on the management body's financial statements.

(k) *Financial Instruments*

Measurement

Financial instruments are financial assets or liabilities of the management body where, in general, the management body has the right to receive cash or another financial asset from another party or the management body has the obligation to pay another party cash or other financial assets.

The management body initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions that are measured at the exchange amount.

The management body subsequently measures all its financial assets and financial liabilities, which are not measured at fair value at each statement of financial position date, at amortized cost. Changes in fair value are recognized in operations.

Financial assets measured at amortized cost include cash and cash equivalents, restricted cash, cash for resident security deposits, accounts receivable, due from Mountain View Seniors' Housing Foundation, and investments.

Financial liabilities measured at amortized cost include bank indebtedness, accounts payable and accruals, accrued payroll liabilities, resident security deposits, long-term debt and life lease fees.

Transaction costs

Transaction costs and financing fees are expensed as incurred for financial instruments measured at fair value and capitalized for financial instruments that are subsequently measured at cost or amortized cost.

The management body recognizes its transaction costs in operations in the period incurred for its equity investments and all other financial assets and liabilities subsequently measured at fair value. Financial instruments that are subsequently measured at cost or amortized cost are adjusted by the transaction costs and financing fees that are directly attributable to their origination, issuance or assumption. Long-term debt is also reduced by financing fees and any debt premiums or discounts. The management body uses the effective interest method to amortize these adjustments to long-term debt.

Risk Management

It is management's opinion that the management body is not exposed to significant interest rate, currency, market, liquidity or credit risks arising from these financial instruments except as follows:

Interest rate risk

The management body is exposed to interest rate cash flow risk as certain overdrafts and lines of credit bear interest at variable rates. The organization is exposed to interest rate price risk as certain long-term debt bears interest at fixed interest rates.

Liquidity risk

The management body is exposed to liquidity risk which is the risk that the management body will be unable to generate or obtain sufficient cash to meet its obligations as they come due. Mitigation of this risk is achieved through active management of cash and debt. The liquidity risk is assessed as moderate for the management body as current liabilities exceeds current assets as at December 31, 2025. Any shortfall would be supported by additional municipal requisitions.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

Note 3 Restricted Cash

Separate bank accounts for internally and externally restricted cash are maintained as follows:

	2025	2024
Externally restricted CMR Grant funds for capital projects	15,841	15,383
Externally restricted by Alberta Social Housing Corporation for Housing use: Rent Assistance Benefit (Note 8) and Operating Reserve Fund (Note 11)	1,499,547	1,306,557
Internally restricted snow and ice reserve (Note 13)	52,515	51,946
Internally restricted equipment replacement reserve (Note 13)	32,504	32,152
Internally restricted maintenance reserve (Note 13)	70,926	70,159
Internally restricted lodge capital reserve (Note 13)	294,828	286,401
Internally restricted operating cash reserves (Note 13)	275,606	267,729
Externally restricted by Alberta Social Housing Corporation (Note 11)	1,528,967	1,250,487
	<u>\$ 3,770,734</u>	<u>\$ 3,280,814</u>

Note 4 Security Deposit

A security deposit of \$10,875 (2024 - \$10,875) was paid to Servus Credit Union in 2013 for the administration office lease.

Note 5 Resident Security Deposits

Lodge resident security deposits totalling \$316,583 (2024 - \$314,838) and Housing resident security deposits totalling \$87,606 (2024 - \$85,615) are held in a separate bank account. These amounts are classified as a long-term asset as the cash is not available for the management body's current use due to the ongoing nature of the relationships.

Note 6 Investments

Investments totalling \$69,513 (2024 - \$66,679) consist of shares in Servus Credit Union.

Note 7 Tangible Capital Assets

	Cost	Accumulated Amortization	2025 Net	2024 Net
Land	\$ 4,450,557	\$ -	\$ 4,450,557	\$ 4,509,914
Buildings and improvements	60,406,115	15,575,219	44,830,896	46,050,143
ASHC restricted buildings	6,587,598	547,411	6,040,187	6,374,920
Major equipment	920,584	570,193	350,391	396,615
Furniture, fixtures & small equipment	4,561,660	3,354,959	1,206,701	1,430,038
Business systems	205,388	120,266	85,122	105,660
Computer equipment	106,400	80,681	25,719	48,667
	<u>\$ 77,238,302</u>	<u>\$ 20,248,729</u>	<u>\$ 56,989,573</u>	<u>\$ 58,915,957</u>

Included in Buildings and improvements are leasehold improvements.

Note 8 Deferred Revenue

	Opening Balance	Contributions Received	Contributions Recognized	Ending Balance
Rent Supplement Program	15,716	471		16,187
Rent Assistance Benefit (a)	27,542	244,000	287,729	(16,187)
	\$ 43,258	\$ 244,471	\$ 287,729	\$ 0

(a) The Rent Assistance Benefit (RAB) program is administered on behalf of the Province. Rent subsidies are received from the Province and paid to eligible individuals.

Note 9 Long-term Debt

	2025	2024
Mountain View County ACFA debentures repayable in monthly installments of \$54,639 including principal and interest at 2.68% to 6.0%, final installments due September 2028 to December 2039. Collateral provided by future municipal requisitions.	\$ 3,628,856	\$ 4,579,023
Servus Credit Union non-revolving mortgage. Payment in monthly installments of \$2,146 including principal and interest at a rate of 3.68%. Mortgage is a 60 month fixed term to be renewed May 2027 and is amortized over 25 years ending May 2038.	257,791	273,742
Servus Credit Union non-revolving mortgage. Payment in monthly installments of \$14,125 including principal and interest at a rate of 3.69%. Mortgage is a 60 month fixed term to be renewed May 2027 and is amortized over 25 years ending May 2038.	1,694,008	1,798,899
Servus Credit Union non-revolving mortgage. Payment in monthly installments of \$70,233 including principal and interest at a rate of 1.97%. Mortgage is a 60 month fixed term to be renewed May 2026 and is amortized over 20 years ending May 2041. In the event the mortgage is not renewed by the maturity date, the existing mortgage will be rolled over into an open, variable-rate mortgage for a 12-month term. As a result, the portion of the mortgage due within the next 12-months is classified as a current liability, with the remaining balance classified as long-term.	11,321,907	11,935,110
Servus Credit Union non-revolving mortgage. Payment in monthly installments of 3,926 including principal and interest at a rate of 1.97%. Mortgage is a 60 month fixed term to be renewed May 2026 and is amortized over 20 years ending May 2041. In the event the mortgage is not renewed by the maturity date, the existing mortgage will be rolled over into an open, variable-rate mortgage for a 12-month term. As a result, the portion of the mortgage due within the next 12-months is classified as a current liability, with the remaining balance classified as long-term.	632,902	667,180
Servus Credit Union non-revolving mortgage. Payment in monthly installments of \$20,028 including principal and interest at a rate of 1.89%. Loan is a 5 year term to be renewed December 1, 2026 and is amortized over 20 years ending December 1, 2041. In the event the mortgage is not renewed by the maturity date, the existing mortgage will be rolled over into an open, variable-rate mortgage for a 12-month term. As a result, the portion of the mortgage due within the next 12-months is classified as a current liability, with the remaining balance classified as long-term.	3,314,709	3,490,589
	20,850,173	22,744,543
Current portion	(1,435,182)	(1,894,564)
	\$ 19,414,991	\$ 20,849,979

All borrowing facilities provided by Servus Credit Union are secured by assignment of rents and general security agreement, along with a first charge mortgage over the land and buildings of Sundre Seniors' Supportive Living Facility that has a net book value of \$21,498,736 (2024 \$22,014,493), and a first charge mortgage over the land and buildings of Mount View Lodge that has a net book value of \$19,000,421 (2024 - \$19,537,618).

The management body has an available line of credit for operations to a maximum of \$2,500,000 bearing interest at the Servus Credit Union prime rate (currently 4.45% per annum). Security is provided by a General Security Agreement. The balance as of December 31, 2025 is \$nil (\$2024 - nil).

The management body also has an available line of credit for Life Lease to a maximum of \$1,500,000 bearing interest at the Servus Credit Union prime rate (currently 4.45% per annum). Security is provided by a General Security Agreement. The management body has drawn \$nil (2024 - \$123,696) as of December 31, 2025.

Note 9 Long-term Debt, continued

The estimated principal repayments assuming renewal at similar terms are as follows.

2026	1,435,182
2027	1,379,545
2028	1,438,247
2029	1,151,664
2030	1,096,933
Thereafter	14,348,602
	<u>\$ 20,850,173</u>

As part of the management body's current credit facility agreements with Servus Credit Union, the management body is required to monitor and maintain a minimum Debt Service Ratio of 1:1. At year-end, the management body has a Debt Service Coverage Ratio of 2.00 (2024 = 1.66). The management body is compliant with the loan covenant.

Note 10 Life Lease Fee

The management body has leased 1 Life Lease suite in Olds and 2 Life Lease suites in Sundre under life lease agreements. On termination of the agreement, the fee is to be repaid to the tenant without interest and after deducting an amount as described below. The remaining Lifestyle suites are rented on a month-to-month basis.

At year-end, the management body has life lease fees of \$479,090 (2024 \$1,153,320).

Upon termination of a life lease agreement the amount of the lease fee refunded is calculated as follows:

One year or less	Fee less 1%
Greater than one year to two years	Fee less 2%
Greater than two years to three years	Fee less 3%
Greater than three years to four years	Fee less 4%
Greater than four years to five years	Fee less 5%
Greater than five years to six years	Fee less 6%
Greater than six years to seven years	Fee less 7%
Greater than seven years	Fee less 8%

Note 11 Alberta Social Housing Corporation (ASHC) Restricted Reserves

Restricted Operating Reserve

In 2010, Mountain View Seniors' Housing received \$34,600 as a Restricted Operating Reserve Grant. These funds are restricted by the Alberta Government and are held in a separate bank account. These funds cannot be used to address unbudgeted expenditures and any use of the funds must have approval from the Alberta Government.

Deferred Operating Reserve

In 2023, MVSH received \$40,500 as a Deferred Operating Reserve Grant. These funds are restricted by the Alberta Government for future operational requirements of the Community Housing and Seniors' Self-Contained programs, and are held in a separate bank account. Operating surpluses from 2023 and 2024 were transferred to the Deferred Operating Reserve Grant. In 2025, MVSH received an additional \$60,000 from the Alberta Government.

Asset Transfer

In 2019, MVSH accepted an asset transfer of community housing properties from ASHC for the nominal sum of \$1. The transfer agreement requires the properties, or proceeds from the sale of the properties, be used solely for the purpose of providing social and affordable housing accommodations and capital project spending as approved by ASHC. A number of the properties were sold between 2019 and 2023, and sales proceeds from these properties are held in a separate bank account.

In 2020, ASHC approved the use of \$600,000 from the sales proceeds to cover unfunded MVSH capital project costs previously incurred. The \$600,000 was transferred to unamortized capital contributions. ASHC also approved the use of \$400,000 from the sales proceeds to cover approved ASHC capital projects. In 2025, the last remaining property transferred in 2019 was sold, and net proceeds from the sale of \$238,975 were added to the restricted funds. As a result of the restriction, the gain on sale is included in the restricted operating reserve fund in accordance with the agreement. Spending on ASHC approved capital projects was \$nil in 2025 (2024 - \$23,349).

In 2024, MVSH accepted an asset transfer of seven properties from Alberta Social Housing Corporation for the nominal sum of \$1. The conditions of the sale require the properties or proceeds from the sale of the properties be used solely for the purpose of providing social and affordable housing accommodations as approved by ASHC, with an agreement term of 20 years. A capital maintenance reserve has been provided by ASHC to MVSH to maintain the properties in good condition. 80% of the reserve funding was received in 2024 in accordance with the agreement.

