



**Village of Hill Spring**  
**COUNCIL MEETING AGENDA - DRAFT**  
**Hill Spring Council Chambers**  
**Tuesday, January 17, 2023 at 7:00 p.m.**

1. CALL COUNCIL MEETING TO ORDER
2. ACCEPTANCE/ADDITIONS TO AGENDA
3. ADOPTION OF MINUTES
  - a) 2022.11.15
  - b) 2022.11.21
  - c) 2022.11.29
4. DELEGATION
5. BUSINESS ARISING FROM THE MINUTES
6. FINANCIAL REPORTS:
  - a) Cheque Listing for November & December 2022
7. ITEMS FOR DISCUSSION:
  - a) Public Participation Policy 2022.01
  - b) Fire Chief Danny Melvin resolution request
  - c) Dust Control – Councillor French request
  - d) Drainage Study Discussion
  - e) Rescind Recreational Trail Study Resolution #2022.06.112
  - f) Riplinger Wind Power Project
  - g) Website Update
  - h) Bylaw 2023-245- Fees and Charges – First Reading
  - i) Bylaw 2023-245- Fees and Charges – Second Reading
  - j) Bylaw 2023-245- Fees and Charges – Third Reading
8. ADMINISTRATORS & COUNCIL REPORTS:

a) Admin Report

9. CORRESPONDENCE:

- a) 2022.11.23, Kevin Ferguson, Town of Ponoka
- b) 2022.12.22, Cody Webster, Fortis – Holiday Greetings
- c) 2022.09.01, Board of Directors Meeting, ORRSC
- d) 2022.12.01, Board Report, Chinook Arch Library Board

10. CLOSED MEETING: if needed or when required by council per FOIP Act Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act (Municipal Government Act, Section 197)*

11. ADJOURNMENT:

DRAFT Jan. 17, 2023

# VILLAGE OF HILL SPRING

November 15, 2022

**The Village of Hill Spring Regular Council Meeting was held at the Hill Spring Council Chambers on November 15, 2022 commencing at 7:00 p.m.**

**In attendance:** Mayor Davis, and Councillors Barfuss, Christensen, French, and Nish

**Officials:** Village Manager, Janet Edwards, Office Assistant, Patti Faulkner, CFO Hakon Skoien

## CALLED TO ORDER

Mayor Davis called the **Regular** Council Meeting to Order at 7:00 p.m.

## ADOPTION OF THE AGENDA

2022.11.202

Councillor Barfuss **MOVED** to accept the agenda.

**Carried**

## ADOPTION OF MINUTES

2022.10.11 COUNCIL MEETING MINUTES

2022.11.203

Councillor Barfuss **MOVED** that the 2022.10.11 special council meeting minutes be approved.

**Carried**

2022.10.18 COUNCIL ORGANIZATIONAL MEETING MINUTES

2022.11.204

Councillor Christensen **MOVED** to approve 2022.10.18 Organizational Meeting Minutes.

**Carried**

2022.10.18 REGULAR COUNCIL MEETING MINUTES

2022.11.205

Councillor Barfuss **MOVED** to approve 2022.10.18 Regular Council Meeting Minutes.

**Carried**

## DELEGATION

RCMP QUARTERLY REPORT

The RCMP presented the quarterly report.

MARTHA PARIDAEN

Ms. Paridaen reviewed sections of the Municipal Government Act and her perception of council and administration duties.

## BUSINESS ARISING FROM MINUTES

### FINANCIAL REPORTS

COUNCIL CHEQUE

20220198 - 20220230

2022.11.206

Councillor Nish **MOVED** that Cheque Listing 20220188 – 20220230 be accepted as information.

**Carried**

REVENUES AND EXPENSE REPORT

2022.11.207

Councillor Barfuss **MOVED** to accept revenues and expense report as presented be accepted as information.

**Carried**

2023 BUDGET, OPERATING

2022.11.208

Mayor Davis **MOVED** that the 2023 operating budget be approved as presented.

**1 opposed 4 in favor, Carried**

2023 – 2027  
CAPITAL BUDGET  
**2022.11.209**

Councillor Christensen **MOVED** that the 2023- 2027 Capital Budget as presented be accepted.

**1 opposed 4 in favor, Carried**

**BUSINESS ITEMS FOR DISCUSSION**

BENNY YASTREMSKI –  
OCTOBER 18, 2022  
DELEGATION  
**2022.11.210**

Councillor Nish **MOVED** that Councillor Barfuss work with Benny Yastremski in determining potential placement of benches and cost and timing.

**Carried**

JACKIE EVANS/LINDA  
MAERZ SEPTEMBER 18,  
2022 DELEGATION –  
PUBLIC ENGAGEMENT  
AND COMMUNICATION

Mayor Davis asked the delegates for specific examples of what they were seeking from the council. They indicated they would like to see more information on the website, specifically the listing of municipal developments. They believe there should be more information in the minutes and they requested draft minutes be posted on the website. No motion was made by council.

NEIL EVANS – OCTOBER  
18, 2022 DELEGATION

A representative from Alberta Environment will be meeting with members of council and administration to address the watershed drainage concerns of council. Information only.

PUBLIC PARTICIPATION  
POLICY DRAFT 2022-01  
**2022.11.211**

Councillor Barfuss **MOVED** that Councillor Christensen working with administration create a revised draft of the public participation policy to be reviewed at the January 2023 regular council meeting.

**Carried**

DELEGATE  
PRESENTATION TO  
COUNCIL POLICY 2022-02  
**2022.11.212**

Councillor Barfuss **MOVED** to approve 'delegate presentation to council policy 2022-02' as amended.

**1 against 4 in favor, Carried**

2023 N WATER LOOP  
PHASE 3 CAPITAL  
PROJECT  
**2022.11.213**

Councillor Christensen **MOVED** to approve the continuation to completion N Water loop Phase 2.2 project in accordance with accepted bid by Beck's Excavating.

**2 against 3 in favor, Carried**

DUST CONTROL –  
CALCIUM CHLORIDE  
**2022.11.214**

Mayor Davis **MOVED** to table dust control to December 2022 regular council meeting and that administration report to council how many kilometers of gravel are in the village.

**Carried**

**2022.11.215**

Councillor Christensen **MOVED** to extend the council meeting past 9:30 p.m.

**Carried**

VILLAGE OF GLENWOOD  
LIBRARY FUNDING  
REQUEST  
**2022.11.216**

Councillor French **MOVED** that the 2023 approved operating budget be amended to include an additional \$2500 funding to the Glenwood Municipal Library.

**Carried**

AMENDING BYLAW 2021.282.3	Councillor French requested to refrain from voting on this matter due to pecuniary interest.	
<b>2022.11.217</b>	Mayor Davis <b>MOVED</b> to give 1 <sup>st</sup> reading to Amending Road Closure Bylaw 282.3.	<b>Carried</b>
<b>2022.11.218</b>	Councillor Christensen <b>MOVED</b> to give 2 <sup>nd</sup> reading to Amending Road Closure Bylaw 282.3.	<b>Carried</b>
<b>2022.11.219</b>	Councillor Christensen <b>MOVED</b> to proceed to third reading of Amending Road Closure Bylaw 282.3.	<b>Unanimously Carried</b>
<b>2022.11.220</b>	Mayor Davis <b>MOVED</b> to give third reading and pass Amending Road Closure Bylaw 282.3.	<b>Carried</b>
AMENDING BYLAW 2021.282.4		
<b>2022.11.221</b>	Councillor Barfuss <b>MOVED</b> to give 1 <sup>st</sup> reading to Amending Road Closure Bylaw 282.4.	<b>Carried</b>
<b>2022.11.222</b>	Councillor Nish <b>MOVED</b> to give 2 <sup>nd</sup> reading to Amending Road Closure Bylaw 282.4.	<b>Carried</b>
<b>2022.11.223</b>	Mayor Davis <b>MOVED</b> to proceed to third reading of Amending Road Closure Bylaw 282.4.	<b>Unanimously Carried</b>
<b>2022.11.224</b>	Councillor Christensen <b>MOVED</b> to give third reading and pass Amending Road Closure Bylaw 282.4.	<b>Carried</b>
SCHOOL BOARD MUNICIPAL JOINT USE AGREEMENTS		
<b>2022.11.225</b>	Councillor Nish <b>MOVED</b> to table discussion for School Board joint use agreement to January 2023 regular council meeting.	<b>Carried</b>
DECEMBER 2022 REGULAR COUNCIOL MEETING		
<b>2022.11.226</b>	Councillor Christensen <b>MOVED</b> that the regular council meeting for December 20, 2022 be cancelled.	<b>Carried</b>
OLDMAN WATERSHED FUNDING REQUEST		
<b>2022.11.227</b>	Mayor Davis <b>MOVED</b> that \$200.00 be donated to the Oldman Water shed council as requested.	<b>Carried</b>
CAVEAT REMOVAL REQUEST FOR LOTS 9-11, BLOCK 24, PLAN 0812853		
<b>2022.11.228</b>	Councillor Christensen <b>MOVED</b> that this discussion be moved to the closed session of council.	<b>Defeated</b>
<b>2022.11.229</b>	Councillor French <b>MOVED</b> that the caveat on Lots 9-11, Block 24, Plan 0812853 be discharged.	<b>Carried</b>
REQUEST FOR TAX PENALTY TO EXEMPTION FOR ROLL 11520, LOT 11, BLOCK 24, PLAN 081253		
<b>2022.11.230</b>	Councillor Nish <b>MOVED</b> that in accordance to Tax Rate Bylaw 2022-315 the tax penalty for Roll 11520, lot 11, block 24, plan 081253 property not be exempt of applied penalties.	<b>Carried</b>

2022.11.14 FORTIS  
ALBERTA – REQUEST FOR  
MUNICIPAL APPROVAL  
REGARDING  
DISTRIBUTION FACILITIES  
**2022.11.231**

Councillor Christensen **MOVED** to grant Fortis permission as requested.  
**Carried**

**2022.11.232**

Councillor Barfuss **MOVED** for a 5-minute recess at 10:30 p.m.  
**Carried**

**2022.11.233**

Councillor French **MOVED** that administration advertise Special Meeting of Council with ORRSC scheduled for November 21, 2022 beginning at 5:30.  
**Carried**

**ADMINISTRATOR,  
COUNCIL REPORTS AND  
CORRESPONDENCE  
2022.11.234**

Councillor Nish **MOVED** to accept all reports and correspondence as information.  
**Carried**

**CLOSED MEETING**  
FOIP – SECTION 17, 4D  
AND SECTION 24, 1A, B  
EMPLOYEE MATTERS &  
COUNCIL ADVICE  
**2022.11.235**

Councillor Barfuss **MOVED** to go into closed meeting at 10:47 p.m. according to FOIP Section 17, 4d & Section 24 – 1a, b.  
**Carried**

**2022.11.236**

In attendance at closed meeting:  
Mayor Davis, Councillors Barfuss, Christensen, French and Nish, Village Manager, Janet Edwards, Admin Assist, Patti Faulkner and CFO Hakon Skoien.  
Mayor Davis **MOVED** to return to open meeting at 11:15 p.m.  
**Carried**

**2022.11.237**

Councillor French **MOVED** that administration contact Municipal Affairs for advice on administrative help to cover office administration during the administrator's temporary leave.  
**Carried**

**ADJOURNMENT**  
**2022.11.238**

Councillor Nish **MOVED** to adjourn at 11:25 p.m.

\_\_\_\_\_  
Mayor Dwight Davis

\_\_\_\_\_  
Village Manager Janet Edwards

# VILLAGE OF HILL SPRING

November 21, 2022

**The Village of Hill Spring Special Council Meeting was held at the Hill Spring Council Chambers on November 21 2022 commencing at 5:30p.m.**

**In attendance:** Mayor Davis, and Councillors: Barfuss, Christensen, French, and Nish

**Officials:** Patti Faulkner, admin assist, Hailey Winder, planner

**SPECIAL COUNCIL MEETING CALLED TO ORDER**

**ADOPTION OF THE AGENDA**

**2022.11.239**

**CLOSED MEETING**  
**2022.11.240**

**2022.11.241**

**2022.11.242**

**ADJOURNMENT**  
**2022.11.243**

Mayor Davis called the **Special** Council Meeting to Order at 7:00 p.m.

Mayor Davis **MOVED** to accept the agenda.

**Carried**

Councillor Christensen **MOVED** to go into a closed meeting at 5:37 p.m. as per Division 2 of part 1 of the Freedom and Information and Privacy Protection Act, Section(s) 24, 1b & g, and section 27.

**Carried**

Present in the meeting: Mayor Davis, and Councillors: Barfuss, Christensen, French, and Nish, Patti Faulkner & Hailey Winder

- a) Trails study update
- b) Land Use Bylaw Draft Update
- c) Legal matters

Councillor Christensen **MOVED** to come out of closed meeting and return to open meeting at 8:30 p.m.

**Carried**

Councillor French **MOVED** that administration contact Lorne Randa @ Brownlee Law asking for advice and that he provide a written statement to Ms. Paridaen on behalf of village council stating that the Village of Hill Spring will not venture into the purchase of Plan: 0812853 Block: 24 Lot: 9 for the price of \$42,000.00 as per request by letter (email dated Nov. 16, 2022).

**Carried**

Councillor Nish **MOVED** to adjourn at 8:38 p.m.

\_\_\_\_\_  
Mayor Dwight Davis

\_\_\_\_\_  
Village Manager Janet Edwards

# VILLAGE OF HILL SPRING

November 29, 2022

The Village of Hill Spring Special Council Meeting was held at the Hill Spring Council Chambers on November 29, 2022 commencing at 8:00 p.m.

In attendance: Mayor Davis, and Councillors: Christensen, French, and Nish

Officials: Janet Edwards, Village Manager

**SPECIAL COUNCIL MEETING CALLED TO ORDER**

Mayor Davis called the **Special** Council Meeting to Order at 8:00 p.m.

**ADOPTION OF THE AGENDA**  
2022.11.244

Mayor Davis **MOVED** to accept the agenda.

**Carried**

**ITEMS FOR DISCUSSION**  
**APPOINT INTERIM SUPPORT CAO**  
2022.11.245

Councillor Christensen **MOVED** to accept the Town of Raymond proposal for an interim executive support according to letter dated Nov. 28, 2022 and signed by CAO Kurtis Pratt.

**1 against, 3 in favor Carried**

2022.11.246

Mayor Davis **MOVED** to appoint Patrick Roach from Town of Raymond as interim CAO for Village of Hill Spring commencing Dec. 1, 2022 to approximately April 14, 2022.

**1 against, 3 in favor Carried**

**ADJOURNMENT**  
2022.11.247

Councillor Nish **MOVED** to adjourn at 8:38 p.m.

\_\_\_\_\_  
Mayor Dwight Davis

\_\_\_\_\_  
Village Manager Janet Edwards



**Special Meeting of Council 2022.11.29**  
Village of Hill Spring

In accordance with Section 194(4) of the Alberta Municipal Government Act the Village of Hill Spring is holding a special meeting of Council. This meeting is held without notice to the public in order to address issues which are deemed to be sensitive and urgent to the effective governance of the Village.

Meetings Date: November 29, 2022

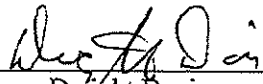
Meeting Location: Hill Spring Village Office

Purpose of the Special Meeting
Appoint interim administrative support CAO

Agenda Items
Appoint interim administrative support CAO

Statement of Consent

In accordance with Section 194(4) of the Municipal Governance Act I give consent for the Special Meeting of Council on this date of November 29, 2022.

