



VILLAGE OF GLENWOOD
Regular Council Meeting

Agenda

Village Administration Board Room (59 Main Avenue)
Wednesday, December 10, 2025
7:00pm

1. Call to Order – 7:00 pm
2. Resolution to approve Additions to the Agenda:
3. Approval of Agenda
4. Approval of Minutes of the Regular Meeting of November 19, 2025
5. Items for discussion and/or resolution:
 - a) CAO annual review and interim reviews are written into individual contract Councillor Lybbert to report.
 - b) Bulk water rates – presently the Village charges 4 cents per gallon (.0088 cents per litre) – Councillor Lybbert to discuss
 - c) Xmas hours for office – Xmas falls on a Thursday. Boxing day on a Friday and New Years Day on a Thursday
 - d) Turkeys for staff – Councillor Lybbert to discuss
 - e) Intermunicipal Development Committee Meeting with Cardston – Discussion regarding RV Dump- addition of bathroom and advertised as a rest stop
 - f) Strategic Plan – for review and/or approval
6. CAO is away during the week of New Years
7. Bylaws for review and/or resolutions to pass:
 - a) Bylaw 235-2025 – to replace Bylaw 235-2019 allowing for remuneration for Council to be set during budget approval
 - b) Bylaw 133-2025 to replace Bylaw 235-2016 to bring the establishment of a regional Assessment Review Board into compliance with changes to the Municipal Government Act
8. Poles on municipal road allowance – update for Council. Information package enclosed.
9. Correspondence:
 - a) ABMunis – Property Tax bulletin.
 - b) Emerging Trends in Municipal Law
 - c) Oldman Watershed Council – request for funding
 - d) Heartland – Farm Safety Centre – request for funding
10. Cheque Listing for Council 20250277 to 20250296 - \$28,182.70

11. Councillor Reports:

- a) Mayor Mark Peterson
- b) Deputy Mayor Brian Wickhorst
- c) Councillor Sandy Lybbert
- d) Councillor John Doney
- e) Councillor Shane Ford

12. Budget deliberations for approval – CFO Hakon Skoien to present – 8:00 pm.

13. In Closed Session – CAO competition, budget deliberations, bylaw review – Section 19(1)
FOIP – Confidential Evaluations

14. Adjournment

VILLAGE OF GLENWOOD
Wednesday, November 19, 2025 Minutes

***The Minutes of the Regular Meeting of Council held at the Village of
Glenwood Administration Boardroom on Wednesday, November 19, 2025.***

In attendance: Mayor Peterson, Deputy Mayor Wickhorst, Councillor Sandy
Lybbert, Shane Ford, John Doney

Officials: Chief Administrative Officer Vizzutti present

<u>1. Call to Order</u>	Mayor Peterson called the regular Council meeting of November 19, 2025 to order at 7:00 p.m.
<u>2. Agenda Additions</u>	Agenda Items – none added.
<u>3. Agenda Approval</u> <u>2025.11.19.118</u>	Moved by Councillor Ford to approve the agenda. Carried.
<u>4. RCMP Report</u>	Corporal Fraser of Cardston RCMP presented 3 rd Quarter statistics to Council.
<u>5. Twin Rivers Economic Development</u> <u>2025.11.19.119</u>	Twin Rivers Economic Development Rep. Eddie Williams requested funding for the Santa gifts at their Christmas party in the amount of \$150.00. Moved by Mayor Peterson that the Village of Glenwood contribute \$150.00 to the Twin Rivers Economic Development Santa gift giveaway. Carried.
<u>6. Minutes of Regular Meeting – October 8, 2025</u> <u>2025.11.19.120</u>	Moved by Councillor Lybbert to approve the minutes of the regular meeting of Council held on Wednesday, October 8, 2025. Carried.
<u>7. Minutes of November 3, 2025 Organizational meeting</u> <u>2025.11.19.121</u>	Moved by Councillor Ford to approve the minutes of the Organizational meeting of Council held on Wednesday, November 3, 2025. Carried.
<u>8. Resolution to appoint Library Board Members</u> <u>2025.11.19.122</u>	Moved by Mayor Peterson to appoint Kathy Thomas and Linda Allred to the Glenwood Library Board with their term ending November 1, 2028. Carried.
<u>9. Glenwood Rec. Bd. Appointments</u> <u>2025.11.19.123</u>	Moved by Councillor Lybbert to appoint Joe Thomas, Chuck Thomas and Cam Francis to the Glenwood Recreation Board. Carried.
<u>10. Animal Control Bylaw 219-2023 Review</u>	Discussion took place regarding the violation provisions of Bylaw 219-2023 – no action taken.
<u>11. Cost of EV Station</u>	CAO Vizzutti provided information to Council regarding the cost of operation of the EV stations. Costs are approximately \$3700.00 per year. No action taken.
<u>12. Strategic Plan Draft</u> <u>2025.11.19.124</u>	Moved by Councillor Lybbert to table discussion/action regarding the Strategic Plan, to the December 10, 2025 regular council meeting. Carried.
<u>13. Municipal Branding</u>	Councillor Lybbert initiated a review of the Village brand – “Great Views” Great Living” – no action taken.

14. Christmas Supper

Christmas Supper for Council, Staff and partners will take place January 16, 2026 at 6:30 pm at the Community Hall.

15. Cheque Listing

CAO Vizzutti presented Cheque Listing # 2025245 – 2025276 in the amount of \$211,706.23 as information.

16. Council Training

CAO Vizzutti reminded Council of their training session on November 24, 2025 in Council Chambers at the Town of Cardston.

17. Councillor Reports

- a) Mayor Peterson reported on AB Munis Conference held November 12, 13, 14 in Calgary.
- b) Deputy Mayor Wickhorst – no report.
- c) Councillor Lybbert reported that the Chinook Foundation is hiring a new CAO.
- d) Councillor Doney attended the Glenwood Library meeting
- e) Councillor Ford attended the Twin River Economic Development meeting to complete the Christmas planning. He attended Alberta SW meeting and stated the new Director of Investment Development is Shawn Miles.

18. Correspondence

Correspondence presented:

- a) Congratulation on the election – Fortis Alberta.
- b) Cardston County Emergency Services – information bulletin.

19. Closed Session

2025.11.19.125

Moved by Councillor Lybbert to go in to Closed Session at 8:30pm. Under Section 24(1) of the Freedom of Information and Protection of Privacy Act – Advice from Officials

Carried.

2025.11.19.126

Moved by Mayor Peterson to come out of Closed Session at 10:30pm.

Carried.

20. Adjournment

2025.11.19.127

Moved by Deputy Mayor Wickhorst to adjourn at 10:31 p.m.

Carried.

Meeting Chair

Chief Administrative Officer



STRATEGIC PLAN DATED AUGUST 20, 2025

REVIEW

The Council of the Village of Glenwood meet on August 20, 2025 to take part in a strategic planning session. The following documents were reviewed to help facilitate the process:

- a) Village of Glenwood Vision Statement
- b) Village of Glenwood Community Goals

Discussion took place regarding the historical background of the area including historic homes, the Cheese Museum, pioneer heritage and First Nations.

Recommendation No. 1

Council has added the words "and cultural to the Vision Statement so it reads as follows"

"Glenwood is a tranquil place that offers a snapshot of historic western settlements. The Village provides residents and visitors alike with a variety of recreational and cultural opportunities, a relaxing atmosphere and a high quality of life."

STRATEGIC PLANNING FRAMEWORK

SWOT (strengths, weaknesses, opportunities and threats) was applied to assess the internal and external factors impacting the Village:

1. Strengths:
 - a) Excellent water source and supply
 - b) Affordable properties with large lots and fair taxation
 - c) Upgraded infrastructure with good services including irrigation, excellent fire department, library, school, and community hall
 - d) Thriving downtown business core
 - e) Fresh air, no noise pollution, great views
 - f) Friendly residents and animal friendly
 - g) Low crime rates and low traffic numbers

2. Weaknesses:

- a) Distance to services (no gas station and medical)
- b) Lack of housing, including senior's housing
- c) Lack of recreational opportunities
- d) No local ambulance services
- e) Religious and cultural disconnect
- f) Distance to neighbouring communities
- g) Loss of major employer
- h) Cold mix roads requiring constant upkeep
- i) No door to door garbage and recycling service
- j) Poor cell coverage
- k) Untidy Premises
- l) Lack of Volunteers
- m) Lack of employment opportunities
- n) Weather extremes

3. Opportunities:

- a) Possible change of use for Saputo building
- b) Availability of vacant commercial property for development
- c) Possible enhancement of international trade to sell the Village location
- d) Establish greater ties with First Nations both culturally and economically
- e) Enhance tourism through such events as rodeos, pow wows, star gazing, farmers markets, and camping
- f) Enhance volunteerism especially with younger residents
- g) Installation of fiber optics

4. Threats

- a) Extreme weather, high winds and wildfire
- b) Dissolution
- c) Aging population
- d) Poor youth retention
- e) Apathy
- f) Negative impact on youth (trauma/drugs)

Goals and Objectives

SMART (specific, measurable, achievable, relevant and time sensitive goals)

Specific Objectives identified:

- a) Sale and new operation in the old Saputo building (measurable and achievable only if interested parties respond) The operation of this building is relevant to the health of the Village and with the passage of time, the likelihood of a new business diminishes.
- b) Expansion of the tax base as per development at old Saputo building with a process to be undertaken showing outcomes by September 1, 2026.

- c) Increase in youth population and engagement is tied directly to Items a) and b) shown above.
- d) Seeking a gas station is a specific endeavour and is time sensitive with an completion date of December, 2026.
- e) Community electronic signage to be completed by Spring 2026 – this fits SMART as the project design work is already underway but there may be a lag time with time sensitivity.
- f) Additional Signage – includes points of interest on kiosks, GIS, seasonal restrooms and historical maps - completion time set for December 2026.
- g) Establishment of a new playground – completion time set for December 2026.
- h) Exploration of opportunities to partner with the Village school.
- i) Seek organizational support to encourage more volunteerism especially amongst the youth.
- j) Council to contribute information to the monthly Glenwood Gleanings.
- k) Help establish new service clubs such as Lions 4-H.
- l) Pursue the establishment of a new RV Dump Station on County property in 2026, in partnership with Cardston County.

VILLAGE OF GLENWOOD
BYLAW # 235-2025
Remuneration and Expense Claim Bylaw

BEING A BYLAW OF THE VILLAGE OF GLENWOOD TO ESTABLISH RATES FOR REMUNERATION
AND EXPENSE CLAIMS.

WHEREAS the *Municipal Government Act* being chapter M-26 of the Revised Statutes of Alberta 2000 empowers a Council to provide for the payment of a remuneration, or reimbursement, to its members for attending to or performing their duties and also for the payment of reasonable allowances for travel and for sustenance and out of pocket expenses incurred for attending the same; and

WHEREAS steering committee members appointed by Council, may be requested by Council to incur travel, sustenance and out of pocket expenses incurred for attending to and performing their duties; and

WHEREAS village employees may also be assigned or have occasion to incur travel, sustenance and out of pocket expenses in attending to and performing their duties attending the same; and

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. TITLE AND DEFINITIONS:

1.1 **Title** – This bylaw may be cited as the “Remuneration and Expense Claim Bylaw”.

