

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, December 12, 2024**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, December 12, 2024, commencing at 7:00 pm

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|--------------------------------------|--|---------|
| <u>IN ATTENDANCE</u> | Councillors: Les Schultz, Tim Frank and Coralee Schindel Elizabeth Santerre (CAO) 1 via conference call 0 people in attendance | |
| <u>CALL TO ORDER</u> | The meeting was called to order at 7:01 pm | |
| <u>ACCEPTANCE OF AGENDA</u> | <ul style="list-style-type: none">○ Add item b) Water & Wastewater under 11. Confidential○ Add item c) Personnel Matter under 11. Confidential○ Add item d) Thank You to the County of Wheatland for Snow Removal in the Village under 6. Business○ Amendment to Bylaw Review 562-24 Intermunicipal Development Plan Bylaw it should read 531-21○ Strike 3. Delegation | |
| 2024-12-12-1088 | MOVED by Councillor Frank to accept the Agenda with those additions and deletions | CARRIED |
| <u>APPROVAL OF MINUTES</u> | <u>November 19, 2024 Regular Council Meeting</u> | |
| 2024-12-12-1089 | MOVED by Councillor Schindel to accept these minutes with the changes to page 2 | CARRIED |
| <u>POLICY & BYLAW REVIEW</u> | <u>Bylaw Review</u> <ul style="list-style-type: none">• 562-24 Intermunicipal Development Plan Bylaw | |
| 2024-12-12-1090 | MOVED by Councillor Schultz to give FIRST READING to the proposed Municipal Development Plan Amendment Bylaw 562-24 | CARRIED |
| | <ul style="list-style-type: none">• 562-24 Intermunicipal Development Plan Bylaw | |
| 2024-12-12-1091 | MOVED by Councillor Schultz to authorize a Public Hearing be held for Bylaw 562-24 on February 13 th , 2025, 6pm at the Hussar Village Office to allow any person who claims he or she would be affected an opportunity to be heard by council. | CARRIED |

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- 563-24 Land Use Bylaw

2024-12-12-1092 MOVED by Councillor Frank to give FIRST READING to the proposed new Land Use Bylaw 563-24

CARRIED

- 563-24 Land Use Bylaw

2024-12-12-1093 MOVED by Councillor Frank to authorize a Public Hearing to be held for Bylaw 563-24 on February 13th, 2025, at 6pm at the Hussar Village Office following the Public Hearing for Bylaw 562-24 to allow any person who claims he or she would be affected an opportunity to be heard by council.

CARRIED

- 540-21 Garbage Collection Fees

2024-12-12-1094 MOVED by Councillor Schultz to increase the monthly garbage fees by \$1 a month to \$27.

CARRIED

- 541-21 Garbage Collection

2024-12-12-1095 MOVED by Councillor Schultz to direct the CAO to have a conversation with the Arena Personnel and the Hall Personnel to discuss the amount of garbage for pick up, and find solutions.

CARRIED

- 550-23 Utility Bylaw

2024-12-12-1096 MOVED by Councillor Schindel to add to section 7.2 Stormwater of the Bylaw 550-23 Utility Bylaw, to include all roof drains or downspouts must be directed onto owners property.

CARRIED

- 550-23 Utility Bylaw

2024-12-12-1097 MOVED by Councillor Schultz to increase our monthly water rate by \$4 from \$68 to \$74, and to increase our monthly sewer rate from \$16 per month to \$17 per month.

CARRIED

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POLICY REVIEW

Policy Review

The Following Policies were reviewed without changes;

- 2.1 Campground Rental and Reservation
- 2.3 Metal Detecting on Village Property
- 4.1 Code of Ethics
- 4.4 Employee Benefits
- 5.12 Cell Phone Policy
- 7.5 Utility Rates Policy
- 8.2 Work Alone

- 6.1 Snow Removal

2024-12-12-1098

MOVED by Councillor Schultz to direct the CAO to make the changes as discussed.

