



VILLAGE OF GLENWOOD
Regular Council Meeting

Agenda

Glenwood Community Hall (90 Main Avenue)
Thursday, March 14, 2024 7:00pm

1. Call to Order – 7:00 pm
2. Approval of Agenda
3. Approval of Minutes of the Regular Meeting of February 8, 2024
4. Delegations
 - a) RCMP Presentation – presentation 7:15 pm.
 - b) Audit Presentation
 - c) Brenda MacMillian
5. Items for Discussion and/or Action:
 - a) Resolution to appoint Doral Lybbert, Sandy Lybbert and Brian Wickhorst to the Intermunicipal Development Plan Committee with Cardston County.
 - b) Resolution to appoint Judith Layton to the Village of Glenwood Library Board for the term of March 14, 2024 to November 1, 2027.
 - c) Bylaw 256-2024 – Renewal of Line of Credit borrowing bylaw
 - d) Council Meeting Dates – Mayor Allred to report
6. Councillor Reports:
 - a) Mayor Linda Allred
 - b) Deputy Mayor Mark Peterson
 - c) Councillor Doral Lybbert
 - d) Councillor Sandy Lybbert
 - e) Councillor Brian Wickhorst
7. a) CAO Report.
8. Correspondence:
 - a) Letters from Municipal Affairs Minister McIver – Town of Raymond was successful in obtaining their grant, ICF Survey, 2024 Minister’s Award of Excellence
 - b) Letter from Environment Minister Schulz – Drought update
9. Closed Session –
 - a) *Freedom of Information and Protection of Privacy Act* – Section 23(1)(a) Local public body confidences – draft legislation
 - b) *Freedom of Information and Protection of Privacy Act* – Section 24(1) Advice from Officials
10. Adjournment.

VILLAGE OF GLENWOOD
Thursday, February 8, 2024 Minutes

**The Minutes of the Regular Meeting of Council held at the Glenwood
Municipal Administration Building on Thursday, February 8, 2024 at 7:00
PM.**

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

Officials: Chief Administrative Officer Cynthia Vizzutti.

1. Call to Order

Mayor Allred called the Regular Meeting of February 8, 2024 to Order at 7:00 pm.

2. Agenda Approval
2024.02.08.09

Moved by Councillor Sandy Lybbert to approve the agenda, as presented. Carried.

3. Minutes of January
11, 2024 Regular
Meeting
2024.02.08.10

Moved by Councillor Doral Lybbert to approve the minutes of the regular Council meeting of January 11, 2024 as presented. Carried.

4. Public Hearing –
Bylaw 264-2024

Mayor Allred recessed the Council Meeting and called to order the Public Hearing for Bylaw 264-2024 at 7:02 p.m.

Public Hearing:

Claire Layton stated this is a rural village, not an urban one and that this bylaw has come up before.

Myrna Young read a response from a resident supporting the rural lifestyle.

Wayne Layton said laws create more problems than they solve and that laws and fines attack people rather than help people.

Sherri Tatlow said there is a liability to requiring private people to maintain boulevards.

Francis Hood said he did not want this bylaw because it could cause court cases.

Myrna Young asked what the Village hoped to achieve with this bylaw. Deputy Mayor Peterson said there are nuisance properties so the Council is trying to find a balance.

Michael Pittoors says the definitions are too vague and wants a first time warning added to Section 9.5.

Brenda MacMillian wants justification as to why a bylaw is needed rather than use the MGA. She is concerned about court time.

Ryan Layton says he doesn't like Section 7.1 and says he doesn't think there is a need for a development permit.

Louise Lebourgne talked about stacking wood neatly including building materials.

Robert Archibald said he doesn't like penalties.

Wayne Layton said he is worried that the stack of bricks he has on his property may become a problem due to this bylaw.

Michael Pittoors said materials can be tarped or fenced in, and there should be awards for best properties.

Amanda Payne asked if fencing would reduce whether the property would be deemed unsightly.

Councillor Wickhorst said the intention of the bylaw is not to be used as a big stick.

Brenda MacMillian stated the subjectivity of the language is a problem and the brush is too broad.

Claire Layton said the next Council may not be as reasonable as this one.

Mryna Young was concerned that a person may not be able to afford to clean up their property.

Ryan Layton said Section 3.3 is too vague. He wants a 1st warning added before fines are applied.

Robert Archibald says he has a problem with the smell from the RV dump site, and wanted the \$100 appeal fee removed.

Louise Lebourgne asked that compost be defined and a separate section be established.

Wayne Layton said compost piles can be easily turned to enhance their breakdown.

Mayor Allred closed the Public Hearing at 8:30 p.m. and reconvened the regular meeting of Council.

5. a) Bylaw 245-2024
Rates and Fees Bylaw
2024.02.08.11

Moved by Councillor Sandy Lybbert to give 1st reading to Bylaw 245-2024 Rated and Fees Bylaw. **Carried.**

2024.02.08.12

Moved by Deputy Mayor Peterson to give 2nd reading to Bylaw 245-2024. **Carried.**

2024.02.08.13

Moved by Councillor Wickhorst to give 3 readings to Bylaw 245-2024 at this meeting.

Carried Unanimous.

