



VILLAGE OF GLENWOOD
Regular Council Meeting

Agenda

Village Administration Board Room (59 Main Avenue)
Wednesday, March 11, 2026
7:00pm

1. Call to Order – 7:00 pm
2. Additions to the Agenda
3. Approval of Agenda
4. Approval of Minutes of the Regular Meeting of February 18, 2026.
5. RCMP Report – 7:05 p.m.
6. Items for discussion and/or resolution:
 - a) Request to change May meeting from May 13 to May 20 – CAO attending Society of Local Government Managers Refresher May 12 to 14.
 - b) Resolution required to appoint Barton Lybbert and Sandy Lybbert to the Glenwood Recreation Board for 2026.
7. Correspondence:
 - a) ORRSC – Completion of SDAB Training – Sandy Lybbert and Shane Ford.
 - b) Chinook Regional Library Board Report
8. Cheque Listing 2026049 to 2026070 - \$30,868.12.
9. Bylaws:
 - a) Bylaw 97-2026 – New Traffic Bylaw (Existing Bylaw 97 and 97A included)
 - b) Bylaw 165-2026 – New Cemetery Bylaw (Existing Bylaw 165 included)
 - c) Bylaw 245-2026 – Rates Fees and Charges Bylaw – changes are residential water rates, bulk water rates and wording for Section 7.13
10. Councillor Reports:
 - a) Mayor Mark Peterson
 - b) Deputy Mayor Brian Wickhorst
 - c) Councillor Sandy Lybbert
 - d) Councillor John Doney
 - e) Councillor Shane Ford
11. Adjournment

VILLAGE OF GLENWOOD
Wednesday, February 18, 2026 Minutes

**The Minutes of the Regular Meeting of Council held at the Village of
Glenwood Administration Boardroom on Wednesday, February 18, 2026.**

In attendance: Mayor Peterson, Deputy Mayor Wickhorst, Councillors Sandy Lybbert, Shane Ford, John Doney

Officials: Chief Administrative Officer Vizzutti present
Assistant Chief Administrative Officer Brown present

<u>1. Call to Order</u>	Mayor Peterson called the regular Council meeting of February 18, 2026 to order at 7:03 p.m.
<u>2. Agenda Additions</u>	Additions to the agenda: a) Pioneer Days discussion b) Retirement Dinner c) Closed Session
<u>3. Agenda Additions Approval</u> <u>2026.02.18.009</u>	Moved by Councillor Ford to approve the agenda additions. Carried.
<u>4. Agenda Approval</u> <u>2026.02.18.010</u>	Moved by Mayor Peterson to approve the agenda. Carried.
<u>4. Minutes of Regular Meeting – December 10, 2025</u> <u>2026.02.18.011</u>	Moved by Councillor Lybbert to approve the minutes of the regular meeting of Council held on Wednesday, January 14, 2026. Carried.
<u>5. a) Twin River EDS RHpap Clinic letter</u> <u>2026.02.18.012</u>	Moved by Councillor Doney to instruct Administration to draft a letter of support for a feasibility study to assess the viability of a medical clinic for Glenwood and Hill Spring. Carried.
<u>Repeater Tower letter</u> <u>2026.02.18.013</u>	Moved by Councillor Lybbert to instruct Administration to draft a letter of support to Twin River EDS concerning the placement of a new repeater tower on Mud Hill. Carried.
<u>5. b) Water rates – commission fees increase</u> <u>2026.02.18.014</u>	CAO Vizzutti presented an amended Water Report explaining rate increases from Spring Glen Water Commission for 2026 and the impact on Village utility rates and the bulk water station. Council discussed increasing water rates by \$7.50/month and adjusting bulk water rates for County residents at a reduced rate of \$.03 per gallon. Moved by Councillor Lybbert to instruct Administration to provide a new rates and fees bylaw to reflect a change of \$57.50/month for residential water and \$.03/gal for bulk water for County residents. Carried.
<u>5. c) Block 2 Lot 7 & 8</u> <u>2026.02.18.015</u>	Moved by Mayor Peterson to hire Beck’s Trucking and Excavating to salvage and rehabilitate Block 2, Lot 7 & 8 at a fee of \$10,710.00. Carried.
<u>5. d) Proposed RV dump site & Rest Area</u> <u>2026.02.18.016</u>	Moved by Councillor Lybbert to instruct Administration to allocate \$20,000 in the 2026 budget to partner with Cardston County on the relocation of the current RV Dump site. Carried.
<u>5. e) Ownership of Glenwood Rodeo Grounds</u>	Council discussed the possibility of transferring ownership of the Glenwood Rodeo grounds to Cardston County. No resolution.

<p><u>5.f) Dust Suppression on 4th ST. N.</u> <u>2026.02.18.017</u></p>	<p>Moved by Councillor Ford to allocate \$1,100 in Budget to pay for dust suppression on 4th St. N. to be applied by Cardston County. Carried.</p>
<p><u>5.g) Council review of draft Land Use Bylaw</u></p>	<p>CAO Vizzutti presented a request for Council to meet with Ryan Dyck from ORRSC and Administration to review proposed amendments to the Land Use Bylaw on February 26, 2026 at 2pm.</p>
<p><u>5.h) Pioneer Days</u></p>	<p>Council discussed changing Pioneer Days with the Village Recreation Board planning the event. Glenwood Ward would contribute funds to Pioneer Days and Glenwood Days would be discontinued.</p>
<p><u>5.i) CAO Vizzutti Retirement Dinner</u></p>	<p>Council is hosting a retirement and farewell dinner for CAO Vizzutti on March 26, 2026.</p>
<p><u>6. Correspondence:</u></p>	
<p><u>6.a) Letter to Minister of Environment</u> <u>2026.02.18.018</u></p>	<p>Moved by Councillor Ford to approve the letter sent to Minister of the Environment re: Saputo Lagoon. Carried.</p>
<p><u>6.b) LA Neon – Community Sign</u> <u>2026.02.18.019</u></p>	<p>Moved by Councillor Doney to accept the final proof for the Glenwood Sign. Carried.</p>
<p><u>6.c) Placement of Community Sign</u> <u>2026.02.18.020</u></p>	<p>Moved by Councillor Ford to place the new Village sign at the proposed RV Dump site. Carried.</p>
<p><u>7. Cheque Listing</u></p>	<p>CAO Vizzutti presented Cheque Listing #20260017 to 20260048 in the amount of \$55308.22 as information.</p>
<p><u>8. Councillor Reports:</u></p>	<ul style="list-style-type: none"> a) Mayor Peterson – No report b) Deputy Mayor Wickhorst attended Chief Mountain Regional Waste Management Commission, they are looking into methods to convert garbage to biodiesel. c) Councillor Lybbert completed SDAB training with ORRSC. Chinook Foundation put new CAO office into the Villa. FCSS meeting next week. Attended CEM Service meeting. d) Councillor Doney attended Chinook Arch Regional Library meeting and is enrolled in training with Oldman River Regional Service Commission for the Assessment Review Board. e) Councillor Ford completed SDAB training and attended RHpap webinar, IMDP, and Alberta SW meetings. Waste to fuel endpoint recovery initiative discussed.
<p><u>9. Closed Session</u> <u>2026.02.18.021</u></p>	<p>Moved by Mayor Peterson to enter into Closed Session at 8:40 pm. Freedom of Information and Protection of Privacy – Section 16(1)(c). Re: Saputo Lagoon. Carried.</p>
<p><u>10. Closed Session</u> <u>2026.02.18.022</u></p>	<p>Moved by Councillor Ford to come out of Closed Session at 9:07 pm. Carried.</p>
<p><u>11. CAO Retirement Dinner Budget</u> <u>2026.02.18.023</u></p>	<p>Moved by Mayor Peterson to budget \$400 for CAO Retirement dinner. Carried.</p>
<p><u>12. Adjournment</u> <u>2026.02.18.24</u></p>	<p>Moved by Councillor Doney to adjourn the meeting at 9:09 p.m. Carried.</p>

Meeting Chair

Chief Administrative Officer



February 2nd, 2026

Sgt Robert Wright
Detachment Commander
Cardston, Alberta

Mar 11
7:05

Dear Mayor, Reeve and Councillors

Please find attached the quarterly Community Policing Report for the Cardston RCMP. It outlines staffing, financial information, and crime trends for the Cardston Detachment, and supports our commitment to transparency and ongoing collaboration with our community partners.

Through both provincial and municipal policing contracts, the RCMP serves roughly 40% of Albertans across 95% of the province, including your community. That is why it is so important that our work is centered on people — the frontline members serving your community, the support teams behind the scenes, and the Albertans who rely on us every day.

The Government of Alberta's Police Funding Model (PFM) has strengthened our ability to meet those needs. With your contributions, we have added 279 police officers, 136 directly to detachments, along with 242 civilian staff, including 77 supporting detachment operations. These investments have also enabled the development of a Real-Time Operations Centre to support frontline officers, the expansion of our drone program, enhanced investigative capacity, and the addition of a third specialized Emergency Response Team.

These resources, along with the dedication of our employees and the support of your community, have helped bring Alberta's crime rates to their lowest point in five years — and we are committed to building on this progress together.

I welcome continued conversations about your community's policing priorities and any ideas that can help us strengthen our service. Working collaboratively is essential to maintaining this forward progress, and I encourage you to reach out at any time with questions, concerns, or suggestions.

Sincerely,

Sgt Robert Wright

Cardston RCMP NCO i/c



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Cardston RCMP

Detachment Commander

Sgt Robert Wright

Report Date

January 1, 2026

Fiscal Year

2025-26

Quarter

Q3 (October - December)

Community Priorities

Priority #1: Traffic Safety - Impaired driving & Enforcement of the TSA +**Updates and Comments:**

Cardston RCMP have met or exceeded the current targets for Road Safety as per the annual performance plan. A concentrated focus on impaired driving and holiday check stops assisted in surpassing the ASD demands for the year and enforcement of the traffic safety act will finish slightly higher than the target. Overall road safety will be a topic to discuss with all communities over the next two months to seek input as to where they would like the RCMP to focus their time given the competing interests operating in the area including bylaw and the Albert Sheriffs.

IRS / Impaired Driving Charges 23 YTD
Tickets 220 YTD
Roadside ASD Screening 256 drivers YTD

Priority #2: Crime Reduction - Drug Interdiction activities & Rural Patrols**Updates and Comments:**

Foot patrols continue to be well received in the down town core of Cardston with the target being well surpassed. The vast majority of patrols have happened in the summer however on average they are still happening once per day in partnership with the Town of Cardston's CPO. Visibility and engagement with our transient population has lead to increased criminal intelligence and clearance rates on recent crimes in the area. It has also helped maintain the integrity of the CPO program as the solo officer often works with the RCMP to enforce provincial sanctions and prevent and deter crime in the area.