CARRIED

BUSINESS

2024-12-12-1099

Emerging Trends in Municipal Law – Seminar February 6/13, 2025

MOVED by Councillor Schindel to allow Liz to attend in person the Emerging Trends and Municipal Law Seminar on Thursday February 6th 2025.

CARRIED

2024-12-12-1100

Christmas Bonus Ratify Change

MOVED by Councillor Schindel to accept 6 b) as information at this time

CARRIED

2024-12-12-1101

CAO Vacation

MOVED by Councillor Schindel to approve the CAO to take the afternoon of December 19th and 24th, 2024, and ask for Assistant Admin coverage.

CARRIED

2024-12-12-1102

Thank You Letter to Wheatland

MOVED by Councillor Frank to send a note of Thank You to Wheatland County for doing our snow removal on our streets, however you want to word that, but I would like it to be a letter so it would be entered into their package, an Official Thank You.

CARRIED

Recess at 9:01pm and return at 9:11pm

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FINANCIALS

- 2024-12-12-1103 November 2024 Bank Reconciliation and Cheque Listing
MOVED by Councillor Schindel to accept the November 2024 Bank Reconciliation and Cheque Listing as presented
CARRIED
- 2024-12-12-1104 Interim Budget 2025
MOVED by Councillor Frank to hold the requisition to a specific number and that number this year would be \$8,250.00
CARRIED
- 2024-12-12-1105 MOVED by Councillor Schultz to accept our Interim Operating Budget for 2025 as presented with the changes noted tonight.
CARRIED

**COMMITTEE
REPORTS**

Coralee Schindel

Palliser AGM @ 4pm
Palliser Offices, Hanna Nov 28, 2024

The AGM was a great success. Lots of changes and successes throughout the year.

Delayne Bankhead joined as Office Clerk, and Elliot Hall as GIS Coordinator. The Planner 2 role has not been filled, yet. Plans are to continue the search in 2025. For 2025 there are also plans to continue creating manuals, tutorials, and workshops.

This year was a continuation of the transition of safety codes permit issuing to the PRMS office. Starting January 1, 2024, all safety codes permits were issued out of the PRMS office. Additionally, PRMS completed a significant RFP process for Pallisers safety code inspection agency contract, hiring Park Enterprises (3yr, 2yr option to renew). Due to an increase in revenue and not hiring the Planner 2 role in 2024, Palliser Board has decided to stay at the 2024 requisition numbers for 2025 requisitions (instead of the original planned increase).

Civic Addressing is continuing to be kept up to date, and will continue as they upgrade from version 2 to version 3. Civic Addresses are accessed by utility companies and emergency service organizations (ambulance, fire, etc). This will significantly streamline the move to NG911. First in planning to be offered in 2025 will be MPC Orientation Sessions (which all MPCs should attend). Palliser suggests all municipalities and counties to add their logo onto any applications or forms, as they are official documents.

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Next meeting November 2025

WADEMSA Board Meeting @ 7:00pm
County Office December 2, 2024

The beginning of the meeting opened with a change to the arrangement. The organizational meeting was moved to the end of the board meeting, and an update to the Agenda for the meeting was made. Chair Burke notified the board he had received a resignation letter for April 30th from Rob Witty. It is with great sadness that the organization bids CAO Witty farewell after 33.5 years of dedicated service. Mr. Witty is kindly offering to assist the organization as the board searches for his replacement. Due to this change it was determined by the board we should create the position of Interim Deputy CAO to make signing a possibility during this transition, as well as, make the transition for the new CAO easier. The goal is to maintain operations of the organization running smoothly and there being a clear leadership for the operation. Financials are all good. Business discussions were about how to proceed with the CAO search. County and Town of Strathmore will look into whether or not their HR can assist with the search to save money on hiring that out. The board will also look into costs of hiring someone to search for a new CAO. The position will be advertised publicly. More board meetings will be needed more frequently to resolve the vacancy.

The organizational meeting followed. Chairman Burke was reappointed as Chairman.