2024.02.08.14

Moved by Mayor Allred to give 3rd reading to Bylaw 245-2024. **Carried.**

5.b) c) Bylaw 264-2024

Moved by Deputy Peterson to table proposed Untidy Premises Bylaw 264-2024 and proposed Livestock Bylaw 265-2024. **Carried.**

5.d) Bylaw 266-2024
OHV Bylaw
2024.02.08.15

Moved by Councillor Sandy Lybbert to give 1st reading to Bylaw 266-2024 Off Highway Vehicle Control Bylaw. **Carried.**

2024.02.08.16

Moved by Deputy Mayor Peterson to give 2nd reading to Bylaw 266-2024. **Carried.**

2024.02.08.17

Moved by Councillor Wickhorst to give 3 readings to Bylaw 266-2024 at this meeting. **Carried Unanimous.**

2024.02.08.18

Moved by Councillor Doral Lybbert to give 3rd reading to Bylaw 266-2024. **Carried.**

6. a-e) Council Reports

- a) Mayor Allred said the FCSS Volunteer Appreciation will be held at the school on April 19, 2024 and they are hosting a Good Neighbour's Day on June 15 – Music in the Park.
- b) Deputy Mayor Peterson – no report.
- c) Councillor Doral Lybbert stated provincial funding will be cut to the Regional Economic Development Associations after the next three years.
- d) Councillor Sandy Lybbert said there is a new site leader at the Diamond Lodge in Magrath.
- e) Councillor Wickhorst attended the solid waste commission regular meeting and reported there will be a 3% increase in the budget and there is a company who have mini-incinerators for landfill sites.

7. CAO Report

Chief Administrative Officer Vizzutti reported on the status of the rink upgrades, year end is at the auditors, the Pioneer Parlor has been leased to Josh Jacobs for the 2024 summer season, Candu will need to

install a new auto-dialer in 2025 and Leor Stanley is now a Special Constable.

8. Cheque Listing

Cheque Listing for Council from 20230371-2024005 (2024001 and 2024003 were cancelled) was presented.

9. Correspondence from Minister Matt Jones regarding REDA Funding

- a) Letter from Minister Matt Jones regarding REDA Funding.

10. a)-c) Closed Session
2024.02.08.19

Moved by Councillor Sandy Lybbert to go into Closed Session at 8:55 p.m. under *Freedom of Information and Protection of Privacy Act* – Section 23(1)(a) Local public body confidences – draft legislation and Section 24(1) Advice from Officials. **Carried.**

10. Closed Session
2024.02.08.20

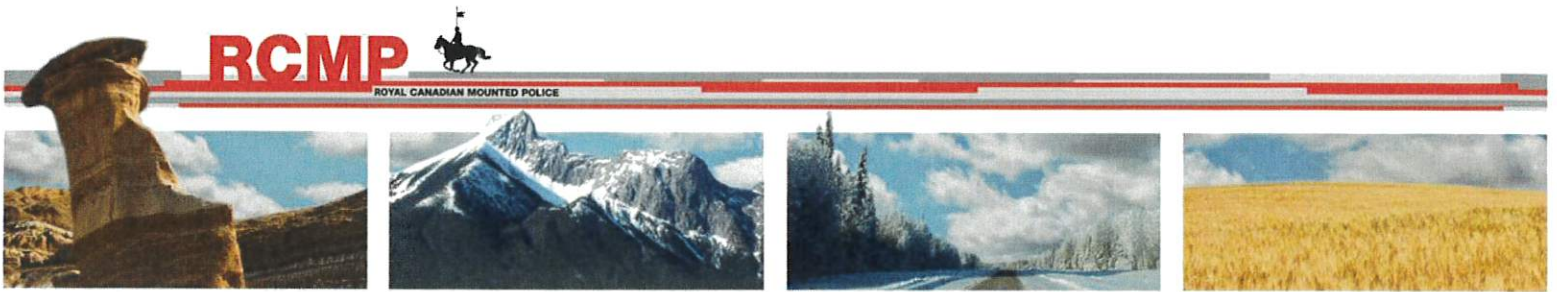
Moved by Councillor Sandy Lybbert to come out of In Closed Session at 9:30 p.m. **Carried.**

12. Adjournment
2024.02.08.21

Moved by Mayor Linda Allred to adjourn the meeting at 9:30 p.m. p.m. **Carried.**

Meeting Chair

Chief Administrative Officer



January 29th, 2024

Sgt Robert Wright
Detachment Commander
Cardston, Alberta

Dear Mayor, Reeve and Council

Please find the quarterly Community Policing Report attached that covers the October 1st to December 31st, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Cardston Detachment.

I would also like to update you on one of our current technological endeavours. Over the last decade, the RCMP has utilized Remotely Piloted Aircraft Systems (RPAS) to support our specialized units, i.e. our Emergency Response Teams – which has been incredibly effective for enhancing police and public safety. Although the advancement of technology benefits industry and recreation, it facilitates greater accessibility for criminals, which requires a strategic response. To remain current in our ever-changing environment, and to be responsive to public reviews that call for better access to air support such as the Nova Scotia Mass Casualty Commission of Inquiry, we are actively researching and testing new technologies in a policing environment to enhance public safety. One such technology is how we might use RPAS for potential new police applications. This includes how we might use RPAS to assist with select calls for service, crime photography, search and rescue, and unfolding critical incidents, i.e. an active shooter. With its potential and capability for wider applications, we are further considering program options for our municipal, rural, and Indigenous communities; scalable depending on community need and interest. While we will always need a helicopter and fixed-wing aircraft for the movement of resources, these larger assets are not always immediately available. RPAS technology is providing an opportunity for our communities to effectively have their own police air support, at a significantly lower cost. As I learn more about further opportunities and challenges, I will be sure to keep you updated and informed.

