



Village of Hill Spring
COUNCIL MEETING AGENDA - DRAFT
Hill Spring Council Chambers
Tuesday May, 20 2025 at 6:00 p.m.

1. CALL COUNCIL MEETING TO ORDER
2. ACCEPTANCE/ADDITIONS TO AGENDA
3. ADOPTION OF MINUTES
4. DELEGATION
 - a)
5. BUSINESS ARISING FROM THE MINUTES
6. FINANCIAL REPORTS:
 - a) Cheque Listing for MAY 2025
7. Public Q&A
8. ITEMS FOR DISCUSSION:
 - a) Bylaw 2025-315 Tax Rate Bylaw 2nd Reading
 - b) Bylaw 2025-315 Tax Rate Bylaw 3rd Reading
 - c) Water-loop Project
 - d)
 - e)
9. ADMINISTRATORS & COUNCIL REPORTS:
 - a)

10. CORRESPONDENCE:

- a) CCES April 3 2025 Minutes
- b) CMRSWSC April 25 2025 Minutes
- c) RCMP Cardtson Q4 Report
- d)

11. 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) Inter-Municipal Matter Sec 24 and 27
- b) Legal Matter Sec 24 and 27

12. ADJOURNMENT:

VILLAGE OF HILL SPRING
March 18, 2025

The Village of Hill Spring Regular Council Meeting was held at the Hill Spring Council Chambers on March 18, 2025 commencing at 6:00 p.m.

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

Officials: Admin Patti Faulkner.

Absent:

Public:

CALLED TO ORDER

Mayor Davis called the Regular Council Meeting to Order at 5:59 p.m.

**ADOPTION OF THE
AGENDA**
[2025.03.01](#)

Councillor Christensen **MOVED** to accept the agenda as amended.
Carried

ADOPTION OF MINUTES
2025.02.18 REGULAR
COUNCIL MEETING
MINUTES
[2025.03.02](#)

Councillor Christensen **MOVED** to approve the 2025.02.18 Regular Council Meeting minutes as amended.
Carried

DELEGATIONS

**BUSINESS ARISING FROM
THE MINUTES**

FINANCIAL REPORTS
CHEQUE LISTING FOR
MARCH 2025

Council reviewed the cheque listing as information.

PUBLIC Q&A

Council answered questions from those in attendance at the Council Meeting.

ITEMS FOR DISCUSSION
BYLAW 2024-309: DOG
CONTROL BYLAW
[2025.03.03](#)

Councillor Shideler **MOVED** 1st reading of Bylaw No. 2024-309: Dog Control Bylaw.
Carried

DUST CONTROL
[2025.03.04](#)

Councillor Shideler **MOVED** to instruct CAO to investigate pricing on dust control and bring back to next Council meeting.
Carried

OLDMAN WATERSHED
DONATION REQUEST
[2025.03.05](#)

Councillor Shideler **MOVED** to approve donation as presented to the Oldman Watershed Council.
Carried

DESIGNATION OF
RETURNING OFFICER FOR
2025 MUNICIPAL
ELECTION
[2025.03.06](#)

Councillor French **MOVED** to defer this item to the next Council meeting.
Carried

TWIN RIVERS AGM &
DONATION REQUEST
[2025.03.07](#)

Councillor Shideler **MOVED** to approve a donation of \$200.00 to the Twin Rivers Economic Development Society.
Carried

**ADMINISTRATOR AND
COUNCIL REPORTS**

Council discussed information from meetings that they discussed in the past month.

CORRESPONDENCE

Council reviewed the correspondence as information.

CLOSED SESSION
[2025.03.08](#)

Mayor Davis MOVED to enter into an In-Camera session of Council at 6:50pm As per FOIP Division 2 of part 1 of the Freedom of Information and Protection of Privacy Act Sec 24 and 27
Carried

CLOSED SESSION
[2025.03.09](#)

Mayor Davis MOVED to end the In-Camera session of Council and resume the regular session of Council at 8:01pm.

