

VILLAGE OF GLENWOOD

October 13, 2022 Minutes

The Minutes of the Regular Meeting of Council held at the Glenwood Community Hall on October 13, 2022 at 7:09 PM.

In attendance: Mayor Linda Allred, Councillor Sandy Lybbert, Councillor Mark Peterson and Councillor Brian Wickhorst.

Absent: Deputy Mayor Milo Holthe

Officials: Chief Administrative Officer Cynthia Vizzutti present.

2. Called to Order

Mayor Allred called the October 13, 2022 regular Council meeting to order at 7:09 PM

3. Agenda Approval
2022.10.13.1

MOVED by Councillor Lybbert to approve the agenda, as presented. **Carried.**

4. Minutes Adoption
2022.10.13.2

MOVED by Councillor Peterson to approved the minutes of the regular Council meeting of September 8, 2022, as presented. **Carried.**

5. Delegations

There were no delegations.

6 a) Community Hall
Insulation
2022.10.13.3

MOVED by Councillor Lybbert to authorize CAO Vizzutti to hire Spray-Tek Insulation Ltd. of Lethbridge, to upgrade attic insulation to R50 using blown in fibreglass insulation, at the Community Hall, at a total cost of \$4,856.25. **Carried.**

6 b) Draft Bylaw for
Animal Control
2022.10.13.04

MOVED by Councillor Peterson to instruct CAO Vizzutti to draft an animal control bylaw to provide for the control of animals and the licencing of dogs within the Village of Glenwood. **Carried.**

6 c) Pecuniary Interest

CAO Vizzutti presented each Councillor with a copy of the guidelines regarding Councillor Pecuniary Interest as provided by Municipal Affairs.

6 d) November Meeting
date
2022.10.13.5

MOVED by Councillor Peterson **MOVED** the November Council meeting be set for November 9, 2022 at 7:00 pm, at the Glenwood Community Hall. **Carried.**

7 a) i) and ii)
Council Reports
Mayor Allred

Mayor Allred reported the annual funding contributions for the Glenwood Library are Village of Glenwood - \$15,000, Cardston County, \$10,000, and Village of Hill Spring - \$0.

Glenwood Library
2022.10.13.6

MOVED by Mayor Allred a letter be written to the Village of Hill Spring requesting funding support for the Glenwood Library, in the amount of \$5000.00, for the fiscal year 2023. **Carried.**

Spring Glen Park
Association
2022.10.13.7

MOVED by Councillor Lybbert Aileen Gibb, representing the Spring Glen Park Association, be invited to the next Council meeting to discuss funding for the park. **Carried.**

7 b) Council Reports
Deputy Mayor Holthe

Deputy Mayor Holthe absent.

7 c) i) and ii)
Council Reports
Councillor Lybbert

Councillor Lybbert reported on Remembrance Day Ceremony, Christmas bonuses, removal of the fire ban, Cardston getting a new fire truck and the Diamond Willow Seniors Lodge.

Councillor Lybbert expressed concerns over the degradation of pavement when installing water and sewer services and asked for costs charged the person requesting such services, to reflect the proper replacement of pavement when those utilities are installed.

7 c) i) Remembrance Day Celebrations
2022.10.13.8

MOVED by Councillor Peterson to appoint Councillor Lybbert to manage the organization of the Remembrance Day Ceremony. **Carried.**

7 c) i) Xmas Turkeys
2022.10.13.9

MOVED by Councillor Lybbert the Village of Glenwood purchase a turkey or ham for the three employees, as a Christmas gift. **Carried.**

7 d) Council Reports Councillor Peterson

Councillor Peterson had nothing to report at this time.

7 e) Council Reports Councillor Wickhorst

Councillor Wickhorst reported on the Provincial Policing meeting and Chief Mountain Waste Management Commission meeting, he attended. Discussion took place regarding the cost of burying garbage, gasification, mini-mass burns and the illegal burning of refuse in burn barrels in the Village.

Garbage and Recycling Program
2022.10.13.10

MOVED by Councillor Lybbert CAO Vizzutti be instructed to draft a report regarding the costs of a garbage pickup and recycling program for the Village of Glenwood. **Carried.**

8 a) – Safety Review

CAO Vizzutti discussed the need for a comprehensive Health and Safety Program for the Village of Glenwood.

2022.10.13.11

MOVED by Mayor Allred to instruct the CAO to prepare a report regarding costs for a safety review by an independent safety officer. **Carried.**

8 b) i) Budget 2023

CAO Vizzutti reported budget meetings for 2023 will be held in the Spring of 2023 and asked for a resolution to approve the 2022 budget as the 2023 Interim Budget.