	Opening Balance	Reserve Funding, Sales Proceeds, Surpluses & interest	ASHC approved expenditures	Ending Balance
ASHC Restricted Operating Reserve Fund	41,223	1,495		42,718
Community Housing sales proceeds	1,250,487	278,480		1,528,967
Restricted Operating Reserve Fund	\$ 1,291,710	279,975	-	1,571,685
ASHC Deferred Operating Reserve Fund	130,066	91,955		222,021
Deferred Operating Reserve Fund	\$ 130,066	91,955	-	222,021
ASHC Capital Maintenance Reserve	1,209,118	36,286	(12,064)	1,233,340
ASHC CMR Grant (Note 12)	15,383	458		15,841
Deferred Contributions - Future Capital	\$ 1,224,501	36,744	(12,064)	1,249,181

Note 12 Unamortized Capital Contributions

	2025	2024
Balance, beginning of year	\$26,333,741	\$20,730,259
Contributions received/recognized during the year:		
Mountain View Seniors' Housing Foundation (Note 16)	20,239	85,894
ASHC CMR Grants	-	298,829
Community Housing properties	(79,919)	1,339,815
Seniors' Self-Contained properties	91,437	4,784,996
Amortization of capital contributions	(976,940)	(906,052)
Balance, end of year	\$25,388,558	\$26,333,741

Note 13 Internally Restricted Net Assets**Lodge Capital Reserve**

	<u>2025</u>	<u>2024</u>
Capital Reserve, opening balance	286,401	272,570
Transfer to (from) capital reserve	8,427	13,831
Capital reserve, ending balance	<u>294,828</u>	<u>286,401</u>

Maintenance reserve

	<u>2025</u>	<u>2024</u>
Maintenance Reserve, opening balance	70,159	68,804
Transfer to (from) Maintenance reserve	767	1,355
Maintenance reserve, ending balance	<u>70,926</u>	<u>70,159</u>

Snow and Ice Reserve

	<u>2025</u>	<u>2024</u>
Snow and Ice Reserve, opening balance	51,946	50,941
Transfer to (from) Snow and Ice reserve	569	1,005
Snow and Ice reserve, ending balance	<u>52,515</u>	<u>51,946</u>

Equipment Replacement Reserve

	<u>2025</u>	<u>2024</u>
Equipment Replacement Reserve, opening balance	32,152	31,531
Transfer to (from) Equipment Replacement Reserve	352	621
Equipment Replacement Reserve, ending balance	<u>32,504</u>	<u>32,152</u>

Restricted Operating Reserve Account

	<u>2025</u>	<u>2024</u>
Restricted Operating Reserve, opening balance	267,729	254,800
Transfer to (from) Restricted Operating Reserve	7,877	12,929
Restricted Operating reserve, ending balance	<u>275,606</u>	<u>267,729</u>

Total Internally Restricted Net Assets

	<u><u>726,379</u></u>	<u><u>708,387</u></u>
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Note 14 Municipal Requisitions

The Alberta Housing Act, Part 7 - Requisitions, states that a Housing Management Body which provides lodge accommodation may requisition the municipalities for which it provides this accommodation. The requisition can be for the management body's annual deficit arising from provision of this accommodation for the previous fiscal year, and it can also be for any amounts necessary to establish or continue a reserve fund for the management body.

	<u>2025</u>	<u>2024</u>
Mountain View County	\$ 2,208,865	\$ 2,076,410
Town of Olds	684,164	656,275
Town of Carstairs	347,786	320,858
Town of Didsbury	283,573	266,373
Town of Sundre	173,383	167,770
Village of Cremona	20,331	19,957
	<u>\$ 3,718,102</u>	<u>\$ 3,507,643</u>

The requisitions for 2026 have been approved as follows:

	<u>2026</u>
Mountain View County	\$ 2,344,016
Town of Olds	711,423
Town of Carstairs	388,917
Town of Didsbury	297,421
Town of Sundre	177,873
Village of Cremona	21,536
	<u>\$ 3,941,186</u>

Note 15 Related Party Transactions

Mountain View Seniors' Housing Foundation (the Foundation) is a society established in 2002 and is a separate legal entity from Mountain View Seniors' Housing (MVSH). The Chief Administrative Officer of MVSH and one MVSH-appointed Board member attend Foundation meetings in an ex-officio capacity; accordingly, the two entities have shared governance involvement. The Foundation is intended to be the fundraiser for the benefit of Mountain View Seniors' Housing. During the year, the organization received \$20,239 (2024 - \$85,894) in capital contributions from Mountain View Seniors' Housing Foundation and \$7,392 (2024 - \$6,900) in operating contributions. On December 31, 2025, the amount owing to Mountain View Seniors' Housing from the Foundation was \$34,312 (2024 - \$8,541). These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed upon by the related parties.

Note 16 Commitments

The management body has committed to contracts for information technology services, administration office space and equipment leases, janitorial and maintenance service contracts expiring from May 2027 to November 2029. The minimum aggregate payments under the various contracts are as follows:

2026	\$ 982,824
2027	613,854
2028	205,326
2029	23,038
2030	19,200
Thereafter	96,000
	<u>\$ 1,940,242</u>

In addition, the management body has entered into a fixed natural gas contract for 75% of MVSH's usage requirements, at a rate of \$3.22 per GJ from January 1, 2025 to December 31, 2027. The management body has also entered into a fixed electricity contract for 100% of MVSH's estimated usage, at a rate of \$0.09109 per kWh until December 31, 2026.

Note 17 Alberta Seniors and Housing Operating Grants - Housing

	<u>2025</u>	<u>2024</u>
ASHC funding received in the current year	\$ 202,539	\$ 159,795
Operating surplus carried over from prior years	85,234	24,742
Unused portion of prior years' carryover	(85,234)	(4,332)
Operating surplus from 2023	-	32,663
Operating surplus from 2024	-	(85,234)
Operating surplus from 2025	(26,782)	-
Operating grant funding utilized	<u>175,757</u>	<u>127,634</u>

The full amount of operating grant funding of \$175,757 utilized during the year was recognized in revenue.

Note 18 Lodge Rent and Subsidies

The Mountain View Seniors' Housing Lodge Program offers rooms, meals, services and recreational opportunities for functionally independent seniors. A base accommodation fee is set annually by MVSH for this program. Rent payable by a resident is calculated in accordance with the Alberta Housing Act, Social Housing Accommodation Regulation, based on income. Each resident must be left with a monthly disposable income amount determined by the Province. If a resident does not have sufficient income to pay the basic lodge rate, MVSH provides a subsidy.

Note 19 Contingent Liabilities

As part of the normal course of business, the management body is involved in various claims and litigation. The management body has determined that the outcome and an estimate of loss, if any, is not determinable. The management body has no reason to expect that the ultimate disposition of these matters will have a material adverse impact on its financial position, results of operations or its ability to carry on any of its business activities.

Note 20 Comparative Information

Certain comparative figures have been reclassified to conform to the current year's financial statement presentation. In particular, non-cash capital contributions have been reclassified to investing activities in the statement of cash flows.

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 11

TITLE: Correspondence & Information

ORIGINATED BY: Karen O'Connor, CAO

BACKGROUND / PROPOSAL:

Attached with this RFR are items for which Council may like to make a formal resolution. otherwise, this is accepted for information only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following items are provided:

- Rosebud Health Foundation, 2026
- PRLS Board Talk-Feb. 26, 2026
- Minister signed ltr to Chief Elected Officer, April 1, 2026
- Minister System Email MAHSAA 2026
- Assessment Model Review, March 2026
- Assessment Model FAQ
- Chinook's Edge Board Highlights, March 24, 2026
- ABmunis Bill 28, April 10, 2026
- 2026-02-12 Cremona Infra Audit - Project Status Update

RECOMMENDED ACTION:

MOTION THAT Councillor _____ accept the attached correspondence as information only.

OR

MOTION THAT

ACCOMPLISHMENTS

The Rosebud Health Foundation has raised in excess of \$2 000 000.00

- Didsbury District Hospital Helipad
- Lobby Furnishings
- Ultrasound Machine
- ER Stretchers
- Blanket Warmer
- Vaccine Fridge
- Mental Health Programming
- Ice Machine
- Sleep Chair
- IV Therapy Chairs
- IPADS/Televisions
- Vital Signs Monitors
- Emergency Room/Triage space Renovation
- Security Desk
- Chairs
- Technology addressing Social Isolation in Long Term Care
- Wound Care Chair
- Diagnostic Equipment
- Treatment Equipment
- Mobility Equipment
- Comfort Care Equipment
- Educational Funding

Working together to promote the Health of your Community



Box 962
Didsbury, Alberta
T0M 0W0

Phone: 403-335-7626
Cell: 403-660-5432
Email: executivedirector@rosebudhealth.ca



www.rosebudhealthfoundation.ca

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A Charity enhancing local healthcare managed by an elected Board of Directors

Supporting the communities in the County of Mountain View:

Didsbury, Carstairs, Water Valley, Crossfield and the Didsbury District Health Facility

Funds are raised for specialized equipment & programs

A gift-giving program That makes a difference!

Direct Donation or In Memory/Honor of

Donation Amount: \$ _____
Donor Name: (Individual or Organization) _____
Memory/ In Honour of: _____
Address: _____
City: _____
Province: _____
Postal Code: _____
Telephone: _____
email: _____

Permission to acknowledge your donation electronically. YES NO

Cash
Etransfer—
cexecutivedirector@rosebudhealth.ca
Check—Payable to the Rosebud Health Foundation

Credit Card
Credit Card Information
◆ Visa ◆ MasterCard Express Name on

Credit Card: _____

Credit Card Number: _____

Expiry Date: _____ CVC _____
Billing Address: _____

Incorporation

The Rosebud Health Foundation is a registered charity. The Foundation will issue in- come tax receipts for funds, or donations in kind, of \$20.00 or more.

Thank You

The Board of Directors, of the Rosebud Health Foundation, sincerely thank all those fami- lies, individuals, and groups who have made such gener- ous contributions in the past. With your continued support, we look forward to serving the needs of the community in the future.

Box 962
Didsbury, Alberta
T0M 0W0



The Rosebud Health Foundations' purpose is to manage funds received from gifts, volunteer efforts and bequests from grateful healthcare recipients, to improve health outcomes by providing funding support for equipment and programs that enhance the delivery of healthcare for the people of the communities' serviced by Alberta Health Services – Didsbury District Health Services in the County of Mountain View.

In 2026 we are fortunate to highlight 30 years of Service.



@RosebudHealthFoundation

www.rosebudhealthfoundation.ca



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting FEBRUARY 26, 2026

Vacant Seat on the Executive Committee

At the November organizational board meeting, seat 7 on Parkland's Executive Committee was not filled. After sending out invitations to PRLS board members for Area 7, staff found two volunteers, Dana Kreil of Lacombe Country and Cory Twerdoclib from Blackfalds. Twerdoclib was appointed.

Parkland Annual Report

Each year Parkland is required to submit an annual report to the Public Library Services Branch (PLSB) at Municipal Affairs.

An annual report infographic with highlights from 2025 will be prepared and distributed to member municipalities in the coming weeks.

Outlet Annual Reports

The Parkland Board is the governing board for three library service points. Highlights from their annual reports are included below:

Brownfield Community Library Accomplishments

This year we really focused on programs/clubs. We successfully run a monthly Adult Book Club, which has been going for more than 15 years. We also ran a Junior High Book Club this year, participation was more than expected. We held a Summer Reading Program every week with the kids. For fundraisers we held a successful Rummage Sale in the spring and an online spring auction. We continue to be passionate about keeping our little library open!

