

Agenda

Village of Barons Regular Council Meeting Tuesday, April 8, 2025 At 7:00 p.m.

1. Call to Order
2. Guests: None
3. Approval of Agenda
4. Approval of April 8, 2025 Regular Council Meeting Minutes
Approval of April 17, 2025 Special Council Meeting Minutes
Approval of April 29, 2025 Budget Meeting Minutes
Approval of May 1, 2025 Special Council Meeting Minutes
5. Business Arising:
 - a. Council Devices Policy
 - b. Bylaw #768 - Boulevard Parking
 - c. Bylaw #769 - Revised Traffic Bylaw
6. Village Foreman Report
7. Administrator Report
8. Correspondence
9. Financial Report
10. Committee Reports
 - a. ORRSC (Oldman River Regional Services Commission)
 - b. Green Acres
 - c. CFLR (Community Futures Lethbridge Region)
 - d. FCSS (Family and Community Support Services)
 - e. Mayors and Reeves
 - f. Chinook Arch Library System
 - g. AG Society
 - h. Emergency Advisory Committee
 - i. Carmangay Library
11. New Business
 - a. Palliser Regional Schools Joint Election Agreement
1. Closed Session
2. Adjournment

**MINUTES OF REGULAR MEETING OF COUNCIL
of the Village of Barons
April 8, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator
Brian Passmore, Village Foreman

Absent: *none*

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: Call to order at 7:00 p.m.

Guests: **Will Vrooman – AG Society Gardening Committee – Possible locations for greenhouse boxes**
Will Vrooman speaks of looking for locations for greenhouse boxes to be placed. These would ideally be placed by the School or the old Hotel Site. Speaks of a preference being on the Hotel Site so they could have access to water, with by the School being a last-resort location due to the lack of traffic.

Foreman Passmore questions about mowing the property, and the potential impact by Public Works if Public Works comes to mow the premises.

Motion made by Councillor Bishop to instruct Administration to enter into a use agreement with the AG Society to use the property known as Plan 2605X, Block 3, Lot 31 for the placement of garden boxes. Carried Unanimously

Approval of Agenda: **Motion made by Councillor Bishop to approve the agenda with the additions as presented. Carried Unanimously**

Minutes: To accept the minutes of the March 11, 2025 Regular Council Meeting minutes as presented.

Motion made by Deputy Mayor Gorzitza to accept the minutes of the March 11, 2025 Regular Council meeting as presented. Carried Unanimously

To accept the minutes of the March 25, 2025 Special Council Meeting minutes as presented.

Motion made by Councillor Bishop to accept the minutes of the March 25, 2025 Special Council meeting as presented.

Carried Unanimously

To accept the minutes of the April 8, 2025 Budget Meeting minutes as presented.

Motion made by Mayor Doell to accept the minutes of the April 8, 2025 Budget meeting as presented.

Carried

Unanimously

Business Arising:

- a) **Bylaw # 765 – Revised Traffic Bylaw**
Council was presented with the revised Traffic Bylaw for their consideration.

Motion made by Deputy Mayor Gorzitza to read Bylaw #765 a third and final time this 8th day of April, 2025.

Mayor Doell and Deputy Mayor Gorzitza for,

Councillor Bishop against.

Carried.

- b) **Bylaw # 766 – Alternative Methods for Advertising Statutory Notices on Planning and Development Matters Bylaw**
Council was presented with the Alternative Methods for Advertising Statutory Notices on Planning and Development Matters Bylaw for their consideration.

Motion made by Councillor Bishop to read Bylaw #766 a first time this 8th day of April, 2025.

Carried.

Motion made by Mayor Doell to read Bylaw #766 a second time this 8th day of April, 2025.

Carried.

And by UNANIMOUS CONSENT of Council a motion made by Councillor Bishop to hold a third and final reading of Bylaw #766, this 8th day of April, 2025.

Carried.

Motion made by Deputy Mayor Gorzitza to read Bylaw #766 a third and final time this 8th day of April, 2025.

