



**VILLAGE OF GLENWOOD
Regular Council Meeting**

Agenda

**Village Administration Board Room (59 Main Avenue)
Wednesday, March 19 2025
7:00pm**

1. Call to Order – 7:00 pm
2. Approval of Agenda
3. Approval of Minutes of the Regular Meeting of February 12, 2025
4. Delegation – RCMP Cardston – Quarterly Report
5. Council Meeting Dates
6. Tabled Item – Blackfoot Signage Project – Councillor Doral Lybbert to report
7. CAO Report
8. Items for Discussion and/or Action:
 - a) Resolution required to appoint Cynthia Vizzutti as Returning Officer and Janet Edwards as Deputy Returning Officer for the 2025 Municipal Election.
 - b) Intermunicipal Development Committee Meeting held March 4 with Cardston County Minutes and items arising:
 - i) Cheese Plant Building – discussion took place regarding future use opportunities
 - ii) Saputo Lagoon- further discussions regarding status of the lagoon as per Alberta Environment requirements and the need to access EIA I, II and III assessments.
 - iii) RV Dump Station proposal – review of costs – County is asking for 10% contribution from the Village
 - iv) Electronic Sign – the economic development board has applied for a grant for an electronic sign for the Village
 - v) Playground equipment grant funding – Letter from Cardston County
 - vi) Resolution required to install a new meter vault on the west corner of Main Avenue N.W. and 4th Street North.
 - c) Joint Use and Planning Agreement between Village of Glenwood and Westwind School Division – resolution required to approve for signature.
 - d) Request for Funding from Twin Rivers Country Econ Dev Society and Approval of Funding for Electronic Signage.
9. Councillor Reports:
 - a) Mayor Linda Allred
 - b) Deputy Mayor Mark Peterson
 - c) Councillor Doral Lybbert
 - d) Councillor Sandy Lybbert
 - e) Councillor Brian Wickhorst

10. Cheque Listing

11. Correspondence:

- a) Minister of Municipal Affairs – increases to LGFF and GIPOT
- b) Letter from ORRSC regarding the results of a survey to provide development services

12. Closed Session – Matter under Section 24(1)(b)(i) Freedom of Information – consultations or deliberations involving officers or employees of a public body.

13. Adjournment.

VILLAGE OF GLENWOOD

Tuesday, February 11, 2025 Minutes

The Minutes of the Regular Meeting of Council held at the Glenwood Community Hall on Tuesday, February 11, 2025.

In attendance: Mayor Allred, Deputy Mayor Peterson, Councillor Doral Lybbert, Councillor Sandy Lybbert, Councillor Brian Wickhorst

Officials: Chief Administrative Officer Cynthia Vizzutti present

<u>1. Call to Order Regular Meeting</u>	Mayor Allred called the regular Council meeting of February 11, 2025 to order at 7:00 p.m.	
<u>2. Agenda Approval</u> <u>2025.02.11.13</u>	Moved by Deputy Mayor Peterson to approve the agenda with the following additions, Council meeting dates and Council remuneration.	Carried.
<u>3. Minutes of Regular Meeting of Jan 14, 2025</u> <u>2025.02.11.14</u>	Moved by Councillor Wickhorst to approve the minutes of the regular meeting of Council held on Tuesday, January 14, 2025.	Carried.
<u>4. Council Meeting Dates</u> <u>2025.02.11.15</u>	Moved by Councillor Sandy Lybbert that the regular meeting date for Council be set for the 2 nd Wednesday of each month beginning on March 12, 2025.	Carried.
<u>5. Delegation – Wayne Layton regarding Wayne Smith fence</u>	Wayne Layton attended Council as a delegation to express his concerns the fence encroaching on the undeveloped municipal roadway located east of the Wayne Smith property and to address some of the matters brought to the attention of the Council by Wayne Smith as stated in his letter to Council. Wayne Layton told Council that he feels allowing the fence to remain as is will cause problems in the future and that the time to deal with matter is now.	
<u>6 a). Bylaw 245A-2025 – Rates, Fees and Charges</u> <u>2025.02.11.16</u>	Moved by Councillor Sandy Lybbert to give first reading to Bylaw 245A-2025 being the Rates, Fees and Charges Bylaw.	Carried.
<u>2025.02.11.17</u>	Moved by Councillor Wickhorst to give Bylaw 245A-2025 2 nd reading.	Carried.
<u>2025.02.11.18</u>	Moved by Councillor Doral Lybbert to give Bylaw 245A-2025 three readings at this meeting.	Carried Unanimous.
<u>2025.02.11.19</u>	Moved by Mayor Allred to give Bylaw 245A-2025 third reading and the bylaw be duly signed by Mayor Allred and CAO Vizzutti.	Carried.
<u>6.b) Land Use Bylaw 192 – second residence on a single lot.</u> <u>2025.02.11.20</u>	Moved by Mayor Allred to instruct CAO Vizzutti to review the land use bylaw with Planner Ryan Dyck regarding matters that pertain to more than one residential dwelling on a single lot.	Carried.
<u>7.a) Playground location</u> <u>2025.02.11.21</u>	Moved by Councillor Sandy Lybbert that the new playground be located to the north of the Administration Building.	Carried.
<u>7.b) Electronic Sign Grant</u> <u>2025.02.11.22</u>	Moved by Councillor Doral Lybbert that the Mayor be authorized to sign a letter of support for the funding of a new electronic sign in the Village in the amount of \$40,000.00 provided through the Small Communities Opportunity Program.	Carried.

7.c) Council meeting locations

The next meeting will be held in the Administration boardroom and in future unless the number of attendees becomes too large to continue to hold those meetings at the board room and then would be held in the Community Hall.

7. d) Council Remuneration
2025.02.11.23

Moved by Councillor Sandy Lybbert that remuneration for all of Council for 2025 be set at \$75.00 per meeting for Council meetings and Council committee meetings, with the exception that remuneration be set at \$100.00 per Council meeting for the Mayor. **Carried.**

8. Council Reports

- a) Mayor Allred – Mayors and Reeves shall conduct a groundwater study.
- b) Deputy Mayor Peterson – no report.
- c) Councillor Doral Lybbert – attended the Twin Rivers Economic Development meeting.
- d) Councillor Sandy Lybbert – Chinook Foundation is conducting a CAO evaluation
- e) Councillor Wickhorst – no report.

Cheque Listing

CAO Vizzutti presented the cheque listing - Cheque Number 20250001 to 20250027 in the amount of \$57505.84 for Council's information

Correspondence
CCES Budget and Black
Foot Signage Funding

CAO Vizzutti presented the Cardston County Emergency Services 2025 Operating/Capital Budget for Council's information.

CAO Vizzutti presented Blood Tribe Social Development request for funding for Blackfoot signage. Council Doral Lybbert wants to look into the signage grant further.