Rural Patrols 527 YTD





Foot Patrols (Cardston Core) 181 YTD

Priority #3: Community Engagement / Police visibility

Updates and Comments:

Police visibility in the Down Town core, the larger rural area and in the schools continues to be an effective way to better understand the communities we serve. Being accessible to both students and shop owners has lead to better relations with our schools and business owners as well as understanding the challenges both face. The target goals for both of these initiatives are well on track to succeed or supersede the expectations. RCMP will be engaging business owners again in the spring as part of a crime reduction campaign and will be hopefully participating in local schools track and field days again this year.

Town Halls (In Progress) 0 YTD
School Visits 65 YTD
Business Engagement 156 YTD



Community Consultations

Consultation #1

Date	Meeting Type
December 9, 2025	Meeting with Elected Officials
Topics Discussed	
Town of Cardston	
Notes/Comments:	
Met with newly elected officials and well as returning members of Council. Discussed what they can expect for reporting from the RCMP over the next 4 years. Set up further dates to meet specifically with the Policing Committee.	

Consultation #2

Date	Meeting Type
January 21, 2026	Meeting with Elected Officials
Topics Discussed	
Police Committee Meeting	
Notes/Comments:	
Met and discussed local issues of concern with respect to Cardston and Cardston County.	



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	6	0	3
Detachment Support	3	3	0	0

Notes:

1. Data extracted on December 31, 2025 and is subject to change.
2. 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.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Cardston detachment will be welcoming two new members in the next 60 days; one member is a lateral transfer from northern Alberta and the other is a new recruit from Depot, Cardston will be his first posting.

Police Officers: Of the nine established positions, six officers are working and none are on special leave. There are three hard vacancies at this time.

Detachment Support: There are three established positions that are currently filled. There are no hard vacancies at this time.



Cardston Provincial Detachment Crime Statistics (Actual) October - December: 2021 - 2025

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

January 13, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		3	6	2	5	4	33%	-20%	0.1
Other Sexual Offences		0	0	2	1	0	N/A	-100%	0.1
Assault		33	52	27	12	22	-33%	83%	-6.2
Kidnapping/Hostage/Abduction		2	2	0	0	0	-100%	N/A	-0.6
Extortion		1	2	0	0	1	0%	N/A	-0.2
Criminal Harassment		4	5	3	5	6	50%	20%	0.4
Uttering Threats		10	14	12	9	8	-20%	-11%	-0.9
TOTAL PERSONS		53	81	46	32	41	-23%	28%	-7.3
Break & Enter		8	15	11	2	6	-25%	200%	-1.7
Theft of Motor Vehicle		2	5	7	3	3	50%	0%	0.0
Theft Over \$5,000		0	3	0	0	1	N/A	N/A	-0.1
Theft Under \$5,000		29	34	14	14	8	-72%	-43%	-6.2
Possn Stn Goods		4	3	3	2	1	-75%	-50%	-0.7
Fraud		17	8	7	12	6	-65%	-50%	-1.8
Arson		0	0	0	1	0	N/A	-100%	0.1
Mischief - Damage To Property		6	8	13	4	9	50%	125%	0.2
Mischief - Other		27	28	19	42	48	78%	14%	5.6
TOTAL PROPERTY		93	104	74	80	82	-12%	3%	-4.6
Offensive Weapons		10	4	7	0	4	-60%	N/A	-1.6
Disturbing the peace		32	26	19	15	13	-59%	-13%	-4.9
Fail to Comply & Breaches		55	47	23	57	44	-20%	-23%	-1.2
OTHER CRIMINAL CODE		17	14	6	16	6	-65%	-63%	-2.0
TOTAL OTHER CRIMINAL CODE		114	91	55	88	67	-41%	-24%	-9.7
TOTAL CRIMINAL CODE		260	276	175	200	190	-27%	-5%	-21.6



Cardston Provincial Detachment Crime Statistics (Actual) October - December: 2021 - 2025

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

January 13, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		16	1	0	4	5	-69%	25%	-1.9
Drug Enforcement - Trafficking		6	2	1	5	2	-67%	-60%	-0.5
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		22	3	2	9	7	-68%	-22%	-2.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	1	5	2	0	-100%	-100%	-0.1
TOTAL FEDERAL		23	4	7	11	7	-70%	-36%	-2.5
Liquor Act		26	13	8	17	33	27%	94%	1.8
Cannabis Act		0	3	0	0	0	N/A	N/A	-0.3
Mental Health Act		16	18	15	23	18	13%	-22%	0.9
Other Provincial Stats		17	12	14	15	21	24%	40%	1.1
Total Provincial Stats		59	46	37	55	72	22%	31%	3.5
Municipal By-laws Traffic		0	1	0	1	0	N/A	-100%	0.0
Municipal By-laws		3	3	11	4	9	200%	125%	1.3
Total Municipal		3	4	11	5	9	200%	80%	1.3
Fatals		0	2	0	0	0	N/A	N/A	-0.2
Injury MVC		2	1	6	2	5	150%	150%	0.7
Property Damage MVC (Reportable)		41	50	48	30	32	-22%	7%	-3.8
Property Damage MVC (Non Reportable)		1	5	5	1	5	400%	400%	0.4
TOTAL MVC		44	58	59	33	42	-5%	27%	-2.9
Roadside Suspension - Alcohol (Prov)		4	4	1	7	4	0%	-43%	0.3
Roadside Suspension - Drugs (Prov)		1	0	0	1	2	100%	100%	0.3
Total Provincial Traffic		203	190	104	201	125	-38%	-38%	-14.5
Other Traffic		0	0	0	0	0	N/A	N/A	0.0
Criminal Code Traffic		16	5	4	18	10	-38%	-44%	0.1
Common Police Activities									
False Alarms		8	15	6	21	12	50%	-43%	1.4
False/Abandoned 911 Call and 911 Act		20	10	7	11	11	-45%	0%	-1.7
Suspicious Person/Vehicle/Property		21	8	17	19	8	-62%	-58%	-1.5
Persons Reported Missing		7	4	4	5	4	-43%	-20%	-0.5
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		13	40	25	21	18	38%	-14%	-0.9
Form 10 (MHA) (Reported)		2	1	0	4	2	0%	-50%	0.3



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrs.com
Website: www.orrs.com

February 20, 2026

File: 2E-19

Cynthia Vizzutti
Chief Administrative Officer
Village of Glenwood
PO Box 1084
Glenwood, AB T0K 2R0

Dear Ms. Vizzutti,

RE: Completion of Training of Appointed Subdivision and Development Appeal Board Members

Please find enclosed the Certificates of Completion for the Subdivision and Development Appeal Board Member training for the following individuals:

- Sandy Lybbert
- Shane Ford

Each newly trained member has been provided with their copy as well.

Thank you for entrusting us with this service. Should you have any questions regarding this matter, please do not hesitate to contact me at (403) 329-1344 or by e-mail at admin@orrs.com.

Sincerely,

Gavin Scott
Senior Planner

GS/rk

Enclosures

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - December 4, 2025

Executive Elections

The following trustees were elected to the Board's Executive Committee for 2025-2026:

Darryl Christensen (Town of Magrath) – Chair
Jim Monteith (Town of Fort Macleod) – Treasurer
Marie Logan (Village of Lomond) - Vice Chair*
*The position of Vice Chair is up for election in 2026.

Directors-At-Large:

Mark Barber (Town of Pincher Creek)
Doreen Glavin (Municipality of Crowsnest Pass)
Melissa Jensen (Town of Nobleford)
Doug Logan (Vulcan County)
Maryanne Sandberg (MD Willow Creek)

Allan Quinton (Lethbridge Public Library rep)

Thank you to everyone who volunteers their time to sit on the Executive Committee!

Thank you to Outgoing Trustees

The board and staff of Chinook Arch would like to thank the following outgoing trustees for their service and support.

Terry Penney (Village of Champion)
Marsha Jensen (Town of Cardston)
Justin Davis (Village of Stirling)
Christopher Northcott (Village of Milo)
Tom Nish (Cardston County)
Merrill Harris (MD of Taber)
Monica McLean (Town of Taber)
Dave Cox (Pincher Creek MD)
Lesley Little (ID #4 Waterton)
Kelly Jensen (Town of Raymond)
Anne Michaelis (Town of Milk River)
Tory Campbell (Lethbridge County)
Lyndsay Montina (Town of Coalhurst)
Jenn Schmidt-Rempel (City of Lethbridge)
Ron Gorzitza (Village of Barons)
Linda Allred (Village of Glenwood)
Morgan Rockenbach (Warner County)



Board Members Present

Corry Walk – Village of Arrowwood
Belinda Rempel – Village of Barons
Tim Court – Town of Cardston
LeGrande Bevans – Cardston County
Lori Harasem – Town of Coalhurst
Stephen Pain – Village of Coutts
Doreen Glavin – Municipality of Crowsnest Pass
Jim Monteith – Town of Fort Macleod
Suzanne French – Village of Hillspring
Al Beeber – City of Lethbridge
Kevin Slomp – Lethbridge County
Marie Logan (Vice Chair) – Village of Lomond
Darryl Christensen (Chair) – Town of Magrath
Dorothy Fraser – Town of Milk River
JoAnne LeBlanc – Village of Milo
Crystal Neels – Town of Picture Butte
Mark Barber – Town of Pincher Creek
Kate Kindt – Town of Raymond
Chelsey Hurt – Town of Stavely
Stacey Maynes – Village of Stirling
Naomi Wiebe – Town of Taber
Tamara Miyanaga – Taber MD
Marilyn Forchuk – Town of Vauxhall
Lorraine Kirk – Town of Vulcan
Doug Logan – Vulcan County
Derek Baron – Village of Warner
David Nilsson – County of Warner
Maryanne Sandberg – Willow Creek MD
Allan Quinton – LPL Resource Centre

Regrets

Blanche Anderson – Village of Carmangay
Judy Perkin – Village of Champion
Jordan Sailer – Town of Coaldale
Amanda Bustard – Town of Nanton
Melissa Jensen – Town of Nobleford

Not Present

Jane Johnson – Village of Barnwell
Brad Schlossberger – Town of Claresholm
John Doney – Village of Glenwood
Tony Bruder – Pincher Creek MD



2026 Operating Budget Approved

The Board reviewed and approved its 2026 Operating Budget, with a forecast surplus of \$209.

Policies Approved

The board reviewed and approved the following policies. All board policies are reviewed once every three years, or as necessary. All policies can be found on the Chinook Arch website at <https://chinookarch.ca/about-us/board-policies>.