Spruce View Community Library Accomplishments

We have partnered with Red Deer County to bring programs into our library. We are doing more outreach to get our name in the community. In 2025 we celebrated 25 years bringing library services to Spruce View and area.

Water Valley Public Library Accomplishments

We are really happy that we have been able to continue to offer a wide variety of programming for our community. Being a rural community, it can be challenging to find programming locally. Finding instructors can be very challenging, but luckily, we have been able to find some amazing people to help keep our programs running.

Advocacy & Marketing Report

Article on Library Funding

Relating to the library funding resolutions passed at RMA and Alberta Municipalities last November, Parkland's Director was interviewed for an article by CBC.

Radio Interview

On January 6th with very short notice, Sheppard was interviewed live by Edmonton's radio station 880 CHED to discuss library funding in rural communities.

Budget Summary Report

There is an updated version of Parkland's *Budget Summary Report* showing the cost of library service within Parkland for the year 2025. The number of libraries within Parkland that deficit budgeted remained at 35%, the same as 2024.

Provincial Advocacy Steering Committee

Parkland's representation on a steering committee coordinating a provincial advocacy effort has been making significant progress. In addition to Parkland's Director, the committee is composed of the CEOs for Calgary and Edmonton public libraries, and the CEO for Strathcona County Library.

Due to the urgent nature of these issues, Sheppard has met both with members of the steering committee and the broader library community on many occasions.

Parkland's Director and Chair have been meeting with MLAs to ask for an increase in provincial funding for libraries and support the principles of intellectual freedom given that there are strong indications that the

Next Meeting: May 21, 2026 (in-Person) FOR MORE INFORMATION, OR FOR A COPY OF THE DRAFT MINUTES, PLEASE CONTACT PRLS

provincial government will almost certainly involve itself in the curation of public library collections.

Marketing for Libraries

Parkland Marketing Specialist, Hailey Halberg, has recently done work for Innisfail, Rimbey, and Big Valley libraries. In Innisfail, she helped create a marketing plan for their new space and took photos at their sneak peek event for sponsors. In Rimbey, Halberg planned, filmed, and edited 10 Instagram Reels for them to use on social media, and created a social media strategy for them. Big Valley Library requested help planning a contest to get more patrons in the door and circulate some of their new materials. Halberg created some social media content and collected some swag for a small giveaway prize.

LinkedIn Presence

You may have noticed a new follow from Parkland Regional Library System on your LinkedIn profile. We are using the platform more regularly, and hope to use it to reach the PRLS board, member library boards, and any member library staff that are on the platform.

County Forums Update

In 2025, Parkland Regional Library System decided to facilitate in-person County Forum interviews with its member libraries for the first time. The aim of the forums was to collect direct feedback from participants and encourage an environment of open dialogue and communication. In fall of 2025, Parkland staff began travelling throughout the region, meeting with library managers in all ten member counties.

Overall, 39 of Parkland's 49 member libraries took part in this project and both their positive and their constructive feedback has been important to Parkland's planning.

Audit Service Plan

Each year the Executive Committee reviews the MNP Draft Audit Service Plan prior to the preparation of the Parkland audit.

After reviewing the plan, the Executive Committee approved it at their January meeting and the auditors conducted their field work at Parkland on February 3-4.

Staff Recognition

Parkland employees are recognized with a monetary reward and pin for long service with PRLS. For 2026, long service award recipients were:

Hailey Halberg – 5 years
Bob Schiltz – 5 years
Olya Korolchuk – 5 years

Committee News from Trustees

Penhold & District Public Library has created Strategic Plan and Annual Report brochures that are being given to MLAs, Penhold Council, and Red Deer County Council, among others. Also, their library manager Myra Binnendyk is retiring after 24 years. Penhold Library appreciates Parkland's support in helping them navigate this retirement and future help for hiring their new library manager.

Camrose Public Library's manager has returned after maternity leave. The *Fellowship of the Camrose Library* started a very successful social media campaign to get funding matched from the province to purchase new children's furniture for their children's reading area. In addition, Carissa Halton who wrote *Revolution Songs* held an event at a local restaurant with the theme of the "Dirty 30's".

Hughenden Public Library is holding a book folding event on February 27th.

Board Members Present

Barb Gilliat (Board Chair), **(Zoom)** Janet Adam, Jackie Almberg, Skyla Attfield, Alison Barker-Jevne, Laureen Clark-Rennie, Curtis Cook, Teresa Cunningham, Lana Curle, Sarah Fahey, Les Fee, Richard Forsberg, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Dustin Gillespie, Matthew Goudy, Kathy Hall, Pam Hansen, Ryanna Hansen, Lindsay Holmen, Kimberlee Hunter, Alt. Haley Amendt for Joe Iwanicki, Dana Kreil, Troy Lambert, Hazen Letwin, Bryce Liddle, Lori Lindseth, Paul Looser, Julie Maplethorpe, Ricci Matthews, Lyle McKellar, Joy-Anne Murphy, Leah Nelson, Cindy Orom, Amanda Peffers, Scott Pfeiffer, Maxine Steil, Matthew Sumegi, Leona Thorogood, Cory Twerdoclib, Teri Underhill, Carlene Wetthuhn, Shannon Wilcox **Absent:** Delijah Antaloczy, Denise Boniface, Shelley Cook, Todd Dalke, Victor Kelly, Darryl Motley, Marc Mousseau, Bill Rock, Sandy Shipton, Naomi Tercier, Stephen Wyse



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR121809

April 1, 2026

Dear Chief Elected Officials:

Municipal Affairs has been working collaboratively in recent years with industry representatives, professional assessors, and municipal partners to modernize Alberta's regulated property assessment framework through the Assessment Model Review (AMR). One important phase of this work has now been completed, and I am pleased to share policy updates that aim to simplify rules, reduce uncertainty, and improve consistency, transparency, and fairness across the system.

Most regulated property assessment models covering wells, pipelines, telecommunications systems, electric power systems, machinery and equipment, and railways, were last updated in 2005. As you may be aware, the last time the assessment models were reviewed in 2020, government opted not to proceed with proposed changes.

Based on a renewed engagement process designed by stakeholders, the AMR process re-launched in March 2024 with a review of the foundational policies that guide Alberta's regulated assessment system. These policy updates are a major milestone and set the stage for the next phase.

Key decisions include:

- standardizing assessment rates, where feasible, to make assessments more predictable;
- updating assessment models on a regular schedule to reflect changes in technology and construction practices;
- setting more consistent rules by clarifying when construction is considered finished for purposes of assessment, making sure actual construction costs are included with tightly-defined exclusions, and creating a provincial benchmark to fairly adjust labour-related construction costs in remote areas; and,
- introducing penalties for owners who do not provide required assessment information on time.

The rules will be effective for the 2027 tax year, and will apply to facilities built or expanded after that date. These rules will also be applied in the development of updated assessment models for each individual regulated property type as they are reviewed. Accordingly, we do not expect there to be significant assessment changes in 2027 and 2028 resulting from these policy changes.


.../2

Looking ahead, through the next phase of the AMR, we will continue to work with stakeholders to update the assessment models – the rules, rates and procedures for determining valuation – for individual regulated property types. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue.

Your municipality will be directly engaged on the overall results of the AMR and the potential impacts of updated assessments. This is an upcoming phase of the AMR process; engagement will focus on implementation of these policy changes. The final decision by government on any changes to assessment models is expected to occur in late 2028.

Attached is a fact sheet summarizing the policy changes, and a frequently asked question document for your use. I look forward to continuing to work with you and your municipal associations on this important initiative.

Sincerely,



Dan Williams, ECA
Minister of Municipal Affairs

Attachment:

1. Fact sheet
2. Frequently Asked Questions

cc: Chief Administrative Officers



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Peace River

April 2, 2026

I am pleased to share that today, our government introduced Bill 28 the Municipal Affairs and Housing Statutes Amendment Act, 2026. Bill 28 makes amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

Rather than addressing issues piecemeal, Alberta's government is proposing a single, comprehensive package of changes that reflects how interconnected municipal systems are. The proposed amendments are organized around five themes:

- growth and housing – *how communities expand*;
- assessment and property tax – *how services are paid for fairly*;
- governance and accountability – *who is responsible and to whom*;
- municipal transparency – *how municipalities make decisions and operate day to day*, and
- public institutions – *how essential public services are governed and protected*.

Together, these five themes form a coherent approach to modernizing municipal legislation, solidifying local governance, and supporting communities across Alberta.

Growth and Housing

The proposed changes will accelerate construction to build more homes faster by improving transparency, reducing red tape, and lowering development costs by:

- clarifying the application of off-site levies; and
- requiring permit timeline reporting to be posted on municipal websites.

Also included are amendments related to “Automatic Yes” frameworks, which will allow municipalities to fast-track low-risk development permits, increasing predictability for builders and helping accelerate housing construction across Alberta. Future regulation will build on this work by restricting particular non-statutory studies in the development process to further streamline approvals.

In addition, charter schools will be treated consistently with other publicly funded schools by enabling access to municipal and school reserve land, supporting parental choice in education.

The proposed changes would also allow the Minister of Municipal Affairs to set requirements for community design codes that municipalities may choose to adopt, helping streamline approvals for developments that meet established land-use and design standards while preserving local decision-making.

.../2

Assessment and Property Tax

The proposed legislative amendments will implement some of the decisions from the recently completed policy phase of the Assessment Model Review. These decisions will lay the foundation to modernize the regulated property assessment system and promote fairness for municipalities and industries by:

- clarifying the rules that determine which costs are assessable, which will improve consistency and reduce assessment appeals;
- enabling greater use of standardized rates for regulated properties, which will increase predictability and efficiency of assessment;
- applying penalties to property owners who fail to report timely property information; and
- establishing a regular cycle for review of assessment models.

More details about the outcomes of the policy phase of the Assessment Model Review are being sent to you under separate cover.

Using the updated rules and policies, new models for assessing individual types of regulated properties will now be developed to better reflect current costs, technology and construction practices. The work for this next phase of the Assessment Model Review will be undertaken over the next two years, and will continue to involve significant input from municipal, industry and assessment stakeholders.

In addition, the proposed amendments will prevent municipalities from taxing Albertans on similar homes differently based solely on whether or how they are occupied.

Governance and Accountability

Alberta's government is proposing to strengthen accountability and integrity in local government by creating a provincial councillor accountability framework. The framework will govern issues such as pecuniary interest, unauthorized use of municipal assets, disclosure of confidential information, egregious behaviour, threatening behaviour and improper use of influence.

Under the proposed framework, complaints will be investigated by an independent third-party, ensuring impartial, timely resolution of issues before they escalate, and a roster of commissioners will be appointed by the province to hear appeals.

In addition, proposed changes will update the process for viability reviews by making the vote of electors a plebiscite (non-binding vote) with final decisions on dissolution at Cabinet's discretion. This will apply to viability reviews that are already underway where a vote of electors has not yet occurred, as well as any future reviews.

Municipal Transparency

The proposed changes will improve transparency by requiring municipalities to publicly disclose the salaries of municipal staff above a specified threshold, aligning practices with other public sector disclosure standards.

In addition, proposed changes will allow rural, small urban, and specialized municipalities to show policing costs as a separate line on property tax notices, improving transparency for residents.

.../3

A province-wide framework for councillor information requests, requiring timely access to readily available information and consistent sharing of broader information with all councillors will strengthen councils' ability to govern effectively and make informed decisions. Councils will also be able to adopt local policies to manage significant information requests in a practical, sustainable way.

The proposed changes will also modernize governance and operations of Business Improvement Areas, including flexibility for interim appointments, electronic notifications, and in-year budget changes, to reduce red tape, improve flexibility and help commercial districts stay vibrant and responsive to local needs.

