

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES**

Thursday, February 11, 2021

The regular meeting of the council of the Village of Hussar was held at the Council Chambers on Thursday February 11, 2021, commencing at 7:00 pm

IN ATTENDANCE

Councillors: Corey Fisher, Les Schultz, Tim Frank

Kate Brandt, CAO

0 in person and 3 via: conference call

CALL TO ORDER

The meeting was called to order at 7:00 pm

**ACCEPTANCE OF
AGENDA**

2021-02-11-350

MOVED by Councillor Frank that the agenda be accepted with the following Changes:

Add the FOIP Act sections as follows for 11. Confidential

- a) Section 17 (1)
- b) Section 17 (1)
- c) Section 16 (1)

CARRIED

**APPROVAL OF
MINUTES**

2021-02-11-351

December 10, 2020 Regular Council Meeting

MOVED by Councillor Schultz that the minutes of December 10, 2020 be accepted as presented

CARRIED

2021-02-11-352

January 14, 2021 Regular Council Meeting

MOVED by Councillor Schultz that the minutes of January 14, 2021 be accepted as presented

CARRIED

2021-02-11-353

January 25, 2021 Special Council Meeting

MOVED by Councillor Frank that the minutes of January 25, 2021 be accepted with the change

CARRIED

DELEGATION

RCMP Monthly Mayor's Report and Priorities

Corporal Andrews discussed the 2021 Policing priorities. Traffic and Safe Roads, Community Engagement with a priority for Rural and Crime Reduction – Rural and Copper Patrols

BYLAW REVIEW

Bylaw Review

The following bylaws were reviewed without changes:

500-15 Bylaw Enforcement Officer Bylaw

503-16 Bylaw Enforcement Officer (J Nesbitt)

504-16 Bylaw Enforcement Officer (D Leeks)

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MINUTES
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<u>POLICY REVIEW</u> 2021-01-14-354	<u>Policy Review</u> MOVED by Councillor Schultz to approve policy 7.2 Outstanding Garbage Service Fees Transfer to Tax Roll as presented	CARRIED
2021-02-11-355	MOVED by Councillor Frank to revise policy 5.2 Faxing & Photocopying to include an agenda package fee	CARRIED
<u>POLICY REVIEW</u>	<u>Policy Review</u> The following polices were reviewed without changes: 5.3 Rates & Fees 5.4 Procurement Policy A previous version of 5.5 Financial Trust & Reserves was presented, correct version will be brought to the March meeting	
<u>BUSINESS</u> 2021-02-11-356 CAO Vacation	<u>CAO Vacation</u> MOVED by Councillor Fisher to approve the CAO to close the office at 3pm Wednesday May 26, 2021 and take Vacation from Thursday May 27, 2021 to Wednesday June 2, 2021	CARRIED
2021-02-11-357 Munisoft eNotice	<u>Munisoft eNotice Programs</u> MOVED by Councillor Frank to approve the purchase of the Tax and Utility Billing eNotice programs using our provincial COVID funding	CARRIED
2021-02-11-358 MDP	<u>Municipal Development Plan- Draft Review and Bylaw 1st Reading</u> MOVED by Councillor Fisher to have our CAO provide Palliser Regional Municipal Services with our comments for changes to the Municipal Development Plan	CARRIED
2021-02-11-359 Bylaw 531-21	MOVED by Councillor Fisher to give bylaw 531-21 being Village of Hussar Municipal Development Plan Bylaw first reading	CARRIED
2021-02-11-360 Red Tape Reduction Action Plan	<u>Red Tape Reduction Action Plan - Draft</u> MOVED by Councillor Frank to approve the 2021 Red Tape Reduction Action Plan and post it on our Village Website in a designated area	CARRIED
2021-02-11-361 5 year equipment plan	<u>5 Year equipment reserve plan (Sanding unit, county auction</u> MOVED by Councillor Frank to have our CAO create a comprehensive list of all our equipment and bring back to our next meeting	CARRIED