Your ongoing engagement and the feedback you provide guides our Detachment team, and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt R Wright



Cardston Provincial Detachment Crime Statistics (Actual) Q4: 2019 - 2023

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

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		1	0	0	0	0	-100%	N/A	-0.2
Robbery		2	6	0	0	0	-100%	N/A	-1.0
Sexual Assaults		1	3	3	6	0	-100%	-100%	0.1
Other Sexual Offences		0	3	0	0	1	N/A	N/A	-0.1
Assault		38	55	33	52	26	-32%	-50%	-2.7
Kidnapping/Hostage/Abduction		0	2	2	2	0	N/A	-100%	0.0
Extortion		0	0	1	2	0	N/A	-100%	0.2
Criminal Harassment		3	1	4	5	3	0%	-40%	0.4
Uttering Threats		9	8	10	14	12	33%	-14%	1.2
TOTAL PERSONS		54	78	53	81	42	-22%	-48%	-2.1
Break & Enter		11	4	8	15	9	-18%	-40%	0.7
Theft of Motor Vehicle		3	0	2	5	4	33%	-20%	0.7
Theft Over \$5,000		0	0	0	3	0	N/A	-100%	0.3
Theft Under \$5,000		28	15	29	34	13	-54%	-62%	-1.1
Possn Stn Goods		4	1	4	3	1	-75%	-67%	-0.4
Fraud		10	6	17	8	6	-40%	-25%	-0.6
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		13	9	6	8	14	8%	75%	0.1
Mischief - Other		40	39	27	28	18	-55%	-36%	-5.5
TOTAL PROPERTY		109	74	93	104	65	-40%	-38%	-5.8
Offensive Weapons		3	11	10	4	7	133%	75%	0.1
Disturbing the peace		50	40	32	26	17	-66%	-35%	-8.0
Fail to Comply & Breaches		110	44	55	47	21	-81%	-55%	-17.5
OTHER CRIMINAL CODE		7	24	17	14	5	-29%	-64%	-1.4
TOTAL OTHER CRIMINAL CODE		170	119	114	91	50	-71%	-45%	-26.8
TOTAL CRIMINAL CODE		333	271	260	276	157	-53%	-43%	-34.7



Cardston Provincial Detachment

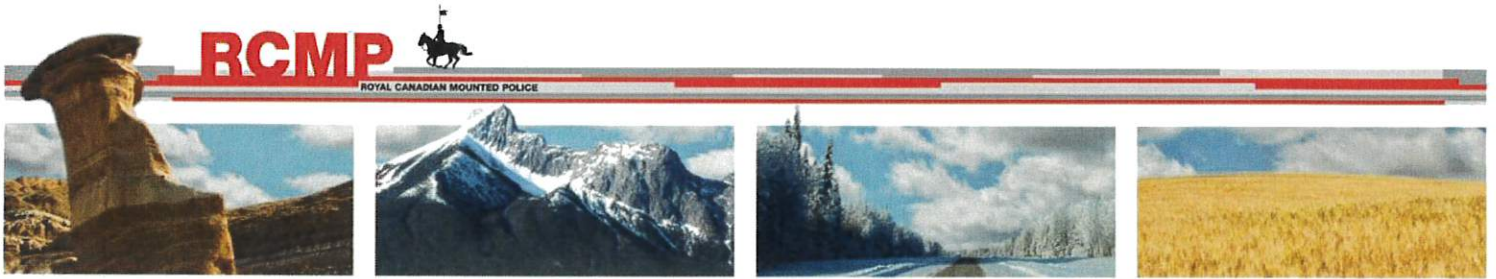
Crime Statistics (Actual)

Q4: 2019 - 2023

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

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		5	17	16	1	0	-100%	-100%	-2.6
Drug Enforcement - Trafficking		2	5	6	2	1	-50%	-50%	-0.5
Drug Enforcement - Other		0	0	0	0	1	N/A	N/A	0.2
Total Drugs		7	22	22	3	2	-71%	-33%	-2.9
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	3	1	1	4	N/A	300%	0.6
TOTAL FEDERAL		7	25	23	4	6	-14%	50%	-2.3
Liquor Act		37	56	26	13	8	-78%	-38%	-10.1
Cannabis Act		0	0	0	3	0	N/A	-100%	0.3
Mental Health Act		26	19	16	18	15	-42%	-17%	-2.3
Other Provincial Stats		23	46	17	12	15	-35%	25%	-5.0
Total Provincial Stats		86	121	59	46	38	-56%	-17%	-17.1
Municipal By-laws Traffic		0	0	0	1	0	N/A	-100%	0.1
Municipal By-laws		2	4	3	3	10	400%	233%	1.5
Total Municipal		2	4	3	4	10	400%	150%	1.6
Fatals		0	1	0	2	0	N/A	-100%	0.1
Injury MVC		5	1	2	1	5	0%	400%	0.0
Property Damage MVC (Reportable)		49	40	41	50	46	-6%	-8%	0.4
Property Damage MVC (Non Reportable)		4	5	1	5	3	-25%	-40%	-0.2
TOTAL MVC		58	47	44	58	54	-7%	-7%	0.3
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		132	139	203	190	102	-23%	-46%	-0.9
Other Traffic		15	1	0	0	0	-100%	N/A	-3.1
Criminal Code Traffic		25	16	16	5	3	-88%	-40%	-5.5
Common Police Activities									
False Alarms		9	9	8	15	6	-33%	-60%	0.0
False/Abandoned 911 Call and 911 Act		10	19	20	10	6	-40%	-40%	-1.7
Suspicious Person/Vehicle/Property		14	22	21	8	18	29%	125%	-0.6
Persons Reported Missing		8	7	7	4	4	-50%	0%	-1.1
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		17	28	13	40	22	29%	-45%	2.2
Form 10 (MHA) (Reported)		0	0	2	1	0	N/A	-100%	0.1



