



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, April 14, 2022 starting at 7:00 p.m.

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. DELEGATION**

- (a) 7:00 PM Utilities request – Confidential FOIP Act S 17(1)
- (b) 7:15 PM Sundowners Senior Centre – Terry Armstrong
- (c) 7:30 PM SummerDaze Committee

**4. ADOPTION OF THE PREVIOUS MINUTES**

- (a) March 17, 2022 Regular Council Meeting

**5. POLICY & BYLAW REVIEW**

- (a) Bylaw Review
  - 500-15 Bylaw Enforcement Officer
  - 544-22 Bylaw Enforcement Officer (K. Permann) NEW
  - 545-22 Bylaw Enforcement Officer (D. Young) NEW
  - 546-22 Bylaw Enforcement Officer (J. Maier) NEW
- (b) Policy Review
  - 2.1 Campground Rental & Reservation
  - 5.3 Rates & Fees

**6. BUSINESS**

- (a) National Public Works Week Declaration
- (b) WCB Partnerships in Injury Reduction (PIR)
- (c) June 9<sup>th</sup> meeting date
- (d) APPS Remuneration

**7. FINANCIAL**

- (a) March 2022 Bank Reconciliation and Cheque Listing
- (b) Interim Operating Budget 2022

**8. COMMITTEE REPORTS**

**9. CAO, PW & JG Water Services**

**10. CORRESPONDENCE**

- (a) Wheatland Wind Project Letter
- (b) Borrowing Notice
- (c) Town of Fox Creek letter Re: increasing utility fees
- (d) SAEWA Memo announcement
- (e) National Police Federation - Call to Action

**11. CONFIDENTIAL**

- (a) Armstrong Utilities Request (as per s. 17(1) of the *FOIP* Act)
- (b) Development – Stop Order (as per s. 17(1) of the *FOIP* Act)
- (c) Three Village meeting discussion and letter (as per s. 21(1) of the *FOIP* Act)

**12. ADJOURNMENT**

Next Meeting: Thursday, April 28, 2022 (Sundowners Senior Centre and via. Conference call)

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, March 17, 2022**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday March 17, 2022, commencing at 7:00 pm

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<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Coralee Schindel, Tim Frank Kate Brandt, CAO 0 in person and 0 via. conference call
<u>CALL TO ORDER</u>	The meeting was called to order at 7:00 pm
<u>ACCEPTANCE OF AGENDA</u>	
2022-03-17-085	MOVED by Councillor Frank that the agenda be accepted with the following addition: 10 (c) Wild Rose Assessment Services Agreement as per s. 17(1) of the <i>FOIP Act</i> CARRIED
<u>APPROVAL OF MINUTES</u>	<u>February 24, 2022 Regular Council Meeting</u>
2022-03-17-086	MOVED by Councillor Schultz that the minutes of February 24, 2022 be accepted as presented CARRIED
<u>BYLAW REVIEW</u>	<u>Bylaw Review</u>
2022-03-17-087	MOVED by Councillor Frank to give bylaw 542-22 being the Tax Penalties and Instalment Bylaw second reading CARRIED
2022-03-17-088	MOVED by Councillor Schultz to give bylaw 542-22 being the Tax Penalties and Instalment Bylaw third and final reading CARRIED
<u>POLICY REVIEW</u>	<u>Policy Review</u>
	The following policies were reviewed without changes: <ul style="list-style-type: none"><li>• 2.4 Weed Spraying on Municipal Property</li><li>• 5.6 Tangible Capital Assets</li><li>• 5.8 Donation Policy</li><li>• 5.9 Credit Card Use</li></ul>
<u>BUSINESS</u>	<u>FCM Annual Conference and Trade Show 2022</u>
2022-03-17-089 FCM Conference	MOVED by Councillor Schultz to accept as information at this time CARRIED
2022-03-17-090 EFT addition	<u>MuniSoft EFT program extension</u> MOVED by Councillor Frank to accept as information at this time and review it again in the fall for next years budget CARRIED

**VILLAGE OF HUSSAR**  
**REGULAR COUNCIL MEETING**  
**MINUTES**  
**Thursday, March 17, 2022**

- |   |   |         |
|---|---|---------|
| 2022-03-17-091<br>Marigold Board<br>Rep         | <u>Ratify Marigold Board Representative</u><br>MOVED by Councillor Schultz to re-appoint Kristen Anderson to the Marigold Library Board for a term of 3 years   | CARRIED |
|   |   |         |
| 2022-03-17-092<br>FORTIS distribution<br>letter | <u>FORTIS approval regarding electric distribution facilities</u><br>MOVED by Councillor Frank to approve and sign the “Request for municipal approval regarding electric distribution facilities” letter from FORTIS Alberta and to contact JG Water Services to ensure that we do not have any municipal underground facilities in the proposed work area | CARRIED |
|   |   |         |
| 2022-03-17-093<br>Bulk Water                    | <u>Bulk Water Discussion</u><br>MOVED by Councillor Schindel to get a quote regarding the bulk water station and all improvements needed to keep it running and send out an information survey to residents and the area, including an end date for when the upgrades would need to be completed for the bulk water station                                 | CARRIED |
|   |   |         |
| 2022-03-17-094                                  | MOVED by Councillor Schindel to have our CAO research information on possibly creating one position to include public works, water/sewer and weed control   | CARRIED |
|   |   |         |
| 2022-03-17-095<br>Draft Strategic Plan          | <u>Draft Strategic Plan</u><br>MOVED by Councillor Schindel to adopt the strategic plan for 2021-2025   | CARRIED |
|   |   |         |
| 2022-03-17-096<br>CAO Training                  | <u>CAO Training</u><br>MOVED by Councillor Frank to approve our CAO and PW foreman to attend the Asset Management training workshop at Palliser Regional Municipal Services in Hanna on Thursday March 24, 2022 and the office and shop will be closed that day   | CARRIED |
|   |   |         |
| 2022-03-17-097                                  | MOVED by Councillor Frank to approve our CAO attend the ICS-200 training at Wheatland County on April 26 & 27, 2022   | CARRIED |
|   |   |         |
| 2022-03-17-098                                  | MOVED by Councillor Frank to ratify the approval of the CAO attendance at the Society of Local Government Managers Municipal Administration Leadership Workshop May 10-12, 2022   | CARRIED |

Councillor Schultz called a 5-minute recess at 7:53 pm  
Councillor Schultz called the meeting back to order at 7:57 pm

**VILLAGE OF HUSSAR**  
**REGULAR COUNCIL MEETING**  
**MINUTES**  
**Thursday, March 17, 2022**

2022-03-17-099      Electric Vehicle Charging Program  
MOVED by Councillor Frank to invite Robin to our next regular council meeting to learn more about the Electric Vehicle Charging Program  
CARRIED

FINANCIAL

2022-03-17-100      February 2022 Financial Reports  
MOVED by Councillor Schultz to accept the February 2022 Bank Reconciliation and Cheque Listing  
CARRIED

2022-03-17-101      Operating Budget 2022  
MOVED by Councillor Schindel to make changes to the operating budget 2022 as discussed, for the furnace  
CARRIED

2022-03-17-102      Term Account Options – Connect First Credit Union  
MOVED by Councillor Frank to transfer \$55,527 from the Village operating account #10050185 to the Village reserves account #15037021  
CARRIED

2022-03-17-103      MOVED by Councillor Frank to transfer \$400,000 from our Village reserves account #15037021 into a one-year term account at Connect First Credit Union  
CARRIED

COMMITTEE  
MEETINGS

Councillor Frank  
Alberta Municipalities Spring Municipal Leaders Caucus. With the last 2 years adapting to COVID the next step is to get back to normal. There are increased revenues across the board, with more people getting back to work. Minister wants input into LGFF (former MSI) – most important factor will be that municipal funding through LGFF will go up and down but be tied to provincial revenues, with the goal being more predictable funding. Discussion around red tape reduction, and a property tax review, and the need for an up-to-date assessment model that is fair and effective. Questions from delegates: erosion of infrastructure and what direction the province plans to address this with. Need for more water grants, rural health facilities, and the need to build capacity, also the need for more doctors. Questions asked about LGFF funding and how it will be determined, what will be the metrics used to determine what a municipality will get. Also discussed the opioid crisis, broadband initiative, provincial policing, more supportive housing. In regard to garbage and waste services the EPR (Extended Producer Responsibility) bill was passed before Christmas. ERP is coming. FCSS staged plan to increase full in person services – but will maintain virtual services as this has accelerated service delivery. Discussion around EMS (Emergency Medical Services), Alberta policing and affordable housing. Discussion on Municipal Viability and indicators through the future of Municipal Government Project

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
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Councillor Schindel

Library Board meeting was on February 25, 2022. Final report to Municipal Affairs completed. Auditor was appointed. Financial report is being worked on. Library board will be present at upcoming community meeting to propose a children's event called Story Walks. Board is excited to start a new year of programming for children and members.

Councillor Schultz

WRC meeting the 2 new operators started on March 1<sup>st</sup> and are very enthusiastic about finally getting some hands-on experience. Their school training was done by video with little hands-on. A level 3 operator from Drumheller is being sent to Rockyford once a week to check on operations. Sewage lagoon repair in Rockyford as a pipe that goes between 2 ponds was broken in numerous areas, the project is nearing completion. A new distribution pump is being installed in Rockyford in April. WRC has received a letter from the Government stating they have received municipal status for their GST, retroactive to 2017.

2022-03-17-104

MOVED by Councillor Schindel to pay Councillor Schultz per diem for completing the Digital Economy Program workbook for the Wild Rose Community Futures Digital Economy Committee

CARRIED

CAO REPORT

2022-03-17-105

MOVED by Councillor Frank to accept the CAO and Public Works reports as information at this time

CARRIED

CORRESPONDENCE

2022-03-17-106

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

- a) Preliminary analysis of Alberta's 2022 Budget
- b) Marigold requisition report
- c) Wheatland & Area Hospice Society Newsletter

CARRIED

CONFIDENTIAL

2022-03-17-107

MOVED by Councillor Schultz that the meeting go into closed session at 9:47 pm to discuss the following:

- a) Armstrong Utilities Request (as per s. 17(1) of the *FOIP* Act)
- b) Sundowners Building/ Insurance discussion (as per s. 16(1) of the *FOIP* Act)
- c) Wild Rose Assessment Services Agreement (as per s. 17(1) of the *FOIP* Act)

CARRIED

2022-03-17-108

MOVED by Councillor Schultz that the meeting come out of closed session at 10:48 pm

CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, March 17, 2022**

2022-03-17-109      MOVED by Councillor Schultz to notify Mr. Armstrong that the 2022 utilities will need to be paid as per our Utilities bylaw 539-21, if he wishes to terminate the service, the form must be filled out and service disconnected at the property line, at the owners expense

CARRIED

2022-03-17-110      MOVED by Councillor Schultz that all our future regular council meetings be held in our Council Chambers with the exception of public hearings and annual general meetings will be held at the Sundowners as per availability, at no charge to the Village

CARRIED

2022-03-17-111      MOVED by Councillor Schultz that as discussed, with the Sundowners request to waive the utility fees, the fees will not be waived

CARRIED

2022-03-17-112      MOVED by Councillor Schultz to sign the new agreement with Wild Rose Assessment Services with the changes to Schedule C to be made

CARRIED

ADJOURNMENT                      The meeting was adjourned at 10:50 pm

These minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Les Schultz  
Mayor

\_\_\_\_\_  
Kate Brandt  
Chief Administrative Officer

## Village of Hussar

### Request for Decision (RFD)

Meeting: Regular Meeting  
Meeting Date: April 7, 2022  
Title: Bylaw Review

Agenda Item Number: 5a.