1.2 **Definitions**– In this bylaw unless the context otherwise requires:

- (a) **“Act”** means the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;
- (b) **“Committee”** means any agency, board, foundation, organization, society, or any other such styled group, that a Council member attends meetings on behalf of, and with the consent of Council;
- (c) **“Council”** means the Council of the Village of Glenwood;
- (d) **“Village”** means the Village of Glenwood.

2. REMUNERATION – LODGINGS, MEALS, TRAVEL, INCIDENTALS:

2.1 Council members and **authorized staff members** are entitled to claim expenses such as **accommodations and meals incurred, while on municipal sanctioned business, in the amount determined by the yearly operating budget and approved at the Organizational meeting.**

- 2.2 Council members shall be paid a rate per regular and special council meetings in the amount determined by the yearly operating budget and approved by resolution at the Organizational meeting.
- 2.3 Council members shall be paid a day rate provided that the village business meeting they are attending exceeds five (5) consecutive hours, including attendance at regular council, special or committee meetings and approved conferences, in the amount determined by the yearly operating budget.
- 2.4 Remuneration for expenses shall be as follows:
- (a) Lodging: Actual lodging expense with the support of a receipt;
 - (b) Meal: Actual meal expenses with the support of a receipt;
 - (c) Meals included in any registration fees will not be eligible for further claim;
 - (d) Transportation: Those furnishing transportation will be paid a rate per kilometer as set forth, from time to time, by the Government of Canada; and
 - (e) Miscellaneous: An incidental allowance will be allowed for gratuities, parking, taxi and other approved expenses.

3. REIMBURSEMENT OF CLAIMS:

- 3.1 Prior to reimbursement, a signed claim form must be submitted to the Chief Administrative Officer, detailing the applicable expenses, with attached receipts, no later than the 25th of each month. Any expenses incurred after that submission date can be claimed on the next month's submission.
- 3.2 Expenses must be claimed within six (6) months of when the cost was incurred. Any extension to said expense claims must be approved by Council.

4. RESCINDING BYLAW:

- 4.1 Bylaw #235-2019 is hereby repealed.

5. DATE OF COMMENCEMENT:

- 5.1 This bylaw shall take effect on the date of third and final reading.

Read a FIRST time this 10th day of December, 2025.

Read a SECOND time this 10th day of December, 2025.

Read a THIRD time and finally passed this 10th day of December, 2025.

Mark Peterson
Mayor

Cynthia Vizzutti
Chief Administrative Officer

Current bylaw

VILLAGE OF GLENWOOD

BYLAW # 235-2019

Remuneration and Expense Claim Bylaw

BEING A BYLAW OF THE VILLAGE OF GLENWOOD TO ESTABLISH RATES FOR REMUNERATION AND EXPENSE CLAIMS.

WHEREAS the *Municipal Government Act* being chapter M-26 of the Revised Statutes of Alberta 2000 empowers a Council to provide for the payment of a remuneration, or reimbursement, to its members for attending to or performing their duties and also for the payment of reasonable allowances for travel and for sustenance and out of pocket expenses incurred for attending the same; and

WHEREAS steering committee members appointed by council, may be requested by Council to incur travel, sustenance and out of pocket expenses incurred for attending to and performing their duties; and

WHEREAS village employees may also be assigned or have occasion to incur travel, sustenance and out of pocket expenses in attending to and performing their duties attending the same; and

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. TITLE AND DEFINITIONS:

1.1 **Title** – This bylaw may be cited as the “Remuneration and Expense Claim Bylaw”.

1.2 **Definitions**– In this bylaw unless the context otherwise requires:

- (a) **“Act”** means the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;
- (b) **“Committee”** means any agency, board, foundation, organization, society, or any other such styled group, that a Council member attends meetings on behalf of, and with the consent of Council;
- (c) **“Steering Committee”** means any committee, and members thereof, appointed by council for a specific purpose, goal or activity, which, once completed, said committee member(s) may be released;
- (d) **“Electronic Device”** means desktop computers, laptop computers, tablets, or any other such computer device, which can be used for the purpose of preparing for meetings of Council by displaying agenda packages;
- (e) **“Council”** means the Council of the Village of Glenwood;
- (f) **“Village”** means the Village of Glenwood.

2. REMUNERATION – LODGINGS, MEALS, TRAVEL, INCIDENTALS:

- 2.1 Council members are entitled to claim per committee meeting, in accordance with their Council appointments or commitments, remuneration in the amount determined in "Schedule A".
- 2.2 The Council shall be paid a day rate provided that the village business meeting they are attending exceeds five (5) consecutive hours, including attendance at regular council, special or committee meetings.
- 2.3 The members of council, steering committee members and employees of the Village shall be paid for their reasonable travel, sustenance and out of pockets expenses incurred in attending to village related duties in accordance with the following statements and the amounts as determined by council resolution from time to time:
 - (a) Lodging: Actual lodging expense allowance will be considered when previously cleared and authorized.
 - (i) If private accommodations are used a claimable rate shall be permitted as shown in "Schedule A".
 - (b) Meals:
 - (i) Breakfast – Travel commenced before 7:00 AM.
 - (ii) Lunch – Business continued after 12 noon.
 - (iii) Dinner – Return to home not completed before 7:00 PM.
 - (c) Meal claim parameters:
 - (i) Meal claims are not dependent on number of meals claimed, but rather on maximum combined claimable meal costs for travel time encompassed. For example:
 - (ii) Travel time 7:00 AM through 7:00 PM = Total claimable amount is Breakfast + Lunch + Dinner.
 - (iii) Travel time 7:00 AM through 1:00 PM = Total claimable amount is Breakfast + Lunch.
 - (iv) Travel time Noon through 7:00 PM = Total claimable amount is Lunch + Dinner.
 - (v) Travel time 5:00 PM through 9:00 PM = Total claimable amount is Dinner.
 - (vi) Meetings explicitly held at meal times will be compensated as per "Schedule A".
 - (d) Meals included in any registration fees will not be eligible for further claim.
 - (e) Transportation: Those furnishing transportation will be paid a rate per kilometer as set forth, from time to time, by the Government of Canada.
 - (f) Miscellaneous: An incidental allowance will be allowed for gratuities, parking, taxi and other expenses.

3. REMUNERATION – COUNCIL COMPUTERS:

- 3.1 To reduce the amount of printed material necessary for communication between Council and Administration by creating and distributing Council agenda's and other correspondence through email, the Village will supply an electronic device to all Council members.
- 3.2 The total cost per electronic device will be determined at the beginning of each term. These electronic devices shall meet the current Village standards in place at the time of purchase.
- 3.3 Ownership of the electronic device will be term specific. If a Councillor, for any reason cannot serve for the full term, they will have the option of returning the electronic device to the Village or purchasing their electronic device at the following rates:
 - (a) Within first year of term 75% of full cost paid back to Village.
 - (b) Within second year of term 50% of full cost paid back to Village.
 - (c) Within third year of term 25% of full cost paid back to Village.
 - (d) Within fourth year of term 0% of full cost paid back to Village.
- 3.4 Council members who are elected in a by-election will also have a new electronic device purchased for their use.
- 3.5 Council members may use their assigned electronic device for personal use.
- 3.6 Council members may install personal software on their assigned electronic device as long as it does not conflict with software provided and installed by the Village.
- 3.7 Council members shall take all reasonable steps and precautions to protect their assigned electronic device from damage, harm or theft.
- 3.8 The Village shall be responsible for costs incurred for the maintenance and repair of the assigned electronic device.
- 3.9 Council members will own their electronic device at the end of their term;
- 3.10 If the Councillor is re-elected, a new electronic device will be supplied, based upon the new council's discussion as to budget, system requirements and policy direction.

4. REIMBURSEMENT OF CLAIMS:

- 4.1 Prior to reimbursement, a signed paper claim form must be submitted detailing the applicable expenses, with attached receipts where required, no later than the 25th of each month. Any expenses incurred after that submission date can be claimed on the next month's submission.
- 4.2 Attached to this bylaw shall be "Schedule A", which will detail the allowable expense amount(s).
- 4.3 Section 2.3(f) requires submission of receipts with the claim if in excess of \$5.00.
- 4.4 Council member's expenses are valid for claim for up to six months after the date the expense was incurred. If the expenses being claimed are older than six months, a motion of Council affirming the validity of the claim is required for Administration to process the claim.

5. RESCINDING BYLAW:

5.1 Bylaw #235-2017 is hereby repealed.

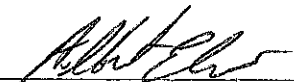
6. DATE OF COMMENCEMENT:

6.1 This bylaw shall take effect on the date of third and final reading.

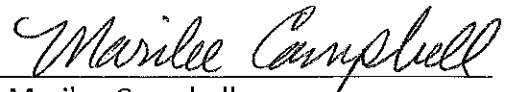
Read a FIRST time this 11th day of April, 2019.

Read a SECOND time this 11th day of April, 2019.

Read a THIRD time and finally passed this 11th day of April, 2019.



Albert Elias
Mayor



Marilee Campbell
Chief Administrative Officer



SCHEDULE "A"

ALLOWABLE EXPENSE DETERMINATION:

Council Remuneration Rate for Meetings		\$50.00
Per meeting under 5 hours in length		
Council Remuneration Rate for Day		\$100.00
*If a meeting is over 5 hours long, then a day rate may be charged (Section 2.2).		Per meeting over 5 hours in length
Meal Remuneration		
*With submitted receipt		
Breakfast		\$15.00
Lunch		\$20.00
Dinner		\$25.00
Private Accommodations		\$50
		per night
Transportation Remuneration Rate (Section 2.3e)		Rate per kilometer as set forth, from time to time, by the Government of Canada



**VILLAGE OF GLENWOOD
BYLAW # 133-2025**

BEING A BYLAW OF THE VILLAGE OF GLENWOOD, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING A REGIONAL ASSESSMENT REVIEW BOARD, THE APPOINTMENT OF THE CHAIR, AND THE APPOINTMENT OF THE CLERK FOR THE ASSESSMENT REVIEW BOARDS;

WHEREAS, section 454 of the *Municipal Government Act*, states that council must by bylaw establish a local assessment review board and a composite assessment review board; and

WHEREAS, section 455(1) of the *Municipal Government Act*, states that two or more councils may agree to jointly establish the local assessment review board or the composite review board, or both, to have jurisdiction in their municipalities; and

WHEREAS, section 455(2) of the *Municipal Government Act*, requires that Council must jointly designate one of the board members as chair; and,

WHEREAS, section 456(2) of the *Municipal Government Act*, requires that Council must jointly appoint a person to act as the Clerk of the Assessment Review Boards; and

WHEREAS, the Oldman River Regional Services Commission (Commission) and Municipalities within the region, jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by an assessed person or taxpayer of a Regional Member Municipality;

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

1. TITLE

- 1.1 The title of this Bylaw shall be the "ORRSC Regional Assessment Review Board Bylaw".

2. DEFINITIONS

- 2.1 Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the *MGA*.
- 2.2 In this bylaw the following terms shall have the meanings shown:
- a. **Agreement** means the ORRSC Regional Assessment Review Board Services Agreement currently in force, as authorized by Council and executed in partnership with the Commission, and any successor agreements, whereby the Commission provides Assessment Review Board Services to the Member Municipality.
 - b. **Alternate** means a person who is available to perform the duties of a board member in the event the member is unable to fulfil Board duties.
 - c. **Board** means the ORRSC Regional Assessment Review Board.