Public Institutions

The proposed amendments will clarify how municipalities govern and oversee municipal public utilities, establishing that municipalities may be required by regulation to transfer control and operations of a municipal public utility to a public utility entity, such as a regional services commission or a municipally controlled corporation.

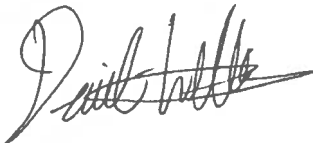
I invite you to read Bill 28. A copy of the bill can be found here:

<https://www.assembly.ab.ca/assembly-business/bills/bill?billinfoid=12124&from=bills>

Additional information about the proposed amendments is also available here:

<https://www.alberta.ca/modernizing-municipal-legislation-across-the-province>

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams', with a stylized flourish at the end.

Dan Williams, ECA
Minister of Municipal Affairs

Assessment Model Review

Policy Updates – March 2026

Overview

Municipal Affairs is updating the policies that govern regulated property assessments in Alberta as part of the ongoing Assessment Model Review. The changes aim to simplify rules, reduce ambiguity, and improve consistency and fairness of assessments. These updated policies reflect the input of municipalities, industry, and professional assessors.

Clearer rules and standardized assessment practices will improve transparency and predictability, while helping reduce disputes and assessment appeals. The updated system balances the needs of municipalities and industry by applying consistent approaches across regulated property types.

Assessment Models

Clarifying the foundational policies governing the assessment system allows the Assessment Model Review to move to its next phase: updating assessment models to better align with current practices, infrastructure, and technology.

Assessment models are the rules and procedures that determine how each type of regulated property is valued for property taxation purposes. The models for most types of regulated property, including wells, pipelines, telecommunications systems, electric power systems, machinery and equipment, and railways, were last updated in 2005.

Key Changes

Standardization

Standardized rates will be prepared and used wherever feasible and these rates will be developed for new property types where they do not currently exist, such as solar installations, and for existing properties where there are typical configurations of multiple components, such as wellsites. If it is unfeasible to calculate a standardized rate, site-specific reported costs will continue to be used.

The modernization and expansion of standardized rates will improve the consistency and efficiency of assessments, while providing municipalities and property owners with greater predictability.

Assessment Rules for Construction Costs

Regulated assessment is based on construction costs, and these policy updates have clarified which construction costs are assessable.

Construction will be considered complete when physical construction ends, and the assessment will not include pre-construction expenditures or post-build commissioning costs.

Most actual construction costs will be included in the assessment, reflecting the owner's capital investment in the asset. Exclusions will be tightly defined, focusing on costs due to extraordinary events and mandatory safety requirements, for example.

A provincial benchmark will be created to fairly adjust labour-related construction costs in remote areas.

These changes reduce ambiguity and align assessments with actual costs. They clarify rules for stakeholders, reduce complaints, limit subjective claims, and improve comparability and equity across properties, including those in remote areas.

Depreciation

When updated assessment models are developed, they will continue to include both a ceiling and floor limit for depreciation of machinery and equipment under Schedule C of the assessment formula.

This incentivises up-front capital investment by industry and supports long-term revenue in later years for municipalities. It provides scope clarity for assessment model development, reducing stakeholder uncertainty.

Specific assessment models for mature oil and gas assets will be developed as part of the next phase of the model review. Depreciation curves and other factors will be updated to better reflect the characteristics of these assets.

Reporting Consequences

Assessed persons may receive an administrative penalty (fine) when mandatory reporting is not provided to an assessor within 60 days of a formal request.

In these cases, the property owner will also lose the ability to appeal the assessment to the Land and Property Rights Tribunal.

This will improve assessment accuracy and fairness, boost reporting and legislative compliance, and encourage proactive property owner disclosure.

Review Schedule

Following the current Assessment Model Review, models will be updated on a regular, predetermined schedule (e.g., one to two property types a year) with each property type reviewed on a five-year cycle.

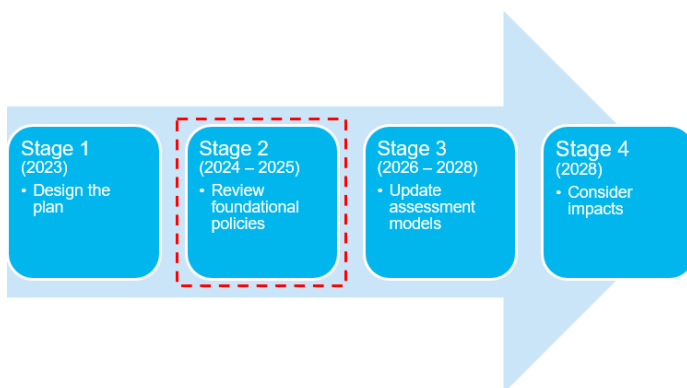
This change keeps assessment models current, captures modern technologies and construction practices, and reduces system shock resulting from delayed updates or overly broad changes.

Transition Rules

These policy changes will take effect on January 1, 2027, and will apply to new facilities assessed on a reported cost basis; assessments for existing major facilities will remain unchanged. The new rules will be applied to assessment models, including standardized rates, as they are updated in the next phase of the Assessment Model Review.

AMR Timeline

These changes mark the end of the policy review stage and move the Assessment Model Review forward into the next phase, which focuses on individual model reviews.



Next Steps

Updates to legislation and regulation to reflect these policy decisions are expected in spring 2026.

Municipal Affairs will work with industry, municipal and assessment stakeholders to begin reviews of the assessment models for individual regulated property types in 2026.

Resources

Stakeholders can follow the progress of the AMR on the at [Assessment Model Review engagement | Alberta.ca](https://www.alberta.ca/assessment-model-review-engagement)

Contact us

For inquiries during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.

Frequently asked questions

Assessment Model Review – Policy Changes

Municipal Affairs is updating the rules that govern regulated property assessments in Alberta as part of the Assessment Model Review. These amendments reflect the input of municipalities, industry, and professional assessors, and aim to simplify rules, reduce ambiguity in interpretation and improve consistency, transparency, and fairness.

Why do assessment models need to be updated now?

Many regulated property types have changed substantially since the last major updates in 2005.

Construction methods, materials, and costs have evolved significantly, and models must reflect current industry practices.

New technologies in several sectors are not recognized or costed in existing models.

Modernizing the models improves fairness, consistency, and transparency in how industrial property is valued.

Updated models ensure clearer rules and valuations that better reflect how today's industrial assets are built and operated.

Which properties are expected to be impacted by the policy changes?

The policy changes are expected to impact regulated property, which includes telecommunications and cable, railways, electric power systems wells, pipelines, and machinery and equipment.

Can you outline the policy changes being implemented and what they are meant to address?

These changes are intended to modernize and reduce ambiguity by clarifying definitions, improving transparency, and aligning assessment rules with current practices.

Clarified rules will allow new assessment models to be developed for each regulated property type. Key policy changes that are being implemented include:

- standardizing assessment rates, where feasible, to make assessments more predictable.
- updating assessment models on a regular schedule to reflect changes in technology and construction practices.
- setting more consistent rules by clarifying when construction is considered finished for purposes of assessment, making sure actual construction costs are included, and creating a

provincial benchmark to fairly adjust labour related construction costs in remote areas; and

- introducing penalties for owners who do not provide required assessment information on time.

Who was consulted and how were they engaged before these policy changes were implemented?

Since 2022, Municipal Affairs has worked collaboratively with a Steering Committee of industry representatives, professional assessors, and municipal partners including Rural Municipalities of Alberta (RMA) and Alberta Municipalities, to modernize Alberta's regulated property assessment framework through the Assessment Model Review.

The recent policy updates reflect their contributions and aim to simplify rules, reduce uncertainty, and improve consistency, transparency, and fairness across the system.

How will these changes affect the tax burden for industry and municipalities?

The first stage of the Assessment Model Review was focused on modernizing the system's principles and foundational policies while providing directions to stakeholders on how the assessment system will function ahead of the next stage.

The updated rules will be effective for the 2027 tax year and will apply to facilities built or expanded after that date, as well as to the assessment models for individual regulated property types as they are developed.

Municipal Affairs does not expect significant assessment changes in the 2027 and 2028 tax years resulting from these policy changes.

How will the transition to new rules work?

The updated rules will be effective for the 2027 tax year and will apply to facilities built or expanded after that date, as well as to the assessment models for individual regulated property types as they are developed.

This avoids retroactive changes and provides a predictable transition for property owners.

What are the next steps following these policy changes?

Over the next few years, Municipal Affairs will continue to work with stakeholders to update the assessment models – the rules and procedures for determining the valuation – for individual regulated property types.

These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue.

The final decision by government on implementation of any changes to assessment models is expected to occur in late 2028.

Why does Alberta use a regulated assessment standard based on construction costs instead of market value standard like residential assessments?

Alberta uses a regulated assessment standard to ensure uniformity and equity across municipalities, especially for complex industrial properties where comparable market data is limited or unreliable.

The cost-based approach avoids market fluctuations and provides a stable valuation for municipalities and property owners and reduces the risk of sudden shifts in property values.



Board Highlights

March 24, 2026

Trustees front row L to R: Linda Wagers, Kelly Anne Jobs, Kathy Kemmere, De Anne Hutchison - Vice Chair. Middle / back rows L to R: Janine Waldo, Kathy Williams, Terry Leslie, Holly Bilton - Chair, Melissa Copley

2027-2030 Capital Plan approved with five priorities

- Priority 1 - New high school requested in Carstairs
- Priority 2 - New elementary school requested in Olds
- Priority 3 - Innisfail High School modernization
- Priority 4 - Didsbury Westglen School modernization
- Priority 5 - New school requested in Liberty Landing/Gasoline Alley

Reed Ranch School is in the process of exploring opportunities adding a focus of embedding agricultural programming through place-based education, reflecting the community. Programming will not be an add-on, but embedded within the curriculum at every opportunity.

School Complexity Teams Ecole Olds Elementary School and Ecole Steffie Woima Elementary School each have different approaches to integrating Complexity Teams. Both schools have worked to develop plans based on the parameters outlined by Alberta Education and will report back with results as required.

School Safety Review Division Occupational Health & Safety (OHS) Officer is currently assisting schools and the provincial OHS Officer to conduct a review of safety in Chinook's Edge facilities.

Chinook's Edge School Division Board of Trustees will next meet:

April 28, 2026

MEDIA - For more information, please contact:

Shanna Doupe, Communications | 403-227-7085

Dr. Ryan Sawula, Superintendent | 403-227-7070

Preliminary Analysis of Bill 28: Municipal Affairs & Housing Statutes Amendment Act, 2026



Draft for member feedback – April 10, 2026

DRAFT

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Note: What follows is a draft distributed for member feedback and has not yet been reviewed or approved by ABmunis Executive Committee or Board of Directors.

Background

On April 2, 2026, the Government of Alberta released Bill 28, the [Municipal Affairs and Housing Statutes Amendment Act](#), which proposes amendments to the *Municipal Government Act* (MGA), the *Alberta Housing Act*, and the *Libraries Act*. What follows is a draft distributed for member feedback and has not yet been reviewed or approved by ABmunis Executive Committee or Board of Directors.

ABmunis' Perspective

Some of the proposed legislative changes reflect ongoing advocacy on items first presented in Bill 50, the *Municipal Affairs Statutes Amendment Act*, 2025. ABmunis submitted recommendations and [analysis](#) on Bill 50 to Municipal Affairs related to:

- The elimination of codes of conduct
- Use of natural persons powers
- Standard meeting procedures
- Councillor information requests

We appreciate that Municipal Affairs acknowledged concerns raised by municipalities, ABmunis, and the Rural Municipalities of Alberta (RMA). The Ministry has since introduced amendments through Bill 28 to mitigate those concerns.