RCMP Provincial Policing Report

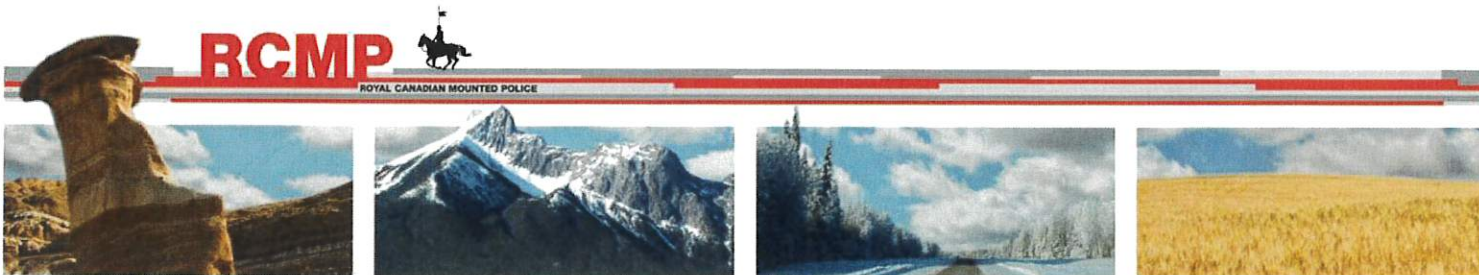
Detachment	Cardston
Detachment Commander	Sgt. Bob WRIGHT
Quarter	Q3
FTE Utilization Plan	2023/24
Date of Report	

Community Consultations

Date	2023-10-26
Meeting Type	Town Hall
Topics Discussed	Education Session
Notes/Comments	Town Hall in the town of Cardston.

Date	2023-10-11 3:26:00 PM
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	Police attended the Cardston Jr High School to assist with a lock down drill

Date	2023-12-13 2:20:00 PM
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Meeting with the Town of Cardston local government for Q2 reporting.



Date	2023-10-07 12:16:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Members attended the Cardston HS Football game in support of local youth.

Date	2023-10-16 4:32:00 PM
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	Police attended all Elementary schools in the area to distribute the RCMP's Halloween coloring contest sheets. Spoke with staff and students, routine visit.

Date	2023-10-20 12:37:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	RCMP Detachment member presented to the Cardston Historical Society in relation to the RCMP's 150 celebrations. Spoke on the history of the NWMP / RCMP as it related to the Cardston area.

Date	2023-10-26 12:57:00 PM
Meeting Type	Town Hall
Topics Discussed	Education Session
Notes/Comments	Town Hall in Cardston, which was advertised on the communities social media and local paper well in advance. Low attendance but meaningful discussions.



Date 2023-11-09 5:53:00 PM

Meeting Type Meeting with Stakeholder(s)

Topics Discussed Education Session

Notes/Comments RCMP spoke at the Cardston HS Remembrance Day service

Date 2023-11-11 5:55:00 PM

Meeting Type Community Connection

Topics Discussed Education Session

Notes/Comments RCMP members attended various Remembrance Day services in and around Cardston County

Date 2023-11-19 1:59:00 PM

Meeting Type Community Connection

Topics Discussed Education Session

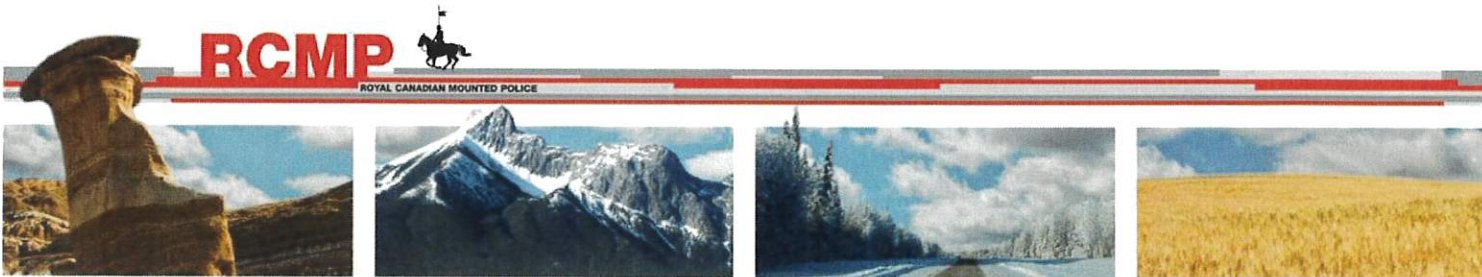
Notes/Comments RCMP lead the Festival of Lights Parade around Cardston

Date 2023-11-28 5:07:00 PM

Meeting Type Community Connection

Topics Discussed Education Session

Notes/Comments Police attended the Cardston Elementary school for a routine visit with staff and students.