11. Adjournment
2025.02.11.24

Moved by Councillor Doral Lybbert to adjourn the meeting at 8:40 p.m. **Carried.**

Meeting Chair

Chief Administrative Officer



2025/02/10

Dear Mayor, Reeve and CAO's

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Cardston Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

Sgt Robert Wright
Detachment Commander
Cardston Detachment





Cardston Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		6	0	0	0	0	-100%	N/A	-1.2
Sexual Assaults		3	3	6	2	3	0%	50%	-0.1
Other Sexual Offences		3	0	0	2	0	-100%	-100%	-0.4
Assault		55	33	52	27	11	-80%	-59%	-9.4
Kidnapping/Hostage/Abduction		2	2	2	0	0	-100%	N/A	-0.6
Extortion		0	1	2	0	0	N/A	N/A	-0.1
Criminal Harassment		1	4	5	3	6	500%	100%	0.9
Uttering Threats		8	10	14	12	8	0%	-33%	0.2
TOTAL PERSONS		78	53	81	46	28	-64%	-39%	-10.7
Break & Enter		4	8	15	11	2	-50%	-82%	-0.1
Theft of Motor Vehicle		0	2	5	7	2	N/A	-71%	0.9
Theft Over \$5,000		0	0	3	0	0	N/A	N/A	0.0
Theft Under \$5,000		15	29	34	14	11	-27%	-21%	-2.3
Possn Stn Goods		1	4	3	3	2	100%	-33%	0.1
Fraud		6	17	8	7	10	67%	43%	-0.2
Arson		0	0	0	0	1	N/A	N/A	0.2
Mischief - Damage To Property		9	6	8	13	4	-56%	-69%	-0.3
Mischief - Other		39	27	28	19	42	8%	121%	-0.2
TOTAL PROPERTY		74	93	104	74	74	0%	0%	-1.9
Offensive Weapons		11	10	4	7	0	-100%	-100%	-2.5
Disturbing the peace		40	32	26	19	15	-63%	-21%	-6.3
Fail to Comply & Breaches		44	55	47	23	19	-57%	-17%	-8.2
OTHER CRIMINAL CODE		24	17	14	6	14	-42%	133%	-3.1
TOTAL OTHER CRIMINAL CODE		119	114	91	55	48	-60%	-13%	-20.1
TOTAL CRIMINAL CODE		271	260	276	175	150	-45%	-14%	-32.7



Cardston Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		17	16	1	0	4	-76%	N/A	-4.2
Drug Enforcement - Trafficking		5	6	2	1	3	-40%	200%	-0.9
Drug Enforcement - Other		0	0	0	1	0	N/A	-100%	0.1
Total Drugs		22	22	3	2	7	-68%	250%	-5.0
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		3	1	1	5	2	-33%	-60%	0.2
TOTAL FEDERAL		25	23	4	7	9	-64%	29%	-4.8
Liquor Act		56	26	13	8	13	-77%	63%	-10.4
Cannabis Act		0	0	3	0	0	N/A	N/A	0.0
Mental Health Act		19	16	18	15	22	16%	47%	0.5
Other Provincial Stats		46	17	12	14	14	-70%	0%	-6.7
Total Provincial Stats		121	59	46	37	49	-60%	32%	-16.6
Municipal By-laws Traffic		0	0	1	0	1	N/A	N/A	0.2
Municipal By-laws		4	3	3	11	4	0%	-64%	0.8
Total Municipal		4	3	4	11	5	25%	-55%	1.0
Fatals		1	0	2	0	0	-100%	N/A	-0.2
Injury MVC		1	2	1	6	2	100%	-67%	0.6
Property Damage MVC (Reportable)		40	41	50	48	26	-35%	-46%	-2.1
Property Damage MVC (Non Reportable)		5	1	5	5	1	-80%	-80%	-0.4
TOTAL MVC		47	44	58	59	29	-38%	-51%	-2.1
Roadside Suspension - Alcohol (Prov)		1	4	4	1	7	600%	600%	0.9
Roadside Suspension - Drugs (Prov)		0	1	0	0	1	N/A	N/A	0.1
Total Provincial Traffic		139	203	190	104	198	42%	90%	1.9
Other Traffic		1	0	0	0	0	-100%	N/A	-0.2
Criminal Code Traffic		16	16	5	4	18	13%	350%	-0.8
Common Police Activities									
False Alarms		9	8	15	6	21	133%	250%	2.2
False/Abandoned 911 Call and 911 Act		19	20	10	7	11	-42%	57%	-2.9
Suspicious Person/Vehicle/Property		22	21	8	17	19	-14%	12%	-1.0
Persons Reported Missing		7	7	4	4	5	-29%	25%	-0.7
Search Warrants		0	0	0	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		28	13	40	25	21	-25%	-16%	-0.2
Form 10 (MHA) (Reported)		0	2	1	0	4	N/A	N/A	0.6



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Cardston

Detachment Commander

Sgt Robert Wright

Report Date

January 31, 2025

Fiscal Year

2024-25

Quarter

Q3 (October - December)

Community Priorities

Priority #1: Traffic Safety - Impaired driving & Enforcement of the TSA +**Updates and Comments:**

All general traffic safety initiatives have been met for the year with one quarter to go. Southern Alberta Traffic enforcement partnered up with the Cardston RCMP for the Holiday season and an additional seven IRS / Impaired drives were taken off the road (Not counted in stats). Traffic fines continue to be given to dangerous and distracted drivers while warnings predominantly going to those who have recently forgotten to re register their vehicles or those who have committed minor traffic violations. Public requests continue for more speed enforcement in the early morning hours along HWY 5, operational planning is ongoing to accommodate this.

Priority #2: Crime Reduction - Drug Interdiction activities & Rural Patrols**Updates and Comments:**

While drug interdiction activities will likely fall short of the planned 200 of the year, the rural patrols which see Police in smaller communities in the area will greatly succeed. These priorities both compete for a tremendous amount of time and a balance has yet to be found. The result is crime rates are down over all however members will need to focus as much time on the local drug trade as they do on rural crime reduction to ensure that trend continue.



Priority #3: Community Engagement / Police visibility - Town Halls, School Visits, Community Presentations

Updates and Comments:

Town Hall and community safety presentations were completed in Hill Spring and Glenwood this year and were done in cooperation with Twin Rivers Rural Crime Watch. School visits are where they should be given that the school year is half over, however members will be encouraged to completed school talks this quarter while there are no holidays and minimal distractions.



Community Consultations

Consultation #1

Date	Meeting Type
October 3, 2024	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
Cst Morris met with all Hutterite Schools in the area, staff and students.	