#### **BACKGROUND**

The following bylaws are attached for review:

- a) 500-15 Bylaw Enforcement Officer
- b) 544-22 Bylaw Enforcement Officer (K. Permann) NEW
- c) 545-22 Bylaw Enforcement Officer (D. Young) NEW
- d) 546-22 Bylaw Enforcement Officer (J. Maier) NEW

As per Policy & Bylaw review policy – Bylaws that are reviewed by Council with no amendments do not require a resolution but a note shall appear in the Minutes listing all bylaws that were reviewed at that meeting

As per Section 187(4) of the MGA A proposed bylaw must not have more than 2 readings at a council meeting unless the councillors present unanimously agree to consider third reading.

I will be going to the County office on Friday April 15<sup>th</sup> to have all 3 sign their oaths

#### **RECOMMENDATION:**

1. Motion to give bylaw 544-22 being the Bylaw Enforcement Officer (K. Permann) first reading
2. Motion to give bylaw 544-22 being the Bylaw Enforcement Officer (K. Permann) second reading
3. Motion that bylaw 544-22 be brought forward for third and final reading
4. Motion to give bylaw 544-22 being the Bylaw Enforcement Officer (K. Permann) third and final reading
5. Motion to give bylaw 545-22 being the Bylaw Enforcement Officer (D. Young) first reading
6. Motion to give bylaw 545-22 being the Bylaw Enforcement Officer (D. Young) second reading
7. Motion that bylaw 545-22 be brought forward for third and final reading
8. Motion to give bylaw 545-22 being the Bylaw Enforcement Officer (D. Young) third and final reading

9. Motion to give bylaw 546-22 being the Bylaw Enforcement Officer (J. Maier) first reading
10. Motion to give bylaw 546-22 being the Bylaw Enforcement Officer (J. Maier) second reading
11. Motion that bylaw 546-22 be brought forward for third and final reading
12. Motion to give bylaw 546-22 being the Bylaw Enforcement Officer (J. Maier) third and final reading



**BYLAW 500-15  
VILLAGE OF HUSSAR**

**A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE APPOINTMENT AND AUTHORIZATION OF A BYLAW OFFICER FOR THE VILLAGE OF HUSSAR AND TO ESTABLISH THE POWERS AND DUTIES OF A BYLAW OFFICER AND TO ESTABLISH DISCIPLINARY PROCEDURES AND APPEAL PROCESS FOR THE BYLAW OFFICER.**

**WHEREAS**

Section 556 of The Municipal Government Act, Chapter M-26 RSA 2000 and all amendments thereto, states that every Council must, by bylaw, specify the powers and duties of bylaw enforcement officers and establish disciplinary procedures for misuse of power including penalties and an appeal process applicable to the misuse of power by bylaw enforcement officers.

**NOW THEREFORE**

the Council of the Village of Hussar in the Province of Alberta, duly assembled, hereby enact as follows:

**1) TITLE**

- 1.1) This Bylaw may be cited as the Bylaw Enforcement Officer Bylaw.

**2) DEFINITIONS**

**2.1) In this Bylaw:**

- a) **BYLAW** means a Bylaw of the Village of Hussar.
- b) **BYLAW ENFORCEMENT OFFICER** means a person appointed as such by Village of Hussar Council.
- c) **CHIEF ADMINISTRATIVE OFFICER or CAO** means the person appointed as such by Village of Hussar Council pursuant to Section 205 of the Municipal Government Act.
- d) **COUNCIL** means the duly elected Council of the Village of Hussar in the Province of Alberta
- e) **MGA** means the Municipal Government Act Chapter M-26, RSA 2000, and all amendments thereto, in the Province of Alberta.
- f) **MUNICIPALITY or VILLAGE** means the Village of Hussar.

**3) APPOINTMENT**

- 3.1) The Chief Administrative Officer of the Village of Hussar shall be appointed to the position of Bylaw Enforcement Officer.
- 3.2) As per Section 554.1(2) of the MGA, the Chief Administrative Officer must take the official oath as prescribed in the Oaths of Office Act before starting his or her duties as Bylaw Enforcement Officer.

- 3.3) Upon a resolution of Council, the CAO may appoint one or more Bylaw Enforcement Officer for the purpose of enforcing a specific Village Bylaw and such an appointment will be made by Bylaw.

#### **4) POWERS OF A BYLAW ENFORCEMENT OFFICER**

- 4.1) The powers and duties of a Bylaw Enforcement Officer are as follows:
- a) to enforce the Bylaws which Council has authorized the Bylaw Enforcement Officer to enforce, within the corporate boundaries of the Village;
  - b) to follow the directions of the CAO and to report to the CAO, as required by him or her;
  - c) to respond to and investigate complaints;
  - d) to issue notices, fines, Bylaw tickets or tags;
  - e) to assist in the prosecution of Bylaw contraventions including appearances in Court to provide evidence;
  - f) to perform all other duties as deemed necessary, from time to time, as assigned by the CAO or by Council; and
  - g) to take the official oath as prescribed by the Oaths of Office Act upon appointment as a Bylaw Enforcement Officer and to carry on their person at all times as he or she is acting as a Bylaw Enforcement Officer evidence in writing of their appointment as a Bylaw Enforcement Officer of the Village.

#### **5) DISCIPLINARY DEFAULTS**

- 5.1) For the purposes of this Bylaw, the following shall be considered disciplinary faults:
- a) Discreditable conduct where the Bylaw Enforcement Officer:
    - i) acts in a disorderly or inappropriate manner, or in a manner prejudicial to discipline or likely to bring discredit upon the reputation of Bylaw Enforcement Officers;
    - ii) uses oppressive or tyrannical conduct towards an inferior in rank;
    - iii) uses profane, abusive or insulting language to any member of a Police force, Peace Officer, Bylaw Enforcement Officer or any member of the public;
    - iv) willfully or negligently makes any false complaint or statement against a Bylaw Enforcement or Peace Officer;
    - v) is guilty of an indictable offence under a federal statute or an offence punishable upon summary conviction under the Criminal Code of Canada;
    - vi) withholds or suppresses a complaint or report against a Bylaw Enforcement or Peace Officer; or



vii) abets, connives or is knowingly an accessory to a default described in this Bylaw.

- b) Insubordination, where the Bylaw Enforcement Officer, by word or action and without lawful excuse, disobeys, omits or neglects to carry out any lawful order.
- c) Neglect of duty where the Bylaw Enforcement Officer:
  - i) without lawful excuse, neglects or omits to properly and diligently perform a duty as a Bylaw Enforcement Officer;
  - ii) fails to work in accordance with orders or leaves an area, or other place of duty, without due permission or sufficient cause;
  - iii) fails to report when knowing where an offender may be found; or
  - iv) fails to report a matter that is his or her duty to report.
- d) Deceit, where the Bylaw Enforcement Officer:
  - i) knowingly makes or signs a false statement in an official document or book;
  - ii) willfully or negligently makes a false, misleading or inaccurate statement pertaining to his or her official duties; or
  - iii) without lawful excuse, destroys, mutilates or conceals an official document or record or alters or erases any entry therein.
- e) Breach of confidence, where the Bylaw Enforcement Officer:
  - i) divulges any matter which is his or her duty to keep confidential;
  - ii) gives notice, directly or indirectly, to any person against whom a warrant or summons is, or is about to be issued, except in the lawful execution of such warrant or service of such summons;
  - iii) without proper authorization from a superior or in contravention of any orders of the CAO or Council, communicates to the news media or to any unauthorized person any law enforcement matter which could be injurious to any person or investigation; or
  - iv) without proper authorization from the CAO or Council, shows to any person who is not a Bylaw Enforcement or Peace Officer any book or written or printed paper,

document or report relating to any law enforcement matter that is the property of or in the custody of the Village.

- f) Corrupt practice, where the Bylaw Enforcement Officer:
  - i) fails to account for, or to make prompt, the true return of money or property received in an official capacity;
  - ii) directly or indirectly solicits or receives any gratuity, present, pass, subscription or testimonial;
  - iii) places him or herself under a pecuniary or other obligation to a person in respect to whose conduct or business operation or employment the Bylaw Enforcement Officer may likely have to report or give evidence; or
  - iv) improperly uses the position of Bylaw Enforcement Officer for private or personal advantage.
- g) Unlawful or unnecessary exercise of authority, where the Bylaw Enforcement Officer is unnecessarily discourteous or uncivil to a member of the public.
- h) Consuming intoxicating liquor or drugs in a manner prejudicial to duty, where the Bylaw Enforcement Officer:
  - i) while on duty is unfit for duty through consuming intoxicating liquor or drugs;
  - ii) reports for duty and is unfit for duty through consuming intoxicating liquor or drugs; or
  - iii) demands, persuades or attempts to persuade another person to give, purchase or obtain for a Bylaw Enforcement Officer, while on duty, any intoxicating liquor or drugs.

## **6) COMPLAINTS & PENALTIES**

- 6.1** If a member of the public has a complaint for a disciplinary fault against a Bylaw Enforcement Officer, as described in this Bylaw, the complaint must be made in writing to the Village Office and must:
  - i) contain the date and time of the alleged offence;
  - ii) contain a detailed description of the alleged offence; and
  - iii) be signed and dated by the complainant.
- 6.2** Once a written complaint for a disciplinary fault against a Bylaw Enforcement Officer, as described in this Bylaw, has been received:
  - i) it will be put on the Agenda for the next regular Council meeting for review by Hussar Council;
  - ii) the Bylaw Enforcement Officer against whom the complaint has been made will be given a minimum ten (10) day's notice that the



matter will be reviewed by Council, including the date and time of the hearing of the complaint in Council; and

iii) if there is not a minimum period of ten (10) days between receipt of the written complaint and the next regular Council meeting, the matter will be reviewed at the subsequent regular Council meeting.

**6.3** At a hearing of a disciplinary fault against a Bylaw Enforcement Officer, as described in this Bylaw by Council:

- i) Council will review the written complaint as received by the CAO;
- ii) The CAO shall inform the Bylaw Enforcement Officer, if necessary, of the facts in his or her possession or the allegations made to him or her in sufficient detail to permit an understanding of the facts or allegations;
- iii) the Bylaw Enforcement Officer shall be given the opportunity to furnish relevant evidence to contradict or explain the facts or allegations; and
- iv) Council will review the pertinent facts and determine if there has been a disciplinary breach of conduct by the Bylaw Enforcement Officer.

**6.4** At the conclusion of a hearing to determine whether there has been a disciplinary default by the Bylaw Enforcement Officer, the CAO shall inform the Bylaw Enforcement Officer of the decision of Council, including reason(s) for the decision, in writing, within five (5) days of the decision.

**6.5** If Council has determined there has been a disciplinary default by the Bylaw Enforcement Officer, Council may enforce the following disciplinary actions:

- i) order the CAO to issue a written reprimand to the Bylaw Enforcement Officer;
- ii) suspend the Bylaw Enforcement Officer from his or her duties as Bylaw Enforcement Officer for a period not exceeding six (6) months; or
- iii) in the case the Bylaw Enforcement Officer is contracted from an outside agency or municipality, recommend to his or her employer that the appointment of the Bylaw Enforcement Officer be terminated.