LAND MATTER
[2025.03.10](#)

Councillor Christensen **MOVED** to approve the Land matter as discussed.
Carried

EMPLOYEE MATTER
[2025.03.11](#)

Councillor Christensen **MOVED** to reassess and terminate the Town of Raymond Finance and CAO Contract agreement.
Carried

ADJOURNMENT
[2025.03.12](#)

Councillor Nish **MOVED** to adjourn the March 18, 2025 Council Meeting at 8:07pm.
Carried

Mayor Dwight Davis

CAO Greg Robinson

VILLAGE OF HILL SPRING
March 26, 2025

The Village of Hill Spring Special Council Meeting was held at the Hill Spring Council Chambers on March 26, 2025 commencing at 6:00 p.m.

In attendance: Mayor Davis, and Councillors French, Nish and Shideler.

Officials: CAO Greg Robinson.

Absent: Councillor Christensen

Public:

CALLED TO ORDER

Mayor Davis called the Special Council Meeting to Order at 6:01 p.m.

**ADOPTION OF THE
AGENDA**
2025.03.13

Councillor Shideler **MOVED** to accept the agenda as amended.

Carried

DELEGATIONS

ITEMS FOR DISCUSSION
DESIGNATION OF
RETURNING OFFICER FOR
2025 MUNICIPAL
ELECTION
2025.03.14

Mayor Davis **MOVED** to approved Patti Faulkner as the Village Returning Officer for the 2025 Municipal Election and Carla Deering as Deputy Returning Officer.

Carried

CENTRE AVE
2025.03.15

Councillor Shideler **MOVED** to investigate potential hazards with overgrowth of tree limbs on Centre Ave.

Carried

SIDEWALK
REPLACEMENT
2025.03.16

Councillor Shideler **MOVED** to obtain quotes for sidewalk replacement along First St W between First ave So and Centre Ave

Carried

ADJOURNMENT
2025.03.17

Councillor Nish **MOVED** to adjourn the March 26, 2025 Special Council Meeting at 6:17pm.

Carried

Mayor Dwight Davis

CAO Greg Robinson

VILLAGE OF HILL SPRING
April 15, 2025

The Village of Hill Spring Regular Council Meeting was held at the Hill Spring Council Chambers on April 15, 2025 commencing at 6:00 p.m.

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

Officials: CAO Greg Robinson.

Absent:

Public: Patrick Treadwell, MWG Chartered Professional Accountants. Clark Holt, Finance Admin

CALLED TO ORDER

Mayor Davis called the Regular Council Meeting to Order at 6:00 p.m.

ADOPTION OF THE AGENDA
2025.04.01

Councillor Shideler **MOVED** to accept the agenda as presented.
Carried Unanimously

ADOPTION OF MINUTES
NONE AVAILABLE

The March 2025 Regular Council will be presented during the May 20, 2025 Regular Council Meeting.

DELEGATIONS
PRESENTATION OF THE 2024 AUDITED FINANCIAL STATEMENTS

Patrick Treadwell of MWG Chartered Professional Accountants came to Council to present the Village’s Audited Financial Statements. He presented Council with a clean audit report and answered any questions that they had.

BUSINESS ARISING FROM THE MINUTES

FINANCIAL REPORTS
CHEQUE LISTING FOR APRIL 2025

Council reviewed the cheque listing as information.

PUBLIC Q&A

Council answered questions from those in attendance at the Council Meeting.

ITEMS FOR DISCUSSION
BYLAW 2025-309: DOG CONTROL BYLAW
2025.04.02

Councillor Shideler **MOVED** to give Second Reading of Bylaw No. 2025-309: Dog Control Bylaw.
Carried Unanimously

2025 CAPITAL BUDGET UPDATE
2025.04.03

Councillor Shideler **MOVED** to accept the 2025 Capital Budget as presented.
Carried Unanimously

2025 OPERATING BUDGET UPDATE
2025.04.04

Mayor Davis **MOVED** to accept the 2025 Operational Budget as presented.
Carried Unanimously

BYLAW 2025-315 TAX RATE BYLAW 1ST READING
2025.04.05

Councillor Shideler **MOVED** to give First Reading to Bylaw No. 2025-315 2025 Tax Rate Bylaw.
Carried Unanimously

2024 AUDITED FINANCIAL STATEMENTS
2025.04.06

Councillor Nish **MOVED** to accept the 2024 Audited Financial Statements as presented.
Carried Unanimously

MAYOR AND REEVES
LETTER OF SUPPORT
[2025.04.07](#)

Mayor Davis **MOVED** to approve of the Mayor and Reeves Letter of Support and instructed administration to send it.
Carried Unanimously

RECREATION BOARD
REQUEST
[2025.04.08](#)

Councillor Nish **MOVED** to approve of the Recreation Boards monetary request and grant them with their \$2500 in funding support.
Carried Unanimously

CENTRE AVE WEST

Council discussed Centre Ave West as information.