  
\_\_\_\_\_  
Mayor Dwight Davis

\_\_\_\_\_  
Councillor Ryan Barfuss

  
\_\_\_\_\_  
Councillor Monte Christensen

  
\_\_\_\_\_  
Councillor Sue French

  
\_\_\_\_\_  
Councillor Mike Nish

# Village Of Hill Spring

## Cheque Listing For Council

2023-Jan-12  
1:36:37PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220234	2022-11-02	CANADA POST		PAYMENT		37.66
			2022.11.02 NEWS	NOVEMBER COUNCIL NEWS BULLE	37.66	
20220235	2022-11-07	CANADA REVENUE AGENCY		PAYMENT		716.98
			OCT. 2022	PAYROLL REMITTANCE 2022	716.98	
20220236	2022-11-07	CANOE PROCUREMENT GROUP OF CANADA, A DIV C		PAYMENT		14.69
			AB137397	HAND SOAP FOR WASHROOMS	14.69	
20220237	2022-11-07	CLEARTECH		PAYMENT		126.00
			INV1007498	CONTAINER DEPOSIT	126.00	
20220238	2022-11-07	D.J. EQUIPMENT RENTALS & SALES		PAYMENT		162.22
			40680	AIR COMPRESSOR AND HOSE RENT	162.22	
20220239	2022-11-07	EDWARDS, JANET		PAYMENT		241.19
			NOV 3 2022	TRAVEL REINBURSMENT	241.19	
20220240	2022-11-07	MICRO AGE		PAYMENT		32.81
			21804	COMPUTER SUPPORT	32.81	
20220241	2022-11-07	TELUS COMMUNICATIONS		PAYMENT		149.16
			OCT 28, 2022	VILLAGE OF HILLSPRING OFFICE PR	149.16	
20220242	2022-11-07	XPLORE		PAYMENT		104.98
			INV45190233	EQUIPT. RENTAL & HOME PHONE	104.98	
20220244	2022-11-15	CANADA POST		PAYMENT		21.64
			15NOV REGMAIL	REGISTERED MAIL	21.64	
20220245	2022-11-19	BECK'S EXCAVATING & TRUCKING		PAYMENT		735.00
			3100	UNCOVER MANHOLES	735.00	
20220246	2022-11-19	MPE ENGINEERING LTD.		PAYMENT		1,102.25
			1464-	RAW WATER PUMP ASSISTANCE TR	1,102.25	
20220247	2022-11-19	MUNISIGHT LTD		PAYMENT		609.02
			4311083	OCTOBER SUPPORT	304.51	
			4313651	NOVEMBER 2022 SUPPORT	304.51	
20220248	2022-11-19	NEXTGEN AUTOMATION		PAYMENT		373.70
			444742	COPY USAGE	373.70	
20220249	2022-11-19	OLDMAN WATERSHED COUNCIL		PAYMENT		200.00
			NOV 15 2022	DONATION AS PER MOTION 2022.11.	200.00	
20220250	2022-11-19	SPOT POWER		PAYMENT		1,940.67
			NOV 18 2022	UTILITY CHARGES	1,940.67	
20220251	2022-11-19	SUMMIT VALVE AND CONTROLS		PAYMENT		210.00
			82063-20223029	FREIGHT ON SUPPLIES SHIPPED	210.00	
20220252	2022-11-19	WILDE BROTHERS ENGINEERING LTD		PAYMENT		4,741.02
			207772	3422.01 N WATER LOOP	4,741.02	
20220253	2022-11-15	TELUS COMMUNICATIONS		PAYMENT		149.16
			DIR DEBIT NOV1:	DIRECT DEBIT BILL PAYMENT FOR T	149.16	
20220254	2022-11-24	BECK'S EXCAVATING & TRUCKING		PAYMENT		19,827.36
			3102 HOLD BACK	N WATER LOOP PHASE 2 HOLDBACI	19,827.36	
20220265	2022-12-01	CANOE PROCUREMENT GROUP OF CANADA, A DIV C		PAYMENT		287.61
			AB141485	SUPPLIES	287.61	
20220266	2022-12-01	CARDSTON COUNTY		PAYMENT		2,733.37
			22256	REGIONAL DEM CONTRACT	66.70	
			22257	NOVEMBER WATER OP FEES	2,666.67	
20220267	2022-12-01	CARDSTON HOME HARDWARE		PAYMENT		68.20
			81274	CH KITCHEN SUPPLIES	68.20	
20220268	2022-12-01	CHRISTENSEN, MONTE		PAYMENT		56.12
			Nov. 30 2022	MILEAGE	56.12	

# Village Of Hill Spring

## Cheque Listing For Council

2023-Jan-12

1:36:37PM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20220269	2022-12-01	DAVIS, DWIGHT	NOV 30 2022	PAYMENT MILEAGE	466.04	466.04
20220270	2022-12-01	EDWARDS, JANET	NOV 30 2022	PAYMENT OFFICE SUPPLIES	394.37	394.37
20220271	2022-12-01	FIDO	2562116331	PAYMENT VILLAGE CELL PHONE CHARGES	90.54	90.54
20220272	2022-12-01	MUNISIGHT LTD	4315471 4315736	PAYMENT TRAINING DECEMBER 2022 SUPPORT	210.00 304.51	514.51
20220273	2022-12-01	RECEIVER GENERAL	NOV PAYROLL	PAYMENT NOVEMBER [AYROLL	1,301.74	1,301.74
20220274	2022-12-01	RURAL MUNICIPALITIES OF ALBERTA	006773	PAYMENT MEMBERSHIP AUG 1, 2022 TO JULY :	204.75	204.75
20220275	2022-12-01	SILVER AUTOMOTIVE	23506290	PAYMENT AUTOM CHARGER 10 2 AMP	135.83	135.83
20220276	2022-12-01	CANADA POST	DEC 1 2022	PAYMENT 2 ROLLS STAMPS	193.20	193.20
20230001	2023-01-09	ACTIVE LOCK AND SAFE LTD	18500	PAYMENT KEY	50.14	50.14
20230002	2023-01-09	ALBERTA SOUTHWEST REGIONAL ALLIANCE	588	PAYMENT 2022 MEMBERSHIP FEE	168.00	168.00
20230003	2023-01-09	BECK'S EXCAVATING & TRUCKING	3117 3118 3119 930671	PAYMENT SNOW REMOVAL AT CC & FH FIXING WATER CURBSTOP FIX CURBSTOPS SEPTIC PUMPOUT	1,386.00 1,312.50 1,155.00 168.00	4,021.50
20230004	2023-01-09	BROWNLEE BARRISTERS AND SOLICITORS	540950	PAYMENT DEVELOPMENT	2,429.44	2,429.44
20230005	2023-01-09	CARDSTON COUNTY	22306	PAYMENT DEM CONTRACT	66.70	66.70
20230006	2023-01-09	CARO ANALYTICAL SERVICES	IC2234493	PAYMENT WATER SAMPLES	103.74	103.74
20230007	2023-01-09	CITY OF LETHBRIDGE	70516	PAYMENT FIRE DISPATCHING	193.03	193.03
20230008	2023-01-09	MPE ENGINEERING LTD.	14640040019	PAYMENT HILL SPIRNG WTP	1,108.80	1,108.80
20230009	2023-01-09	TOWN OF RAYMOND	20220411 20220436	PAYMENT DEC ADMIN CLAIM PLUS MILEAGE MILEGAE	3,364.72 214.72	3,579.44
20230010	2023-01-09	XPLORE	45635533	PAYMENT WATER PLANT PHONE	104.83	104.83
20230011	2023-01-09	HENRIE, SCOTT	2022-1	PAYMENT ANCHOR KIT FOR KEY CAB	21.75	21.75
20230012	2023-01-09	SUTHERLAND, JONNA	2022-2	PAYMENT CAN OPENER	16.79	16.79
20230013	2023-01-09	THEOREM.CA	2655	PAYMENT DOMAIN HOSTING	189.00	189.00

**Total 49,994.95**

\*\*\* End of Report \*\*\*



## **PUBLIC PARTICIPATION POLICY**

### **POLICY # 2022.01**

---

**Adopted Date & Motion:**

**Reference:** Alberta Municipal Government Act, Alberta Regulation 193/217

Delegate Presentation to Council Policy 2022-02

---

**Approved By: Village of Hill Spring**

**Adopted:**

**Supersedes: 2018-01**

**Up for Review: 2026**

---

**POLICY STATEMENT**

**Policy Statement:** The Village of Hill Spring policy is to outline Councils commitment to accommodate the public.

---

**Policy Goals & Objectives**

**The purpose of this policy is to:**

In accordance with Section 216.1 of the revised Municipal Government Act, the Public Participation Policy has been developed to create opportunities for meaningful public participation in matters that may impact the Village of Hill Spring, stakeholders and residents.



## **ALBERTA REGULATION 193/2017 MUNICIPAL GOVERNMENT ACT**

### **Public participation policy requirements**

- 2 A municipality's public participation policy must identify
- (a) The types or categories of approaches the municipality will use to engage municipal stakeholders, and
  - (b) The types or categories of circumstances in which the municipality will engage municipal stakeholders.
- 

### **Categories of Approaches:**

The Village of Hill Spring will use, depending the circumstances, the following to encourage public participation:

- Open Houses
- Town Hall Meeting
- Round table discussion
- Ad hoc stakeholder committees
- Surveys and questionnaires
- Council meetings
- Municipal planning commission
- Legislated public hearing

### **Categories of circumstance:**

The Village of Hill Spring will encourage public participation in the following circumstances:

- Land Use Bylaw review and amendment
- Municipal Development Plan Bylaw review and amendment
- IMDP (Intermunicipal Development Plan) review and amendment
- Intermunicipal relations
- Special studies such as, Trails, Tourism projects, etc.
- Strategic planning exercises

NOTE: The Village of Hill Spring will use accessible and up to date social media and online information to help accomplish the above purposes.

---



---

## **LEGISLATIVE AND POLICY IMPLICATIONS**

- 1) All public participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation;
- 2) All public participation will be undertaken in accordance with all existing municipal policies and bylaws;
- 3) This policy will be made available for public viewing and will be accessible on the Village of Hill Spring's website; and
- 4) This policy shall be reviewed once every four years at minimum, as required by the *Municipal Government Act*.


## **PUBLIC PARTICIPATION STANDARDS**


- 1) Public Participation will be conducted in a productive, respectful and inclusive manner;
  - 2) Municipal Stakeholders who engage in public participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, may be excluded from public participation opportunities; and
  - 3) To ensure the volume of delegations regularly on meeting agendas in the Village of Hill Spring have the opportunity to deliver their presentations, the guidelines of the Presentation to Council policy will at all times be considered.
-

## Change request to QMP



Danny Melvin <dmcce@hotmail.com>  
To: office@hillspring.ca; office@glenwood.ca  
Cc: Murray Millward

 You replied to this message on 11/16/2022 2:23 PM.

  Reply  Reply All  Forward 

Wed 11/16/2022 1:25 PM

Hello to all,

After gone thru a Safety Codes Council audit yesterday, it has come to my attention of a change that should take place to stream-line all community's involved. Currently, both Glenwood and Hill Spring are listed with the Provincial Safety Codes Council, as having their own Fire Quality Management Plan. As such, part of the required processes that go along with having such agreements is having a QMP Manager and designate to keep current with the requirements of the QMP. Now, with that being said, my name is listed under your QMP with as a JOINT Municipality.

What I would like to do is ask that a resolution be passed by both council's and that they would both agree to become under the same Fire QMP as the rest of the Fire Departments within the County of Cardston. That way all reporting to the Safety Codes Council would encompass all area's to which I am responsible to report on anyway. Currently, as it is, I need to submit 3 sets of reports to the Safety Codes Council every year, instead of just submitting just one that I am proposing.

Please advise if you require any further information.

Danny Melvin  
Fire Chief  
Cardston County Emergency Services  
P.O. Box 2199  
Cardston, Alberta, T0K 0K0  
P-(403) 653-1333  
F-(403) 653-4789  
Cell-(403) 715-1249





Laura Watson  
Project Developer  
Box 1900, Station "M"  
110 – 12<sup>th</sup> Avenue SW, Calgary, AB T2P 2M1  
T: (877) 547-3365 Extension 1  
E: [projects@transalta.com](mailto:projects@transalta.com)  
[www.transalta.com](http://www.transalta.com)

December 23, 2022

**RE: Riplinger Wind Power Project**

Riplinger Wind L.P. by its General Partner Riplinger Wind Inc. (the Proponent) is proposing to construct and operate the Riplinger Wind Power Project (the Project). The Proponent is a wholly owned subsidiary of TransAlta Corporation (TransAlta).

The enclosed Project Information Package (PIP) is intended to introduce and provide information on the Project. This also includes a formal invitation to the February 17, 2023, stakeholder engagement session at the Hillspring Community Center (Open House). The purpose of this event is for you to meet our team and discuss the Project.

**What:** Riplinger Wind Power Project Stakeholder Engagement Session

**When:** February 17, 2023: 3 – 8pm

**Where:** Hillspring Community Center - 137 2 Ave S, Hill Spring, AB T0K 1E0

We want to hear from you. Should you have any questions ahead of the Open House please contact us. We would be happy to answer your question or plan an in-person discussion during this event.

Our desire is to ensure all stakeholders are well informed and provide the opportunity for Project discussions. If your land is leased in the vicinity of the Project site, we kindly ask that you provide us with the leaseholder's contact information. We will include them in our mailouts and in future discussions relating to the Project.

TransAlta is committed to ongoing stakeholder engagement. Should you have questions or concerns regarding the Project we would kindly ask that you contact us by **February 10, 2023**, via the toll-free number 1-877-547-3365 Extension 1 or via email at [canadian\\_projects@transalta.com](mailto:canadian_projects@transalta.com).

We thank you for your participation in this process and look forward to hearing from you.

Yours truly,

**TRANSALTA CORPORATION**

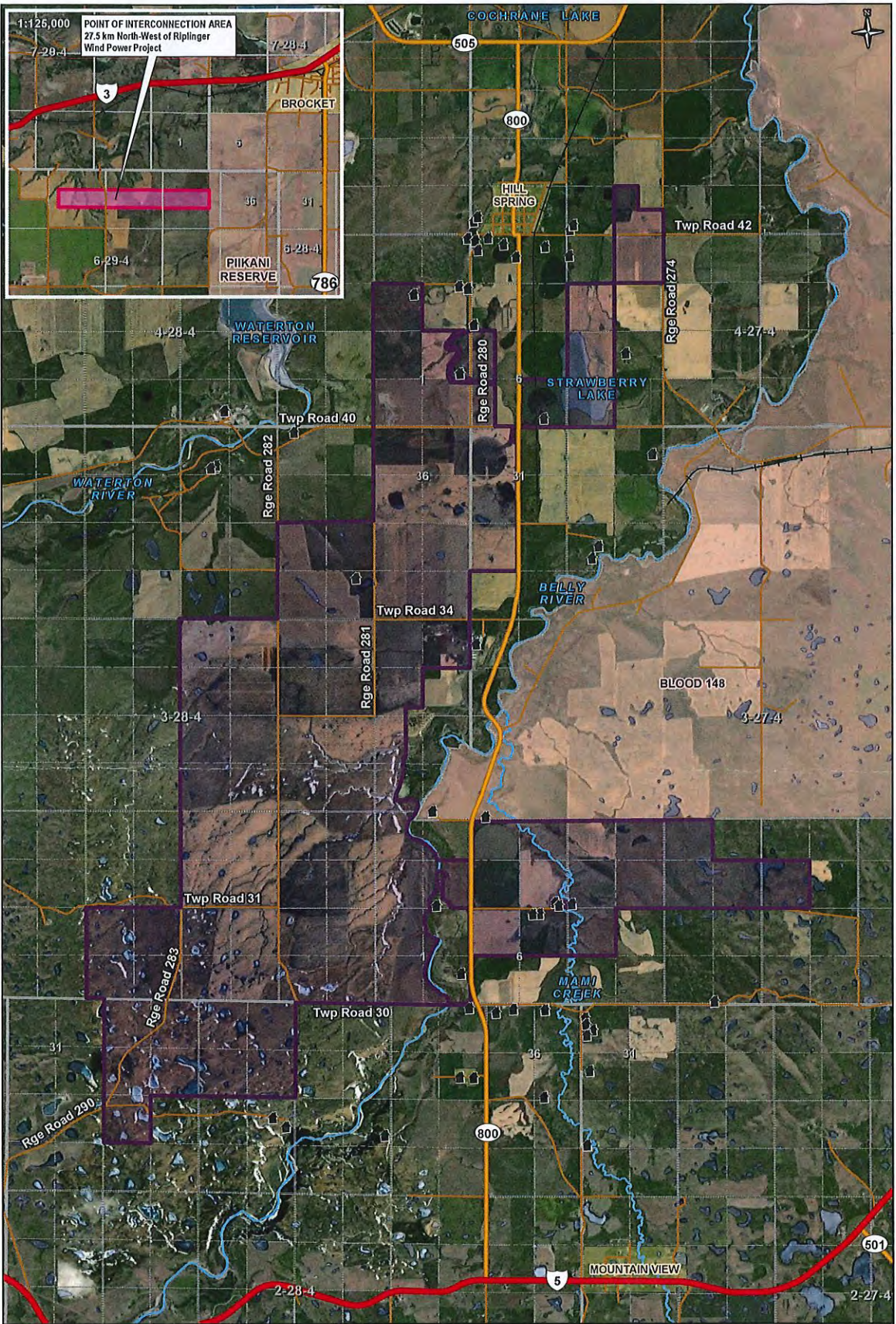
A handwritten signature in blue ink that reads "L. Watson".