Carried.

Village Foreman Report: Wrapped up trimming the elm trees. Also trimmed back some of the ash trees which were overhanging the roads. The sewer lagoon project is almost done. Some site training is to take place next week. Next week will be when the pump tests will take place. Have been working on some spring cleaning and stump grinding.

Administrators Report: Submitted the tax notification list for 2025 to AB Land Titles. Administration has received multiple complaints of Off Highway Vehicle (OHV) use within the Village – Have forwarded this on to Bylaw Enforcement for further investigation. Will also attempt to outreach to either Bylaw Enforcement or the RCMP and the School district to educate young students about the hazards. Received calls re: 2025 assessments – referred to assessor. Work continues on budget and planning goals. Attended quite a few meetings in the last month. Administration has been approached for a few community initiatives – One being a Village wide garage sale, and whether we would be hosting one. Barons School has reached out to inquire about doing Acts of Community Kindness – Will coordinate with them to do a “Village Clean-up” day and have the students rake leaves, clean up trash, etc.

Correspondence:

- March Bank Reconciliation
- Green Acres Foundation – Report to the Community 2024
- Bylaw Enforcement – March Monthly Report
- Alberta Municipal Affairs – Education Property Tax
- Alberta Municipal Affairs – Provincial Priorities Act and Municipal Sector Update
- Alberta Emergency Management Agency – 2024/2025 Municipal Emergency Program Review
- Alberta Police Governance – Summary of Policing Legislation Information Sessions

Motion made by Mayor Doell to accept the correspondence as presented. **Carried unanimously**

Financial Reports: Council was presented with the accounts payable and monthly statement for the month of March, 2025.

Motion made by Deputy Mayor Gorzitza to approve the accounts payable for the month of March, 2025.

Carried unanimously

Motion made by Councillor Bishop to approve the monthly statement for March, 2025. **Carried unanimously**

Committee Reports:

- a) **ORRSC**
No report at this time.
- b) **Green Acres**
Meeting upcoming at the end of April
- c) **CFLR (Community Futures Lethbridge Region)**
Community Futures now offering AI courses for businesses to integrate AI into their business practices. Free to attend.
- d) **FCSS (Family Community and Social Services)**
FCSS asking if they can also use hotel site for kids games in the summer.
- e) **Mayors and Reeves**
Spoke of federal election upcoming.
- f) **Chinook Arch Library System**
No report at this time.
- g) **AG Society**
Working on replacing the sign on the highway – larger letters and more visibility.
- h) **Emergency Advisory Committee**
Met on March 24. We had our annual review from Alberta Emergency Management, which we passed. Discussed the emergency plan and the regional partnership bylaw. The hope is to have the bylaws all signed by the respective Councils by the beginning of May, so that the inaugural meeting of the regional committee can take place towards the end of May. Invites have gone out for same. Discussion about upcoming training dates. Next meeting to take place in early June.
- i) **Carmangay Library**
Working on grant funding to get more programming. The library will be switching the day they are coming to Barons from Thursdays to Fridays.

New Business:

- a) **Bylaw # 767 - Regional Emergency Management Bylaw**
Council was presented with the Regional Emergency Management Bylaw for their consideration.

Motion made by Councillor Bishop to read Bylaw #767 a first time this 8th day of April, 2025.

Carried unanimously

Motion made by Mayor Doell to read Bylaw #767 a second time this 8th day of April, 2025.

Carried unanimously

And by UNANIMOUS CONSENT of Council a motion made by Councillor Bishop to hold a third and final reading of Bylaw #767, this 8th day of April, 2025. Carried.

Motion made by Deputy Mayor Gorzitza to read Bylaw #767 a third and final time this 8th day of April, 2025.

Carried unanimously

b) Account Write Offs

Two outstanding accounts with charges stemming from 2021 and 2022 need to be written off.

E. Schmidt, Utility Account # SCHME001 – \$391.68

E. Litovitch, Utility Account # LITOE001 – \$339.67

Motion made by Deputy Mayor Gorzitza to write off two accounts whose combined total is \$731.38.