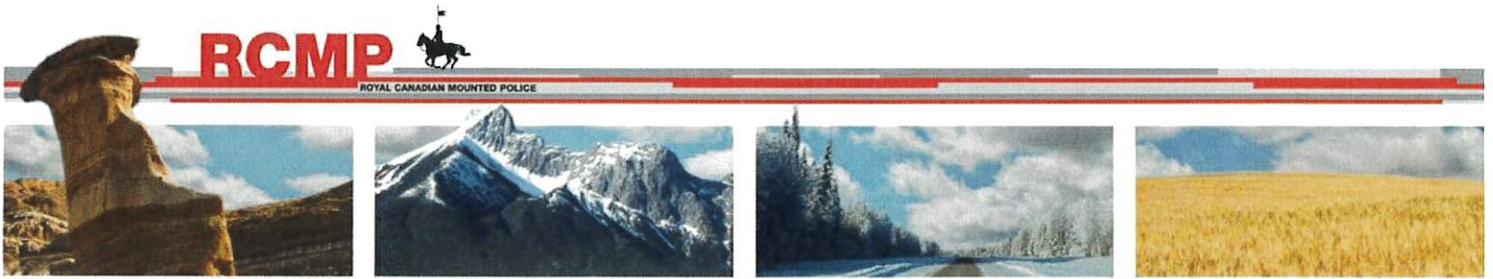


Date	2023-11-29 1:03:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	RCMP attended the Community Awareness Evening hosted and spoke with community members who were interested in the RCMP policing priorities.

Date	2023-10-09 4:17:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Meeting with members of the Blue Ridge and East Colony's.

Date	2023-10-27 4:00:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Police attended the Cardston area Colony's to hand out prizes from the Coloring contest

Date	2023-11-25 5:00:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Police attended to the Westwind Rodeo Academy to speak with youth and parents.



Date	2023-10-27 12:58:00 AM
Meeting Type	Town Hall
Topics Discussed	Education Session
Notes/Comments	Community Town Hall, advertised well in advance on social media, local news letter and local billboards. Low attendance but meaningful discussions.

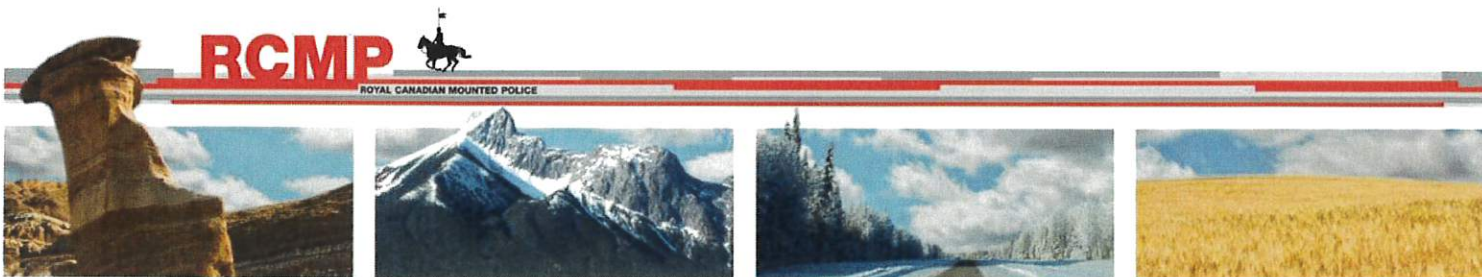
Date	2023-10-11 4:20:00 PM
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	Police attended to the Mountain View school for a routine visit with staff and students.

Date	2023-10-02 4:09:00 PM
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Members visited East Colony, West Raley, Blue Ridge and Big Bend. Delivered coloring contest material and spoke with youth.

Date	2023-10-27
Meeting Type	Town Hall
Topics Discussed	Education Session
Notes/Comments	Town hall in Hill Spring



Date	2023-10-13 4:29:00 PM
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	Police attended to the school in Hill Spring to speak with staff and students, routine visit



Community Priorities

Priority 1

Overall Road Safety

Current Status & Results

Road Safety continues to be a priority in the area as RCMP actively look to take Impaired drivers off the road and ticket dangerous and aggressive driving habits. The target for this initiative has already been met and will be exceeded with the Q4 results. Despite the numerous traffic interactions this year (302), only three more impaired drivers were located over the holiday season bringing the years total to 14. The target of 30 will likely not be met and will be closer to 20-25 if the trend continues. Some of the efforts this quarter were hampered by a training cycle which saw one member transfer out of the area, one transfer in who needed a trainer and one member who was training for a month out of the community (PPSIC).

