



Village of Hill Spring
COUNCIL MEETING AGENDA - DRAFT
Hill Spring Council Chambers
Tuesday, November 21, 2023 at 7:00 p.m.

1. CALL COUNCIL MEETING TO ORDER
2. ACCEPTANCE/ADDITIONS TO AGENDA`
3. ADOPTION OF MINUTES
 - a) 2023.10.17
4. Motion To Recess Council Meeting
5. Public Hearing Land Use By-law 107-277
 - a) Diane Horvath ORRSC
 - b) Referral Agency Comments
 - c) Public Comments
 - d) Close Public Hearing
6. Motion to Resume Council Meeting
7. DELEGATION
8. BUSINESS ARISING FROM THE MINUTES
 - a)
9. FINANCIAL REPORTS:
 - a) Cheque Listing for November 2023
10. ITEMS FOR DISCUSSION:
 - a) 107-277 Land Use Bylaw 2nd Reading
 - b) 107-277 Land Use Bylaw 3rd Reading

- c) 2023 - 323 SDAB Bylaw 1st Reading
- d) 2023 – 245 Bylaw 1st Reading User Fees & Charges
- e) Capital Purchase – John Deer Snow Blade
- f) Capital & Operating Budget 2024
- g) Office Closure Christmas Break
- h) Speed Sign

11. ADMINISTRATORS & COUNCIL REPORTS:

- a) CAO Report

12. CORRESPONDENCE:

- a) RCMP November Media Release
- b) CCES Oct 12, 2023 Minutes
- c) Alberta SW November 2023 Bulletin
- d) Alberta SW October Board Minutes
- e) Chinook Foundation 2023 Municipal Requisition
- f) ORRSC Notice of Fees 2024
- g) Municipal Indicators Email
- h)

13. 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)*

- a) Employee Matter – As per Section 17 of the FOIP Act
- b) Legal Matter – As per Section 24 pf the FOIP Act

14. ADJOURNMENT:

VILLAGE OF HILL SPRING

October 17, 2023

The Village of Hill Spring Regular Council Meeting was held at the Hill Spring Council Chambers on October 17, 2023 commencing at 7:00 p.m.

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

Officials: CAO Greg Robinson.

Absent: Councillor Nish

Public:

CALLED TO ORDER

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

ADOPTION OF THE AGENDA

2023.10.126

Councillor Christensen **MOVED** to accept the agenda as presented.

Carried

ADOPTION OF MINUTES

2023.09.19 REGULAR
COUNCIL MEETING
MINUTES

2023.10.127

Councillor Christensen **MOVED** to approve the 2023.09.19 Regular Council Meeting minutes as presented.

Carried

PUBLIC HEARING LAND USE BYLAW 107-277

The Public Hearing for Bylaw #107-277 Land Use Bylaw was postponed until the November Council Meeting.

DELEGATIONS

Lori Wahn – Burning
Barrels

Lori Wahn presented to Council on burning barrel guidelines

Josh Jacobs – Alcohol Sales

Joash Jacobs presented information to Council regarding Class A Licenses and the ORRSC Periodical piece on Liquor and land use

FINANCIAL REPORTS

CHEQUE LISTING FOR
October 2023

2023.10.128

Councillor French **MOVED** to accept the cheque listing for October 2023.

Carried

BUSINESS ITEMS FOR DISCUSSION

LAND USE BYLAW 2ND
READING

This item was tabled until the Council Meeting following the Public Hearing on November 21, 2023.

REMEMBRANCE DAY
PROGRAM

Discussion on program

GLENWOOD LIBRARY
FUNDING

Mayor of Glenwood Linda Allred sent Council a letter thanking them for their \$5000.00 contribution to the library for 2023 and requested to have this be a regular yearly contribution. Council will consider this request during their upcoming budget deliberations.

EMERGING TRENDS
BROWNLEE LAW
SEMINAR

2023.10.129

Councillor Christensen **MOVED** to send two members of Council to the upcoming Emerging Trends Brownlee Law Seminar.

Carried

RRPSSC MOU
2023.10.130

Mayor Davis **MOVED** to accept the Ridge Regional Public Safety Services Commission Memorandum of Understanding.

Carried

**ADMINISTRATOR AND
COUNCIL REPORTS AND
CORRESPONDANCE**

2023.10.131

Councillor Christensen **MOVED** to accept the CAO Report as presented.
Carried

2023.10.132

Mayor Davis **MOVED** to accept Correspondence as information.
Carried

CLOSED MEETING

2023.08.107

Mayor Davis **MOVED** that Council recess the regular meeting and go "In Camera" to discuss an Intergovernmental Matter as per sections 24 & 29 of the FOIP Act at 7:52pm.
Carried

2023.08.108

Mayor Davis **MOVED** that Council go "Out of Camera" and resume the regular meeting at 8:18pm.
Carried

ADJOURNMENT

2023.08.109

Councillor French **MOVED** to adjourn the October 17, 2023, Council Meeting at 8:18pm.
Carried

Mayor Dwight Davis

CAO Greg Robinson

**VILLAGE OF HILLSPRING
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 107-277

BEING a bylaw of the Village of Hill Spring in the Province of Alberta, to adopt a Land Use Bylaw pursuant to section 639 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended and provide for its consideration at a public hearing;

AND WHEREAS, the Council of the Village of Hill Spring has determined the existing Land Use Bylaw is dated and wishes to adopt a new Land Use Bylaw for the purposes of:

- updating and establishing standards and procedures regarding the use and development of land within the municipality;
- incorporating new development standards for uses within the Village;
- amending the existing Land Use District Map to reflect land use redesignations and new districts; and
- complying with the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

AND WHEREAS the purpose of proposed Bylaw No. 107-277 is to foster orderly growth and development within the Village;

AND WHEREAS, a public hearing was conducted in accordance with Section 692 of the Act;

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council duly assembled does hereby enact the following:

1. Bylaw No. 107-274, being the former Land Use Bylaw, and any amendments thereto, is hereby rescinded.
2. Bylaw No. 107-277 shall come into effect upon third and final reading thereof.
3. Bylaw No. 107-277 is hereby adopted.

READ a **first** time this 19th day of September, 2023.

Mayor – Dwight Davis

Chief Administrative Officer – Greg Robinson

READ a **second** time this 17th day of October, 2023.

Mayor – Dwight Davis

Chief Administrative Officer – Greg Robinson

READ a **third** time and finally PASSED this 17th day of October, 2023.

Mayor – Dwight Davis

Chief Administrative Officer – Greg Robinson

FW: Referral - Village of Hill Spring Draft Land Use Bylaw - COMMENTS FROM CARDSTON COUNTY

Diane Horvath <dianehorvath@orrsc.com>

Tue 10/24/2023 1:31 PM

To: CAO <cao@hillspring.ca>

Hi Greg

Please see attached that the County does not have any comments regarding the land use bylaw. This should be information for the public hearing.

Thanks

Diane

Diane Horvath

Senior Planner

Oldman River Regional Services Commission (ORRSC)

3105 – 16th Avenue North, Lethbridge, AB T1H 5E8

Phone: 1-403-329-1344

Toll Free: 1-844-279-8760

From: Development <development@cardstoncounty.com>

Sent: Tuesday, October 24, 2023 12:44 PM

To: Diane Horvath <dianehorvath@orrsc.com>

Subject: RE: Referral - Village of Hill Spring Draft Land Use Bylaw

Hi Diane,

I did a quick review of the Proposed LUB and didn't see any concerns for the County.

Please let me know if you have any questions

Joe Thomas, P.Tech (Eng)

Cardston County

Project Manager / Development Officer

development@cardstoncounty.com

Office: 403-653-4977

Cell: 403-894-0587

From: Murray Millward <cao@cardstoncounty.com>

Sent: Tuesday, October 17, 2023 1:35 PM

To: Development <development@cardstoncounty.com>

Cc: Mike Burla (mikeburla@orrsc.com) <mikeburla@orrsc.com>

Subject: Fw: Referral - Village of Hill Spring Draft Land Use Bylaw

any comments



Murray L. Millward CLGM

Chief Administrative Officer.

Phone: 403-653-4977

Mobile: 403-308-2698

Email: murray@cardstoncounty.com

1050 Main Street
Cardston, AB T0K 0K0

www.cardstoncounty.com

From: Diane Horvath <dianehorvath@orrsc.com>
Sent: Tuesday, October 17, 2023 11:41
To: Murray Millward <cao@cardstoncounty.com>
Cc: CAO <cao@hillspring.ca>
Subject: Referral - Village of Hill Spring Draft Land Use Bylaw

Good Morning Murray,

The Village of Hill Spring has been working on completing an updated Land Use Bylaw and Village Council has given the document 1st reading. A public hearing is planned for November 21, 2023 and as per the Intermunicipal Development Plan, the Village is required to circulate a copy to the County for comment prior to the public hearing. I would be available to answer any questions that might arise from the review. If you could respond by November 15, that would be greatly appreciated. Thank you.