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MINUTES
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2021-02-11-362 Tractor Quote	<u>Tractor Trade-in / Quote</u> MOVED by Councillor Schultz to approve Quote 1 for the 2019 Massey Ferguson 4707 Tractor with 2 buckets and pallet forks	CARRIED
2021-02-11-363 Elections Article	<u>Drumheller Mail – Elections Article</u> MOVED by Councillor Frank to have our CAO provide Drumheller Mail with Councils response to the questions on the October 2021 election for the Village of Hussar	CARRIED
2021-02-11-364 COVID Funds	<u>COVID Community Group Funds Returned</u> MOVED by Councillor Fisher to donate the returned COVID funding to the Hussar Agricultural Society for the arena in the amount of \$1,500.00	CARRIED
2021-02-11-365 Water/Sewer project estimates	<u>1st Avenue and 1st Street Water/Sewer upgrade project estimates</u> MOVED by Councillor Fisher to accept as information at this time	CARRIED
2021-02-11-366 WRC Board removal	<u>Wheatland Regional Corporation Board removal</u> MOVED by Councillor Fisher to accept as information at this time	CARRIED
2021-02-11-367 Flag request	<u>Request for a Village Flag</u> MOVED by Councillor Frank to send a pin and fridge magnet to Preston Wolterman, in Minnesota, USA	CARRIED
	Councillor Fisher called a 5 minute recess at 8:57 pm Councillor Fisher called the meeting back to order at 9:02 pm	
2021-02-11-368 Hairstyling Invoice	<u>Hairstyling Invoice</u> Moved by Councillor Schultz to approve the month of January be rent free due to COVID restrictions and use our COVID funding to cover the cost of lost revenue for January	CARRIED
2021-02-11-369 Alberta Online Initiative	<u>Alberta Online Initiative</u> Motion to send the attachment to all the local business in Hussar and to the Strathmore Wheatland Chamber of Commerce	CARRIED

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MINUTES
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FINANCIAL
2021-02-11-370

January 2021 Financial Reports

MOVED by Councillor Schultz to accept the January 2021 Bank Reconciliation and Cheque Listing

CARRIED

COMMITTEE
MEETINGS

Councillor Frank

Drumheller & District Solid Waste Board meeting was held on January 26, 2021. Health & Safety manual has been approved and will be brought forward for further comments and questions from the board. Village of Hussar has approved the SAEWA membership despite many other Municipalities in DDSWA electing to end their memberships. SAEWA was a topic of discussion at our Three Village meeting. Transitor replacement was discussed in the last executive meeting and will be brought back for discussion at the next board meeting on February 25, 2021.

Wheatland Regional Corporation met on January 19, 2021. Discussion ensued around Wheatland County's proposal for a new service contract and costs associated with the South Truck Fill Station. A reply was received from Kloot Associates in response to questions asked about Hussar's decision to withdrawal from the Wheatland Regional Corporation, and its desire not to hook into the Regional Water Line. The next meeting will be February 16, 2021 followed by a budget meeting on February 17, 2021.

Hussar Library Board meeting was held January 18, 2021. Board member Jennifer Pratt will become Treasurer and she has been granted signing authority at the Credit Union. The Board is still seeking 2 new members to fill the vacancies on the Board. There needs to be a total of 5 Board members to officially constitute the Library Board.

Councillor Schultz

Wheatland Family and Community Support Services meeting was held on January 27, 2021. The Meeting Dates and Sick and Banked Time policies were updated as well as the job description for the Assistant Manager. Thank you letters were received from staff that were given appreciation cheques at Christmas. Home support is the main program that is running and all precautions are being taken. Christmas hampers gave out 236 meals this year. The 2021 tax season training is ongoing for the volunteers that will be doing taxes for the elderly and those in need. The new Office Assistant has been hired, her name is Crystal. There was a Rural Housing Instability Report which reported that there were lots of homeless living in the County in abandoned buildings and grainerys. An investigation proved that this was not the case and was possibly a miss quote from overnight shelters. The Executive Director of FCSS for the Province is retiring and lots of FCSS programs are unsure how this will affect them going forward. It was announced that surplus amounts at the end of 2020 will be taken off the 2021 funding unless you request in writing to keep it and you must state what it will be used for.