- Gifts in Kind
- Records Retention
- Expenses
- Employee Benefits
- Hours of Work and Overtime
- Personnel Files

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca



[facebook.com/
chinook.arch7](https://facebook.com/chinook.arch7)



[@chinooklibs](https://instagram.com/@chinooklibs)

VILLAGE OF GLENWOOD

Cheque Listing For Council

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20260049	2026-02-18	ATB FINANCIAL MASTERCARD	JAN13	MASTERCARD PAYMENT	331.81	331.81
20260050	2026-02-18	CARDSTON COUNTY	26739	REGIONAL DEM CONTRACT	66.70	66.70
20260051	2026-02-18	CATALIS TECHNOLOGIES CANADA LTD	308368813	ANNUAL LICENSING	5,774.99	5,774.99
20260052	2026-02-18	FORD, SHANE	EXPENSES	COUNCIL EXPENSE	279.36	279.36
20260053	2026-02-18	NEXTGEN AUTOMATION, DIGITAL CONNECTION	756800	BASE RATE CHARGES	56.55	56.55
20260054	2026-02-18	SPRING GLEN WATER COMMISSION	42	WATER SALES - JANUARY 2026	5,090.20	5,090.20
20260055	2026-02-18	TELUS MOBILITY	1642386286	MOBILITY BILLS	213.98	213.98
20260056	2026-02-18	TOWN OF RAYMOND	20260004	IT SUPPORT	137.56	275.11
20260056			20260040	IT SUPPORT	137.55	
20260057	2026-02-18	VAN DULKEN, CHRIS	2182026	IT SERVICES	250.00	250.00
20260058	2026-02-25	BELANGER, JOE	FEB INVOICES	EQUIPMENT REPAIR AND OFFIC	615.74	615.74
20260059	2026-02-25	BROWN, JIM	FEB 25 SUPPLI	RESISTER AND OFFICE KEYS	202.72	202.72
20260060	2026-02-25	EDWARDS, JANET	MARCH RENT	MARCH RENT	500.00	500.00
20260061	2026-02-25	SOUTHERN IRRIGATION	0831195	EQUIPMENT PARTS	40.80	40.80
20260062	2026-02-25	VIZZUTTI, CYNTHIA	FEB 2026 MILE	MILEAGE	349.92	349.92
20260063	2026-03-04	AMSC INSURANCE SERVICES LTD	2026VFIS-61	VOLUNTEER AND COUNCIL INSI	360.00	360.00
20260064	2026-03-04	ATB FINANCIAL MASTERCARD	FEB 2026	TRACTOR REPAIR AND OFFICE I	351.36	351.36
20260065	2026-03-04	BELANGER, JOE	MARCH SUPPL	EQUIPMENT SUPPLIES AND REF	69.50	69.50
20260066	2026-03-04	CATALIS TECHNOLOGIES CANADA LTD	308369281	YEAR ROLL OVER COSTS	189.00	189.00
20260067	2026-03-04	KUTSCH, KANSIS	111	COMMUNITY HALL CONTRACTE	190.00	190.00
20260068	2026-03-04	NAPA CHINOOK EQUIPMENT	628-569167	TRACTOR REPAIR	171.30	171.30
20260069	2026-03-04	OLDMAN RIVER REGIONAL SERVICES COMM.	15390	SDAB TRAINING LYBBERT AND F	489.08	489.08
20260070	2026-03-04	GLENWOOD MUNICIPAL LIBRARY	2026 REQUISTI	2026 BUDGETED LIBRARY REQL	15,000.00	15,000.00

Total 30,868.12

*** End of Report ***

VILLAGE OF GLENWOOD
BY LAW NO. 97-2026

A Bylaw to regulate and control vehicle traffic and parking on the roadways within the Village and to allow for the placement of traffic signs for the orderly management of traffic in the Village of Glenwood. This bylaw shall be known as the “Traffic Bylaw”

WHEREAS, pursuant to the provisions of Section 18 of the *Municipal Government Act* RSA 2000, Chapter M-26 whereby the Village of Glenwood has the direction, control and management of all roads within the Village; and

WHEREAS the Village of Glenwood has the power to enact such a Bylaw to provide for the installation, management and maintenance of traffic control devices including but not limited to traffic signs, barriers, and detours, within the boundaries of the Village of Glenwood;

THEREFORE be it resolved the Village of Glenwood shall regulate the orderly flow of vehicular traffic through the placement of traffic control devices for motorized vehicle traffic, non-motorized vehicular traffic and foot traffic, and further the placement of traffic control devices shall be in accordance with Schedule “A” attached to and forming part of this Bylaw and Schedule “B” known as penalties and fines attached to and forming part of this Bylaw.

1. DEFINITIONS:

- (a) **Act** means the Alberta Traffic Safety Act;
- (b) **CAO** means the Chief Administrative Officer for the Village;
- (c) **Heavy haul traffic** means semi-trucks, and farm equipment weighing a minimum of 4500 kg;
- (d) **Highway** is a free and public roadway, street, alley, lane or bridge that everyone has the right to use;
- (e) **Motor vehicle** means licenced and unlicenced units such as cars, trucks, semi-trucks, motorcycles, electric bicycles, off-highway vehicles, gators, side by sides, semi-trucks, vans, cube vans, scooters, tractors, combines, swathers, and any other mode of transportation moving independently by using a motor;
- (f) **Peace Officer** means a member of the Royal Canadian Mounted Police, Alberta Sheriff, Special Constable or a Bylaw Enforcement Officer;
- (g) **Recreational vehicle** means a boat, motorhome, or recreational travel trailer designed or used for travel with temporary living accommodations used for camping purposes;
- (h) **Roadway** means street, road, pathway, parking lot or alley for use by the general public;
- (i) **Trailer** means any bumper pull, fifth wheel or goose neck trailer including

horse trailers, flat deck trailers, dry van trailers, refrigerated trailer units, or any other trailer used for hauling or recreational purposes;

- (j) **Traffic control device** means stop signs, yield signs, speed signs, vehicle weight signs, school zone signs, road closure signs, directional signs, vehicle weight restriction signs, designated route signs and any other traffic control devices deemed necessary to control the orderly flow of traffic within the Village of Glenwood;
- (k) **Village** means the Village of Glenwood.
- (l) **Violation Tag** means a fine served to a person, by a Peace Officer, alleging a bylaw infraction.

2. TRAFFIC CONTROL, TRAFFIC CONTROL DEVICES AND SPEED

- 2.1 Unless otherwise posted the maximum speed limit in the Village is 50 kilometers per hour.
- 2.2 Notwithstanding 2.1 the Council may prescribe a lesser speed limit on a Roadway in the Village and shall indicate such speed by posting a Traffic Control Device in the location where the speed limit in effect, and may also prescribe hours of the day in which the lesser speed is in effect.
- 2.3 The maximum posted speed for a Motor Vehicle, or Recreational Vehicle in any school zone shall be 30 kilometers per hour.
- 2.4 The maximum posted speed for a Motor Vehicle, or Recreational Vehicle in any playground zone shall be 30 kilometers per hour.
- 2.5 The CAO is hereby delegated the power to prescribe where Traffic Control Devices are to be located on highways in the Village.
- 2.6 The CAO shall keep a record of the location of all Traffic Control Devices placed pursuant to this Section, complete with a date of installation and that record shall be considered a separate Schedule from this Bylaw.
- 2.7 Existing Traffic Control Devices already located in the Village pursuant to this Section shall be deemed to have been placed in accordance with this Bylaw.
- 2.8 No unauthorized person shall post or cause to be posted, any sign, marking or device upon any traffic control device.
- 2.9 No unauthorized person shall post or exhibit a sign or material upon any roadway, unless approved in writing by the CAO.
- 2.10 If a sign, or device is placed upon a roadway or Traffic Control Device in contravention of this Bylaw, an Enforcement Officer or a person authorized by the Village shall remove the sign, marking or device.
- 2.11 Heavy haul traffic shall be subject to roadway route designation to preserve cold mix surfaced Roadways. Signage shall be erected to designate routes for Heavy haul traffic.

3. PARKING OR STANDING ON ROADWAYS

- 3.1 Except in the case of a breakdown or other emergency not allowing the vehicle to be moved, the owner or operator of a Motor Vehicle shall not stand or park a Motor Vehicle on the roadway for the purpose of repairing or servicing the Motor Vehicle.
- 3.2 No person shall park any Recreational Vehicle or Trailer, with the exception of a motorhome upon any Roadway if detached from a Motor Vehicle.
- 3.3 No person shall park any Recreational Vehicle or Trailer, with the exception of a motorhome, upon any Roadway, while attached to a Motor Vehicle, in excess of 72 continuous hours within a 7-day period.
- 3.4 No owner or operator shall stop or park a Motor Vehicle, Recreational Vehicle or Trailer in any marked fire lane or in front of the Mid River Fire Department driveways.
- 3.5 No person shall abandon a Motor Vehicle, Recreational Vehicle or Trailer upon a highway within the Village.
- 3.6 Unless permitted by a Traffic Control Device, or in compliance with direction given by a Peace Officer to avoid conflict with other traffic, a person shall not stop or park a vehicle on a sidewalk, crosswalk or intersection, other than immediately next to the curb in a "T" intersection.
- 3.7 No owner or operator of a Motor Vehicle, Recreational Vehicle or Trailer, shall park or permit the parking of a Motor Vehicle, Recreational Vehicle or Trailer on private property with out the permission of the property owner or tenant.
- 3.8 No owner or operator of a Motor Vehicle, Recreational Vehicle or Trailer shall allow the unit to stop or be parked in a manner that would obstruct traffic in an emergency, or hinder the passage of emergency vehicles, enforcement vehicles, firemen, and ambulance personnel.
- 3.9 Notwithstanding Section 2.11 Heavy haul traffic actively loading or unloading goods may be parked in a manner to facilitate deliveries and pickups.

4. TRAFFIC ENFORCEMENT

- 4.1 A Peace Officer may cause any Motor Vehicle, Recreational Vehicle, or Trailer parked, contrary to this Bylaw, to be removed from the site and to be impounded at a storage facility as chosen by the Peace Office, for this purpose.
- 4.2 In addition to impounding the vehicle, a complaint may be laid against the Owner or the person in charge of the illegally parked Motor Vehicle,

Recreational Vehicle or Trailer for the Violation of the provisions of this Bylaw.

- 4.3 In lieu of, or in additions to, the removal and impounding of the Motor Vehicle, Recreational Vehicle or Trailer a Peace Officer may issue and place a Violation Tag upon the unit parked in contravention of this Bylaw.
- 4.4 Notwithstanding Section 3 contained in this Bylaw the provisions relating to stopping or parking of vehicles does not apply to emergency vehicles, enforcement vehicles, utility service vehicles, municipal public works vehicles and equipment, funeral vehicles, and towing vehicles.

5. TEMPORARY CLOSURES

- 5.1 The CAO or designate is authorized to temporarily close all or part of a Roadway at any time that a construction or maintenance project on or adjacent to a Roadway may create a hazard.
- 5.2 Road closures shall be properly signed so as to warn the travelling public of a hazard.
- 5.3 The Village retains the right to close Roadways for parade routes, or any other special event sanctioned by the Village.
- 5.4 No person shall drive a Motor Vehicle or a Recreational Vehicle through a funeral or military procession or in anyway obstruct, impede or interfere with the same.