DUST CONTROL

Council discussed dust control in the Village as the summer approaches.

**ADMINISTRATOR AND
COUNCIL REPORTS &
CORRESPONDANCE**

Council reviewed the correspondence and administrator and council reports as information.

CLOSED SESSION
[2025.04.09](#)

Mayor Davis **MOVED** that Council recess the regular meeting and enter into Closed Session at 7:56pm under sections 24 & 27 of the FOIP Act.
Carried Unanimously

[2025.04.10](#)

Councillor Christensen **MOVED** to end the Closed Session and resume the regular meeting at 8:47pm.
Carried Unanimously

[2025.04.11](#)

Mayor Davis **MOVED** that administration proceed with the purchase as directed regarding Item 11.a: Land Matter.
**Carried
4 In-Favor, 1 opposed**

[2025.04.12](#)

Councillor Shideler **MOVED** to agree to the lease as presented regarding Item 11.c: Land Matter.
Carried Unanimously

ADJOURNMENT
[2025.04.13](#)

Councillor Nish **MOVED** to adjourn the April 15, 2025 Council Meeting at 8:53pm.
Carried Unanimously

Mayor Dwight Davis

CAO Greg Robinson

Village Of Hill Spring

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Cheque Listing For Council

2025-May-15
2:28:39PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250077	2025-05-05	ALBERTA MUNICIPAL SERVICES CORPORATION	RG202501-130	ANNUAL DUES	1,162.74	1,162.74
20250078	2025-05-05	ALBERTA MUNICIPAL SERVICES CORPORATION	25-1058624	UTILITIES	2,149.43	2,149.43
20250079	2025-05-05	ALL IN ONE JANITORIAL	4453 4454 4455 4456 4460	DEC 24 CLEANING JAN 25 CLEANING FEB 25 CLEANING MAR 25 CLEANING APR 25 CLEANING	363.30 363.30 363.30 363.30 363.30	1,816.50
20250080	2025-05-05	CARDSTON COUNTY	25468	DEM CONTRACT	66.70	66.70
20250081	2025-05-05	DAVIS, DWIGHT	DDAPR25	APR TRAVEL	227.52	227.52
20250082	2025-05-05	FIDO	FAPR25	PHONE	66.37	66.37
20250083	2025-05-05	MICRO AGE	27017	NETWORK REPAIRS	131.25	131.25
20250084	2025-05-05	NEXTGEN AUTOMATION	661051 668048 670133	LEASE PRINTING LEASE	220.36 515.64 220.36	956.36
20250085	2025-05-05	OLDMAN RIVER REGION SERVICES COMMISSIC	14781	Q2 PLANNING	1,250.00	1,250.00
20250086	2025-05-05	SHIDELER, DONALD	DSAPR25	APR TRAVEL	62.56	62.56
20250087	2025-05-05	SPRING GLEN PARK	000003-R-0007	ANNUAL FEE	1,500.00	1,500.00
20250088	2025-05-05	TOWN OF RAYMOND	20250085 20250152	MARCH FEES APR FEES	8,870.09 8,996.81	17,866.90
20250089	2025-05-05	WILDE BROTHERS ENGINEERING LTD	208948	EAST LOOPING	2,906.24	2,906.24
20250090	2025-05-05	AED ADVANTAGE SALES LTD.	38483	LIFEPAK	1,783.95	1,783.95
20250091	2025-05-05	ALBERTA GOVERNMENT, PROVINCIAL POLICINC				8,912.00
20250092	2025-05-05	PROCESS COLOR PRINT LTD.	207816	6 FLAGS	608.69	608.69
20250093	2025-05-05	SPRING GLEN REGIONAL WATER SERVICES CC	5	MAR 25 WATER	2,860.65	2,860.65
20250094	2025-05-06	SPRING GLEN REGIONAL WATER SERVICES CC	4	FEB 25 WATER	3,032.10	3,032.10
20250095	2025-05-07	SPRING GLEN REGIONAL WATER SERVICES CC	1	JAN 2025 WATER	3,280.50	3,280.50
20250096	2025-05-07	TWIN RIVER ECONOMIC DEVELOPMENT	TRED01	EC DEV	200.00	200.00
14	2025-04-30	CHRISTENSEN, MONTE				
15	2025-04-30	DAVIS, DWIGHT				
16	2025-04-30	FRENCH , SUZANNE				
17	2025-04-30	SHIDELER, DONALD				
18	2025-04-30	NISH, MIKE				
19	2025-04-30	FAULKNER, PATTI A				