- d. **Board Member** means an appointed elected official or lay member to the ORRSC Regional Assessment Review Board, who are appointed by a Member Municipality's Council.
- e. **Clerk** means the designated officer appointed as clerk to carry out the duties and functions of the assessment review board as required under section 456 of the *Municipal Government Act*.
- f. **Commission** means the Oldman River Regional Service Commission.
- g. **Composite Assessment Review Board (CARB)** means the composite assessment review board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- h. **Lay Member** means an appointed person who is not an elected official nor do they represent a specific organization, who is appointed by a Member Municipality's Council to the ORRSC Regional Assessment Review Board.
- i. **Local Assessment Review Board (LARB)** means the Local Assessment Review Board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- j. **Member** means a member of the ORRSC Regional Assessment Review Board.
- k. **Member Municipality** means the municipality who has signed the ORRSC Regional Assessment Review Board Services Agreement and passed the ORRSC Regional Assessment Review Board Bylaw.
- l. **MGA** means the *Municipal Government Act* of Alberta, RSA 2000, Ch. M-26, as amended and Regulations passed under that Act.
- m. **ORRSC Regional Assessment Review Board** means the board appointed to hear appeals on tax and assessment notices established in accordance with section 454 of the *Municipal Government Act*, and includes the Local Assessment Review Board (LARB), the Regional Local Assessment Review Board (RLARB), the Composite Assessment Review Board (CARB), and the Regional Composite Assessment Review Board (RCARB).
- n. **Panel** means the group of assigned Board Members actively sitting to hear and decide on an appeal hearing.
- o. **Panel Member** means an individual member to the ORRSC Regional Assessment Review Board, who are participating in an active appeal hearing.

- p. **Provincial Member** means a person appointed as a provincial member to a CARB by the Minister in accordance with the *Municipal Government Act* and the *Matters Relating to Assessment Complaints Regulation*.
- q. **Regional Member Municipality** means those municipalities who enter into an agreement with the Commission to jointly establish the ORRSC Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.
- r. **Regulations** means the *Matters Relating to Assessment Complaints Regulation*.

3. ESTABLISHMENT OF BOARDS

- 3.1 That Council hereby establishes the following boards:
 - a. a LARB that hears complaints referred to in section 460.1(1) of the *MGA*; and,
 - b. a CARB that heads complaints referred to in section 460.1(2) of the *MGA*.
- 3.2 The Regional Municipal Members, which includes Village of Glenwood hereby jointly establish the ORRSC Regional Assessment Review Board to exercise functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board.
- 3.3 Each Member Municipality is responsible for establishing filing fees and administering policies in respect to refunding filing fees in accordance with the *MGA* and the *Regulations*.
- 3.4 The Member Municipality will provide administrative support and resources to the Board, as required.

4. JURISDICTION OF THE BOARD

- 4.1 That the Boards shall have jurisdiction to exercise the functions of a local assessment review board and the functions of a composite assessment review board under the provision of the *MGA* in respect of assessment complaints made by taxpayers of a Regional Member Municipality.

5. DELEGATION OF AUTHORITY

- 5.1 In accordance with its authority under the *MGA*, Council hereby delegates the Clerk the authority to:
 - a. jointly prescribe remuneration and expenses payable to each Member of the Board and the Chair, in accordance with the agreement and/or board policies or procedures; and
 - b. jointly appoint a Board Member as the Chair of the LARB and CARB and prescribe the term of office; and,

- c. jointly appoint lay members and elected officials to the ORRSC Regional Assessment Review Board, if required.
- 5.2 Council delegates the Chief Administrative Officer of the Commission to appoint the final list of Board Members received from the Member Municipalities to the Local Assessment Review Board and the Composite Assessment Review Board on an as needed basis, in accordance with the requirements of the *MGA*.

6. APPOINTMENT OF BOARD MEMBERS

- 6.1 Each Member Municipality may elect to appoint one lay member and one member of Council to be a Board Member by resolution of Council.
- 6.2 The Chief Administrative Officer of the Commission will appoint the final list of Board Members received from the Member Municipalities to the Local Assessment Review Board and the Composite Assessment Review Board on an as needed basis, in accordance with the requirements of the *MGA*.
- 6.3 The Clerk may appoint lay members to fulfill the needs of the Board, as required.
- 6.4 The Board shall endeavour to consist of a minimum of twenty members.
- 6.5 Failure to meet the number of board members imposed by section 6.4 does not invalidate the board.

7. TERMS OF APPOINTMENT

- 7.1 Unless otherwise stated by the Member Municipality, all Members are appointed for three-year terms.
- 7.2 If a vacancy on the Board occurs the Member Municipality who made the appointment, or the Clerk, may appoint a new person to fill the vacancy.
- 7.3 A Member may be re-appointed to the Board at the expiration of their term.
- 7.4 A Member may resign from the Board at any time on written notice to the Clerk and to the Member Municipality to that effect.
- 7.5 The Member Municipality may remove their designated Member at any time, with written notice given to the Clerk.
- 7.6 The Clerk may remove a Member for cause or misconduct and will report their removal to the Member Municipality who made the appointment.
- 7.7 Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

8. CHAIR

8.1 In accordance with section 5 of this Bylaw, the Clerk shall:

- a. jointly appoint a Member as the Chair of the LARB and CARB;
- b. prescribe the term of office for the Chair; and
- c. prescribe the remuneration and expenses payable to the Chair.

8.2 The Chair delegates the Clerk to select Board Members to convene a panel to hear assessment complaints as required in the MGA and section 8 of this Bylaw.

9. PANELS OF THE BOARD

9.1 The Board shall sit in panels to hear assessment complaints as the nature of the complaint may permit or require:

- a. a three persons panel when the Board is acting as a Local Assessment Review Board;
- b. a two persons panel when the Board is acting as a Composite Assessment Review Board; or
- c. a single member when the Board is acting as a Single Member Composite Assessment Review Board or a Single Member Individual Local Assessment Review Board.

9.2 When sitting as the CARB, the Presiding Officer shall be the appointed Provincial Member.

9.3 When sitting as the LARB the Presiding Officer shall be the determined by the panel.

9.4 Where a panel has only one Member, that Member is the Presiding Officer.

9.5 Unless an order from the Minister authorizes otherwise, the panel may not:

- a. consists of more than one councillor to a three persons panel; and,
- b. a single member CARB or LARB panel cannot consist of a councillor.

9.6 When possible, a three person panel will include one Member who is appointed by the Member Municipality under whose jurisdiction the complaint arises, unless otherwise requested by the Municipality.

10. PRESIDING OFFICER

10.1 The Presiding Officer of a panel:

- a. will preside over and be responsible for the conduct of meetings;
- b. may limit a submission if it is determined to be repetitious or in any manner inappropriate; and
- c. will vote on matters submitted to the panel unless otherwise disqualified.

11. CLERK OF THE ORRSC REGIONAL ASSESSMENT REVIEW BOARD

11.1 That Council jointly appoints the Chief Administrative Officer of the Oldman River Regional Services Commission as the Assessment Review Board Clerk of the ORRSC Regional Assessment Review Board.

11.2 The Clerk shall:

- a. assist the Board in fulfilling its mandate;
- b. prescribe the remuneration and expenses payable to each member of the ORRSC Regional Assessment Review Board in accordance with the agreement and/or Board policies or procedures;
- c. may appoint and delegate a Commission employee the duties and functions of the ORRSC Regional Assessment Review Board Clerk providing they have successfully completed the training as prescribed by the Minister;
- d. shall issue instructions to independent legal counsel for the Board or panel of the Board; and,
- e. may, at the request of the Presiding Officer of a panel of the Board sign orders, decisions and documents issued by the panel of the Board; and,
- f. may assist in any other administrative role as required by the Board or the panel.

12. HEARINGS

12.1 Hearings will be held at such time and place as determined by the Clerk and/or Board policies or procedures.

12.2 The proceedings and deliberations of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Access to Information Act* and the *Protection of Privacy Act*.

13. QUORUM AND VOTING

13.1 The quorum for panels of the Board shall be as established by the *MGA*, namely:

- a. two Members of a panel acting as a LARB; and

- b. one Member and the Provincial Member of a panel acting as a CARB.
- 13.2 All members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.
- 13.3 The majority vote of those Members present and voting constitutes the decision of the Board.
- 13.4 Where a member of a panel absents himself or herself from the proceedings due to a conflict of interest or a pecuniary interest, a replacement member of the panel shall be appointed.

14. CONFLICT OF INTEREST

- 14.1 Where a member of the Board is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the member may remove himself or herself from Board proceedings while that matter is being discussed, provided that prior to leaving the meeting, the member:
 - a. declares that he or she has a conflict of interest; and
 - b. describes in general terms the nature of the conflict of interest.
- 14.2 The Clerk shall cause a record to be made in the Minutes of the members' absence and the reasons for it.
- 14.3 For the purposes of this provision, a member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:
 - a. he or she has a personal interest in the matter which would conflict with his or her obligation as a member to fairly consider the issue; or
 - b. substantial doubt as to the ethical integrity of the member would be raised in the minds of a reasonable observer if that member were to participate in the consideration of that matter.

15. PECUNIARY INTEREST

- 15.1 The pecuniary interest provisions of the MGA apply to all members of the Board while attending meetings of the Board.
- 15.2 A Board member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a member of the Board.

16. COMMENCEMENT OF APPEALS

- 16.1 In accordance with the *MGA*, an assessed person or a taxpayer may commence an assessment complaint by:
- a. submitting the required documentation by electronic mail, or by mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the '*Matters Relating to Assessment Complaints*' regulation and within the time specified in the *MGA*; and
 - b. paying the applicable fee.
- 16.2 Upon receipt of an assessment complaint, the Member Municipality shall provide the Commission a completed Assessment Review Board Complaint form and supporting documentation in a timely manner.

17. RULES OF ORDER

- 17.1 The Board will conduct hearings and board meetings in accordance with:
- a. the provisions of the *MGA* and related regulations;
 - b. principals of natural justice and procedural fairness; and
 - c. the Board's own policies and procedures.

18. ADJOURNMENTS AND POSTPONEMENTS

- 18.1 Adjournments and postponements must be granted in accordance with the *MGA* and the regulations.

19. RECORD OF HEARING

- 19.1 After the hearing of a complaint, the Clerk shall:
- a. under direction of the Presiding Officer, prepare the record of the hearing, the decision or order of the Board and the reasons for the decision in compliance with the *MGA*; and
 - b. arrange for the order or decision of the Board to be signed and distributed in accordance with the requirements under the *MGA*.
- 19.2 The Clerk will maintain a record of the hearing in accordance with the *MGA* and the regulations.

20. REIMBURSEMENT OF COSTS

20.1 The Oldman River Regional Services Commission shall pay for the administrative costs associated with the operation of the ORRSC Regional Assessment Review Board. Recovery of costs from Regional Member Municipalities will be as set out in the agreements established.

21. RESCINDING OF BYLAW

21.1 Bylaw No. 133-2016 is hereby repealed in its entirety.

22. EFFECTIVE DATE

22.1 This bylaw is effective when it received third reading and is signed by the Chief Elected Official and the Chief Administrative Officer, or designate, in accordance with the *MGA*.

Read a First Time this ____ day of _____, 2025.

Read a Second Time this ____ day of _____, 2025.

Read a Third and Final Time this ____ day of _____, 2025.

Mayor

Chief Administrative Officer

VILLAGE OF GLENWOOD

BYLAW # 133-2016

Regional Assessment Review Board Bylaw

A bylaw of the Village of Glenwood in the Province of Alberta to establish a Regional Assessment Review Board.