2022.10.13.12

Moved by Councillor Lybbert the 2022 Budget be approved as the 2023 Interim Budget. **Carried.**

8 b) ii) Chinook Regional Library

CAO Vizzutti presented the Chinook Arch Library Member Levy for 2023-2026 as information. Noted – the levy will increase in 2023 by 2.17%.

8 c) ACP Grant

CAO Vizzutti informed Council the funding cannot be re-allocated under the requirements of the ACP intermunicipal approval, therefore the requirement to formulate water servicing agreements with Cardston County must be undertaken, in order to keep the grant funding.

8 d) Liability Waiver

CAO Vizzutti informed Council a signed Participants Waiver and Release of Liability agreement does not release any entity or person from potential liability.

8 e) Special Constable

CAO Vizzutti informed Council she is still waiting for feedback from neighbouring municipalities regarding Special Constable services.

8 f) Front Counter Computer

CAO Vizzutti informed Council the front counter computer has been replaced at a cost of \$1657.00

9 a) September Cheque Run

September Accounts Payable Cheque Run was presented for information.

10. Correspondence

- a) Letter from Honourable Tyler Shandro – International Holocaust Remembrance Alliance
- b) Letter from Cathy Heron, President, Alberta Municipalities to Honourable Tyler Shandro regarding Victim Service Charges
- c) Angel Tree – Spirit of Christmas.

11. Closed Session

MOVED by Mayor Allred the Council enter Closed Session at 8:24 pm, for the following purposes:

- a) Contractual Negotiations – *Freedom of Information and Protection Privacy Act*, Revised Statutes of Alberta 2000, F-25, Section 16(1)(a)(ii) – Disclosure Harmful to the business interests of a third party;
- b) Receipt of an Honour - *Freedom of Information and Protection of Privacy Act*, Revised Statutes of Alberta 2000, F-25, Section 17(2)(j)(IV) – Disclosure Harmful to Personal Privacy;
- c) Employment Matter - *Freedom of Information and Protection of Privacy Act*, Revised Statutes of Alberta 2000, F-25, Section 17(4)(d) – Disclosure Harmful to Personal Privacy;
- d) Advice to Council - *Freedom of Information and Protection of Privacy Act*, Revised Statutes of Alberta 2000, F-25, Sections 23(1)(b) and 24(1)(a).

11. Closed Session
2022.10.13.13

MOVED by Councillor Lybbert the meeting come out of In Closed Session at 9:07 pm. **Carried.**

11. Adjournment
2022.10.13.14

MOVED by Councillor Lybbert to adjourn the meeting at 9:08 PM. **Carried.**

Meeting Chair

Chief Administrative Officer

Mario J

2M
GLENWOOD
403 308-4803

Quote

5A

Date: 2022/10/25
Quote No.: 10009

Bill To:
VILLGE OF GLENWOOD
VILLGE OF GLENWOOD

Qty	Item	Description	Unit Price	Total
1,138		CLICK LOCK VINYL PLANK	\$4.00	\$4,552.00
1		INSTALL	\$1,991.00	\$1,991.00
36		SUBFLOOR 36 SHEETS	\$26.00	\$936.00
1		SUBFLOOR INSTALL	\$540.00	\$540.00
1		RI UP CARPET	\$300.00	\$300.00
Total				\$8,319.00

Please contact us for more information about payment options.

Thank you for your business.

82

VILLAGE OF GLENWOOD

Cheque Listing For Account Payable

2022-Oct-20
5:54:25PM

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Batch #	Amount
20220298	2022-10-20		282	ALBERTA MUNICIPAL SERVICE CORPORATION	10645	5,396.06
20220299	2022-10-20		70	BROWNLEE LLP BARRISTORS & SOLICITORS		3,235.31
20220300	2022-10-20		83	CARDSTON COUNTY		266.80
20220301	2022-10-20		107	D J EQUIPMENT RENTALS & SALES		164.85
20220302	2022-10-20		98	HUNSPERGER, PERRY		210.00
20220303	2022-10-20		61	KOST FIRE EQUIPMENT. LTD.		557.97
20220304	2022-10-20		396	LYBBERT, BARTON		942.42
20220305	2022-10-20		208	MUNISIGHT LTD COMPANY		304.51
20220306	2022-10-20		41	PINCHER CREEK CO-OP		130.97
						11,208.89