Consultation #2

Date	Meeting Type
October 8, 2024	Community Connection
Topics Discussed	
Halloween Safety	
Notes/Comments:	
Police attended area Elementary schools to speak on Halloween Safety	

Consultation #3

Date	Meeting Type
October 11, 2024	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
RCMP participated in the Cardston Turkey Trot along side staff and students	



Consultation #4

Date	Meeting Type
November 16, 2024	Community Connection
Topics Discussed	
Festival of Lights	
Notes/Comments:	
Member participated in the local parade by blocking traffic and leading the parade through town	

Consultation #5

Date	Meeting Type
October 21, 2024	Meeting with Stakeholders
Topics Discussed	
Cst Morris presented to the local Chamber of Commerce	
Notes/Comments:	
Cst Morris attended at the Chamber request to present and report	

Consultation #6

Date	Meeting Type
October 29, 2024	Community Connection
Topics Discussed	
Youth Halloween Safety	
Notes/Comments:	
Members attended to the Glenwood school to speak with kids about Halloween safety and the annual coloring contest.	



Consultation #7

Date	Meeting Type
October 30, 2024	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
RCMP attended the Cardston Elementary school to speak about the annual coloring contest and Halloween safety	

Consultation #8

Date	Meeting Type
November 26, 2024	Town Hall
Topics Discussed	
Town Hall in Glenwood	
Notes/Comments:	
Sgt Wright and Cpl Fraser conducted a Community Town Hall in cooperation with Twin Rivers Rural Crime Watch	

Consultation #9

Date	Meeting Type
November 27, 2024	Town Hall
Topics Discussed	
Town Hall Hill Spring	
Notes/Comments:	
Sgt Wright and Cpl Fraser conducted a Community Town Hall in cooperation with Twin Rivers Rural Crime Watch	



Consultation #10

Date	Meeting Type
December 10, 2024	Meeting with Elected Officials
Topics Discussed	
Town of Cardston Regular Reporting	
Notes/Comments:	
Met with Mayor and Council to discuss Q2 APP results.	

Consultation #11

Date	Meeting Type
December 29, 2024	Community Connection
Topics Discussed	
Fraud Presentation	
Notes/Comments:	
RCMP gave a presentation to a local Church group in relation to emerging frauds and scams	



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	9	0	0
Detachment Support	3	3	0	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the nine established positions, nine resources are currently working with none on special leave. There is no hard vacancy at this time.

Detachment Support: Of the three established positions, three resources are currently working with none on special leave. There is no hard vacancy at this time.



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January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	4	0	N/A	-100%	0.4
Robbery		8	3	2	2	1	-88%	-50%	-1.5
Sexual Assaults		9	17	16	9	12	33%	33%	-0.2
Other Sexual Offences		7	8	3	6	9	29%	50%	0.2
Assault		208	179	159	129	123	-41%	-5%	-22.0
Kidnapping/Hostage/Abduction		9	5	5	1	0	-100%	-100%	-2.2
Extortion		1	5	4	4	0	-100%	-100%	-0.3
Criminal Harassment		17	16	15	9	25	47%	178%	0.9
Uttering Threats		30	48	76	47	47	57%	0%	3.3
TOTAL PERSONS		289	281	280	211	217	-25%	3%	-21.4
Break & Enter		26	30	39	44	13	-50%	-70%	-1.2
Theft of Motor Vehicle		10	12	17	22	10	0%	-55%	1.0
Theft Over \$5,000		4	2	7	0	6	50%	N/A	0.2
Theft Under \$5,000		85	111	153	104	67	-21%	-36%	-4.3
Possn Stn Goods		7	18	14	15	9	29%	-40%	0.1
Fraud		35	43	32	48	35	0%	-27%	0.5
Arson		1	0	1	0	2	100%	N/A	0.2
Mischief - Damage To Property		49	54	45	59	42	-14%	-29%	-0.9
Mischief - Other		149	127	114	129	130	-13%	1%	-3.6
TOTAL PROPERTY		366	397	422	421	314	-14%	-25%	-8.0
Offensive Weapons		23	34	33	16	16	-30%	0%	-3.2
Disturbing the peace		135	134	101	87	87	-36%	0%	-14.3
Fail to Comply & Breaches		164	163	166	178	91	-45%	-49%	-13.1
OTHER CRIMINAL CODE		69	62	58	37	45	-35%	22%	-7.3
TOTAL OTHER CRIMINAL CODE		391	393	358	318	239	-39%	-25%	-37.9
TOTAL CRIMINAL CODE		1,046	1,071	1,060	950	770	-26%	-19%	-67.3



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January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		46	48	29	18	16	-65%	-11%	-9.0
Drug Enforcement - Trafficking		13	22	19	8	10	-23%	25%	-2.0
Drug Enforcement - Other		0	0	0	1	1	N/A	0%	0.3
Total Drugs		59	70	48	27	27	-54%	0%	-10.7
Cannabis Enforcement		3	2	1	0	0	-100%	N/A	-0.8
Federal - General		9	6	8	15	6	-33%	-60%	0.3
TOTAL FEDERAL		71	78	57	42	33	-54%	-21%	-11.2
Liquor Act		167	122	65	84	108	-35%	29%	-15.6
Cannabis Act		6	3	8	5	1	-83%	-80%	-0.8
Mental Health Act		93	71	67	73	91	-2%	25%	-0.2
Other Provincial Stats		114	101	46	66	72	-37%	9%	-11.9
Total Provincial Stats		380	297	186	228	272	-28%	19%	-28.5
Municipal By-laws Traffic		0	1	1	1	2	N/A	100%	0.4
Municipal By-laws		25	25	20	42	23	-8%	-45%	1.3
Total Municipal		25	26	21	43	25	0%	-42%	1.7
Fatals		1	0	3	1	0	-100%	-100%	-0.1
Injury MVC		4	12	3	14	22	450%	57%	3.8
Property Damage MVC (Reportable)		128	120	126	149	104	-19%	-30%	-1.9
Property Damage MVC (Non Reportable)		14	8	10	9	8	-43%	-11%	-1.1
TOTAL MVC		147	140	142	173	134	-9%	-23%	0.7
Roadside Suspension - Alcohol (Prov)		1	39	24	10	16	1500%	60%	0.1
Roadside Suspension - Drugs (Prov)		0	7	4	7	5	N/A	-29%	1.0
Total Provincial Traffic		650	947	654	709	812	25%	15%	8.6
Other Traffic		18	3	2	0	1	-94%	N/A	-3.7
Criminal Code Traffic		85	64	54	38	43	-49%	13%	-11.0
Common Police Activities									
False Alarms		29	31	32	24	38	31%	58%	1.1
False/Abandoned 911 Call and 911 Act		67	58	55	47	45	-33%	-4%	-5.5
Suspicious Person/Vehicle/Property		98	81	55	99	84	-14%	-15%	-1.0
Persons Reported Missing		24	32	25	24	22	-8%	-8%	-1.2
Search Warrants		0	0	0	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		117	83	132	117	123	5%	5%	4.6
Form 10 (MHA) (Reported)		2	8	5	5	8	300%	60%	0.9

Blood Tribe Social Development

Memo

To: Mayor Linda Allred & Village Council of Glenwood
From: Arnold Fox, Director-Blood Tribe Social Development
cc: Cynthia Vizzutti, Chief Administrative Officer
Date: January 23, 2025
Re: Blackfoot Signage Project

*80% Standing
from Comm
Can Future
Region*

Oki:

I would like to take this opportunity to provide you with information on the Blackfoot Signage Project which has been in progress over the last two years. Attached is the press release we sent out in September, 2023 providing information on the project. Community Futures-Alberta will provide funding on a cost/share basis with southern Alberta communities who wish to erect signs that reflect the Blackfoot language. Our target groups include towns, villages and schools (to name a few) in Southern Alberta.