LAURA WATSON  
Project Developer









**Legend**

- Residence
- Point of Interconnection Area
- Riplinger Wind Project Boundary
- River / Creek
- Lake / Waterbody
- City / Town
- First Nations
- Primary Highway
- Secondary Highway
- Minor Road
- Railway



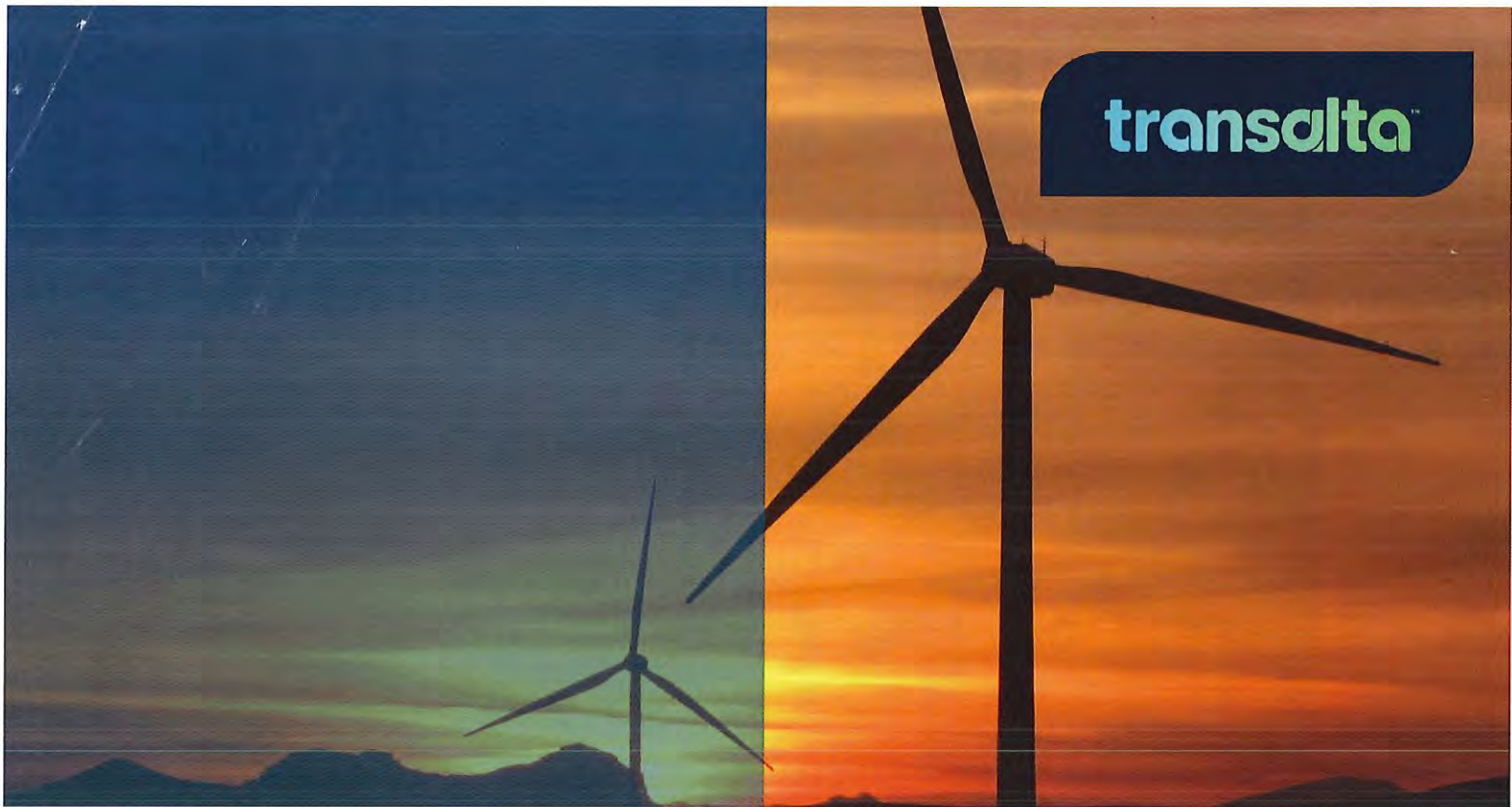
**transalta**

**RIPLINGER WIND POWER PROJECT**

Notification Map  
Cardston County

Route Reference: N/A	Sheet 1 of 1	REV
Document Control: CA001422-GS-MAP-001_03	Dec 5, 2022	<b>3</b>





transalta™

## About the Project

TransAlta Corporation (TransAlta) is excited to introduce the Riplinger Wind Power Project (the Project), a 304 - megawatt (MW) wind development located approximately 30 km southeast of Pincher Creek in Cardston County (Figure 1).

The Project will consist of up to 46 wind turbine generators, each with a capacity to generate up to 6.6 MW of power. The final turbine technology will be confirmed as the Project advances through the development process.

TransAlta has been conducting preliminary site investigations here since 2020 and are currently advancing the Project through permitting and regulatory processes with the goal of seeking all necessary permits and approvals to construct, own, interconnect and operate the wind project and wind project substation.

## Who is TransAlta?

TransAlta is a power generation company and marketer of wholesale electricity. Beginning as a small, local power company in 1909, TransAlta has transformed over the last century to become an experienced and respected power generator and wholesale marketer of wind, solar, hydroelectric, natural gas, and coal electricity.

Today, we are one of Canada's leading clean energy companies with over 110 years of generation experience. With a fleet of 27 wind facilities with an installed generating of 1,763 MW of clean, renewable power, TransAlta has extensive experience in planning, developing, constructing, and operating wind facilities across Canada and the U.S.

Recently, TransAlta completed construction of the 207 MW Windrise Wind project located in the Municipal District of Willow Creek, Alberta and is currently constructing the 130 MW Garden Plain Wind Project in Paintearth County and Special Area No. 2, Alberta.





## Wind Project Benefits: Supporting Local Communities

Wind projects provide social and economic benefits to the local communities where they are hosted. The Riplinger Wind Power Project will:

- **Create new employment opportunities**, during construction, for local tradespeople, contractors, and skilled laborers
- **Create long-term employment**, including permanent positions, for site technicians and maintenance personnel over the operating life of the wind project
- **Increase purchases of goods and services** which will directly impact local businesses
- **Generate an additional source of tax revenue** for Cardston County
- **Provide supplemental income** from annual lease payments to project landowners during the life of the wind project

## Environmental Considerations

The Project has the potential to impact wildlife and wildlife habitat. As such, a full suite of environmental studies were completed, by a third-party consultant, in the Project area between 2021 and 2022. These studies were conducted in accordance with the Wildlife Directive for Wind Energy Projects in Alberta (Wildlife Directive) released by Alberta Environment and Parks in 2018 following the Sensitive Species Inventory Guidelines and other prescribed survey protocols (e.g., migratory bird surveys).

Fieldwork in the following environmental surveys were completed:

- **Wildlife:** Migratory birds, breeding birds, acoustic bats, sensitive raptors, sharp-tailed grouse, and burrowing owl
- **Vegetation:** Habitat mapping
- **Wetlands:** Mapping and classification
- **Historical Resources:** Archaeological and cultural features

Findings from these environmental studies have been incorporated into our final Project design and layout.

The turbines and most of the Project infrastructure will be sited on disturbed lands (e.g., cultivated), which is aligned with Alberta Environment & Parks (AEP) regulations. Most of the Project infrastructure has been sited outside of any environmental features (e.g., sharp-tailed grouse leks or raptor nests) that were identified during field surveys. There are several wetlands in the Project area however, permanent Project infrastructure has been sited outside of Class III and higher wetlands and their associated setback (100 m). If impacts to wetlands or wildlife features are expected, the appropriate approvals (i.e., Water Act) will be applied for and mitigation measures will be confirmed with AEP.

In addition, a summary of the wildlife data collected will be submitted to AEP in Q1 2023 and their feedback, in the form of a Renewable Energy Referral Report, will be incorporated into our Environmental Evaluation and Environmental Protection Plan, both required for an AUC facility application submission.

# Project Components

The Project is located 30 km southeast of Pincher Creek on approximately 14,000 acres of privately-owned land in Cardston County.

**Turbine Technology:** The Project will host up to 46 wind turbines. Turbine technology has not been confirmed however, each turbine is anticipated to have the capacity to produce up to 6.6 MW of electricity for an expected total nameplate capacity of 304 MW.

**Underground Collector System and Substation:** Each turbine will be connected through a buried underground 34.5kV collector system which will feed into the Project substation. The Project substation will be located near the center of the Project site.

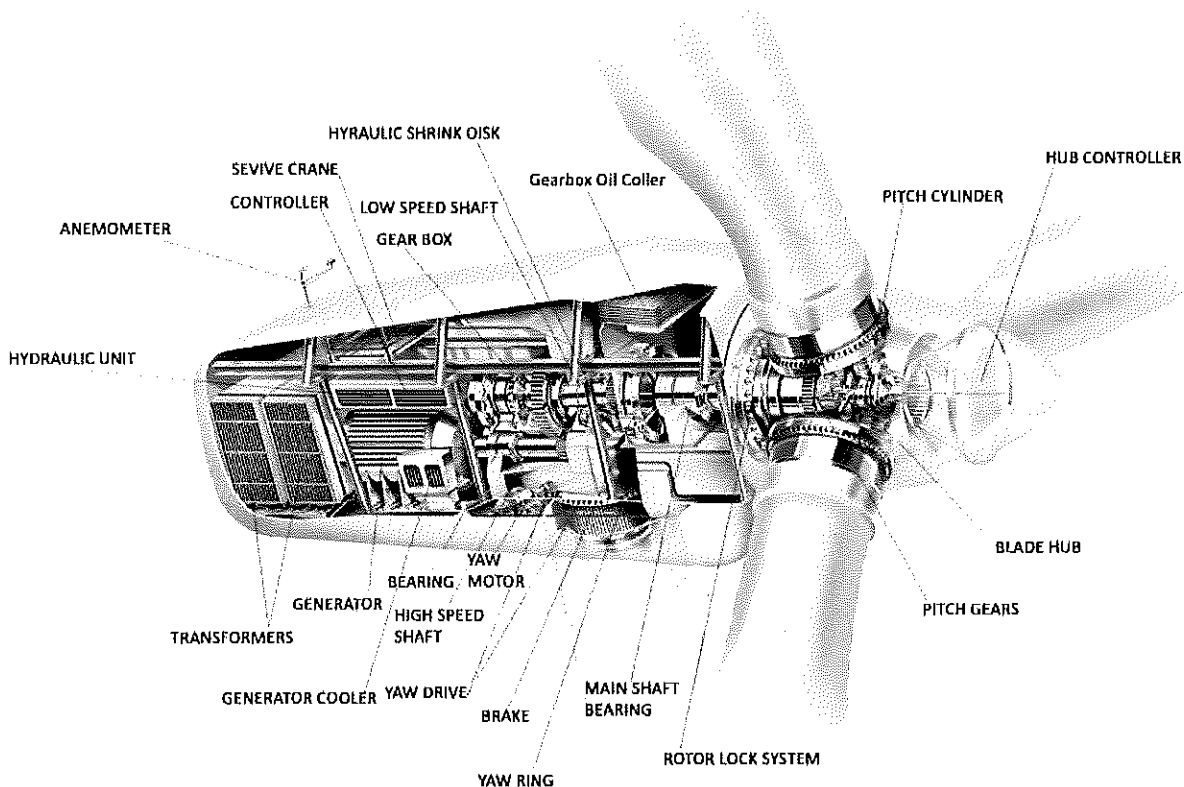
**Transmission Interconnection:** The Project will require the construction of roughly 45km of transmission line which will connect the Project to the Alberta Interconnected Electric System. The transmission line will enable power generated by the Project to reach Alberta's electricity grid.

A separate and distinct regulatory, permitting and stakeholder engagement process will take place for the transmission interconnection project. To assist with this, TransAlta has contracted a highly experienced third-party consultant to undertake work related to environmental evaluation, route selection and public and Indigenous engagement.

Information packages regarding the Project transmission interconnection will be sent out to those stakeholders over the coming months.

**Meteorological Tower:** TransAlta will install up to two permanent meteorological towers on-site used for the collection of weather data.

**Roads and Access Points:** TransAlta will endeavor to use existing roads and access points for accessing turbine locations during construction and operations of the Project. TransAlta will seek approval to use local County roads and may upgrade those under County standards to facilitate the delivery of turbine components to site.







# Participating in the AUC's independent review process to consider facility applications

[www.auc.ab.ca](http://www.auc.ab.ca)

## The AUC regulatory review process to consider facility applications for utility projects



The AUC uses an established process to review social, economic and environmental impacts of facility projects to decide if approval of a project is in the public interest. The AUC considers applications requesting approval of the need for transmission development and facilities applications seeking approval to construct, operate, alter and decommission electric and natural gas facilities. Applications, as specified in AUC Rule 007, are required for:

- The need for transmission upgrades.
  - The route and location of transmission facilities.
  - The siting of power plants.
  - The construction of a battery storage system.
  - The designation of an industrial system.
  - The need for and siting of natural gas utility pipelines.
- Sometimes the Alberta Electric System Operator's needs identification document application is considered together with a facility application in a single proceeding; sometimes separate proceedings are held to consider each application.

### Application review process



- Step 1: Public consultation prior to applying to the AUC
- Step 2: Application filed to the AUC
- Step 3: Public notice
- Step 4: Public submissions to the AUC
- Step 5: Consultation and negotiation
- Step 6: The public hearing process
- Step 7: The decision
- Step 8: Opportunity to appeal
- Step 9: Construction, operation and compliance

## Application review process

### Step 1: Public consultation prior to applying to the AUC



An applicant seeking approval of a proposed utility development project is required to engage in a participant involvement program prior to filing an application with the AUC. The public involvement program involves consultation with persons whose rights may be directly and adversely affected by the proposed project so that concerns may be raised, addressed and, if possible, resolved.

The application guidelines and requirements for facility applications can be found in AUC Rule 007: *Applications for Power Plants, Substations, Transmission Lines, Industrial System Designations, Hydro Developments and Gas Utility Pipelines.*

Potentially affected parties are strongly encouraged to participate in the public consultation, also called a participant involvement program. Early, active and ongoing discussions with an applicant may lead to greater influence on project planning and what is submitted to the AUC for approval.

### Step 2: Application filed to the AUC



When the applicant has concluded its consultation with potentially affected parties and the participant involvement requirements have been completed, the applicant files its application through the AUC online public filing system, called the eFiling System.