Carried unanimously

c) Discussion of Policy for Council Devices

Discussion was held.

Motion made by Councillor Bishop to amend the policies and bylaws as needed to allow for council to choose from predetermined devices, or personal use devices with compensation offered at a value equivalent to the value of device which is to be made available to Council.

Carried unanimously

d) Bylaw Enforcement Discussion

Discussion was held. Councillor Bishop expresses dissatisfaction with the level of service from Bylaw Enforcement.

Motion made by Councillor Bishop to send a letter to Coalhurst Council outlining the concerns and complaints of the service level we are receiving without resolution.

Carried unanimously

e) LGAA Annual Conference

Administration would like to attend this year's annual conference scheduled for June 17th – 20th, in Canmore, AB.

Motion made by Mayor Doell to have Administrator Durell attend the LGAA Conference in Canmore, June 17th – 20th inclusive. Carried unanimously

Closed Session:

- a) Offer to Purchase
FOIP ACT – Sections 16, 24, and 25**

Motion made by Deputy Mayor Gorzitza to go incamera to discuss the Offer to Purchase as per FOIP Act – Sections 16, 24, and 25 at 8:21 pm.

Carried unanimously

Deputy Mayor Gorzitza departed at 8:34 pm

Deputy Mayor Gorzitza returned at 8:36 pm

Mayor Doell departed at 8:54 pm

Mayor Doell returned at 8:57 pm

Motion made by Deputy Mayor Gorzitza to come out of camera at 9:04 p.m.

Carried unanimously

Motion made by Deputy Mayor Gorzitza to send a letter outlining Councils position.

Carried unanimously

Adjournment:

Adjournment of the meeting was at 9:17 p.m.

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
April 17, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:00 am

Guests: Steve Van Hell – Wheatland Millwork

Purpose of Meeting: **Steve Van Hell, Wheatland Millwork – Fire hall**
Steve Van Hell presented scenarios to Council regarding the fire hall property. Preference given to purchasing the property but would consider leasing if the price is too high. Discussion was held.

Motion made by Councillor Bishop to direct Administration to enter into negotiations with Wheatland Millwork for the purposes of a lease agreement for the property known as Plan 9412794, Block 4, Lot 40. Carried unanimously

Alberta Community Partnership Agreement
Council was presented with the Alberta Community Partnership (ACP) Conditional Grant Agreement for signature. Discussion was held.

Motion made by Deputy Mayor Gorzitza to sign the Alberta Community Partnership agreement as presented. Carried unanimously

Boulevard Parking Discussion
Deputy Mayor Gorzitza requested further discussion regarding the boulevard parking situation. Discussion was held.

Motion made by Councillor Bishop to deny the application as presented as the application was incomplete. Carried unanimously

Motion made by Mayor Doell to direct Administration to draft an Administrative policy to outline boulevard parking standards. Carried unanimously

Motion made by Deputy Mayor Gorzitza to instruct Administration to amend the Traffic Bylaw #765 to extend the same boulevard parking standards as laid out to those already exempt under the current traffic bylaw and to provide any other recommended revisions.

Carried unanimously

Adjournment:

Adjournment was at 12:58 pm

Mayor – Daniel Doell

Administrator – Jen Durell

**MINUTES OF BUDGET MEETING OF COUNCIL
Of the Village of Barons
April 29, 2025**

Present: Daniel Doell, Mayor
Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor

Recording Secretary: Jennifer Durell, Administrator

Call to Order: 9:58 am

Purpose of Meeting: **Budget & Planning**

Planning

Council was presented with the 2025 Planning documents. Discussion was held. Administration will continue working on the planning documents.

Mayor Doell departed 11:39 am.

Mayor Doell returned 11:41 am.

Budget

Council was presented with the second draft of both the three (3) year operating budget and the five (5) year capital budget for discussion. As this is still in the draft stage, another meeting will be planned once more information becomes available. Administration will continue to work on the budget as discussed.