Diane Horvath

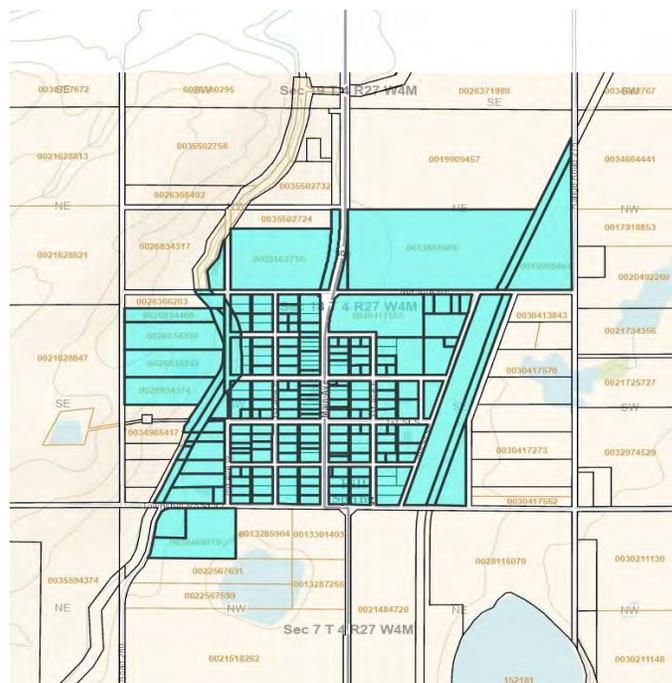
Senior Planner

Oldman River Regional Services Commission (ORRSC)
3105 – 16th Avenue North, Lethbridge, AB T1H 5E8
Phone: 1-403-329-1344
Toll Free: 1-844-279-8760

Transportation and Economic Corridors Notice of Referral Decision

Statutory Plan in Proximity of a Provincial Highway

Municipality File Number:		Highway(s):	800
Legal Land Location:	QS-SW SEC-18 TWP-004 RGE-27 MER-4	Municipality:	Cardston County, Hill Spring
Decision By:	Leah Olsen	Issuing Office:	Southern Region / Lethbridge
Issued Date:	2023-10-26 10:07:24	AT Reference #:	RPATH0038658
Description of Development:	New Land Use Bylaw		



This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed development(s).

Transportation and Economic Corridors offers the following comments and observations with respect to the proposed development(s):

The document is well organized and thoroughly covers all the issues that are pertinent when establishing a framework for subsequent land use redesignation, subdivision and development within a plan area. The document would also appear to have been prepared on sound planning principles and development strategies.

Strictly from Transportation and Economic Corridors point of view, we do not have any concerns with the draft Land Use Bylaw and/or the document being adopted by Village of Hill Spring land use authority.

- Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable
- Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information.



Issued by **Leah Olsen, Development and Planning Tech**, on **2023-1026 10:07:24** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation and Economic Corridors Delegation of Authority*

Village Of Hill Spring

Cheque Listing For Council

2023-Nov-17
11:41:09AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20230213	2023-10-17	BENCHMARK ASSESSMENT CONSULTANTS INC	2848	PAYMENT ASSESSOR FEES	1,260.00	1,260.00
20230214	2023-10-17	CANDU AUTOMATION & CONTROL SOLUTIONS I	2240 2250 2253	PAYMENT REP WTP REP WTP WTP	735.00 14,745.06 3,776.18	19,256.24
20230215	2023-10-17	CARO ANALYTICAL SERVICES	2326497 ic2325730	PAYMENT WATER SAMPLES WATER SAMPLES	107.10 281.40	388.50
20230216	2023-10-17	FIDO	OCT 2023	PAYMENT PHONE	85.38	85.38
20230217	2023-10-17	HENRIE, SCOTT	SEPT 2023	PAYMENT TRAVEL & PARTS	362.45	362.45
20230218	2023-10-17	MCGILL'S INDUSTRIAL SERVICES	10921	PAYMENT FLUSH WATER LINES	2,633.40	2,633.40
20230219	2023-10-17	MICRO AGE	23513 23629	PAYMENT OFFICE 365 OFFICE 365	79.80 79.80	159.60
20230220	2023-10-17	MPE ENGINEERING LTD.	1464-04-00-24	PAYMENT WTP	307.65	307.65
20230221	2023-10-17	NEXTGEN AUTOMATION	530400	PAYMENT COPIES	294.35	294.35
20230222	2023-10-17	PASSEY ELECTRIC	230147	PAYMENT REP TO IRRIGATION	4,785.11	4,785.11
20230223	2023-10-17	SHAWN COOK PROFESSIONAL CORPORATION	0-35643	PAYMENT 2022 AUDIT	9,977.00	9,977.00
20230224	2023-10-17	SILVER AUTOMOTIVE	23617900	PAYMENT OIL	180.60	180.60
20230225	2023-10-17	SOUTHERN IRRIGATION	556020	PAYMENT WATER SUPPLIES	107.77	107.77
20230226	2023-10-17	THEOREM.CA	2742	PAYMENT DOMAIN HOSTING	315.00	315.00
20230227	2023-10-17	TOWN OF RAYMOND	20230400 20230406	PAYMENT POSTAGE PAID ON GREG'S CC ADMIN & CAO SERVICE & TRAVE	154.56 9,150.25	9,304.81
20230228	2023-10-17	XPLORE	49591983	PAYMENT PHONE	207.82	207.82
20230229	2023-10-17	GOVERNMENT OF ALBERTA	1800033475	PAYMENT POLICE FUNDING	6,774.00	6,774.00
20230230	2023-10-17	PARAMOUNT PRINTERS	51810	PAYMENT UTILITY PAPER	312.41	312.41
20230236	2023-10-31	PAYROLL				
20230237	2023-10-31	PAYROLL				
20230238	2023-10-31	PAYROLL				
20230239	2023-10-31	PAYROLL				
20230240	2023-10-31	PAYROLL				

Total 59,150.59

*** End of Report ***

**VILLAGE OF HILL SPRING
IN THE PROVINCE OF ALBERTA**

**CHINOOK INTERMUNICIPAL SUBDIVISION
AND DEVELOPMENT APPEAL BOARD
BYLAW NO. 2023-323**

A BYLAW OF THE VILLAGE OF HILL SPRING IN THE PROVINCE OF ALBERTA TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD;

AND WHEREAS the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* as amended from time to time requires the municipality to adopt a bylaw to establish a Municipal Subdivision and Development Appeal Board or an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Council of the Village of Hill Spring wishes to join other area municipalities to establish the Chinook Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Chinook Intermunicipal Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of a Subdivision Authority or a Development Authority in accordance with the South Saskatchewan Regional Plan (SSRP), the *Municipal Government Act (MGA)*, the Subdivision and Development Regulation, the local Land Use Bylaw and statutory plans;

NOW THEREFORE, the Council of the Village of Hill Spring in the Province of Alberta duly assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as the Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw.

2. AUTHORIZATION

Pursuant to section 627(1)(b) of the *MGA*, this bylaw hereby authorizes the municipality to enter an agreement with the other participating municipalities to establish the Chinook Intermunicipal Subdivision and Development Appeal Board.

3. DEFINITIONS

Appellant means the person who may file an appeal to the Board from decisions of a Subdivision Authority or a Development Authority in accordance with the *MGA*.

Board means the Chinook Intermunicipal Subdivision and Development Appeal Board established pursuant to this bylaw.

Board Member means an appointed member of the Chinook Intermunicipal Subdivision and Development Appeal Board appointed in accordance with this bylaw and who has obtained provincial training and certification.

Board Panel means the group of appointed Board Members actively sitting to hear and decide on an appeal at an appeal hearing.

Chair means the person elected from the Board panel members sitting to hear an appeal to act as the person who presides over the hearing and the procedures.

Chief Administrative Officer (CAO) means the individual appointed to the position for the municipality in accordance with the *MGA*.

Clerk means the person or persons who has completed training and is certified by the province and authorized to act as the administrative clerk for the Intermunicipal Subdivision and Development Appeal Board by the member municipality within which the appeal is held.

Conflict of Interest means both Common Law Bias and Pecuniary Interest.

Council means the Council of the (Municipality).

Development Authority has the same meaning as in the *MGA*.

Hearing means a public meeting convened before the Board acting as a quasi-judicial body to hear evidence and determine the facts relating to an appeal of decisions of a Subdivision Authority or a Development Authority, prior to the Board making a decision on the matter subject to the appeal.

Municipality means the municipal corporation of the Village of Hill Spring together with its jurisdictional boundaries, as the context requires.

Panel Member means an individual Board member participating in the group panel to hear an appeal.

Participating municipality means a municipality in the Province of Alberta who has entered into an agreement with other municipalities, as referred to in Section 2 of this bylaw, to establish the Chinook Intermunicipal Subdivision and Development Appeal Board.

Procedural guidelines means the policies, processes and administrative matters applicable to the filing of an appeal and conducting a hearing, and the roles, duties and conduct of Board members and Clerks.

Subdivision Authority has the same meaning as in the *MGA*.

Subdivision and Development Appeal Board has the same meaning as in the *MGA*.

Quorum means the minimum number of Board panel members required to hear an appeal.