AUC staff members review each application submitted to verify that all of the application requirements in Rule 007 have been met before an application is deemed complete. If all of the required information is not provided, the application may be closed or missing information will be requested of the applicant. Rule 007 specifies, among other requirements, that applicants must submit the results of a public involvement program in its application that includes information about how applicants consulted and notified stakeholders and indigenous groups and identifies any unresolved objections and concerns about the project.

### Step 3: Public notice



When the AUC receives an application it is assigned a proceeding number and the AUC generally mails a notice of application directly to those who live, operate a business or occupy land in the project area who may be directly and adversely affected if the AUC approves the application. The notice initiates the opportunity for formal intervention in the proceeding to consider an application or applications. The notice of application will also set out important dates and information about where to find the application and other items being considered. The five-digit eFiling System proceeding number in the notice is the most efficient way to find information about a proposed project through the AUC website.

### Step 4: Public submissions to the AUC



Prior to the submission deadline provided in the notice, formal submissions of outstanding concerns and unresolved objections about a project may be submitted to the AUC. To submit a concern, participants will need to register to participate in the proceeding, which involves providing a brief written statement called a statement of intent to participate. Submissions are filed electronically through the eFiling System. The information filed becomes part of the public record and is an important part of the process to ensure that outstanding concerns are heard, understood and considered.

The AUC uses the information gathered through statement of intent to participate submissions to decide whether to hold a hearing on the application(s). The AUC must hold a hearing if a concerned person can demonstrate that they have rights that may be directly or adversely affected by the AUC's decision on the application. Such a person is said to have standing before the AUC. If the AUC decides to hold a hearing, the AUC will provide further opportunities for participants with standing to ask the applicant questions on the public record and present their position on the application either in writing or in person. Hearings may





transalta

Please reference the Rippling Wind Power Project in the subject line of your email

(877) 547-3365 Extension 1  
canadian\_projects@transalta.com  
transalta.com

For more information about TransAlta  
or the Rippling Wind Power Project,  
please contact us:

## Contact Us

More project details will be shared as the project advances.

**As part of our consultation and engagement plan, we are planning a stakeholder engagement session that will be held in at the Hillspring Community Center on February 16 & 17, 2023.**

If you have questions, concerns, or general feedback, **we would appreciate receiving this information by February 10, 2023**, as part of our first round of consultation. TransAlta will be actively consulting with stakeholders as needed up to AUC submission and if the project is approved, through construction and operations.

TransAlta will continue to engage and consult with Indigenous and local communities, landowners, and other stakeholders throughout development of the project.

## Next Steps

be held in writing, in person or virtually through web-conference software.

### **AUC eFiling System**

The eFiling System is the online tool that the AUC uses to manage applications and submissions in its proceeding-based review. The eFiling System gives access to all public documents associated with an application. The system is also used to submit your concerns and provide input to the AUC and can be used to monitor related proceeding filings. Those who do not have access to the internet can send submissions, evidence and other material by mail and the AUC will upload the submission on their behalf.

### **Step 5: Consultation and negotiation (if applicable)**

The AUC supports efforts to reach a mutually agreeable outcome among the applicant and affected parties. The AUC encourages the applicant and those who have filed a statement of intent to participate to continue to attempt to resolve any outstanding issues. If all concerns can be satisfactorily resolved this may eliminate the need for a formal hearing. However, if there continues to be unresolved issues, those matters will typically be addressed in an AUC hearing.

### **Step 6: The public hearing process**

The AUC will issue a notice of hearing if a person with standing continues to have legitimate unresolved concerns with the application. The notice of hearing will provide a hearing date and location, or specify if the hearing will be held in writing or virtually. When the AUC holds a public hearing, registered parties are given the opportunity to express their views directly to a panel of Commission members. Any member of the public can listen to an in-person or virtual oral hearing. An oral public hearing operates similar to a court proceeding.

Participants in a hearing can either represent themselves or be represented by a lawyer. In addition, participants may hire experts to assist in preparing and presenting evidence to support their position.

### **Cost assistance**

A person determined by the AUC to have standing or a local intervenor can apply for reimbursement of reasonable costs. Those who hire a lawyer or technical experts must be aware that while reimbursement for the costs of legal and technical assistance is available under AUC Rule 009: *Rules on Local Intervenor Costs*, recovery of costs is subject to the AUC's assessment of the value of the contribution provided by the lawyer and technical experts in assisting the AUC to understand the specifics of the case. It is also subject to the AUC's published scale of costs.

People with similar interests and positions are expected and encouraged to work together to ensure that expenditures for legal or technical assistance are minimized and costs are not duplicated.

### **Step 7: The decision**

The AUC's goal is to issue its written decision no more than 90 days after the close of record. The AUC can approve, or deny an application and can also make its approval conditional upon terms or conditions. AUC decisions are publicly available through the AUC website at [www.auc.ab.ca](http://www.auc.ab.ca).

### **Step 8: Opportunity to appeal**

An applicant or participant in a proceeding may formally ask the Court of Appeal of Alberta for permission to appeal an AUC decision. An application for permission to appeal must be filed within 30 days from the date the decision is issued.

An applicant or participant in a proceeding can also ask the AUC to review its decision. An application to review a decision must be filed within 60 days from the date the decision is issued and satisfy the limited grounds described in AUC Rule 016: *Review of Commission Decisions*.

### **Step 9: Construction, operation and compliance**

An applicant that receives approval to build and operate a facility from the AUC is expected to follow through on any commitments it has made to parties and must adhere to any conditions that were set out in that approval. If concerns about compliance with approval conditions and post-construction operations cannot be resolved with the applicant, they can be brought to the AUC's attention for consideration. The AUC has significant compliance and enforcement powers for all approved applications. Additional information is available on the AUC website.



The Alberta Utilities Commission is an independent, quasi-judicial agency of the government of Alberta that ensures the delivery of Alberta's utility services take place in a manner that is fair, responsible and in the public interest.

We are committed to ensuring that Albertans whose rights may be directly and adversely affected by a utility development project are informed of the application and have the opportunity to have their concerns heard, understood and considered.



### **Contact us**

Phone: 310-4AUC  
1-833-511-4282 (outside Alberta)  
[info@auc.ab.ca](mailto:info@auc.ab.ca)  
[www.auc.ab.ca](http://www.auc.ab.ca)

Eau Claire Tower  
1400, 600 Third Avenue S.W.  
Calgary, Alberta T2P 0G5





## Decommissioning

The useful life for current technology wind turbines is approximately 30 to 35 years. Once a facility has reached the end of its useful life, TransAlta will assess options to repower the Project or decommission. For decommissioning, renewable energy projects are required to comply with the Conservation and Reclamation Directive for Renewable Energy Projects (C&R Directive). C&R plans are created for each project which will aim to return the land to equivalent land capability.

C&R Plans address activities related to the restoration of any land impacted by the project. TransAlta works closely with project host landowners to ensure decommissioning is carried out to the satisfaction of our host landowners and complies the C&R Directive.



## Permitting & Approval Requirements

Wind projects require multiple permits and approvals from all three levels of government, agencies, regulatory bodies, and other stakeholders, throughout the project lifecycle. The permits and approvals required for the Project include:

### Federal

- **Transport Canada**
  - Aeronautical Obstruction Clearance
- **NavCanada**
  - Land Use and Air Navigation Services Assessment

### Provincial

- **Alberta Environment and Parks**
  - Wildlife Referral Report
- **Alberta Culture and Status of Women**
  - Historical Resources Act Clearance
- **Alberta Utilities Commission**
  - Permit and License to construct, own and operate the wind project and substation
  - Connection Order – to connect the facility collector system to the collector substation
- **Alberta Transportation**
  - Roadside Development Permit

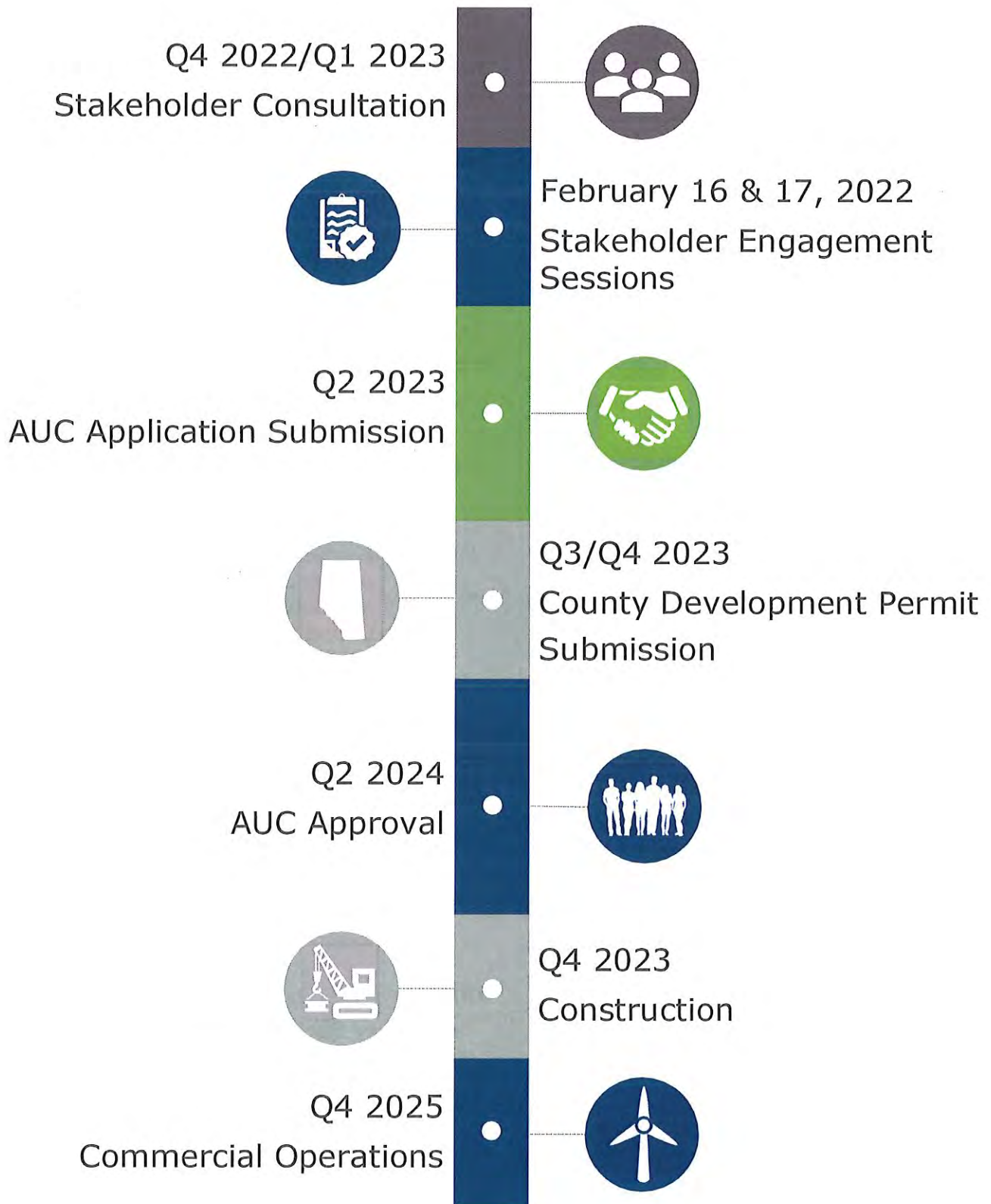
### Municipal

- **Cardston County**
  - Development Permit
  - Road Use Agreement
  - Utility Placement Permit
  - Right-of-Way Consent (if necessary)

### Other

- **Utility Facility Owners**
  - Crossing Agreement or Right-of-Way Easements
- **RCMP/TV/Satellite/Telecommunications**
  - Radio comms / radar interference

# Project Timeline





## Visual Impacts

As part of Project design, visual simulations using specialized software will be created at various locations in and around the Project site. These simulations will provide a representative depiction of the wind turbines on the landscape and will be displayed at our stakeholder engagement session.

TransAlta refers to Transport Canada's *Canadian Aviation Regulations (CARs) Standard 621* for the lighting and marking of wind turbines and wind projects. The wind turbines will be painted an off-white color which is studied to be the least reflective in the broadest range of lighting conditions.

TransAlta will submit a proposed lighting plan to Transport Canada prior to the start of construction, which will integrate best industry design practices to minimize visual impact on the landscape.

## Radiocommunications and Radar

Wind turbine generators, like other large structures, may have the potential to disrupt the transmission of electromagnetic signals with the potential to interfere with radiocommunication systems.

As part of Project design, TransAlta will commission an inventory and preliminary impact assessment of radiocommunication, and radar systems present in the vicinity of the Project in communication with related stakeholders and in accordance with guidelines developed for industry by the Radio Advisory Board of Canada and the Canadian Broadcasting Corporation.

There are a multitude of variables to consider when assessing systems and impacts including land topography, turbine composition, turbine siting, source signal strength, equipment type, etc.

Companies identified as having facilities within the range of our Project will be consulted as part of this impact assessment.

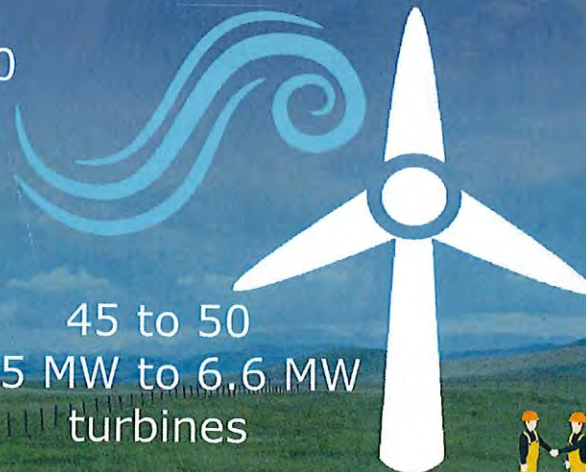


Powering 146,000 homes in Alberta

304 MW capacity



45 to 50  
4.5 MW to 6.6 MW turbines



Creating jobs





## Sound

Wind turbines produce sound that can originate from either air flow or mechanical sources:

- **Air Flow:** As air passes over and between the wind blades, and when the wind blades pass by the tower
- **Mechanical:** Created by equipment components such as the gearbox and generator, located in the wind turbine nacelle

Sound from all wind projects must meet stringent requirements regulated by the Alberta Utilities Commission (AUC). These sound requirements are outlined in AUC Rule 012: Noise Control, which states that sound levels from a wind project, measured cumulatively with noise from other facilities and sources must not exceed the permissible sound level of 40 decibels (dBA) at night outside residences.

For comparison, 40dBA is what you would expect to measure in a quiet office or living room.

As part of Project design, a Noise Impact Assessment (NIA) is underway to demonstrate that the Project, including turbines and substation components, and cumulative impacts of other noise sources in the area comply with AUC Rule 012: Noise Control. Sound level maps will be displayed at our stakeholder engagement session.

The findings will be reported in our NIA and submitted as part of our AUC facility application for the Project. The Project will comply with all AUC Permissible Sound Level guidelines.

## Health

In 2012 Health Canada announced its intention to undertake a large study in collaboration with Statistics Canada to provide federal advice and in acknowledgement of the community health concerns expressed in relation to wind turbines. The results of the study were published in 2014. The study concluded that the scientific evidence available to date does not demonstrate a direct causal link between wind turbine noise and adverse health effects.

If you would like more information about health effects and wind turbines or would like additional reference material on this subject, please contact us.

## Shadow Flicker

Shadow flicker is the effect of the sun shining through the blades of a wind turbine as they rotate, casting a moving shadow. It will be perceived as a "flicker" due to the rotating blades repeatedly casting the shadow.