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Councillor Fisher

WADEMSA had its Annual General meeting followed by a Regular Meeting on January 18, 2021. There were 4160 calls for 2020 compared to 3868 calls for 2019, which is a 7.5% increase. April was a slow month for calls with only 226 calls. Increasing calls and transferring COVID patients has been very taxing on the crews. EMS crews now able to get vaccinated for COVID. Mediation next week regarding contract negotiations via Zoom. January 26 and 27 and February 4 and 5th if needed. The Government will pay for the first two mediation meetings, anything further would be split 50/50 on costs. Audited Financial Statements for year ended March 31, 2021 were approved on June 22, 2020. Rob thanked the Board for all their support and the flowers and condolence cards.

Wild Rose Community Futures meeting was held February 4, 2021. Rotary Alberta Youth Entrepreneur Camp (RAYEC) did not have a camp in 2020 due to COVID but they did virtual activities with kids. Unsure if camp will happen this year. Asking Community Futures for help by donating \$1,000 to keep the organization operational. It may have to close its doors. There are 5 loans in arrears at a total of \$300,000. Impacts of COVID are starting to show. The Regional Relieve and Recovery Fund (RRRF) round 3 is open and has 20 applications already. It is an expansion loan for \$20,000 and must already have RRRF loan for \$40,000 from round 1 or 2. Funding is 80% of Round 2. Wild Rose Community Futures is allocated \$640,000. Round 1 was a total of 29 loans for \$909,000. Round 2 so far is 30 loans for \$918,000 and have another 5 potential loans for a total of \$200,000. Applications for RRRF will be closing March 20, 2021 and all administrative work completed by March 31. There is another \$253,000 in regular Community Future's loans. Still getting quotes for insurance premiums. Mainstreet Monday is a positive story about local small businesses. 'Kruiser' Kitchen in Standard was a story shared on Facebook. Annual General Meeting will be held June 3, 2021. Auditors will present the Audited Financial Statements for approval at 5 followed by dinner at 6 with invited guests. The Annual General Meeting will be at 7 where the Auditor will do a brief overview of the statements. Community Loans presentation had a GIC mature in April 2020 of \$108,000 which is in a savings account. Another matured in April 2021 of \$100,000. Looking at ways to put the money to work instead of back in GIC's. Looking at revamping the Community Business Beautification Loan. They are loans for \$10,000 and the municipality pays the interest. The municipality decides how much they wish to budget and the amount of loans is decided from there. Three Hills has done this for a few years and budgets \$2,500 which accounts for 3 or 4 loans. Administration is putting together a presentation for Council on how it works. Strategic Plan for 2022-2025 was discussed and will start to be looked at by the new board starting in November. The upper floor will be replaced in the building this year.

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REGULAR COUNCIL MEETING
MINUTES
Thursday, February 11, 2021

CAO REPORT

2021-02-11-371

MOVED by Councillor Frank to accept the CAO report as presented

CARRIED

CORRESPONDENCE

2021-02-11-372

MOVED by Councillor Fisher to accept the following correspondence as information:

- a) Fortis approved rates for 2021
- b) Wheatland County Master Fire Plan – Final
- c) SAEWA Annual Report
- d) MD of Bonnyville No. 87 Need for Stronger Western Canadian Municipal Advocate
- e) Reinstatement of the 1976 Coal Development Policy

CARRIED

CONFIDENTIAL

2021-02-11-373

MOVED by Councillor Fisher that we go into closed session at 10:27 pm as per section 17 (1) and 16(1) of the FOIP Act to discuss the following:

- a. CAO Review
- b. Employee Wages and Summer Student
- c. Remedx Hosting Committee

CARRIED

2021-02-11-374

MOVED by Councillor Fisher that the meeting come out of closed session at 11:46 pm

CARRIED

2021-02-11-375

MOVED by Councillor Fisher that our CAO and Public Works Foreman get a 2% wage increase for 2021, retroactive back to January 2021

CARRIED

2021-02-11-376

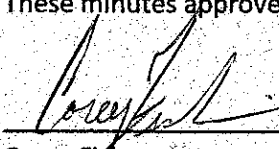
MOVED by Councillor Fisher to approve the application for a Canada Summer Student for 28 hours per work for 18 weeks at \$15.00 per hour

CARRIED

ADJOURNMENT

The meeting was adjourned at 11:48 pm

These minutes approved this 11 day of March, 2021


Corey Fisher
Mayor


Kate Brandt
Chief Administrative Officer