Adjournment: Adjournment was at 11:54 am

Mayor – Daniel Doell

Administrator – Jennifer Durell

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
May 1, 2025**

Present: Ron Gorzitza, Deputy Mayor
Clinton Bishop, Councillor
Jen Durell, Administrator

Absent: Daniel Doell, Mayor

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:58 am

Guests: None

Purpose of Meeting: **Audited Financial Statements**

Council was presented with the 2024 Audited Financial Statements for their consideration and signing. Administrator Durell noted Auditors findings and relayed them to Council.

Motion made by Councillor Bishop to accept the 2024 Audited Financial Statements and Municipal Financial Information Return as submitted by Scase & Partners, Independent Auditor for the Village of Barons. Carried Unanimously.

Adjournment: Adjournment was at 12:29 pm

Mayor – Daniel Doell

Administrator – Jen Durell

VILLAGE OF BARONS

Reference: Council Meeting

Adopted By: Resolution

Number: 083

Prepared By: Jen Durell

Date: April 29, 2025

Supersedes: 057

POLICY

POLICY STATEMENT

The Council of the Village of Barons recognizes the importance of providing an efficient business system, through the use of an Electronic Device to improve their ability to govern, while limiting the amount of printed material.

PURPOSE

To identify the responsibilities of the Council and the Village of Barons regarding the ownership, maintenance and replacement of Council's laptop computers, iPad or Tablet.

SCOPE

This policy applies to all Elected Officials of the Village of Barons. Elected Officials must meet the duties expected of them as per the Municipal Government Act (MGA), other legislation and Council policies, procedures and bylaws.

DEFINITIONS

Electronic Device(s) means a laptop, iPad, or tablet device.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) and/or designate is responsible for ensuring the standards are performed as set out in this policy.

STANDARDS

1. At the beginning of each new Council term, each elected official has the option to:
 - a) Allow the Village to purchase said device up to a certain dollar amount;
 - b) Village to reimburse up to a certain dollar amount; or
 - c) Elected Official to provide their own and will receive a top up on their stipend over their term.

All devices shall meet the current Village standards.

2. Ownership of the devices will be term specific. If a Councillor, for any reason cannot serve for the full four years, they will have the option of purchasing their device for a \$300.00 fee, otherwise the device will be returned to the Village.
3. Council Members who are elected in a by-election will have an allowance provided to them to purchase their device for use during the remainder of the term.
4. Council Members may use their device for personal use, understanding that the

device is subject to FOIP at any time. Council Members may install personal software on their devices if it does not conflict with software provided.

5. Council Members shall take all reasonable steps and precautions to protect their assigned laptop computer, iPad or tablet from damage, harm or theft.
6. The Village shall only be responsible for costs incurred for the maintenance and repair of the device if purchased or subsidized by the Village of Barons.
7. Council members will own their device at the end of the four-year term. If the Councillor is re-elected, a new allowance will be supplied for the Councillor to use during the next four-year term.
8. The current device allowance per term is \$1,000.00 per Elected Official.

** This policy is subject to any specific provisions of the Municipal Government Act, the Local Authorities Board Act or other relevant legislation.

**Village of Barons
IN THE PROVINCE OF ALBERTA
Bylaw 768**

**A BYLAW OF THE VILLAGE OF BARONS, IN THE PROVINCE OF ALBERTA, TO
PROVIDE FOR THE PARKING AND CARE OF BOULEVARDS AND/OR LANES.**

WHEREAS Section 7 of the Municipal Government Act, Statutes of Alberta, provides that the Council of the Village may pass bylaws regulating the care of boulevards and or lanes.