## **7. APPEALS**

**7.1** The Bylaw Enforcement Officer who is the subject of a disciplinary hearing and subsequent action by Council may file a written appeal with the CAO within thirty (30) days of receiving the written decision made in Council as per Section 6.4 and Section 6.5 of this Bylaw.

- 7.2 The written decision made in Council as per Section 6.4 and Section 6.5 will have been deemed to be received by the Bylaw Enforcement Officer who is subject the disciplinary hearing within five (5) days of the decision made in Council.
- 7.3 Once a written appeal from the Bylaw Enforcement Officer who is the subject of disciplinary action by Council has been received by the Office, Council shall hold a hearing of the appeal within forty-five (45) days of the receipt of the appeal, either at a regular or a special meeting of Council.
- 7.4 In conducting an appeal hearing, Council shall follow the procedures as set out in Section 6.3, with the necessary modifications.
- 7.5 In determining an appeal, Council may confirm, revoke or modify the decision and/or any conditions attached to the decision made by Council in the original hearing or may issue disciplinary actions as described in Section 6.5.
- 7.6 Council's decision regarding an appeal hearing shall be made in writing to the Bylaw Enforcement Officer within fifteen (15) days of the appeal hearing and there shall be no further opportunity for appeal.

## 8. GENERAL

- 8.1 If any provision of this Bylaw is declared unconstitutional, invalid or illegal by a court of competent jurisdiction, the offending provision shall be deemed to be stricken and shall not affect the validity of the remaining provisions.
- 8.2 This Bylaw shall come into full force and effect upon the third and final reading by Council.

Read for a first time this *13* day of *August* 2015.

Read for a second time this *13* day of *August* 2015.

Council unanimously moved to proceed with all three readings of Bylaw 500-15 in one meeting this *13* day of *August* 2015.

Read for a third and final time this *13* day of *August* 2015.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
CAO



**BYLAW #544-22  
VILLAGE OF HUSSAR**

**BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, TO APPOINT A BYLAW ENFORCEMENT OFFICER FOR THE VILLAGE OF HUSSAR FOR THE PURPOSE OF ENFORCING PROVINCIAL LAWS AND VILLAGE OF HUSSAR BYLAWS AND AMENDMENTS THERETO.**

**WHEREAS**, pursuant to Section 555 and 556 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, and amendments thereto, outlines the appointment of bylaw officers for the municipality.

**NOW THEREFORE** KRIS PERMANN is hereby appointed as a Bylaw Enforcement Officer for the Village of Hussar for the purpose of enforcing compliance with the following:

Village of Hussar Bylaws

Provincial Legislation as it applies to the Village of Hussar

Other Village of Hussar Bylaws as they are created

1. Bylaw Enforcement Officer powers and duties pursuant to this appointment shall be established in the Village of Hussar Bylaws, including amendments thereto and other bylaws as they are created and the Agreement to provide Bylaw Enforcement Services between Wheatland County and the Village of Hussar.
2. Disciplinary procedures, penalties and the appeal process for the purpose of this appointment shall be as established by Village of Hussar Bylaw Enforcement Officer Bylaw.
3. This Bylaw shall rescind Bylaw 503-16.
4. This appointment shall come into full force and effect upon third and final reading of this bylaw by Village of Hussar Council.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**BYLAW #545-22  
VILLAGE OF HUSSAR**

**BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, TO APPOINT A BYLAW ENFORCEMENT OFFICER FOR THE VILLAGE OF HUSSAR FOR THE PURPOSE OF ENFORCING PROVINCIAL LAWS AND VILLAGE OF HUSSAR BYLAWS AND AMENDMENTS THERETO.**

**WHEREAS**, pursuant to Section 555 and 556 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, and amendments thereto, outlines the appointment of bylaw officers for the municipality.

**NOW THEREFORE** DEAN YOUNG is hereby appointed as a Bylaw Enforcement Officer for the Village of Hussar for the purpose of enforcing compliance with the following:

Village of Hussar Bylaws

Provincial Legislation as it applies to the Village of Hussar

Other Village of Hussar Bylaws as they are created

1. Bylaw Enforcement Officer powers and duties pursuant to this appointment shall be established in the Village of Hussar Bylaws, including amendments thereto and other bylaws as they are created and the Agreement to provide Bylaw Enforcement Services between Wheatland County and the Village of Hussar.
2. Disciplinary procedures, penalties and the appeal process for the purpose of this appointment shall be as established by Village of Hussar Bylaw Enforcement Officer Bylaw.
3. This Bylaw shall rescind Bylaw 504-16.
4. This appointment shall come into full force and effect upon third and final reading of this bylaw by Village of Hussar Council.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



**BYLAW #546-22  
VILLAGE OF HUSSAR**

**BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, TO APPOINT A BYLAW ENFORCEMENT OFFICER FOR THE VILLAGE OF HUSSAR FOR THE PURPOSE OF ENFORCING PROVINCIAL LAWS AND VILLAGE OF HUSSAR BYLAWS AND AMENDMENTS THERETO.**

**WHEREAS**, pursuant to Section 555 and 556 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, and amendments thereto, outlines the appointment of bylaw officers for the municipality.

**NOW THEREFORE** JORDAN MAIER is hereby appointed as a Bylaw Enforcement Officer for the Village of Hussar for the purpose of enforcing compliance with the following:

Village of Hussar Bylaws

Provincial Legislation as it applies to the Village of Hussar

Other Village of Hussar Bylaws as they are created

1. Bylaw Enforcement Officer powers and duties pursuant to this appointment shall be established in the Village of Hussar Bylaws, including amendments thereto and other bylaws as they are created and the Agreement to provide Bylaw Enforcement Services between Wheatland County and the Village of Hussar.
2. Disciplinary procedures, penalties and the appeal process for the purpose of this appointment shall be as established by Village of Hussar Bylaw Enforcement Officer Bylaw.
3. This appointment shall come into full force and effect upon third and final reading of this bylaw by Village of Hussar Council.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

## Village of Hussar

### Request for Decision (RFD)

Meeting: Regular Meeting  
Meeting Date: April 14, 2022  
Title: Policy Review

Agenda Item Number: 5b.

#### **BACKGROUND**

The following bylaws are attached for review:

- 2.1 Campground Rental & Reservation
- 5.3 Rates & Fees

Our monthly rate of \$500 per month for a campsite is for power sites. (\$25 x 30 days = \$750 per month for a savings of \$250.)

We should come up with a rate for the non-powered sites.

\$15 x 30 days = \$450 so if we make the monthly rate \$350 they will be saving \$100.

Group sites and overflow sites are \$10/unit/nights or \$300 per month.

As per Policy & Bylaw review policy – Policies that are reviewed by Council with no amendments do not require a resolution but a note shall appear in the minutes listing all policies that were reviewed at that meeting

#### **RECOMMENDATION:**

1. Motion to approve \_\_\_\_\_policy with the changes as presented
2. Motion to approve \_\_\_\_\_policy with the changes as discussed
3. Motion for administration to revise \_\_\_\_\_policy as per Council's direction for approval at a future regular meeting.

No amendments do not require a resolution.

# Campground Rental & Reservations

Date Approved by Council: December 14, 2015

Resolution:

Review Date: December

Related Bylaw: N/A

Amendments: 2017-04-13-03; 2017-08-17-07; 2019-08-08-146; 2020-06-11-143; 2020-12-10-305; 2021-12-02-634; 2022-02-24-062

## Purpose

This policy has been adopted to provide guidelines for the reservation and rental of the Hussar Campground.

## Guidelines

### CAMPING RATES

1. Camping rates will be as follows:

<b>Powered Site</b>	<b>\$25.00/night</b>
<b>Non-Powered Site</b>	<b>\$15.00/night</b>
<b>Tents</b>	<b>\$10.00/night</b>
<b>Group Camping</b>	<b>\$10.00/night/unit (Reservation Only)</b>
<b>Camp Shelter</b>	<b>\$25.00/day (Reservation Only)</b>
<b>Entire Campground</b>	<b>\$250.00/night (Reservation Only) {Does not include Group Camping}</b>
<b>Monthly Rate</b>	<b>\$500.00/month (Reservation Only) POWERED SITES</b>
<b>Monthly Rate</b>	<b>\$350.00/month (Reservation Only) NON-POWERED SITES</b>

2. Camping fees are payable at the time of use through the self-registration booth.

### TENTING

3. Each campsite with a registered trailer/RV will be allowed one tent at no extra charge.
  - a. Additional tents will be charged the tent rate.
4. Individual tents erected in powered or non-powered sites will be charged the regular site rate for those sites.
  - a. Additional tents erected in the same site will be charged the tent rate.

### GROUP CAMPING

5. The group camping area may be booked by reservation only.
6. All group trailers/RVs and tents must remain parked or erected within the group camping area or will be subject to regular camping rates.
7. There is no limit to the number of trailers/RVs or tents that may be parked within the group camping area.

### CAMP SHELTER

8. The camp shelter may be booked by reservation only.

#### CAMP KITCHEN

9. The camp kitchen may be provided by Council approval only.

#### PLAYGROUND

10. The playground and surrounding park area are for the use of all members of the public.
11. No camping, including tenting, is allowed in the playground area.

#### SPORTS GROUNDS

12. The ball diamonds may be reserved for private use, group functions, tournaments, etc. at the Village Office.
13. The riding arena shall be reserved for private use, group functions, etc. at the Village Office.
14. Use of the shooting range is at the discretion of the Hussar Fish & Game Club.

#### RESERVATIONS

15. All reservations must be made through the Village of Hussar Office.
16. All reservations fees must be paid in full at the time of booking. If payment is not received in full the Village Office will not consider the reservation to be complete.
17. A refundable deposit in the amount of \$250.00 is required for reservation of the entire campground, group camping area, camp shelter, and any portion of the sports grounds. The full cost of any property damage repair or cleanup required will be deducted from the amount refunded.
18. Reservation fees may be paid by cash, cheque or e-transfer.

#### COMMUNITY GROUPS

19. Community groups may reserve the camp kitchen, camp shelter, ball diamonds, and riding arena for community events at no cost with the approval of Council.
  - a. Community groups must provide a refundable damage deposit for the use of these areas in the amount of \$250.00. The full cost of any property damage repair or cleanup required after the event will be deducted from the amount refunded.
20. Community groups may reserve the group camping area and campsites at the same rates as individual reservations.
  - a. If community groups have paid the damage deposit as per Section 19 they will not be required to pay the damage deposit as per Section 17.

#### CAMPGROUND RULES

21. The following rules will be posted at the campground:
  - a. Check in: 1:00 pm
  - b. Check out: 11:00 am
  - c. Quiet hours: 11:00 pm to 7:00 am
  - d. Speed limit: 10 km/hour
  - e. Sites must be kept clean and tidy. Please place garbage in bins provided.

- f. No open liquor away from campsites. Unruly and/or intoxicated behaviour will not be tolerated. No glass bottles are permitted.
- g. Fires allowed in fire pits only. Do not leave fires unattended. Firewood is not provided.
- h. Pets must be on a leash and under control at all times. Owners must clean up after their pets.
- i. Parents are responsible for children in the playground areas. The Village will not be held responsible for any injuries from use of playground equipment.
- j. No ATV's, Dirt Bikes, Snowmobiles, etc.
- k. Vandalism, including destroying trees, will be subject to a \$1000.00 charge and will result in eviction from the campground without refund.
- l. The Village reserves the right to refuse service to anyone and will not be held responsible for any accidents, injuries, loss or damages due to fire, theft, accident or acts of God.
- m. No camping, including tenting, is allowed in areas not designated for that usage or purpose
- n. No fireworks are allowed unless you receive permission from Council and the fire department as per Section 8.1(s) of the Village of Hussar Fire Bylaw 501-15

# Rates & Fees

Date Approved by Council: January 23, 2017

Resolution: 2017-01-23-16

Review Date: January

Related Bylaws: Various

Amendments: 2017-08-17-07; 2020-01-09-005; 2022-02-03-030; 2022-02-24-063

## Purpose

The purpose of this policy is to set the various rates and fees charged by the Village Office for providing services to residents and the public not specified by a Village Bylaw or other Village Policy.