Priority 2

Crime Reduction

Current Status & Results

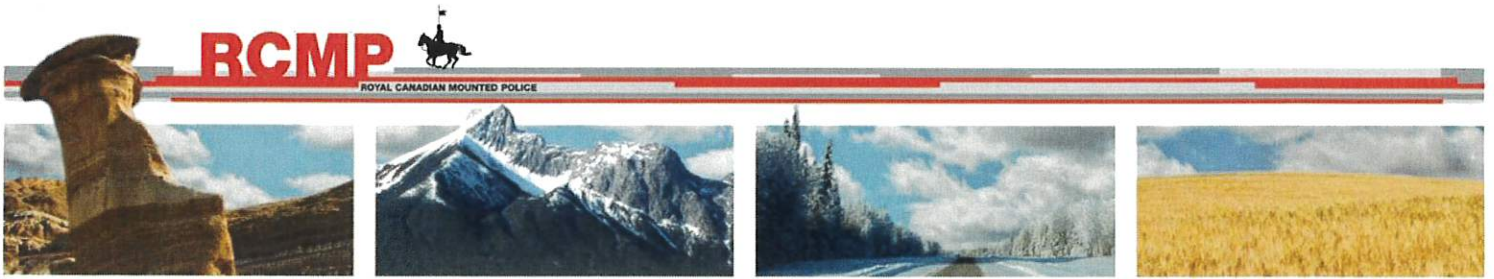
Drug interdiction in the last quarter continued to be paramount and closely tied to local property crime. Through street checks, surveillance and enhanced patrols, RCMP charged four people with B&E this quarter and recovered stolen property. Known drug houses continue to be closely watched with only one suspected drug OD this quarter. The rural patrol initiative has met and will exceed its target of 400 and will likely finish closer to 500. This program serves as an excellent deterrent to rural property crime, an opportunity to build connections in smaller communities and increases the chances of a quick response time when called to the smaller communities.

Priority 3

Be Clear, Accountable and Transparent

Current Status & Results

RCMP members have been busy in the last quarter ensuring they are visible in all communities. Almost all of the targets related to this initiative have been met or exceeded. School visits under the banner of youth and early intervention are double the target with Town Halls and Community safety presentations already being completed. This also doesn't take into account the 24 activities entered in on the Community Consultation tracker which included everything from Fun Runs with students, Remembrance Day presentations and a coloring contest held for kids over Halloween.



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2022	2023	% Change Year-over-Year	2022	2023	% Change Year-over-Year
Total Criminal Code	276	157	-43%	1060	906	-15%
<i>Persons Crime</i>	81	42	-48%	280	202	-28%
<i>Property Crime</i>	104	65	-38%	422	401	-5%
<i>Other Criminal Code</i>	91	50	-45%	358	303	-15%
Traffic Offences						
<i>Criminal Code Traffic</i>	5	3	-40%	54	37	-31%
<i>Provincial Code Traffic</i>	190	102	-46%	654	706	8%
<i>Other Traffic</i>	0	0	0%	2	0	-100%
CDSA Offences	3	2	-33%	48	26	-46%
Other Federal Acts	4	6	50%	57	40	-30%
Other Provincial Acts	46	38	-17%	186	229	23%
Municipal By-Laws	4	10	150%	21	42	100%
Motor Vehicle Collisions	58	54	-7%	142	167	18%

1. Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Bylaw offenses were double as the Town of Cardston was without a bylaw officer for the majority of the quarter. Also requests from other communities to enforce bylaws their bylaws saw officers write more tickets. With the addition of Cardstons new bylaw officer and MOU's with smaller communities for services through Ridge Regional Public Safety services, bylaw offenses should decrease.

The number of reported collisions is an indicator that traffic enforcement needs to continue to be a priority. None of the collisions were fatal however some of these collisions were caused by poor driving habits and driving too fast for seasonal conditions

Over all Criminal Activity is down bearing in mind we want to see CDSA charges (drugs) and Impaired driving charges increase as its a good indicator of proactive police work.

Cardston Detachment had the highest clearance rate out of 37 Detachments in Southern Alberta and one of the best in the Province for the year 2023.



Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	9	7	1	1
Detachment Support	3	2	0	1

2. Data extracted on December 31, 2023 and is subject to change.

3. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

4. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the nine established positions, seven officers are currently working with one officer on special leave (Medical). There is one hard vacancies at this time.

Detachment Support: Of the three established positions, two resources are currently working. There is one hard vacancy.

Quarterly Financial Drivers

The Cardston RCMP Detachment will be going through some much need renovations in the coming year which will include, flooring, paint and some exterior maintenance. The parking lot was recently sealed and the alley way paved. Small improvements will continue until the planned large scale renovation starts.



Village of Glenwood Council Appointments for 2024

Committee / Organization	Representative/Appointee
Alberta Southwest Regional Alliance	Doral Lybbert
Benchmark Assessment Consulting	Chris Snelgrove - Assessor
Regional Assessment Review Board	Brian Wickhorst
Spring Glen Park Society (SGP)	Brian Wickhorst
Cardston County/Glenwood/Hill Spring Water Commission Committee	Sandy Lybbert Brian Wickhorst
Cardston County Emergency Services (CCES)	Doral Lybbert
Cardston County Regional Emergency Management Partnership	Sandy Lybbert
Fireworks Committee	Doral Lybbert Mark Peterson Brian Wickhorst
Glenwood Cemetery Committee	Brian Wickhorst – Council Representative Janet Edwards – Chairman Barton Lybbert – Member at Large Dwain Shipley – Member at Large Ben Layton – Member at Large Cam Francis – Member at Large
Chief Mountain Regional Solid Waste Authority (CMRSA)	Brian Wickhorst Sandy Lybbert
Chinook Seniors Foundation	Sandy Lybbert
Chinook Arch Regional Library Foundation, Library Board	Linda Allred
Chinook Intermunicipal Subdivision and Development Appeal Board	Linda Allred Sandy Lybbert
Glenwood Library Board	Mayor Linda Allred – Nov 1, 2023