Total

11,208.89

*** End of Report ***

VILLAGE OF GLENWOOD

Cheque Listing For Account Payable

2022-Nov-8
2:06:59PM

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Batch #	Amount
20220317	2022-11-08		325	ALPINE CLEAN CARE	10674	671.79
20220318	2022-11-08		460	BELL MOBILITY INC		36.77
20220319	2022-11-08		83	CARDSTON COUNTY		3,240.00
20220320	2022-11-08		435	CARO ANALYTICAL SERVICES		311.12
20220321	2022-11-08		463	DAVIES, LINDA		70.25
20220322	2022-11-08		410	FOOTHILLS CREAMERY LTD.		18.00
20220323	2022-11-08		434	GOVT. of AB., Prov. Policing Agmt - RCM		8,466.00
20220324	2022-11-08		347	KINAHAN, CARRIE		30,000.00
20220325	2022-11-08		464	LETHBRIDGE MOBILE SHREDDING		23.10
20220326	2022-11-08		329	LGAA		59.06
20220327	2022-11-08		21	LYBBERT, SANDY		75.64
20220328	2022-11-08		197	MICROAGE ALBERTA LTD.		199.50
20220329	2022-11-08		208	MUNISIGHT LTD COMPANY		609.02
20220330	2022-11-08		399	NEXTGEN AUTOMATION, DIGITAL CONNECTION INC.		425.70
20220331	2022-11-08		461	NORTH & COMPANY LLP		5,827.50
20220332	2022-11-08		41	PINCHER CREEK CO-OP		356.98
20220333	2022-11-08		173	REVIEW PRINTING		253.10
20220334	2022-11-08		39	RMA- RURAL MUNICIPALITIES OF ALBERTA, Canoe Produr		151.12
20220335	2022-11-08		465	ROCKY CROSS CONSTRUCTION LTD.		1,628.06
20220336	2022-11-08		312	SKOJEN PROFESSIONAL CORPORATION		1,785.00
20220337	2022-11-08		31	TELUS MOBILITY		99.38
20220338	2022-11-08		80	TWINPRO INDUSTRIAL CHEMICALS		5.25
20220339	2022-11-08		13	UFA CO-OPERATIVE LTD.		23.82
20220340	2022-11-08		12	VAN DAN'S		282.85
20220341	2022-11-08		459	VIZZUTTI, CYNTHIA		109.80
20220342	2022-11-08		408	WELLS FARGO EQUIPMENT FIN CO		220.36
20220343	2022-11-08		458	WICKHORST, BRIAN		100.64
<hr/>						55,049.81

Total **55,049.81**

*** End of Report ***

CAO

From: Sandy Lybbert <sandylybbertglenwoodcouncil@gmail.com>
Sent: October 31, 2022 9:10 PM
To: Office
Subject: Fwd: Save the Date: Brownlee LLP's 2023 Emerging Trends in Municipal Law

Is this important for us as council to attend?

----- Forwarded message -----

From: Rosso, Julia <jrosso@brownleelaw.com>
Date: Mon, Oct 31, 2022 at 1:46 PM
Subject: Save the Date: Brownlee LLP's 2023 Emerging Trends in Municipal Law
To: sandylybbertglenwoodcouncil@gmail.com <sandylybbertglenwoodcouncil@gmail.com>

B BROWNLEE LLP
Barristers & Solicitors

SAVE THE DATE
EMERGING TRENDS IN MUNICIPAL LAW

THE TRENDS YOU NEED TO KNOW
FOR YOUR COMMUNITY TO GROW

CALGARY | FEBRUARY 9, 2023
ATTEND IN-PERSON

EDMONTON | FEBRUARY 16, 2023
ATTEND IN-PERSON OR VIRTUALLY

BrownleeLaw.com

Dear Sandra,

Mark your calendars!

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.

Details:

Emerging Trends in Municipal Law - Calgary

Date: Thursday, February 9, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Best Western Premier Calgary Plaza Hotel & Conference Centre

Emerging Trends in Municipal Law - Edmonton

Date: Thursday, February 16, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Edmonton Expo Centre

More information including the topics, the live-stream, and hotel discounts will be provided in the near future.

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.

If you do not wish to receive information regarding future Emerging Trends in Municipal Law sessions, [Unsubscribe here](#).

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10155 102 St. NW	530 – 8 Ave. SW	700 West Georgia St.	
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JULIA ROSSO | EVENTS COORDINATOR | BROWNLEE LLP

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Oldman Watershed Council
Unit 276, 104 13 St N
Lethbridge, Alberta T1H 2R4
info@oldmanwatershed.ca
(403) 330-1346

Mayor Linda Allred
Village of Glenwood
PO Box 1084
Glenwood Alberta T0K 2R0

Dear Mayor Linda Allred and Council,

October 20, 2022

Thank you for your on-going support of the Oldman Watershed Council and our mission to keep our water and land—*the foundation of our economy and society*—healthy and safe. You are an essential part of the fabric of our organization and we offer our sincerest thanks for your support as a donor.