WHEREAS, Section 456 of the *Municipal Government Act*, permits two or more Councils to jointly establish assessment review boards to have jurisdiction in their respective municipalities;

WHEREAS, Oldman River Regional Services Commission and Municipalities within the region jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act (MGA)* in respect of assessment complaints made by taxpayers of a Regional Member Municipality;

WHEREAS, Oldman River Regional Services Commission will pay for the costs associated with the establishment and operations of the Regional Assessment Review Board and each Member Municipality will pay the Commission their portions of those costs.

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

1. TITLE:

- 1.1 The title of this bylaw shall be the "Regional Assessment Review Board Bylaw".

2. DEFINITIONS:

- 2.1 Except as provided herein, words in this Bylaw shall have the meanings prescribed in Section 453 of the *MGA*.
- (a) In this bylaw the following terms shall have the meanings shown:
- (i) **Alternate** – means a person who is available to perform the duties of a member in the event the member is unable to fulfil Board duties;
 - (ii) **Board** – means the Regional Assessment Review Board;
 - (iii) **CARB** – means the Composite Assessment Review Board established in accordance with the 'Matters Relating to Assessment Complaints' regulation;

- (iv) **Citizen-at-large** – means a person who does not represent a specific organization and is a resident of the Member Municipality;
- (v) **Designated Officer** – means the person appointed to carry out the duties and functions of the clerk of the assessment review board as required under section 455 of the *Municipal Government Act*;
- (vi) **LARB** – means the Local Assessment Review Board established in accordance with the 'Matters Relating to Assessment Complaints' regulation;
- (vii) **Member** – means an individual who is a member of the Regional Assessment Review Board;
- (viii) **MGA** – means the *Municipal Government Act* of Alberta, RSA 2000, Ch. M-26, as amended and Regulations passed under that Act;
- (ix) **Regional Member Municipality** – means those municipalities who enter into an agreement with the Commission to jointly establish a Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.

3. APPOINTMENT OF BOARD MEMBERS:

- 3.1 Each Member Municipality may appoint one individual to the Board and may appoint an individual as an alternate to the Board.
- 3.2 The Board shall consist of a minimum of twenty members who may be a Citizen-at-large who is a resident of the Member Municipality or a Council member.
- 3.3 In addition, when sitting as the CARB, the Board shall include the provincial member appointed by the Minister.

4. TERMS OF APPOINTMENT:

- 4.1 Unless otherwise stated, all Members are appointed for three-year terms, except in the initial year where up to three are appointed for three-year terms and up to four are appointed for two-year terms.
- 4.2 If a vacancy on the Board occurs the Member Municipality who made the appointment may appoint a new person to fill the vacancy for the remainder of the term.
- 4.3 A Member may be re-appointed to the Board at the expiration of his/her term.
- 4.4 A Member may resign from the Board at any time on written notice to the Designated Officer and to the Member Municipality to that effect.

4.5 The Member Municipality may remove their designated Member at any time.

5. PANELS OF THE BOARD:

- 5.1 The Board shall sit in panels to hear assessment complaints as the nature of the complaint may permit or require, such panels are to consist of:
- (a) Three persons selected by the Designated Officer when the Board is acting as a Composite Assessment Review Board or a Local Assessment Review Board; or
 - (b) A single member selected by the Designated Officer when the Board is acting as a Single Member Composite Assessment Review Board or a Single Member Individual Local Assessment Review Board.
- 5.2 The Designated Officer may select any member to sit on a panel and shall designate the Chairperson for each panel, provided however that:
- (a) The provincial member must be the Chairperson of a panel sitting as the Composite Assessment Review Board; and
 - (b) The provincial member must be the sole member of a panel sitting as a Single Member Composite Assessment Review Board;
 - (c) Where possible, the Designated Officer shall include on a three-person panel a member who is from the municipality under whose jurisdiction the complaint arises.

6. CHAIRPERSON:

- 6.1 The Chairperson of a panel:
- (a) Will preside over and be responsible for the conduct of meetings;
 - (b) May limit a submission if it is determined to be repetitious or in any manner inappropriate; and
 - (c) Will vote on matters submitted to the panel unless otherwise disqualified.

7. JURISDICTION OF THE BOARD:

- 7.1 The Board shall have jurisdiction to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by taxpayers of a Regional Member Municipality.

8. DESIGNATED OFFICER(S) OF THE BOARD:

- 8.1 The Designated Officer(s) of the Board shall be a person designated by the Oldman River Regional Services Commission's Director.
- 8.2 The Designated Officer shall:
 - (a) Shall assist the Board in fulfilling its mandate; and
 - (b) Prescribe the remuneration and expenses payable to each member of the Assessment Review Board.

9. MEETINGS:

- 9.1 Meetings will be held at such time and place as determined by the Board.
- 9.2 The proceedings and deliberations of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act*.

10. QUORUM AND VOTING:

- 10.1 The quorum for panels of the Board shall be as established by the MGA, namely:
 - (a) Two members of a panel acting as a local assessment review board; and
 - (b) One member and the provincial member of a panel acting as a composite assessment review board.
- 10.2 All members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.
- 10.3 The majority vote of those Members present and voting constitutes the decision of the Board.
- 10.4 Where a member of a panel absents himself or herself from the proceedings due to a conflict of interest or a pecuniary interest, the Designated Officer shall appoint a replacement member of the panel.

11. CONFLICT OF INTEREST:

- 11.1 Where a member of the Board is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the member may absent himself or herself from board proceedings while that matter is being discussed, provided that prior to leaving the meeting, the member:
- (a) Declares that he or she has a conflict of interest; and
 - (b) Describes in general terms the nature of the conflict of interest.
- 11.2 The Designated Officer shall cause a record to be made in the Minutes of the members' absence and the reasons for it.
- 11.3 For the purposes of this provision, a member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:
- (a) He or she has a personal interest in the matter which would conflict with his or her obligation as a member to fairly consider the issue; or
 - (b) Substantial doubt as to the ethical integrity of the member would be raised in the minds of a reasonable observer, if that member were to participate in the consideration of that matter.

12. PECUNIARY INTEREST:

- 12.1 The pecuniary interest provisions of the *MGA* apply to all members of the Board while attending meetings of the Board, as though they were Councillors attending meetings of council.
- 12.2 A Board member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a member of the Board.

13. COMMENCEMENT OF APPEALS:

- 13.1 A taxpayer may commence an assessment complaint by:
- (a) Mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the 'Matters Relating to Assessment Complaints' regulation and within the time specified in the *MGA*; and
 - (b) Paying the applicable fee.

14. RULES OF ORDER:

- 14.1 The Board shall make its own procedural rules, having due regard for the principles of procedural fairness.

15. ADJOURNMENTS:

- 15.1 The Board may in its discretion grant adjournments of a hearing for such purposes as it feels necessary to ensure proper consideration of the issues before it, including:
- (a) Allowing the Board to obtain a legal opinion or other professional guidance; or
 - (b) To allow a viewing by the Board of the site in respect of which the appeal is being made.
- 15.2 Where the parties to an appeal consent to an adjournment of the hearing, such adjournment may be granted by the Chairperson after consultation with the Members individually (whether in person, by telephone or by e-mail) without the need to convene a formal meeting. In such a case, the Board is deemed to have convened and the hearing is deemed to have commenced as of the date of such consultation.

16. NOTICE OF DECISIONS & RECORD OF HEARING:

- 16.1 After the hearing of a complaint, the Designated Officer shall:
- (a) Under direction of the Chairperson, prepare Minutes of the hearing, the decision or order of the Board and the reasons for the decision in compliance with the *MGA*; and
 - (b) Arrange for the order or decision of the Board to be signed and distributed in accordance with the requirements under the *MGA*.
- 16.2 The Designated Officer will maintain a record of the hearing.

17. DELEGATION OF AUTHORITY:

- 17.1 In accordance with its authority under *MGA* section 203(1) to delegate power, Council hereby delegates:
- (a) Its authority under the *MGA* to prescribe an appeal fee schedule and the remuneration and expenses payable to each member of the Regional Assessment Review Board and to the Designated Officer who will follow the Oldman River Regional Services Commission policy.

18. REIMBURSEMENT OF COSTS:

18.1 The Oldman River Regional Services Commission shall pay for the administrative costs associated with the operation of the Regional Assessment Review Board. Recovery of costs from Regional Member Municipalities will be as set out in the agreements established.

Read a FIRST time this 14th day of July, 2016.

Read a SECOND time this 14th day of July, 2016.

Read a THIRD time and finally passed this 13th day of October, 2016.



Ben Goetz
Mayor



Chad Parsons
Chief Administrative Officer

CAO

From: Cody Webster <cody.webster@fortisalberta.com>
Sent: Wednesday, December 3, 2025 11:27 AM
To: CAO
Subject: RE: 500136101-Municipal-LineMove
Attachments: 2452_001.pdf

Hello Cindy,

Just left you a voicemail. Give me a call when you are free.

My colleague reminded me that he had worked on a request in this location in 2022. Sandy Lybbert had called into our Customer Care Centre requesting a budgetary quote to relocate the powerline. When the quote was issued, we agreed to cost share the relocation with a total village contribution of \$11,126.14 after tax. At the time we pulled old records to find the original notification and verbal approval from the village. Attached is our project package which includes pre job planning records, first calls, village notification, and construction prints. With markups of a waterline from the Marilee Coppin, Chief Administrative Officer.

Since the last package was issued we have seen costs escalate both on material and labour. FortisAlberta continues to cost share, but I've asked our Maintenance Department if any other credit or program could be applied.

Thank you,

Cody Webster | Stakeholder Relations Manager, Stakeholder Engagement

FortisAlberta | Coaldale, AB | p: 403-329-7508 | c: 587-220-5873



October 8, 2025

Village of Glenwood
Attn: Cynthia Vizzutti
PO Box 1084
Glenwood, Alberta
T0K 2R0

Billing Customer:	Village of Glenwood
Service Location:	SW-12-05-27-4
Request Number:	500136101-01

Dear Cynthia Vizzutti,

Subject: Commercial - Line Move

FortisAlberta delivers electricity in Alberta communities and maintains local electrical lines and poles. Our customers are central to everything we do. That's why we consistently invest in our communities and why we are always working on ways to improve our service.

This package contains an Estimate Print specific to your project along with, a Schedule for Services which details FortisAlberta's terms and conditions and construction process. It is important that you the customer or your assigned representative thoroughly read all information in this Quotation Package.

Please note: The Customer Contribution Cost (payable amount) required for this project as outlined in this Quotation Package is \$18,602.60 plus GST for a total of \$19,532.73.

CUSTOMER RESPONSIBILITIES

- 1) The Alignment that Fortis and Village of Glenwood agreed upon will be at the final grade prior to Fortis construction and there will be no conflicts with other Utilities along the same route.
- 2) Confirmation in writing that all land issues have been resolved.
- 3) Confirmation that all trees on Road Allowance and in any Temporary Work Easements will be removed prior to Fortis construction
- 4) Right of Way boundary to be staked or marked by the Customer
- 5) Final Engineered Stamped drawings identifying all Utilities affected by the road work in the Right of Way prior to Fortis finalizing their design. These plans should include all relevant Geometric data, Elevations, etc.