Total 53,542.96

*** End of Report ***

VILLAGE OF HILL SPRING

TAX BYLAW # 2025-315

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE VILLAGE OF HILL SPRING IN THE PROVINCE OF ALBERTA FOR THE 2025 TAXATION YEAR.

WHEREAS, the Village of Hill Spring has prepared and adopted detailed estimates of municipal revenue and expenditures as required, at the council meeting held on April 15, 2025; and

WHEREAS, the estimated municipal expenditures and transfers, excluding amortization, set out in the budget for the Village of Hill Spring for 2025 total **\$1,176,893**; and

WHEREAS, the estimated municipal revenues and transfers from all resources other than taxation is estimated at **\$963,780** and the amount of **\$213,113** to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$60,108
Non-residential	\$4,750
TOTAL SCHOOL REQUISITIONS	\$64,858
 CHINOOK FOUNDATION	 \$4,090

WHEREAS, the Council of the Village of Hill Spring is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Municipality of the Village of Hill Spring as shown on the assessment roll is:

	Assessment
Residential & Farmland	\$25,198,800
Non-residential – Commercial & Industrial	\$736,220
Linear & Designated Industrial Property	\$474,070
TOTAL ASSESSMENT	\$26,409,090

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. This bylaw may be cited as the “2025 Tax Bylaw”.
2. That the Village Manager is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Hill Spring:

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential/Farmland	\$196,880	\$25,198,800	7.81307
Non-residential	\$16,233	\$1,210,290	13.41254
Totals	\$213,113	\$26,409,090	
Alberta School Foundation Fund			
Residential/Farmland	\$60,108	\$25,198,800	2.38535
Non-residential	\$4,750	\$1,210,290	3.92496
Totals	\$64,858	\$26,409,090	
Chinook Foundation	\$4,090	\$26,409,090	0.15486
TOTAL MILL RATE			
		Residential/Farmland	10.35328
		Non-residential	17.49235
		Linear & Designated Industrial Property	17.49235

3. The minimum amount payable for property as property tax for general municipal purposes shall be \$400.00 on all property.
4. The taxes hereby authorized to be assessed, imposed and collected by these several rates are hereby declared to be and become due and payable to the Village on the 31st day of July, 2025.

5. Any taxes which remain unpaid after the due and payable date shall receive a 12% penalty on the 1st day of August, 2025.
6. A 1.5% penalty will be imposed on the total unpaid balance of the tax accounts and applied the first day of each calendar month. Such penalties will become part of the taxes owing.
7. The penalty found in section 6 of this bylaw will not be assessed to tax levy amounts being paid under the Tax Installment Program, unless the conditions of the Tax Installment Program are not adhered to, at which point the penalties in section 6 & 7 will be assessed.
8. That this bylaw shall take effect on the date of the third and final reading.

Read a FIRST time this 15th day of April, 2025.

Read a SECOND time this 20th day of May, 2025.

Read a THIRD time and passed this 20th day of May, 2025.