NOW THEREFORE, the Council of the Village of Barons, in the Province of Alberta duly assembled, thereby enact as follows:

NAME OF BYLAW

1. This bylaw may be cited as the Parking and Care of Boulevards and/or Lanes Bylaw

DEFINITIONS

2. For the purposes of this Bylaw, the following words mean:
 - a) "Act" means the MUNICIPAL GOVERNMENT ACT, RSA 2000, c, M-26.1, section 541, as amended.
 - b) "Administrator" means the Chief Administrative Officer of the Village of Barons.
 - c) "Boulevard" means the strip of ground between the edge of a private property and the road
 - d) "Council" means the Municipal Council of the Village of Barons.
 - e) "Designated Officer" means the Chief Administrative Officer, Bylaw Enforcement Officer, R.C.M.P. Officer, Community and Development Officer or a Peace Officer
 - f) "Order" means a written order in accordance with subsection 545 of the Act.
 - g) "Owner" means the person who is registered under the LAND TITLES ACT as the owner of the land
 - h) "Village" means the Municipal Corporation of the Village of Barons.

GENERAL MAINTENANCE

3. An Owner must maintain the Boulevard or lane in a neat and tidy manner by;
 - a) Controlling the dandelions and noxious weeds or plants
 - b) Cutting and maintaining the grass as per Bylaw # 657 – Unsightly Premises Bylaw
 - c) Providing adequate irrigation to trees and/or shrubs on the boulevards and/or lanes to prevent the drying out of soil/grasses

4. No Boulevard shall be used for the following;
 - a) Storing or parking of unlicensed automobiles, trucks, or for any other equipment or structures.
 - b) Despite the above, boulevard parking may be approved for owners upon submission of Appendix B, Application for Parking on Boulevard, to the Village development officer.
 - c) The storage or dumping of rubbish, garbage, leaves, lawn, trees or other plant refuse
 - d) Pedestrian, bicycle, motorbike, automobile, horse or other such traffic that could deface, destroy or otherwise damage the Boulevard
5. No Back Lane shall be used for the following;
 - a) Parking or storing of automobiles, trucks, buses or for any other equipment or structure
 - b) The storage or dumping of rubbish, garbage, leaves, lawn, trees or other plant refuse
6. Any Owner who desires to improve the boulevard above the measures outlined in Section 3. must first be approved by the Village of Barons Development Authority.
7. Any person who damages or causes to be damaged any Boulevard within the Village shall be subject to a fine as outlined in Appendix A or any other amount deemed necessary by the Designated Officer to re-establish the Boulevard(s) to its previous condition
8. The Designated Officer may:
 - a) Require the Owner to remedy any condition of the Boulevard or lane if it is in contravention or fails to comply with this Bylaw
 - b) If the Owner fails, neglects, or refuses to remedy the conditions as directed by the Designated Officer, the Village may cause such work to be done as deemed necessary and charge the cost of the work to the Owner
 - c) If an Owner is in default of a payment the Village may
 - i. Recover the cost as a debt due to the Municipality, or
 - ii. Charge the cost against the land concerned as taxes due and owing in respect of the land and recover the cost as such, or
 - iii. Make any other provisions that the Designated Officer considers necessary to carry out the purposes of this Bylaw

9. An Owner, person, company or corporation who receives an Order under Section 8 of this Bylaw may request by written notice, within 14 days after the date the order is received, that Council review the order.
10. An Owner, person, company or corporation affected by the decision of a Council may appeal to the Court of Queen's Bench as outlined in section 548 of the Act if;
 - a) the procedure required to be followed by the Act is not followed, or
 - b) the decision is patently unreasonable
11. This Bylaw comes into force on the day it is passed.

Read a first time this ____ day of _____, 2025

Read a second time this ____ day of _____, 2025

AND BY UNANIMOUS CONSENT OF COUNCIL to hold a third and final reading this ____ day of _____, 2025

Read a third and final time and finally passed this ____ day of _____, 2025.