A shadow flicker study is forthcoming and is conducted for the Project as part of the AUC application. The results of the study will be available to stakeholders and if applicable, there will be a map identifying receptors and the expected duration of shadow flicker for each receptor. The Project has been designed to ensure shadow flicker duration will fall within acceptable industry standard limits.

# VILLAGE OF HILL SPRING

## BYLAW # 2023 - 245 FEES, RATES, & CHARGES BYLAW

---

**BEING A BYLAW OF THE VILLAGE OF HILL SPRING, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE VILLAGE OF HILL SPRING.**

**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 Hill Spring, in the Province of Alberta, enacts as follows:

---

### 1. TITLE AND DEFINITIONS:

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

#### 1.2. **Definitions**

In this bylaw these definitions prevail: unless the context otherwise requires:

1.2.1. **Act** – the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto;

1.2.2. **Council** – the Council of the Village of Hill Spring;

1.2.3. **Village** – the Village of Hill Spring;

- 1.2.4. **Resident** – either an individual or a family that resides in the Village of Hill Spring;
  - 1.2.5. **Non-Resident** – either an individual or a family that does not reside in the Village;
  - 1.2.6. **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;
  - 1.2.7. **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 that 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. RESCINDING BYLAW**

- 4.1. Bylaw 2021 – 245 is hereby repealed
- 

**5. DATE OF COMMENCEMENT**

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

Read a FIRST time this 17 day of January,2023.

Read a SECOND time this 17<sup>th</sup> day of January,2023.

Read a THIRD time and finally passed this 17<sup>th</sup> day of January,2023.

---

Dwight Davis, Mayor

---

Patrick Roach, Interim Village Manager



## SCHEDULE A

### FEES:

#### 1. ADMINISTRATIVE SERVICE FEES:

1.1.	Tax Certificate	\$ 30.00
1.2.	Tax Notification	\$ 75.00
1.3.	NSF Cheque	\$ 35.00
1.4.	Photocopying, per single sided sheet	
1.4.1.	black & white	\$ 0.15
1.4.2.	colour Photocopying	\$ 0.25
1.5.	Faxing	
1.5.1.	Per Page	\$ 1.00
1.5.2.	Long Distance	\$ 1.00
1.6.	Title Searches	\$ 50.00
1.7.	Property Information Requests	
	(Assessment & Real Estate Companies)	\$ 15.00
1.8.	Local Assessment Review Board Complaint	\$ 50.00
1.9.	Composite Assessment Review Board Complaint	\$ 50.00
1.10.	Trash Mowing Service (per hour)	\$ 150.00
1.11.	FOIP Request Fee:	
1.11.1.	Concerning your personal information	\$ 0.00
1.11.2.	Other information request	
1.11.2.1.	For searching for, locating and retrieving a record:	\$ 6.75 / ¼ hr or part thereof
1.11.2.2.	For producing an electronic copy of an electronic record:	\$ 6.75 / ¼ hr or part thereof
1.11.2.3.	For producing a paper copy of a record	

1.11.2.3.1.	black and white, per single sided sheet	\$ 0.25
1.11.2.3.2.	colour, per single sided sheet	\$ 0.50
1.11.2.4.	For supervising the examination of a record:	\$ 6.75 / ¼ hr or part thereof

**2. BUSINESS LICENSING:**

2.1. Business License (Yearly) - Voluntary, not Mandatory:

2.1.1.	Regional	\$ 80.00
2.1.2.	Village Only	\$ 20.00

**3. BYLAW ENFORCEMENT:**

3.1. Dog Licence:

3.1.1.	Spayed or Neutered	\$ 10.00
3.1.2.	Not Sterilized	\$ 30.00
3.1.3.	Aggressive	\$ 250.00

3.2. Upgrade to Dog Fancier Licence \$ 30.00

3.3. Replacement Tag \$ 5.00

**4. COMMUNITY SERVICES - CEMETERY:**

4.1. Cemetery Marker Fee \$ 10.00

4.2. Lot Purchase Price:

4.2.1. Residents\* \$ 175.00

\*Residents here includes: Residents, or former Residents, and their immediate families, of Cardston County, Glenwood and Hill Spring.

4.2.2. Others \$ 5000.00

**5. ENVIRONMENTAL SERVICES:**

5.1. Driveway approach installation:

5.1.1. Initial lot approach placement is complimentary up to \$ 1000.00;

5.1.2. The right and responsibility of installation for any and all property approaches is solely the Village's.

5.1.2.1. Culvert required \$ 1000.00

5.1.2.2. Culvert not required \$ 800.00

5.1.2.3. No ditch present property at grade with roadway  
(+/- 0.5 ft or 0.15 m) \$ 400.00

**6. OPERATIONAL SERVICES:**

6.1. Equipment Rental - per hour rate\*:

\*Operated by Village Staff and subject to schedule availability.

6.1.1. Weed Whipping \$ 45.00

**7. MUNICIPAL UTILITY RATES:**

**7.1 Rates – per monthly base standard rate (billed bimonthly):**

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

<b>7.1.1 Residential* / Commercial:</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Water	\$ 43.00	\$ 44.00	\$ 45.00
Sewer	\$ 11.75	\$ 12.25	\$ 12.75
Solid Waste	\$ 8.00	\$ 8.00	\$ 8.00
Irrigation	\$ 5.25	\$ 5.25	\$ 5.25
Water Infrastructure Reserve Fund	\$ 3.00	\$ 3.00	\$ 3.00
Sewer Infrastructure Reserve Fund	\$ 3.00	\$ 3.00	\$ 3.00
Irrigation Infrastructure Reserve Fund	\$ 3.00	\$ 3.00	\$ 3.00
<b>TOTAL</b>	<b>\$ 77.00</b>	<b>\$ 78.50</b>	<b>\$ 80.00</b>
<b>7.1.2 Rural Residential: *(1.5x village rate)</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Water	\$ 64.50	\$ 66.00	\$ 67.50
Water Infrastructure Reserve Fund	\$ 4.50	\$ 4.50	\$ 4.50
<b>TOTAL</b>	<b>\$ 69.00</b>	<b>\$ 70.50</b>	<b>\$ 72.00</b>
<b>7.1.3 Regional Waterline: (per cubic meter)</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Water	\$ 1.30	\$ 1.30	\$ 1.33
<b>TOTAL</b>	<b>\$ 1.30</b>	<b>\$ 1.30</b>	<b>\$ 1.33</b>
<b>7.1.4 Industrial / Institutional:</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Water	\$ 168.50	\$ 172.50	\$ 176.50
Sewer	\$ 45.00	\$ 46.00	\$ 47.00
Solid Waste	\$ 14.25	\$ 14.25	\$ 14.25
Irrigation	\$ 20.25	\$ 20.25	\$ 20.25
Water Infrastructure Reserve Fund	\$ 16.00	\$ 16.00	\$ 16.00
Sewer Infrastructure Reserve Fund	\$ 16.00	\$ 16.00	\$ 16.00
Irrigation Infrastructure Reserve Fund	\$ 16.00	\$ 16.00	\$ 16.00
<b>TOTAL</b>	<b>\$ 296.00</b>	<b>\$ 301.00</b>	<b>\$ 306.00</b>

7.2 New Main Connection Fee - per individual service:

Additional fees to those listed in 7.2.1 - 7.2.3 below will apply on an as-quoted basis if the associated main is not adjacent to the property:

		2021	2022	2023
7.2.1	Water or sewer only	\$ 2200.00	\$ 2250.00	\$ 2300.00
7.2.2	Water and sewer together	\$ 2400.00	\$ 2450.00	\$ 2500.00
7.2.3	Irrigation	\$ 410.00	\$ 420.00	\$ 430.00

7.3 Water Connection / Disconnection Fee - per connection / disconnection:

7.3.1	Due to non-payment of account			\$ 100.00
7.3.2	Due to any reason other than non-payment of account			\$ 30.00
7.3.3	If the Water connection / disconnection is a direct result of an Emergency, the associated fee will be waived.			

8. **PLANNING & SUBDIVISION:**

8.1.	Letter or Certificate of Compliance			\$ 50.00
------	-------------------------------------	--	--	----------

Development Application Fee:

\*The Municipal Planning Commission reserves the right to waive any of the below-noted fees given the circumstances associated with the development application.

8.1.1. Residential:

8.1.1.1.	Single family homes			\$ 100.00
8.1.1.2.	Garages			\$ 50.00
8.1.1.3.	Modular / Manufactured homes			\$ 100.00
8.1.1.4.	Residential additions			\$ 100.00
8.1.1.5.	Home occupations			\$ 100.00
8.1.1.6.	Multi-Family dwellings (per unit)			\$ 100.00
8.1.1.7.	Special residential uses including half-way houses, group homes, day care, nursing homes, etc.			\$ 200.00

8.1.1.8.	Decks, carports, fences	\$ 25.00
8.1.2.	Commercial:	
	*Includes government office buildings.	
8.1.2.1.	Car lots, trailer sales, parking garages, etc.	\$ 200.00
8.1.2.2.	Commercial buildings:	
8.1.2.2.1.	Less than 5000 sq. ft. (465 m <sup>2</sup> )	\$ 200.00
8.1.2.2.2.	5000 - 20,000 sq. ft. (465 - 1858 m <sup>2</sup> )	\$ 350.00
8.1.2.2.3.	20,001 - 50,000 sq. ft. (1859 - 4645 m <sup>2</sup> )	\$ 600.00
8.1.3.	Industrial and Warehouse buildings:	
8.1.3.1.	Less than 5000 sq. ft. (465 m <sup>2</sup> )	\$ 200.00
8.1.3.2.	5000 - 20,000 sq. ft. (465 - 1858 m <sup>2</sup> )	\$ 300.00
8.1.3.3.	20,001 - 50,000 sq. ft. (1859 - 4645 m <sup>2</sup> )	\$ 400.00
8.1.3.4.	Multi-tenancy industrial buildings or complexes exceeding 50,000 sq. ft. (4645 m <sup>2</sup> )	\$ 600.00
8.1.4.	Miscellaneous:	
8.1.4.1.	Public service buildings such as churches, schools, auditoriums, fire halls, police stations, etc.:	
8.1.4.1.1.	Under 10,000 sq. ft. (929 m <sup>2</sup> )	\$ 250.00
8.1.4.1.2.	10,000 sq. ft. (929 m <sup>2</sup> ) and over	\$ 400.00
8.1.4.2.	Sign permits for freestanding structures	\$ 100.00
8.1.4.3.	Sign permits	\$ 50.00
8.1.4.4.	Sign for a home occupation	\$ 50.00
8.1.4.5.	Land Use Bylaw amendments (per title)	\$ 600.00
8.1.4.6.	Request to convene a special meeting of the Subdivision and Development Appeal Board or the Municipal Planning Commission	\$ 400.00
8.1.4.7.	Appeal to the Subdivision and Development Appeal Board	

	(of which \$ 200.00 will be refunded if appeal is successful)	\$ 400.00
8.1.5.	When public notification is required of development	\$ 50.00
8.1.6.	Subsequent substantial revisions to development application	50% of original fee
8.1.7.	Development begun before approval of development application	Original fee x2

**9. RECREATIONAL SERVICES:**

9.1. Community Hall:

9.1.1.	Rental per day for hall and kitchen	\$ 40.00
9.1.2.	Rental per day for community kitchen	\$ 25.00
9.1.3.	Rental per day refundable damage deposit	\$ 100.00
9.1.4.	Rental (Non-Profit Community Group)	\$ 0.00

# CAO Report

COUNCIL MEETING JANUARY 17<sup>TH</sup>, 2023

The following report is designed to provide Council with an update on the activities and projects of the Village. The report is not intended to provide an all encompassing review of Village activities. The intent is to provide Council with a brief update on some of the more note worthy activities and events.

## Canada Summer Jobs Grant (CSJG) Application

We have submitted the CSJG application requesting 2 labourers for the 2023 season.

## Technology

Several outstanding technology issues were resolved. Development currently underway on procedures to reduce future challenges. We have noted issues in several systems and are currently working to resolve. Additionally we are assessing the Community Hall Audio to improve hearing for gallery members for Council meetings.

## Land Use By-law draft

Review of past actions and connecting with ORRSC. The individual who was working on this resigned from ORRSC in December. An Interim planner has been assigned and I am working with them to understand where we are presently, and next steps required.

## Joint Fire Services Agreement

Working with our Municipal partners on upcoming revisions to the agreement, expected to present this to Council in February

## Community Relations

Connecting and responding to internal and external queries.

## Continuation of Service

To ensure we are able to understand Village needs we have been reviewing contracts, agreements, and a plethora of Village documents. This will be ongoing.

## Snow Removal

Have had conversations with Cardston County and Beck's relating to snow removal agreements. How would Council like to proceed?

In December there was an incident with a school bus relating to a resident pushing snow from drive into the roadway. Unsure if this was a one-off or is there a history of this type of action within the community. Should we post on the website an educational notice to avoid this type of action? Or would Council like something additional to be considered?

## Newsletter

Seeking additional direction. My understanding is that the Village would provide a Newsletter out quarterly.







November 23, 2022

Honourable Jason Copping  
Minister of Health  
432 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6  
[health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

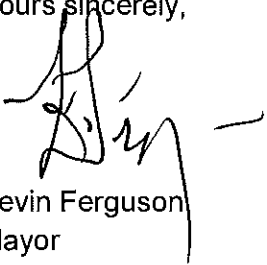
Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.



In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,



Kevin Ferguson  
Mayor

c: Premier Danielle Smith  
Rachel Notley, Leader of the Opposition  
Ron Orr, MLA – Lacombe/Ponoka  
Mayors – Alberta Municipalities  
Reeve Paul McLauchlin, Ponoka County  
Donna Noble, Protective Services Coordinator – Ponoka County

## Office

---

**From:** Cody Webster <cody.webster@fortisalberta.com>  
**Sent:** December 22, 2022 4:47 PM  
**Subject:** Merry Christmas & Happy New Year

Merry Christmas,

On behalf of FortisAlberta, I would like to wish you and your family a safe and happy holiday season and the very best in 2023.



I look forward to continuing to support your community in 2023.

**Cody Webster** | Stakeholder Relations Manager, Key Accounts

---

FortisAlberta | Lethbridge, AB | p: 403-329-7508 | c: 587-220-5873



**We are FortisAlberta.** We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.





**BOARD OF DIRECTORS' MEETING**

**MINUTES**

**Thursday, September 1, 2022 – 7:00 p.m.**

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

**BOARD OF DIRECTORS:**

Colin Bexte (Absent) .....Village of Arrowwood	Brad Koch (Absent) ..... Village of Lomond
Kent Bullock (Absent) ..... Village of Barnwell	Gerry Baril (Absent) ..... Town of Magrath
Dan Doell (Absent)..... Village of Barons	Peggy Losey (In Person) ..... Town of Milk River
Mike Wetzstein (Absent) ..... Town of Bassano	Dean Melnyk (Absent) ..... Village of Milo
Ray Juska (Absent)..... City of Brooks	Victor Czop (Virtual)..... Town of Nanton
Roger Houghton (In Person) ..... Cardston County	Marinus de Leeuw (In Person) ..... Town of Nobleford
Allan Burton (Virtual)..... Town of Cardston	Henry de Kok (Absent) ..... Town of Picture Butte
Sue Dahl (Absent) ..... Village of Carmangay	Tony Bruder (Virtual) ..... M.D. of Pincher Creek
Patricia Curry (Absent)..... Village of Champion	Don Anderberg (Virtual) ..... Town Pincher Creek
Brad Schlossberger (Absent) ..... Town of Claresholm	Ronald Davis (Absent)..... M.D. of Ranchland
Jesse Potrie (In Person) ..... Town of Coalhurst	Neil Sieben (Absent) ..... Town of Raymond
Tanya Smith (In Person)..... Village of Coutts	Don Norby (Absent) ..... Town of Stavely
Dave Slingerland (Absent) ..... Village of Cowley	Matthew Foss (In Person) ..... Village of Stirling
Dave Filipuzzi (In Person)..... Mun. Crowsnest Pass	John Turcato (Absent)..... MD of Taber
Dean Ward (In Person) ..... Mun. Crowsnest Pass	Raymond Coad (Virtual)..... Town of Vauxhall
Stephen Dortch (In Person) ..... Village of Duchess	Christopher Northcott (Virtual) ..... Vulcan County
Gordon Wolstenholme (In Person)Town of Fort Macleod	Richard DeBolt (In Person) ..... Town of Vulcan
Mark Peterson (In Person)..... Village of Glenwood	David Cody (In Person)..... County of Warner
Suzanne French (Virtual) ..... Village of Hill Spring	Scott Alexander (Absent) ..... Village of Warner
Morris Zeinstra (In Person).....Lethbridge County	Maryanne Sandberg (In Person) .. M.D. Willow Creek

**STAFF:**

Bonnie Brunner ..... Senior Planner	Gavin Scott.....Senior Planner
Diane Horvath ..... Senior Planner	Hailey Winder .....Planner
Steve Harty..... Senior Planner	Raeanne Keer..... Executive Assistant

Prior to the start of the meeting Steve Harty, Senior Planner, introduced Raeanne Keer as the newest member to join the Oldman River Regional Services Commission who is fulfilling the role of Executive Assistant.