ABmunis also supports the proposed introduction of a Councillor Accountability Framework, as well as the inclusion of third parties to investigate complaints under this framework. ABmunis, along with RMA and municipalities across Alberta, have expressed concerns with the elimination of codes of conduct since their repeal in Bill 50. In addition, under the previous code-of-conduct bylaws, ABmunis and RMA had advocated for an independent third-party integrity commissioner to investigate complaints. Although an independent office has not been established, we are pleased to see that Bill 50 introduces a third party to investigate complaints, ensuring a consistent and accountable investigation process.

Bill 28 does continue to raise concerns related to municipal autonomy and increasing cost pressures for municipalities across Alberta. ABmunis will continue to highlight mounting cost pressures and the cumulative impact that those pressures have on municipalities across Alberta through our [Property Taxes Reimagined](#) project.

The following analysis includes areas where ABmunis has identified risk to municipal autonomy, potential for increased financial strain, and areas where additional feedback from members is required to support future advocacy efforts.

Next Steps and Change Management

ABmunis remains committed to raising our questions and concerns with Municipal Affairs so the Ministry is fully informed about what these proposed changes would mean for municipalities. If passed, Bill 28 will require significant work by ABmunis, other municipal associations, the Government of Alberta, and Alberta municipalities to develop the regulations enabled through the proposed legislation. Regulations are proposed for:

- The Councillor Accountability Framework
- Automatic Yes for development permits
- Non-statutory studies related to development
- Community Design Codes
- Assessment of Designated Industrial Property
- Governance of Utilities

Regulations will be extensive and ABmunis remains committed to working collaboratively with Municipal Affairs and other municipal associations on the development of all future regulations. These regulations will further clarify the requirements that have been introduced in Bill 28 and may have additional impacts on municipalities.

Changes to the Municipal Government Act

Unless otherwise noted, the proposed changes to the *Municipal Government Act* will come into force upon Royal Assent.

Accountability – Councillor Accountability Framework

Proposed Change	ABmunis Analysis
<p>Councillor Accountability Framework Allows for the Minister to, by regulation, establish a universal councillor accountability framework for all municipalities across Alberta. (Division 1.01, s. 146.011)</p>	<p>Support in Principle Bill 50, the <i>Municipal Affairs Statutes Amendment Act, 2025</i>, repealed provisions relating to municipal codes of conduct (s. 145(10)), as well as prohibiting any future bylaw or resolution in relation to the behaviour or conduct of councillors or council committees (s. 145(9)).</p> <p>Since the repeal of codes of conduct, ABmunis, along with other municipal associations and municipalities, has advocated for these codes to be reinstated to strengthen ethical, respectful, and accountable conduct for elected officials.</p> <p>Bill 28 outlines that any future accountability framework may include:</p> <ul style="list-style-type: none"> • Rules respecting pecuniary interest (subject to s. 170, 172, 173, and 174(1)(g) to (i)) • Rules respecting the use of municipal assets and services • Rules respecting the confidentiality of information • Rules respecting egregious behaviour, threatening behaviour, or improper use of influence • Rules respecting the conduct and terms of investigators or appeals commissioners • Rules respecting processes for a complaint, an investigation, a preliminary review, a decision to apply sanctions, and appeals • An investigator’s power • Rules respecting the publication of information • Rules respecting the contents of a pecuniary interest report • Custody and retention of records related to preliminary reviews, investigations, reports and appeals • Permitted sanctions • Timelines for making a complaint, appeals, making an order and releasing findings, and reasons provided by an appeals commissioner or Minister • Setting fees for complaints and appeals <p>ABmunis understands that significant details related to the framework will need to be drafted as part of the regulation. We look forward to the opportunity to fully collaborate with the Ministry on regulations. We recognise that member engagement will be crucial to this process.</p>

Proposed Change	ABmunis Analysis
	<p>Gap in Accountability for Public Members on Council Committees We note that Bill 28 does not apply to council committees, which we see as a significant gap. Changes in Bill 50 prohibited councils from passing bylaws or resolutions pertaining to the behaviour of councillors or other members of council committees who are not councillors. While council may govern and establish basic requirements for council committees, they still lack a mechanism to hold non-elected committee members accountable for their behaviour.</p> <p>Costs to Municipalities ABmunis continues to be concerned about the cumulative impact of costs on municipalities. We understand that under the framework, municipalities will be required to cover costs related to preliminary reviews and investigations while the Minister covers costs associated with appeals or Minister-initiated investigations. Regulations related to costs, including establishing fees for complaints, and standard fee structures for preliminary reviews and investigations, will be critical to ensure that the framework is not only accessible to municipalities, but also reduces unintended financial strain. For example, consideration could be given to establishing fees to file a complaint that could be reimbursed if the complaint is found to merit investigation but would be put towards covering costs if the preliminary review finds the complaint to be frivolous or vexatious. This is discussed in further detail in the section on “Preliminary Review” Ongoing engagement with members will be required.</p>
<p>Complaints and Investigations If an accountability framework is established, the Minister must designate investigators for the purposes of investigating complaints received under the framework. (s. 146.02)</p> <p>A councillor is permitted to make a complaint against another councillor if they have reasonable grounds to believe there has been a contravention of the accountability framework. (s. 146.021)</p> <p>Upon receiving a complaint, a council will be required to appoint an investigator to conduct an investigation. (s. 146.03)</p>	<p>Support in Principle and Further Details Required Investigators ABmunis has advocated for an independent third-party ethics/integrity commissioner since the introduction of codes of conduct. Although Bill 28 does not formally establish an independent office, ABmunis supports the requirement for investigations to be completed by an independent third-party.</p> <p>ABmunis understands that the Minister must designate the individuals that the Minister considers qualified, “subject to any terms and conditions the Minister considers necessary.” Consequently, ABmunis looks forward to working with Municipal Affairs to establish the criteria related to investigator qualifications and finalize a roster of investigators available to municipalities.</p> <p>We understand some municipalities already have independent offices of integrity commissioners and in principle, those commissioners would be eligible to apply to be appointed as investigators of complaints.</p> <p>Complaints Bill 28 allows for a councillor to file a complaint if they have reasonable grounds to believe that another councillor on the same council has contravened the framework. Councillors can file a complaint on</p>

Proposed Change	ABmunis Analysis
	<p>behalf of the public or administration. Bill 28 requires that a councillor filing a complaint does so in a form acceptable by council.</p> <p>ABmunis recommends that considerations be made in the regulations for a mechanism where complaints emerge as part of intermunicipal collaboration discussions.</p> <p>Although we understand that the framework provides the authority for council to create a “form” for receiving complaints, ABmunis recommends establishing a form in the regulation to provide consistency across the province, rather than every municipality creating their own format via council policy.</p> <p>Further, the legislation doesn’t specify if a group of councillors could jointly file a complaint against another councillor to prevent multiple complaints on the same violation. Additional clarification is required and consideration should be given to the potential for a joint complaint.</p> <p>ABmunis has noted that there appears to be a gap between how complaints are received and how investigation reports are shared with council. Bill 28 is unclear on whether complaints are submitted in closed session to protect confidentiality. It also does not clearly state whether a councillor named in a complaint can see it before it is formally submitted or reviewed by council.</p> <p>Investigations</p> <p>Upon receiving a complaint, councils must appoint an investigator to investigate the complaint, and the municipality is responsible for the costs of the investigation. The legislation is unclear as to whether accepting a complaint and passing a resolution to appoint an investigator must be done at the same meeting or within a time period specified in the regulation.</p> <p>ABmunis understands that the province intends to establish regulations respecting fees associated with filing a complaint. We support development of a fee structure that balances attraction of qualified investigators with the need to control costs for municipalities.</p> <p>An investigator has the power to:</p> <ul style="list-style-type: none"> • Make inquiries of any person they believe has or may have information relevant to the investigation • Demand the production of records or documents • Make copies of any documents or records • Access any municipal land or facilities • Do anything permitted in the accountability framework

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	<p>However, the legislation does not set out the responsibilities of the municipality, its employees, the complainant, or the person subject to the complaint.</p> <p>Prior to an investigative report being submitted, if either the person who made the complaint or the person subject to the complaint is no longer a member of council, the investigation must end immediately. The investigator must inform the council and the Minister that the investigation has ended and the reasons for the conclusion. ABmunis believes that unintended consequences may result if an investigation ends because the complainant is no longer on council, but the councillor subject to the complaint remains. There are many reasons why a complainant may resign, and their resignation does not mean that the contravention was fully investigated with a resolution being identified, nor will it guarantee that a similar complaint will not arise in the future given the inability to formally conclude the investigation. There are also risks that a councillor subject to a complaint could resign to end an investigation and then run again for council at a later point. In addition, concluding an investigation without disclosure of findings does not provide transparency to the public or the remainder of council. At the same time, concluding an investigation with resignations does save the municipality from spending additional time and money on an investigation.</p> <p>The legislation also permits the Minister to appoint an investigator if they are of the opinion that a councillor may have contravened the accountability framework.</p> <p><i>Outstanding Questions</i></p> <ul style="list-style-type: none"> • Are municipalities required to establish a policy for the purposes of outlining the form in which a complaint is considered “acceptable by council”? If so, what is the timeline for councils to establish their policies after the implementation of any regulation? • Are municipalities permitted to establish a process for receiving complaints from the public that could then inform whether a councillor may wish to proceed with a complaint under the framework? • If a councillor resigns to end an investigation and then chooses to run in the by-election, is there a mechanism to ensure the investigation can continue or is a new complaint required if the person is re-elected to council? • Will the regulations include a mechanism to manage multiple complaints on the same issue or allow for multiple councillors to be named as complainants on the complaint? • Does council formally accept a complaint, if in the acceptable format, by resolution or is it submitted in closed session? Investigator reports are first submitted in closed session, but similar processes are unclear related to complaints. • Is there an intention to ensure a different mechanism for public or employee complaints that ensure accountability of elected officials? • Section 146.03 requires that council must appoint an investigator if it receives a complaint. What is the timeline for council to appoint an investigator after receiving the complaint?

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Proposed Change	ABmunis Analysis
<p>Preliminary Review An investigator is required to conduct a preliminary review prior to completing an investigation. (s. 146.05)</p>	<p>Support Prior to proceeding to an investigation, Bill 28 outlines that an investigator must complete a preliminary investigation to determine if a complaint is frivolous, vexatious, or outside of the scope of the accountability framework.</p> <p>ABmunis supports the concept of a preliminary review since municipalities will be responsible for the costs associated with an investigation. If it is determined a complaint is frivolous or vexatious or falls outside of the scope of the framework, municipalities will only be responsible for the costs of the preliminary review rather than the full investigation.</p> <p>We also support requiring the investigator to file a report of the findings with council, as it ensures transparency.</p> <p>ABmunis recommends that related regulations establish a clear definition of “frivolous” and “vexatious” to ensure that the same standard is applied by all investigators. This also ensures clarity for all elected officials who may use the accountability framework in the future.</p> <p>As mentioned in a previous section, ABmunis also recommends establishing a fee payable to the municipality for filing a complaint. The municipality would hold the fee until the preliminary review has concluded. If the review finds that the complaint was frivolous or vexatious or falls outside of the scope of the accountability framework, the municipality would retain the fee. If the review determines the complaint falls within the framework, the fee is refunded to the complainant. The intention is not to deter complaints but rather to recognize the costs that municipalities will be responsible for when a complaint is received and ensuring there is accountability for the person filing the complaint. To reflect differences among municipalities in Alberta, a minimum and maximum fee could be set, while allowing each municipality to choose a fee that fits its needs, as long as it does not exceed the maximum.</p>
<p>Decisions and Sanctions An investigator must prepare a report for council that summarizes the investigation, recommendations, and reasons for the recommendations. (s. 146.07)</p> <p>After receiving an investigation report, council must determine if the councillor has contravened the framework. (s. 146.08)</p>	<p>Support in Principle and Further Details Required An investigator must submit an investigation report that includes:</p> <ul style="list-style-type: none"> • A summary of the investigation • Recommendations on whether council should find that the councillor has contravened the framework • Reasons for the recommendations • Recommended sanctions, if any <p>This report ensures transparency and accountability of the framework and the investigative process. The report must be submitted to council via closed session and be made publicly available in accordance with the framework.</p>