I am also attaching an application form should you decide to apply. For more information on the project and budget specifics please contact Troy Grainger, Executive Director, Community Futures-Lethbridge. I have attached his card for your convenience.

I have lived all my life on the Blood Reserve across the Belly River from Glenwood and I am aware that we share some history. My parents spoke about the Glenwood Rodeo which was a big deal to our people. I still go to Van & Dan's for supplies. My grandparents, Morris and Annie Many Fingers lived in the Lavern community.

In closing I thank you for your attention to this matter.

Arnold Fox, Director, Blood Tribe Social Development. (Office # 403-737-3974)





For Immediate Release: **September 11, 2023**

Local Organizations and Kainai Nation launch Southwest Alberta Blackfoot Signage Project

Lethbridge, September 11, 2023

Several Economic Development and Tourism organizations in southwest Alberta have partnered up with the Kainai Nation to fund the construction of Blackfoot Language Signage across the region in unique project to enrich the landscape and invite both locals and visitors to learn more about the deep history of our region.

The project will invite communities, businesses, and institutions from across the region to apply for up to \$2,000 towards the cost of sign construction for their location.

Translations/interpretations for locations will be provided by the Aitsi'poyiiksi Committee, which is a Blackfoot Language Committee from the Kainai Nation responsible for working to preserve the Blackfoot Language.

The project aims to bring those names back to life and bring the people of Southern Alberta together, both in the spirit of reconciliation and to invite more people to take an interest in the deep history of the region.

"The project is meant to act as a step in the reconciliation journey, providing a legacy footprint of cultural recognition, acceptance, and increased familiarity with the Blackfoot language. We are hopeful it will facilitate the ability to showcase Blackfoot signage at regional destinations and municipalities, adding to the flow of language and ethos for cultural exploration," says Troy Grainger, Executive Director of Community Futures Lethbridge Region.

"There is a huge opportunity for tourism development in our region, and a lot of that interest is tied to our indigenous cultural roots. Anything we can do that highlights and invites people to explore the Blackfoot history of our region will encourage more and more tourism." – Erin Crane, Chief Executive Officer of Tourism Lethbridge.

"As Canadians we are stronger, brighter, and better when we pull together. There's still a lot of healing to be done from the past and this project, is a practical step along the path of reconciliation that we're all walking down together." – Peter Casurella, Executive Director of the SouthGrow Regional Initiative.

"Preserving the Blackfoot Language is a hard battle, but to see it on signs and part of our everyday life is a positive step and will be a constant reminder that the history of our people is the deep story of this land, and we hope that invites more and more people to learn about our past." – Arnold Fox, Director of Blood Tribe Social Development.

The partners hope to see the program get refunded in 2024 and expand to cover all traditional Blackfoot Confederacy territory which covers wide swaths of both Alberta and Saskatchewan, and which extends south into Montana as well.

For more information and to apply, visit www.lethbridgeregion.albertacf.com/latest-news/



For More information or Interviews Please Contact:

Peter Casurella, Executive Director
Southgrow Regional Initiative
Phone: 403 394-0615
Email: peter.casurella@southgrow.com

Or

Arnold Fox
Director of Blood Tribe Social Development
Phone: 403 308-8693 (Cellular) - 403 737-3974 (Office)
Email: arnoldfox@bloodtribe.org



CAO REPORT MARCH 12, 2025

- 1. 2024 Year End has been completed and the documents are at the Auditor.**
- 2. A new lease for the Summer of 2025 has been signed by Josh Jacobs to operate the ice cream parlour at the Cheese Museum.**
- 3. Dylan Lybbert has been hired as a summer student July to September.**
- 4. Grant application has been made to 5th on 5th to help offset the cost of wages for the summer student.**
- 5. Grant application has been made to Community Foundation of Lethbridge for partial costs of a proposed playground.**
- 6. P.W. Superintendent Joe Belanger is now on his own. Perry Hunsperger's last day was February 27, 2025.**
- 7. Inquiries regarding lot sales have increased over the past few months.**
- 8. Nomination day is from January 1, 2025 closing on Monday September 22, 2025 at Noon, therefore I will be working Monday, Tuesday and Wednesday of that week.**

Presented by CAO Vizzutti

VILLAGE OF GLENWOOD

Page 1 of 1

Cheque Listing For Council

2025-Mar-5
2:28:21PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250028	2025-02-05	AMSC INSURANCE SERVICES LTD	1832-2025-02	EMPLOYEE BENEFITS FEBRUAR	1,533.19	1,533.19
20250029	2025-02-05	ATB FINANCIAL MASTERCARD	ZOOM CONTRA	ZOOM SUBSCRIPTION	225.65	225.65
20250030	2025-02-05	CARDSTON COUNTY	25251 25280	DEM CONTRACT TRANSFER STATION REQUISITK	66.70 5,689.12	5,755.82
20250031	2025-02-05	GARNER, SHARON	fob deposit	RETURN FOB DEPOSIT	50.00	50.00
20250032	2025-02-05	PINCHER CREEK CO-OP	130102	VEHICLE MAINTENANCE SUPPL	115.36	115.36
20250033	2025-02-05	SOCIETY OF LOCAL GOVERNMENT MANAGERS	51120	SLGM MEMBERSHIP	440.00	440.00
20250034	2025-02-05	TOWN OF RAYMOND	2025007-0015	PAYROLL AND YEAR END IT	200.82	200.82
20250035	2025-02-05	VAN DULKEN, CHRIS	FEB 5 IT	NEW WEBPAGE FOR ELECTIONS	150.00	150.00
20250036	2025-02-05	WICKHORST, BRIAN	GENERAL	SEWER RAKE	40.00	40.00
20250037	2025-02-18	AMSC INSURANCE SERVICES LTD	47716/47668	INSURANCE	14,727.00	14,727.00
20250038	2025-02-18	CSL FORD SALES	622314	TRUCK REPAIR	815.22	815.22
20250039	2025-02-18	RECORDXPRESS	1215400	SHREDDING	82.70	82.70
20250040	2025-02-18	VAN DULKEN, CHRIS	FEB 6	IT SERVICES	50.00	50.00

Total 24,185.76

*** End of Report ***

MEETING AGENDA

Location: Cardston County Council Chambers

Date: March 5, 2025

Time: 9:00 AM

AGENDA DETAILS

I. DISCUSSION TOPICS

- a. Cheese Plant Building
- b. Saputo Lagoons,
- c. RV Dump Station
- d. Electronic Sign
- e. Playground Equipment (Sign)
- f. Update on Water Meter construction.