Steve also announced the passing of Councillor Ian Sundquist. It was noted that Councillor Sundquist was a Councillor for the Municipal District of Willow Creek for 27 years, a member of the ORRSC Board of Directors for 8 years, and a member of the Executive Committee for the last 5 years. Steve acknowledged that Councillor Sundquist provided a number of invaluable contributions to the Board and Committee over the years with all his years as a long-standing elected official.

Chair Gordon Wolstenholme called the meeting to order at 7:04 pm.

**1. APPROVAL OF AGENDA**

**Moved by: Peggy Losey**

THAT the Board of Directors adopt the Agenda for September 1, 2022, as amended, with the addition of:

Agenda Item 6.c Executive Committee Membership.

**CARRIED**

**2. APPROVAL OF MINUTES**

**Moved by: David Cody**

THAT the Board of Directors approve the meeting minutes of June 2, 2022, as presented.

**CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**4. PRESENTATION**

**Municipal Land Use Suitability Tool – Municipality of Crowsnest Pass  
Presentation from Diane Horvath and Hailey Winder**

Diane Horvath, Senior Planner, and Hailey Winder, Planner, presented on the Municipal Land Use Suitability Tool (MLUST) and a case study on the development of the MLUST in the Municipality of the Crowsnest Pass.

Diane presented on the purpose, history, process, product, and goals of developing an MLUST for your municipality as a decision-support tool to be used by Council.

Hailey presented on the roles and expectations of participants and partners, the determination of values for specified features, and how the values are layered on maps to provide district areas of “most suitable” and “least suitable” for various types of development.

The Board discussed its usability for other areas of interest and on the potential to re-use data for more complex mapping.

**5. REPORTS**

**a. Executive Committee Report**

Chair Wolstenholme presented the Executive Committee Report to the Board.

**6. BUSINESS**

- a. **Subdivision Activity**
  - **Year to Date to July 2022**

Chair Wolstenholme presented the Subdivision Activity Report to the Board.

- b. **ORRSC Periodical – Short Term Rentals and Vacation Homes**

Gavin Scott, Senior Planner, presented the Fall 2022 edition of the ORRSC Periodical, and stated that it focus on short term rentals and vacation homes.

- c. **Executive Committee Membership**

Chair Wolstenholme stated that with the recent passing of Councillor Sundquist, the Board of Directors must determine how it would like to move forward with the membership of the Executive Committee. He stated that in accordance with the Board of Directors and Executive Committee Bylaw 2021-01, an eligible board member will be elected to the Executive Committee at the next quarterly meeting.

Chair Wolstenholme stated that the Annual Organizational Meeting will be held on Thursday, December 1, 2022 and therefore the current Executive Committee would be continuing with one less member for only two meetings, October and November. He noted that the Executive Committee has determined that they are satisfactory with operating as a six member Committee for the remainder of 2022.

**Moved by: Richard DeBolt**

THAT the Board of Directors, notwithstanding Section 15.6 of the Board of Directors and Executive Committee Bylaw 2021-01, approve the Executive Committee to operate with a committee composed of the Chair, Vice-Chair, and the four remaining elected members for the remainder of 2022.

**CARRIED**

**7. ACCOUNTS**

- a. **Balance Sheet and Comparative Income Statement**
  - **As of July 31, 2022**

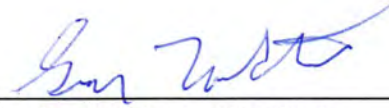
**Moved by: Tanya Smith**

THAT the Board of Directors approve the Balance Sheet and Comparative Income Statement as of July 31, 2022

**CARRIED**

8. **ADJOURNMENT**

With no further questions and nothing further to discuss, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:56 pm.



---

Gordon Wolstenholme, Chair



---

Lenze Kuiper, Chief Administrative Officer



# BOARD REPORT



**CHINOOK**  
ARCH REGIONAL  
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - December 1, 2022

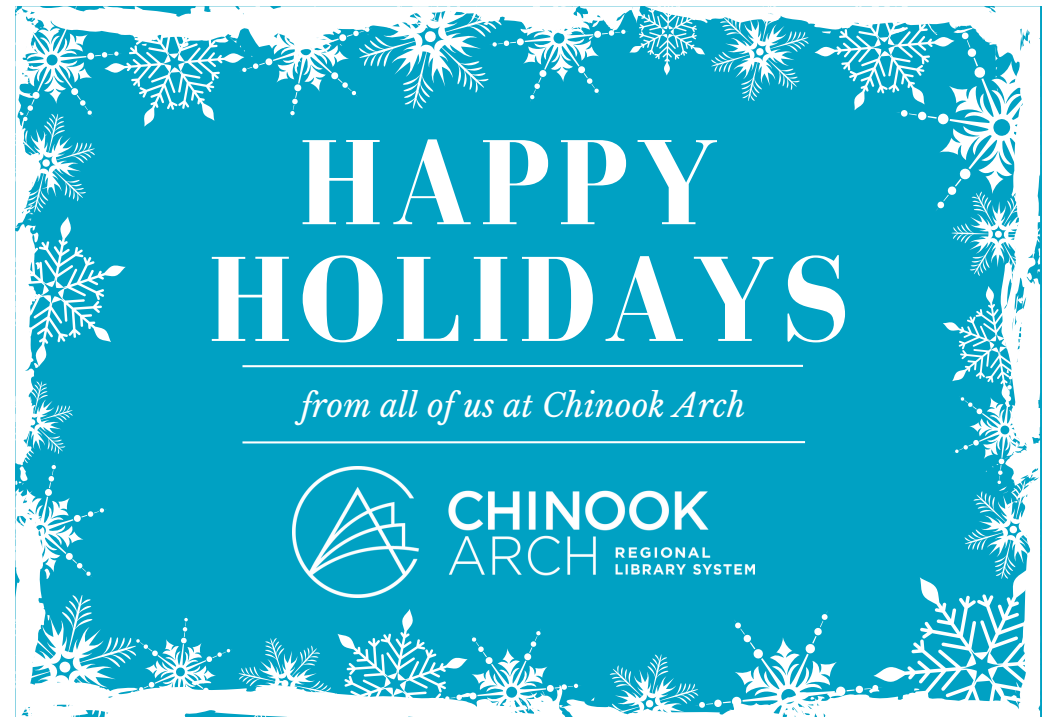
## Chinook Arch Approves New 2023 Budget Based on 0% Levy Increase

At its December 1 meeting, the Chinook Arch Library Board reviewed and approved a revised 2023 budget based on a 0% increase to the Municipal Levy. The proposed 2023 -2026 Municipal Levy Schedule, which included incremental increases in each of the four years, was declined by the City of Lethbridge council. This means that the proposed levy schedule will not come into effect, and the 2023 per capita levy will remain at \$7.76. Management staff were able to find funds to cover the \$40,000 revenue shortfall in 2023. By 2026, the annual revenue shortfall is expected to exceed \$100,000. The Board will be working with management and member library boards to develop strategies for addressing the deficits forecast over the next few years.

## Policy Review

The Board reviewed and approved the following policies. Chinook Arch policies, plans, and audited financial statement can all be found under the About Us tab on the Chinook Arch website at [www.chinookarch.ca](http://www.chinookarch.ca).

- Expenses
- Executive Officers



## Board Members Present

Barnwell  
Barons  
Cardston  
Cardston County  
Coaldale  
Coalhurst  
Coutts  
Crowsnest Pass  
Fort Macleod  
Hill Spring  
Lethbridge (City)  
Lethbridge (County)  
Lomond  
Magrath  
Milk River  
Nanton  
Nobleford  
Pincher Creek  
Raymond  
Taber MD  
Vauxhall  
Vulcan County  
Warner (Village)  
Warner County  
ID of Waterton  
Willow Creek M.D.  
LPL Resource Centre  
Ministerial Appointment

Jane Johnson  
Ron Gorzitza  
Marsha Jensen  
LeGrande Bevans  
Jordan Sailer  
Lyndsay Montana  
Stephen A. Pain  
Doreen Glavin  
Jim Monteith  
Suzanne French  
Robin Harper  
Tory Campbell  
Marie Logan  
Darryl Christensen  
Anne Michaelis  
Amanda Bustard  
Melissa Jensen  
Mark Barber  
Kelly Jensen  
Tamara Miyanaga  
Marilyn Forchuk  
Doug Logan  
Derek Baron  
Morgan Rockenbach  
Lesley Little  
Maryanne Sandberg  
Wendy Kalkan  
Vic Mensch (Chair)

### Regrets

Carmangay  
Champion  
Milo  
Picture Butte  
Pincher Creek M.D.  
Stirling  
Taber

Sarah Mitchell  
Terry Penney  
Christopher Northcott  
Teresa Feist  
Dave Cox  
Gary Bikman  
Monica McLean

### Absent

Arrowwood  
Claresholm  
Glenwood  
Stavely  
Vulcan

Wendy Williams  
Tony Hamlyn  
Linda Allred  
Denise Allerdings  
Liz Hammond

## 2023 Executive Committee Elections

Congratulations to the Trustees Elected to the Chinook Arch Library Board Executive Committee for 2023! Here are the Executive Committee members for the coming year:

- Vic Mensch (Ministerial Appointment) - Board Chair
- Marie Logan (Village of Lomond) - Vice-Chair
- Jim Monteith (Town of Fort Macleod) - Treasurer
- Mark Barber (Town of Pincher Creek) - Director-at-Large
- Darryl Christensen (Town of Magrath) - Director-at-Large
- Doreen Glavin (Municipality of Crowsnest Pass) - Director-at-Large
- Doug Logan (Vulcan County) - Director-at-Large
- Lyndsay Montana (Town of Coalhurst) - Director-at-Large
- Tamara Miyanaga (Municipal District of Taber) - Director-at-Large
- LPL Resource Centre Ex Officio Appointee - To Be Determined

### Thank you to the following departing members for your service to the Chinook Arch Board and its members:

Dennis Barnes (Town of Cardston); Trevor Wagenvoort (Village of Champion); Lise Mayne (Town of Nanton); Brydon Saunders (Town of Stavely); Shelley Deleeuw (Town of Vauxhall); Don Toovey (Village of Warner); Linda Weasel Head (Kainai Board of Education); Wendy Kalkan (LPL Resource Centre).

### 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



@chinooklibs



@chinooklibs



Laura Watson  
Project Developer  
Box 1900, Station "M"  
110 – 12<sup>th</sup> Avenue SW, Calgary, AB T2P 2M1  
T: (877) 547-3365 Extension 1  
E: [projects@transalta.com](mailto:projects@transalta.com)  
[www.transalta.com](http://www.transalta.com)

December 23, 2022

**RE: Riplinger Wind Power Project**

Riplinger Wind L.P. by its General Partner Riplinger Wind Inc. (the Proponent) is proposing to construct and operate the Riplinger Wind Power Project (the Project). The Proponent is a wholly owned subsidiary of TransAlta Corporation (TransAlta).

The enclosed Project Information Package (PIP) is intended to introduce and provide information on the Project. This also includes a formal invitation to the February 17, 2023, stakeholder engagement session at the Hillspring Community Center (Open House). The purpose of this event is for you to meet our team and discuss the Project.

**What:** Riplinger Wind Power Project Stakeholder Engagement Session

**When:** February 17, 2023: 3 – 8pm

**Where:** Hillspring Community Center - 137 2 Ave S, Hill Spring, AB T0K 1E0

We want to hear from you. Should you have any questions ahead of the Open House please contact us. We would be happy to answer your question or plan an in-person discussion during this event.

Our desire is to ensure all stakeholders are well informed and provide the opportunity for Project discussions. If your land is leased in the vicinity of the Project site, we kindly ask that you provide us with the leaseholder's contact information. We will include them in our mailouts and in future discussions relating to the Project.

TransAlta is committed to ongoing stakeholder engagement. Should you have questions or concerns regarding the Project we would kindly ask that you contact us by **February 10, 2023**, via the toll-free number 1-877-547-3365 Extension 1 or via email at [canadian\\_projects@transalta.com](mailto:canadian_projects@transalta.com).

We thank you for your participation in this process and look forward to hearing from you.

Yours truly,

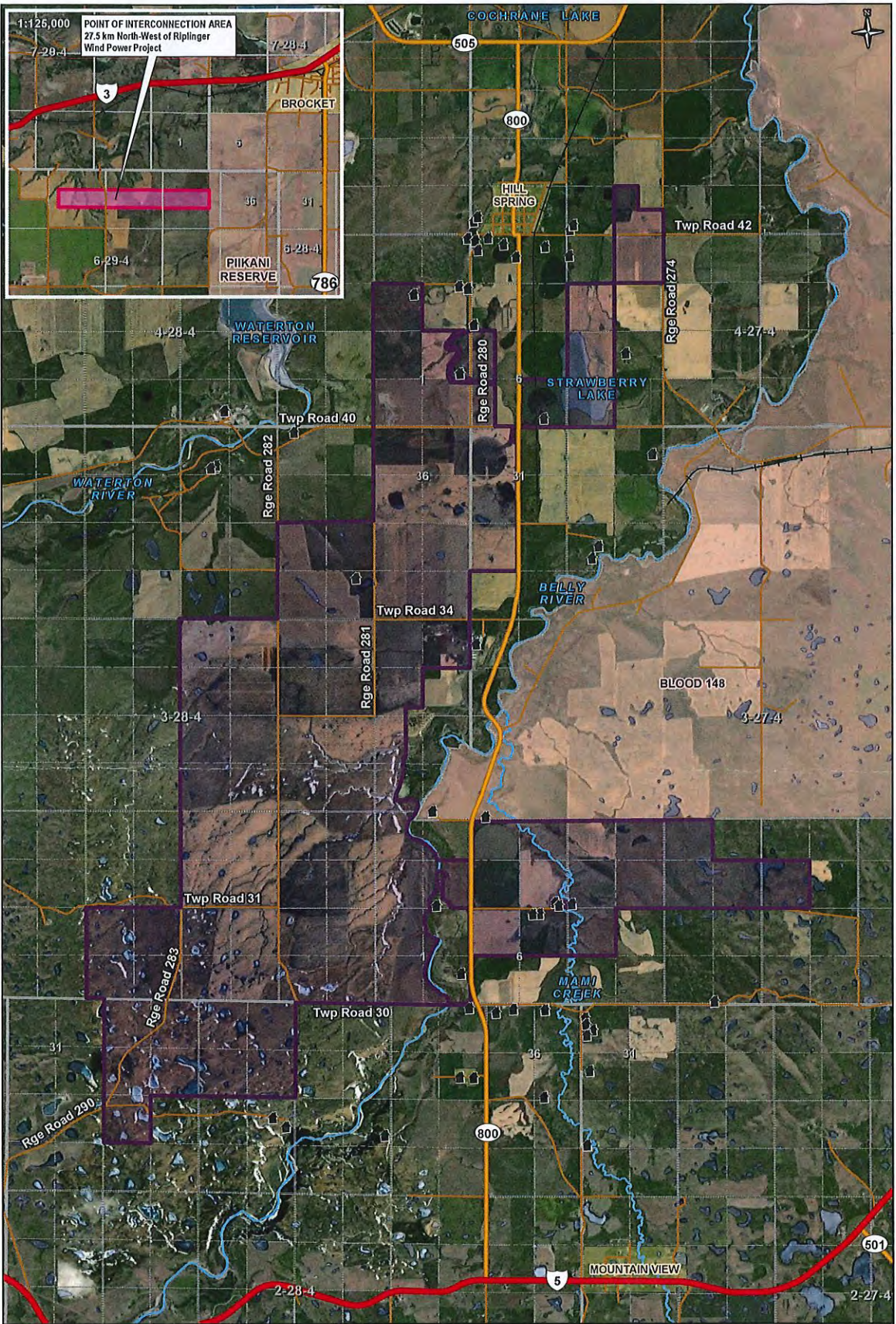
**TRANSALTA CORPORATION**

A handwritten signature in blue ink that reads "L. Watson".