6. MISCELLANEOUS RESTRICTIONS

- 6.1 No person shall drive a Motor Vehicle, or Recreational Vehicle over a fire hose placed by the Fire Department for the purpose of fighting fire, preventing fire or during a fire training exercise, except when instructed to do so by an official of a Fire Department, at the scene.
- 6.2 No person shall enter into a designated emergency zone, controlled by a Peace Officer or a member of the Fire Department, except when instructed to do so by said official.
- 6.3 A Peace Officer is authorized to remove or cause to be removed any Motor Vehicle, Recreational Vehicle, Trailer or equipment parked in contravention of this bylaw, or where emergency conditions may require such removal from a Highway or Roadway.
- 6.4 No person shall drive a Motor Vehicle, Recreational Vehicle or Trailer into a designated emergency zone, controlled by a Peace Officer or a member of the Fire Department, except when instructed to do so by said official.
- 6.5 Except in the case of an emergency, the use of engine retarder brakes is prohibited within Village limits.

- 6.6 No person shall drive, propel or move on or over any Highway or Roadway within the Village, any Motor Vehicle, Recreational Vehicle, Trailer, equipment or structure which damages or is likely to damage the Highway or Roadway.
- 6.7 No person shall allow any dirt, sand, gravel, cement or any other material to be deposited on a Highway or Roadway.
- 6.8 No person shall tear down, remove or interfere with any signs, signals, barricades, flares or Traffic Control Devices placed in accordance with the Act or this Bylaw.

7. POWERS OF A PEACE OFFICER

- 7.1 Where a Peace Officer has reasonable grounds to believe a person has committed a breach of any section of this Bylaw, a “Violation Tag” may be served by the Peace Officer.
- 7.2 The fine amount for any breach of this Bylaw shall be reduced by 50% if payment of the penalty is received by the Village within 14 days of the issuance of the Violation Tag.
- 7.3 A “Violation Tag” may be:
 - a) Personally served; or
 - b) Mailed by registered domestic mail to the address of the registered owner or to the person in possession of the Motor Vehicle, Recreational Vehicle or Trailer.
- 7.4 Upon payment of the monetary fines stated in the Violation Tag a receipt shall be issued and such payment shall be accepted in lieu of prosecution.
- 7.5 All monetary fines are shown in Appendix B to this Bylaw.
- 7.6 Nothing in this section shall:
 - a) Prevent any person from exercising his/her right to defend any charge of committing a breach of any section of this bylaw.
- 7.7 No person other than a Peace Office shall place a Violation Tag on any Motor Vehicle or Recreational Vehicle.

8. COST INCURRED BY THE TOWN

- 8.1 If a person who has been issued a Violation Tag defaults on the payment of the monetary fine and the Village undertakes legal action to collect the fine, the Village may recover the expenses, with costs by action in any court of competent jurisdiction.
- 8.2 If, by contravention of any provision of this Bylaw, the Village is authorized to remove a Motor Vehicle, Recreational Vehicle or Trailer from a public place where it is parked and impound the unit, the amount of the expenses incurred shall be added to the amount of any fine or penalty

which may be imposed by reason of the contravention, or is added to the amount of the payment to be made in lieu of prosecution.

9. TRANSITION SECTION

9.1 All Traffic Control Devices, including those in school zones, playground zones and loading zones which are in place on the effective date of this bylaw.

Bylaw 97A is hereby repealed.

Read a FIRST time this ____ day of _____, 2026

Read a SECOND time this ____ day of _____, 2026

Read a THIRD time and finally passed this ____ day of, 2026.

Mayor

Chief Administrative Officer

VILLAGE OF GLENWOOD
BY LAW NO. 97-2026
TRAFFIC CONTROL DEVICES/SIGNS SCHEDULE "A"

STOP SIGNS:

Centre Street 1 Ave E - Northeast

4 street N Main Ave - North

4 street N Main Ave - Southwest

4 street N Main Ave - Southeast

Centre Street Main Ave - Northwest

Centre Street Main Ave - Northeast

Centre Street Main Ave - Southwest

Centre Street Main Ave - Southeast

1 Street S Main Ave - Southwest

2 Street S Main Ave - Southwest

Centre Street 1 Ave W – Northwest

Centre Street 1 Ave W – Southeast

1 Street S 1 Ave W – Southeast

2 Street N 2 Ave W – Southwest

2 Street N 2 Ave W – Northeast

1 Street N 2 Ave W – Southwest

1 Street N 2 Ave W – Northeast

Centre Street 2 Ave W – Northwest

Centre Street 2 Ave W – Southwest

Centre Street 2 Ave W – Northeast

Centre Street 2 Ave W – Southeast

3 Street N 3 Ave W – Northwest

3 Street N 3 Ave W – Southeast

1 Street N 3 Ave W – Northeast

1 Street N 3 Ave W – Southwest

VILLAGE OF GLENWOOD
BY LAW NO. 97-2026
TRAFFIC CONTROL DEVICES/SIGNS SCHEDULE "A"

Centre Street 3 Ave W – Northwest

Centre Street 3 Ave W – Southeast

3 Street N 4 Ave W – Northeast

2 Street N 4 Ave W – Northeast

1 Street N 4 Ave W – Northeast

Centre Street 4 Ave W – Northwest

Centre Street 4 Ave W - Southwest

Centre Street 4 Ave W - Northeast

Centre Street 4 Ave W – Southeast

1 Street S 4 Ave W – Northeast

YIELD SIGNS:

3 Street N Main Ave – Southwest

1 Street N Main Ave – Northeast

1 Street N Main Ave – Southwest

3 Street N 1 Ave W – Northwest

3 Street N 1 Ave W – Southeast

1 Street N 1 Ave W – Southwest

1 Street N 1 Ave W – Northeast

1 Street S 1 Ave W – Northwest

1 Street S 2 Ave W – Northwest

2 Street N 3 Ave W - Northwest

2 Street N 3 Ave W – Southeast

1 Street S 3 Ave W – Northwest

1 Street S 3 Ave W – Southeast

2 Street S 4 Ave W - Northeast

NO THRU ROAD SIGNS

2 Street W 2 Ave W – Middle of roadway – place November 27, 2025

VILLAGE OF GLENWOOD

BYLAW NO. 97-2026

PENALTIES AND FINES – SCHEDULE B

<u>OFFENCE</u>	<u>FINE</u>
Section 2.1 Exceed 50 km/h	Traffic Safety Act
Section 2.3 Exceed 30 km/h in school zone	Traffic Safety Act
Section 2.4 Exceed 30 km/h in playground zone	Traffic Safety Act
Section 2.8 Post material on a traffic control device	\$100.00
Section 2.9 Post material on a highway	\$100.00
Section 3.1 Servicing a vehicle on a Highway	\$100.00
Section 3.2 Parking detached trailer	\$100.00
Section 3.3 Parking motor vehicle and trailer exceeding 72 hours	\$100.00
Section 3.4 Parking in front of the fire department building	\$150.00
Section 3.5 Abandoned vehicle	\$100.00
Section 3.6 Obstruction of pedestrian traffic, sidewalks & intersections	\$100.00
Section 3.7 Parking on private property without permission	\$100.00
Section 3.8 Obstruction of emergency zone and equipment	\$150.00
Section 5.4 Obstruction of a funeral or military procession	\$150.00
Section 6.1 Drive over fire hose	\$150.00
Section 6.2 Person enter or obstruct an emergency zone	\$150.00
Section 6.4 Person driving into an emergency zone	\$150.00
Section 6.5 Use of engine retarder brakes in Village limits	\$100.00
Section 6.6 Damage to highway	\$100.00
Section 6.7 Place sand, dirt, sand, gravel or materials on highway	\$100.00
Section 6.8 Removal of traffic signs, signals barricades	\$100.00

BY-LAW NO. 97

BEING a by-law of the Village of Glenwood to regulate highway traffic in the Village of Glenwood.

The Council of the Village of Glenwood duly assembled enacts as follows:

1. Title - This By-Law shall be known as the Highway Traffic Control By-Law of the Village of Glenwood.

2. Definitions -

(1) Highway means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place, where publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage of motor vehicles and

(i) includes:

(a) A sidewalk (including the boulevard portion thereof)

(b) Where a ditch lies adjacent to and parallel with the roadway, the ditch

(c) Where highway right-of-way is contained between fences or between a fence and one side of the roadway, all of the land between the fences or all of the land between the fence and the edge of the roadway, as the case may be.

(2) Motor Vehicle means every vehicle propelled by any power, other than muscular power, except aircraft and motor vehicles as run only upon rails.

(3) Peace Officer shall mean any member of the Royal Canadian Mounted Police, a member of a municipal police force, special constable or a member of a patrol division of the Department of the Solicitor General and a By-Law Enforcement Officer of the municipality.

(4) Person shall include a corporation or a partnership.

(5) Stop means:

(i) When required a complete cessation from vehicular movement.

(6) Street Intersection or Intersection shall be and mean the whole area as situated between the prolongation of the boundary line of two (2) or more streets and avenues which join at one another at an angle and whether such streets and avenues cross each other or not.

(7) Traffic Control Device means any sign, signal, marking, meter, various installation or device placed, marked, or erected by authority of the Village Council or the Secretary Treasurer of the Village for the purpose of regulating, warning, guiding, restricting or prohibiting uses of highways or other places referred to in this By-Law by persons, vehicles and animals.

(8) Vehicle means any device in, upon and by which a person or thing may be transported or drawn upon a highway.

(9) Village shall mean the Village of Glenwood, in the Province of Alberta, Canada.

3. Heavy Vehicles

(1) No person shall move any vehicle, nor permit to be parked any vehicle upon the highways of the Village if such vehicle exceeds, with or without load, five (5) tonnes (11,000 lbs) in weight unless a special permit, so to do is first obtained from the Secretary Treasurer of the Village. Any vehicle in excess of the aforesaid weight shall be restricted to the truck route as shown on the attached map.

(2) No person shall be convicted of an offence under this Section if he proves to the satisfaction of the Provincial Judge trying the case that:

(a) He was pulling a motor vehicle disabled by accident or otherwise from a highway prohibited to heavy vehicles.

(b) He was driving a public passenger vehicle in respect of which the owner held a subsisting certificate.

(c) He was driving a school bus.

(3) This section shall not apply to vehicles owned by or in the service of the Village and actually used in the service of the Village.

(4) This by-law is in effect on all highways within the Village with the exception of the designated truck route on the attached map.

(5) That the Secretary Treasurer of the Village is hereby directed to have appropriate signs placed and maintained where necessary on the highways of the Village to indicate to drivers of heavy vehicles the weight restrictions imposed herein.

4. Speed Limits

(1) No vehicles shall in any case be operated on any highway within the Village at a greater rate of speed than forty-five (45) kilometers per hour.

