



VILLAGE OF GLENWOOD
Regular Council Meeting

Agenda

Glenwood Community Hall (90 Main Avenue)
Wednesday, August 21, 2024 7:00 p.m.

1. Call to Order – 7:00 pm
2. Approval of Agenda
3. Approval of the Minutes of the Regular Meeting of July 10, 2024
4. Abmunis Convention
 - a) Abmunis Convention September 25-27 – 4 Councillors and the CAO are registered to attend. Reminder – you will be leaving to attend on September 24
5. Items for Discussion and/or Action
 - a) Sign East of Town – do you wish to approve the cost of painting out “Home of Saputo” and replacing it with your logo “Great Views – Great Living” – requested by the Mayor.
 - b) Replacement of the Dunk Tank with a CSA approved unit.
 - c) Resolution to re-appoint the CAO as Head of FOIP for the Village.
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. CAO Report - attached
8. Financial Matters – Cheque Listing
9. Correspondence:
 - a) Jasper Fire Donation Request
 - b) Minister of Municipal Affairs – Canada Community Build Funding
10. Closed Session –
 - a) *Freedom of Information and Protection of Privacy Act* – Section 27(1)(a) Privileged information – information that is subject to any type of legal privilege. (Two matters)
11. Adjournment.



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HOME / DUNK TANKS AND WATER GAMES / DUNK TANKS / ECONODUNKER



EconoDunker

(No reviews yet) Write a Review

\$3,995.00

SKU: ECDWB

Condition: New

Availability: Usually ships in 5-10 business days.

Shipping: Calculated at Checkout

Window: *

- Window
- No Window

Color: *

- Blue
- Lime Green
- Orange
- Purple
- Red

Canvas: *



Canvas Dunk Tank 5' Yellow, Wingless



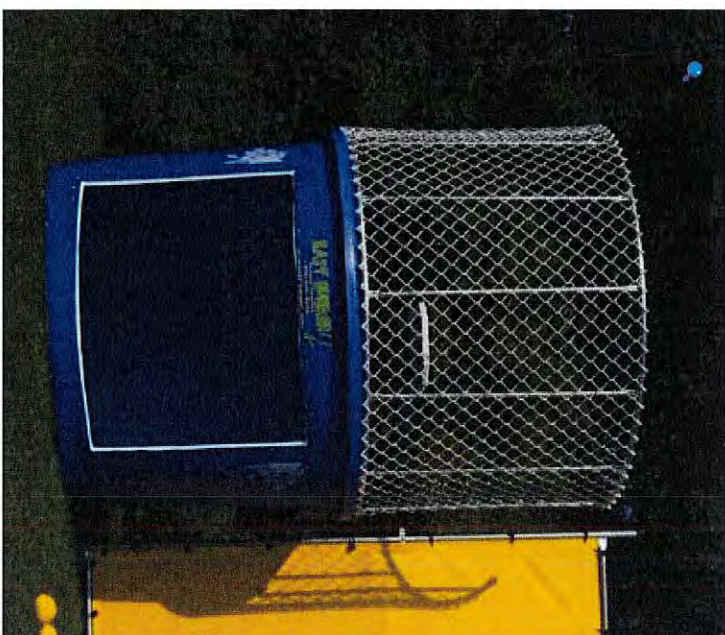
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Dunk Tanks

Take a Toss and Dunk your Boss." A fabulous money maker, our tank also has some great features, including a see through window so you can watch the dunker! The tank holds approximately 600 gallons of water. A Water Source is needed to fill up the Dunk Tank. Dunk Your principal! These dunk tanks are popular for school carnivals and fundraisers. Dunk Tanks can create lots of money for



VILLAGE OF GLENWOOD
Wednesday, July 10, 2024 Minutes

The Minutes of the Regular Meeting of Council held at the Glenwood Community Hall on Wednesday, July 10, 2024 at 7:00 PM.

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

Absent: Deputy Mayor Peterson

Officials: Chief Administrative Officer Cynthia Vizzutti.