## Fee Schedule

### ADMINISTRATIVE RATES & FEES

Information Request.....	FOIP Act .....	\$25.00/request
.....	Cost to prepare information requested .....	\$30.00/hour
NSF Cheques.....	1 <sup>st</sup> NSF Cheque .....	\$25.00
.....	2 <sup>nd</sup> NSF Cheque .....	\$50.00
.....	No Further Cheques Will be Accepted .....	
Photocopying, etc. ....	Policy 5.2 .....	\$0.25/page
Council Meeting Package.....	0-125 pages.....	\$10.00
Council Meeting Package.....	126+ pages.....	\$20.00
Printed Land Use Bylaw .....		\$10.00
Tax Certificate .....		\$40.00
Hawker Peddler's License.....	Per Person/Per Year.....	\$50.00
Commissioner for Oaths .....	1 signature .....	\$10.00
Commissioner for Oaths .....	multiple signatures.....	\$15.00
Title Search.....		\$10.00

### ANIMAL LICENSES (Bylaw 485-13)

Spayed/Neutered Animal .....	First 2 Animals .....	\$10.00/each
Un-spayed/Un-neutered Animal .....	First 2 Animals .....	\$20.00/each
Third Animal.....		\$50.00

### CAMPGROUND (Policy)

Powered Site .....		\$25.00/night
Non-Powered Site .....		\$15.00/night
Tent .....		\$10.00/night
Group Camping (Reservation Only) .....		\$10.00/night/unit
Camp Shelter (Reservation Only).....		\$25.00/day
Entire Campground (Reservation Only)....	Does not include Group Camping .....	\$250.00/night
Monthly Rate (Reservation Only) .....	Powered Site .....	\$500.00/month

**Monthly Rate (Reservation Only) .....** Non-Powered Site ..... **\$350.00/month**

**CEMETERY PLOTS**

<b>Burial Plot</b> .....	\$200.00
<b>Columbarium Niche</b> .....	\$600.00
<b>Memorial Wall Plaque</b> .....	\$160.00

**DEVELOPMENT (Bylaw 493-14)**

<b>Compliance Certificate</b> ..... within 1 week of request .....	\$75.00
..... Same Day Service- if submitted prior to noon .....	\$150.00
<b>Development Permit</b> ..... Deck Construction .....	\$25.00
..... Fence .....	\$10.00
..... Discretionary uses not listed in fees.....	\$25.00
..... Accessory Building .....	\$50.00
..... Building Addition .....	\$100.00
..... New Construction .....	\$200.00
..... LUB Amendment (plus Palliser & Advertising fees) .....	\$100.00

**PUBLIC WORKS**

<b>Mowing of Private Lots</b> .....	\$125.00/hour
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**UTILITIES (Bylaw 496-15 and 499-15)**

<b>Water Service</b> ..... Monthly .....	\$57.00/month
..... Annual .....	\$684.00/year
<b>Sewer Service</b> ..... Monthly .....	\$40.00/month
..... Annual .....	\$480.00/year
<b>Garbage Service</b> .....	Monthly .....
..... Annual .....	\$26.00/month
.....	\$312.00/year
<b>Extra Garbage Bag Tag</b> .....	(bundles of 5 or 10) .....
.....	\$1.00/per tag
<b>Penalties</b> .....	(Monthly Only)..... 3%
<b>Bulk Water Fee</b> .....	\$0.05/gallon
<b>Curb Stop Shut Off Fee</b> .....	Actual Cost + 25% Admin Fee

**General Guidelines**

Updates to this policy may be made indirectly by Council resolution or by the approval or amendment of Bylaws or Policies. These updates will be incorporated into this policy automatically without separate approval of Council and will not be included as a tracked amendment to the policy.

## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	April 14, 2022
Title:	Public Works' Week

Agenda Item Number:	6a.
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#### **BACKGROUND**

Please see the attached letter from the American Public Works Association -Alberta Chapter regarding the 62<sup>nd</sup> Annual National Public Works' Week – May 15-21, 2022.

#### **RECOMMENDATION:**

1. Motion to acknowledge May 15 to May 21, 2022 as National Public Works' Week in the Village of Hussar and to sign the proclamation and submit it to the American Public Works Association.
2. Motion to accept as information at this time





March 12, 2022

**Attention: Honourable Mayor,  
Members of Council and Chief Administrative Officers**

**Re: National Public Works Week, May 12-21, 2022 – “Ready & Resilient”**

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 15-21, 2022 as National Public Works Week in your community. This year's theme is "Ready & Resilient." Within every public works professional lies a superhero, which is dramatically represented in this year's poster. Public works professionals are always READY to serve their communities and RESILIENT as ever in their abilities to pick themselves up off the ground after encountering challenges.

The "Ready & Resilient" theme highlights the ability of these professionals to perform regular public works duties and be ready at a moment's notice to react as first responders during natural disasters and overcome trials seen in the field.

Public works superheroes help keep communities strong by providing an infrastructure of services in transportation, water, wastewater and stormwater treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. They are what make our communities great places to live and work. So join us in celebrating these superheroes!

National Public Works Week is observed each year during the third full week of May and this is the 62<sup>nd</sup> year. The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to [www.publicworks.ca](http://www.publicworks.ca) for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. [www.cpwa.net](http://www.cpwa.net) If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to

[office@publicworks.ca](mailto:office@publicworks.ca) or by mail to:

APWA Alberta Chapter

PO BOX 44095 Garside Postal Outlet

EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in blue ink, appearing to read 'Mike Haanen'.

Mike Haanen, APWA President



National Public Works Week

May 15 – 21, 2022

“Ready and Resilient”

Provincial/Territorial Proclamation (SAMPLE)

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **[insert Province/Territory]**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **[Insert Province/Territory]** to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2022 marks the 62<sup>nd</sup> annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, **[Insert Full Name]**, **[Insert Premier -or- other title]** of **[Insert Province/Territory]**, do hereby designate the week May 15 – 21, 2022 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of **[Insert Province/Territory]** (to be affixed),

DONE at the **[City/Town/Rural Municipality]** of **[Insert City/Town/Rural Municipality]**, **[Insert Province/Territory]** this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

**[Insert Full Name of Premier]**

**[SEAL]**





## **Celebrate Public Works Week May 15-21, 2022 Ready & Resilient**

### **Proclamation**

Ensure that your Municipality proclaims or recognizes NPWW! See our website for digital copy of proclamation  
[www.publicworks.ca](http://www.publicworks.ca)

## **What You Can Do**



Public works superheroes help keep communities strong by providing an infrastructure of services in transportation, water, wastewater and stormwater treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. They are what make our communities great places to live and work. So, join us in celebrating these superheroes!

Support your superheroes by sending them to compete in the Equipment Rodeo and participate in the "Stronger Together We are One" Annual Technical Conference & Snow Show June 6 – 9, 2022 at the River Cree Resort in Enoch AB.



See our website for details [www.publicworks.ca](http://www.publicworks.ca)

### **Environmental Campaign**

Develop a week of activities to improve the community's environment. Show the many ways public works departments contribute to your community's environmental health.

#### **Thought starters:**

- Invite garden clubs, civic groups, historic preservation societies, schools and scouting councils to join you in an environmental project or suggest a project of their own.
- Organize a tree-planting ceremony, recycling drive, public grounds clean-up or free, safe disposal of oversized items and household hazardous wastes.
- Launch a campaign to solicit organizations to adopt a highway or public park.

### **Public Works Exhibit**

Create an exhibit to spotlight your organization's recent successes and emphasize how they benefit all citizens. Arrange to display your exhibit at libraries, community centers and shopping malls. You may be able to take advantage of a captive audience by exhibiting at a scheduled community event.

#### **Thought starters:**

- Feature public works equipment, display photos of facilities and provide information on upcoming public works projects.
- Show a film or video of public works in action.
- When practical, have a representative from various departments staff the exhibit to answer questions and provide information.

### **Rodeo/Equipment Shop**

Display equipment your department uses in day-to-day operations. Give public works employees the opportunity to show the skill required to operate public works equipment.

#### **Thought starters:**

- Select a location with high visibility such as a parking lot, city park, or public gathering place. Allow adequate time to research and reserve a location.
- Invite elected officials to participate in an activity during the event.
- Sponsor a regional contest and challenge other municipalities to a test of skills necessary to operate a backhoe, garbage pickup, forklift and lawn tractor.
- Emphasize safety; highlight the cost-effective measures and unique features of your equipment and vehicles.
- Have representatives from various departments show equipment and answer questions.



### **Open House or Tour**

An open house or tour offers participants a new perspective on public works and gives professionals an opportunity to discuss the daily operation at their facility. It also is a good time to gather community members opinions of public works projects and services.

#### **Thought starters:**

- Plan the open house in conjunction with a dedication ceremony, an anniversary, or a celebration of a completed project.
- Select employees to serve as ambassadors or tour guides.
- Provide a forum for citizens to learn about various departments and their functions.
- Develop a survey to gather attendees' opinions about a public works project or service of importance to your organization.

### **Employee Appreciation Day**

Acknowledge the many accomplishments public works employees contribute throughout the year with a special recognition event.

#### **Thought starters:**

- Sponsor a banquet to recognize outstanding performance, special achievements, safety records and attendance. Award honourees with a gift registration to a seminar, an engraved plaque, a special proclamation or a cash award.
- Include family members of honourees.
- Invite elected officials.
- Hold your event in a public works facility. For example, host a barbecue in an equipment garage.

For further information see our website: [www.publicworks.ca](http://www.publicworks.ca)

Or contact Jeannette Austin

Executive Director

[admin@publicworks.ca](mailto:admin@publicworks.ca)

**READY  
AND  
RESILIENT**

## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	April 14, 2022
Title:	WCB Partnerships in Injury Reduction (PIR)
Agenda Item Number:	6b.

#### **BACKGROUND/DISCUSSION:**

Partnership in Injury Reduction (PIR) is a voluntary program that operates through the combined efforts of WCB, the Ministry of Labour and Immigration, certifying partners, safety associations, employers and labour groups. It is designed to help you lower your premiums by encouraging injury prevention and the development of effective workplace health, safety and return-to-work plans. Specifically, it can help you:

- Decrease your worker's time away from work
- Reduce the number of workplace injuries
- Reduce costs associated with claims

All employers can participate in the program and be eligible for refunds up to 20% by maintaining a Certificate of Recognition (COR). A COR is essential to WCB's PIR program and a key component of the Ministry of Labour and Immigration's Partnerships program.