Municipal Government Act (MGA) means the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended from time to time.

Chinook Intermunicipal Subdivision and Development Appeal Board means the Board established by agreement to act as the Subdivision and Development Appeal Board.

All other terms used in this Bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.

4. APPOINTMENT OF THE BOARD

- (1) The Board is comprised of the member representative(s) as appointed by the participating municipalities.
- (2) A municipality may participate in the Chinook Intermunicipal Subdivision and Development Appeal Board without appointing individual representative(s) by utilizing the appointed Board Members of the other participating member municipalities to act on the municipality's behalf as its appeal body.
- (3) For each member municipality appointing individual Board Member representative(s) to the Chinook Intermunicipal Subdivision and Development Appeal Board, the appointment shall be made by resolution of Council. Appointed Board Members from a municipality shall consist of no more than three (3) members, with no more than one (1) being an elected official and the other two (2) being non-elected officials who are persons at large. If two (2) or less persons are appointed as members, they must be non-elected persons at large.
- (4) For those member municipalities appointing individual representative(s) to the Board, the remaining composition of the Board Panel Members shall be the appointed members from the other municipalities of the Chinook Intermunicipal Subdivision and Development Appeal Board.
- (5) Appointments to the Chinook Intermunicipal Subdivision and Development Appeal Board shall be made for a term of not more than three years. Reappointments must coincide with the successful completion of the mandatory provincial refresher training course to be taken every three (3) years.
- (6) Board Members may be appointed for a two (2) or three (3) year term, at the discretion of the municipality, for the purpose of establishing a staggered expiration of terms amongst the Board Members.
- (7) A Board Member may resign from the Chinook Intermunicipal Subdivision and Development Appeal Board at any time by providing written notice to the municipality to that effect.
- (8) Where Council has appointed a Board Member representative(s) for the municipality, Council may remove its individual appointed Board Member representative(s) at any time if:
 - a) in the opinion of Council, a Board Member is not performing his/her duties in accordance with the MGA, this Bylaw or the rules of natural justice,
 - b) a Board Member is absent for more than three (3) consecutive hearings to which he/she has been assigned to sit on the Board Panel without reasonable cause, or
 - c) a Board Member has participated in a matter in which that Board Member has a Conflict of Interest, contrary to the provisions of this Bylaw.

5. COMPOSITION

- (1) The Board Members of the Chinook Intermunicipal Subdivision and Development Appeal Board shall meet in Panels, and two (2) or more Panels may meet simultaneously. The Panels have all the powers, duties and responsibilities of the Subdivision and Development Appeal Board.
- (2) For the purpose of this Bylaw, the Board Panel formed from the appointed members of the Chinook Intermunicipal Subdivision and Development Appeal Board to hear an appeal, shall normally be composed of not less than three persons, with no more than one (1) being an elected official.
- (3) Two Board Members constitute a quorum of the Board Panel.
- (4) If a vacancy of an appointed Board member representative from a municipality shall occur at any time, the municipality may appoint another person to fill the vacancy by resolution of Council.
- (5) In the absence of the municipal appointed member representative(s) of the municipality in which the appeal originates being available to sit on a Panel, then the appointed Panel Member representative(s) from the other municipalities of the Chinook Intermunicipal Subdivision and Development Appeal Board shall form the composition of the Board Panel to hear and decide on a matter of appeal on behalf of the municipality.
- (6) Board Panel Members of the Chinook Intermunicipal Subdivision and Development Appeal Board shall not be members of a Municipal Subdivision Authority or Development Authority or municipal employees of the municipality in which the appeal is located.
- (7) A person appointed as a Board Member in accordance with this Bylaw must successfully complete and maintain the mandatory provincial training and certification prior to sitting on a Panel to hear an appeal.

6. COSTS AND REMUNERATION

- (1) Board Members may be entitled to reasonable remuneration for time and expenses relating to participating on a Board Panel.
- (2) Costs related to appeal hearings and the remuneration to Board Members shall be provided as specified in the intermunicipal agreement of the participating members of the Chinook Intermunicipal Subdivision and Development Appeal Board.

7. DUTIES OF THE INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

- (1) The Chinook Intermunicipal Subdivision and Development Appeal Board shall hold hearings as required pursuant to the *Municipal Government Act* on a date to be determined by the Board.
- (2) The Board, and those Members who sit as a Board Panel hearing an appeal, shall govern its actions and hearings in respect of the processes and procedures as outlined in the Procedural Guidelines.

- (3) A Board Member may only participate in an appeal hearing if they have successfully completed the mandatory provincial training prior to the appeal hearing date.
- (4) The Board Panel may, at its discretion, agree to adjournments in respect of the processes and procedures as outlined in the Procedural Guidelines.
- (5) A Board Panel hearing an appeal shall appoint a Chair to preside over the proceedings prior to the commencement of the hearing.
- (6) An order, decision or approval made, given or issued by the Board Panel and under the signature of the Chair, or a Board Member acting as a designate, is the decision of the Board.
- (7) The Board Members shall conduct themselves in a professional, impartial and ethical manner and apply the principles of administrative justice and judicial fairness.
- (8) The Board Members shall consider and act in respect of the Chinook Intermunicipal Subdivision and Development Appeal Board Procedural Guidelines.
- (9) The Board does not have the jurisdiction or authority to award pecuniary or monetary awards or costs to any persons, entity or organization involved in an appeal.

8. APPEAL FILING

- (1) An appeal shall be filed in writing by an appellant, in accordance and in the manner prescribed in the *MGA*, to the municipality and include the payment of the applicable municipal appeal fee.
- (2) If there is a question about the validity of an appeal being filed, the Board Panel must convene the appeal hearing in accordance with the *MGA* to establish jurisdiction and then it may decide on the matter of validity. It shall be the responsibility of the Board Panel to make the determination of whether the appeal is valid.
- (3) In the event an appeal is abandoned or withdrawn in writing by the appellant, the Board Panel shall not be obliged to hold the appeal hearing referred to in the *MGA* unless another notice of appeal has been served upon the Board in accordance with the *MGA*.

9. CLERK RESPONSIBILITIES AND DUTIES

- (1) Council shall by resolution appoint a Clerk as a designated officer, or sub-delegate to its CAO the authority to appoint a Clerk or Clerks, for the specific purposes of providing administrative assistance to the Board in fulfilling its legislative duties.
- (2) The appointed Clerk shall attend all meetings and hearings of the Chinook Intermunicipal Subdivision and Development Appeal Board held in that member municipality, but shall not vote on any matter before the Board.
- (3) A person appointed as a Clerk to assist the Chinook Intermunicipal Subdivision and Development Appeal Board in accordance with this bylaw must have successfully completed the mandatory provincial training prior to assisting the Board in its legislative duties.

- (4) The Clerk, acting for the Board, shall accept on behalf of the Board appeals which have been filed with the municipality in relation to a decision of the Subdivision Authority or the Development Authority.
- (5) The Clerk of the Board shall keep records of appeals and proceedings for the municipality in which the appeal has been filed, as outlined in the Procedural Guidelines.

10. ADMINISTRATIVE

- (1) **Singular and Masculine** – Words importing the singular number shall include the plural number and vice versa and words importing one gender only in this Bylaw shall include all genders and words importing parties or persons in this Bylaw shall include individuals, partnerships, corporations, and other entities, legal or otherwise.
- (2) **Severability** – Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

11. ENACTMENT

- (1) This bylaw shall come into effect upon third and final reading thereof.
- (2) This Bylaw rescinds Bylaw No. (107-277), being the former municipal Subdivision and Development Appeal Board Bylaw, and any amendments thereto.

READ a **first** time this _____ day of _____, 2023.

Mayor/Reeve –

Chief Administrative Officer –

READ a **second** time this _____ day of _____, 2023.

Mayor/Reeve –

Chief Administrative Officer –

READ a **third** time and finally PASSED this _____ day of _____, 2023.

Mayor/Reeve –

Chief Administrative Officer –

AGREEMENT FOR CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Between

Oldman River Regional Services Commission
("Coordinator")

– and –

Village of Hill Spring
("Municipality")

Dated this _____ day of _____, 2023

BACKGROUND

WHEREAS, the *Municipal Government Act, RSA 2000, C M-26 (MGA)*, as amended, requires the establishment of a Subdivision and Development Appeal Board and authorizes two or more Councils to jointly establish an Intermunicipal Subdivision and Development Appeal Board to exercise that function within their municipalities:

- A. The Member Municipality wishes to partner to create one Intermunicipal Subdivision and Development Appeal Board;
- B. The Oldman River Regional Services Commission is the Coordinator for the Intermunicipal Subdivision and Development Appeal Board;
- C. The Municipality is willing to join the Chinook Intermunicipal Subdivision and Development Appeal Board.

The Parties agree as follows:

1. BYLAW, PROCEDURES AND FEES

- 1.1 The Municipality shall pass a Bylaw establishing the Intermunicipal Subdivision and Development Appeal Board and authorize the Municipality to enter into this Agreement.
- 1.2 The Municipality agrees that the "Chinook Intermunicipal Subdivision and Development Appeal Board Procedural Guidelines" document shall govern the rules and procedures of the Intermunicipal Subdivision and Development Appeal Board, which may be amended, from time to time.
- 1.3 The Municipality agrees to pay the costs associated with the Board which shall be determined by the ORRSC Executive and published in an Annual Schedule of Fees.