LAURA WATSON  
Project Developer







**Legend**

- Residence
- Point of Interconnection Area
- Riplinger Wind Project Boundary
- River / Creek
- Lake / Waterbody
- City / Town
- First Nations
- Primary Highway
- Secondary Highway
- Minor Road
- Railway



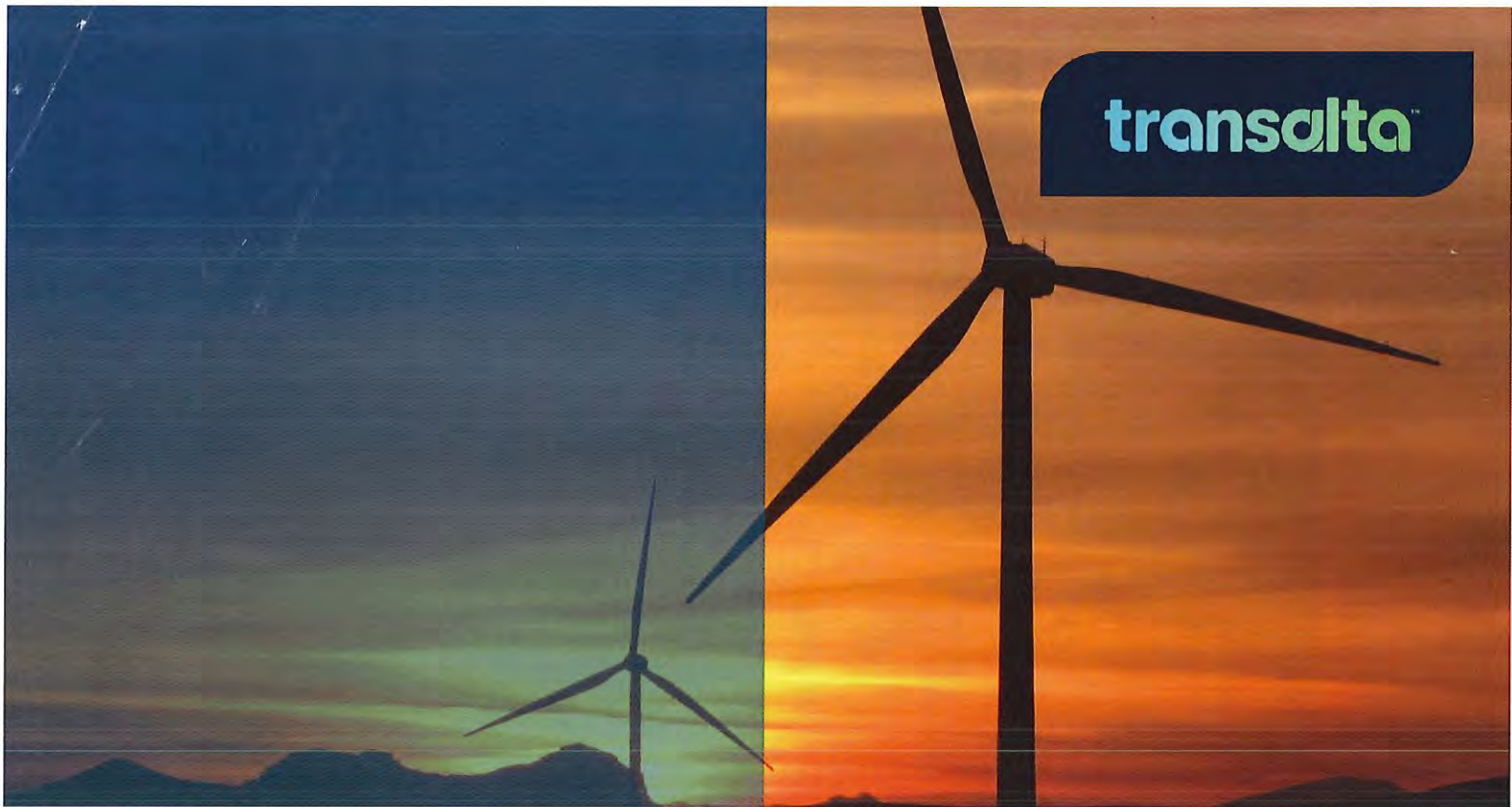
**transalta**

RIPLINGER WIND POWER PROJECT

Notification Map  
Cardston County

Route Reference: N/A	Sheet 1 of 1	REV
Document Control: CA001422-GS-MAP-001_03	Dec 5, 2022	<b>3</b>





transalta™

## About the Project

TransAlta Corporation (TransAlta) is excited to introduce the Riplinger Wind Power Project (the Project), a 304 - megawatt (MW) wind development located approximately 30 km southeast of Pincher Creek in Cardston County (Figure 1).

The Project will consist of up to 46 wind turbine generators, each with a capacity to generate up to 6.6 MW of power. The final turbine technology will be confirmed as the Project advances through the development process.

TransAlta has been conducting preliminary site investigations here since 2020 and are currently advancing the Project through permitting and regulatory processes with the goal of seeking all necessary permits and approvals to construct, own, interconnect and operate the wind project and wind project substation.

## Who is TransAlta?

TransAlta is a power generation company and marketer of wholesale electricity. Beginning as a small, local power company in 1909, TransAlta has transformed over the last century to become an experienced and respected power generator and wholesale marketer of wind, solar, hydroelectric, natural gas, and coal electricity.

Today, we are one of Canada's leading clean energy companies with over 110 years of generation experience. With a fleet of 27 wind facilities with an installed generating of 1,763 MW of clean, renewable power, TransAlta has extensive experience in planning, developing, constructing, and operating wind facilities across Canada and the U.S.

Recently, TransAlta completed construction of the 207 MW Windrise Wind project located in the Municipal District of Willow Creek, Alberta and is currently constructing the 130 MW Garden Plain Wind Project in Paintearth County and Special Area No. 2, Alberta.





## Wind Project Benefits: Supporting Local Communities

Wind projects provide social and economic benefits to the local communities where they are hosted. The Riplinger Wind Power Project will:

- **Create new employment opportunities**, during construction, for local tradespeople, contractors, and skilled laborers
- **Create long-term employment**, including permanent positions, for site technicians and maintenance personnel over the operating life of the wind project
- **Increase purchases of goods and services** which will directly impact local businesses
- **Generate an additional source of tax revenue** for Cardston County
- **Provide supplemental income** from annual lease payments to project landowners during the life of the wind project

## Environmental Considerations

The Project has the potential to impact wildlife and wildlife habitat. As such, a full suite of environmental studies were completed, by a third-party consultant, in the Project area between 2021 and 2022. These studies were conducted in accordance with the Wildlife Directive for Wind Energy Projects in Alberta (Wildlife Directive) released by Alberta Environment and Parks in 2018 following the Sensitive Species Inventory Guidelines and other prescribed survey protocols (e.g., migratory bird surveys).

Fieldwork in the following environmental surveys were completed:

- **Wildlife:** Migratory birds, breeding birds, acoustic bats, sensitive raptors, sharp-tailed grouse, and burrowing owl
- **Vegetation:** Habitat mapping
- **Wetlands:** Mapping and classification
- **Historical Resources:** Archaeological and cultural features

Findings from these environmental studies have been incorporated into our final Project design and layout.

The turbines and most of the Project infrastructure will be sited on disturbed lands (e.g., cultivated), which is aligned with Alberta Environment & Parks (AEP) regulations. Most of the Project infrastructure has been sited outside of any environmental features (e.g., sharp-tailed grouse leks or raptor nests) that were identified during field surveys. There are several wetlands in the Project area however, permanent Project infrastructure has been sited outside of Class III and higher wetlands and their associated setback (100 m). If impacts to wetlands or wildlife features are expected, the appropriate approvals (i.e., Water Act) will be applied for and mitigation measures will be confirmed with AEP.

In addition, a summary of the wildlife data collected will be submitted to AEP in Q1 2023 and their feedback, in the form of a Renewable Energy Referral Report, will be incorporated into our Environmental Evaluation and Environmental Protection Plan, both required for an AUC facility application submission.

# Project Components

The Project is located 30 km southeast of Pincher Creek on approximately 14,000 acres of privately-owned land in Cardston County.

**Turbine Technology:** The Project will host up to 46 wind turbines. Turbine technology has not been confirmed however, each turbine is anticipated to have the capacity to produce up to 6.6 MW of electricity for an expected total nameplate capacity of 304 MW.

**Underground Collector System and Substation:** Each turbine will be connected through a buried underground 34.5kV collector system which will feed into the Project substation. The Project substation will be located near the center of the Project site.

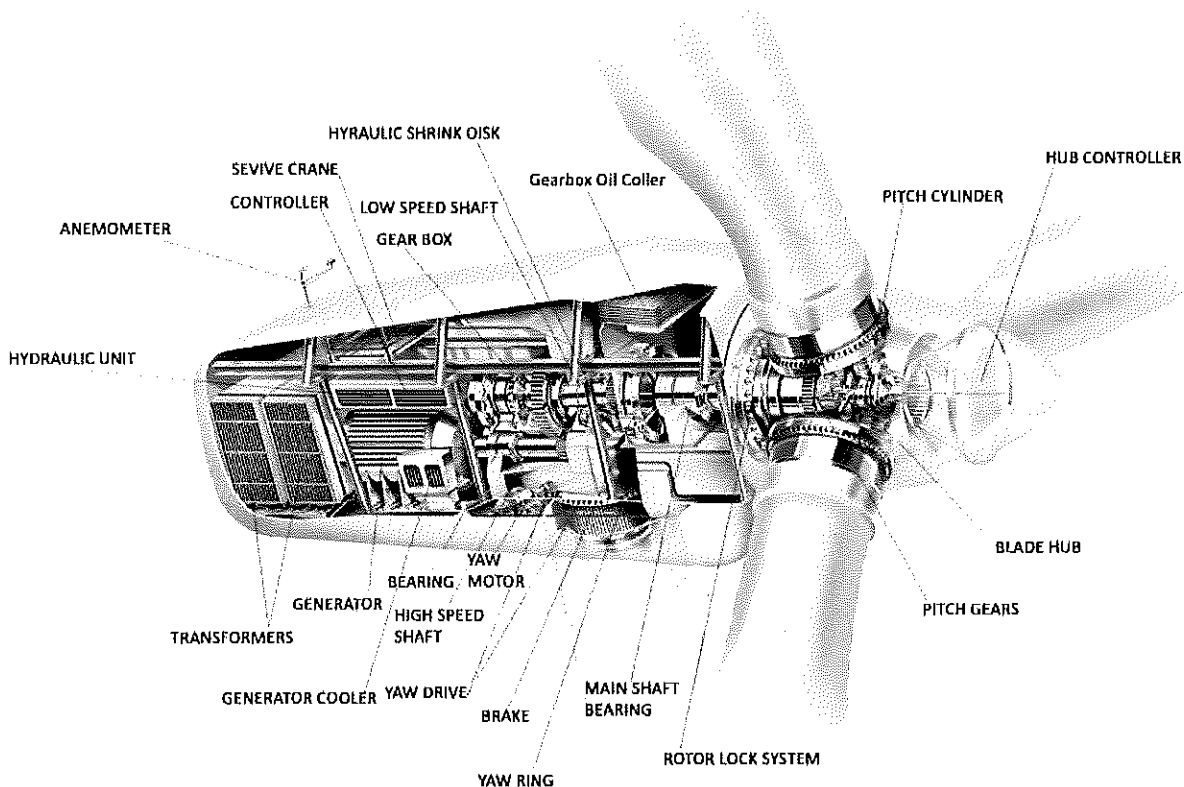
**Transmission Interconnection:** The Project will require the construction of roughly 45km of transmission line which will connect the Project to the Alberta Interconnected Electric System. The transmission line will enable power generated by the Project to reach Alberta's electricity grid.

A separate and distinct regulatory, permitting and stakeholder engagement process will take place for the transmission interconnection project. To assist with this, TransAlta has contracted a highly experienced third-party consultant to undertake work related to environmental evaluation, route selection and public and Indigenous engagement.

Information packages regarding the Project transmission interconnection will be sent out to those stakeholders over the coming months.

**Meteorological Tower:** TransAlta will install up to two permanent meteorological towers on-site used for the collection of weather data.

**Roads and Access Points:** TransAlta will endeavor to use existing roads and access points for accessing turbine locations during construction and operations of the Project. TransAlta will seek approval to use local County roads and may upgrade those under County standards to facilitate the delivery of turbine components to site.







# Participating in the AUC's independent review process to consider facility applications

[www.auc.ab.ca](http://www.auc.ab.ca)

## The AUC regulatory review process to consider facility applications for utility projects



The AUC uses an established process to review social, economic and environmental impacts of facility projects to decide if approval of a project is in the public interest. The AUC considers applications requesting approval of the need for transmission development and facilities applications seeking approval to construct, operate, alter and decommission electric and natural gas facilities. Applications, as specified in AUC Rule 007, are required for:

- The need for transmission upgrades.
  - The route and location of transmission facilities.
  - The siting of power plants.
  - The construction of a battery storage system.
  - The designation of an industrial system.
  - The need for and siting of natural gas utility pipelines.
- Sometimes the Alberta Electric System Operator's needs identification document application is considered together with a facility application in a single proceeding; sometimes separate proceedings are held to consider each application.

### Application review process



- Step 1: Public consultation prior to applying to the AUC
- Step 2: Application filed to the AUC
- Step 3: Public notice
- Step 4: Public submissions to the AUC
- Step 5: Consultation and negotiation
- Step 6: The public hearing process
- Step 7: The decision
- Step 8: Opportunity to appeal
- Step 9: Construction, operation and compliance

## Application review process

### Step 1: Public consultation prior to applying to the AUC



An applicant seeking approval of a proposed utility development project is required to engage in a participant involvement program prior to filing an application with the AUC. The public involvement program involves consultation with persons whose rights may be directly and adversely affected by the proposed project so that concerns may be raised, addressed and, if possible, resolved.

The application guidelines and requirements for facility applications can be found in AUC Rule 007: *Applications for Power Plants, Substations, Transmission Lines, Industrial System Designations, Hydro Developments and Gas Utility Pipelines.*

Potentially affected parties are strongly encouraged to participate in the public consultation, also called a participant involvement program. Early, active and ongoing discussions with an applicant may lead to greater influence on project planning and what is submitted to the AUC for approval.

### Step 2: Application filed to the AUC



When the applicant has concluded its consultation with potentially affected parties and the participant involvement requirements have been completed, the applicant files its application through the AUC online public filing system, called the eFiling System.