A COR shows that the employer's health and safety management system has been evaluated by a certified auditor and meets provincial standards. These standards are established by Occupational Health and Safety (OHS)

#### **RECOMMENDATION:**

1. Motion to begin working on updating our Health and Safety program to meet standards established by OHS and then apply for a Certificate of Recognition (COR) through WCB Partnerships in Injury Reduction (PIR)
2. Motion to accept as information at this time





## Partnerships in Injury Reduction (PIR)

PIR is a voluntary program that operates through the combined efforts of WCB, the Ministry of Labour and Immigration, [certifying partners](#), safety associations, employers and labour groups. It is designed to help you lower your premiums by encouraging injury prevention and the development of effective workplace health, safety and return-to-work plans. Specifically, it can help you:

- Decrease your worker's time away from work.

- Reduce the number of workplace injuries.

- Reduce costs associated with claims.

All employers can participate in the program and be eligible for refunds up to 20% by maintaining a Certificate of Recognition (COR). A COR is essential to WCB's PIR program and a key component of the Ministry of Labour and Immigration's ["Partnerships"](#) program.

A COR shows that the employer's health and safety management system has been evaluated by a certified auditor and meets provincial standards. These standards are established by Occupational Health and Safety (OHS).

## Performance measures

To determine the refund amount you may be eligible for, we have three different performance measures we can use. In reviewing your performance, we will always use the measure that helps you achieve the greatest refund.

### 1. Achieving a certificate of recognition (COR)

A COR is awarded to employers who have developed a health and safety program that meets standards established by the Ministry of Labour and Immigration and an [accredited certifying partner](#).

To achieve a COR, you must get at least 50% on each element of an audit and have an overall score of 80%. After earning a COR, you are eligible for a 10% industry rate refund for the first year and then five % every year you maintain the COR. PIR can help you develop a health and safety program and earn a COR.

*If you are registering with PIR for the first time and have not received your COR by year end, you can have your refund carried forward for one year and applied if the COR is complete at the end of the next year.*

## 2. Improving your performance

Your performance is compared to your own historical record. You can earn industry rate refunds if you improve your claim cost performance. You will receive a one per cent refund for every one per cent that you improve your performance, up to a maximum of 20%. Earning a COR can help you improve your performance and achieve this measure.

*To recognize that it takes time to build effective health and safety programs, you have a one-year grace period to achieve your COR and still be eligible for the refund under this measure.*

## 3. Maintaining industry leadership

Your performance is compared to your industry average. You can earn refunds from 10% to the maximum of 20% if you perform significantly better than your industry average over two consecutive years.

# Join PIR

Step 1: Complete a [PIR registration form](#) [PDF, 0.05MB].

Step 2: Qualify for a discount by earning a [Certificate of Recognition \(COR\)](#).

For more information on PIR, [contact us](#).

## Resources

- [Partnerships in Injury Reduction \(PIR\) program guide](#) [PDF, 3.10MB] [PDF, 312KB]  
Learn more about the benefits of the PIR Program, certifying partners and lowering your premiums.
- [Understanding your PIR claims summary report](#) [PDF, 0.90MB] [PDF, 204KB]  
How to read the report that summarizes the lost-time claims and claim costs used in PIR calculations.
- [Understanding your PIR projection report](#) [PDF, 0.54MB] [PDF, 180KB]  
How to read the monthly report which summarizes your status in PIR.
- [PIR certifying partners chart](#) [PDF, 0.05MB] [PDF, 56KB]  
Shows how many employers received PIR refunds with each certified partner last year.
- [PIR COR holders chart](#) [PDF, 0.10MB] [PDF, 164KB]  
Shows the growth of PIR refunds over a specific time period.
- [PIR refunds by year chart](#) [PDF, 0.10MB] [PDF, 163KB]  
Shows the total PIR refunds over a specific time period.

## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	April 14, 2022
Title:	June 9, 2022 Meeting Date

Agenda Item Number:	6c.
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#### **BACKGROUND**

Chantale from Community Futures Wild Rose has asked if we can change our June 9<sup>th</sup>, 2022 Regular Council meeting date so that Les and CAO can attend their Annual General Meeting that night.

#### **RECOMMENDATION:**

1. Motion to move our June 9, 2022 Regular Council meeting date to \_\_\_\_\_
2. Motion to accept as information at this time



2022 JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	April 14, 2022
Title:	APPS Remuneration

Agenda Item Number:	6d.
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#### **BACKGROUND**

As per our Legislative Policy 3.2 Council Remuneration a resolution would need to be made to pay each Councillor for the webinar on March 23, 2022 for the Alberta Provincial Police discussion with the Alberta Government.

*Per Diem rates will be paid to each Councillor based on attendance at approved Committee meeting as established annually, at the Organizational Meeting or for any other meetings or events **approved by Council resolution.***

#### **RECOMMENDATION:**

1. Motion to pay per diem for each Councillor for the attendance of the APPS webinar on March 23, 2022.
2. Motion to accept as information at this time

# Council Remuneration

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Date Approved by Council: October 19, 2016

Resolution: 2016-10-19-10

Review Date: Organizational Meeting

Related Bylaw: N/A

Amendments: 2019-07-11-130

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## **Policy Statement**

The purpose of this policy is to establish the rates of pay for Councillors for attendance for all Council and Committee meetings as well as to establish rates for the reimbursement of mileage and expenses.

## **Honorarium**

An honorarium will be paid to all Councillors. Honorariums are paid as compensation for Councillors attendance at regular and special council meetings and any other meetings of Council including public meetings, public hearings, and any other meeting or function other than approved committee meetings or any other attendance approved by Council resolution.

Honorariums will be paid to each Councillor on a quarterly basis unless otherwise requested by the Councillor.

The annual honorarium received by the Mayor will be \$3,000.

The annual honorarium received by any other Councillor will be \$2,500.

## **Per Diem**

Per diem rates will be paid to each Councillor based on attendance at approved Committee meetings as established annually, at the Organizational Meeting or for any other meetings or events approved by Council resolution.

The per diems rates are as follows:

½ Day Meeting/Event (Up to 4 Hours)	\$75/Meeting
Full Day Meeting/Event (Over 4 Hours)	\$150/Meeting

## **Mileage**

Mileage reimbursement will be paid for any meeting held outside of the Village boundary.

Mileage will be reimbursed at the current Canada Revenue Agency prescribed rate for that year.

### **Reimbursable Expenses**

Other expenses must be accompanied by a receipt in order to qualify for reimbursement.

Only those expenses directly related to approved meeting or functions are eligible for reimbursement.

### **Payment of Per Diems, Mileage and Reimbursable Expenses**

Per diems, mileage and reimbursable expenses will be paid to each Councillor upon receipt of approved expense forms by the Chief Administrative Officer.

VILLAGE OF HUSSAR  
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185  
DATE March 31 2022

STATEMENT BALANCE 143,058.37

ADD: OUTSTANDING DEPOSITS

Deposit in	250.74
Internet Banking in	-
	<u>250.74</u>

LESS: OUTSTANDING CHEQUES

8652 Wheatland Housing Management	1,234.00
8654 Palliser Regional	1,300.00
8682 Collabria Payment Processing	955.02
8683 Direct Energy	1,059.81
8684 FOX Energy Systems	105.91
8685 Local Authorities Pension Plan	700.05
8686 MRF Geosystems Corporation	12,635.78
8687 Palliser Regional	3,000.00
8688 Governmnet of Alberta	5,093.00
8689 Canoe Procurement Group	878.99
8690 Telus Communications	115.08
8691 Telus Mobility	112.25
	<u>- 35,624.59</u>

OUTSTANDING TRANSFERS

Adj Brown payment by 3 cents	- 0.03
	<u>- 0.03</u>

RECONCILED BALANCE	107,684.49
GL BALANCE (3000012700)	<u>107,684.49</u>
Variance	-

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800)	STATEMENT	3,215.58	Interest
Community Account (Rate .05)	GL BALANCE	<u>3,215.58</u>	\$ 0.13
	Variance	-	
Cemetery Perpetual Account 10189009 (3000012900)	STATEMENT	14,622.52	Interest
Community Account (Rate .05)	GL BALANCE	<u>14,622.52</u>	\$ 0.62
	Variance	-	
Cemetery Common Share Account 10499317 (3000013000)	STATEMENT	26.32	Interest
Common Share	GL BALANCE	<u>26.32</u>	\$ -
	Variance	-	
Mayors Memorial Trust Term Account 722821119129 (3000013400)	STATEMENT	2,426.07	Interest
12 Month Term (Fixed .40% Maturity Date - Feb 24, 2022)	GL BALANCE	<u>2,426.07</u>	\$ -
	Variance	-	
Cemetery Reserve 722821002853 (3000013500)	STATEMENT	10,467.01	Interest
High Interest Savings (Rate .35)	GL BALANCE	<u>10,467.01</u>	\$ 2.22
	Variance	-	

FGTF Grant Term Account 722821171542 (3000013700) 12 Month Term (Fixed .40% Maturity Date - February 22, 2022)	STATEMENT - GL BALANCE - Variance -	Interest \$ -	
ACP Grant Term Account 722821404653 (3000013800) 12 Month Term (Fixed .40% Maturity Date - February 15, 2022)	STATEMENT - GL BALANCE - Variance -	Interest \$ -	transferred to operating closed account
Common Share 10497733 (3000030000) Common Share	STATEMENT 2,580.57 GL BALANCE 2,580.57 Variance -	Interest \$ -	
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT 553,693.96 GL BALANCE 553,693.96 Variance -	Interest \$ 117.54	
Walking Trail Trust Term Account 15137870 (3000032220) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT 1,109.25 GL BALANCE 1,109.25 Variance -	Interest \$ 4.42	
MSI Capital Term Account 15137904 (3000032400) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT 294,867.20 GL BALANCE 294,867.20 Variance -	Interest \$ 488.30	TRANSFER \$ 150,930.00 MSI 2021
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT 1.58 GL BALANCE 1.58 Variance -	Interest \$ -	
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT 911.64 GL BALANCE 911.64 Variance -	Interest \$ 0.19	
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT 1,684.35 GL BALANCE 1,684.35 Variance -	Interest \$ 0.07	
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT 1,000.61 GL BALANCE 1,000.61 Variance -	Interest \$ 0.04	
FGTF 2 Grant Term Account 723111758865 (3000013900) 6 Month Term (Fixed .45% Maturity Date - Feb 16, 2022)	STATEMENT - GL BALANCE - Variance -	Interest \$ -	
Village Reserves Term Account 723111758873 (3000031000) 6 Month Term (Fixed .45% Maturity Date - Feb 16, 2022)	STATEMENT - GL BALANCE - Variance -	Interest \$ -	

Report Date  
2022-04-07 1:29 PM

Village of Hussar  
**List of Accounts for Approval**  
As of 2022-04-07  
Batch: 2022-00033 to 2022-00047

Page 1

Payment #	Date	Vendor Name	Reference	Payment Amount
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**Bank Code: AP - AP-GENERAL OPER**

Computer Cheques:

8664	2022-03-01	Society of Local Govt Managers	Kananaskis Refresher 2022	589.00
8665	2022-03-02	Government of Alberta	Land title	10.00
8666	2022-03-02	Armstrong Auto Service	wiper blade & antifreeze	58.29
8667	2022-03-02	AMSC Insurance Services Ltd.	Benefits	781.17
8668	2022-03-02	EPCOR Utilities Inc.	Campground Utilities	81.89
8669	2022-03-02	Telus Communications Inc.	Water Utilities	139.18
8670	2022-03-02	Telus Mobility	LS & PW Phone	112.25
8671	2022-03-02	Wild Rose Assessment Service	March Assessment Services	490.00
8673	2022-03-18	ClearTech Industries Inc	Chlorine	1,265.04
8674	2022-03-18	Canada Revenue Agency	Deduction Remittance	1,883.80
8675	2022-03-18	EPCOR Utilities Inc.	Utilities - Street lights	3,856.43
8676	2022-03-18	JG Water Services	Water/Sewer Operations	4,410.25
8677	2022-03-18	Gregg Distributors LP	nut, bolt, washer plate	7.67
8678	2022-03-18	Jepson Petroleum Ltd.	Cardlock Fuel	395.72
8680	2022-03-18	Wheatland County	Transfer Site	1,253.76
8682	2022-03-31	Collabria Payment Processing	tea kettle	955.02
8683	2022-03-31	Direct Energy	PW Utilities	1,059.81
8684	2022-03-31	FOX Energy System Inc	Stop Signs	105.91
8685	2022-03-31	Local Authorities Pension Plan	Pension	700.05
8686	2022-03-31	MRF Geosystems Corporation	AM Grant - Scanning Docs	12,635.78
8687	2022-03-31	Palliser Regional	Staff AM training	3,000.00
8688	2022-03-31	Government of Alberta	Police Funding Model	5,093.00
8689	2022-03-31	Canoe Procurement Group of	Printer Ink	878.99
8690	2022-03-31	Telus Communications Inc.	WTP Phone	115.08
8691	2022-03-31	Telus Mobility	LS & PW phone	112.25

Total for AP: 50,857.18

Certified Correct This April 7, 2022

Reeve

Administrator

**VILLAGE OF HUSSAR****2022 Interim Operating Budget****General**

<b>Account #</b>	<b>Description</b>	<b>2021 Budget</b>	<b>2022 Budget</b>
1000011000	Municipal Property Taxes	( 196,283.88)	( 185,491.22)
1000011200	Alberta School Foundation Taxes	( 41,637.84)	( 40,415.59)
1000011300	Wheatland Lodge Taxes	( 1,170.00)	( 1,234.00)
1000011400	DI Property Taxes	( 29.00)	( 30.00)
1000051000	Property Tax Penalty	( 10,000.00)	( 10,000.00)
1000054000	ATCO Gas Franchise Fee	( 15,489.00)	( 20,000.00)
1000055000	Return on Investments	( 1,000.00)	( 1,000.00)
2000076000	Alberta School Foundation Fund	41,637.84	40,415.59
2000076200	DI Property Tax Requisition	29.00	30.00
2000076500	Wheatland Lodge Requisition	1,170.00	1,234.00
2000077000	Operating Contingency	-	-
		( 222,772.88)	( 216,491.22)

**Council**

<b>Account #</b>	<b>Description</b>	<b>2021 Budget</b>	<b>2022 Budget</b>
2110013000	Council CPP Deductions	850.00	950.00
2110014000	Council Training	1,600.00	1,800.00
2110015000	Council Honorarium/Per Diem	13,500.00	14,500.00
2110021000	Council Mileage & Expense	3,000.00	3,000.00
2110051500	Donations/Gifts	1,000.00	1,000.00
		19,950.00	21,250.00

**Elections and Census**

<b>Account #</b>	<b>Description</b>	<b>2021 Budget</b>	<b>2022 Budget</b>
2121122000	Election & Census Advertising	1,000.00	-
2121151000	Election & Census Supplies	1,500.00	-
		2,500.00	-

**Administration**

<b>Account #</b>	<b>Description</b>	<b>2021 Budget</b>	<b>2022 Budget</b>
1120041000	General Services And Supplies	( 200.00)	( 500.00)
1120056000	Rentals/ Lease Revenue	( 3,150.00)	( 3,200.00)
1120084000	Provincial Operating Grant	( 24,203.00)	( 24,203.00)
2120011000	Admin Salaries & Wages	48,700.00	48,200.00
2120011500	Contracted Casual Hours	-	3,100.00
2120012000	AMSC Benefits Employer Contribution	1,790.00	2,200.00
2120012500	LAPP Employer Contribution	4,310.00	4,075.00
2120013000	Admin CPP/EI Contributions	3,560.00	3,625.00
2120014000	Administration Training	3,500.00	3,000.00
2120021000	Admin Mileage & Expenses	2,000.00	2,000.00
2120021500	Postage/Courier/Freight	1,500.00	1,500.00
2120022000	Advertising	1,500.00	1,000.00
2120022500	Memberships	1,800.00	1,800.00



2120023000 Banking Charges & Audit expense	12,000.00	12,250.00
2120023500 Legal Fees	4,000.00	1,500.00
2120024000 Assessment Services	5,500.00	5,600.00
2120024500 IT Services/Website	5,800.00	5,890.00
2120027000 Insurance Premiums	6,500.00	6,725.00
2120051000 Office Supplies & Services	4,500.00	4,500.00
2120052000 COVID-19 Expenses	-	-
2120054000 Admin Utilities	3,500.00	3,750.00
2120080000 Admin - Amortization Expenses	560.00	560.00
	<hr/>	<hr/>
	83,467.00	83,372.00

#### Fire

Account #	Description	2021 Budget	2022 Budget
2230076000	Fire Association Requisition	8,110.00	8,150.00
2230076500	Fire Capital Contribution	1,000.00	1,000.00
		<hr/>	<hr/>
		9,110.00	9,150.00

#### 2028 Centennial Event

Account #	Description	2021 Budget	2022 Budget
3000036000	Village of Hussar Centennial Event Reserve	500.00	750.00

#### Emergency Management

Account #	Description	2021 Budget	2022 Budget
2240051000	Emergency Supplies & Services	750.00	500.00

#### Ambulance/Emergency Services

Account #	Description	2021 Budget	2022 Budget
2250076000	WADEMSA Requisition	1,520.00	1,520.00
		<hr/>	<hr/>
		1,520.00	1,520.00

#### RCMP & Bylaw Enforcement

Account #	Description	2021 Budget	2022 Budget
1260051000	Animal Licenses	( 300.00)	( 400.00)
1260051500	Provincial Fines Distribution	-	( 160.00)
2000076600	RCMP	5,341.00	6,760.00
2260035000	Protective Services	600.00	550.00
		<hr/>	<hr/>
		5,641.00	6,750.00

#### Public Works

Account #	Description	2021 Budget	2022 Budget
1310041000	PW Services/Supplies	( 2,300.00)	( 2,000.00)
1720081000	Grants from Others		( 5,000.00)
2310011000	Public Works Wages	40,982.00	37,625.00
2310012000	Public Works Benefits	4,567.00	5,070.00
2310013000	Public Works CPP/EI	3,560.00	3,550.00
2310014000	Public Works Training	-	-
2310025000	Equipment Maintenance	3,000.00	3,000.00

2310025500 Contracted Maintenance	1,500.00	1,500.00
2310025600 Building Maintenance	-	8,000.00
2310026000 Equipment Rentals	250.00	250.00
2310027000 Insurance Premiums	1,420.00	1,550.00
2310035000 Weed Inspector	250.00	360.00
2310051000 PW General Supplies	3,225.00	3,750.00
2310051500 Public Works Tools/Equipment	2,225.00	2,250.00
2310052500 Cardlock Fuel	2,500.00	4,000.00
2310054000 Public Works Utilities	4,500.00	4,800.00
2310077000 Transfer to Equipment Reserve	10,000.00	10,000.00
2310080000 Common - Amortization Expense	5,073.11	5,073.00
	<hr/> 80,752.11	<hr/> 83,778.00

#### Roads

Account #	Description	2021 Budget	2022 Budget
1320054000 Fortis Franchise		( 26,742.00)	( 27,252.00)
2320025000 Roads Contracted Maintenance		1,500.00	1,500.00
2320024000 Roads Maintenance		1,000.00	1,500.00
2320054000 Utilities - Street Lights		20,000.00	20,500.00
2320080000 Roads - Amortization Expense		70,129.98	70,129.98
		<hr/> 65,887.98	<hr/> 66,377.98

#### Water

Account #	Description	2021 Budget	2022 Budget
1410040000 Water Billing		( 67,320.00)	( 69,768.00)
1410041000 Water Services/Supplies			( 100.00)
1410041500 Bulk Water Sales		( 2,000.00)	( 2,000.00)
1410051000 Water Penalty		( 1,375.00)	( 1,000.00)
2410021500 Water Postage & Freight		500.00	500.00
2410023000 Water Operations Contract		25,000.00	27,600.00
2410023500 Water Testing		1,000.00	250.00
2410025000 Water Contracted Maintenance		20,000.00	20,000.00
2410026000 Lease Payments		2,985.00	3,075.00
2410027000 Insurance Premiums		1,475.00	1,580.00
2410051000 Water Services/Supplies		120.00	150.00
2410053000 Treatment Chemicals		4,800.00	4,800.00
2410054000 Water Utilities		12,360.00	13,500.00
2410077000 Transfer to Reserves		2,455.00	1,413.00
2410080000 Water - Amortization Expense		38,630.20	38,630.20
		<hr/> 38,630.20	<hr/> 38,630.20

#### Wastewater

Account #	Description	2021 Budget	2022 Budget
1420040000 Sewer Billing		( 49,170.00)	( 48,960.00)
1420051000 Sewer Penalty		( 1,000.00)	( 1,000.00)
2420023000 Sewer Operations Contract		6,000.00	7,000.00
2420025000 Contracted Maintenance		2,600.00	3,500.00
2420027000 Insurance Premiums		870.00	930.00
2420051000 Sewer Services/Supplies		120.00	120.00

2420054000 Sewer Utilities	2,500.00	2,600.00
2420077000 Transfer to Reserves	36,671.86	34,845.00
2420080000 Sewer - Amortization Expense	22,337.43	22,338.00
2420083000 Debenture Interest	1,408.14	965.00
	<hr/>	<hr/>
	22,337.43	22,338.00

#### **Solid Waste**

Account #	Description	2021 Budget	2022 Budget
1430040000	Garbage Collection Billing	( 29,700.00)	( 31,512.00)
1430051000	Garbage Collection Penalty	( 500.00)	( 500.00)
2430011000	Garbage Collection Wages	4,130.00	3,510.00
2430025000	Transfer Site Maintenance	5,665.00	7,000.00
2430035000	Transfer Site Labour	8,500.00	7,500.00
2430054000	Transfer Site Utilities	500.00	500.00
2430076000	Drum Solid Waste Requisition	7,970.68	7,880.00
2430077000	Transfer to Reserves	2,689.32	4,873.00
2430078000	SAEWA Requisition	93.00	95.00
2430077000	Loan Interest	652.00	654.00
		<hr/>	<hr/>
		-	-

#### **WFCSS**

Account #	Description	2021 Budget	2022 Budget
2510076000	FCSS Requisition	1,320.00	2,170.00

#### **Cemetery**

Account #	Description	2021 Budget	2022 Budget
1560041000	Cemetery Revenue	( 1,300.00)	( 1,300.00)
1560055000	Cemetery Interest	( 5.00)	( 5.00)
1560059000	Cemetery Donations	( 1,000.00)	( 1,000.00)
1560077000	Transfer from Reserves/Perpetual Account	( 6,000.00)	( 6,000.00)
2560011000	Cemetery Wages	605.00	218.34
2560021500	Cemetery Postage/Freight	-	-
2560025000	Cemetery Maintenance	500.00	686.66
2560051000	Cemetery Goods & Services	6,000.00	6,000.00
2560054000	Cemetery Utilities	1,000.00	1,200.00
2560080000	Cemetery Amortization Expense	200.00	200.00
		<hr/>	<hr/>
		-	-