- | | |
|---|---|
| <p><u>1. Call to Order</u></p> | Mayor Allred called the regular Council meeting of July 10, 2024 to order at 7:00 pm. |
| <p><u>2. Agenda Approval</u>
<u>2024.07.10.98</u></p> | <p>Moved by Councillor Sandy Lybbert to approve the agenda, as presented.</p> <p style="text-align: right;">Carried.</p> |
| <p><u>3. Minutes of June 12, 2024 Minutes</u>
<u>2024.07.10.99</u></p> | <p>Moved by Councillor Doral Lybbert to approve the minutes of the regular meeting of June 12, 2024 as presented.</p> <p style="text-align: right;">Carried.</p> |
| <p><u>4. Delegation - UID</u></p> | <p>Duane Nelson, Chairman of the United Irrigation District, attended Council to express his disagreement with the difference in water rates for non-residents such as himself, versus Village residents. He said the UID gave irrigation water to the village at a rate unchanged for years and wanted the non-residents to pay the same rate for treated water as the Village residents pay.</p> <p>It was explained that the Village residents subsidize the water system with their taxes so therefore have earned a lower rate, while County residents do not pay taxes to the Village to help offset the cost of water services. Council explained that the water service will be placed in the hands of a water commission in the new year.</p> <p>Council did not consider changing the water rates for non-residents who receive this service.</p> |
| <p><u>5. a) Meeting with Minister of Municipal Affairs</u></p> | CAO Vizzutti asked if Council wished to meet with Minister McIver at the ABMunis convention in September. Council indicated they did not need to meet with the Minister at this time. |
| <p><u>6. Qualifying Statement for Bylaw 267-2024</u></p> | CAO Vizzutti presented a Qualifying Statement regarding Bylaw 267-2024 attached hereto and forming part of these minutes. |
| <p><u>6. a) Bylaw 267-2024 Records Retention and Disposal</u>
<u>2024.07.10.100</u></p> | <p>Moved by Mayor Allred that Bylaw 267-2024 being a bylaw to provide for the Retention and Disposal of Records be given first reading.</p> <p style="text-align: right;">Carried.</p> |
| <p><u>2024.07.10.101</u></p> | <p>Moved by Councillor Sandy Lybbert that Bylaw 267-2024 be given 2nd reading.</p> <p style="text-align: right;">Carried.</p> |
| <p><u>2024.07.10.102</u></p> | <p>Moved by Councillor Doral Lybbert that Bylaw 267-2024 be given three readings at this meeting.</p> <p style="text-align: right;">Carried Unanimous.</p> |
| <p><u>2024.07.10.103</u></p> | <p>Moved by Councillor Brian Wickhorst that Bylaw 267-2024 be given third and final reading.</p> <p style="text-align: right;">Carried.</p> |

7. a) Upgrade to Water Plant – Beck Excavating
[2024.07.10.104](#)

Moved by Councillor Doral Lybbert that the estimate for the bypass upgrade to the water plant, as submitted by Beck Excavating in the amount of \$15067.50 be approved and that the funding be taken from the Village surplus account. **Carried.**

7. a) 50% funding for upgrade to Water Plant)
[2024.07.10.105](#)

Moved by Councillor Sandy Lybbert that the Village make a written request, to Cardston County, for funding of 50% of the cost of the bypass upgrade to the water plant. **Carried.**

7. b) Internet booster at water plant

CAO Vizzutti informed Council that an internet booster has been installed at the water plant.

7. c) Shuffle Board
[2024.07.10.106](#)

Moved by Mayor Allred that the offer of a shuffle board table, to the Village, by Cardston Emergency Services be accepted.

Carried.

7. d) Change of Meeting Date
[2024.07.10.107](#)

Moved by Mayor Allred that the regular Council meeting date in August be re-scheduled to August 21, 2024.

Carried.

8. a) Spring Glen Regional Water Services Commission
[2024.07.10.108](#)

Moved by Councillor Sandy Lybbert that the Municipal Governments of Cardston County, Village of Glenwood and the Village of Hill Spring, known as the Commission Members have agreed to the creation of the "Spring Glen Regional Water Service Commission" (SGRWSC) which will treat potable water for all members as set out in the Membership Agreement and the Spring Glen Regional Water Service Commission Bylaw #1, and further that the Members agree the following members will sit on the first Board of Directors of "SGRWSC" as follows:
Cardston County Cam Francis and Wayne Harris
Village of Glenwood Sandy Lybbert and Brian Wickhorst
Village of Hill Spring Mike Nish and Dwight Davis
And further that the First Chair of the Commission will be Dwight Davis; And further that the Municipal Government of Hill Spring will act as the Manager of the Commission and will have the office located at Hill Spring, Alberta Canada (T0K 1E0)

Carried.