AUC staff members review each application submitted to verify that all of the application requirements in Rule 007 have been met before an application is deemed complete. If all of the required information is not provided, the application may be closed or missing information will be requested of the applicant. Rule 007 specifies, among other requirements, that applicants must submit the results of a public involvement program in its application that includes information about how applicants consulted and notified stakeholders and indigenous groups and identifies any unresolved objections and concerns about the project.

### Step 3: Public notice



When the AUC receives an application it is assigned a proceeding number and the AUC generally mails a notice of application directly to those who live, operate a business or occupy land in the project area who may be directly and adversely affected if the AUC approves the application. The notice initiates the opportunity for formal intervention in the proceeding to consider an application or applications. The notice of application will also set out important dates and information about where to find the application and other items being considered. The five-digit eFiling System proceeding number in the notice is the most efficient way to find information about a proposed project through the AUC website.

### Step 4: Public submissions to the AUC



Prior to the submission deadline provided in the notice, formal submissions of outstanding concerns and unresolved objections about a project may be submitted to the AUC. To submit a concern, participants will need to register to participate in the proceeding, which involves providing a brief written statement called a statement of intent to participate. Submissions are filed electronically through the eFiling System. The information filed becomes part of the public record and is an important part of the process to ensure that outstanding concerns are heard, understood and considered.

The AUC uses the information gathered through statement of intent to participate submissions to decide whether to hold a hearing on the application(s). The AUC must hold a hearing if a concerned person can demonstrate that they have rights that may be directly or adversely affected by the AUC's decision on the application. Such a person is said to have standing before the AUC. If the AUC decides to hold a hearing, the AUC will provide further opportunities for participants with standing to ask the applicant questions on the public record and present their position on the application either in writing or in person. Hearings may



## Next Steps

TransAlta will continue to engage and consult with Indigenous and local communities, landowners, and other stakeholders throughout development of the project.

If you have questions, concerns, or general feedback, **we would appreciate receiving this information by February 10, 2023**, as part of our first round of consultation. TransAlta will be actively consulting with stakeholders as needed up to AUC submission and if the project is approved, through construction and operations.

**As part of our consultation and engagement plan, we are planning a stakeholder engagement session that will be held in at the Hillspring Community Center on February 16 & 17, 2023.**

More project details will be shared as the project advances.

## Contact Us

For more information about TransAlta  
or the Riplinger Wind Power Project,  
please contact us:

(877) 547-3365 Extension 1  
canadian\_projects@transalta.com  
transalta.com

Please reference the Riplinger Wind Power Project in the subject line of your email



be held in writing, in person or virtually through web-conference software.

### **AUC eFiling System**

The eFiling System is the online tool that the AUC uses to manage applications and submissions in its proceeding-based review. The eFiling System gives access to all public documents associated with an application. The system is also used to submit your concerns and provide input to the AUC and can be used to monitor related proceeding filings. Those who do not have access to the internet can send submissions, evidence and other material by mail and the AUC will upload the submission on their behalf.

### **Step 5: Consultation and negotiation (if applicable)**

The AUC supports efforts to reach a mutually agreeable outcome among the applicant and affected parties. The AUC encourages the applicant and those who have filed a statement of intent to participate to continue to attempt to resolve any outstanding issues. If all concerns can be satisfactorily resolved this may eliminate the need for a formal hearing. However, if there continues to be unresolved issues, those matters will typically be addressed in an AUC hearing.

### **Step 6: The public hearing process**

The AUC will issue a notice of hearing if a person with standing continues to have legitimate unresolved concerns with the application. The notice of hearing will provide a hearing date and location, or specify if the hearing will be held in writing or virtually. When the AUC holds a public hearing, registered parties are given the opportunity to express their views directly to a panel of Commission members. Any member of the public can listen to an in-person or virtual oral hearing. An oral public hearing operates similar to a court proceeding.

Participants in a hearing can either represent themselves or be represented by a lawyer. In addition, participants may hire experts to assist in preparing and presenting evidence to support their position.

### **Cost assistance**

A person determined by the AUC to have standing or a local intervener can apply for reimbursement of reasonable costs. Those who hire a lawyer or technical experts must be aware that while reimbursement for the costs of legal and technical assistance is available under AUC Rule 009: *Rules on Local Intervener Costs*, recovery of costs is subject to the AUC's assessment of the value of the contribution provided by the lawyer and technical experts in assisting the AUC to understand the specifics of the case. It is also subject to the AUC's published scale of costs.

People with similar interests and positions are expected and encouraged to work together to ensure that expenditures for legal or technical assistance are minimized and costs are not duplicated.

### **Step 7: The decision**

The AUC's goal is to issue its written decision no more than 90 days after the close of record. The AUC can approve, or deny an application and can also make its approval conditional upon terms or conditions. AUC decisions are publicly available through the AUC website at [www.auc.ab.ca](http://www.auc.ab.ca).

### **Step 8: Opportunity to appeal**

An applicant or participant in a proceeding may formally ask the Court of Appeal of Alberta for permission to appeal an AUC decision. An application for permission to appeal must be filed within 30 days from the date the decision is issued.

An applicant or participant in a proceeding can also ask the AUC to review its decision. An application to review a decision must be filed within 60 days from the date the decision is issued and satisfy the limited grounds described in AUC Rule 016: *Review of Commission Decisions*.

### **Step 9: Construction, operation and compliance**

An applicant that receives approval to build and operate a facility from the AUC is expected to follow through on any commitments it has made to parties and must adhere to any conditions that were set out in that approval. If concerns about compliance with approval conditions and post-construction operations cannot be resolved with the applicant, they can be brought to the AUC's attention for consideration. The AUC has significant compliance and enforcement powers for all approved applications. Additional information is available on the AUC website.



The Alberta Utilities Commission is an independent, quasi-judicial agency of the government of Alberta that ensures the delivery of Alberta's utility services take place in a manner that is fair, responsible and in the public interest.

We are committed to ensuring that Albertans whose rights may be directly and adversely affected by a utility development project are informed of the application and have the opportunity to have their concerns heard, understood and considered.



### **Contact us**

Phone: 310-4AUC  
1-833-511-4282 (outside Alberta)  
[info@auc.ab.ca](mailto:info@auc.ab.ca)  
[www.auc.ab.ca](http://www.auc.ab.ca)

Eau Claire Tower  
1400, 600 Third Avenue S.W.  
Calgary, Alberta T2P 0G5





## Decommissioning

The useful life for current technology wind turbines is approximately 30 to 35 years. Once a facility has reached the end of its useful life, TransAlta will assess options to repower the Project or decommission. For decommissioning, renewable energy projects are required to comply with the Conservation and Reclamation Directive for Renewable Energy Projects (C&R Directive). C&R plans are created for each project which will aim to return the land to equivalent land capability.

C&R Plans address activities related to the restoration of any land impacted by the project. TransAlta works closely with project host landowners to ensure decommissioning is carried out to the satisfaction of our host landowners and complies the C&R Directive.



## Permitting & Approval Requirements

Wind projects require multiple permits and approvals from all three levels of government, agencies, regulatory bodies, and other stakeholders, throughout the project lifecycle. The permits and approvals required for the Project include:

### Federal

- **Transport Canada**
  - Aeronautical Obstruction Clearance
- **NavCanada**
  - Land Use and Air Navigation Services Assessment

### Provincial

- **Alberta Environment and Parks**
  - Wildlife Referral Report
- **Alberta Culture and Status of Women**
  - Historical Resources Act Clearance
- **Alberta Utilities Commission**
  - Permit and License to construct, own and operate the wind project and substation
  - Connection Order – to connect the facility collector system to the collector substation
- **Alberta Transportation**
  - Roadside Development Permit

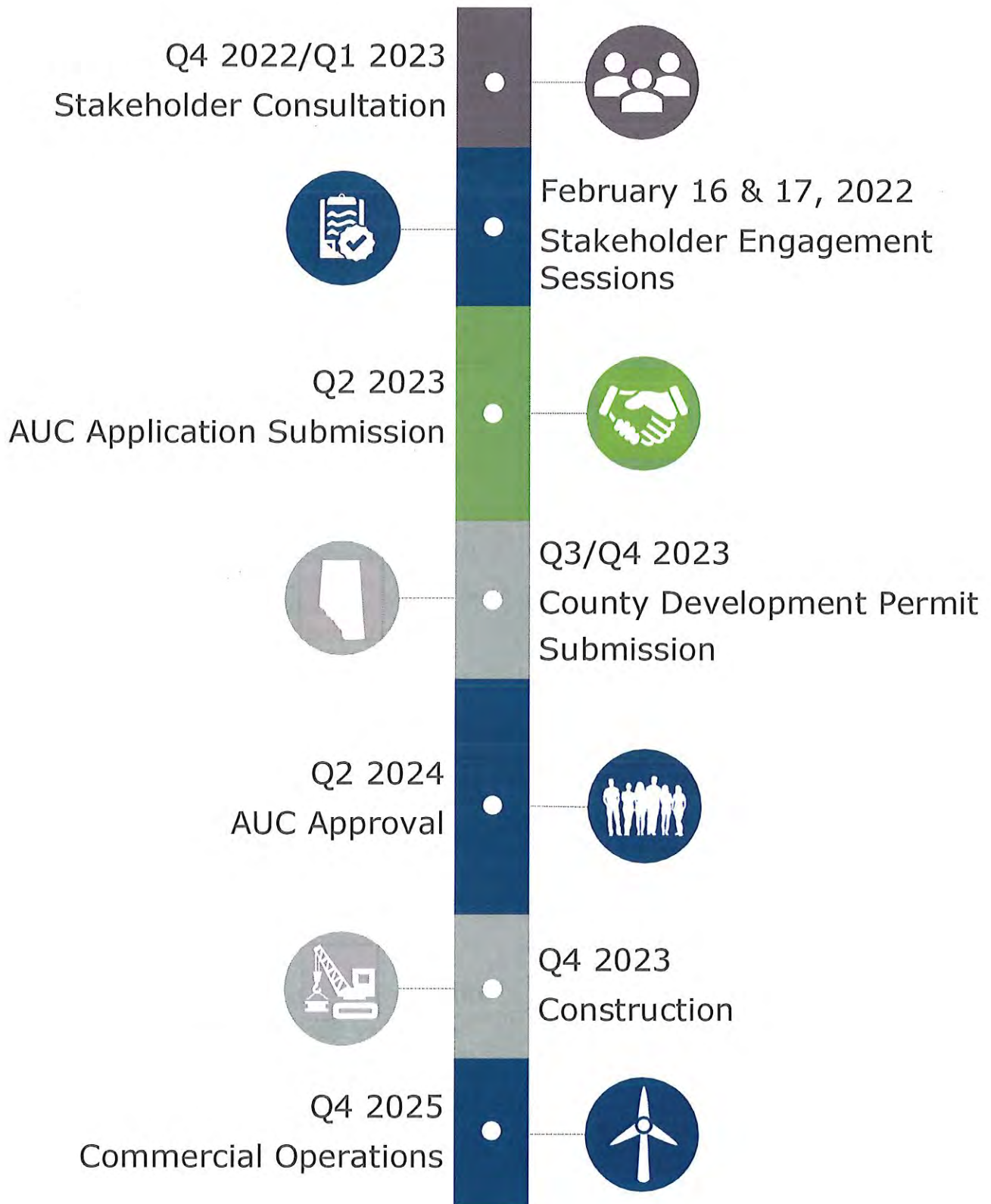
### Municipal

- **Cardston County**
  - Development Permit
  - Road Use Agreement
  - Utility Placement Permit
  - Right-of-Way Consent (if necessary)

### Other

- **Utility Facility Owners**
  - Crossing Agreement or Right-of-Way Easements
- **RCMP/TV/Satellite/Telecommunications**
  - Radio comms / radar interference

# Project Timeline





## Visual Impacts

As part of Project design, visual simulations using specialized software will be created at various locations in and around the Project site. These simulations will provide a representative depiction of the wind turbines on the landscape and will be displayed at our stakeholder engagement session.

TransAlta refers to Transport Canada's *Canadian Aviation Regulations (CARs) Standard 621* for the lighting and marking of wind turbines and wind projects. The wind turbines will be painted an off-white color which is studied to be the least reflective in the broadest range of lighting conditions.

TransAlta will submit a proposed lighting plan to Transport Canada prior to the start of construction, which will integrate best industry design practices to minimize visual impact on the landscape.

## Radiocommunications and Radar

Wind turbine generators, like other large structures, may have the potential to disrupt the transmission of electromagnetic signals with the potential to interfere with radiocommunication systems.

As part of Project design, TransAlta will commission an inventory and preliminary impact assessment of radiocommunication, and radar systems present in the vicinity of the Project in communication with related stakeholders and in accordance with guidelines developed for industry by the Radio Advisory Board of Canada and the Canadian Broadcasting Corporation.

There are a multitude of variables to consider when assessing systems and impacts including land topography, turbine composition, turbine siting, source signal strength, equipment type, etc.

Companies identified as having facilities within the range of our Project will be consulted as part of this impact assessment.

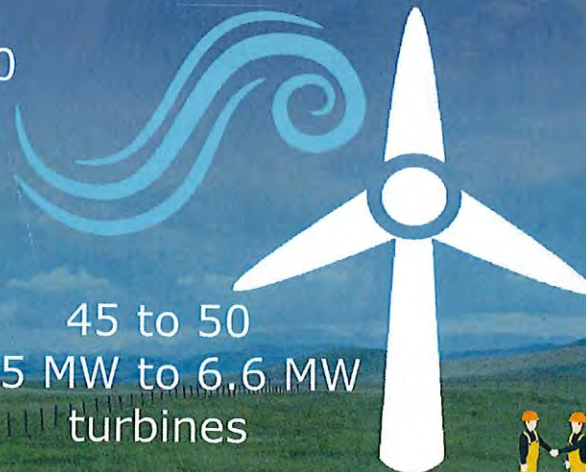


Powering 146,000 homes in Alberta

304 MW capacity



45 to 50  
4.5 MW to 6.6 MW turbines



Creating jobs





## Sound

Wind turbines produce sound that can originate from either air flow or mechanical sources:

- **Air Flow:** As air passes over and between the wind blades, and when the wind blades pass by the tower
- **Mechanical:** Created by equipment components such as the gearbox and generator, located in the wind turbine nacelle

Sound from all wind projects must meet stringent requirements regulated by the Alberta Utilities Commission (AUC). These sound requirements are outlined in AUC Rule 012: Noise Control, which states that sound levels from a wind project, measured cumulatively with noise from other facilities and sources must not exceed the permissible sound level of 40 decibels (dBA) at night outside residences.

For comparison, 40dBA is what you would expect to measure in a quiet office or living room.

As part of Project design, a Noise Impact Assessment (NIA) is underway to demonstrate that the Project, including turbines and substation components, and cumulative impacts of other noise sources in the area comply with AUC Rule 012: Noise Control. Sound level maps will be displayed at our stakeholder engagement session.

The findings will be reported in our NIA and submitted as part of our AUC facility application for the Project. The Project will comply with all AUC Permissible Sound Level guidelines.

## Health

In 2012 Health Canada announced its intention to undertake a large study in collaboration with Statistics Canada to provide federal advice and in acknowledgement of the community health concerns expressed in relation to wind turbines. The results of the study were published in 2014. The study concluded that the scientific evidence available to date does not demonstrate a direct causal link between wind turbine noise and adverse health effects.

If you would like more information about health effects and wind turbines or would like additional reference material on this subject, please contact us.

## Shadow Flicker

Shadow flicker is the effect of the sun shining through the blades of a wind turbine as they rotate, casting a moving shadow. It will be perceived as a "flicker" due to the rotating blades repeatedly casting the shadow.

A shadow flicker study is forthcoming and is conducted for the Project as part of the AUC application. The results of the study will be available to stakeholders and if applicable, there will be a map identifying receptors and the expected duration of shadow flicker for each receptor. The Project has been designed to ensure shadow flicker duration will fall within acceptable industry standard limits.