The Oldman Watershed Council is your partner and a collaborative forum for all voices. Our Board of Directors is made up of 19 seats from all sectors, where each voice is at the table and has an equal vote. Municipalities have the most seats, with 3; 1 for towns and villages, 1 for rural municipalities, and 1 for the City of Lethbridge. OWC provides updates to municipalities at the monthly Mayors and Reeves of Southwest Alberta meetings.

When contentious issues are being debated, OWC provides reliable, trustworthy information so that you can make your own informed decisions—it is vital to have an unbiased, factual, science-based voice informing the conversation. Our unique role helps depolarize debates and assist decision-makers in making efficient and effective choices. We often receive accolades from stakeholders and government officials that our non-judgmental approach and information sharing is valuable and appreciated. We are uniquely positioned to help you make the best decisions for your community by providing neutral, apolitical information.

We work alongside all levels of government, stakeholders, and First Nations partners to improve the health of the watershed. We provide information about key watershed issues and work on the ground to restore ecosystems in Southern Alberta. For example, in 2021-22, we rehabilitated 11 streambanks by staking over 2500 willows. This reinforced eroding banks, improved water quality, and now provides critical habitat for fish and wildlife. In our community, we directly engaged with 3500+ people in-person and many more through our 11,000+ social audience who engage with our blogs, videos, and other content.

Our flagship project focuses on directly supporting watershed stewardship with funding, training, and technical expertise. Whether it is First Nations land managers, agricultural producers, backcountry recreationists, or an urban homeowner, we assist everyone in their journey to adopt watershed-friendly practices and minimize their environmental impacts. We invest in grassroots restoration projects and showcase these beneficial practices to the broader community. Additionally, we ensure that the needed educational opportunities, appropriate infrastructure, and practical guidelines exist to support steward initiatives. OWC focuses on *real solutions*. I hope you will take a moment to look through our [annual report](#), which highlights some of our amazing work through photos and brief project summaries.

Your municipality is asked to help ensure this critical work continues with a minimum donation of \$200 for the April 2022 to March 2023 fiscal year. Thank you for your support over the years, it is making a difference. Your contribution provides critical funding which allows us to provide citizen education, habitat restoration, and be an unbiased forum for all voices in the watershed.

Sincerely,

Doug Kaupp, OWC Chair and General Manager of Water and Wastewater, City of Lethbridge



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Shaw

October 28, 2022

Dear Chief Elected Officials and Public Library Boards:

I am honoured to serve as the new Minister of Municipal Affairs. I believe in the importance of local government to our province and its people, and I am excited to work with you to ensure Alberta's economic prosperity and strengthen the long-term viability of municipalities across the province.

As Minister of Municipal Affairs, I am committed to municipal capacity building, transparency, and accountability, which are essential elements for responsible local government. My ministry will continue to support municipalities, as you play a significant role in fostering the local economic conditions that improve Alberta's vibrant communities. Municipal Affairs will also continue to manage and provide financial support for the network of municipal library boards and regional library system boards that offer vital public library services for Albertans.

Through collaboration, we can reduce red tape and barriers by reviewing legislation and making certain Albertans are protected with appropriate safety codes, standards, and supports for the construction and maintenance of buildings and equipment.

I look forward to working together to strengthen municipalities in Alberta and to work with you on areas of shared interest.

Sincerely,

Rebecca Schulz
Minister of Municipal Affairs

VILLAGE OF GLENWOOD
BYLAW NO. 204-2022
ATCO FRANCHISE AGREEMENT

A Bylaw of the Village of Glenwood to authorize the Mayor and Chief Administrative Officer to execute an agreement with ATCO Gas and Pipelines Ltd., hereinafter referred to as the “the Company” to renew a contract with, and to confer a special franchise on the Company to supply natural gas to the customers within the Village of Glenwood.

WHEREAS the Company has requested a special franchise be granted to provide natural gas services to customers within the Village of Glenwood;

AND WHEREAS it is deemed that such an agreement would be of benefit to customers within the Village of Glenwood;

THEREFORE under the authority of the *Municipal Government Act* Revised Statutes of Alberta 2000, Chapter M-26, Section 7(g) be it enacted the Mayor and Chief Executive Officer are authorized to sign the agreement attached hereto and forming part of this bylaw known as Schedule “A” between the Village of Glenwood and the Company to renew a contract with and to confer a special franchise on the Company to supply natural gas services within the Village of Glenwood.

This by law shall come into force upon the agreement being approved by the Alberta Utilities Commission for the Province of Alberta, and upon being given Third reading and finally passed.

READ a First time this 9th day of November, 2022.

Linda Allred
Mayor

Cynthia Vizzutti
Chief Administrative Officer