8. b) Spring Glen Regional Water Service Commission – Membership Agreement
[2024.07.10.109](#)

Moved by Mayor Allred that the Spring Glen Regional Water Service Commission Membership Agreement be accepted and duly signed by the Mayor and the CAO.

Carried.

8. c) Spring Glen Regional Water Service Asset Transfer Agreement
[2024.07.10.110](#)

Moved by Councillor Wickhorst that the Spring Glen Regional Asset Transfer Agreement be accepted and duly signed by the Mayor and the CAO.

Carried.

9. a) Benchmark Assessment Consulting Agreement
[2024.07.10.111](#)

Moved by Councillor Doral Lybbert that the services agreement with Benchmark Assessment Consultants to accept and duly sign by the Mayor and the CAO.

Carried.

10.a-e) Councillors Reports

- a) Mayor Allred reported the Mayors and Reeves Meeting discussed the drought.
- b) Deputy Mayor Peterson absence.
- c) Councillor Doral Lybbert reported the Recreation Board is meeting this month to finalise Glenwood Days to be held August 16-17.

- d) Councillor Sandy Lybbert reported the Cheese Museum Committee is doing a fund raiser and putting a float in the parade.
- e) Councillor Wickhorst reported the cemetery has been mowed.

11. CAO Report

CAO Vizzutti reported the downtown core has been gravelled between the pavement and the sidewalk. The new Assistant Superintendent of Public Works is Chris Van Dulken who started July 2, the new village truck is a 2014 Ford 150-XLT, the new bulletin board is in place and an investigation of solar is being undertaken.

12. Financial Matters

CAO Vizzutti presented the Cheque Listing 20240173 to 20240218 for Councils information.

13. Correspondence

- a) Glenwood Library – thank you
- b) Minister of Municipal Affairs – Status of the Canada Community Building Fund
- c) Invitation to Town of Cardston Heritage Days Parate – August 10
- d) Invitation to Town of Pincher Creek Parage – August 17

14. Closed Session
2024.07.10.112

Moved by Mayor Allred to go into Closed Session at 8:20 p.m. regarding Section 27(1)(a) – information that is subject to any type of legal privilege. **Carried.**

14. In Closed Session
2024.07.10.113

Moved by Councillor Sandy Lybbert to come out of In Closed Session at 8:30 p.m. **Carried.**

15. Adjournment
2024.07.10.114

Moved by Doral Lybbert to adjourn the meeting at 8:30 p.m. **Carried.**

Meeting Chair

Chief Administrative Officer



CAO Report August 21, 2024

- 1. 2024 road rehab program begins the week of August 20.**
- 2. Extensive village mowing has made the Village very nice.**
- 3. 18 Development Permits have been issued this year to the end of July.**
- 4. Gravelling in the business district has been completed and it is packing very well.**
- 5. Solar Energy – four companies have been contacted regarding an analysis for solar energy in Glenwood.**