#### **Planning & Development**

Account #	Description	2021 Budget	2022 Budget
1610041000	Development Permits	( 300.00)	( 500.00)
1610084000	Provincial Grant	( 20,000.00)	( 23,000.00)
2610022000	Planning & Development Advertising	1,500.00	1,000.00
2610023000	Planning & Development Consulting	20,000.00	23,000.00
2610076000	Palliser Requisition	1,990.00	2,050.00
		<hr/>	<hr/>
		3,190.00	2,550.00

**Campground**

Account #	Description	2021 Budget	2022 Budget
1720041000	Campground Revenue	( 3,500.00)	( 12,000.00)
1720056500	Fish & Game Club Payments	( 500.00)	( 500.00)
1720059000	Campground Donations		
1720081000	Grants from Others		
2720011000	Campground Wages	3,000.00	3,855.00
2720025000	Campground Maintenance	7,000.00	5,000.00
2720027000	Campground Insurance	320.00	245.00
2720051000	Campground Services & Supplies	1,050.00	1,200.00
2720054000	Campground Utilities	4,200.00	4,325.00
2720077000	Transfer to Campground Reserve	-	-
2720080000	Parks & Rec - Amortization Expense	43,768.15	43,768.15
		<hr/> 55,338.15	<hr/> 45,893.15

**School Grounds**

Account #	Description	2021 Budget	2022 Budget
2730011000	School ground wages	1,500.00	700.00
2730025000	School ground maintenance	1,500.00	1,500.00
		<hr/> 3,000.00	<hr/> 2,200.00

**Library**

Account #	Description	2021 Budget	2022 Budget
1740056500	Library Payments		
2740076000	Marigold Requisition	1,185.60	1,125.00
2740076500	Hussar Library Contribution	500.00	500.00
2740080000	Culture Amortization Expense	1,480.00	1,480.00
		<hr/> 3,165.60	<hr/> 3,105.00

**Operating Budget**

	<hr/> 174,286.59	<hr/> 173,843.11
Less: Amortization Expenses	( 182,178.87)	( 182,179.33)
Add: Debenture Principal Payments	7,892.28	8,336.22
Add: Transfer to Capital Reserves		
<b>TOTAL OPERATING BUDGET</b>	<hr/> 0.00	<hr/> -

Approved this \_\_\_\_ day of \_\_\_\_\_, 2022

Les Schultz, Mayor

Kate Brandt, CAO

**VILLAGE OF HUSSAR**  
**CAO REPORT**  
**April 14, 2022**

**NACLAA**

Municipal Law II Grades:

Assignment A – 88%, B-% 88, C- due Apr 8.

Discussion A - %89, B – 88%, C – 88%

**Year End**

- Audit preparations are in full swing (May 1<sup>st</sup> is the deadline)  
-Next meeting we will need to approve our audited financial statements or a special meeting will need to be called
- Next meeting I should have an idea of our mill rate for 2022

**Grants to apply for**

Brought up the multi-use court at the community groups meeting and the Lions invited me to their meeting on April 12 as they may consider applying for the grants. I will have more information on this for the meeting on the 14<sup>th</sup>. Once the project is planned out, we will present it to Council

**Voyent Alert**

Had training for Voyent Alert. It is the alert system that the County uses and have provided access to the three villages. This is all associated with WREMP. Next stage would be to have people sign up for alerts.

**Gray's bill for the water break**

We have received the bill from Gray's for the water break. It includes the cost of the gas line being hit. We have to pay it and then bill Promark for the incorrect locates. I am working on this.

**Committee meeting:**

It went really well and each group seems to be in pretty good standing. The one group that is struggling the most is the AG Society for the arena. With COVID and the new ice plant they have had a rough couple of years. They did apply for the CERB funding through Wheatland County so we are all hoping they receive a substantial amount to help them out.

The Lion's group is interested in my multi-court idea for the old school grounds so I am attending their meeting on April 12 to see if I can get that ball rolling and once a plan is in place I will present to Council before submitting the applications for the available grants.

SummerDaze would like to install electrical down between the ball diamonds so they do not need to run the beer tent on a generator every year. The baseball association may donate the money for this project.

Fire Association has their 50<sup>th</sup> anniversary this year and are going to do something for it during SummerDaze

We will come up with 2 welcome packages, one for Village residents and one for County residents that are near here. Wendy is going to help me with these.

The grain elevator project was mentioned and everyone seemed to like the idea including putting solar lights on it to be able to adjust the light colour for special occasions.

**Upcoming Office Closures/Meetings**

Monday April 18, 2022 Easter Monday Stat Holiday (Office Closed)

Tues & Wed April 26 & 27 County Office ICS-200 training (2 full day)

Mon May 2, 2022 – Wheatland Regional Partnership Meeting County Office

Tuesday -Friday May 10 – 12 2022 Municipal Administration Leaders Workshop Kananaskis

Meeting Date	Resolution #	Resolution	Assigned to	Action/Comment	Date Completed
		Annexation - Old school grounds	CAO	Received acknowledgement of the letter of intent. Will begin the full application process soon	in progress
Dec 10 2020	2020-12-10-313	to have our CAO begin research on Seniors Housing	CAO	Talk to Wheatland Housing Management Body when they attend our meeting. Will invite them to our May meeting	Spring
April 8 2021	2021-04-08-410	continue looking for new and used trucks	CAO	will keep an eye out for good deals	ongoing
April 8 2021	2021-04-08-411	village sanding units	CAO	purchase after we know what truck we are getting	ongoing
10-Jun-21	2021-06-10-454	look into the process to sell lot 6PUL 9 0310282 and subdivide it	CAO	subdivision application has been submitted to Palliser	in progress
July 8 2021	2021-07-08-490	Clarke's Excavating to install water line at cemetery	CAO/Tim	Waiting for supply list from Clarke	on hold till the Spring
		Mayor's memorial wall inscription	CAO	Too cold for the equipment right now. Will be scheduled once the weather is warmer in the spring	spring
		Columbarium #4	CAO	Need to pour foundation for the base of columbarium #4 and a sidewalk to connect 3 & 4. contact new contractor	Spring
Nov 10 2021	2021-11-10-621	look for new quotes to fix the driveway at 120 2nd Ave E	CAO	need new contractor quote	Spring
Sep 16 2021	2021-09-16-554	spread asphalt on 2 <sup>nd</sup> Street East at the same time that we work on the approach	CAO/PW	Lots of large items mixed in with the fines, takes a long time to sort through it. One pile left for the spring	Spring
Oct 14 2021	2021-10-14-570	Armstrong Auto Bay quote to correct the concrete on the North bay that does not require the sidewalk to be removed	CAO	contact new contractor	spring
Oct 14 2021	2021-10-14-572	Bike rack at school bus stop quote	CAO	asked YS Welding to supply a quote	in progress
Feb 3 2022	2022-02-03-031	2 Billion Trees grant application	CAO/Council	Application deadline Feb 17, 2022	submitted
Feb 3 2022	2022-02-03-032	Fortis Grants - application for centennial garden and furnace	CAO	Application for Centennial Garden has been submitted, applications are accepted till May so we will hear back after that.	submitted
		FORTIS Grant - Furnace	CAO/PW	Received the \$5000 grant for our new energy efficient office furnace. PW is building the new stand so it will all be 4ft off the ground. (Safety code standard)	in progress
Feb 3 2022	2022-02-03-039	Public Space privacy and filming legislation	CAO	I am creating a policy for our cameras	in progress
Feb 3 2022	2022-02-03-037	more information on IT services through Alberta Municipalities	CAO	Too expensive currently so MA is looking at having them come up with a program for Villages where once could house the infrastructure and others could access it from there at a cheaper rate. Will contact me in a few months with their proposal	on hold
Feb 24 2022	2022-02-24-075	quote from CIMA for project on 1st Ave west from Centre Street to 1st Street West	CAO	Reached out to Patrick, he will get us a quote	on hold
Mar 17 2022	2022-03-17-093	Bulk Water - quote so we can send notice to residents	CAO/JG	followed up with JG, still waiting to hear about a quote	in progress
Mar 17 2022	2022-03-17-094	Possibility of creating a new multi position	CAO	This will be ongoing for a while	in progress
Mar 17 2022	2022-03-17-099	EV Charging Program - invite Robin	CAO	Will be a delegate on our April 28 meeting	in progress

## Public Works Report March.

- spent some time doing Road work on 1st ave at both water main break locations.
- Pot Hole repairs on 1st ave.
- work on spot in front of Office Shop entrance mud bog every spring. laying down fines in the area
- working on refurbishing planter boxes
- Truck water pump & oil seal leak. repaired.
- working on Risers for Shop furnace & Hot water tank.
- Started weed whipping along rail tracks.

## JGwaterservices Montly Summary For March 2022

March 3, 2022	Turned the water back on at 117 2nd Ave E.
March 9, 2022	Power outage ( Emergency Callout)
March 15, 2022	High level alarm at the lift station ( Emergency Callout)





## Frequently asked questions: 2022 Alberta Wind Power Projects and Over-Dimensional Loads

The construction of nine wind power projects are planned across Alberta in 2022. Siemens will be supplying turbines for these projects in Cypress County, Oyen, Vermilion, Drumheller, Hanna, Hilda, and Enchant. Large volumes of over-dimensional components will be transported into Alberta by truck through the Coutts border, or by rail into the Vermilion and Oyen area where they will be transported by truck to their final destination. Many loads are being brought to staging areas prior to transport to project sites.

What is the  
impact on Alberta  
municipalities?

It is anticipated that there will be more than 1,500 oversized loads of turbine components – blades, towers, nacells, and hubs – transported throughout Alberta over the next 10 months. Most travel will be on provincial roadways, with some travel required on municipal roads.

When will these  
loads be moving?

It is anticipated that the turbine loads will take place between April and November 2022.

Are permits  
required?

The configurations for moving blades can be upwards of 60 metres long and many of the components will be overweight. Carriers must obtain single trip overweight and over-dimensional permits from Alberta Transportation.

Where can a  
commercial  
carrier get a permit?

Carriers can apply for a single-trip overweight and over-dimensional permit from Alberta Transportation online at <https://www.trans.gov.ab.ca/TravisWebLogin/welcome.htm>

Applications for overweight loads will be forwarded to municipalities, who will approve or deny overweight permits, as they see fit. This allows municipalities the ability to control heavy vehicle traffic by designating truck routes within their boundaries that use roads with stronger pavement.

Where can I find  
more information?

If you have questions about the transportation of these loads please contact Andrea Dykens, Permit Program, Alberta Transportation by email at [andrea.dykens@gov.ab.ca](mailto:andrea.dykens@gov.ab.ca) or toll-free at 310-0000, then 403-340-7145.

## Current Loan Application Dates and Application Requirements

**Application Deadline:** April 29, 2022

**Loan Issue Date:** June 15, 2022

Please submit all required documentation by the application deadline of **April 29, 2022**. Applications for education and health borrowers should be submitted well in advance of the application deadline due to additional legal work required. Please refer to the [Loans to Local Authorities website](#) for information on [how to apply](#), [application forms](#), and general information.