TO START THIS PROJECT

If you are interested in proceeding with this project and want to accept the proposal as outlined in this quotation package, please sign the Quotation Acceptance/Notification to Proceed page and return it to FortisAlberta within 60 days of the date of quotation by either:

- 1) Scanning and e-mailing the Quotation Acceptance/Notification to Proceed page to acceptance@fortisalberta.com or;
- 2) Faxing the Quotation Acceptance/Notification to Proceed page to (403) 514-4415, or;
- 3) Mailing the Quotation Acceptance/Notification to Proceed page to:
FortisAlberta, 320 17 Ave SW, Calgary, Alberta, T2S 2V1.

PAYMENT DETAILS

Once Fortis Alberta's construction is complete, an invoice will be issued.

Payment is accepted by:

- ☐ Telephone Banking,
- ☐ Internet Banking or
- ☐ By Mail, to FortisAlberta Inc., c.o. C25010 PO Box 2532 Stn M, Calgary, Alberta, T2P 5P9
 - ☐ Cheque or money order can be made payable to FortisAlberta Inc.
 - ☐ Please include the FortisAlberta Request Number 500136101-01 on the cheque or money order

FOR MORE INFORMATION

For more information about your electrical service, electrical upgrade and/or your quotation package, please view our website at www.fortisalberta.com. You can also check the status of your Application online at [Project Status Portal](#).

If you have further questions, please contact me directly at: 403-901-2601 or Toll Free at: 1-855-901-2601.

Yours truly,

A handwritten signature in black ink, appearing to read 'L. Wegener'.

Landon Wegener
Quotation Analyst

Attachments:

- Quotation Acceptance/Notification to Proceed
- Schedule "A"
- Estimate Print



QUOTATION ACCEPTANCE/NOTIFICATION TO PROCEED

By signing and returning this Quotation Acceptance/Notification to Proceed page to FortisAlberta, you are acknowledging and accepting all terms within this quotation package along with FortisAlberta's Customer Terms and Conditions. Once FortisAlberta receives this signed page and payment, (if required), we will proceed with your request.

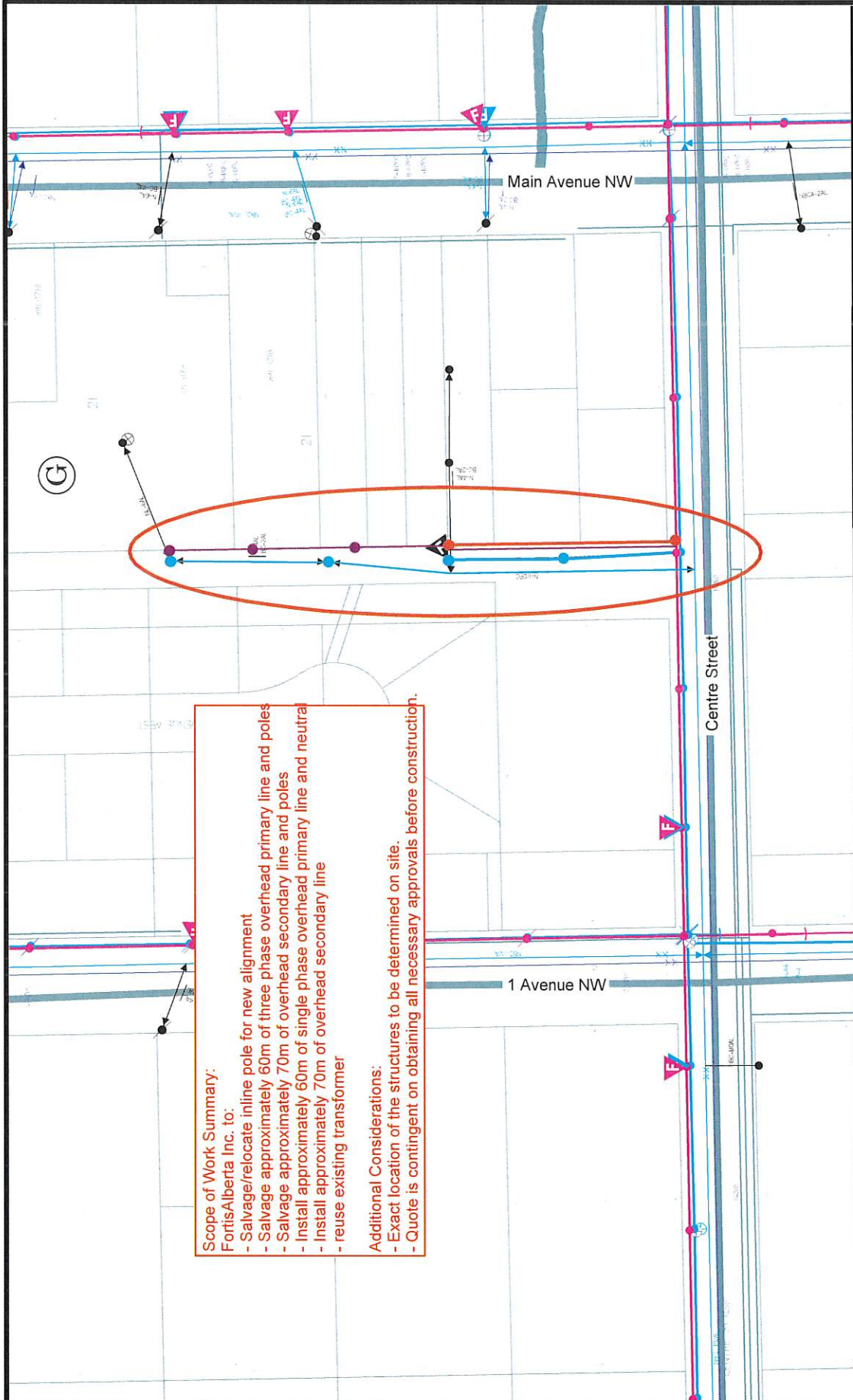
The terms in this quotation package will be in effect for 60 days from the Date of Quotation (noted below).

FortisAlberta reserves the right to requote under the following conditions:

- The customer has not returned this Quotation Acceptance/Notification to Proceed to FortisAlberta within 60 days of the Date of Quotation (noted below) but still requires the service;
- There are changes to the scope of the project as outlined in Schedule "A" under "About Construction" after FortisAlberta receives the Quotation Acceptance/Notification to Proceed;
- FortisAlberta has received the Quotation Acceptance/Notification to Proceed but construction has not commenced, for any reason within six months from the Date of Quotation.

Please note: If this project is cancelled by the Customer or by FortisAlberta at any time after this quotation package has been accepted, the customer may be responsible for direct and indirect costs incurred by FortisAlberta.

Date of Quotation	October 8, 2025
FortisAlberta Request/Reference #	500136101-01
Customer Contribution	\$18,602.60
GST	\$930.13
Total Customer Contribution (Amount to Pay)	\$19,532.73
Quoted By	Landon Wegener
Company/Customer Name (Please Print):	Village of Glenwood
Position (if applicable):	
Customer Signature:	
Date:	
PO/AFE#:(if applicable)	



Scope of Work Summary:
FortisAlberta Inc. to:

- Salvage/relocate inline pole for new alignment
- Salvage approximately 60m of three phase overhead primary line and poles
- Salvage approximately 70m of overhead secondary line and poles
- Install approximately 60m of single phase overhead primary line and neutral
- Install approximately 70m of overhead secondary line
- reuse existing transformer

Additional Considerations:

- Exact location of the structures to be determined on site.
- Quote is contingent on obtaining all necessary approvals before construction.

NOTES

CONTACT FORTISALBERTA
TO CONFIRM
ON-SITE ALIGNMENTS AND
POWER SOURCE LOCATION



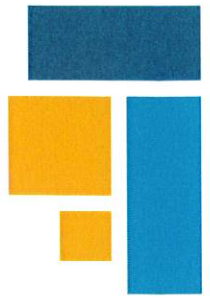
- LEGEND
- NEW PRIMARY
 - NEW SECONDARY
 - SALVAGE
 - BRUSHING
 - EXISTING FACILITIES
 - POSTED PROPOSED
- RED
PURPLE
BLUE
GREEN
BLACK
MAGENTA

Designer: Landon Wegener
Customer: Village of Glenwood
Location: SW 12-05-27-W4

Date: 10/7/2025
WO#10#: 500136101

LAND ONLY TO SCALE 1:1,500
Print

Preliminary Not For Construction



Property Taxes Reimagined – Resources for Municipalities

November 25, 2025

In addition to the papers, videos, and information on Alberta Municipalities' [Property Taxes Reimagined](#) webpage this document offers:

- Sample wording to promote Property Taxes Reimagined on your **municipality's website**
- Sample wording for your municipality to promote Property Taxes Reimagined information on your municipality's **social media channels**
- **Key messages** that can be used by council members and administration

Sample Website Content

We encourage you to add a link on your website. Below are two options of sample text that you can use.

Option 1 – Long description

The [name of municipality] and all municipal governments across Alberta are facing significant challenges in how they pay for local services that their residents want and need. For example:

- Just like your household, inflation is making things more expensive for our [municipality type].
- Over the last 15 years, the Alberta government has lowered how much money it gives to municipal governments to help pay for local programs and community infrastructure like roads, water and sewer systems, and recreation facilities.
- [Add a local example here; e.g. policing costs have gone up by X% OR repaving Main Street has been delayed X years due to other priorities costing more]

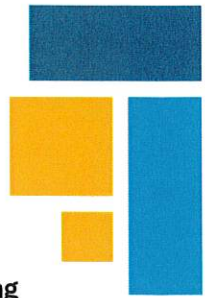
These changes are making it more costly for the [municipality type] to provide the services you rely on. That's why municipal property taxes have gone up. The Alberta government is also increasing its property tax, which the [municipality type] collects on their behalf.

The non-partisan association, Alberta Municipalities, which represents the province's summer villages, villages, towns, cities and specialized municipalities, has conducted considerable research around property taxes and community funding. They are sharing their findings through an information project called [Property Taxes Reimagined](#). It explains what is happening and raises questions about whether Alberta needs to change how local services are funded.

Option 2 – Short description

The [name of municipality] and all municipal governments across Alberta are facing significant challenges in how to pay for local services that their residents want and need. The non-partisan association, Alberta Municipalities, which represents the province's summer villages, villages, towns, cities, and specialized municipalities, has conducted considerable research around property taxes and community funding. They are sharing their findings through an information project called [Property Taxes Reimagined](#).

It explains what is happening and raises questions about whether Alberta needs to change how local services are funded.



Sample Social Media Content

Please tag Alberta Municipalities in your Facebook & LinkedIn posts so we can Like and Repost, helping to spread the message even more!

Sample Post 1

On average, Albertans pay about 1.4% of their household spending on municipal property taxes. That pays for roads, sidewalks, transit, parks, playgrounds, recreation facilities, policing, fire services, social services, and bylaw enforcement. That's a lot!

Alberta's local governments are increasingly under pressure to reduce their property taxes. There are many things affecting municipal budgets and your council's ability to pay for the services, equipment, and infrastructure to have a thriving community.

Alberta Municipalities' project, 'Property Taxes Reimagined: Fair Funding for Strong Communities' helps Albertans understand why property taxes are increasing. It aims to start a conversation with <<name of your municipality>> residents & businesses, and with provincial leaders about reimagining how Alberta's local community services are funded.

Learn more here: www.abmunis.ca/property-taxes-reimagined

Sample Post 2

Over the past 15 years, the Alberta government has been giving less money to municipal governments, while also asking them to do more. In 2009, municipalities got about \$635 per person from the Alberta government. By 2023, that dropped to \$327 per person, after inflation.