2. DEFINITIONS

In this Agreement, unless the context provides otherwise, the following words or phrases shall have the following meanings:

“Appellant” means the person who may file an appeal to the Board from decisions of a Subdivision Authority or Development Authority in accordance with the *Municipal Government Act*.

“Board” means the Chinook Intermunicipal Subdivision and Development Appeal Board established by bylaw.

“Board Member” means an appointed member of the Chinook Intermunicipal Subdivision and Development Appeal Board appointed by Council and who has obtained provincial training and certification.

“Chinook Intermunicipal Subdivision and Development Appeal Board (SDAB)” means the Board appointed to hear appeals on subdivision and development established in accordance with *Municipal Government Act* s. 627 (1)(b).

“Clerk” means the person or persons who has completed training and is certified by the province and authorized to act as the administrative clerk for the Intermunicipal Subdivision and Development Appeal Board by the member municipality within which the appeal is held.

“Coordinator” means the Oldman River Regional Services Commission (ORRSC).

“Municipality” means is a municipality who has signed this Agreement.

3. MUNICIPALITY RESPONSIBILITIES

- 3.1 The Municipality shall be entitled to participate in the Intermunicipal Subdivision and Development Appeal Board once it enters into the Agreement and passes a Bylaw in the form attached as Schedule “A”.
- 3.2 The Municipality will pay a yearly fee to ORRSC for administering the Intermunicipal Subdivision and Development Appeal Board which shall be determined by the ORRSC Executive and published in an Annual Schedule of Fees.
- 3.3 The Municipality may select and appoint individual(s) to be a Board member(s) to be available to sit on a Panel for the Intermunicipal Subdivision and Development Appeal Board. If a vacancy on the Board occurs at any time, the Municipality who appointed the individual may appoint a new individual to fill the vacancy for the remainder of that term.
- 3.4 Any costs incurred to advertise and select a Board member(s) are the responsibility of the Municipality.
- 3.5 If the Municipality is required to hold an Appeal Hearing, the Municipality is responsible to pay all costs related to the hearing, including both Board member costs and hearing costs. The fees for the Board member costs shall be determined by the ORRSC Executive and published in an Annual Schedule of Fees. Board member costs include but are not limited to:
 - a) Board member per diems,
 - b) mileage,
 - c) meal allowance, etc.

- 3.6 The Municipality is responsible to provide a Clerk for the appeal hearing, which may be municipal staff or an ORRSC SDAB Clerk. In addition to Clerk costs, the Municipality shall be responsible for hearing costs including but are not limited to:
- a) materials,
 - b) postage,
 - c) facility and /or equipment rental,
 - d) meal allowance,
 - e) mileage, etc.
- 3.7 If legal services are required for issues that relate to a specific appeal, the Municipality is responsible for engaging legal counsel of behalf of the SDAB Panel and are responsible for paying all costs associated with the legal services required.
- 3.8 The Municipality will make every reasonable effort to ensure information will be or is intended to be used to make a decision on an appeal is both complete and accurate, as per the Procedural Guidelines approved for the Appeal Board.

4. COORDINATOR RESPONSIBILITIES

- 4.1 The Coordinator will coordinate services for the Municipality and may assign any responsibilities to an ORRSC Clerk as deemed necessary.
- 4.2 The Coordinator shall keep a master list of all qualified Board members, their contact information and training.
- 4.3 The Coordinator is responsible for ensuring the Intermunicipal Subdivision and Development Appeal Board members receive training in accordance with the *Municipal Government Act* and associated regulations.
- 4.4 The Coordinator is responsible to assign a Panel of Board members (in consultation with the affected Municipality) to the SDAB, as described in the *Municipal Government Act* and in the Municipality's Intermunicipal Subdivision and Development Authority Bylaw.
- 4.5 The Coordinator will be responsible to manage the payment of Board member costs related to the Intermunicipal Subdivision and Development Appeal Board and will invoice the Municipality in accordance with the Annual Schedule of Fees.

5. TERM

- 5.1 The term of this Agreement shall be deemed as indefinite, provided, however, this Agreement may be terminated as follows:
- a) by mutual consent, in which case, this Agreement will be terminated effective the date of the mutual consent and ORRSC will be entitled to payment of fees, on a pro rata basis, to the effective date of termination;
 - b) without cause or mutual consent, by delivery of a ONE (1) year notice of termination by either party, in which case ORRSC will be entitled to payment of fees and expenses.

6. DISPUTE RESOLUTION

- 6.1 All claims, disputes, and other matters arising out of this Agreement or relating to a breach thereof may, upon agreement of both parties, be referred to either:
- a) Mediation – voluntary, no risk, non-binding process bringing the parties to a resolution. The mediator will be appointed upon the agreement of both parties; or
 - b) Arbitration – upon the agreement of both parties, be referred to a single arbitrator under the *Arbitration Act*, and if so referred, the decision of the arbitrator shall be final, conclusive and binding upon the parties. If the parties are not able to agree on an arbitrator, the Alberta Court of Queen’s Bench shall select one. All costs associated with the appointment of the arbitrator shall be shared equally unless the arbitrator determines otherwise in accordance with the *Arbitration Act* of Alberta.

7. INDEMNIFICATION

- 7.1 The Municipality agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Oldman River Regional Services Commission, its Board, Executive, Director and Employees against all damages, liabilities or costs arising out of the coordination of an appeal, an appeal or disputes related an appeal.
- 7.2 The Municipality is solely responsible for the Appeal and compliance with the outcome of the Appeal.
- 7.3 In the furnishing of any services by the Coordinator, the Coordinator shall not assume any responsibility, obligations or duties in respect to the services.

8. NOTICES

- 8.1 Any notices or other correspondence required to be given to any party to this agreement shall be deemed to be adequately given if delivered to the Municipality.

9. FORCE MAJEURE

- 8.2 Each party reserves the right, at its option, either to suspend or cancel this Agreement, in whole or in part, at any time, without incurring any costs or damages whatsoever, where such suspension or cancellation is caused by force majeure, including, but not limited to, acts of God, the public enemy of the government, strikes or other labour disputes, fires, floods, freight embargoes, unusually severe weather or other contingencies beyond the control of either party.

10. SINGULAR AND MASCULINE

- 8.3 Words importing the singular number shall include the plural number and vice versa and words importing one gender only in this Agreement shall include all genders and words importing parties or persons in this Agreement shall include individuals, partnerships, corporations, and other entities, legal or otherwise.

11. GOVERNING LAW

- 11.1 This Agreement shall be deemed to have been made in accordance with the laws of the

Province of Alberta. The Courts of Alberta shall have sole and exclusive jurisdiction over any dispute or lawsuit between the parties.

12. INTERPRETATION

12.1 The headings in the Agreement are for ease of reference only and shall not affect the meaning or the interpretation of this Agreement.

13. SUCCESSORS

13.1 This Agreement shall inure to the benefit of and be binding upon the Parties and, except as herein before provided, the successors and assigns thereof.

14. ENTIRE AGREEMENT

14.1 This Agreement is the whole agreement between the parties and may not be modified, changed, amended or waived except by signed written agreement of the parties.

15. COUNTERPART

15.1 This Agreement may be executed in any number of counterparts by the parties. All counterparts so executed shall have the same effect as if all parties actually had joined in executing one and the same document.

16. EFFECTIVE DATE

16.1 This Agreement becomes effective December 1, 2023.

The parties to this Agreement have affixed their corporate seals signed by the hands of their proper officers.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

PER: _

Lenze Kuiper, Chief Administrative Officer

PER: _

Gord Wolstenholme, Chair

MUNICIPALITY OF CROWSNEST PASS

PER: _

Greg Robinson, Chief Administrative Officer

PER: _

Dwight Davis, Mayor

Schedule "A"
Subdivision and Development Appeal Board Bylaw

VILLAGE OF HILL SPRING

BYLAW # 2024 - 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 2023 – 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 21st day of November, 2023.

Read a SECOND time this 19th day of December, 2023.

Read a THIRD time and finally passed this 19th day of December, 2023.