Proposed Change	ABmunis Analysis
	<p>After receiving a report, council must pass a resolution determining if the councillor has contravened the framework. If council determines that a contravention has occurred, the council must apply the sanctions recommended in the report, apply one or more different sanctions, or apply no sanctions. A councillor who is the subject of a complaint is not permitted to participate in discussions related to the report nor any resolution. They cannot vote on any resolution related to the report and must leave the room until the discussion and voting has finished.</p> <p>Sanctions will be determined through regulation, and it remains unclear what type of sanctions will be available to investigators and councils. ABmunis looks forward to future engagement during the development of the regulations.</p> <p>There continues to be a gap in relation to Occupational Health and Safety (OHS), specifically complaints filed against a councillor by reason of unsafe work environments. Although a complaint may be filed by administration due to action or behaviour of a councillor under OHS, the councillor cannot be individually sanctioned at the conclusion of an investigation. The municipality is responsible for any necessary remedies or sanctions. This approach continues to lack the necessary accountability when complaints related to OHS have been filed against elected officials.</p> <p>Outstanding Questions</p> <ul style="list-style-type: none"> • The investigation report must be submitted in a closed session and made publicly available in accordance with the regulations. However, council is required to make a resolution after receiving the report. Is the intention that the investigation report and council resolution be dealt with at separate meetings to ensure the report is publicly available to support transparency? • Further, requiring the councillor subject to the complaint to leave the meeting room implies that they cannot be present in closed session where the investigation report is submitted. Does this mean that the councillor subject to the complaint will not have access to the report until it has been made public? • Although there is a requirement for the councillor subject to the complaint to leave the room when discussion regarding the report or a resolution takes place, the same requirement doesn't exist for the person who has filed a complaint. Is the intention that the complainant is still permitted to participate in discussion even though a bias may exist, but the person subject to complaint must leave the room due to perceived bias? ABmunis supports requiring the councillor subject to the complaint to abstain from discussion and voting, but in the spirit of transparency, any person who is the subject of a complaint should be afforded the ability to hear discussion related to the complaint.
Pecuniary Interest Report	Support in Principle and Further Details Required

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Proposed Change	ABmunis Analysis
<p>Requires an investigator to immediately stop an investigation and report to council if there are reasonable grounds to believe a councillor may be disqualified due to a pecuniary interest. (s. 146.06)</p>	<p>ABmunis understands that the intention of including pecuniary interest in the accountability framework is to enable an independent investigator to verify whether or not pecuniary interest rules have been violated prior to filing a court application. This initial check-and-balance is helpful to council and ensures as much information is gathered and provided to council prior to incurring the costs of a court application.</p> <p>If a pecuniary interest has been found by the investigator, council will be required to file a court application for disqualification if the councillor chooses not to resign. In all other instances of disqualification, council may still choose to file an application with the courts. Filing court applications for disqualification can have serious financial implications for municipalities.</p> <p>Outstanding Questions</p> <ul style="list-style-type: none"> Section 174 of the <i>Municipal Government Act</i> includes several additional violations outside of pecuniary interest that are subject to disqualification: most notably, instances where a councillor may have been ineligible or has ceased to be eligible for council under the <i>Local Authorities Election Act</i>. Why are investigations related to pecuniary interest the only instances of disqualification included in the accountability framework? We believe there would be cost savings for municipalities for all instances of potential disqualification to be investigated given the financial impact of court applications. Given council will be compelled to file a court application if a councillor chooses not to resign, will the regulation outline a timeframe for council to act?
<p>Appeals If an accountability framework is established, the Minister must designate commissioners for the purpose of hearing appeals. (s. 146.09)</p>	<p>Support and Further Details Required</p> <p>This amendment supports independent investigations and principles of procedural fairness by ensuring that a person who has made a complaint, or the person subject to a complaint, may appeal the council's determination that there was or was not a violation of the accountability framework and/or the council's decision to apply or not to apply a sanction. We expect the associated regulation to specify the timelines for appeals and the fees for filing an appeal.</p> <p>ABmunis understands that this appeal process does not prevent a complainant or person subject to a complaint from filing a further appeal to the Court of King's Bench.</p> <p>Although ABmunis supports the appeal process, the drafted process requires the commissioner to recommend to the Minister whether to accept, reject, or vary the council's determination and the sanctions (or lack thereof). The Minister must then determine if there has been a contravention and may choose to apply one or more sanctions. ABmunis appreciates that this provision may have been included in legislation given Municipal Affairs' experience with select dysfunctional councils. At the same time, it limits municipal autonomy.</p>

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Proposed Change	ABmunis Analysis
	ABmunis recommends that the Appeals Commissioner be required to file their report with both the Minister and the council for transparency.
<p>Standard Meeting Procedures Intention to create standard meeting procedures through regulation that municipalities will be required to follow at minimum (not included in Bill 28).</p>	<p>Further Details Required Based on authority granted in Bill 50 (2025), ABmunis understands that the Minister of Municipal Affairs still intends to create a regulation or ministerial order outlining meeting procedures that set a minimum standard for all municipalities. We further understand that municipalities will be able to pass procedural bylaws that build on the standard procedures set by regulation. We also understand that the procedures are not expected to significantly impact municipalities.</p> <p>We will continue to engage with the Ministry on these procedures and look forward to future engagement on the regulation as it is developed.</p>

Governance of Viability Reviews

Proposed Change	ABmunis Analysis
<p>Public Vote on Viability The public vote from a viability review will be non-binding and the Minister will have discretion on what recommendation to make to Cabinet when considering whether a municipality should dissolve. (s. 130.1(2) and 130.1(3))</p>	<p>Member Feedback Required Currently, when a viability review is complete and residents vote on whether the municipality should be dissolved, the Minister is bound by the results of the vote. For example, if residents vote to dissolve, the Minister must recommend to Cabinet that the municipality be dissolved.</p> <p>The proposed amendment will make the public vote non-binding, giving the Minister discretion on what recommendation to make to Cabinet.</p> <p>ABmunis’ members have raised questions about whether the current viability review process adequately informs residents prior to a vote on viability. There are examples of communities that have gone through viability review processes and voted to remain, only to run into challenges soon thereafter that results in a review that ends in dissolution. One of our strategic initiatives for the year is to develop recommendations to enhance Municipal Measurement Indicators and the Viability Review process to better inform councils and residents of the factors impacting the municipalities finance and governance. We will engage members as we develop these recommendations. Currently, ABmunis does not have direction from members on whether the public vote should remain binding or if there is support for the Minister to have more authority based on their access to broader information.</p> <p>Outstanding Questions:</p> <ul style="list-style-type: none"> • Under what circumstances would the Minister consider recommending Cabinet disregard the results of vote.

Municipal Transparency

Proposed Change	ABmunis Analysis
<p>Public Disclosure of Municipal Official Salaries Beginning in 2027, municipalities will be required to disclose the total compensation and severance for each employee who exceeds the threshold outlined in the <i>Public Sector Compensation Transparency Act</i>. (Part 6.1, s. 215.1-215.7)</p>	<p>Further details and - Member Feedback Required</p> <p>This proposed change was expected, as the Premier’s 2025 mandate letter directed the Minister of Municipal Affairs to “conduct a review of compensation and benefits for municipal officials to ensure taxpayer dollars are being respected and compensation levels are commensurate with time commitment and responsibility, including through the establishment of a salary disclosure”.</p> <p>The proposed changes align with public disclosure in the Alberta public service, including the threshold established in the <i>Public Sector Compensation Transparency Act</i>. As of 2025, the threshold is \$133,813.</p> <p>Bill 23, the <i>Justice Statutes Amendment Act</i>, is currently being considered by the legislative assembly and proposes a base salary and severance threshold of \$130,000 for employees of the Government of Alberta, as well as employees of a public sector body, education body, or municipal authority. The bill has not yet been passed by the assembly.</p> <p>While municipalities already report the compensation of the Chief Administrative Officer through the annual financial statements, this amendment proposes to require municipalities to publish a listing on the municipality’s website of all employees whose compensation exceeds the specified threshold. If no employee exceeds the threshold, the municipality must still publish that information and notify the Minister.</p> <p>The Minister has the authority to issue an order requiring an internal audit to ensure compliance, as well as requiring the results of the audit to be made public. If the Minister has ordered an audit, the municipality will be responsible for the costs that the Minister has incurred for the audit and publishing the results.</p> <p>ABmunis is uncertain of the problem the proposed amendment is trying to solve, as well as it’s overall purpose. Some members have highlighted that the proposed amendment increases public transparency in relation to municipal finances and increases accountability. Salaries in the municipal sector vary based on the size and location of communities, responsibilities of the position, and many other factors. There may be unintended consequences as it can lead to increased compensation due to being used as a bargaining tool for candidates. Unlike other orders of government, municipalities are already required to set their budgets, which include administration costs, in public. We will continue to gather feedback from members to inform our advocacy efforts on this topic.</p>
<p>Transparency of Policing Costs</p>	<p>Support</p>

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Proposed Change	ABmunis Analysis
<p>Allows municipalities to show the portion of the tax rates that are required to raise revenue to pay amounts owing under the <i>Police Act</i>. (s. 334(4)).</p>	<p>ABmunis supports this change to enable municipalities to proactively show the costs of policing under the <i>Police Act</i> on the tax notice. Municipalities are already empowered to show the total requisition required to be paid into the Alberta School Foundation Fund (education property taxes) under the <i>Education Act</i>.</p> <p>This change enhances transparency and clarity for the taxpayers in municipalities who are facing increased policing costs under the <i>Police Act</i>. Addressing policing costs will continue to be a priority for ABmunis for the foreseeable future.</p>
<p>Clarification of Reporting the Use of Natural Persons Powers Clarifies when notice must be provided to council as it relates the use of municipality’s natural person powers. (s. 208)</p>	<p>Support in Principle Bill 50, the <i>Municipal Affairs Statutes Amendment Act, 2025</i>, introduced the requirement for the CAO to notify council in writing when exercising the use of natural persons powers. ABmunis noted at the time that this provision would add significant burden to municipal administrations.</p> <p>Bill 28 clarifies that reporting is not required when the use of natural persons powers is related to:</p> <ul style="list-style-type: none"> • A matter that has been approved by bylaw or resolution of council • A personnel matter • A routine operational matter • An emergency response • Seeking a legal opinion on behalf of the municipality. <p>Although the CAO will still be required to report the use of natural persons powers within 14 days of their use, the additional clarity of when reporting is not required will significantly reduce reporting and the strain on administration.</p> <p>While we are pleased that Bill 28 brings greater clarity to provisions introduced in Bill 50, we still question the need for this provision in the first place.</p>
<p>Clarification of Councillor Access to Information Clarifies when the CAO must fulfill information requests and enables municipalities to pass a bylaw defining “substantial information.” (s. 208.1)</p>	<p>Support in Principle ABmunis is pleased to see that Bill 28 includes clarification related to councillor information requests, given the concerns we raised following the introduction of Bill 50.</p> <p>The proposed amendment clarifies that when information has been provided to a councillor in response to an information request, and the information is publicly available, the CAO may provide the information to all other councillors but is not required to. Further, a council may pass a bylaw outlining “substantial information requests” and may identify when a resolution is required before the CAO complies with the request, as well as any reporting requirements in the case of substantial information requests by the CAO.</p> <p>The provisions in Bill 28 recognize that requests for substantial information can mean different things for different municipalities based on their size and administrative capacity. Enabling bylaw-making authority</p>

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Proposed Change	ABmunis Analysis
	recognizes municipal autonomy and ensures that the decision relating to information requests rests with individual municipalities, rather than a one-size-fits-all approach.
Modernizing Business Improvement Area (BIA) Governance Creates greater flexibility related to BIA governance. (s. 53)	Support ABmunis participated in consultations on this topic throughout 2025. Consensus was not reached during the engagement on significant changes to BIAs. The proposed changes are minor and consistent with ABmunis' recommendations to the province.