II. NEW BUSINESS

- a.
- b.

III. CONCLUSION

- a. Next meeting will be held on February 6, 20XX

IDP Meeting Cardston county / Glenwood

meeting minutes

Date:	March 5, 2025	Present:	Tom Nish Wayne Harris Cam Francis Murray Millward Doral Lybbert Sandy Lybbert Brian Wickhorst Cynthia Vizzutti
Next meeting:	To be determined later		
Location:	Cardston County Council Chambers		

Cam Took the Chair

Approved of Minutes

Discussion

1. Cheese Factor Building
 - Some Members toured the plant yesterday.
 - Owners are still trying to sell the plant, and someone is interested.
2. Saputo Lagoons
 - Cindy did not get an EIA from Saputo when she requested it.
 - The board need to find out from Alberta Environment Murray and Cindy to talk with Dorthy Lok
 - Village and County would like to take ownership of all environmental issues have been completed
3. RV Dump Station
 - The county asked Glenwood if they were interested in contributing to the construction.
 - Murray to send Cindy some information to add to the next agenda for Glenwood.
4. Electronic Sign
 - Cam informed the Group that the Economic Development Group has applied for funding and it look promising, and he had a couple of questions.
 - Where would the Village want it placed? Main Street, Highway Entries, other.
 - Do you want one or double-sided?

- This Board will allow advertising from local businesses.
5. Playground Equipment
- Where is the playground to be located, and is it the best location? Sandy indicated it would be by Spray Park, So the Family could use both facilities without packing up and going to the next.
 - Cam asked about the extra cost because Trees and Grass would have to be installed.
 - Cindy said the Village is looking for other Grants to subsidize the cost and include the landscaping.
 - Sandy indicated that the village would not mind fundraising for the project.

Adjournment

- The Chair Closed the Meeting at 10:00 AM

CAO

From: Murray Millward <cao@cardstoncounty.com>
Sent: March 5, 2025 10:21 AM
To: CAO
Subject: IDP Discussion Items

Cindy: Thank you and your Councillor for attending the IDP meeting today; it was nice to discuss these items.

Can you add the following items to your agenda?

1. The County Meter Pit installation is within the village's boundary. I do not have the exact location, but we request permission to install a meter pit in the road allowance at the north end of the village for a water line that exits the village.
2. RV Dump site contribution. Cardston County and the Village did a study together on moving the RV Dump site into the County. The study came back, and the estimated cost was \$160,000.00. County council is requesting funding from the Village of 10% of the cost.

Thanks again,

Murray

Glenwood New County Water Users



ALBERTA
AGRICULTURE AND IRRIGATION

*Office of the Minister
MLA, Highwood*

March 10, 2025

Her Worship Linda Allred
Mayor
Village of Glenwood
PO Box 1084, 59 Main Avenue
Glenwood, AB T0K 2R0
office@glenwood.ca

Dear Mayor Allred:

I am pleased to confirm that I have approved grant funding of \$36,000 to the Twin Rivers Country Economic Development Society in partnership with the Village of Glenwood. This funding will support the Glenwood Marquee Sign project.

The funding will be provided in accordance with the Ministerial Grants Regulation following execution of a funding agreement between the Twin Rivers Country Economic Development Society in partnership with the Village of Glenwood and Alberta Agriculture and Irrigation.

For further details on arranging the funding agreement, please contact Scott Long, Executive Director, Rural Economic Development Branch, at 780-427-6483.

Best wishes for the successful completion of this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'RJ Sigurdson'.

Honourable RJ Sigurdson
Minister, Agriculture and Irrigation

cc: Scott Long, Executive Director, Rural Economic Development
Scott.Long@gov.ab.ca

Eddie Williams

Twin Rivers Country Economic Development Society

17th March 2025

Glenwood Council

Glenwood

Could this this be considered at your meeting on the 19th March.

Twin Rivers Country Economic Development Society will be hosting their AGM in Hill spring on the 24th April . We will be hosting local businesses from the area to showcase their business. We will be providing a potato bake and burgers during the AGM for those that attend.

County are donating 200 cad towards the event and we are asking Hill spring and Glenwood councils for a 100 cad donation.

We have not asked for funds in a long time and we hope you can see your way clear to support us this time.

Eddie Williams

Chair

Twin Rivers Country Economic Development Society.



February 24, 2025

Cardston County

Village of Glenwood
PO Box 1084
Glenwood, AB
T0K 2R0

Dear Mayor Allred,

On behalf of Council, we are pleased to support the Village of Glenwood's park project. At our February 24, 2025, Council meeting, the following motion was approved:

"Councillor Francis moved that Council approve a donation of \$19,250.00, to be provided in a combination of in-kind work and cash on a 50/50 split, with the cash portion to be drawn from municipal reserves; and further, that Council provides a letter of support for the initiative."

We recognize the value this park will bring to the community and are happy to contribute. Please let us know how if you have any questions or concerns.

Sincerely,

Taylor Redford

Taylor Redford
Communications Clerk

JOINT USE AND PLANNING AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2025

BETWEEN:

Village of Glenwood
59 Main Avenue N.W.
Box 1084
Glenwood, Alberta T0K 2R0

AND

WESTWIND SCHOOL DIVISION
445 Main Street
Box 10
Cardston, Alberta T0K 0K0

WHEREAS:

The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

It is the responsibility of the municipality to plan, develop, operate and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreational programs; and

It is the responsibility of each of the school boards to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

The joint use of municipal facilities and school board facilities is an important tool in providing educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby making the most effective use of the limited economic resources of the municipality and school boards; and

The *Municipal Government Act* allows the municipality to obtain municipal reserve, school reserve or municipal and school reserve as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school boards; and

The *Municipal Government Act* and the *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands;

NOW THEREFORE IN CONSIDERATION of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve and municipal and school reserve lands, the parties agree as follows:

1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) "Agreement" means this Agreement, as amended from time to time, and any Schedules which are attached hereto and which also may be amended from time to time.
- b) "Arbitration Act" means the Arbitration Act, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) "Area Structure Plan" means an area structure plan adopted pursuant to the *Municipal Government Act* that provides direction for land use for a defined area within the Municipality.
- d) "Boards" means the board of the West Wind School District.
- e) "Calendar Day" means any one of the seven (7) days in a week.
- f) "CAO" means the Chief Administrative Officer of the Village of Glenwood.
- g) "Community Use" means use by members of the general public and not a User Group.
- h) "Council" means the municipal council of the Village of Glenwood.
- i) "Education Act" means the Education Act, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- j) "Effective Date" means April 1, 2025.
- k) "Hazardous Substance(s)" means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.