Dwight Davis, Mayor

Greg Robinson, Chief Administrative Officer

SCHEDULE A

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FEES, RATES, & CHARGES SCHEDULES

ADMINISTRATIVE SERVICE FEES	2023 Fee	2024 Fee
Tax Certificate	\$30	\$30
Tax Notification	\$75	\$75
NSF Cheque	\$35	\$35
Photocopying, per single-sided sheet (Black & White)	\$0.15	\$0.15
Photocopying, per single-sided sheet (Colour Photocopying)	\$0.25	\$0.25
Faxing, per-page	\$1	\$1
Faxing Long Distance	\$1	\$1
Title Searches	\$50	\$50
Property Information Requests (Assessment and Real Estate Companies)	\$15	\$15
Local Assessment Review Board Complaint	\$50	\$50
Composite Assessment Review Board Complaint	\$50	\$50
Trash Mowing Service (per hour)	\$150	\$150
FOIP Request Fees		
Concerning your personal information	\$0	\$0
For searching for, locating, and retrieving a record	\$6.75/ ¼ hour or part thereof	\$6.75/ ¼ hour or part thereof
For producing an electronic copy of an electronic record	\$6.75/ ¼ hour or part thereof	\$6.75/ ¼ hour or part thereof
For producing a paper copy of a record (Black & White) per single-sided sheet	\$0.25	\$0.25
For producing a paper copy of a record (Full Colour) per single-sided sheet	\$0.50	\$0.50

BUSINESS LICENSING	2023 Fee	2024 Fee
Business License (Yearly) – Voluntary, not Mandatory		
Regional	\$80	\$80
Village Only	\$20	\$20

BYLAW ENFORCEMENT	2023 Fee	2024 Fee
Dog Licenses		
Spayed or Neutered	\$10	\$10
Not Sterilized	\$30	\$30
Aggressive	\$250	\$250
Upgrade to Dog Fancier License	\$30	\$30
Replacement Tag	\$5	\$5

COMMUNITY SERVICES - CEMETERY	2023 Fee	2024 Fee
Cemetery Marker Fee	\$10	\$10
Resident Lot Purchase Price (<i>Residents include: residents, or former residents, and their immediate families, of Cardston County, Glenwood, and Hill Spring</i>)	\$175	\$175
Non-Resident Purchase Price	\$5000	\$5000

ENVIRONMENTAL SERVICES	2023 Fee	2024 Fee
Driveway Approach Installation: Initial lot approach placement is complimentary up to \$1000.00. The right and responsibility of installation for any and all property approaches is solely the Village's.		
Culvert Required	\$1000	\$1000
Culvert Not Required	\$800	\$800
No ditch present property at grade with roadway (+/- 0.5 ft or 0.15m)	\$400	\$400

OPERATIONAL SERVICES	2023 Fee	2024 Fee
Equipment Rental (Operated by Village Staff subject to availability) – Weed Whipping	\$45/hour	\$45/hour

MUNICIPAL UTILITY RATES	2023 Fee	2024 Fee
Rates- per monthly base standard rate (billed bimonthly) *These rates are for single-detached residential units. For multi-unit residential, each unit gets billed these rates.		
Residential*/Commercial		
Water	\$45	\$50
Sewer	\$12.75	\$12.75
Solid Waste	\$8	\$8
Irrigation	\$5.25	\$6
Water Infrastructure Reserve Fund	\$3	\$5
Sewer Infrastructure Reserve Fund	\$3	\$3
Irrigation Infrastructure Reserve Fund	\$3	\$3
Total:	\$80	\$87.75
Rural Residential: *(1.5x village rate)		
Water	\$67.50	\$75
Water Infrastructure Reserve Fund	\$4.50	\$7.50
Total:	\$72	\$82.50
Regional Waterline (per cubic meter)		
Water	\$1.33	\$1.33
Industrial/Institutional		
Water	\$176.50	\$200
Sewer	\$47	\$47
Solid Waste	\$14.25	\$14.25
Irrigation	\$20.25	\$20.25
Water Infrastructure Reserve Fund	\$16	\$20
Sewer Infrastructure Reserve Fund	\$16	\$16

Irrigation Infrastructure Reserve Fund	\$16	\$20
Total:	\$306	\$337.50
New Main Connection Fee – per individual service (additional fees to those listed will apply on an as-quoted basis if the associated main is not adjacent to the property)		
Water or sewer only	\$2300	\$2300
Water and sewer together	\$2500	\$2500
Irrigation	\$430	\$430
Water Connection/Disconnection Fee – per connection/disconnection		
*If the Water connection /disconnection is a direct result of an Emergency, the associated fees will be waived		
Due to non-payment of account	\$100	\$100
Due to any reason other than non-payment of account	\$30	\$30

PLANNING AND SUBDIVISION	2023 Fee	2024 Fee
Letter or Certificate of Compliance	\$50	\$50
Development Application Fees		
*The Municipal Planning Commission reserves the right to waive any of the below-noted fees given the circumstance associated with the development application		
Residential		
Single Family Homes	\$100	\$100
Garages	\$50	\$50
Modular/Manufactured Homes	\$100	\$100
Residential Additions	\$100	\$100
Home Occupations	\$100	\$100
Multi-family Dwellings (per unit)	\$100	\$100
Special Residential Uses (including half-way houses, group homes, day care, nursing homes, etc.)	\$200	\$200
Decks, Carports, Fences	\$25	\$25
Commercial		
*Includes government office buildings		
Car lots, trailer sales, parking garages, etc.	\$200	\$200
Commercial Building less than 5000 sq. ft (465 m ²)	\$200	\$200
Commercial Building 5000-20,000 sq. ft (465-1858m ²)	\$350	\$350
Commercial Building 20,001-50,000 sq. ft (1859-4645 m ²)	\$600	\$600
Industrial and Warehouse Buildings		
Less than 5000 sq. ft (465 m ²)	\$200	\$200
5000-20,000 sq. ft (465-1858m ²)	\$300	\$300
20,001-50,000 sq. ft (1859-4645 m ²)	\$400	\$400
Multi-tenancy industrial buildings or complexes exceeding 50,000 sq. ft (4645 m ²)	\$600	\$600
Miscellaneous		
Public service buildings (churches, schools, auditoriums, fire halls, police stations, etc.) under 10, 000 sq. ft (929 m ²)	\$250	\$250
Public service buildings (churches, schools, auditoriums, fire halls, police stations, etc.) 10, 000 sq. ft (929 m ²) and over	\$400	\$400
Sign permits for freestanding structures	\$100	\$100
Sign permits	\$50	\$50

Sign for a home occupation	\$50	\$50
Land Use Bylaw amendments (per title)	\$600	\$600
Request to convene a special meeting of the Subdivision and Appeal Board or the Municipal Planning Commission	\$400	\$400
Appeal to the Subdivision and Appeal Board (of which \$200 will be refunded if successful)	\$400	\$400
When public notification is required of development	\$50	\$50
Subsequent substantial revisions to development application	50% of original fee	50% of original fee
Development begun before approval of development application	Original fee x2	Original fee x2

RECREATIONAL SERVICES	2023 Fee	2024 Fee
Community Hall		
Rental per day for hall and kitchen	\$40	\$100
Rental per day for community kitchen	\$25	\$40
Rental per day refundable damage deposit/ cleaning fee	\$100	\$100
Rental (Non-Profit Community Group)	\$0	\$0

Quote ID: 29868187

Prepared For:
HILLSPRING, VILLAGE OF

Prepared By: **Cliff Yanke**

Western Tractor Company Inc.
#48 Broxburn Blvd
Broxburn Business Park
Lethbridge, AB T1J 4P4

Tel 403-327-5512
FAX: 403-328-2599
Email: cliff.yanke@westerntractor.ca

Quote Summary

Prepared For:
 HILLSPRING, VILLAGE OF
 PO BOX 40
 HILL SPRING, AB T0K1E0

Prepared By:
 Western Tractor Company Inc.
 Cliff Yanke
 #48 Broxburn Blvd
 Broxburn Business Park
 Lethbridge, AB T1J 4P4
 Phone: 403-327-5512

cliff.yanke@westerntractor.ca

Quote ID: 29868187
Created On: 27 October 2023
Last Modified On: 27 October 2023
Expiration Date: 31 October 2023

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE GATOR™ XUV835R (Model Year 2024)	\$ 41,400.00 X	1 =	\$ 41,400.00
Boss Hydraulic 6' Snow Blade	\$ 9,100.00 X	1 =	\$ 9,100.00
Equipment Total			\$ 50,500.00

Quote Summary

Equipment Total	\$ 50,500.00
SubTotal	\$ 50,500.00
GST/HST	\$ 2,525.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 53,025.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 53,025.00

Sales Person: X _____

Accepted By: X _____

Quote ID: 29868187

Customer: HILLSPRING, VILLAGE OF

JOHN DEERE GATOR™ XUV835R (Model Year 2024)

Hours:

Stock Number:

Code	Description	Qty
574EM	GATOR™ XUV835R (Model Year 2024)	1
Standard Options - Per Unit		
182A	Less AutoTrac™/GreenStar™ Harness	1
183B	Less JDLink™ Hardware	1
0184	Canada	1
0505	Build To Order	1
1008	27" Maxxis Bighorn 2.0 extreme terrain radial tires on 14" Yellow Alloy Wheels	1
1950	Less Application	1
2032	Split Bench Seat - Stone Cloth	1
2350	Park Position in Transmission	1
2500	Green and Yellow	1
3003	Cargo Box with Spray In Liner, Brake, and Tail Lights	1
3101	Cargo Box Power Lift	1
4022	Full Door with Side Mirrors	1
4066	Premium HVAC Cab with Green Roof	1
5007	Premium Protection Package	1
6349	Less Winch	1
Technology Options		
1880	Less Receiver	1
1900	Less Display	1
Other Charges		
	Freight	1
	Setup	1