MUNICIPALITY OF THE VILLAGE OF BARONS

Mayor

Administrator

Schedule A
Fees and Charges

1. Boulevard and Back Lane Violations for sections 3, 4, 5, 7 and 8 are:
 - a) First Offence - \$100.00
 - b) Second Offence - \$200.00
 - c) Third and subsequent offences - \$500.00
2. Per square meter charge - \$15.12 per square meter

Schedule B
Application for Parking on Boulevard

Date Received: _____

Tax Roll Number: _____

PARKING ON BOULEVARD APPLLICATION FORM

Owner: _____ Mailing Address: _____

City: _____ Province: _____ Postal Code: _____ Phone: _____

Email: _____

Municipality: **Village of Barons**

Street Address: _____

Lot _____ Block _____ Plan _____

PLEASE PROVIDE A DETAILED JUSTIFICATION, INCLUDE DRAWING OF PARKING AREA

The personal information required by the Village of Barons application form is collected under the authority of section 33© of the Alberta Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of that Act. The name of the permit holder and nature of the permit may be included on reports provided to the municipality. Please direct any questions about this collection to the Village of Barons at 403-757-3633.

Date: _____

Signature (homeowner only)

Rules for Establishing Boulevard Parking

The proposed boulevard parking must comply with the following for approval:

- a) Boulevard parking will only be allowed with permit.
- b) Boulevard parking must be angle parking only.
- c) Upon approval, the Owner must create a gravel parking area at the owners' expense and must follow the dimensions as prescribed in the Land Use Bylaw.

**Village of Barons
Bylaw No. 769**

**A BYLAW OF THE VILLAGE OF BARONS IN THE PROVINCE OF ALBERTA FOR
THE PURPOSE OF AMENDING BYLAW #765, THE VILLAGE OF BARONS TRAFFIC
BYLAW.**

WHEREAS, pursuant to Section 7(d) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, current as of January 1, 2025, Council may pass bylaws as well as designate authority with respect to streets under its direction, control and management;

WHEREAS, pursuant to Section 13 (1) of the Traffic Safety Act, being Chapter T-6 of the revised Statutes of Alberta, 2000, authorizes a municipality to regulate and control vehicle traffic as well as parking on streets and property within the municipality;

NOW THEREFORE, the Council for the Village of Barons, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. That Part 11, Section 17 of the Traffic Bylaw #765 be amended by adding as follows:
 - a. Boulevard parking only allowed with permit from council;
 - b. Must be angle parking only;
 - c. must create a gravel parking stall at own expense on the boulevard to dimensions as prescribed in Village of Barons Land Use Bylaw; and
 - d. these standards will also apply to those already exempt to parking on the boulevard.

EFFECTIVE DATE

This Bylaw shall come into effect after the third reading and upon being duly signed.

Read a first time this _____ day of _____, 2025

Read a second time this _____ day of _____ 2025

And by unanimous consent to hold a third and final reading this _____ day of _____, 2025

Read a third and final time and finally passed this _____ day of _____, 2025.

Mayor

Administrator

Village of Barons
THE MONTH April, 2025
2025 Monthly Statement Ending: April 30, 2025

	<u>Revenue</u>	<u>Expenses</u>
Taxes	\$12,398.23	
General Administrative	\$428.80	\$10,333.10
Council		\$2,153.58
Fire Hall		\$447.84
Bylaw Enforcement	\$115.00	\$1,861.44
Shop		\$2,437.40
Roads and Streets		\$635.80
Water/Sewer/Garbage	\$12,001.30	\$8,432.99
Green Acres Requisition		
Recreation Facilities/Parks		\$491.25
Casual Wages/STEP		\$3,025.00
Legal		
Telus Rental		
Chinook Arch		
Requisition - School		
Bulk Water	\$540.00	
Auditor		
Xplornet	\$600.00	
Carwash		
Insurance		
ORRSC		
FortisAlberta Franchise	\$1,028.35	
Assessor		\$1,653.00
MPC		
Sewer Lift Project		
Grants		
ATCO Gas Franchise Fee	\$1,554.47	
FCSS Requisition		
Treated Water - Nobleford		
Total	\$28,666.15	\$31,471.40