- l) "Joint Use Space" means those portions of a Municipal Facility or School that is available for booking by the Parties or User Groups or for Community Use.
- m) "Municipality" means the municipal corporation of the Village of Glenwood, its predecessor, or, where the context so requires, the area contained within the boundaries of the Municipality.
- n) "Municipal Development Plan" means a municipal development plan adopted pursuant to the *Municipal Government Act* that provides direction for future land uses within the Municipality.
- o) "Municipal Facility" means a park, playground, playing field, building or part of a building owned, maintained and operated by the Municipality.
- p) "Municipal Government Act" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.
- q) "Operating Committee" means the committee which is comprised of the CAO and Superintendents as established under this Agreement.
- r) "Parties" means the entities signing this Agreement collectively, and Party shall mean one (1) of the signatories.
- s) "Public Board" means West Winds School Division and any successor board or authority.
- t) "Reserve Land" means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- u) "School" means a building which is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board.
- v) "School Portion" means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- w) "Superintendent" means the chief executive officer of the Board.
- x) "User Group" means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.

2) SCHEDULES

The following is the list of Schedules to this Agreement:

Schedule "A" – School Site Planning Guidelines

Schedule "B" – Dispute Resolution Process

3) TERM, REVIEW AND AMENDMENT OF AGREEMENT

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is terminated by the Parties.
- b) The terms and conditions of this agreement shall be reviewed every ten (10) years with the first such review scheduled in 2035. The review shall be undertaken by the Operating Committee. Following the review, the Operating Committee shall advise the Parties in and how the agreement should be amended.
- c) Except as provided otherwise herein, this Agreement shall not be modified, varied or amended except by the written agreement of all of the Parties.

4) WITHDRAWAL AND TERMINATION

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.
- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.
- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within 30 calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.
- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

5) PRINCIPLES

The Parties agree that in entering into this Agreement, they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

Respect for Autonomy - Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Boards and Municipal Council believe to be in the best interests of the people they serve.

Cooperation and Partnership - The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

Efficiency and Effectiveness - The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby saving costs and making the most effective use of the limited economic resources of the Parties.

Fairness and Equity - The costs of providing joint use space are to be borne fairly and equitably by the Parties with the intent of keeping costs charged to the other Parties or public users of Joint Use Space to a minimum.

Transparency and Openness - The Parties shall make available to each other such information as is necessary to make this agreement successful.

6) CONSULTATION WITH OTHER MUNICIPALITIES

- a) In lieu of a single agreement involving participation by all of the municipalities in which the Boards operate, the Parties agree to consult and involve other municipalities that are served by the same Board or Boards on an issue by issue basis as needed to share access to the Schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.
- b) When consultation with one or more municipalities that are not Party to this agreement is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board(s) and the other municipalities.
- c)

7) JOINT USE SPACE

The Parties hereby acknowledge that there is no Joint Use Space owned or operated by any of the Parties to this Agreement to be made available to one of the other Parties.

8) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES

- a) The Boards shall communicate their need to construct a new school that is to be located within the Municipality or intended to serve residents of the Municipality, to the Municipality as early as possible.
- b) The decision of where and when to propose the construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the respective Board.
- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) The Municipality shall, to the best of its ability, given the constraints of the Municipal Government Act, the evolving nature of information as to the parties' needs, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Boards.
- e) The Municipality shall use their Municipal Development Plan to identify the number, general size and location of existing and future school sites.
- f) In determining the number, location and size of school sites to be identified, the Municipality shall follow the School Site Planning Guidelines outlined in Schedule "A". The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan or Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.
- g) The Municipality shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality are subdivided to provide School sites in accordance with the Municipal Development Plan or Area Structure Plan or Concept Plan. The Municipality shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use other resources at its disposal to acquire a School site shall be at the sole discretion of the Municipality.
- h) The Boards acknowledge that Reserve Land dedication at the time of subdivision is also used to address the open space needs of the Municipality and the amount of land or money-in-lieu of land dedication shall be divided between the need for School sites and the open space plans of the Municipality.

- i) The Municipality may collect money-in-lieu of land dedication at the time of subdivision in accordance with the policies of the Municipality. All money-in-lieu of land dedication shall be paid to the Municipality. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of the Municipality.
- j) In accordance with clauses 8(g), 8(h), and 8(i), the Municipality shall allocate 30% of the municipal revenue received from the subdivision process within its boundaries toward future land acquisitions and utility services, as specified in Section 9.
- k) In the event that a School site is required prior to a planned site being created through the subdivision process, the Municipality shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board requiring the School site may assist the Municipality; however, in all dealings with the owner(s) of the land, the Municipality shall be present and lead the discussions.

9) SERVICING AND DEVELOPMENT OF SCHOOL SITES

- a) All School sites shall be serviced to the property line prior to transfer to a Board.
- b) The services to be provided include but are not limited to water, wastewater, storm drainage, roads and sidewalks.
- c) In Rural areas, where no potable water line or wastewater system is available, the construction of a water well and wastewater system shall be part of the construction cost and not the responsibility of the Municipality.
- d) Where one or more services are not available at the property line of the School site, the Municipality shall provide the services subject to the legal and financial ability of the Municipality to do so.
- e) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

10) FACILITY AND SITE SPECIFIC AGREEMENTS

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility.

- b) The agreement shall address:
 - i) The broad purpose and parameters of the partnership that is being created;
 - ii) The nature of the site and/or facilities that are involved;
 - iii) The contributions to be made by each of the Parties;
 - iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations;
 - v) Capital cost and operating cost sharing arrangements and responsibilities between the Parties; and
 - vi) A process for dissolving the partnership, disposing of the site or retiring the facility.

11) TRANSFER OF SCHOOL SITE

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserve and be owned by the Municipality.
- b) The Municipality shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a Board once:
 - i) The Board has an identified need for the School site;
 - ii) The Board has approved the funding for the design of the School on the site;
 - iii) The Board has applied for a development permit for the School and has submitted a site plan and building plans to the Municipality and
 - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as school reserve with Land Titles.
- d) All costs associated with the transfer of the School Portion to a Board shall be paid by the Municipality. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

12) DISPOSAL OF UNNEEDED SCHOOL SITES

- a) In the event that the Reserve Land is not needed by the Board, the Board shall first offer to transfer the Reserve Land back to the Municipality unless the Board is prohibited from so doing by the Education Act or other legislation
- b) The Municipality shall have one hundred and eighty (180) calendar days from the Board notifying the Municipality in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide to the Municipality all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to the Municipality is made. The Municipality shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purposes of carrying out any required assessments, tests and studies.
- c) If the Municipality opts to acquire the Reserve Land, the Municipality shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land. The Reserve Land shall be transferred to the Municipality at no cost to the Municipality except for the cost of registering the transfer of land document.
- d) In the event that the Municipality elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:
 - i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or
 - ii) Subdividing the play fields or open space portion of the site from the School Portion to enable the Municipality to acquire the non-School Portion and sale of the School Portion.