Boss Hydraulic 6' Snow Blade



JOHN DEERE

Selling Equipment



Quote ID: 29868187

Customer: HILLSPRING, VILLAGE OF

Hours: 0

Stock Number:

Code	Description	Qty
Blade	6' Hydraulic Boss Snow Blade	1
Other Charges		
	Setup	1



2024-2026 Interim Operating Budget

Tax Supported Services	Budget				
	Revenues	2024 Expenditures	Net Cost	2025 Net Cost	2026 Net Cost
Council	\$0	\$16,014	\$16,014	\$16,334	\$16,661
Corporate Services	(\$45,800)	\$178,450	\$132,650	\$135,303	\$138,009
Protective Services	(\$50)	\$9,200	\$9,150	\$9,333	\$9,520
Shop	0	15,500	15,500	15,810	16,126
Road & Street	0	9,500	9,500	9,690	9,884
Irrigation	(11,200)	11,000	(200)	(204)	(208)
Water	(75,200)	68,000	(7,200)	(7,344)	(7,491)
Sewer	(18,800)	15,500	(3,300)	(3,366)	(3,433)
Solid Waste	(9,500)	8,500	(1,000)	(1,020)	(1,040)
Operational Services	(\$114,700)	\$128,000	\$13,300	\$13,566	\$13,837
Development	(\$500)	\$3,400	\$2,900	\$2,958	\$3,017
Cemetery	(750)	1,000	250	255	260
Community Services	0	600	600	612	624
Parks & Recreation	0	3,000	3,000	3,060	3,121
Community Centre	(4,000)	4,700	700	714	728
Community Services	(\$4,750)	\$9,300	\$4,550	\$4,641	\$4,734
Solar Farm	(\$27,500)	\$0	(\$27,500)	(\$28,050)	(\$28,611)
Operating Grants	(\$95,432)	\$0	(\$95,432)	(\$95,432)	(\$95,432)
Property Taxes	(\$241,000)	\$0	(\$241,000)	(\$245,820)	(\$250,736)
Community Support Requisitions	\$0	\$65,956	\$65,956	\$67,275	\$68,621
Transfer to Reserves	\$0	\$119,412	\$119,412	\$119,892	\$120,381
Net Operating	(\$529,732)	\$529,732	\$0	(\$0)	\$0
Capital	(\$113,000)	\$113,000	\$0	\$0	\$0
Total Net Operational Revenue	(\$642,732)	\$642,732	\$0.00	(\$0.00)	\$0.00



Created Date 02/11/2023
 Expiration Date 11/11/2023
 Sales Rep Laurissa Jess

Quote Number 00024638
 Order Number 31704

Contact Name Greg Robinson
 Phone (403) 626-3876
 Email cao@hillspring.ca
 Approved

Bill To Name Village of Hill Spring

Ship To Name Village of Hill Spring
 Ship To To be confirmed
 Shipping Method Prepaid and Add

Product Code	Line Item Description	Quantity	List Price	Preferred Price	Total Price
RS-12	12" (Digit Size) FoxCanada Radar Speed Sign w/ 30W Solar Panel, Bluetooth and Data Collection and D12180 Standard Battery (Canoe Member Preferred Pricing)	1.00	\$6,000.00	\$3,200.40	\$3,200.40
18" Solar Enclosure Cantilever	18" Solar Enclosure Cantilever	1.00	\$350.00	\$350.00	\$350.00

Totals	
Subtotal	\$6,350.00
Discount	44.09%
Savings	(\$2,799.60)
Grand Total	\$3,550.40

Quote Provisions

Provisions:

- Quote does not include Shipping Cost. To be added upon request.
- Pricing based on Canoe membership.
- 100% Pre-Payment is required to initiate order for made-to-order products. -Orders can not be cancelled, returned or re-stocked once initiated.
- Variation to quoted quantities may introduce price changes (Product, Added Shipping/Handling).

ETA is 4-6 weeks from order date.

Standard System:
 2 Year Warranty on System, 1 Year Warranty of Battery
 Two 12" Digit LED Display

Address:
 2891 Box Springs Link NW
 Medicine Hat AB
 T1C 0H3
 PH: 403-548-8147

Pricing excludes all applicable taxes.
 Pricing is based on the quantities listed above.
Claims for Missing/ Damaged Product must be made within 5 Business Days from Delivery Date.
Cancellations must occur within 3 business days of approved order. Cancelled orders later than 3 business days are subject to a fee.
Missing/Damaged/Request for Return must be made within 5 business days from delivery date.
 This is a QUOTE ONLY. Cannot be used for invoicing purposes.



Auto-adjust LED Dimming with Ambient Light Sensor
Bi-directional, Multi-Lane Detection up to 500M
30W Solar Panel
12V18 Amp Hour Battery
Lexan Protective Face
Operating Temperature: -40C to +60C
Data Collection
Bluetooth Communication

Additional Upgrades:
Cold Weather Battery
FoxCanada Zoom Training
Posts
Installation

Address:
2891 Box Springs Link NW
Medicine Hat AB
T1C 0H3
PH: 403-548-8147

Pricing excludes all applicable taxes.

Pricing is based on the quantities listed above.

Claims for Missing/ Damaged Product must be made within 5 Business Days from Delivery Date.

Cancellations must occur within 3 business days of approved order. Cancelled orders later than 3 business days are subject to a fee.

Missing/Damaged/Request for Return must be made within 5 business days from delivery date.

This is a QUOTE ONLY. Cannot be used for invoicing purposes.



Created Date 02/11/2023
 Expiration Date 11/11/2023
 Sales Rep Laurissa Jess

Quote Number 00024636
 Order Number 31667

Contact Name Greg Robinson
 Phone (403) 626-3876
 Email cao@hillspring.ca
 Approved

Bill To Name Village of Hill Spring

Ship To Name Village of Hill Spring
 Ship To To be confirmed
 Shipping Method Prepaid and Add

Product Code	Line Item Description	Quantity	List Price	Preferred Price	Total Price
RS-12RENTAL	12" FoxCanada Radar Speed Sign Rental, One Unit, Per Month (Canoe Member preferred pricing)	1.00	\$600.00	\$350.04	\$350.04

Totals	
Subtotal	\$600.00
Discount	41.66%
Savings	(\$249.96)
Grand Total	\$350.04

Quote Provisions

Provisions: -Optional Lease at \$110 a month for 36months term. Different term options available for Canoe members.
 -Quote does not include Shipping Cost. To be added upon request.
 -Pricing has been based on Canoe membership.

Rental Start Date:
 Rental End Date:
 Delivery Date and Location: (if applicable)

Additional Upgrades:
 Delivery/ Pickup

Address:
 2891 Box Springs Link NW
 Medicine Hat AB
 T1C 0H3
 PH: 403-548-8147

Pricing excludes all applicable taxes.
 Pricing is based on the quantites listed above.
Claims for Missing/ Damaged Product must be made within 5 Business Days from Delivery Date.
Cancellations must occur within 3 business days of approved order. Cancelled orders later than 3 business days are subject to a fee.
Missing/Damaged/Request for Return must be made within 5 business days from delivery date.
 This is a QUOTE ONLY. Cannot be used for invoicing purposes.

CAO Report

COUNCIL MEETING NOVEMBER 20, 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 or CAO activities. The intent is to provide Council with a brief update on some of the more note worthy activities and events.

Administration office

September was a challenging month due to Patti's absence most of Sept. I was able to keep the office open as per our normal schedule with only one exception. We are glad to have Patti back and we are continuing to operate as normal

By-Election

Very busy in reviewing policies, Alberta election act and election related materials. As Chief Returning Officer I have prepared all necessary documents, ballots and other materials to ensure we are ready for the by-election Nov 20. I have appointed Patti Faulkner and Cassidy Stevens as Deputy Returning Officers. I hope people will come out and cast their ballot for the nominee of choice.

Capital & Operating Budget

I have prepared both operational and capital budget details for Council's review for the meeting in November. I feel that the Village is in an excellent financial position and I do not anticipate significant increases to our operation.

User-Fees and Charges

Preparation of new 2024 User Fees and Charges for Council discussion. Only a few changes anticipated based on Council Feedback.

Land-Use Bylaw

Fielded any incoming questions on this new bylaw. Public Hearing set for Oct 17 with Diane from ORRSC to help village council through next steps. I really appreciate the inquiries from local residents on this important bylaw.

Water Commission

Attended the first joint meeting with Glenwood and Cardston County in October. We have begun exploring the various aspects of what this commission could look like and began addressing needs and potential concerns that are part of this exploratory process.

Remembrance Day

Great turn out for the Villages Remembrance Day Program. Approx 50+ people in attendance this year. Thanks to Tina and Patti for their hard work in preparing food and the contribution from everyone who helped with the program this year.

Below is a media release for your community's social media, websites, News Letters, News papers or any other platform you feel is acceptable. The attached file is the RCMP crest that can be used in conjunction with the release. If for some reason you can't open it, its available on an open internet search in various formats.