Dwight Davis
Mayor

Gregory Robinson
Chief Administrative Officer

Client: Village of Hillspring
Project: East Water Line Replacement Loop



Date: 2025-01-18

Notes: Prices are Estimates Only
\$/l.m. = Price per Linear Meter
\$/m = Price per Linear Meter
\$/m² = Price per Square Meter
\$/m³ = Price per Cubic Meter

ITEM	MATERIAL	INSTALLATION	UNITS	QUANTITY	UNITS	MATERIAL	INSTALLATION	TOTAL
North Water Looping								
Mob/demob	\$ 3,000.00	\$ -	Lump	1 each		\$ 3,000.00	\$ -	\$ 3,000
POTABLE WATER--Segment 1								
150mmø C900 PVC Potable Water Main	\$ 90.00	\$ 100.00	\$/m	275 m		\$ 24,750.00	\$ 27,500.00	\$ 52,250
200mmø C900 PVC Potable Water Main	\$ 70.00	\$ 110.00	\$/m	0 m		\$ -	\$ -	\$ -
200x200 Fittings	\$ 350.00	\$ 1,000.00	Lump	0 each		\$ -	\$ -	\$ -
150x150 Fittings	\$ 500.00	\$ 1,700.00	Lump	1 each		\$ 500.00	\$ 1,700.00	\$ 2,200
200mmø Isolation Valve	\$ 1,400.00	\$ 1,500.00	each	0 each		\$ -	\$ -	\$ -
150mmø Isolation Valve	\$ 3,000.00	\$ 3,500.00	each	1 each		\$ 3,000.00	\$ 3,500.00	\$ 6,500
Hydrant & Valve	\$ 5,000.00	\$ 7,000.00	each	1 each		\$ 5,000.00	\$ 7,000.00	\$ 12,000
Services to Property Line	\$ 1,000.00	\$ 1,500.00	each	0 each		\$ -	\$ -	\$ -
Chlorination Point	\$ 2,000.00	\$ 1,250.00	each	2 each		\$ 4,000.00	\$ 2,500.00	\$ 6,500
Temporary Water	\$ 4,500.00	\$ -	each	0 each		\$ -	\$ -	\$ -
Road Crossings	\$ 5,000.00	\$ -	each	3 each		\$ 15,000.00	\$ -	\$ 15,000
Pressure Testing	\$ -	\$ 4,000.00	each	1 each		\$ -	\$ 4,000.00	\$ 4,000
Gravel Road Restoration	\$ -	\$ 6.00	\$/m^2	825 each		\$ -	\$ 4,950.00	\$ 4,950
Existing Infrastructure Tie In's	\$ 5,000.00	\$ -	Lump	1 each		\$ 5,000.00	\$ -	\$ 5,000
POTABLE WATER--Segment 2								
150mmø C900 PVC Potable Water Main	\$ 90.00	\$ 100.00	\$/m	255 m		\$ 22,950.00	\$ 25,500.00	\$ 48,450
150x150 Fittings	\$ 300.00	\$ 1,000.00	Lump	0 each		\$ -	\$ -	\$ -
150mmø Isolation Valve	\$ 3,000.00	\$ 3,000.00	each	1 each		\$ 3,000.00	\$ 3,000.00	\$ 6,000
Hydrant & Valve	\$ 5,000.00	\$ 4,500.00	each	0 each		\$ -	\$ -	\$ -
Services to Property Line	\$ 1,000.00	\$ 1,500.00	each	0 each		\$ -	\$ -	\$ -
Chlorination Point	\$ 2,000.00	\$ 1,250.00	each	1 each		\$ 2,000.00	\$ 1,250.00	\$ 3,250
Temporary Water	\$ 4,500.00	\$ -	each	0 each		\$ -	\$ -	\$ -
Gravel Road Restoration	\$ -	\$ 6.00	\$/m^2	765 each		\$ -	\$ 4,590.00	\$ 4,590
Road Crossings	\$ 5,000.00	\$ -	each	1 each		\$ 5,000.00	\$ -	\$ 5,000
Existing Infrastructure Tie In's	\$ 5,000.00	\$ -	Lump	1 each		\$ 5,000.00	\$ -	\$ 5,000
Pressure Testing	\$ -	\$ 4,000.00	each	1 each		\$ -	\$ 4,000.00	\$ 4,000
POTABLE WATER--Segment 3								
150mmø C900 PVC Potable Water Main	\$ 90.00	\$ 100.00	\$/m	630 m		\$ 56,700.00	\$ 63,000.00	\$ 119,700
150x150 Fittings	\$ 300.00	\$ 1,000.00	Lump	0 each		\$ -	\$ -	\$ -
150mmø Isolation Valve	\$ 3,000.00	\$ 3,000.00	each	1 each		\$ 3,000.00	\$ 3,000.00	\$ 6,000
Hydrant & Valve	\$ 5,000.00	\$ 4,500.00	each	1 each		\$ 5,000.00	\$ 4,500.00	\$ 9,500
Services to Property Line	\$ 1,000.00	\$ 1,500.00	each	0 each		\$ -	\$ -	\$ -
Chlorination Point	\$ 2,000.00	\$ 1,250.00	each	1 each		\$ 2,000.00	\$ 1,250.00	\$ 3,250
Temporary Water	\$ 4,500.00	\$ -	each	0 each		\$ -	\$ -	\$ -
Gravel Road Restoration	\$ -	\$ 6.00	\$/m^2	1900 each		\$ -	\$ 11,400.00	\$ 11,400
Road Crossings	\$ 5,000.00	\$ -	each	0 each		\$ -	\$ -	\$ -
Existing Infrastructure Tie In's	\$ 5,000.00	\$ -	Lump	1 each		\$ 5,000.00	\$ -	\$ 5,000
Pressure Testing	\$ -	\$ 4,000.00	each	1 each		\$ -	\$ 4,000.00	\$ 4,000
MATERIAL & INSTALLATION COSTS						Subtotal	\$169,900.00	\$ 176,640.00
						Contingencies @ 15%	\$ 25,485.00	\$ 26,496.00
						Subtotal	\$195,385.00	\$ 203,136.00
						Engineering @8%	\$ 31,881.68	\$ 31,881.68
						Total Costs	\$228,000.00	\$ 236,000.00
								\$ 431,000.00