(2) No person shall drive a vehicle on any highway or part thereof in the Village at any rate of speed in excess of the maximum speed prescribed pursuant to this section.

5. Stop Signs

(1) The Secretary Treasurer of the Village shall cause to be properly marked by the erection of stop signs the following inter-sections of highways within the Village:

(a) Stop signs on all avenues approaching Center Street, said avenues being Main Avenue, 1st Avenue West, 2nd Avenue West, 3rd Avenue West and 4th Avenue West

(b) Stop signs on 1st Street North approaching ~~1st Avenue West~~ and ~~2nd Avenue West~~.

(2) The driver of a vehicle about to enter upon any highway from a highway that is marked by a stop sign shall bring his vehicle to a stop

(a) Before entering upon the intersecting roadway and at a point no further than three (3) meters from the intersecting roadway or if there is a marked stop line on the near side of the intersection at the stop line.

(3) (a) Where a driver is required to stop pursuant to sub-section 2 the driver shall not proceed until the condition of the traffic upon the highway being entered upon is such that he can enter thereon in safety.

(b) The driver shall yield the right-of-way to all traffic approaching thereon.

6. Yield signs

(1) The Secretary Treasurer of the Village shall cause to be properly marked by the erection of yield signs the following streets and highways within the Village:

(a) Yield signs on 1st Street North approaching Main Avenue (West side only), approaching 3rd Avenue West, approaching 4th Avenue West (East side only), 1st Ave West

(b) Yield signs on 1st Avenue West approaching 3rd Street North.

(c) Yield signs on 3rd Street North approaching Main Avenue (West side only).

(2) The driver of a vehicle about to enter upon any street or highway that is marked by a yield sign need not stop his vehicle before entering but he shall yield the right-of-way to all traffic upon the highway before entering upon.

7. Penalties

(1) Except as otherwise provided any person violating any of the provisions of this By-Law or any other person responsible for such violation shall be liable on summary conviction before a Provincial Judge or any Justice of the Peace having Jurisdiction therein to a penalty not exceeding Five Hundred (\$500.00) Dollars exclusive of costs or in the case of nonpayment of the fine and costs imprisonment for a period not exceeding six (6) months unless the fine and costs including the costs of comittal are sooner paid.

(2) Where a person is convicted of an offence under Section Four of this By-Law relating to Speed Limits exceeded the maximum speed permitted by not more than fifteen (15) kilometers per hour he shall pay a fine of twenty (\$20.00) dollars and in default of payment is liable to imprisonment for a term of not less than three (3) days.

(3) Where a person is convicted of an offence under Section Four of this By-Law relating to Speed Limits exceeded the maximum speed permitted by more than fifteen (15) kilometers per hour but not more than thirty (30) kilometers per hour he shall pay a fine of thirty (\$30.00) dollars and in default of payment is liable to imprisonment for a term of not less than seven (7) days.

(4) Where a person is convicted of an offence under Section Four of this By-Law relating to Speed Limits exceeded the maximum speed permitted by more than thirty (30) kilometers per hour but not more than fifty (50) kilometers per hour he shall pay a fine of seventy-five (\$75.00) dollars and in default of payment is liable to imprisonment for a term of not less than fourteen (14) days.

(5) Where a person is convicted of an offence under Section Four of this By-Law relating to Speed Limits exceeded the maximum speed permitted by not more than Fifty (50) kilometers per hour he shall pay a fine of One Hundred Fifty (\$150.00) dollars and in default of payment is liable to imprisonment for a term of not less than twenty-one (21) days.

8. Enforcement

(1) The provisions of the Summary Convictions Act of the Province of Alberta shall apply and be followed in enforcing this By-Law.

(2) This By-Law shall become into effect on the date of final passing thereof.

Read the first time the 2nd day of May, 1979.

Carried

Read the second time the 2nd day of May, 1979.

Carried

Read the third time and passed this 6th day of June, 1979.

Carried

VILLAGE OF GLENWOOD

Grover A. Thomas
16/6/79
MAYOR

Judy E. H. Lybbert
16/6/79
DEPT. - TREASURER

BY-LAW NO. 97 A-

Amendment to HIGHWAY TRAFFIC BY-LAW 97 - regulating the traffic in the Village of Glenwood, Alberta

WHEREAS, pursuant to the provisions of Sections 279 to 319 inclusive of the M.G.A. being Chapter M-26 RSA 1980 as amended to September 26, 1983, the Village of Glenwood has the power to enact such a by-law.

WHEREAS the existing By-Law 97 Section 3 - HEAVY VEHICLES reads:

- (1) No person shall move any vehicle, nor permit to be parked, any vehicle upon the highways of the Village if such vehicle exceeds with or without load, five (5) tonnes (11,000 lbs) in weight unless a special permit, so to do is first obtained from the Secretary Treasurer of the Village. Any vehicle in excess of the aforesaid weight shall be restricted to the truck route as shown on the attached map.
- (2) No person shall be convicted of an offence under this section if he proves to the satisfaction of the Prov. Judge trying the case that:
 - (a) He was pulling a motor vehicle disabled by accident or otherwise from a highway prohibited to heavy vehicles.
 - (b) He was driving a public passenger vehicle in respect of which the owner held a subsisting certificate.
 - (c) He was driving a school bus.
- (3) This section shall not apply to vehicles owned by or in the service of the Village of Glenwood and actually used in the service of the Village.
- (4) This by-law is in effect on all highways within the Village with the exception of the designated truck route on the attached map.
- (5) That the Sec. Treasurer of the Village is hereby directed to have appropriate signs placed and maintained where necessary on the highways of the Village to indicate to drivers of heavy vehicles the weight restrictions imposed herein.

AND ---

SECTION 6- YIELD SIGNS

- (a) Yield signs on First Street North approaching Main Ave. (west side only) approaching 3rd Ave. West, approaching 4th Ave. West (East side only) - 1st Ave. West.

THEREFORE the Village of Glenwood Council amend this By-Law 97 deleting the entire Section 3 - HEAVY VEHICLES. EXCEPTION: HEAVY TRUCKS MUST USE DESIGNATED

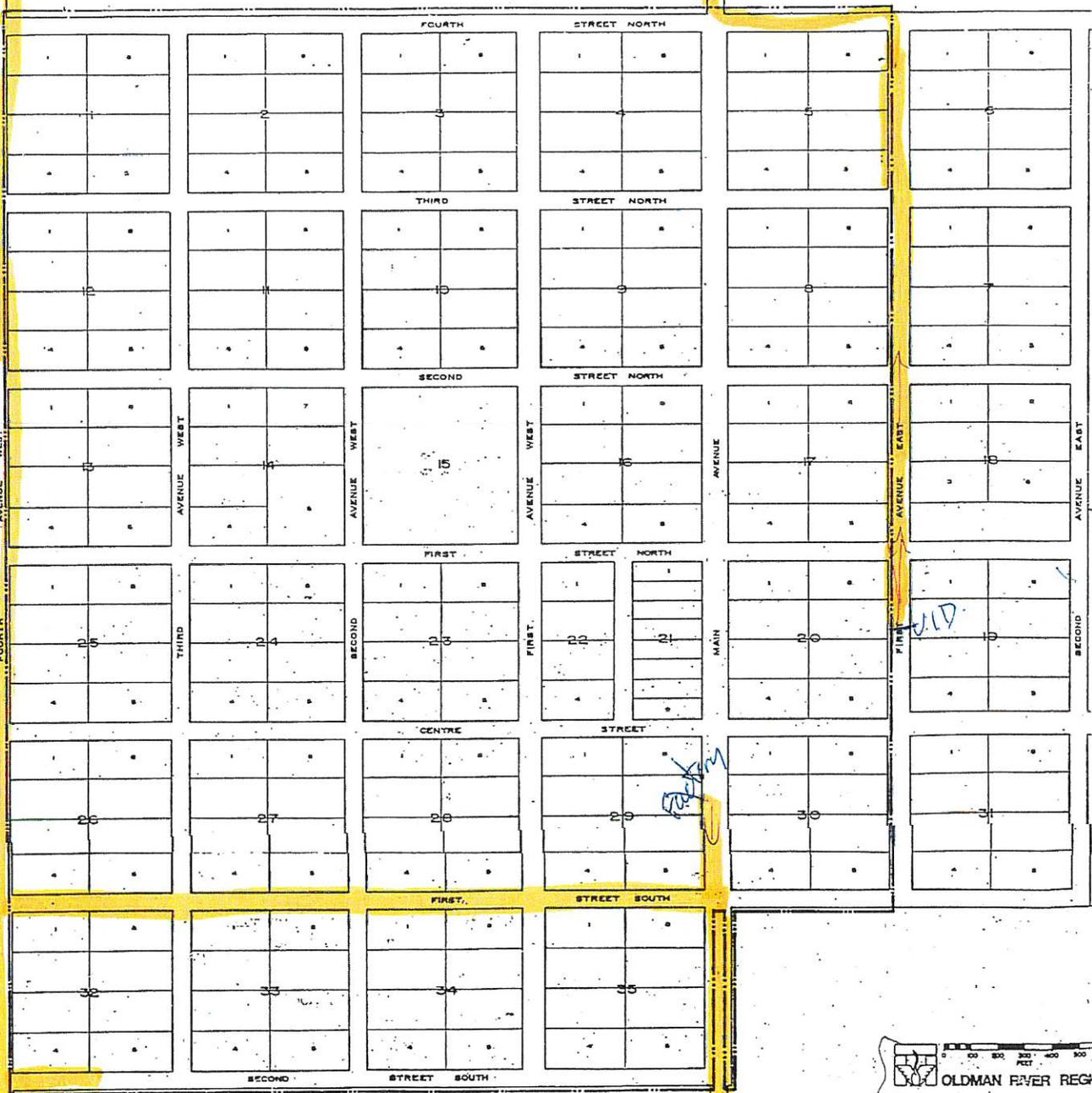
Section 6- YIELD SIGNS -

- (a) Yield signs on First Street North approaching Main Avenue West (west only) approaching Third Ave. West, approaching Fourth Avenue West (east only -, First Ave. West.

READ a FIRST and SECOND time and by UNANIMOUS CONSENT OF ALL COUNCILLORS

PRESENT - A THIRD AND FINALLY PASSED THIS 9 day of April 1987

VILLAGE OF GLENWOOD
Dick Olney
MAYOR
Donnie Stewart
SECRETARY-TREASURER



Heavy Truck Routes.

VILLAGE OF GLENWOOD

BYLAW #165-2026

CEMETERY BYLAW

A BYLAW OF THE VILLAGE OF GLENWOOD IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING THE GOVERNANCE AND OPERATIONS OF THE GLENWOOD CEMETERY.

WHEREAS, the Council of the Village of Glenwood desires to enact certain laws, rules and regulations for the efficient operation and management of the Glenwood Community;

NOW THEREFORE the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. NAME OF CEMETERY

- a. That the cemetery shall be called the Glenwood Cemetery.