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Thwart-off Cyber Crime this Holiday Season

The holiday season is just around the corner, which means more and more people will be shopping for presents. Online shopping has become an increasingly popular and convenient way to find deals and cross things off our lists. With both Black Friday and Cyber Monday taking place this month, many Albertans will be handing out their credit card details in exchange for deals this month.

In the Alberta RCMP's jurisdiction in 2022 there were a total of:

- 34 reports of unauthorized use of credit card data (4 in November and 2 in December);
- 726 reports of Theft, Forgery, Misuse of Credit Card (53 in November and 47 in December);
- 1,796 reports of Fraud (money/property/security) greater than \$5,000 (183 in November and 150 in December); and
- 5,653 reports of Fraud (money/property/security) less than or equal to \$5,000 (445 in November and 401 in December).

Cybercriminals are always looking for opportunities to exploit the holiday rush with big saving promotions. It is easy to get caught up in the excitement of big savings being offered, but remember it is essential to recognize the signs of illegitimate online stores and only purchase from secured websites.

Here are some tips to protect yourself while shopping online:

- Don't reuse passwords; change them often, and be sure to use a combination of letters, numbers, and special characters to create a strong one!
- Many websites, especially social media platforms, offer the option of multi-factor authentication. Multi-factor authentication makes it more difficult for criminals to access your accounts by needing more than one piece of identifying information.
- Review privacy settings regularly in order to control who can see what personal information is posted to your profile.
- Don't purchase anything using public Wi-Fi; shop using your own data connection or a trusted network.
- Buy from reputable sources and don't let unbeatable prices cloud your judgement. Research retailers before purchasing.
- Install updates on your devices as soon as you're prompted. Updates fix security issues.
- Phishing is a commonly used tactic for cyber crime. Phishing messages ask you to validate information by clicking links and may threaten you with legal action. Verify legitimacy by calling the company directly.
- RCMP encourage the public to report any criminal or suspicious activity to police. Reports tell us where to look, who to look for, and where to patrol in the future. If you see a crime in progress, dial 911. If you wish to remain anonymous, contact Crime Stoppers at 1-800-222-8477 (TIPS), online at www.P3Tips.com or by using the "P3 Tips" app available through the Apple App or Google Play Store.

MINUTES OF THE CARDSTON COUNTY EMERGENCY SERVICES AUTHORITY MEETING HELD OCTOBER 12, 2023, AT THE CARDSTON COUNTY EMERGENCY SERVICES AUTHORITY BUILDING

Board Members Present:

Tom Nish – Cardston County
Doral Lybbert – Village of Glenwood

Paula Brown – Town of Cardston
Mike Nish – Village of Hill Spring

Others Present:

Danny Melvin – Fire Chief

Suzanne Pierson – Secretary/Treasurer

Commenced at 5:17 p.m.

Paula Brown in the chair.

Opening Prayer: Mike Nish

AGENDA

Tom Nish moved to approve the agenda.

Carried

MINUTES

Tom Nish moved to accept the minutes of the September 7, 2023, meeting as presented.

Carried

NEW BUSINESS

Danny Melvin reported that the September Emergency Services statistics are as follows: 2 MVCs, 2 false alarms, and 6 MFRs (4 Mid River).

Danny Melvin advised that the year-to-date totals are 132 callouts, up by 50% from 2022, which had only 88 calls. Danny advised that speaking with AHS the Mid River area was changed post-COVID to all emergencies needing response. As of October 1, 2023, the callouts will be tailored to how the rest of the Authority responds. Danny hopes this will decrease the number of callouts in Mid River.

Danny Melvin reported that the Waterton contract is complete, with 96 calls for the 2023 season. The number of transports was up from 2022.

Danny Melvin advised that on September 12, 2023, Northwest Energy Session occurred with tabletop exercise for all firefighters.

Danny Melvin reported that he is still waiting to receive legal advice regarding landowners who refuse access to their property. Danny did request verbal and written consent by September 27, 2023, from the CAO's. Danny has not received any feedback to-date from the CAO's.

Danny Melvin advised that he is concerned about the QMPs for the Town of Magrath. Danny hasn't received any notice of fire loss in Magrath, and he needs to include the information in his report.

Danny Melvin reported that Atco Gas will train the firefighters within the Authority. He is waiting to hear from Atco Gas when this training will occur.

Danny Melvin inquired about the Authorities 2024 Budget being presented to the participating municipalities. Those board members not present during last month's meeting requested a copy of the budget be emailed to them. The board explained that budgets will be discussed through their municipalities in November.

Danny Melvin advised that he is wondering about the Fire Hall expansion. The board feels the expansion will be put on hold if a full-time employee is needed.

Danny Melvin reported that Waterton will be signing a contract with the Authority for next summer, 2024. He will be meeting with Waterton next week to start the process.

Mike Nish moved to approve Danny Melvin's report. Carried

Doral Lybbert moved to go In-Camera at 5:31 p.m. Carried

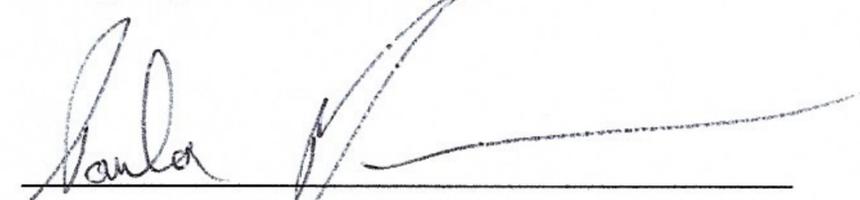
Tom Nish moved to Reconvene at 5:42 p.m. Carried

ADJOURNMENT

Mike Nish moved to adjourn. Carried

Adjournment at 5:42 p.m.

The next board meeting is scheduled for Thursday, November 2, 2023, at 5:15 p.m. at the Cardston County Emergency Services Building.


Chairman

Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday, October 4, 2023 – REO Hall, Fort Macleod



Board Representatives

Brent Feyter, Fort Macleod
Brad Schlossberger, Claresholm
Sahra Nodge, Pincher creek
Barbara Burnett, Cowley
Rick Lemire, MD Pincher Creek
Kevin Todd, Nanton
Ron Davis, MD Ranchland
Blair Painter, Crowsnest Pass
Cam Francis, Cardston County

Doral Lybbert, Glenwood
Monte Christensen, Hill Spring
Barbara Clay, Waterton

Resource Staff and Guests

Lori Hodges, LRSD
Linda Erickson, PrairiesCan
Marie Everts, JET
Natalie Gibson, InnoVisions
Bev Thornton, AlbertaSW

- 1 Call to Order Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda Moved by Cam Francis THAT the agenda be approved as presented.
Carried. [2023-10-859]
- 3 Approval of Minutes Moved by Kevin Todd THAT the Minutes of September 6, 2023, be approved as presented.
Carried. [2023-10-860]
- 4 Approval of Cheque Register Moved by Sahra Nodge THAT cheques #3265 to #3274 be approved as presented.
Carried. [2023-10-861]
- 5 Office Rental Agreement Alberta Infrastructure will be sending terms of a proposed agreement to consider.
- 6 Mid-year Summary of Budget and Expenditures Board reviewed the budget for the first 2 quarters of the 2023-2024 fiscal year. Expenditures are on track. AlbertaSW has requested a 6-month extension to Northern & Regional Economic Development (NRED) grant, to December 2024.
- 7 Regional Solutions for Housing Supply Thank you to communities that have submitted letters to support a proposal to Seniors, Community and Social Services for resources to implement a “proof of concept” collaborative approach for rural communities. Still awaiting response.
- 8 MECAP Industry Influencers and Innovators Meeting The Manufacturing, Energy, Construction, Ag Processors (MECAP) project held the first meeting in Fort Macleod, with 17 participants from industry and government agencies. Very positive conversation and ideas for going forward.
- 9 Blackfoot Signage Project This partnership is funded by SouthGrow Regional Initiative, Community Futures Lethbridge Region, Tourism Lethbridge, with Kainaiwa and AlbertaSW as resources. This pilot offers 80% funding for the design and purchase of Blackfoot language signage, with the Kainai Nation providing the translation/interpretation services. Once we have a proof of concept and proof of demand the initiative could be expanded with more partners across southwest Alberta.
- 10 Invest Alberta Community Profiles The Southern Alberta Investment and Trade Initiative (SAITI), a partnership of AlbertaSW, SouthGrow and Economic Development Lethbridge, each community in both regions will be contacted by Garnering Results Consulting to ensure their information is correctly added to the Invest Alberta Corporation template.
- 11 Executive Director Report Accepted as information.
- 12 Round Table Received as information.
- 13 Upcoming Board Meetings
 - November 1, 2023-Cowley (tentative)
 - December 6, 2023-Pincher Creek - Organizational Meeting
- 14 Adjourn Moved by Ron Davis THAT the meeting be adjourned.
Carried. [2023-10-862]