Every municipal government has to balance their budget, so when we get less money from the provincial or federal government, or we have to take on new costs AND deal with inflation, your council has two choices:

1. Cut back on services like fixing roads or running programs, or
2. Find money somewhere else, usually by raising municipal property taxes.


We need to have a conversation about how Alberta's local community services are funded. Alberta Municipalities' project, 'Property Taxes Reimagined: Fair Funding for Strong Communities' has been created to help Albertans understand the pressures that are driving up municipal property taxes.

Learn more here: www.abmunis.ca/property-taxes-reimagined

Sample Post 3

You pay your property taxes to the <<name of your municipality>>. But did you know that some of your property taxes are actually a tax by the Alberta government? And the Alberta government significantly increased that tax in 2025?

Council has no control over the provincial property tax. Our <<municipality type>> collects those tax dollars and sends them to the Alberta government for their use. When the province increases its property tax, <<municipality type>> council is forced to consider whether the combined increase of the provincial tax and municipal tax is affordable to residents. If needed, council may choose to lower the municipal property tax but that may not leave the <<municipality type>> with enough money to take care of things like local roads, sidewalks, and community buildings in the long term.



We need to have a conversation about how Alberta's local community services are funded and what taxes are collected by each government. ABmunis' 'Property Taxes Reimagined: Fair Funding for Strong Communities' has been created to help Albertans understand how property taxes are structured.

Learn more here: www.abmunis.ca/property-taxes-reimagined

Key Messages for Conversations with Residents, MLAs, and Media

- Five reasons why property taxes are increasing:
 1. The province increased its property tax by 14% in 2025
 2. Over the last 15 years, the province has cut its funding to municipalities in half, so local councils have had to raise municipal property taxes to make up for it
 3. The province has created new rules and downloaded costs onto municipal governments, like election rules and policing
 4. Residents are asking councils to spend money on services that are historically handled by the province, like social services, recruitment of doctors, and affordable housing
 5. Inflation is increasing the cost of things municipalities have to buy, like:
 - fire trucks and graders
 - water pipes and asphalt
 - wages for local contractors, workers, and employees
- The province has lowered its income tax rates but has been shifting the tax burden onto property taxes over the last decade.
 - Higher property taxes make life harder for Albertans whose income has not increased.
- Municipalities are mandated to balance their budget and set their tax rates to match.
 - The federal and provincial governments don't have to do this. They can plan to under tax and overspend in any year.
- Council has no control over provincial property taxes but is required to collect the province's tax from families and businesses.
- Visit [Property Taxes Reimagined](http://www.abmunis.ca/property-taxes-reimagined) on ABmunis' website to watch videos or read about the pressures on municipal property taxes and the need to reimagine how local services are funded.

CAO

From: Jiang, Zhen <zjiang@brownleelaw.com>
Sent: Thursday, November 27, 2025 4:23 PM
To: CAO
Subject: Registration for Emerging Trends 2026 is Now Open!

EMERGING TRENDS IN MUNICIPAL LAW

PRESENTED BY  **BROWNLEE LLP**
Barristers & Solicitors

CALGARY	February 5th, 2026
EDMONTON	February 12th, 2026

EARLY BIRD PRICING ENDS JAN 5, 2026!

Dear ____,

You are invited to join us this February for our annual **Emerging Trends in Municipal Law** seminar featuring topics curated exclusively for our elected and administrative municipal clients.

Emerging Trends in Municipal Law will be held in-person in Calgary and Edmonton – and the Edmonton date will also offer a live-stream option for virtual attendance.

Event Details

CALGARY	EDMONTON
WinSport Arena 88 Canada Olympic Rd SW, Calgary - Thursday, February 5, 2026 7:45 am – 4:30 pm - In-person only	Edmonton Expo Centre 7515 - 118 Ave. NW, Edmonton - Thursday, February 12, 2026 7:45 am – 4:30 pm - In-person Virtual

REGISTER
Feb. 5th 2026

REGISTER
Feb. 12th 2026

Tickets

Early bird pricing is available now till January 5th, 2026.

Early Bird Pricing | In-Person: \$189 + applicable taxes & fees (\$209 reg.)

Early Bird Pricing | Virtual: \$139 + applicable taxes & fees (\$149 reg.)

Hotel Booking Information

Should you require accommodation feel free to access our discounted hotel rates:

Calgary

Hotel: FourPoints by Sheraton Calgary West

Address: 8220 Bowridge Crescent, NW

To book your room before Dec 22nd, 2025, call Marriot Reservations at **403.288.441** using the Room Block with group code Brownlee LLP/Emerging Trends 2026. You can also [book a room online](#)

Edmonton

Hotel: Sandman Signature Edmonton Downtown

Address: 10235 – 101 St. NW, Edmonton

To book a room before January 26th, 2026, call **1-800-SANDMAN**, [email the hotel](#), or [book a room online](#) and provide the following information:

Block Code: "2602EMERGI"

If you have any questions, please contact Dania Atique at datique@brownleelaw.com.

This event is by invitation only.

We hope you can join us!

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

You are receiving this correspondence because you have previously attended Emerging Trends in Municipal Law, or because you or your employer has utilized or expressed interest in utilizing our services.



Oldman Watershed Council
PO Box 1892
Lethbridge, Alberta T1J 4K5
info@oldmanwatershed.ca
(403) 330-1346

His Worship John Mark Peterson
Village of Glenwood
PO Box 1084 Glenwood, AB T0K 2R0

Dear Mayor Peterson and Council,

November 12, 2025

Thank you for your continued support of the Oldman Watershed Council. Our mission of improving the health and sustainability of our watershed is possible thanks to your contributions, which directly fuel economic prosperity, environmental resilience, and water security in our region. Looking ahead, we are asking for your ongoing partnership in taking on critical challenges and seizing the opportunities before us.

With 3 dedicated municipal seats on our 19-member Board (Towns and Villages, Municipal Districts and Counties, and City of Lethbridge), your voice is an important part of the work we do. Together, we ensure all perspectives within the watershed are considered. Your municipality is critical to these efforts of fostering a collaborative approach to watershed management.

With your support, we have achieved significant milestones over the past year:

- **Restoration:** Over 4km of shoreline along 16 waterways was restored, with 5,000 willows and 21 erosion control structures in partnership with 10 agricultural producers, improving water storage and quality. In partnership with the Town of Claresholm we built 3 pollinator gardens. \$220,476 was invested in beneficial management practices with farmers and ranchers.
- **Agricultural literacy:** We hosted 5 agriculture industry consultation sessions with 60 producers and surveyed 650 urban consumers to inform the development of a 4-year, \$1 million agricultural literacy project to build trust between consumers and producers in Canada's Premier Food Corridor.
- **Monitoring:** An unprecedented 19 sites were sampled using a nationally recognized biomonitoring protocol, which expands our picture of stream health in our headwaters, the Eastern Slopes.
- **Economic Impact:** Our efforts from 2009 to 2022 contributed \$8.3 million to the region's GDP and created 167 job years of work.
- **Community Engagement:** We engaged 4,934 residents, including 1,376 youth, through 57 events and innovative programs such as virtual reality experiences. Over 90% reported that they gained knowledge.
- **Partnerships:** Our network grew to 217 partners across southern Alberta, who contributed \$503,000 in in-kind support, significantly amplifying our collective impact.

To continue this critical work, we are requesting your municipality's continued support for the fiscal year of April 2025 to March 2026. A contribution of \$200 will directly support our ongoing efforts to improve water security, restore habitat, educate the next generation of watershed stewards, and strengthen our neutral and trusted voice in watershed management.

We invite you to review our 2024–25 annual report, which showcases the direct impact of your contributions through stories, images, and highlights, at oldmanwatershed.ca/annualreports. If you would like to arrange a presentation or discuss further collaboration opportunities, please reach out to our Executive Director, Shannon Frank, at shannon@oldmanwatershed.ca or 403-317-1328.

Your support truly makes a difference to our efforts. Together, we can continue to protect and enhance the Oldman watershed, working towards a thriving and sustainable future for all.

Warm regards,

Doug Kaupp, OWC Chair



265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | www.heartlandsupport.ca

Cynthia Vizzutti | Chief Administrative Officer | Village of Glenwood

Subject line: Supporting Farm Safety Education in Alberta Schools – 2025 Update & Request

Hello Cynthia,

On behalf of Heartland Training & Support Hub (formerly Farm Safety Centre), I am pleased to provide the Village of Glenwood with this annual update on the Safety Smarts program, along with our annual donation request.

Thanks to the generosity of many Counties, MDs, Agricultural Societies, Hutterite colonies, rural communities, and private donors, we successfully raised enough matching funds to qualify for the Sustainable Canadian Agricultural Partnership (SCAP) grant. This allowed us to resume Safety Smarts delivery in October 2024 after a temporary pause.

From October 2024 through June 2025, our team of seven instructors delivered **1,754 farm safety presentations to 37,118 rural elementary students at 405 rural elementary schools across Alberta**. Teachers consistently tell us the program is valuable:

- 98% reported the presentations engaged their students
- 99% said the content was relevant and informative
- 98% want the program again next year

For your reference, we've attached our **2024–2025 School Visits Report**, showing the program's reach across Alberta.

Your Community's Support:

Since 2016, the Village of Glenwood has contributed a total of **\$1800** through **6 donation(s)**. Most recently, we received **\$300** on **2022-03-07**. We are deeply grateful for this past support and invite you to join us again in 2025.

2025 Request:

This year, we are inviting each rural community across Alberta to contribute **\$500** to help cover a portion of the cost to run the Safety Smarts program. If this amount does not fit your budget, we warmly welcome and encourage donations of any amount that works best for your community. All donors will be recognized on our website and in our social media channels.

How to Donate:

- E-Transfer: donations@heartlandsupport.ca
- Cheque: payable to *Heartland Training & Support Hub*
- Mailing Address: PO Box 291, Raymond, AB T0K 2S0

As a registered charity, all donations are eligible for a charitable tax receipt.

If you have any questions or concerns about the work we do or if you have noticed that a school in your community is not being visited, please reach out to Carma, our Program Manager at programs@heartlandsupport.ca for more information.

Thank you for continuing to help us keep rural children safe.