Bank Balance - as of April 30, 2025	\$28,788.63
Outstanding Cheques as of April 30, 2025	\$11,151.93
GIC	\$330,048.68

2024 Taxes Owing	\$15,889.05
Outstanding Taxes - Prior to 2024	\$4,106.40
Total Outstanding Taxes	\$19,995.45

JOINT ELECTIONS AGREEMENT

THIS AGREEMENT entered into this _____ day of _____, A.D. 2025

BETWEEN:

THE VILLAGE OF BARONS

of 210 Main Street, Barons, Alberta, T0L 0G0

Being a municipal corporation incorporated pursuant to the provisions of the ***Municipal Government Act***, R.S.A. 2000, c.M-26

(hereinafter referred to as the "Village")

OF THE FIRST PART

THE PALLISER SCHOOL DIVISION

of #101, 3305 18 – Avenue North, Lethbridge, Alberta T1H 5S1

Being a School Division established pursuant to the provision of the *Education Act, Statutes of Alberta, 2012. Chapter E-0.3*

(Herein after referred to as "Palliser")

OF THE SECOND PART

WHEREAS the General Election will be held on October 20, 2025 (the Election); and

WHEREAS Section 2, 3 of the ***Local Authorities Election Act***, R.S.A. 2000 Chapter L-21, as amended ("*Act*"), authorizes elected authorities to enter into an agreement for the conduct of a joint election; and

WHEREAS Barons is in the Lethbridge County Ward in the Palliser School Division; and

WHEREAS the Village and Palliser are desirous of entering into an agreement to hold a joint election in the Lethbridge County Ward, with the Village being the elected authority responsible for the conduct of the 2025 election for school trustee; and

WHEREAS the Returning Officer of the municipal elected authority pursuant to the agreement will have all the powers and responsibilities necessary to conduct the vote for the purposes of the school election;

NOW THEREFORE be it agreed that the Village and Palliser do hereby make provision for the holding of a joint election in the Lethbridge County Ward, with each party under the following obligations:

1. Palliser School Division shall:
 - a. Give notice of nomination for school trustee;
 - b. Receive nominations at the local jurisdiction office;
 - c. Give notice of a school board election in the prescribed form;
 - d. Provide all the required advertising of the school board election;
 - e. Provide the Village with copies of trustee nomination papers for the conduct of an election;
 - f. Provide the required number of ballots for school trustee;

- g. Declare the results of the voting for trustee as required by legislation; and
 - h. Forward Official Election Results for public school trustee to Alberta Education.
- 2. The Village shall ensure compliance with the procedures prescribed under the Act for holding an election, including but not limited to:
 - a. Provide the election officials required to conduct the election;
 - b. Provide all election materials, including ballot boxes and voting booths;
 - c. Provide all the required advertising of the election;
 - d. Designate the voting subdivisions and voting stations;
 - e. Give notice of an election in the prescribed form;
 - f. Report to Palliser on ballot counts for trustees on Election Day; and
 - g. Retain and subsequently destroy the trustee ballot boxes as legislated.
- 3. In the event that a joint election is required, Palliser shall pay to the Village half of the total joint election costs, to a maximum of \$X. In the event that no election is required for public school trustee in the Lethbridge County Ward and an election is required for municipal purposes, the total cost of the election will be borne by the Village. In the event that no municipal election is required in the Lethbridge County Ward and an election is required for public school trustee, the election will be conducted by the Village and the total cost of the election for public school trustee in the Lethbridge County Ward will be borne by Palliser.
- 4. The amount required to be paid by Palliser to the Village shall be paid upon receipt, in writing, of such total and particulars as to the computation thereof.

THIS AGREEMENT shall remain in effect until the conclusion of the 2025 Local Authorities Election.

IN WITNESS WHEREOF the parties have hereto duly executed this agreement as of the date and year first above written.

VILLAGE OF BARONS

PALLISER SCHOOL DIVISION

{Name and Title of Signing Officer}

Cindy Rogers, Associate Superintendent
Business Services

Corporate Seal

Corporate Seal