Approved November 1, 2023

Executive Director Report October 2023

MEETINGS and PRESENTATIONS

- Oct 2: Meeting with Westward Solutions re: website re-build, Zoom
- Oct 3: RINSA meeting, Community Futures, Lethbridge
- Oct 3: Blackfoot Signage Steering Committee Meeting, Zoom
- Oct 3: Meeting with Mark Gallant, Invest in Canada, Tecconnect, Lethbridge
- Oct 4: MECAP industry innovators meeting, Fort Macleod
- Oct 4: AlbertaSW Board meeting, Fort Macleod
- Oct 5: EV demonstration event, Pincher Creek
- Oct 11: EDA Site selector webinar, Zoom
- Oct 11: MECAP meeting with InnoVisions, Zoom
- Oct 12: AEDO Accreditation Committee meeting, Zoom
- Oct 16: Meeting with S. Braund re: website rebuild, Zoom
- Oct 18: EDA Ministry Dinner, Edmonton
- Oct 20: Meeting with Westward Solutions and S. Braund re: website content, Zoom
- Oct 23: Meeting with Invest Alberta, European representative, Tecconnect
- Oct 23: Meeting with EDL, SouthGrow and EarthMMO, Teams
- Oct 24: CITT Supply Chain Exchange event, Lethbridge
- Oct 25: Meeting re: investment inquiry, Zoom
- Oct 26: AEDO Accreditation Committee Meeting, Zoom
- Oct 30: Meeting with REDS and Energy Manager, Zoom

PROJECT MANAGEMENT and REPORTING

- Partnering/planning upcoming Economic Development Summit, end of March 2024
- Compile MECAP invitation list for industry and resource agencies; plan agenda and communications
- Submit display ad for Waterton Guide
- Review and clarify details of rental agreement with GoA
- Provide input to Blackfoot Signage pilot project

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Joint project with SouthGrow (CanExport Grant) to create community investment profile for all 41 communities.
- Provide Peaks to Prairies data to uLeth student mapping project (GEOG 3700)
- Support Travel Alberta-Destination Canada consultation process
- Provide documents and regional information to Invest in Canada, invest Alberta
- Respond to regional inquiries and information requests

Alberta SouthWest Bulletin November 2023

Regional Economic Development Alliance (REDA) Update

❖ NRED (Northern and Regional Economic Development) program

Application opened October 23, closing December 20, 2023.

\$9 million over the next three years is allocated to support projects that help deliver business supports, boost labour force attraction and retention, enhance Alberta's tourism development, and build capacity for economic growth.

<https://www.alberta.ca/northern-and-regional-economic-development-program>

❖ Manufacturing, Energy, Construction, Ag Processing

The second "Innovators and Influencers" meeting was attended by 25 industry and government representatives. Presenters included:

- Livingstone Range School Division overview of "Pursuits" program

The innovative dual credit collaboration with Lethbridge College and Olds College creates the opportunity for students to experience careers in trades, applied learning and much more. <https://www.lrsd.ca/services/lrsd-pursuit>

- Alberta Jobs, Economy, and Trade

Workforce consultants identify skill shortages and connect workers to business.

- Lethbridge Family Services

Specialists support skilled workers who are already in our region and work to attract newcomers with needed skills..

➡ A recording of the meeting is available. Contact bev@albertasouthwest.com for the link.



❖ Community Profiles Project

AlbertaSW and SouthGrow have jointly engaged Garnering Results Consulting to interview our communities and gather information to be used by Invest Alberta to promote opportunities. Thank you to all the municipal staff who are assisting! Some key information in the Community Profiles will include, but not be exclusive to

- **Cost of Doing Business:** Tax rates/Land Costs per acre (average); Real estate costs per sq. ft (average)
- **Ease of Doing Business:** Supports for new business; transportation access (road, rail, air)
- **Speed of Doing Business:** Point of contact for inquiries; permits, zoning, approval timelines;
- **Affordability:** average housing costs, utilities)
- **Workforce and Training:** Demographics/workforce stats; access to post-secondary or training programs
- **ESG (Environmental, Social, and Governance) + DEI (Diversity, Equity & Inclusion):** Investors place importance on our responsibility to build a sustainable and resilient future.

Industry by the numbers

- Over the past two decades, on-road freight has grown by 53%
- In Canada, there are more than 750,000 trucking and logistics workers
- In 2022, Trucking HR reported Alberta's truck transportation sector contributed approximately \$3.52 billion to the province's GDP
- Alberta has more than 18,000 fleets Comprised of 1-200 trucks
- Less than 1% of Alberta carriers have more than 100 workers
- As of 2022, there were 147,134 licensed Class 1 drivers in the province (Trucking HR, 2022)
- Alberta's GDP \$330 Billion
- Over 57% of the Provincial GDP is delivered on the back of a truck



❖ Transportation & Logistics

At a recent Canadian Institute of Traffic and Transportation (CITT) event, the Alberta Motor Transport Association (AMTA) cited numbers that demonstrate the size, impact, and importance of the trucking and logistics industry in moving goods and services.



Alberta SouthWest Regional Economic Development Alliance

Box 1041 Pincher Creek AB T0K 1W0

403-627-0244 (cell)

bev@albertasouthwest.com

www.albertasouthwest.com



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 Visit 162 South Centre St. Magrath #105
 Mail Box 1452 Cardston AB T0K 0K0

Chinook Lodge

Ph: 403-653-4324 Fax: 403-653-1179
 451 3rd Street West
 Box 2730 Cardston AB T0K 0K0

Diamond Willow Lodge

Ph: 403-758-6866 Fax: 403-758-3303
 162 South Centre Street
 Box 580 Magrath AB T0K 1J0

Temple City Villa

Ph: 403-653-4351 Fax: 403-653-1506
 364 5th Avenue West
 Box 1452 Cardston AB T0K 0K0

Dec 5, 2022

Village of Hill Spring
Attn: Janet Edwards, CAO
Box 40
Hill Spring, AB T0K 1E0

Re: 2023 Chinook Foundation
Municipal Requisition

To Whom it May Concern:

Based on the Provincial 2023 Equalized Assessment Report as posted on the Alberta Government website, the Municipal Requisitions on behalf of the Chinook Foundation for 2023 are as follows:

Combined Chinook Foundation 2023 Municipal Requisition =			\$279,568.00
	2023 Equalized Assessment	Percentage	Requisition Amount
Cardston County	\$756,501,538.00	54.17515%	\$151,456.37
Town of Cardston	\$360,159,056.00	25.79198%	\$72,106.12
Town of Magrath	\$235,298,332.00	16.85036%	\$47,108.21
Village of Glenwood	\$28,564,271.00	2.04557%	\$5,718.76
Village of Hill Spring	\$15,876,355.00	1.13695%	\$3,178.54
Totals:	\$1,396,399,552.00	100.00000%	\$279,568.00

Please accept this letter as your official invoice.

The Municipal Requisition amount indicated above is **due in full by July 15th, 2023.**

Please do not hesitate to contact me directly should you have any questions.

Thank you for your ongoing support of the Chinook Foundation and the seniors we serve!

Sincerely,
 Becky Doig, CAO
 Chinook Foundation
 Ph: (403) 758-3182

Cheque Payable to:

Chinook Foundation
Box 1452
Cardston, AB T0K 0K0

NOTICE OF CHANGE IN SUBDIVISION FEES

File: 30K-69

November 6, 2023

To: The Board of Directors of the Oldman River Regional Services Commission
Member Municipalities

Please be advised that on November 2, 2023, the Executive Committee of Oldman River Regional Services Commission approved a motion to cancel the following subdivision policies **effective immediately**:

- No charge for reserves (MR-Municipal Reserve, SR-School Reserve, MSR-Municipal/School Reserve, ER – Environmental Reserve) or Public Utility Lots (PUL)
- A reduction of 50 percent on fees for the subdivision of municipally owned land

Therefore, reserve and public utility lots will now be included in the number of lots to calculate subdivision fees and subdivision applications for municipally owned lands will no longer receive a discount on their fees. Please be advised that the current fee policy applies to all previous subdivision approvals.

Should you have any questions or comments on this matter, please contact me at your earliest convenience.

Thank you,



Lenze Kuiper,
Chief Administrative Officer

LK/jm

cc. Surveyor Companies
Staff of the Oldman River Regional Services Commission

2022 Municipal Indicator Results: Village of Hill Spring (0149)

Municipal Information Services <ma.updates@gov.ab.ca>

Mon 10/30/2023 3:20 PM

To: CAO <cao@hillspring.ca>

Cc: skoiencp@gmail.com <skoiencp@gmail.com>; Municipal Information Services <ma.updates@gov.ab.ca>

Greg Robinson
Chief Administrative Officer
Village of Hill Spring

Dear Greg,

Alberta Municipal Affairs annually reports a performance measure that identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance indicators'. This performance measure is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

The performance measure is based on analysis of 13 municipal indicators. Each of the 13 municipal indicators has a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

The ministry compiled and verified the data collected from Alberta's municipalities for the 2022 financial year and is pleased to inform you that your municipality did not flag any indicators for this year's municipal indicator results reporting.

Municipal indicator results are available on the online Municipal Indicator Dashboard (www.alberta.ca/municipal-indicators).

If you would like to discuss your results or the future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at ma.advisory@gov.ab.ca.

Thank you,

Gary Sandberg
Assistant Deputy Minister

cc: Hakon Skoien,

Classification: Protected A