	David Rolfson – Nov 1, 2024 Linda Maerz – November 1, 2024 Kathy Thomas – Nov 1, 2025 Maggie Bevan – Nov 1, 2024 Sue French – Nov 1, 2025 Judith Layton – Nov 1, 2027
Glenwood Recreation Board	Doral Lybbert – Council Rep – 2024 Perry Walburger – 2024-2025 Barton Lybbert – 2024-2025 Linda Davies – 2024-2025 Cam Francis – 2024-2025
Intermunicipal Development Committee – Cardston County	Doral Lybbert Sandy Lybbert Brian Wickhorst
Mayors & Reeves of Southern Alberta	Linda Allred – Delegate Mark Peterson - Alternate
Oldman River Regional Services Commission (ORRSC)	Mark Peterson
Family and Community Support Services (FCSS)	Linda Allred
Municipal Planning Commission (MPC)	Brian Wickhorst Doral Lybbert Mark Peterson Wade Davies David Rolfson

**Attached hereto and forming part of the Minutes of the
Regular Council Meeting of March 14, 2024**

Meeting Chairman

Chief Administrative Officer

VILLAGE OF GLENWOOD

BYLAW # 256-2024

Municipal Borrowing Bylaw

This bylaw authorizes the council of the Village of Glenwood to incur indebtedness.

WHEREAS the Council of the Village of Glenwood in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

- ATB Financial Revolving Line of Credit, for general village operations, authorized for \$100,000.00 at the interest rate of Prime plus 1.00%
- ATB Financial Business MasterCard, for general village operations, authorized for \$10,000.00

NOW THEREFORE pursuant to the provisions of the *Municipal Government Act*, it is hereby enacted by the Council of the Village of Glenwood as a Bylaw that:

1. The Village of Glenwood borrow from Alberta Treasury Branches (ATB Financial) up to the principal sum of \$100,000 repayable upon demand at a rate of interest per annum from time to time established by ATB Financial, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to ATB Financial for the aforesaid loan to the Corporation and to arrange with ATB Financial the amount, terms and conditions of the loan and security or securities to be given to ATB Financial;
 - b. As security for any money borrowed from ATB Financial:
 - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. To give or furnish to ATB Financial all such securities and promises as ATB Financial may require to secure repayment of such loans and interest thereon; and
 - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB Financial of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB Financial the security or securities required by it.

3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB Financial are:
 - a. The collection of municipal taxes.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB Financial is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB Financial will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB Financial will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. Bylaw #256-2023 is repealed.
7. This Bylaw comes into force on the final passing thereof.
8. Read a FIRST time this 14th day of March, 2024.
9. Read a SECOND time this 14th day of March, 2024.
10. This bylaw be given third and final reading and finally passed this 14th day of March, 2024.

Linda Allred Chief Elected Official

Cynthia Vizzutti Chief Administrative Officer

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Village of Glenwood therein mentioned at a duly and regularly constituted meeting

thereof held on the 14th day of March, 2024 at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally equivalent means.

WITNESS our hands and the seal of the Corporation this 14th day of March, 2024 .

Cynthia Vizzutti, Chief Administrative Officer



**CAO REPORT
MARCH 2024**

- 1. The new bulk water station is installed. The new water retrieval and payment system is underway. ConX Systems stated they have never had a new system installed with the quality of the one here in Glenwood. They gave a big shout out to Beck Excavations regarding his quality work.**
- 2. The new flooring is in the Community Hall. I am giving a big shout out to Mario for doing a beautiful job.**
- 3. Cardston County is going an amazing job of managing our water plant. Derek McCarthy, Bruce and Scott Shipley are very diligent and react quickly to any issues.**
- 4. Perry Hunsperger is retiring December 31, 2024. We need to plan for an acknowledgement of his 45 years of service to the Village of Glenwood.**
- 5. The new labels for the land files will be here this month and then we will be using every spare minute to create the files and then scan them to the electronic system.**

Dated this 7th day of March, 2024

**Cynthia Vizzutti CLGM
Chief Administrative Officer**



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113641

February 12, 2024

His Worship Jim Depew
Mayor
Town of Raymond
PO Box 629
Raymond AB T0K 2S0

Dear Mayor Depew:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of every Albertan.

I am pleased to inform you that the Town of Raymond has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2023/24 ACP in support of your Investigation of Enhancement of Regional Solid Waste Collection through Design and Efficiencies project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

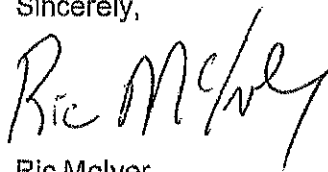
The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