**MINUTES OF THE CARDSTON COUNTY EMERGENCY SERVICES AUTHORITY MEETING HELD APRIL 3, 2025,
AT THE CARDSTON COUNTY OFFICE**

Board Members Present:

Cam Francis – Cardston County

Doral Lybbert – Village of Glenwood

John Grainger – Town of Cardston (Zoom)

Don Shideler – Village of Hill Spring

Paula Brown – Town of Cardston

Tom Nish – Cardston County

Others Present:

Danny Melvin – Fire Chief

Suzanne Pierson – Secretary/Treasurer

Commenced at 5:14 p.m.

Paula Brown in the chair.

Opening Prayer: Paula Brown

AGENDA

Tom Nish moved to approve the agenda.

Carried

MINUTES

Doral Lybbert moved to accept the meeting minutes of March 6, 2025, as presented.

Carried

NEW BUSINESS

Danny Melvin reported that the March Emergency Services statistics are: 2 grass fires (1 Station 2), 2 structure fires (1 Station 2), 4 false alarms, 2 support (power line & CO Detector), 1 fire on Blood Reserve, and 2 MVC's.

Danny Melvin advised that he is trying to get a decommissioned ambulance from AHS. He is collecting letters of support from the Town of Cardston and the Cardston County.

Danny Melvin reported the AFFRC's radios have been fully programed.

Danny Melvin advised that June 1, 2025, is the target date to transition to the mutual aid agreement.

Danny Melvin reported that the Authority has signed a contract with a different provider to take care of the payroll for the employees in Waterton to be paid bi-monthly.

Danny Melvin advised that the accountant will perform the audit for the Authority and present the information at the June 5, 2025 board meeting.

Danny Melvin reported that the breathing apparatuses will no longer be serviceable in about 4-5 years. To replace them is very pricey and the Authority may look at replacing a few each year to help with the budget.

Danny Melvin advised that April 27, 2025, will be a gator training course and 6 fire fighters will attend. The Cardston County will also be holding a course and will let Danny know if there are any available spots to send some fire fighters from the Authority.

Danny Melvin reported that the hiring for the Waterton contract will be finalized this week. The Waterton contract begins on May 16, 2025.

John Grainger is concerned about the water flow availability for the new treatment centre that is being built on the Blood Reserve.

Cam Francis advised that the Waterton Superintendent was at their last council meeting, and he asked her if a multi-year contract can be signed with the Authority. She will check into the feasibility of signing a longer contract.