Safe Trails,

Jordan Jensen | Executive Director

Heartland Training & Support Hub (Formerly: Farm Safety Centre)

Office: 403.752.4585

Cell: 403.593.8960



VILLAGE OF GLENWOOD

Page 1 of 1

Cheque Listing For Council

2025-Dec-3
10:07:23AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250277	2025-10-28	ALBERTA MUNICIPAL SERVICE CORPORATION	25-1061616DP	UTILITIES	4,122.88	4,122.88
20250278	2025-11-20	BECK'S EXCAVATING & TRUCKING LTD	3391	W/S INSTALL BUTLERS	11,565.75	11,565.75
20250279	2025-11-20	CARDSTON COUNTY	26291	REGIONAL DEM CONTRACT	66.70	66.70
20250280	2025-11-20	KUTSCH, KANSIS	106	COMMUNITY HALL CONTRACT	145.00	145.00
20250281	2025-11-20	LYBBERT, SANDY	CONV HOTELS	HOTEL CHARGES 4 COUNCILLO	6,982.93	6,982.93
20250282	2025-11-20	NAPA CHINOOK EQUIPMENT	628-560825	OIL AND FILTERS FOR EQUIPME	134.16	134.16
20250283	2025-11-20	NEXTGEN AUTOMATION, DIGITAL CONNECTION	736773	PHOTOCOPYING	124.65	124.65
20250284	2025-11-20	TELUS MOBILITY	OCT 24/2025	CELL PHONE COSTS	212.17	212.17
20250285	2025-11-20	TOWN OF RAYMOND	20250417	PAYROLL COSTS	66.94	66.94
20250286	2025-11-20	VAN DULKEN, CHRIS	NOV IT	NOV IT	50.00	50.00
20250287	2025-11-20	GOVERNMENT OF ALBERTA LAND TITLES	Oct Billing	LAND TITLES FEES	10.10	10.10
20250288	2025-11-20	TWIN RIVERS COUNTRY DEVELOPMENT SOCIE	Santa Party	SANTA PRESENTS	150.00	150.00
20250289	2025-11-26	BELANGER, JOE	NOV PARTS	PARTS AND FUEL	572.21	572.21
20250290	2025-11-26	LYBBERT, SANDY	MILEAGE	COUNCIL MILEAGE	1,372.32	1,372.32
20250291	2025-11-26	PETERSON, MARK	NOV MILEAGE	COUNCIL MILEAGE	47.60	47.60
20250292	2025-11-26	VAN DULKEN, CHRIS	NOV 26 BULK V	IT TO UPGRADE MST CARD BULI	200.00	200.00
20250293	2025-11-26	VIZZUTTI, CYNTHIA	NOV MILEAGE	NOVEMBER MILEAGE	427.68	427.68
20250294	2025-11-05	PETERSON, MARK	COUNCIL MILE	COUNCIL MILEAGE SEPT-OCT	130.56	130.56
20250295	2025-12-02	GOVERNMENT OF ALBERTA	2025/11/20	LAND TITLE FEES FOR 1222AY B	195.00	195.00
20250296	2025-11-07	AMSC INSURANCE SERVICES LTD	NOV 2025	EMPLOYEE BENEFITS	1,606.05	1,606.05

Total 28,182.70

*** End of Report ***

VILLAGE OF GLENWOOD

2026 - 2028 Budget with Comparative



December 10, 2025 updates			
Account	Account Name	Budget Item	Explanations for Changes
SOURCES OF OPERATING FUNDS			
TAX REVENUES			
1-00-00-00-00-102	Taxes - Chinook Foundation		2% Increase each year
1-00-00-00-00-103	Taxes - Non-Residential		2% Increase each year
1-00-00-00-00-105	Taxes - Linear		2% Increase each year
1-00-00-00-00-108	Taxes - Residential		2% Increase each year
GENERAL GOVERNMENT REVENUES			
1-00-00-00-00-510	Taxes - Penalties & Costs		
1-00-00-00-00-541	Franchise & Concession ATCO Revenue		
	ATCO Fortis		
1-00-00-00-00-550	Return on Investments		
1-00-00-00-00-590	Other Revenue from Own Sources		
1-12-00-00-00-410	Photocopy,Fax, etc Revenue		
1-12-00-00-00-433	Assessment Appeal Deposit		
1-12-00-00-00-520	Dog Licenses		
1-12-00-00-00-525	License - Business		
OPERATING GRANTS REVENUES			
1-00-00-00-00-843	Grant - MSI Operational		
1-00-00-00-00-748	Grant Misc		
	5th on 5th grant		
	Transfer of WTP to commission		
PROTECTIVE SERVICES REVENUES			
1-00-00-00-00-990	Other Proceeds - Fines, Lease		
TRANSPORTATION SERVICES REVENUES			
1-30-00-00-00-410	Equipment Pool Revenue		
1-32-00-00-00-591	Snow Removal Roads & Streets		
UTILITIES REVENUES			
Irrigation:			
1-40-00-00-00-410	Sales - Irrigation		
Water:			
1-41-00-00-00-120	Water Connection Install		
1-41-00-00-00-121	Water On/Off Fee		
1-41-00-00-00-410	Sales - Water		
1-41-00-00-00-411	Water - Bulk Sales		
1-41-00-00-00-510	Water - Penalties & Costs		
Waste water:			
1-42-00-00-00-120	Sewer Connection Install		
1-42-00-00-00-410	Sales - Sewer		
1-42-00-00-00-411	Sales - Sewer RV Dumping Station		
1-42-00-00-00-412	Sewer RV Campground Agreements		



Account		Account Name	Budget Item	2025	2026	2027	2028	December 10, 2025 updates
Waste management:								Explanations for Changes
1-43-00-00-00-410		Sales - Solid Waste		(17,000)	(16,900)	(17,400)	(17,900)	
TOTAL UTILITIES REVENUES				(179,600)	(201,700)	(207,400)	(213,200)	
CEMETERY REVENUES								
1-56-00-00-00-410		Cemetery - Plots & Fees		(600)	(600)	(600)	(600)	
1-56-00-00-00-420		Cemetery Donations		(500)	(500)	(500)	(500)	
1-56-00-00-00-430		Cemetery County Contribution		(1,475)	(1,600)	(1,600)	(1,600)	
RECREATION & CULTURE REVENUES								
1-74-02-00-00-560		Rentals Community Hall		(500)	(500)	(500)	(500)	
1-72-00-00-00-840		Recreation Revenues		(6,100)	(3,500)	(3,500)	(3,500)	
1-74-03-00-00-474		Pioneer Parlour Revenue		(3,000)	(3,000)	(3,000)	(3,000)	
1-74-04-00-00-410		Pioneer Days Funds-Fireworks donations		(1,000)				
1-74-05-00-00-474		Post Office Revenue		(2,400)	(2,400)	(2,400)	(2,400)	
PLANNING & DEVELOPMENT REVENUES								
1-12-00-00-00-490		Permit - Dev/Compliance		(200)	(200)	(200)	(200)	
1-95-00-00-00-763		Transfers from Reserves - Operating		-	(22,500)	-	-	
TOTAL SOURCES OF OPERATING FUNDS				(862,295)	(712,000)	(702,800)	(716,300)	
USES OF OPERATING FUNDS								
COUNCIL EXPENSES								To reflect indicated actuals
2-11-00-00-00-153		Council Honorariums		15,000	14,000	14,000	14,000	
2-11-00-00-00-213		Council Travel		3,000	3,000	3,000	3,000	
2-11-00-00-00-520		Council Misc						
		Training, memberships, and general		5,000	5,000	5,000	5,000	
		Remembrance Day program		250	250	250	250	
		Christmas		500	500	500	500	
		Council breakfast at Glenwood Days		750	750	750	750	
				6,500	6,500	6,500	6,500	
ADMINISTRATION EXPENSES								Per wage budget
2-12-00-00-00-110		Salaries & Wages Admin		76,400	69,500	48,400	49,400	
2-12-00-00-00-113		Travel & Training - CAO						
		Memberships (SLGM, LGAA, etc.)		6,000	2,500	1,000	1,000	
				500				
				6,500	2,500	1,000	1,000	
2-12-00-00-00-130		Employer Source Deductions Admin		6,500	2,500	1,000	1,000	Per wage budget
2-12-00-00-00-131		Employer Benefit Deductions Admin		1,200	5,200	5,300	5,400	Per wage budget
2-12-00-00-00-142		Workers Compensation Admin		11,200	12,000	12,200	12,400	Per wage budget
2-12-00-00-00-150		Election & Census		3,000	3,000	3,000	3,000	
2-12-00-00-00-150		Travel & Training Admin		1,000				
2-12-00-00-00-210		Telephone Admin		500	500	500	500	
2-12-00-00-00-215		Telephone Admin						
2-12-00-00-00-220		Advert, Printing, Memberships Admin		3,000	3,000	3,000	3,000	
		Photocopying		1,200	1,200	1,200	1,200	
		General		1,800	500	500	500	



				December 10, 2025 updates			
				Explanations for Changes			
Account	Account Name	Budget Item	2025	2026	2027	2028	
2-12-00-00-00-230	Professional & Consulting Admin	Alberta Southwest membership	200	200	200	200	
		AJUMA	1,500	1,500	1,500	1,500	
			4,700	3,400	3,400	3,400	
		Muniware support	5,300	6,100	6,200	6,300	
		Muniware Program - New	750	750	750	750	
		Outsourced CFO	18,700	19,100	19,500	19,900	
		Annual financial audit	12,000	13,000	13,300	13,600	
		Legal	2,000	1,000	1,000	1,000	
		General	2,000	2,000	2,000	2,000	
		IT consultants and upgrades	2,000	2,000	2,000	2,000	
2-12-00-00-00-235	Postage & Freight Admin		40,750	43,950	44,750	45,550	
2-12-00-00-00-265	STARS donation		1,000	1,000	1,000	1,000	
2-12-00-00-00-270	Misc Expense Admin		600	600	600	600	
2-12-00-00-00-274	Insurance Admin		600	600	600	600	
2-12-00-00-00-280	Reg Fees Land Titles		6,100	6,200	6,300	6,400	
2-12-00-00-00-290	Office Maintenance Admin		200	200	200	200	
2-12-00-00-00-300	Assessor Fees Admin		800	800	800	800	
2-12-00-00-00-300	Office Expense Admin		9,600	10,600	10,800	11,000	
2-12-00-00-00-510	Web Hosting Admin		2,750	2,750	2,750	2,750	
2-12-00-00-00-520	Web hosting / migration		250				
		IT upgrades					
		IT consultants	3,000				Moved to 2-12-230
2-12-00-00-00-540	Administration Utilities Power		3,250	4,000	4,100	4,200	
2-12-00-00-00-541	Admin Utilities Gas		3,600	2,300	2,300	2,300	
2-12-00-00-00-810	Bank Charges Admin		2,100	2,750	2,750	2,750	
2-12-00-00-00-999	Admin - Amortization		2,750				
			155,400	158,500	161,700	164,900	
PROTECTIVE SERVICES EXPENSES							
2-21-00-00-00-250	Animal Control Contracted Services						
2-21-00-00-00-300	Weed Inspector Contracted Services		1,000	1,000	1,000	1,000	
2-23-00-00-00-260	Emergency Management Goods and Services		500	500	500	500	
	Call-out service		300	300	300	300	
	Regional emergency management service		1,000	1,000	1,000	1,000	
2-23-00-00-00-270	Fire Misc		1,300	1,300	1,300	1,300	
2-23-00-00-00-274	Fire Hall Insurance		1,000	1,000	1,000	1,000	
2-23-00-00-00-540	Fire Utilities Power		1,900	1,000	1,000	1,000	
2-23-00-00-00-541	Fire Utilities Gas		2,900	3,200	3,300	3,400	
2-23-00-00-00-541	Fire Utilities Gas		3,200	3,500	3,600	3,700	
2-23-00-00-00-750	Fire Requisition CCES		5,800	5,900	6,000	6,100	
2-23-00-00-00-760	Fire Dispatch Services		1,500	1,500	1,500	1,500	
TRANSPORTATION SERVICES EXPENSES							
Shop:							
2-30-00-00-00-110	Salaries & Wages Equip Pool		1,700	2,500	2,600	2,700	Per wage budget
2-30-00-00-00-130	Employer Source Deductions Equip Pool		100	200	200	200	Per wage budget
2-30-00-00-00-131	Employer Benefit Deductions Equip Pool		200	300	300	300	Per wage budget
2-31-00-00-00-110	Village Maintenance Wages		22,400	18,500	18,900	19,300	Per wage budget
2-31-00-00-00-130	Employer Source Deductions Vig Maint		1,800	1,000	1,000	1,000	Per wage budget