Enabling Growth and Housing

Proposed Change	ABmunis Analysis
Automatic Yes and Automated Technology Clarifies that a municipality may authorize the use of an automated system for making decisions on applications for development permits and issuing development permits. (s.640.2(c.1) and s.694)	Support and Further details required Use of automated technology for the purpose of making decisions on applications for development permits is consistent with current practices in some large municipalities. ABmunis understands that the province intends to establish regulations outlining requirements for automatic approvals of certain development permits. Initial conversations indicate the intention is to focus on low-risk permits, such as fences and decks. If this is what emerges from the regulatory development process, it will be consistent with feedback heard during the Enabling Growth and Housing Affordability Consultations held in 2025.
Development Permit Statistics Municipalities greater than 15,000 will be required to publicly report development permit activity and timelines. (s 683.2)	Further Details Required ABmunis broadly supports efforts to enhance transparency and notes that many municipalities are already proactively reporting some of the newly required statistics. Municipalities greater than 15,000 will be required to report no later than March 31 of every year: <ul style="list-style-type: none"> • The total number of applications for development permits that were received • The total number of development permits issued • The average and median number of days from when the application for a development permit was received to when the application is complete or refused • The average and median number of days from when an application was complete to when the development permit was issued or refused • A comparison between the averages to the required timelines in the MGA While transparency is important, this legal requirement is a new layer of red tape which will add to the total of cost increases imposed upon municipalities.

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Proposed Change	ABmunis Analysis
<p>Off-Site Levies (OSLs) Clarifies costs that may be included in off-site levy charges and expands exemptions for charter and independent schools. (s. 648(a) 1.2 and s. 648(b) 2.11)</p>	<p>Oppose and Member Feedback Required</p> <p>Presently, the MGA itemizes what an OSL may be used for. The amendments seek to also itemize items that are explicitly exempt from OSLs, including:</p> <ul style="list-style-type: none"> • Operational costs • Capital costs relating to commercial retail facilities included in the design of a facility referred to in s. 648(2) and (2.1) that are not related to the delivery of core services • Anything not permanently affixed to a facility (such as vehicles and furniture) • Capital costs incurred to build to a standard higher than the standard required under building codes <p>The proposed changes limit municipal autonomy and the ability for municipalities to cover certain costs through OSLs under the principle of “growth paying for growth”. Any limits to the ability of municipalities to raise revenue to cover costs is concerning, especially during a time of increasing pressure on the property tax base. For example, as outlined in our Property Taxes Reimagined project, the cost of purchasing a new fire truck to reach newly developed areas has increased by about 70 per cent over the last five years. We also note that, “core services” is not clearly defined.</p> <p>In addition, the provision excluding OSLs from covering capital costs beyond building codes limits the ability of municipalities to respond to local circumstances. For example, ensuring infrastructure is resilient to extreme weather risks.</p> <p>Bill 28 also expands exemptions from schools owned by or leased to a school board to now include Charter and Independent schools. ABmunis will need to engage members on whether they support the proposed expansion of exemptions related to Charter and Independent schools.</p>
<p>Non-Statutory Studies Intention to create future regulations to streamline development approvals (not included in Bill 28).</p>	<p>Concerns - Further Details Required</p> <p>The legislation related to non-statutory studies is vague and lacks clarity, limiting ABmunis analysis. The Bill 28 Information Guide released by Municipal Affairs commits to a future regulation that will build on the amendments proposed for offsite levies by examining the role of non-statutory studies in the development process to further streamline approvals. More details are required to understand how the province intends to limit the use of non-statutory studies. ABmunis will remain engaged with Municipal Affairs to better understand the intention of a future regulation. We expect to participate in future engagements on this topic.</p>
<p>Reserve Land for Charter Schools Charter schools accredited by the Ministry of Education and Childcare would be allowed to</p>	<p>Member Feedback Required</p> <p>Bill 28 proposes to amend the MGA to expand the types of schools that can access reserve land. ABmunis understands that while this change makes reserve lands available to Charter and Independent schools, it</p>

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Proposed Change	ABmunis Analysis
<p>access municipal and school reserve land. (s.616 (a) and 648(a) 1.2)</p>	<p>does not change the land allocation process. We understand the intention is to treat Charter and Independent schools the same as public schools. Members have also identified challenges with the process and costs associated with siting and servicing of new schools in addition to school site ownership. We invite members to share their feedback on how this proposed change may impact municipalities and raise any related questions.</p>
<p>Community Design Codes Intends to establish Minister’s authority to create design codes via regulation. (s.640.3)</p>	<p>Concerns - Further Details Required The proposed introduction of provincially established Community Design Codes represents a significant shift of land use planning authority from municipalities to the province. While ABmunis appreciates the province’s desire to help communities remain attractive, competitive, and reflective of a unique sense of place, the ability of this code to override municipal statutory plans and land use bylaws, along with Ministerial authority to require municipalities to adopt design codes, raises concerns about municipal autonomy, local context, and community-driven planning outcomes. Many communities already struggle to attract development, and adding another provincial layer of requirements could further deter investment or slow projects in areas that can least afford additional barriers. Further details are required on how the design codes would be developed, applied, and tailored to reflect diverse municipal needs before the impacts on local planning authority, economic development, and governance can be fully assessed.</p> <p>ABmunis understands there are no current plans for the Minister to impose a community design code on municipalities, but note an inconsistency between the stated intention and what has been drafted in Bill 28. Clarity is required to fully understand the future of the regulation, including any voluntary acceptance by municipalities. ABmunis is committed to remaining fully engaged with the Municipal Affairs during the future development of the design code regulation.</p>

Assessment & Property Taxation

Proposed Change	ABmunis Analysis
<p>Vacancy Property Tax If a council creates a residential assessment sub-class for property that is not a primary residence, that sub-class may not be assigned to a residential property that is wholly or partially owned by one or more individuals that reside in Alberta. (s. 297(2.01))</p>	<p>Opposed This proposed change was expected as the Premier’s 2025 mandate letter directed the Minister of Municipal Affairs to “protect Albertans from specialized municipal taxes directed at homes that are not a primary residence”. The amendment only applies to situations where municipalities create a sub-class(es) under the Class 1 Residential assessment class. Therefore, if your municipality does not have sub-classes for residential property, there is no impact on your municipality.</p> <p>Application for Personally Owned Residences The amendment still enables a municipality to charge a different property tax rate on vacation or rental homes, but it may only be applied to properties that are wholly owned by persons who live outside Alberta.</p>

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	<p>If there are multiple owners of a property and at least one of the owners resides in Alberta, then the municipality is prohibited from assigning it a residential sub-class that is specific to not being a primary residence.</p> <p>Application for Residential Property Owned by a Corporation The amendment only applies to properties owned by individuals. Therefore, if a corporation owns a vacation or rental home, the municipality is permitted to assign it a separate assessment class and levy a different tax rate.</p> <p>This amendment, if passed, is deemed to have come into force on January 1, 2026.</p> <p>Call to Action if Using Residential Sub-Classes Municipalities who currently use assessment sub-classes for different types of residential property should ensure that their tax rate bylaw clearly defines what types of property are subject to that sub-class(es). Without sufficient definitions in your tax rate bylaw, your municipality may unintentionally be subject to the new requirements of section 297(2.01) related to residential property that is not a primary residence. Common examples may be where municipalities have sub-classes for vacant residential land or multi-family residential property.</p> <p>If your municipality has an assessment sub-class that triggers the proposed section 297(2.01), you will have 45 days after Bill 28 comes into force to either amend your bylaw or correct the assessment roll and reissue assessment notices for those properties for the 2026 taxation year. This is detailed in the proposed section 297.1 in Bill 28.</p> <p>ABmunis opposes limits to municipal autonomy to develop solutions tailored to local contexts. Municipalities across Alberta have unique challenges, including with affordable housing, that require flexible solutions. Given constraints on both municipal and provincial finances, we have questions as to how the province will work with municipalities to ensure much needed affordable housing will be built.</p>
<p>Equity in Assessment of Industrial Property New clause clarifies that the assessment of a designated industrial property or machinery and equipment property is deemed equitable if the assessor has applied the standards and procedures set out in the regulations. (s. 293(1.1))</p>	<p>Support in Principle Some industrial property owners have appealed their assessments on the basis that one property’s valuation differs from industrial properties that they consider comparable. The proposed clause is intended to clarify that comparable properties do not have to have similar assessment valuations as long as the regulations have been followed consistently. The differentiation in valuations of comparable industrial properties is a product of Alberta’s regulated assessment approach for industrial property, which is different from the market value approach used for residential and commercial property.</p> <p>ABmunis supports the amendment to increase clarity in Alberta’s assessment system and ideally reduce assessment appeal costs for municipalities.</p>

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<p>Regulations for Designated Industrial Property New provisions added to enable the Minister to make regulations related to designated industrial property and machinery and equipment. (s. 322(1))</p>	<p>Support in Principle and Concerns - Further Details Required This amendment relates to Municipal Affairs' current multi-year review of how industrial property is assessed. Historically, the Minister published a Construction Cost Reporting Guide that defines how some Designated Industrial Property and machinery and equipment are assessed. These amendments will enable the Minister to set these rules through standard regulations instead of a guide.</p> <p>ABmunis' supports the province's intent to bring clarity to the assessment system through new regulations, as the existing system has not been updated since 2005. The current lack of clarity has led to significant legal costs for municipalities when managing costly appeals related to the assessment of Designated Industrial Property and machinery and equipment.</p> <p>However, ABmunis has concerns with some of the broader policy changes that will be formalized through these new regulations. The policy changes were announced by the Minister of Municipal Affairs via letter to municipalities on April 1, 2026. ABmunis concerns will be shared with members through our The Weekly newsletter.</p>
<p>Penalty for Non-Reporting Enables the Minister to charge a penalty if a property owner does not provide the information requested by the provincial assessor within 60 days of the request. (s. 295(1.1))</p>	<p>Support Under the regulated assessment system for designated industrial property, the provincial assessor requires annual reporting of information by property owners, but some property owners fail to report or do not report on time, which prevents assessors from developing accurate assessments. The regulations are expected to prescribe penalties of up to \$10,000 for non-reporting. ABmunis supports the amendment to increase accountability in the regulated assessment system.</p>
<p>Dismissal of Complaint Due to Non-Reporting Adds a requirement for the Land and Property Rights Tribunal to dismiss an assessment complaint if the property owner did not provide the information requested by the assessor within 60 days of the request. (s. 499(2) and 295(4))</p>	<p>Support This amendment is intended to strengthen accountability by property owners to report information to the assessor when requested so that assessors have increased clarity when determining an assessment. The Land and Property Rights Tribunal hears all assessment complaints on Designated Industrial Property, which often require annual reporting by the property owner. This amendment will therefore incentivise owners to report on time so that they maintain the option to lodge an appeal.</p>

Public Institutions & Utilities

Proposed Change	ABmunis Analysis
<p>Governance of Utilities Enable Cabinet to transfer ownership of a municipal public utility to a public utility entity (e.g. a controlled corporation or regional</p>	<p>Concerns - Further Details Required The intent of this amendment is not clear, but ABmunis assumes that the province wants legal authority to take action to change the governance of a public utility (water and wastewater services) in situations where</p>

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Proposed Change	ABmunis Analysis
<p>commission). Details will be subject to the development of regulations. (s. 44.1).</p>	<p>a municipality is not managing the utility to what the province deems a reasonable standard. Our preliminary concern is the potential override of local autonomy.</p> <p>Outstanding Questions</p> <ul style="list-style-type: none"> • What situations will necessitate the province exercising this authority? • Will the regulations define a framework of criteria that must be triggered before the province transfers ownership of a public utility?