2. DEFINITIONS

- a. In this bylaw the following definitions shall apply:
 - i. **Administration** means the Chief Administrative Officer of the Village or their designate;
 - ii. **Adult** means an individual over the age of twelve (12) years for the purpose of this bylaw only;
 - iii. **Burial** means the interment of human remains or cremated remains in an earth plot;
 - iv. **Burial or Cremation Permit** means a permit issued by a local registrar of vital statistics such as a funeral director, hospital administrator, or municipal official acting on behalf of the provincial government;
 - v. **Casket** means a box made of wood, metal or other synthetic material used to encase a corpse for burial;
 - vi. **Cemetery** means the Glenwood Cemetery which is jointly owned by Cardston County and the Village of Glenwood, located at Block A, Plan 1298FS (NE 13-5-27 W4);
 - vii. **Cemetery Committee** means those individuals appointed by the Village of Glenwood to partner with Administration to provide for the orderly operation of the cemetery;
 - viii. **Child** means an individual over the age of two (2) years and under the age of twelve (12) years for the purpose of this bylaw only;
 - ix. **Committee** means the cemetery committee;
 - x. **Contractor** means an insured individual, who is trained to operate heavy equipment and is authorized to act on behalf of the Village;
 - xi. **Council** means the Village of Glenwood municipal council;

- xii. **County** means Cardston County;
- xiii. **Cremated Remains** means the remnants of a human body following the cremation process;
- xiv. **Disinterment** means exhumation or removal of human/cremated remains from a grave;
- xv. **Grave** means a plot that has been opened or used as a place of interment;
- xvi. **Grave Cover (Cap)** means any covering other than earth and grass which covers the grave;
- xvii. **Grave Liner** means a concrete liner used to encase the coffin;
- xviii. **Grave Marker** means any above ground device or monument to mark a grave;
- xix. **Immediate Family** means husband, wife, spouse, parents, grand parents, great grandparents, children, grandchildren, great grandchildren, sisters, and brothers;
- xx. **Infant** means a child under the age of two (2) years;
- xxi. **Jurisdiction** means the Village of Glenwood, Village of Hill Spring, Cardston County and the Blood Tribe First Nations;
- xxii. **Monument or headstone** means a marker made of stone, iron or granite structure placed in the cemetery erected or constructed on a grave for memorial and identification purposes;
- xxiii. **Non-resident** means an individual who does not have a permanent home or specifically is not an inhabitant or dweller, or has not previously lived in the jurisdiction;
- xxiv. **Plot** means a four (4) foot by eight (8) foot space in the cemetery used for a place of burial;
- xxv. **Resident** means residents or former residents and their immediate families of Cardston County, Village of Glenwood, Village of Hill Spring and Blood Tribe First Nations;
- xxvi. **Urn** means a container used for storing human cremated remains;
- xxvii. **Village** means the Municipality of the Village of Glenwood; and
- xxviii. **Wooden Ornamental** means any trees, shrubs, creepers or climbers.

3. CEMETERIES ACT

- a. All Cemetery regulations and plots shall conform to the **Alberta Cemeteries Act** Revised Statues of Alberta 2000 Chapter C-3.

4. ADMINISTRATION

- a. The Village administration shall be responsible for the selling of plots in the cemetery, and the keeping and maintaining of records required by law, for the collection of fees and charges;
- b. Donations to the Cemetery may be made to the Village and the use of the donations will be determined by the cemetery committee and administration;
- c. The Village will be assisted in the care of the Cemetery by a Cemetery Committee composed of the following:
 - i) Two (2) residents of the Village of Glenwood;
 - ii) Two (2) residents of Cardston County;
 - iii) One (1) Councillor from the Village of Glenwood; and
 - iv) One (1) Councillor from Cardston County.
- d. The Village and the Cemetery Committee shall be responsible for the general maintenance of the cemetery grounds.
- e. Expenses incurred due to cemetery maintenance shall be shared on a 50/50 basis net, of current revenue, by the Village and Cardston County.
- f. The Cemetery Committee shall:
 - i) Meet a minimum of once per year;
 - ii) Appoint a chairman and a secretary, every two (2) years;
 - iii) The secretary shall keep minutes of the Cemetery Committee meetings, and submit a copy to the Village on a regular basis; and
 - iv) Prepare a budget request by October 31, for the following year, for fund required in addition to the regularly approved budget.
- g. Complaints or concerns regarding the operation of the cemetery shall be directed to Administration. If the matter is not resolved the complainant shall forward the matter to the Cemetery Committee for resolution.

5. SALE OF PLOTS

- a. Plots are no longer available for burial in the Pioneer section of the Glenwood Cemetery, unless the deceased is a spouse of someone already buried there;

- b. The price of plots shall be stated in the Village of Glenwood Rates, Fees and Charges Bylaw, and be payable at the time of plot registration;
- c. A Cemetery Plot Deed, in a form used by Administration, and a receipt of payment, shall be provided to the purchaser;
- d. If requested, a copy of the Cemetery Bylaw shall be provided;
- e. Burial plots may be purchased by any person with pricing based on resident and non-resident rates;
- f. Burial plots may not be resold or transferred without the consent of Administration to ensure accurate records;
- g. Funds received by the Village for the sale of plots or donations received for the Cemetery shall be used to offset the maintenance expenses of the Cemetery; and
- h. Plots shall be used for human remains only.

6. BURIALS

- a. No burial shall be permitted without a proper burial permit for caskets and cremated remains;
- b. All applications for burial or grave opening must be made to Administration at least 48 hours prior to interment;
- c. Graves shall be dug and interments complete by a Contractor authorized to act on behalf of the Village;
- d. Grave liners made of concrete are required for full burials;
- e. The cost of opening and closing the grave shall be the responsibility of the deceased next of kin or the person making the request;
- f. All full burial graves must be minimum of five and one half (5.5) feet deep;
- g. All cremated remains must be buried a minimum of two (2) feet deep;
- h. A maximum of one full burial per plot is allowed, however, up to six (6) urns will be permitted in any plot following a traditional casket burial in that plot;
- i. An infant can be buried in an occupied burial plot of a parent, grandparent or immediate family member to a minimum depth of two (2) feet;
- j. Cremated remains shall be interred in the same plot with another body or other cremated remains, upon registering the interment with Administration;

- k. No body shall be buried in a plot where cremated remains have been previously buried; and
- l. Up to six (6) urns may be placed in a plot without a casket burial.

7. CEMETERY OPERATION AND MAINTENANCE

- a. The Cemetery shall have a minimum of one (1) annual work day organized by the Cemetery Committee;
- b. The cost of any damage to gravesites by an Act of God, such as tornado, high winds, hail or earthquake, shall be borne by the families of those interred in the Cemetery;
- c. Plots shall not be enclosed by fences, railings, cement or metal walls;
- d. Grave covers or caps are not permitted;
- e. Existing grave covers or caps will be removed if they are broken;
- f. Shrubs or trees shall not be planted in the Cemetery unless written permission is obtained by Administration and/or the Cemetery Committee;
- g. With the exception of natural flowers, items placed on plots shall be placed on the headstone or headstone base;
- h. Holders, used for flowers or other memorial items, shall be permanently attached to the headstone or monument;
- i. The Village reserves the right to remove memorial items if they impede Cemetery maintenance or become broken or have deteriorated;
- j. The Village will repair collapsing graves by backfilling the site;
- k. The width of the base of a single headstone or monument is a maximum of four (4) feet and the footing shall be a depth of one and a half (1.5) feet;
- l. The width of the base of a double headstone or monument is a maximum of eight (8) feet and a depth of one and a half (1.5) feet;
- m. A headstone or monument shall not be higher than two and a half (2.5) feet from the base to the top;
- n. Grave sites shall have a headstone or monument placed on the plot within two (2) years of burial;
- o. Vehicle owners shall park in the parking area located east of the grave sites and on the south and north of the roadway. Any damage to the grave sites or

roadways within the cemetery caused by the operation of a vehicle, shall be the responsibility of the vehicle owner; and

- p. The speed limit for the operation of motor vehicles shall be ten (10) kilometers per hour;

8. RESCINDING BYLAW

- a. Bylaw 165-2022 is hereby repealed.

9. DATE OF COMMENCEMENT

- a. This bylaw shall come into effect upon third and final reading.

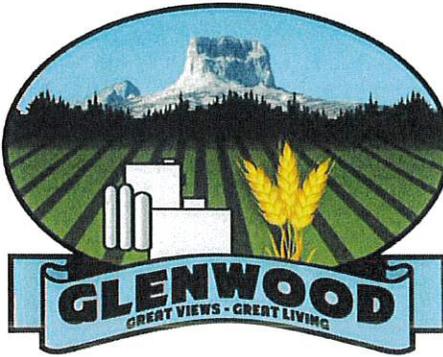
READ for the first time this 11th day of March, 2026

READ for the second time this 11th day of March, 2026

READ for the third time this 11th day of March, 2026

Mayor

Chief Administrative Officer



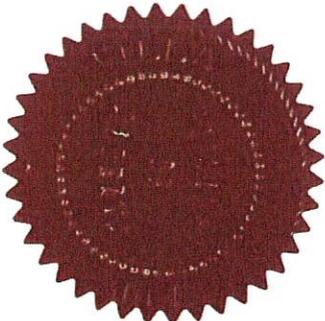
Cemetery Plot Deed

Know All Men by These Presents, that the Village of Glenwood in consideration of **One Hundred and Fifty Dollars (\$150.00)** paid to it by **Doral Lamar Lybbert** of **Glenwood** in the Province of **Alberta** the receipt of which is hereby acknowledged doth grant unto the said **Doral Lamar Lybbert** his/her heirs and assigns a certain plot in the General Cemetery of the said Village of Glenwood called Glenwood Cemetery and situated on Block A Plan 1298FS, 4;27;5;13 NE, in the Province of Alberta and which plot is delineated and laid down on a map of the said Cemetery and is therein designated as Plot 709, Row G.

To have and to hold the herein above-named premises unto and to the use of the said **Doral Lamar Lybbert**, his/her heirs and assigns, forever.

Provided Always, that the same shall only be used as place of sepulcher; and that the same shall be used subject in all respects to the By-Laws of the said Village of Glenwood, now or hereinafter to be in force affecting the same.

In Witness Whereof, an Administrator of the said Municipality hath signed her name hereto, and hath affixed the Corporate Seal of the said Village of Glenwood this 02 day of September A.D. 2025.



Janeth Edwards

Village of Glenwood

VILLAGE OF GLENWOOD

BYLAW # 165-2022

Cemetery Bylaw

A BYLAW OF THE VILLAGE OF GLENWOOD IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING THE GOVERNANCE AND OPERATIONS OF THE GLENWOOD CEMETERY.