VILLAGE OF GLENWOOD
2026 - 2028 Budget with Comparative



				December 10, 2025 updates			
				Explanations for Changes			
Account	Account Name	Budget Item	2025	2026	2027	2028	
2-31-00-00-00-131	Employer Benefits Vlg Maint		2,200	1,300	1,300	1,300	Per wage budget
2-31-00-00-00-250	Village Maintenance Contracted Services		2,000	2,000	2,000	2,000	
2-31-00-00-00-274	Village Shop Insurance		1,200	1,200	1,200	1,200	
2-31-00-00-00-510	Village Maintenance Tools, Hardware, Op		2,000	2,000	2,000	2,000	Tires for skid steer and grader
2-31-00-00-00-524	Village Maintenance Equipment Supplies		2,000	9,000	3,000	3,000	
2-31-00-00-00-526	Village Maintenance Equipment Supply Tractor		800	800	800	800	
2-31-00-00-00-527	Village Maintenance Fuel		3,500	3,600	3,700	3,800	
2-31-00-00-00-550	Safety Gear		500	500	500	500	
2-32-00-00-00-217	Cell Phone Public Works		1,200	900	900	900	
Roads & streets:							
2-32-00-00-00-110	Salaries & Wages Road & Streets		19,500	28,000	28,600	29,200	Per wage budget
2-32-00-00-00-130	Employer Source Deductions Roads		1,300	1,700	1,700	1,700	Per wage budget
2-32-00-00-00-131	Employer Benefit Deductions Roads		1,600	2,300	2,300	2,300	Per wage budget
2-32-00-00-00-250	Roads & Streets Contracted Services		500	500	500	500	
2-32-00-00-00-260	Roads & Streets Goods & Services		2,500	2,500	2,500	2,500	
2-32-00-00-00-274	Roads Equipment Insurance		1,200	1,200	1,200	1,200	
2-32-00-00-00-530	Roads & Streets Maint Materials		1,000	1,000	1,000	1,000	
2-32-00-00-00-540	Roads & Streets Utilities		16,900	18,600	19,000	19,400	
2-32-02-00-00-540	EV Station Utilities		1,200	1,200	1,200	1,200	
UTILITIES EXPENSES							
Irrigation:							
2-40-00-00-00-110	Salaries & Wages Irrigation		10,800	12,100	12,300	12,500	Per wage budget
2-40-00-00-00-250	Irrg System Contracted Services		500	500	500	500	
2-40-00-00-00-252	Irrg System Maint		1,200	750	750	750	
2-40-00-00-00-274	Irrigation Insurance		600	600	600	600	
2-40-00-00-00-540	Irrg System Utilities Power		4,500	5,000	5,100	5,200	
2-98-00-00-00-108	Req United Irrigation Dist		5,500	5,600	5,700	5,800	
Water:							
2-41-00-00-00-110	Salaries & Wages Water		8,000	11,600	11,800	12,000	Per wage budget
2-41-00-00-00-130	Employer Source Deductions Water		600	700	700	700	Per wage budget
2-41-00-00-00-131	Employer Benefit Deductions Water		4,000	1,600	1,600	1,600	Per wage budget
2-41-00-00-00-250	Water Supply Contracted Services						
	Spring Glen Water Commission		60,000	93,230	95,100	97,000	To reflect 2025 actuals, plus incr. from \$1.35 to \$1.55
2-41-00-00-00-252	Water Supply Maint		60,000	93,230	95,100	97,000	
Waste water:							
2-42-00-00-00-110	Salaries & Wages Sewer		16,600	33,200	33,900	34,600	Per wage budget
2-42-00-00-00-130	Employer Source Deductions Sewer		1,300	2,900	3,000	3,100	Per wage budget
2-42-00-00-00-131	Employer Benefit Deductions Sewer		4,800	5,100	5,200	5,300	Per wage budget
2-42-00-00-00-250	Sewer Contracted Services						
	General		5,250	5,250	5,250	5,250	
	Flush half of Village for two years, then skip third year		8,000		4,000	4,000	Postponed to 2027
2-42-00-00-00-510	Sewer Goods & Services		13,250	5,250	9,250	9,250	
Waste management:							
2-43-00-00-00-250	Solid Waste Contracted Services		250	250	250	250	
2-43-00-00-00-510	Solid Waste Goods & Services		250	250	250	250	

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				December 10, 2025 updates			
				Explanations for Changes			
Account	Account Name	Budget Item	2025	2026	2027	2028	
2-43-00-00-00-750	Solid Waste Requisition		10,000	10,200	10,400	10,600	Per wage budget
2-43-00-00-00-752	Requisition - County Transfer Station		5,400	5,500	5,600	5,700	
TOTAL UTILITIES EXPENSES			147,800	198,580	206,250	209,950	
NET UTILITIES (SURPLUS) DEFICIT			(31,800)	(3,120)	(1,150)	(3,250)	
CEMETERY EXPENSES							
2-56-00-00-00-110	Salaries & Wages Cemetery		1,700	1,900	1,900	1,900	Per wage budget
2-56-00-00-00-130	Employer Source Deductions Cemetery			100	100	100	
2-56-00-00-00-510	Cemetery Goods & Services		250	250	250	250	
2-56-00-00-00-540	Cemetery Utilities Power		1,400	1,500	1,500	1,500	
2-56-00-00-00-620	Cemetery Transfer to Reserves		500	500	500	500	
PLANNING & DEVELOPMENT EXPENSES							
2-76-00-00-00-251	Planning - GIS		1,730	2,000	2,000	2,000	
2-76-00-00-00-252	Development Expenses	ORRSC annual requisition	5,000	5,700	5,800	5,900	
		ORRSC Chinook Intermunicipal SDAB membership	500	550	600	600	
		ORRSC Regional assessment review board annual fee	500	500	500	500	
RECREATION & CULTURE EXPENSES			6,000	6,750	6,900	7,000	
Parks & Recreation:							
2-62-00-00-00-201	Community Service Misc		500	500	500	500	
2-74-04-00-00-510	Pioneer Days Fireworks		3,000	3,000	3,000	3,000	
2-72-00-00-00-274	Recreation Insurance		700	700	700	700	
2-72-00-00-00-540	Recreation Utilities Power		1,400	1,500	1,500	1,500	
2-72-00-00-00-541	Recreation Utilities Gas		1,200	1,300	1,300	1,300	
2-72-00-00-00-725	Recreation Expenses	General	500				
		Beautification	1,000	100	100	100	
Library:			1,500	100	100	100	
2-74-01-00-00-274	Library Insurance		1,000	1,000	1,000	1,000	
2-74-01-00-00-510	Library Goods and Services		500	500	500	500	
2-74-01-00-00-750	Library Society Operating Support		15,000	15,000	15,000	15,000	
2-74-01-00-00-771	Requisition Chinook Arch Library		3,200	3,300	3,400	3,500	
Community Hall:							
2-74-02-00-00-110	Salaries and Wages Community Hall		2,300	1,900	1,900	1,900	Per wage budget
2-74-02-00-00-250	Community Center Contracted Service		500	500	500	500	
2-74-02-00-00-274	Community Center Insurance		1,700	1,700	1,700	1,700	
2-74-02-00-00-510	Community Center Goods & Service		1,000	1,000	1,000	1,000	
2-74-02-00-00-540	Community Center Utilities Power		3,200	3,500	3,600	3,700	
2-74-02-00-00-541	Community Center Utilities Gas		1,900	2,100	2,100	2,100	
Pioneer Parlour:							
2-74-03-00-00-274	Pioneer Parlour Insurance		800	800	800	800	
2-74-03-00-00-510	Pioneer Parlour Goods & Services		500	500	500	500	
2-74-03-00-00-540	Pioneer Parlour Utilities Power		2,600	2,900	3,000	3,100	
2-74-03-00-00-541	Pioneer Parlour Utilities Gas		1,300	1,400	1,400	1,400	



VILLAGE OF GLENWOOD
2026 - 2028 Budget with Comparative

Account		Account Name	Budget Item	2025	2026	2027	2028	December 10, 2025 updates
COMMUNITY SUPPORT REQUISITIONS								
2-26-00-00-00-100	Requisition - Policing			14,200	15,000	15,000	15,000	
2-62-00-00-00-208	Spring Glen Park Society Requisition			1,500	1,500	1,500	1,500	
2-62-00-00-00-209	Glenwood Seniors Requisition			500	500	500	500	
2-62-00-00-00-210	Community Services - FCCSS			2,700	2,800	2,900	3,000	
2-62-00-00-00-750	Farm Safety Centre Donation			300	300	300	300	
2-72-00-00-00-750	Recreation Board Requisition			500	500	500	500	
2-98-00-00-00-102	Reg Chinook Foundation			6,300	6,400	6,500	6,600	
2-98-00-00-00-115	Reg School Foundation			100,200	102,200	104,200	106,300	
2-12-00-00-00-763	OPERATING TRANSFER TO RESERVES							
	Fire truck replacement		9,000			9,000	9,000	
	General reserves		11,415	9,000	9,000	9,350		
	Water capital reserves		200,000	970	6,650			
				220,415	9,970	15,650	18,350	To balance budget
TOTAL USES OF OPERATING FUNDS				1,017,695	870,500	864,500	881,200	
Less: Amortization				(155,400)	(158,500)	(161,700)	(164,900)	
NET (SOURCES) USES OF OPERATING FUNDS				-	(0)	-	-	
SOURCES OF CAPITAL FUNDS								
1-00-00-00-00-842	Provincial Grants		LGFF	(127,000)	(100,000)			
				(127,000)	(100,000)	-	-	
1-00-00-00-00-846	Grants - CCBF			(73,000)	(100,000)			
1-00-00-00-00-748	Grants - Miscellaneous							
	CFEP			(54,000)	(54,000)			
	Community Foundation			(15,000)	(15,000)			
	Small Community Opportunities Grant			(36,000)	(4,000)			
	Cardston County			(4,000)	(25,000)			
	In-kind contributions for playground			(25,000)				
				(134,000)	(98,000)	-	-	
1-95-00-00-00-763	Transfers from reserves							
	Fibreoptic internet			(25,000)				
	Electronic welcome sign			(4,000)	(10,000)			
	General reserves			(10,000)	(10,000)	-	-	
				(39,000)				
TOTAL SOURCES OF CAPITAL FUNDS				(373,000)	(308,000)	-	-	
USES OF CAPITAL FUNDS								
2-12-00-00-00-762	Admin - Transfers to Capital		Fibreoptic internet	25,000				
			Electronic welcome sign	40,000				
				65,000	-	-	-	
2-32-00-00-00-762	Streets - Transfer to Capital							
			Rehabilitation and crack sealing	200,000	200,000			
				200,000	200,000	-	-	
2-71-00-00-00-762	Parks & Recreation - Transfer to Capital							

VILLAGE OF GLENWOOD
2026 - 2028 Budget with Comparative



Account	Account Name	Budget Item	2025	2026	2027	2028	December 10, 2025 updates Explanations for Changes
		Playground	108,000	108,000	-	-	
			108,000	108,000	-	-	
TOTAL USES OF CAPITAL FUNDS			373,000	308,000	-	-	
NET (SOURCES) USES OF CAPITAL FUNDS			-	-	-	-	
NET(SOURCES) USES OF FUNDS			-	(0)	-	-	