### **All applicants must submit the following documents:**

- 1) [Loan application](#);
- 2) Authorized borrowing bylaw or resolution (certified true copy) ;
- 3) Most recent audited financial statement;
- 4) [Loan calculator](#); AND

The following additional documents, as applicable to your borrower category:

	<a href="#">Debt Limit Worksheet</a> and supporting documents <sup>1</sup>	Financial Information Return	<a href="#">Master Loan Agreement</a> (New agreement with Treasury Board & Finance)	Business Case	Ministerial Approval, (As applicable)	Credit Review Documents (As applicable)
Municipalities	√	√	√		√	√
Regional Service Commissions	√	√	√	√	√	√
Post-Secondary Institutions	√			√	√	
School Board				√	√	
Health Authorities				√	√	
Airport Authorities	See respective Credit Agreements					

Debt Limit Worksheets must be completed as at **Dec 31, 2021** for municipal and regional service commission borrowers.

Please see the [Loans to Local Authorities](#) website for more detailed descriptions of the requirements.

Electronic submissions are accepted and no hard copies are required. Please submit your applications to [localauthorityloans@gov.ab.ca](mailto:localauthorityloans@gov.ab.ca).

The next quarterly loan date is September 15, 2022 and the application deadline is July 29, 2022.



March 23, 2022

Alberta Utilities Commission  
106 Street Building  
10<sup>th</sup> Floor, 10055 106 Street  
Edmonton, AB T5J 2Y2

**RE: INCREASING UTILITY FEES**

Dear Utilities Commission,

There has been a growing concern in our community, and likely across the province, of the rising utility fees for both natural gas and electricity.

Over the course of the past two years, our residents have dealt with the strain of the pandemic, rising costs of groceries, rising gas prices, and job insecurity. Now they can add the stress of maintaining utilities in their homes to that list.

But it is not just residents that are struggling with these rising costs. Also greatly effected are the non-profits of our community and our province. Our non-profits offer us services that are greatly needed for our physical, mental, and social wellbeing however these services are now in jeopardy as they focus what funds they have on paying utility fees.

Instead of retaining funds for savings, for food, to pay rent or a mortgage, or to offer services that improve a community's wellness, people are being forced to pay exorbitant delivery charges to maintain utility services.

We at the Town of Fox Creek believe now is not the time to be taking more and more money from the pockets of Albertans, now is the time to support our people.

So, with the abovementioned in mind, the Town of Fox Creek would like to strongly encourage the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit the corporations are making off Albertans.

Your time and consideration of our residents and non-profits is greatly appreciated.

Sincerely,

Mayor Sheila Gilmour  
Town of Fox Creek  
[sheila@foxcreek.ca](mailto:sheila@foxcreek.ca)

cc The Honourable Sonya Savage, Minister of Energy  
Todd Loewen, MLA  
Alberta Municipalities



## MEMO BRIEF UPDATE – March 28, 2022

**ANNOUNCEMENT** – **SAEWA** is pleased to report having received formal notification from the Hon. Ric McIver, Minister of Municipal Affairs that SAEWA has successfully been AWARDED \$149,164 through the Alberta Community Partnership (ACP) Intermunicipal Collaboration Fund to complete the Regional Green Economy Attraction and Energy from Waste Investment Partnership Project in moving forward the Review of (3) EfW Investor Consortia - Expressions of Interest to move forward the development of the 300,000 tonne EfW Facility at the selected [Newell County Landfill site](#).

SAEWA Chair, Tom Grant

SAEWA, Vice Chair / Project Lead, Paul Ryan

Please direct inquiries to:

SAEWA Executive Director, Sherry Poole

[sherry@saewa.ca](mailto:sherry@saewa.ca)

## PROJECT DEVELOPMENT BACKGROUND –

### Expression of Interest to partner with SAEWA –

- SAEWA as a result of the Request for Expressions of Interest (EOI) process have received 3 Expressions of Interest from consortia (listed in no particular order):

1. Covanta – EQT Infrastructure
2. Hitachi Zosen Inova - ACCIONA
3. SUEZ - VEOLIA

### 2022 Priorities Roadmap - What members and stakeholders can expect next?

- SAEWA has assembled the EOI Review Steering Committee that in the upcoming weeks will be coordinating a formal EOI Review Workshop to move forward on a rigorous review of the EOI submissions and qualification process.
- The 2022 ambitious timeline includes SAEWA to begin working towards holding consortia meetings with potential investors and to develop a preferred shortlist in selection of a Tech Vendor to develop the Energy-from-Waste Facility at the Newell County Landfill site.

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***The SAEWA Mission Statement:** Research and implementation of energy recovery from NON-RECYCLABLE WASTE MATERIALS to reduce long term reliance on landfills.*

**Membership:** Fifty plus communities consisting of Hamlets, Villages, small Urban and Rural Municipalities, and waste authorities

**Processing Capacity:** Up to 300,000 tonnes per year

**Potential Outputs:** +/- 50 MW electricity +/- 1m tonnes process steam

**Estimated tipping fees:** \$50 per tonne with higher level (non granted) government support. \$90 per tonne with debt financing.

**Green House Gas Reductions (peer reviewed):** 230k tonnes per year, 7m tonnes over 30 year lifespan of the facility

**Engineers of Record:** HDR Inc.

**Collaborative Funds expended to complete the level of progress achieved:**

Higher level of Government(s) grant funding awarded in the amount of \$1.5m (Federal and Provincial)

Municipal support estimated \$2.0m (membership proceeds and director representation)

**Engineering Work Completed: (FCM & ACP Funding Programs \$1.5m)**

- Project Development Plan
- Regulatory Requirements Plan
- Siting Process Plan
- Communications Plan
- Procurement Process Plan
- Initial Business Plan
- Detailed Business Plan
- Governance Model established by Brownlee LLP
- Waste Stream Characterization
- Transportation Study and Siting Analysis (U of A)
- Environmental Life Cycle Analysis: HDR with 3rd Party Review by O&G Sustainability and Pembina Institute confirming reduction of 7 million tonnes GHG's and methane over facility lifecycle (35 years)

**Work Completed February 2020: (ACP \$400,000)**

- Site Study Evaluation Analysis completed by HDR and
- Site Announcement: Newell Regional Waste Landfill Site
- Extensive Provincial Government Engagement process completed

**Work Completed Summer – Winter 2020 (CARES \$48,000)**

- EfW Economic & Environmental Outreach Analysis roll-up



# SAEWA EFW Economic Summary

## Socio-Economic Impact of a Proposed Energy-from-Waste Facility in Newell County

### A Better Waste Management Alternative

- The proposed Energy-from-Waste facility to be located in Newell County, is planned to process a maximum of 300,000 metric tonnes of municipal solid waste per year from various SAEWA member municipalities and other waste generators across southern Alberta.
- The primary purpose of the facility is to divert waste streams from landfill sites resulting in GHG emission reductions estimated at 7 million metric tons of CO<sub>2</sub>-equivalents – equivalent to taking over 53,000 vehicles off the road, and currently valued at \$75 million over the lifecycle of the project.
- The facility would generate approximately 205,000 MWh of electricity per year – enough to power over 28,000 homes, resulting in annual revenues of at least \$11 million per year. Additionally, alternative energy sales opportunities such as selling steam to neighbouring industrial facilities could also prove to be even more valuable.
- The facility is also estimated to recover 5,400 metric tonnes of metal annually for recycling.
- Other waste streams could also be processed at the facility, including railway ties, specified risk materials, and other unique waste streams from local industrial facilities.

### Economic Impacts

- Development of the 300,000 tonne scale EFW facility in Southern Alberta will stimulate the energy and value-add economy which directly represents key pillar priorities framed within the Province's Recovery Plan economic diversification and energy innovation goals.
- The construction of the facility will create approx. 490 high-paying jobs over 3 years (1,471 job-years) generating approx. \$108 million in employment income, generate approx. \$442 million in business revenues (mainly in Alberta), and add approx. \$183 million in GDP.
- The ongoing operations of the facility will create an additional approx. 57 direct permanent jobs and approx. 69 indirect jobs (for a total of 126), generating approx. \$11 million in employment income.
- The EFW facility will spur additional economic development. The facility has the ability to use steam energy for district heating enabling co-location such as greenhouse, agricultural production, anaerobic digestion facilities and further providing energy to nearby industries such as meat packing plants.

### Detailed Economic Impact Estimates

Table 1: Impact of Facility Construction, Cumulative over Construction Period

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs (Job-Years)	Average Salary, \$
Direct	\$281.1	\$89.5	\$60.2	762.4	\$78,927
Indirect	\$106.7	\$55.7	\$33.6	435.4	\$77,146
Induced	\$54.3	\$38.1	\$14.0	273.4	\$51,337
<b>Total</b>	<b>\$442.2</b>	<b>\$183.3</b>	<b>\$107.8</b>	<b>1,471.3</b>	<b>\$73,272</b>

Note: monetary values are in 2015 dollars.

Table 2: Impact of Facility Operations, Average Annual

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs	Average Salary, \$
Direct	\$24.7	\$12.2	\$5.9	56.8	\$104,429
Indirect	\$14.0	\$6.9	\$3.5	42.6	\$81,355
Induced	\$5.3	\$3.7	\$1.4	26.6	\$51,389
<b>Total</b>	<b>\$44.0</b>	<b>\$22.8</b>	<b>\$10.8</b>	<b>126.0</b>	<b>\$85,421</b>

Note: monetary values are in 2015 dollars.

Dear Mayor Schultz and Village of Hussar Council,

I am writing to you today, with a proposal to join our Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta. This injection of funding would have a larger and more immediate impact within our communities to improve community safety and the health and well-being of all Albertans.

As you are aware, the Government of Alberta is reviewing the possibility of transitioning away from the RCMP to a new Alberta Provincial Police Service (APPS). Last year, they released a [Transition Study](#), which outlined potential exorbitant costs, including \$366 million in one-time transition costs over six-years and \$139 million in additional policing costs annually, increasing with inflation. With that said, over just a six-year period costs would total over \$1.2 billion.

Through polling that the NPF has conducted over the past year, it is clear that Albertans feel the same with. An overwhelming 84% of Albertans support retaining the RCMP and believe the Government of Alberta should instead focus on addressing the root causes of crime and improving social services.

As the Government of Alberta continues to consult and push the idea of a new and expensive police service forward, now is the time for all impacted stakeholders to come together to tell the government that the proposed money would be better invested into critical services to address under resourcing, staffing shortages, and the lack of social support programs.

Attached to this email is a draft of the Call to Action to the government for your review.

Our goal is to have stakeholders sign on and to release publicly at the end of April in a joint effort.

**If you are interested in signing onto the Call to Action, please reply to this email and include your logo for use which will be added to the Call to Action, before April 15, 2022.**

If you have any questions, comments, or concerns, please don't hesitate to contact me.

## Colin Buschman

Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l'ouest

**National Police Federation | Fédération de la Police Nationale**

(236) 233-8100

<https://npf-fpn.com>



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 nationalpolicefederation

 National Police Federation

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des membres de la GRC. This email may contain PRIVILEGED AND/OR CONFIDENTIAL INFORMATION intended only for the use of the addressee. If you are not the addressee or the person responsible for delivering it to the person to whom it was addressed, you may not copy or deliver this to anyone else. If you receive this email by mistake, please immediately notify us.

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April XX, 2022

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of \$366 million over six years, and, at minimum, an additional \$139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's \$2 million Transition Study did not highlight how a new APPS would address any of these issues.

**We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:**

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
  - *Expand Police and Crisis Teams with police and Alberta Health Services*
  - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
  - *Ensure timely trials by prioritizing violent over non-violent crimes*
  - *Hire more Crown prosecutors and appoint more Provincial Court Judges*