VILLAGE OF GLENWOOD

Cheque Listing For Council

2024-Aug-15
12:31:05PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240219	2024-07-04	AMSC INSURANCE SERVICES LTD	JULY 1	PAYMENT BENEFITS FOR JULY	1,487.48	1,487.48
20240220	2024-07-04	ATB FINANCIAL MASTERCARD	MAY 11-JUNE 1	PAYMENT MASTERCARD CHARGES	666.66	666.66
20240221	2024-07-04	CARDSTON HOME HDWE BUILDING CENTRE	109513	PAYMENT KEY CHAINS	9.06	9.06
20240222	2024-07-04	CHINOOK ARCH REGIONAL LIBRARY SYSTEM	922907	PAYMENT JULY-DEC MEMBERSHIP FEE	1,373.52	1,373.52
20240223	2024-07-04	EDWARDS, JANET	LICENCE CANC	PAYMENT OLD LICENCE PLATES CANCELL	18.00	18.00
20240224	2024-07-04	OLDMAN RIVER REGIONAL SERVICES COMM.	14268	PAYMENT JULY-SEPT PLANNING SERVICE	784.50	784.50
20240225	2024-07-04	SKOIJEN PROFESSIONAL CORPORATION	1172	PAYMENT APR-JUNE ACCTING SERVICES	4,299.75	4,299.75
20240226	2024-07-04	TELUS COMMUNICATIONS	JUN 17	PAYMENT PHONE BILLS	273.96	273.96
20240227	2024-07-04	TLC VENTURES INC.	571	PAYMENT WATER PLANT	1,795.50	1,795.50
20240228	2024-07-04	TWINPRO INDUSTRIAL CHEMICALS	37457/37458	PAYMENT CHLORINE	429.03	429.03
20240229	2024-07-04	UNITED IRRIGATION DISTRICT	24-8	PAYMENT IRRIGATION REQUISITION	5,381.03	5,381.03
20240230	2024-07-04	VAN DULKEN, CHRIS	JULY 3/2024	PAYMENT IT WEB POSTING	25.00	25.00
20240231	2024-07-04	WINDOW MEDICS	383	PAYMENT FINAL PAYMENT FOR BULLETIN	550.00	550.00
20240232	2024-07-23	Avo Webworks Ltd.	1195	PAYMENT WEB UPGRADE	223.13	223.13
20240233	2024-07-23	CANDU AUTOMATION & CONTROL SOLUTIONS	2393 2399	PAYMENT BOOSTER FOR WATER PLANT WATER PLANT SERVICING	2,943.36 1,950.63	4,893.99
20240234	2024-07-23	CARDSTON COUNTY	24371 24373	PAYMENT DEM CONTRACT WATER PLANT OPERATION FEE	66.70 2,708.34	2,775.04
20240235	2024-07-23	EDWARDS, JANET	PAPER TOWEL	PAYMENT PAPER TOWEL FOR HALL	165.30	165.30
20240236	2024-07-23	ELIAS, SARAH	JUNE CONTRA	PAYMENT COMMUNITY HALL CONTRACT	180.00	180.00
20240237	2024-07-23	NEXTGEN AUTOMATION, DIGITAL CONNECTION	596401	PAYMENT PHOTOCOPYING	140.71	140.71
20240238	2024-07-23	PINCHER CREEK CO-OP	JUNE INVOICE	PAYMENT IRRIGATION REPAIRS	11.49	11.49
20240239	2024-07-23	RECORDXPRESS	1163490	PAYMENT PAPER SHREDDING	51.86	51.86
20240240	2024-07-23	TELUS MOBILITY	JUNE 24	PAYMENT CELL PHONES	198.65	198.65
20240241	2024-07-23	VAN DULKEN, CHRIS	JULY 2024 IT	PAYMENT JULY IT	100.00	100.00
20240242	2024-07-25	CARDSTON COUNTY	24377	PAYMENT TELEMATIK ALERT SYSTEM	600.00	600.00