Aggregate Pits (Environment and Protected Areas)

Proposed Change	ABmunis Analysis
<p>Aggregate Pits Clarifies how municipal land-use decisions interact with provincially approved aggregate pit registrations under the <i>Environmental Protection and Enhancement Act</i> and requires municipalities to approve a development permit where the registration has been approved by the province. (s. 619.1)</p>	<p>Concerns - Further Details Required</p> <p>The proposed changes will give aggregate pit registrations under the <i>Environmental Protection and Enhancement Act</i> precedence over municipal statutory plans, land use bylaws, subdivision decisions, and development approvals. Municipalities will be obligated to approve a pit application when it aligns with the registration filed under the <i>Environment Protection and Enhancement Act</i> within prescribed timelines, with limited ability to impose local conditions or hold hearings.</p> <p>While ABmunis understands the intent to provide regulatory clarity and certainty for aggregate resource development, these changes raise concerns about the erosion of municipal land use authority, reduced local decision making, and restricted opportunities for community input. Additional details are needed to understand how municipal planning objectives, infrastructure impacts, and community considerations will be incorporated into the provincial registration process.</p> <p>Proposed amendments would come into effect upon Proclamation.</p>

Changes to the Alberta Housing Act

The proposed changes to the *Alberta Housing Act* will come into force on January 1, 2027.

Seniors Lodge Program (Assisted Living & Social Services)

Proposed Change	ABmunis Analysis
<p>Seniors Lodge Program The <i>Alberta Housing Act</i> will be amended to address the long-term sustainability of seniors' lodge housing. These changes would establish requirements for capital maintenance reserve funds for lodge assets; allow capital reserve contributions to be requisitioned from municipalities where appropriate; and strengthen governance practices for Housing Management Body boards. (<i>Alberta Housing Act</i> s. 1, 4, 5, 7, 8, 33, and 34; Schedule 1)</p>	<p>Support in Principle Requisitioning for Capital Reserves This amendment clarifies that housing management bodies may requisition funds for capital reserve funds for new or replacement lodge accommodations, with the agreement of member municipalities. ABmunis understands that some municipalities already allow this through local agreements.</p> <p>Keeping this authority voluntary allows municipalities to assess, case by case, whether this approach fits their local circumstances. Further, the legislation appears to respect municipalities' ability to pay by outlining that requisitions be shared based upon equalized assessment. This appears to resolve any conflicts about requisition amounts amongst member municipalities, as well as smaller municipalities who might have limited funds to contribute.</p> <p>Mandatory Capital Maintenance Reserve Funds The requirement for mandatory capital maintenance reserve funds reflects a recommendation of the Seniors Lodge Review Panel, which included municipal representation. However, concerns remain about the financial impact on municipalities. Housing management bodies can already requisition municipalities to cover operating deficits and to establish or maintain reserve funds. Making reserve funds mandatory could increase and accelerate financial pressure on municipal budgets. While this change supports better maintenance of lodge assets, it adds to the cumulative strain on the property tax base, particularly given the Panel's related recommendation that the province retain responsibility for major capital projects and new lodge development unless otherwise agreed. ABmunis will seek further details from the department as to the potential impact on municipalities where there are no existing or low reserves funds.</p> <p>Ongoing changes to housing management body governance through ministerial order, have limited the number of council appointed members of the management body, effectively limiting municipal voice while these mandatory reserve fund changes are increasing financial demands on the property tax base. Bill 28 does not reflect the broader recommendation of the Seniors Lodge Review panel report to revisit the funding model between the province and municipalities.</p> <p>Ministerial Authority over Reserve Fund Types</p>

Proposed Change	ABmunis Analysis
	<p>Clarifying the types of reserve funds the Minister may regulate appears to formalize the reserve fund categories that already exist in practice. However, additional information is needed on the intent and scope of these amendments. ABmunis will engage with the province as the regulations are developed.</p> <p>Lodge Rate Regulation Moving the lodge rate from legislation to regulation does not, on its own, raise concerns. However, understanding the intent behind this change will be essential to advising municipalities on potential impacts to municipal finances and to vulnerable residents.</p>

Changes to the Libraries Act

The proposed changes to the *Libraries Act* will come into force upon Royal Assent.

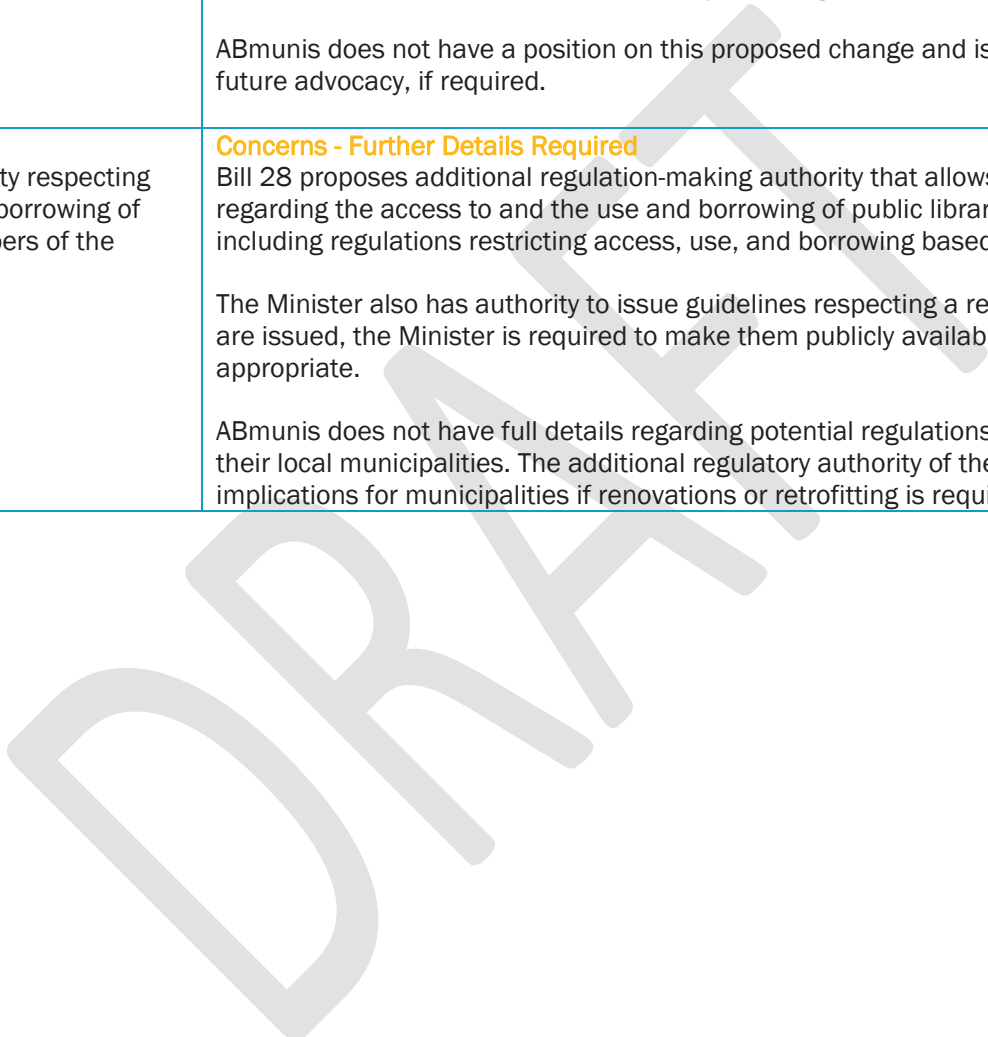
ABmunis is aware that the Coalition of Alberta Public Libraries (CAP Libraries) issued a [statement](#) on April 9, 2026, related to the proposed changes in Bill 28. The CAP Libraries represent all 324 public library service points across Alberta, serving 99 per cent of Albertans. The CAP Libraries has outlined the following broad themes of concern with Bill 28:

- Privacy and access
- Local decision-making
- Costs and practicality
- Scope and proportionality

Proposed Change	ABmunis Analysis
<p>Inspections Enables the Minister to appoint inspectors to conduct inspections for any matter relating to the management, administration, or operation of the public library, and to determine if a board is complying with the Act and Regulations. (s. 39)</p>	<p>Concerns – Member Feedback Required The proposed change expands provisions related to inspections to include the ability to conduct an inspection into any matter relating to the management, administration, or operation of a public library, as well as to determine if a board is complying with the <i>Libraries Act</i> and its regulations.</p> <p>Inspectors are permitted to:</p> <ul style="list-style-type: none"> • Inspect the public library property • Inspect the provisions of the services • Examine and make copies of records • Require an employee of the library board to reply to a question or provide any information requested by the inspector <p>Following an inspection, the inspector is required to make a report to the Minister and provide a copy of the report to the board. The Minister is provided with the flexibility to make any order they consider</p>

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Proposed Change	ABmunis Analysis
	<p>appropriate upon receiving the inspectors' report. Inspections are already permitted under the <i>Libraries Act</i>. However, the amendments expand the authority of inspections and provide further detail on the process, as well as the Minister's authority following an inspection.</p> <p>ABmunis does not have a position on this proposed change and is seeking member feedback to inform future advocacy, if required.</p>
<p>Regulations Adds regulation-making authority respecting the access to and the use and borrowing of public library property by members of the public. (s. 40)</p>	<p>Concerns - Further Details Required Bill 28 proposes additional regulation-making authority that allows the Minister to make regulations regarding the access to and the use and borrowing of public library property by members of the public, including regulations restricting access, use, and borrowing based on age.</p> <p>The Minister also has authority to issue guidelines respecting a regulation as noted above. If guidelines are issued, the Minister is required to make them publicly available in a manner they consider appropriate.</p> <p>ABmunis does not have full details regarding potential regulations. However, many libraries are funded by their local municipalities. The additional regulatory authority of the Minister may lead to further financial implications for municipalities if renovations or retrofitting is required to align with the regulations.</p>





Alberta Municipalities Strength In Members

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REQUEST FOR DECISION

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 12

TITLE: Closed Meeting -One (1) Legal, One (1) Labor & One (2) Land

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:

The council will be required to make a motion to convene a Closed Meeting to discuss items related to land, legal, or personnel.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

MOTION THAT Mayor Lamb convenes a Closed Meeting at ____ p.m.



REQUEST FOR DECISION

MEETING: Closed Meeting

Date: April 21, 2026

AGENDA NO.: 13

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 for a resolution to revert to a meeting held in public.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A member of the council will announce when the council returns to an open meeting and invite members of the public to attend.

RECOMMENDED ACTION:

MOTION That Mayor Lamb reconvenes from a closed meeting to Regular Council meeting at _____p.m.

INTLS: CAO: KO

MEETING: Regular Council Meeting

Date: April 21, 2026

AGENDA NO.: 14

TITLE: Adjournment

ORIGINATED BY: *Karen O'Connor, CAO*

BACKGROUND / PROPOSAL:

A Member of Council will move to adjourn the meeting.

RECOMMENDED ACTION:

MOTION THAT Mayor Lamb adjourn the Village of Cremona Regular Council Meeting
on the 21st day of April at _____p.m.

INTLS: CAO: **KO**