

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, February 14, 2019**

The regular meeting of the council of the Village of Hussar was held at the Sundowners Seniors' Centre on Thursday, February 14, 2019, commencing at 7:00 p.m.

- IN ATTENDANCE Councillors: Corey Fisher, Les Schultz, Tim Frank
Michelle Plante Interim CAO, Katlin Brandt CAO
3 members of the public
- CALL TO ORDER The meeting was called to order at 7:00 pm.
- ACCEPTANCE OF AGENDA Councillor Fisher asked to add to agenda items;
4. c. i. Add Cemetery Account for Katlin Brandt's signing authority.
4. c. ii. Add Credit Card for Katlin Brandt's signing authority.
4. l. Wheatland County Fire Services Bylaw.
4. m. Security Camera Update
4. n. Tree Dump Burn update
5. a. Change 10 Year Capital Project to Plan.
5. b. Take out the word Interim from 2019 Budget
- 2019-02-14-015 MOVED by Councillor Fisher that the agenda be accepted with above additions.
CARRIED
- APPROVAL OF MINUTES
2019-02-14-016 January 10, 2019 Regular Meeting Minutes
MOVED by Councillor Schultz that the Minutes of January 10, 2019 be accepted as presented.
CARRIED
- BUSINESS
2019-02-14-017 Appoint Katlin Brandt as New CAO
MOVED by Councillor Fisher to appoint Katlin Brandt as New CAO
CARRIED
- 2019-02-14-018 Appoint CAO Katlin Brandt as Director of Emergency Management
MOVED by Councillor Schultz to appoint Katlin Brandt as Director of Emergency Management
CARRIED
- 2019-02-14-019 Give CAO Katlin Brandt signing authority on all accounts
MOVED by Councillor Frank to give Katlin Brandt signing authority on all accounts including the Cemetery Account and a Credit Card at Chinook Financial.
CARRIED
- 2019-02-14-020 Add CAO Katlin Brandt as new Assessment Review Board Clerk
MOVED by Councillor Fisher to appoint Katlin Brandt as Assessment Review Board Clerk.
CARRIED

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- 2019-02-14-021 Administrative Policy 5.1 Office Hours of Operation
MOVED by Councillor Schultz to approve this policy as written
CARRIED
- 2019-02-14-022 Personnel Policy 4.5 Employee Training
MOVED by Councillor Frank to approve this policy as written
CARRIED
- 2019-02-14-023 Personnel Policy 4.7 Statutory Holidays
MOVED by Councillor Schultz to approve this policy as written
CARRIED
- 2019-02-14-024 Personnel Policy 4.9 Overtime
MOVED by Councillor Fisher to approve this policy with one correction
CARRIED
- 2019-02-14-025 Update of Electric Door Opener for Workshop
MOVED by Councillor Schultz to accept the Quote from Raptor Overhead Doors
and ask them to install.
CARRIED
- 2019-02-14-026 Regional Emergency Management Plan
Discuss necessary changes to the REMP.
CAO Katlin Brandt will send required clarifications to Judy Unsworth.
MOVED by Councillor Frank to accept as information.
CARRIED
- 2019-02-14-027 Inter-Local Municipal Agreement for Weed Inspection
Discuss Agreement.
MOVED by Councillor Fisher to enter into this agreement.
CARRIED
- 2019-02-14-028 Wheatland County Land Use Bylaw Amendment
MOVED by Councillor Frank to accept this as information.
CARRIED
- 2019-02-14-029 Discuss Hussar Residents Sewer Hook-up Possible Replacement
Discuss 2nd Avenue East project.
MOVED by Councillor Frank to have CAO Katlin Brandt send a letter to the
affected 7 Residents to inform them of the upcoming project on 2nd Avenue
East to give them a chance to change their existing sewer hook-ups at the same
time at their cost.
CARRIED
- 2019-02-14-030 Appoint Kristen Anderson as Village of Hussar Rep onto the Marigold Library
Board
MOVED by Councillor Frank to appoint Kristen Anderson to the Village of
Hussar Marigold Library Board.
CARRIED

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Wheatland County Fire Services Bylaw

Discuss Bylaw

2019-02-14-031

MOVED by Councillor Frank to accept this as information.

CARRIED

Update Security Camera quotes

Nothing requested yet.

Update on Tree Dump Burn

Michelle spoke to the Fire Chief about it who will talk to Councillor Fisher

FINANCIAL

2019 10 Year Capital Plan

Discuss what needs to be put together to submit the 2019 10 year Capital Plan to the Minister by Feb 28, 2019.

Discuss feasibility of doing 2nd Avenue Project this year or next, Council decides to postpone the 2nd Avenue Project until next year.

CAO Katlin Brandt will ask Linda Reynolds for an extension to submit the Village of Hussar's 10 Year Capital Plan.