WHEREAS, the Council of the Village of Glenwood regards it expedient to enact certain laws, rules and regulations for the efficient operation and management of the Glenwood Cemetery;

NOW THEREFORE the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. NAME OF CEMETERY:

- a. That the cemetery shall be called the Glenwood Cemetery.

2. DEFINITIONS:

- a. In this bylaw unless the context otherwise requires:
- i. **Administration** – Chief Administrative Officer of the village or any other village employee working in the village office;
 - ii. **Adult** – means an individual over the age of twelve (12) years;
 - iii. **Burial** – means the interment of human remains or cremated remains in an earth plot;
 - iv. **Burial Permit** – means a burial permit issued under the Alberta Vital Statistics Act. If the deceased is cremated, then a Cremation Certificate will be accepted in its place;
 - v. **Casket** – means a box made of wood, metal or other synthetic material used to encase a corpse for burial;
 - vi. **Cemetery** – means the Glenwood Cemetery which is jointly owned by Cardston County and the Village of Glenwood, located at Block A, Plan 1298FS, 4;27;5;13;NE;
 - vii. **Child** – means an individual over the age of two (2) years and under the age of twelve (12) years;
 - viii. **Committee** – means the cemetery committee as a whole;
 - ix. **Council** – means the Village of Glenwood municipal council;
 - x. **County** – means Cardston County;
 - xi. **Cremated Remains** – means the remnants of the human body following the cremation process;
 - xii. **Disinterment** – means exhumation or removal of human/cremated remains from a grave;
 - xiii. **Grave** – means a plot that has been opened or used as a place of interment;

- xiv. **Grave Cover (Cap)** – means any covering other than earth and grass which covers the grave;
- xv. **Grave Marker** – means any above ground device or monument to mark a grave;
- xvi. **Infant** – means an individual under the age of two (2) years;
- xvii. **Plot** – means a four (4) foot by eight (8) foot space in the cemetery used for a place of burial;
- xviii. **Monument or Headstone** – means not wood, but may be a stone, iron or granite structure in the cemetery erected or constructed on a grave for memorial and identification purposes;
- xix. **Resident** – means residents or former residents and their immediate families of Cardston County, Hill Spring or Glenwood;
- xx. **Urn** – means a container used for storing human cremated remains;
- xxi. **Vault** – means an approved concrete or fibreglass receptacle placed in the cemetery plot that protects a casket after it is buried, and must support the weight of the earth and any cemetery equipment to prevent the grave from collapsing. A shroud can be used instead of a casket, but must still be placed inside a vault;
- xxii. **Village** – means the Municipality of the Village of Glenwood;
- xxiii. **Wooden Ornamental** – means any trees, shrubs, creepers or climbers.

3. CEMETERY ACT:

- a. All cemetery regulations and plots shall conform to the Alberta Cemetery Act General Regulation RSA 2000 Chapter C-3.

4. ADMINISTRATION:

- a. The village administration shall be responsible for the selling of plots in the cemetery, and the keeping and maintaining of records required by law, for the collection of fees and charges in connection therewith;
- b. Donations to the care of the cemetery may be made to the village and the use of the donation will be determined by the cemetery committee and administration;
- c. The village will be assisted in the care of the cemetery by a cemetery committee which shall be composed of at least:
 - i. Two (2) residents of the Village of Glenwood;
 - ii. Two (2) residents of Cardston County;
 - iii. One (1) Village Council representative;
 - iv. One (1) Cardston County Council representative.
- d. The village, with the cemetery committee, shall be responsible for the general maintenance of the grounds. Expenses incurred through regular maintenance by village personnel, and other maintenance, will be shared by the village and the county on a 50/50 basis, after revenue has been deducted. Village administration shall keep records of maintenance costs and submit an invoice annually to Cardston County.
- e. It shall be a duty of the cemetery committee to:

- i. Meet a minimum of twice a year;
- ii. Appoint a chairperson from amongst the members at least every 2 years;
- iii. Appoint a secretary from amongst the members at least every 2 years;
- iv. Keep accurate records of meetings and submit these records to the village administration for permanent record keeping purposes;
- v. Prepare a budget request for the following year, prior to October 31, if additional funds are needed.

5. SALE OF PLOTS:

- a. Plots are no longer available for burial in the Pioneer Section of the Glenwood Cemetery, unless the deceased is a spouse of someone already buried there and has the deed or proof of payment for a plot;
- b. The price of plots shall be stated in the Village of Glenwood Rates, Fees & Charges Bylaw, and shall be payable at the time of the purchase of the plot;
- c. A Cemetery Plot Ownership Certificate (Appendix A) and receipt of payment will be given to purchaser of a cemetery plot;
- d. A copy of this cemetery bylaw shall be given to the purchaser of a burial plot at the time of purchase.
- e. A copy of this cemetery bylaw shall be given to the deceased next of kin prior to burial.
- f. Burial plots may be purchased by any person who wishes to do so, with pricing to be determined by their "resident" status;
- g. Burial plots may not be subdivided, resold or transferred without the consent of the Village of Glenwood administration;
- h. Funds received by the village for the sale of plots or donations for the cemetery shall be used to offset the maintenance expenses of the cemetery;
- i. Plots shall be used for human remains only.

6. BURIALS:

- a. No burial shall be permitted without a proper burial permit, which includes burial of cremated ashes;
- b. All applications for burial or grave opening must be made to the village administration at least 24 hours prior to interment;
- c. Graves shall be dug and interments made only by a contractor approved by village administration;
- d. Vaults are required for full burials;
- e. The cost of opening and closing the grave shall be the responsibility of the deceased next of kin or the person making the request;
- f. All full burial graves must be a minimum of 5.5 feet deep;
- g. A maximum of one burial per plot, however, six (6) urns will be permitted in any plot following a traditional casket burial in that plot. An infant may also be buried in an occupied burial plot of a parent, grandparent or immediate family member;

- h. Cremated remains may be interred in the same plot with another body or other cremated remains upon registering such interment with village administration, however, no body shall be buried in a plot where cremated remains have previously been buried;
- i. Any burial of cremated remains shall be at a depth of not less than two (2) feet from the surface of the ground surrounding the grave. Buried urns must have a marker with identification for any remains buried in the plot. Up to six (6) urns may be placed in a plot without a casket burial.

7. CEMETERY OPERATION AND MAINTENANCE:

- a. The Glenwood Cemetery shall, at least once annually, have a cemetery work day organized by the cemetery committee. Volunteers will be encouraged to participate;
- b. The Village of Glenwood will not be responsible for replacing, repairing or making good anything damaged or destroyed by earthquake, lightning, tornado, wind or manufactured defects or any other thing over which the Village of Glenwood has no control;
- c. No animals are allowed in the Glenwood Cemetery without permission from administration and the cemetery committee;
- d. No fence, railing, cement or metal wall, to enclose plot/plots, is permitted;
- e. No full-length grave covers (caps) are permitted – existing caps will be removed when they are broken:
 - i. Existing fences, railing, cement or metal wall enclosures and grave covers shall be allowed to remain under this grandfather clause, provisional to them remaining in good condition and are not permitted to be replaced at any time;
- f. No shrub or tree will be planted in the cemetery without the permission of the village administration and/or cemetery committee;
- g. All flowers and other appropriate items must be placed on the headstone or headstone base. The definition of 'appropriate' is determined by village administration and the cemetery committee, jointly;
- h. No glass containers shall be permitted in the cemetery, unless permanently affixed to a monument;
- i. Plastic flowers and other ornamental items will be removed on or about April 1-15 of each year;
- j. The Village of Glenwood retains the right to maintain the cemetery by fixing collapsed graves and by removing any caps which are broken. Before any capstone or broken debris is removed, village administration will endeavor to notify the next of kin;
- k. The base of a single monument (headstone) is not to exceed a width of four (4) feet and a depth of 1.5 feet. The base of a double monument is not to exceed the width of eight (8) feet and a depth of 1.5 feet;
- l. A monument (headstone) must not exceed a height of 2.5 feet from the base mentioned in 7.k.;

- m. All grave sites shall have a monument or permanent marker of any material except wood in place within two (2) years of burial, or one will be placed by the Village of Glenwood, with pricing as noted in the Rates, Fees & Charges Bylaw, at the expense of the next of kin.
- n. The owner of any moving vehicle will be responsible for any damage done by such vehicle within the boundaries of the cemetery;
- o. No vehicle or conveyance shall travel within the cemetery except on driveways intended for and wide enough for vehicular travel, or at a speed greater than ten (10) kilometers per hour;
- p. All digging within the boundaries of the Glenwood Cemetery requires prior approval from the Village of Glenwood administration;
- q. All complaints regarding the Glenwood Cemetery may be directed towards village administration and/or a member of the cemetery committee, for discussion at the next cemetery committee meeting.
- r. Should a difficult situation arise at the Glenwood Cemetery, village administration will alert the cemetery committee of the situation. Once a course of action has been jointly determined, the issue will first be dealt with by sending a Registered Letter to the concerned party, outlining the issue and how it will be dealt with; with the request for acknowledgement and communication from the concerned party in return.

8. RESCINDING BYLAW:

- a. Bylaw 165-2021 is hereby repealed.

9. DATE OF COMMENCEMENT:

- a. This bylaw shall come into effect upon third and final reading.

10. Read for the FIRST time this 14 day of April, 2022.

11. Read a SECOND time this 14 day of April, 2022.

12. Read a THIRD time and finally passed this 14 day of April, 2022.



 Mayor – Linda Allred



 Chief Administrative Officer – Carrie Kinahan



Appendix "A"

Glenwood Cemetery

CEMETERY PLOT OWNERSHIP CERTIFICATE

The Village of Glenwood, AB and Cardston County acknowledge receipt of the sum of:

\$ _____; (_____) CDN Dollars

having been paid by _____

Mailing Address: _____

E-mail Address: _____

Name & Contact info for next of kin:

for the purchase of the following VACANT cemetery plot(s) in the Glenwood Cemetery, located at:

Block _____ Plot _____

Perpetual care donations for cemetery plot(s) can be made to the Village of Glenwood at any time, to aid in the upkeep and cemetery maintenance expenses incurred by the Village of Glenwood.

Date: _____

Village Signature & Seal

THIS IS FOR YOUR PERMANENT RECORD. PLEASE KEEP IN A SAFE PLACE.

AM *CK*

VILLAGE OF GLENWOOD

Bylaw 245-2026

Rates, Fees and Charges Bylaw

BEING A BYLAW OF THE VILLAGE OF GLENWOOD, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE VILLAGE OF GLENWOOD.

WHEREAS, the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, permits the municipality to pass and enforce bylaws for municipal purposes respecting the safety, health and welfare of the people and the protection of people and property;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, provides for Council to pass and enforce bylaws for the municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto, provides that a Council, by bylaw, may establish fees;

AND WHEREAS Council recognizes the benefit of adopting a Schedule of Fees;

AND WHEREAS Council deems it expedient from time to time to revise the Schedule of Fees for municipal services;

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Glenwood, in the Province of Alberta, enacts as follows:

1. TITLE AND DEFINITIONS:

1.1 **Title** – This bylaw may be cited as the “Rates, Fees and Charges Bylaw”.