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I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Honourable Joseph Schow, MLA, Cardston-Siksika
Honourable Grant Hunter, MLA, Taber-Warner
Chelsae Petrovic, MLA, Livingstone-Macleod
Mayor Maggie Kronen, Town of Cardston
Mayor Byrne Cook, Town of Magrath
Mayor Larry Liebelt, Town of Milk River
Mayor Scott MacCumber, Village of Coutts
Mayor Linda Allred, Village of Glenwood
Mayor Dwight L. Davis, Village of Hill Spring
Mayor Trevor Lewington, Village of Stirling
Mayor Tyler Lindsay, Village of Warner
Reeve Randy Bullock, Cardston County
Reeve Randall Taylor, County of Warner
Kurtis Pratt, Chief Administrative Officer, Town of Raymond
Jeff Shaw, Chief Administrative Officer, Town of Cardston
James Suffredine, Chief Administrative Officer, Town of Magrath
Kelly Lloyd, Chief Administrative Officer, Town of Milk River and Village of Warner
Lori Rolfe, Chief Administrative Officer, Village of Coutts
Cynthia Vizzutti, Chief Administrative Officer, Village of Glenwood
Greg Robinson, Chief Administrative Officer, Village of Hill Spring
Scott Donselaar, Chief Administrative Officer, Village of Stirling
Murray Millward, Chief Administrative Officer, Cardston County
Shawn Hathaway, Chief Administrative Officer, County of Warner



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Flays*

AR113898

To All Chief Elected Officials:

I am inviting your municipality to participate in the review of the *Municipal Government Act* requirements related to Intermunicipal Collaboration Frameworks (ICFs). ICFs encourage integrated and strategic planning, delivery, and funding of inter-municipal services.

Municipal Affairs welcomes your insight and feedback to ensure any future legislative changes consider the needs of municipalities. The scope of this engagement covers the following topics:

- required content of ICFs;
- ICF agreement duration;
- cost calculations;
- mediation and arbitration; and
- enforcement.

I encourage you to complete the survey and share your perspectives on these important matters. The survey is available at extranet.gov.ab.ca/opinio6//s?s=ICFReview and should take 15 to 20 minutes to complete. The survey is available until **April 12, 2024**.

Ministry staff will also be seeking input from chief administrative officers through discussion sessions to supplement the survey and focus on practical implementation considerations. The collective outcomes of the engagement will inform future legislative changes targeted for 2025.

If you have any questions about this review or the collection and use of this information, please email ma.engagement@gov.ab.ca.

Thank you for your participation.

Sincerely,

Ric McIver
Minister

cc: All Chief Administrative Officers



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113651

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2024 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services, and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – An award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – An award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – An award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to Library Boards serving a population over 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community needs and provide direct benefit to the public.

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- **Public Library Services (open to Library Boards serving a population under 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – An award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – An award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – An award will be given for a municipal initiative that demonstrates leadership, resourcefulness or innovation, or both, to better the community.

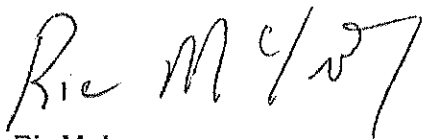
Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is **April 15, 2024**.

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

I encourage you to share your stories, and I look forward to celebrating these successes with your communities.

Sincerely,



Ric McIver
Minister



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Water License Holder,

As you know, our province is currently in a drought. Unfortunately, we have received little precipitation so far this winter. These conditions mean there is potential for the drought to worsen this year, and we must be prepared.

Our province is taking action in accordance with Alberta's water shortage management plan. This plan ranges from Stage 1, which is a minor drought, to Stage 5, which can lead to a declaration of an emergency. We are currently in Stage 4.

Alberta has stood up a Drought Command Team, and a first draft of a 2024 Drought Emergency Plan has been completed and is being refined. We have also initiated drought modelling work that will help us predict and maximize the province's water supply.

The province is also bringing together an external advisory panel of leaders from various sectors to provide advice on drought preparations and to advise on how Alberta can make water more available over the long term.

Finally, and most importantly, starting February 1st, 2024, the Drought Command Team will be bringing together major water licence holders to negotiate water sharing agreements.

Water licence holders will be asked to voluntarily take less water in order to ensure that there is water available for as many users as possible. These negotiations will be the largest water-sharing effort that has ever been initiated in Alberta and the first since 2001.

In Alberta, there are 25,000 water licence holders that hold licences for 9.5 billion cubic metres of water. The Drought Command Team will select and prioritize negotiations with Alberta's largest water licence holders in an effort to secure significant and timely reductions in water use.

However, even if you are not identified as a major water licence holder, your support is still needed to help fully prepare Alberta for a severe drought. All Albertans will need to use less water to ensure that water is available to as many users as possible.

That is why I am writing to all water licence holders to ask that the following action be undertaken in the coming months:

1. Review and understand the conditions of your licence(s).
2. Review and understand how much water your business or organization uses and identify ways to reduce your use of water.
3. Take immediate action by investing in water conservation technologies that will help your business or organization reduce water use.
4. Develop drought plans now in case they are needed in the spring or summer.
5. Enter your licence onto Alberta's Digital Regulatory Assurance System (DRAS). DRAS is a secure online platform which will help licence holders compile and view all parts of their license(s) for greater transparency, completeness, accuracy and timeliness when managing their water licences and water use.
6. Monitoring water availability in your area using rivers.alberta.ca and take action to reduce your water use if your area is under a water shortage advisory.

If you have any questions or require any additional information, please call us toll free at: 310-3773 (in Alberta), or email: epa.drought@gov.ab.ca.

Alberta has successfully navigated droughts before and has a long, proud history of coming together during tough times. I know we can count on you and all of Alberta's other water licence holders to take the actions necessary to get through these challenging times.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Schulz', written in a cursive style.

Rebecca Schulz,
Minister of Environment and Protected Areas