2019 Budget

Discuss Budget changes which will be made by the CAO by the next meeting.

COMMITTEE
REPORTS

Councillor Schultz

WFCSS, couldn't make the meeting but went to the late Christmas Party.

Regional Partnership meeting, Councillor Schultz explains that they had turned down the \$900,000 in funding from AHS because they already had that area covered. Hospice Society is receiving a letter of support from the partnership.

Councillor Frank

Library Board, meeting next week on Feb 20th. Regional Water, meeting on Feb 19th. Solid Waste meeting on Feb 21st. Councillor Frank extends an invitation for tomorrow night from Sandra Vicic to go to Lorilee Dundas' to possibly see the Genset for the Centre.

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Councillor Fisher

Wild Rose; has approved and submitted their operations Plan and Budget to Western Economic Diversification, office has had 12 requests for strategic planning, funding is tied to Strategic Plans Culture and Tourism turning down FCSS, Food Bank Wheatland Housing, Wendy can handle 3 or 4 at the most. AUMA has a tool kit for Strategic Planning. Working on Capital Loan. 18 Loans \$716,000 and a few more in the pipeline. CFNA (Community Futures Network of Alberta). Working on a virtual office. CFLIP (Community Futures Lending & Investment Pool). Should we take money out of Stock Market to put in GIC's for extra Loan funds and place to deposit surplus investment fund cash. 1.7 million if CFS do not have 3% to 5% Loan write-offs we are not taking enough risk, we are 1.6%. Auditors have also commented on write-offs not that high. Revamped their personnel policy manual that is 35 page. Regional Partnership wanted a letter on Shifting but they aren't going to write it because they are going through contract negotiations. WADEMSA; Call volume for Jan 2019 339 calls, which is 6.5% difference from Jan 2018, 24 call difference. Last years reporting of calls was actually 3,845 and not 3,880. Rob finding out ambulance are in our area new program HELO Paramedic. When crews waiting in emergency rooms, crews look after 2-3 patients instead of just theirs. Reno's almost complete. Waiting for warmer weather to put in door and window from dispatch room to patio. Contract negotiations ongoing. Staff wants BLS crew shifting changed. Right now 96 hours straight Core/Flex. Do 4.5 hours at office then can go home. BLS can be run ragged. Want it changed to 12 hour shift. Cost \$1.2 million to change to 12 hour shift. Employment Standards says it is illegal. AHS wants a variance. AHS at 16 hour now switching to 14 hour when crew call and says they are tired Rob or Kevin book them off.

CAO REPORT

New water Licences.

Discuss applying for increased volume on new water licenses.

Entering of Old Water Data Sheets

Discuss entering backlog and being non-compliant.
Discuss weather to use the well on the CPR property or not.
Continue discussion on entering backlog.

Palliser CAO Meeting March 26, 2019

Discuss CAO going to this course.

GFOA Alberta – Tax Assessment Workshops

Discuss CAO going to this course.

SLGM Conference – Kananaskis May 2019 – Bursary Available

MOVED by Councillor Frank that CAO Katlin Brandt attend this conference.
Discuss CAO going to these courses.

CARRIED

Cemetery Update

Discuss preparation for the upcoming funeral.

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CORRESPONDENCE Canadian Badlands AGM March 21-22 Lethbridge
Councillor Fisher will look into this.

Memoir Legacies
Councillor Frank will look into this.

Peter Demong
MOVED by Councillor Frank that we support Peter Demong's motion.

CARRIED

Claycrete Global
No interest

Avail yearly Renewal
Discuss renewal, Councillor Fisher signs contract.

Minister's award for Municipal Excellence
Discuss and accepted as information.

Minister's Senior Service Award
Discuss and decide not to nominate anyone.

FCM's Annual Conference
Nobody can go.

AUMA Public Risk Conference
No interest

CONFIDENTIAL IN-CAMERA
2019-02-14-032 MOVED by Councillor Fisher to go in-camera to discuss a personnel matter
9:55pm

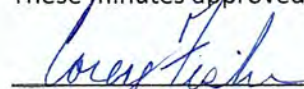
CARRIED

2019-02-14-033 MOVED by Councillor Fisher to come out of in-camera 11:03 pm
MOVED by Councillor Fisher that the Village of Hussar will now pay 75% of the
employees benefits and the employees pay 25% share of benefits effective
immediately.

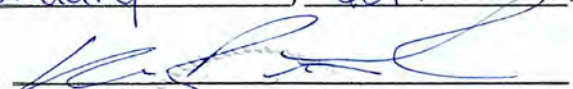
CARRIED

ADJOURNMENT The meeting was adjourned at 11:04 pm

These minutes approved this 19 day of February, 2019.



Corey Fisher
Mayor



Katlin Brandt
Chief Administrative Officer