13) DISPUTE RESOLUTION

- a) Operational issues shall be addressed initially by administrative staff of the respective facilities. In the event that the administrative staff is unable to resolve an operational issue then such issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.
- b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule "B" for non-operational disputes.

14) APPLICABLE LAWS

This Agreement shall be governed by the laws of the Province of Alberta.

15) INTERPRETATION

- a) Words expressed in the singular shall, where the context requires, be construed in the plural, and vice versa.
- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

16) TIME OF THE ESSENCE

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either the Municipality or the Boards is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the Municipality and the Boards.

17) NON-WAIVER

The waiver of any covenants, condition or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition or provision hereof shall in no way affect such Party's right thereafter to enforce such covenant, condition or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

18) NON-STATUTORY WAIVER

The Municipality in entering into this Agreement is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipality of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. The Municipality, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this

Agreement, and nothing in this Agreement restricts the Municipality, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

Each Board in entering into this Agreement is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a school board and as the officers, servants and agents of a school board.

19) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court of competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

20) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from:
 - i) an inability to obtain materials, goods, equipment, services, utilities or labour;
 - ii) any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties;
 - iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so;

- iv) a strike, lockout, slowdown, or other combined action of works;
- v) an act of god.
- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

21) INSURANCE

In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or death. The comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interests' clause or a cross liability clause.

22) INDEMNIFICATION

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

23) NON-ASSIGNMENT OR TRANSFER

No Party may assign, pledge, mortgage or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge or encumbrance contrary to the provisions hereof is void.

24) SUCCESSORS

The terms and conditions contained in this Agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the Municipality and the Boards.

25) NOTICES

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendents using the mailing address for their respective offices as shown below:

WESTWIND SCHOOL DIVISION
Box 10, 445 Main Street
Cardston, Alberta T0K 0K0

VILLAGE OF GLENWOOD
Box 1084, 59 Main Avenue N.W.
Glenwood, Alberta T0K 2R0
cao@glenwood.ca

Email notification to the CAO or each Superintendent may also be used to provide written notices required or described in this Agreement.

IN WITNESS WHEREOF the Parties execute this Agreement by the hands of their respective, duly authorized signatories:

Westwind School Division

Village of Glenwood

Jim Ralph, Chair

Linda Allred, Mayor

Peter Wright, Secretary-Treasurer

Cynthia Vizzutti, CAO

Schedule "A" – School Site Guidelines

The parameters contained in this Schedule shall be applied when planning future school sites in a Municipality's Municipal Development Plan, Area Structure Plan or Concept Plan.

Size of Site

The size of school sites to be included in the Municipality's plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used by each Board.

For the Public Board the following guidelines apply:

School Type	Grade Configuration	Design Capacity (Number of Students)	Land for School Portion	Land for Playing Fields	Total Land Needed
Elementary	K-3, K-4, K-5	400 to 600	4 to 5 acres	6 to 7 acres	10 to 12 acres
Elementary/Middle	K-8	500 to 800	5 to 6 acres	7 to 8 acres	12 to 14 acres
Middle	6-8	500 to 600	5 to 6 acres	7 to 8 acres	12 to 14 acres
Junior/Senior High	7-12	500 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres
High School	10-12	400 to 1000	7 to 8 acres	13 to 14 acres	20 to 22 acres
K to 12 School	K-12	600 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres

For the Catholic Board the following guidelines apply:

School Type	Grade Configuration	Design Capacity (Number of Students)	Land for School Portion	Land for Playing Fields	Total Land Needed
Elementary	K-3, K-4, K-5	400 to 600	4 to 5 acres	6 to 7 acres	10 to 12 acres
Elementary/Middle	K-8	500 to 800	5 to 6 acres	7 to 8 acres	12 to 14 acres
Middle	6-8	500 to 600	5 to 6 acres	7 to 8 acres	12 to 14 acres
Junior/Senior High	7-12	500 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres
High School	10-12	400 to 1000	7 to 8 acres	13 to 14 acres	20 to 22 acres
K to 12 School	K-12	600 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be of adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two quarter sections to create a larger, shared site for two schools. For example, two elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate sites.

Where possible sites for high schools shall be created using reserve dedication; however, acquisition of additional land will likely be needed to create the size of site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

Site Shape and Configuration

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g. 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas or narrow spaces shall be avoided.

Frontage along a Public Street

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

Accessible to Several Modes of Travel

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

Site Topography and Soil Conditions

Each school site shall have geo-technical and topographic conditions that are suitable for the construction of a large building. This includes suitable soil conditions for foundations, no known contaminants and generally level terrain.

Flexibility for Design

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

No storm water management ponds shall be incorporated into the school site or the playing fields adjacent to a school.

Access to Services

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services and three phase power is available or can be made available.

Schedule "B" – Dispute Resolution Process

Step 1: Notice of Dispute

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

Step 2: Negotiation

3. Within 14 calendar days after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each Party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality and expertise to find solutions. Representatives shall attempt to craft a solution to the identified issue(s) by seeking to advance the interests of all Parties. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

Step 3: Mediation

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation, within 14 calendar days of one Party's indication that negotiation has not resolved matters, nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party(ies) shall select one name from the short list and advise the other Party(ies) of their selection within 10 calendar days of receipt of the list. The Parties shall thereafter co-operate in engaging the selected mediator in a timely manner.

7. The Party that initiated the dispute resolution process, must provide the mediator with an outline of the dispute and any agreed statement of facts within 14 calendar days of the mediator's engagement. The Parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed ninety (90) calendar days from the date the mediator is engaged, without further written agreement of the parties.
9. All proceedings involving a mediator are without prejudice, and, unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after ninety (90) calendar days from engagement of the mediator, or longer as agreed in writing by the Parties, resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of apparent impasse and/or consensus.

Step 4: Arbitration

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within 30 calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within 30 calendar days of the expiry of the time period in clause 12. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator. Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of Queen's Bench.

14. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in the *Arbitration Act*.
15. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and arbitration process must be shared equally between the Parties.

February 27, 2025

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2025*, tabled in the Alberta Legislature by my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance. Below are some details relevant to Alberta Municipal Affairs.

Budget 2025 is meeting the challenges facing Alberta with responsible decisions to fund today's priorities, investing more than \$1 billion to build stronger communities provincewide. Through these investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

Last year, Municipal Affairs introduced the Local Government Fiscal Framework (LGFF), delivering predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta. The LGFF represents years of collaboration between the province and local governments, replacing the Municipal Sustainability Initiative with a modern and predictable model.