VILLAGE OF GLENWOOD

Cheque Listing For Council

2024-Aug-15
12:31:05PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20240243	2024-07-25	JOHN DEERE FINANCIAL	1807355	PAYMENT TRACTOR PARTS	104.73	104.73
20240244	2024-07-25	KARRIE'S SIGN DESIGN AND AUTOGRAPHICS	4466	PAYMENT VILLAGE TRUCK DECALS	294.00	294.00
20240245	2024-07-25	TOWN OF RAYMOND	266/275/309	PAYMENT PAYROLL AND ASSESSMENT UP	329.12	329.12
20240246	2024-07-30	HUNSPERGER, PERRY				
20240247	2024-07-30	EDWARDS, JANET				
20240248	2024-07-30	VIZZUTTI, CYNTHIA A				
20240249	2024-07-30	VAN DULKEN, CHRISTOPHER				
20240251	2024-07-31	VAN DULKEN, CHRIS	JULY 30/31	PAYMENT IT FOR WEBSITE	50.00	50.00
20240252	2024-07-30	ALBERTA MUNICIPAL SERVICE CORPORATION	JULY POWER/G	PAYMENT POWER AND NATURAL GAS	5,029.21	5,029.21
20240253	2024-06-26	PETERSON, MARK	2ND QTR MILE/	PAYMENT MILEAGE	130.56	130.56
20240254	2024-08-15	GLENWOOD CHEESE MUSEUM COMMITTEE	REPL-20240203 REPL-20240203	Replacement Cheque Replacement Cheque	500.00	500.00
20240255	2024-08-15	AMSC INSURANCE SERVICES LTD	JULY 31 2024	PAYMENT EMPLOYEE BENEFITS	1,487.48	1,487.48
20240256	2024-08-15	ATB FINANCIAL MASTERCARD	JUNE 13-JULY	PAYMENT CONVENTION POSTAGE AND SC	4,748.49	4,748.49
20240257	2024-08-15	CANDU AUTOMATION & CONTROL SOLUTIONS	2424	PAYMENT CHLORINE SCALE INCORRECT I	740.25	740.25
20240258	2024-08-15	CARDSTON COUNTY	24513/14/15/08	PAYMENT GRAVELLING, WATER OP FEES,	11,651.74	11,651.74
20240259	2024-08-15	CARO ANALYTICAL SERVICES	IC2418218	PAYMENT TESTING	212.63	212.63
20240260	2024-08-15	CHIEF MOUNTAIN REG. SOLID WASTE AUTH.	3722	PAYMENT 2ND HALF OF REQUISITION	4,935.92	4,935.92
20240261	2024-08-15	JOHN DEERE FINANCIAL	00589937	PAYMENT TRIMMER LINE	104.73	104.73
20240262	2024-08-15	TELUS COMMUNICATIONS	JULY 17 2024	PAYMENT OFFICE AND WATER PLANT TELI	273.96	273.96
20240263	2024-08-15	THEOREM.CA	2808	PAYMENT WEB HOSTING	220.50	220.50
20240264	2024-08-15	TOWN OF CARDSTON	2024788585	PAYMENT FCSS REQUISITION	2,556.07	2,556.07
20240265	2024-08-15	TWINPRO INDUSTRIAL CHEMICALS	37529	PAYMENT CHEMICAL FOR WATER PLANT	847.56	847.56
20240266	2024-08-15	TELUS MOBILITY	JULY 24\	PAYMENT CELL PHONES	198.97	198.97

Total 72,375.02

*** End of Report ***

CAO

From: Tyler Gandam <president@abmunis.ca>
Sent: August 13, 2024 3:20 PM
To: CAO
Subject: We are matching donations for the Jasper Fire Community Fund

Hello CAOs,

Please note: Mayors and Councillors included for information purposes only

The Municipality of Jasper is navigating a difficult time due to the wildfire that damaged their community. Unfortunately, wildfires and other natural disasters are happening more often in Alberta's communities. As a member-driven organization, we recognize that it is important for us to continue to evolve how we support our members when they go through significant, community-wide disasters.

We want to support the Jasper community in a meaningful way that doesn't add to their challenges. The Jasper Community Team Society (JCTS) is a non-profit, volunteer-run organization working closely with the Municipality of Jasper. They are accepting donations for their Jasper Fire Caring Community Fund. 100% of donations support the Jasper community. The fund currently supports residents who have been denied emergency relief funds and those without rental/tenant insurance.

Alberta Municipalities (ABmunis) is working directly with Jasper administration, and we are taking a number of steps to support the municipality and their staff. Of note, between now and September 20, 2024, ABmunis will match any member-municipality's donations and donations from municipal employees up to an aggregated total of \$15,000. So please feel free to forward this email to your municipal staff.

To donate:

1. Click on this [this link](#) and click on the donate button
2. Enter in your information.
3. On item #4, under additional information, select the 'Jasper Fire Caring Community Fund' and "Alberta Municipalities" (like the screenshot below) so we and JCTS can track which donations come from our members, enabling us to match them dollar-for-dollar.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR115493

July 23, 2024

Her Worship Linda Allred
Mayor
Village of Glenwood
PO Box 1084
Glenwood AB T0K 2R0

Dear Mayor Allred:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Village of Glenwood, the 2024 CCBF allocation is \$65,846.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

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The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Cynthia Vizzutti, Chief Administrative Officer, Village of Glenwood