Paula Brown inquired as to the billing process for in town fires. Danny submits the address and the details of how much each vehicle is used to the Town of Cardston for billing.

Don Shideler inquired if the Hill Spring fire fighters are receiving any training. Danny advised that Hill Spring meets with Glenwood for training.

Tom Nish moved to approve Danny Melvin's report.

Carried

ADJOURNMENT

Don Shideler moved to adjourn.

Carried

Adjournment at 5:36 p.m.

The next board meeting is scheduled for Thursday, May 1, 2025, at 5:15 p.m. at the Cardston County Office.



Chairman

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
MARCH 12, 2025, AT THE TOWN OF MAGRATH.**

Members Present:

Wayne Harris – Cardston County
Josh Bouelle – Town of Magrath
Bryce Coppieters – Town of Raymond
Gary Bikman – Village of Stirling
Jesse Heavy Runner – Blood Tribe (Zoom)
Tanya Smith – Village of Coutts

Randy Taylor – County of Warner
John Grainger – Town of Cardston (Zoom)
Tyler Lindsay – Village of Warner
Brian Wickhorst – Village of Glenwood
Mike Nish – Village of Hill Spring

Others Present:

Marian Carlson – SEO

Suzanne Pierson – Secretary/Treasurer

Commenced at 4:29 pm

Randy Taylor in the Chair.

AGENDA

Bryce Coppieters moved to approve the agenda.

Carried

MINUTES

Wayne Harris moved that the minutes of February 12, 2025, board meeting be adopted as presented.

Carried

NEW BUSINESS

The SEO was planning to present the final draft including the financial analysis from Stantec but there was information missing that the Commission requested. The draft report will be available next week, and the SEO will forward it to the board once it is received. The final report will be presented at the next board meeting.

John Grainger arrived at 4:32 p.m.

The SEO advised that the Town of Raymond hauled directly to the Lethbridge BioGas facility on February 11, 2025, a test load of curbside residential pickup. The load was 35% un-compostable material. The Commission would need to pay based on the non-compostable material plus trucking for any future loads taken to the Lethbridge BioGas. There may be opportunities to explore this further with the analysis from Stantec regarding organics recycling.

The SEO reported on concrete being taken at the Landfill and presented prices from Southern Excavating at \$17/cu.yard. Southwest Concrete quoted \$25/cu.yard and Cardston County will sell the Commission

gravel at \$13 cu.yard (trucking expense not included). The board would like to look at regionalizing the concrete and will speak with their municipalities to see if there is any interest.

The SEO advised that the Town of Raymond has hauled 3 loads directly to the Landfill so far. The Commission is hoping to receive further deliveries to provide sufficient data to determine whether this is a viable option moving forward.

Gary Bikman moved to approve the SEO's report.

Carried

The SEO presented the Operator's report.

It was reported that 603.285 tonnes of waste were delivered to the Landfill in February 2025 making the year-to-date total 1356.505 tonnes.

Josh Bourelle moved to approve the Operator's report as presented by the SEO.

Carried

Financial Statement

The Financial Statement for February 28, 2025, was reviewed.

Brian Wickhorst moved to accept the February 28, 2025, Financial Statement.

Carried

Approval of Bills

Bills for February 2025 were reviewed.

Tanya Smith moved to approve the bills for February 2025.

Carried

CORRESPONDENCE

A letter from the Town of Milk River regarding Greg Gerard having access to the Milk River Transfer Station to dispose of waste during regular business hours.

Filed

A Notice of Decision regarding a subdivision application for file #2024-0-186 being approved on condition.

Filed

A Notice of Decision regarding a subdivision application for file #2024-0-187 being approved on condition.

Filed

Bryce Coppieters moved to file correspondence for information.

Carried

CLOSED SESSION – HR

Wayne Harris moved to go In-Camera at 4:59 p.m.


Tanya Smith moved to Reconvene at 5:16 p.m.

ADJOURNMENT

Tanya Smith moved the meeting adjourned.

Adjournment at 5:16 p.m.

The Next Commission board meeting is scheduled for Wednesday, April 9, 2025, at 4:30 p.m. in the Town of Magrath.



Chairman