1.2 **Definitions**– In this bylaw unless the context otherwise requires:

- (a) **Act** – the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;
- (b) **Council** – the Council of the Village of Glenwood;
- (c) **Village** – the Village of Glenwood;
- (d) **Resident** – either an individual or a family that resides within the Village of Glenwood;
- (e) **Non-Profit** – any group or organization that has a registered society number, groups without a society number and who provide a valued service to the Village may be included subject to the approval of Administration;
- (f) **Other** – all individuals who do not qualify for the non-profit rate.

2. INTENTION:

- 2.1 It is the intention of the Village Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Village Council if any provision of the bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
- 2.2 This bylaw relates to the fees, rates, and charges for the various services provided by the Village. Penalties are not addressed in this bylaw, but are determined by the bylaw, policy, or circumstances specifically relevant to the occurrence.

3. FEES:

- 3.1 The user of any Village facility and/or service shall pay the Village the applicable fee, as stated in Schedule A which is attached to and forms part of this bylaw

4. SEVERABILITY:

- 4.1 Should any provision of this bylaw be found to be invalid: the invalid provision shall be severed and the remaining provisions of the bylaw shall remain in force.

5. RESCINDING BYLAW:

- 5.1 Bylaw 245B-2025 is hereby repealed.

6. DATE OF COMMENCEMENT:

- 6.1 This bylaw shall come into effect on April 1, 2026.

Read a FIRST time this 11th day of March, 2026.

Read a SECOND time this 11th day of March, 2026.

Read to CONSIDER the THIRD and final time this 11th day of March, 2026.

Read a THIRD time and finally passed this 11th day of January, 2026.

Mark Peterson
Mayor

Cynthia Vizzutti
Chief Administrative Officer

SCHEDULE "A"

FEES:

1. ADMINISTRATIVE SERVICES FEES:

1.1	Tax Certificate	\$30.00
1.2	Tax Arrears List Placement – As per Land Titles Fees	
1.3	NSF Cheque	\$35.00
1.4	Photocopying/printing (single sided letter or legal-size sheet)	\$0.25
1.5	Photocopying/printing (double sided letter or legal-size sheet)	\$0.50
1.6	Photocopying/printing (single sided 11x17 size sheet)	\$0.60
1.7	Photocopying/printing (double sided 11x17 size sheet)	\$1.00
1.8	Color Photocopying/printing (single sided letter or legal-size sheet)	\$0.30
1.9	Color Photocopying/printing (double sided letter or legal-size sheet)	\$0.60
1.10	Color Photocopying/printing (single sided 11x17 size sheet)	\$1.10
1.11	Color Photocopying/printing (double sided 11x17 size sheet)	\$2.00
1.12	Faxing:	
	(a) Per page (outgoing)	\$0.50
	(b) Per page (incoming)	\$1.00
1.13	Title Searches – Personal property only & Lawyer’s for land sales.	\$50.00
1.14	Property Information Request – Lawyers for land sales (Assessment & Real Estate Companies) FOIP	\$25.00
1.15	Assessment Review Board Complaint (Personal Property) Per Residential – (3 or fewer on a single parcel)	\$50.00
	Residential 4 or more dwellings on a single parcel	\$300.00
	Assessment Review Board Complaint-Non-Residential Property	\$650.00
1.16	Composite Assessment Review Board Complaint	\$650.00
1.17	Trash Moving Service (per hour)	\$150.00
1.18	FOIP Request Fee:	
	(a) Initial Request Fee concerning your personal information	\$10.00
	(b) Initial Request Fee for all other requests	\$30.00
	(c) Other information request:	
	(i) For searching for, locating and retrieving a record:	\$10.00 per ¼hr or part thereof
	(ii) For producing an electronic copy of an electronic record:	\$10.00 per ¼hr or part thereof
	(iii) For producing a black and white paper copy of a record (per single sided sheet):	\$0.25

- | | |
|--|---------------------------------|
| (iv) For producing a colour paper copy of a record (per single sided sheet): | \$0.30 |
| (v) For supervising the examination of a record: | \$10.00 per ¼hr or part thereof |

2. BUSINESS LICENCING:

- | | |
|--------------------------------|---------|
| 2.1 Business Licence (Yearly): | |
| (a) Village Only - voluntary | \$20.00 |
| (b) Regional Licence | \$80.00 |

Regional Licence may only be purchased with a Village Licence – total cost \$100.00

3. COMMUNITY SERVICES – CEMETERY:

- | | |
|--|------------|
| 3.1 Cemetery Marker Fee - Fee for Village to place a marker on an unmarked plot. | \$50.00 |
| 3.2 Plot Purchase Price: | |
| (a) Resident Interment* | \$150.00 |
| *Resident means a resident, or former resident of Cardston County or a municipality within Cardston County, and their spouse or adult interdependent partner, children, grandchildren, parents, and the parents of the spouse or adult interdependent partner. Proof of relationship may be required at Administration’s discretion. | |
| (b) Resident Infant Interment | \$0.00 |
| (c) Other Interment – non residents | \$2,500.00 |

4. ENVIRONMENTAL SERVICES:

- | | |
|---|------------|
| 4.1 Bulk Water: | |
| (a) Per gallon of water – Non residents | \$.04 |
| (b) Per gallon of water – Residents | \$.04 |
| (c) Per gallon of water – County residents | \$.03 |
| 4.2 Lot driveway approach installation: One per title where no approach currently exists will be covered by the Village for the standard installation as noted in subsection (a) | |
| (a) Initial installation – maximum size 16 feet in length (4.88 meters) and 1 foot in diameter (300mm) with no culvert | \$0.00 |
| (b) Larger Culvert - maximum 300 MM diameter x 7 meters long provided | \$1,500.00 |
| (c) Larger Approach required without Culvert | \$1,000.00 |
| (d) No ditch present property at grade with roadway (+/- 0.5ft or 0.15m) | \$500.00 |

5. MUNICIPAL UTILITY RATES:

5.1 Rates – are listed on a per month billing base standard rate (billed bi-monthly):

a. <u>Residential* / Commercial:</u>	2025
Water	\$57.50
Sewer	\$20.00
Solid Waste	\$10.00
Irrigation (per acre)	\$8.00

* These rates are for single-detached residential units. For multi-unit residential, each unit gets billed at these rates.

b. <u>Industrial:</u>	2025
Water Flat Charge	\$157.00
Water Consumption per Imperial Gallon	\$0.004
Sewer	\$56.00
Solid Waste	\$32.00
Irrigation (per acre)	\$8.00
c. <u>Church (Institutional):</u>	2025
Water	\$85.00
Sewer	\$28.00
Solid Waste	\$16.00
Irrigation (per acre)	\$8.00
d. <u>School (Institutional):</u>	2025
Water	\$157.00
Sewer	\$56.00
Solid Waste	\$32.00
Irrigation (per acre)	\$8.00

5.2 Water/Sewer/Irrigation Connection Rates

New Main Connection Fee – per individual service:

*If Main adjacent to property.

Any property Owner who desires a Water and/or Sewer Service Connection, from the Village, shall apply to the Administrator and pay the required Service Connection fee(s) as indicated in Schedule "A" before work on either Connection commences.

i. Water Service Hook-up - plus cost of backhoe services and supplies and road repair if required.	\$2,250.00
ii. Sewer Service Hook-up – plus cost of backhoe services and supplies and road repair if required.	\$2,250.00
iii. Irrigation Service Install (no roadwork)	\$1,125.00
iv. Irrigation Service Install (roadwork required)	\$2,250.00

- b. *Water Connection/Disconnection Fee – per connection/disconnection:
 - i. Due to any reason or non-payment of account \$100.00
 - ii. Due to customer request \$30.00

*If the Water connection/disconnection is a direct result of an Emergency the associated fee shall be waived.

6. OPERATIONAL SERVICES:

- 6.1 Equipment Rental per hour rate or part thereof: (minimum charge is ½ hour):
 - *Operated by village staff and subject to schedule availability.
 - (a) Grader \$200.00
 - (b) Large Tractor \$150.00
 - (c) Large Tractor with mower \$175.00
 - (d) Packer \$125.00
 - (e) Small Tractor with mower \$125.00
 - (f) Skid steer with or without Attachment \$125.00
 - (g) Weed Whipping (for non compliance only) \$75.00

*ANY AFTER HOURS CALL IN'S SHALL BE BILLED AT THE ABOVE EQUIPMENT RATE, PLUS TIME AND ½ FOR A MINIMUM OF THREE (3) HOURS, FOR THE SUPERINTENDENT OF PUBLIC WORKS.

7. LAND USE, PLANNING & SUBDIVISION:

- 7.1 Letter or Certificate of Compliance \$50.00
- 7.2 Development Application Fee – single unit dwelling \$100.00
- 7.3 Development Application Fee – garage, deck, carport, shed, accessory building, shipping container \$50.00
- 7.4 Development Application Fee – modular/manufactured homes \$100.00
- 7.5 Development Application Fee –multi-unit dwellings (per unit), special residential uses including half-way houses, group homes, day care, nursing homes \$200.00
- 7.6 Development Application Fee – Commercial/Industrial \$300.00
- 7.7 Development Application Fee – all public service buildings \$300.00
- 7.8 Request to convene a special meeting of the Subdivision and Development Appeal Board (SDAB) or the Municipal Planning Commission (MPC) \$300.00
- 7.9 Regional Subdivision & Development Appeal Board Fee (of which \$150 will be refunded if appeal is successful) \$300.00
- 7.10 Printed copy of Land Use Bylaw \$50.00
- 7.11 Land Use Bylaw Amendment Fee (per title and or if at the same time of application fee can be cost shared) \$500.00
- 7.12 Where a development has been commenced prior to a development application being approved, or when a stop order has been issued pursuant to the Land Use Bylaw, the fee for any subsequent application for that development shall be twice the amount specified in this bylaw for that use.

7.13 Outstanding fees or charges shall be added to the tax roll if applicable under Section 553(1) and (2) of the *Municipal Government Act* RSA 2000 Chapter M-26.

8. **RECREATIONAL SERVICES:**

All Rentals must be paid in full before the day of rental and the date cannot be held until payment is made in full.

8.1 Bleachers:

- | | |
|--|----------|
| (a) Rental per day – for Private Functions | \$100.00 |
| (b) Rental per day (for those covered by Policy No. A011 plus Glenwood Baseball Group, Pioneer Days, Glenwood Days and Community Functions | \$0.00 |
| (c) Refundable Damage Deposit for Private Functions | \$100.00 |

8.2 Glenwood Community Hall:

- | | |
|---|----------|
| (a) Rental per day – Private Functions | \$100.00 |
| (b) Refundable Damage Deposit for private Functions | \$100.00 |