



VILLAGE OF GLENWOOD
Organizational Meeting – 7:00 pm

Agenda

Glenwood Community Hall (90 Main Avenue)
Wednesday, October 9, 2024

1. Call to Order – by the CAO - Organizational Meeting - 7:00 pm
2. Nomination(s) – Position of Mayor – Oath of Office (once determined the Mayor assumes the chair)
3. Nomination(s) – Position of Deputy Mayor - Oath of Office
4. Resolutions as required per the List of appointees.
5. Adjournment of the Organizational Meeting

VILLAGE OF GLENWOOD
Wednesday, October 9, 2024 Minutes

The Minutes of the Organizational Meeting of Council held at the Glenwood Community Hall on Wednesday, October 9, 2024 at 7:00 PM.

In attendance: Councillors Linda Allred, Doral Lybbert, Sandy Lybbert, Mark Peterson and Brian Wickhorst

Officials: Chief Administrative Officer Cynthia Vizzutti.

1. Call to Order

Chief Administrative Officer Cynthia Vizzutti called the Organizational Council meeting of October 9, 2024 to order at 7:00 pm.

Election of the Mayor
OM 2024.10.09.01

Councillor _____ nominated Councillor _____ for the position of Mayor

Nominations were called three times.

(Unless there is more than one nomination – then remember to get a motion to destroy the ballots after the vote.)

Nominations Cease
OM 2024.10.09.02

Moved by Councillor _____ nominations cease. **Carried.**

Mayor _____ was declared elected by acclamation.

Mayor _____ swore and signed the Oath of Office

Mayor _____ assumed the Chair.

Election of Deputy Mayor
OM 2024.10.09.03

Councillor _____ nominated Councillor _____ for the position of Mayor

Nominations were called three times.

Moved by Councillor _____ nominations cease. **Carried.**

Council Committee Appointments
OM 2024.10.09.04

Moved by Councillor _____ that the Council Committee appoints, listed and attached hereto and forming part of these minutes, as attested by the signatures of the Mayor and Chief Administrative Officer be approved for the ensuing year. **Carried.**

Appoint Auditors
OM 2024.10.09.05

Moved by Councillor _____ that MWG Chartered Professional Accountants be appointed as auditors for the Village of Glenwood for the ensuing year. **Carried.**

Appoint the Assessor
OM 2024.10-9.06

Moved by Councillor _____ that Christopher Snelgrove of Benchmark Assessment Consulting Inc. be appointed as the assessor for the Village of Glenwood for the ensuing year. **Carried.**

Appoint the Financial Institution
OM 2024.10.09.07

Moved by Councillor _____ to appoint the Alberta Treasury Branch as the Village financial and banking institution for the ensuing year. **Carried.**

Administration Building
OM 2024.10.09.08

Moved by Councillor _____ that the Administration Office be confirmed as located at 59 Main Avenue N.W. Glenwood, Alberta. **Carried.**

Location of
Organizational, Regular
and Special Meetings of
Council
OM 2024.10.09.09

Moved by Councillor _____ that the meetings of Council including organizational, regular and special meetings may be held at the Glenwood Community Hall located 90 Main Avenue N.W. or at the Administration Building located at 59 Main Avenue N.W. in the Village of Glenwood, Alberta, duly advertised. **Carried.**

Meeting Dates
OM 2024.10.09.10

Moved by Councillor _____ that the regular Council meeting dates be set for the 2nd Wednesday of each month beginning at 7:00 p.m. **Carried.**

Signing Authorities
OM 2024.10.09.11

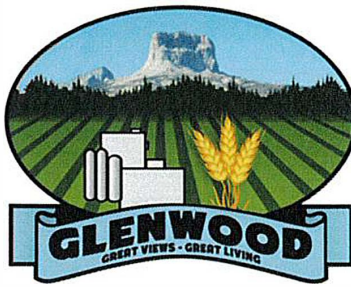
Moved by Councillor _____ the signing authorities for the Village of Glenwood where dual signatures are required, shall be the Mayor or the Deputy Mayor, or a Councillor AND the Chief Administrative Officer. **Carried.**

Adjournment
OM 2024.10.09.12

Moved by Councillor _____ the meeting be adjourned at _____ p.m. **Carried.**

Meeting Chair

Chief Administrative Officer



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 Cheese Museum Revitalization Committee	Sandy Lybbert

Glenwood Library Board	Mayor Linda Allred – Nov 1, 2025 David Rolfson – Nov 1, 2027 Linda Maerz – November 1, 2027 Kathy Thomas – Nov 1, 2025 Sue French – Nov 1, 2025 Judith Layton – Nov 1, 2026
Glenwood Recreation Board	Doral Lybbert – Council Rep – 2024 Perry Walburger – 2024-2025 Linda Davies – 2024-2025 Cam Francis – 2024-2025 Joe Thomas – 2024-2025 Chuck Thomas – 2024-2025 Jennifer Fox – 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
Organizational Meeting of Council held on
October 09, 2024**

Meeting Chairman

Chief Administrative Officer