LGFF funding allocations for the 2025/26 fiscal year have been known to communities for several months. Thanks to the LGFF's revenue index factor, which ties the funding level to provincial revenue from three years prior, *Budget 2025* increases LGFF capital funding by more than 13 per cent, from \$722 million to \$820 million. This increase will help your communities achieve their local infrastructure priorities. *Budget 2025* also maintains LGFF Operating funding at \$60 million to assist with operational costs and help respond to inflationary pressures. This grant was doubled in 2023 to reflect lost municipal revenue through the Grants in Place of Taxes program.

Budget 2025 also increases funding for the Grants in Place of Taxes program (GIPOT). Over the last few years, we heard loud and clear from municipalities that have provincially run buildings within their boundaries about the need for stronger recognition of the impact provincial properties have on municipal services. Starting in the 2025/26 fiscal year, GIPOT will be paid to municipalities at 75 per cent of the property tax amount that would be owed if the properties were subject to municipal taxation. Next year, in 2026/27, GIPOT will be fully restored to 100 per cent.

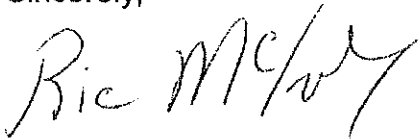
.../2

In light of these increases, the Local Growth and Sustainability Grant (LGSG) program will not continue. Introduced in *Budget 2024*, this three-year, \$60-million grant program aimed to alleviate pressures in fast-growing communities. We received numerous applications from municipalities for the initial \$20 million in LGSG funding allocated in 2024. Those funds will still be distributed, with successful applicants notified by the end of March 2025. However, after careful consideration, our government made the difficult decision to discontinue the LGSG program for *Budget 2025* and focus the investment of taxpayer dollars into other areas, including a comprehensive capital plan to enhance public infrastructure.

As in previous years, *Budget 2025* includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also maintaining funding levels for public libraries, with more than \$33 million going toward operating grants across the province.

Budget 2025 is meeting the challenge of the cost of living by helping families keep more money in their pockets through lower personal income taxes and continuing investments in education and health care. Our municipal partners are integral to our work. As we face global uncertainties, I look forward to working together over the next year as we continue to build strong, vibrant, and sustainable communities that help keep our province the best place in Canada to live, work, and raise a family.

Sincerely,

A handwritten signature in black ink, appearing to read "Ric McIver", with a stylized flourish at the end.

Ric McIver
Minister



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

March 5, 2025

File: 30H-13
Sent via Email

All Member Municipalities of the
Oldman River Regional Service Commission

Dear Councils and Chief Administration Officers:

RE: ORRSC Development Processing and Project Viability for the Development Support and Processing Position

Background

Historically, Planning Staff of the Oldman River Regional Services Commission have assisted in fulfilling the role of Development Officer, or other related and similar duties, as a way to support our Members when they needed help.

In recent years, ORRSC has experienced an increase in the number of Members inquiring about our availability and ability to provide development support services and assistance. These inquiries have stemmed from a variety of circumstances, such as municipalities whose Chief Administrative Officer dually fulfills the role of CAO and Development Officer and those who are seeking permanent or temporary coverage for a Development Officer due to staff changes. Unfortunately, in our attempt to assist our Members, we have reached a point where the day-to-day tasks associated with development processing have begun to overwhelm Planning Staff and have had a negative impact on our ability to complete projects and provide our Members with their regular planning services.

In the summer of 2024, we circulated an Expression of Interest to our Members inquiring who may be interested in a development support and processing service. In response, those who were interested were asked to complete a survey to provide us with additional information such as annual permit numbers and interested level of support. We received 20 responses from Members and 18 completed surveys. Over the last several months we have reviewed the data and a variety of funding formulas to develop a proposal for this service. The proposed service was discussed with the Executive Committee, who confirmed their support for the position so long as it was fully funded by Members participating in the service, as it would not be funded through the Operating Budget.

Proposal

Based on our market research we estimated that it would cost the Commission approximately \$97,821.00 to hire a qualified Development Officer, including salary and benefits, and an additional \$2,500.00 for starting equipment such as a laptop, printer, scanner, and cellphone.

In December 2024, the proposal was distributed to those who responded to the initial Expression of Interest and highlighted the anticipated level of service, costs, and the roles, duties and responsibilities for the proposed Development Processing and Support Position.



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Website: www.orrrsc.com

Due to the diverse needs and sizes of our interested Members, we determined that a Tiered-Cost System would be the best approach to ensure that all participating Members workloads were captured equitably and fairly and that we had secure funding for the position. We used the data provided to us through the survey and determined the median value given by each Member for permits and compliance letters, and developed a 6 Tier System:

Tier	Total Number of Permits/Compliance Letters	Annual Cost	Monthly Cost
TIER 1	0 – 10	\$3,600.00	\$300.00
TIER 2	11 – 20	\$7,200.00	\$600.00
TIER 3	21-30	\$10,800.00	\$900.00
TIER 4	31-40	\$14,400.00	\$1,200.00
TIER 5	41-50	\$21,600.00	\$1,800.00
TIER 6	51+	Please contact our office to discuss this service further if your Municipality requires more than 50 Permits and/or Letters of Compliance per year.	

With the proposal, Members were requested to provide any feedback or comments and reconfirm their level of interest in the service given the proposed services and costs by Thursday, January 30, 2025.

Post Proposal Follow-Up

Following the January 30th deadline, we reviewed the feedback and number of interested parties in the service. Our initial intent was to provide a revised proposal to those Members who reconfirmed their interest. Most feedback received from Members who express that they were no longer interested in the service was related to the associated costs and funding formula. Some feedback received focused on developing a per-use cost approach, proposing a lower monthly fee with a per-service associated cost. While we considered this funding model at the time of drafting the proposal, due to its volatile nature we were unable to guarantee the necessary funding required for the service and the associated position.

Unfortunately, due to the limited number of Members who reconfirmed their interest, we are unable to secure the funding required in order move forward with this service without the cost being further increased and downloaded on those interested Members to a point that majority would find it unfeasible.

Over the coming weeks we will be working to develop a training plan in order to return all development processing related work back to their respective municipalities as we are no longer able to provide this service for our Members. Those Members who are affected by this change will be contacted by your respective Planner to schedule training.

We understand that this change will be challenging for some of our Members and want to assure you that a great deal of consideration has gone into this decision. We are dedicated to continuing to provide exception assistance to our Members.



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Website: www.orrsc.com

Should you have any questions regarding these changes please do not hesitate to call me at 403-329-1344 or email admin@orrsc.com.

Sincerely,

Lenze Kuiper
Chief Administrative Officer

Cc: ORRSC Board of Directors