Councillor Peterson nominated Councillor Wegener and Councillor Biggar nominated Councillor Worthington for Vice-Chairman. Councillor Wegener was successful and reappointed as Vice-Chairman.

Personnel Committee is Chair, Vice- Chair, Councillor Schultz and Councillor Worthington.

All other appointments remain the same. Regular Meetings continue to be 3rd Monday every month.

AGM Date February 18th, 2025

Next Board meeting before Christmas, TBD.

WFCSS Organizational/Board Meeting @ 7:00pm
County Office November 27, 2024

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Organizational:

Councillor Biggar nominated Laprise, and I nominated myself Councillor Schindel for Chair. Councillor Schindel appointed to Chair. Councillor Laprise appointed to Vice-Chair. Finance Committee Chair, Vice-Chair & Councillor Biggar. Personnel/Evaluation Committee Councillors Bryan and Geeraert appointed. Policy Committee Chair & Vice-Chair. Meetings continue every 4th Wednesday of the month at 7:00pm

The Board Meeting followed.

2025 WFCSS Grant Funding has been tabled until a future meeting. Since the budget is reduced this year, the board will have to determine how to allocate funds this year. The 2025 WFCSS budget was also tabled to be reworked and brought back. COLA was discussed as 2.5% and to increase travel rates. Wheatland County Office proposed a \$1 lease agreement for 10 years. The board approved and suggested list of WFCSS possessions be included. Board approved request for proposal from Auditor-Avail. Financials and operations are good.

- Compass for the Caregiver-wrapped Oct. 23rd 8 participants.
- 5forLife Collective Cooking-held at Hussar Playschool Nov 6th 7 participants 2 siblings.
- WYN After School Programming-held Nov 14th 10 participants. Chris ran it on behalf of Crystal while away.
- Bridging the Gap-held 3 sessions, great turn out for all.
- Canada Revenue Agency-held session Oct 31. Not great attendance, will hold another in Spring during tax season.
- Christmas Family Sponsorship-Wheatland County Employees sponsoring 2 families. A couple local businesses requested 2 more be sponsored.
- Strathmore & Wheatland Christmas Hamper Society-accepting applications. Days 1 last year was 66, and this year was up 33 to 99 calls on Day 1.
- Senior Power-planning is underway. Considering change from conference to fair style.
- County Coats-lots of new donations. Working to get the word out. A few large bags donated to Overnight Shelter.
- Elder Abuse Regional Awareness Committee-working towards creating a steering committee whose goal is to obtain a local Case Manager for Elder Abuse.

***See social media for up and coming events or opportunities
FACEBOOK: FCSS Wheatland

Next meeting January 22, 2025 @ 7pm - County Office

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Tim Frank

Solid Waste

The Drumheller Solid Waste Board will meet Thursday November 21. This meeting was an organizational meeting. Budget options were proposed with a decision being anticipated at our upcoming meeting December 19th. Board chose a new auditor. Nothing substantial to report in regards to EPR.

Fire Association

The Hussar Fire Dept. participated in the 10th annual Light Up The Night Celebration and escorted Santa to the festivities.

SAWEA

SAWEA Board meeting took place November 29th I was not provided with a zoom link to this meeting so could not join. Will be in contact with SAWEA Administrator to discuss this issue.

Cemetery Board

Cemetery is winter ready. Nothing to report. A Board Meeting will be proposed for January.

Wheatland Regional Corporation

At our next Board Meeting December 18th, we will be finalizing our new Budget for 2025. This will be the first budget that will have no revenue coming in from Wheatland County for Work Servicing. Note though that revenues from water provided still come forth to WRC from all partners involved. Wheatland County is putting forth an agreement and plan they hope to present to the residents of Redland in the near future to facilitate regional Water Tie Ins.

Les Schultz

Wheatland Housing Management Body Nov.21st ,2024. To start there was an Organizational meeting of the board conducted by CAO Vickey Cook. There was one nomination for Chair and that went to Glen Koester and one nomination for Vice Chair and that went to Leah Smith. Both were unanimous. The main meeting had a consent agenda and consisted of previous minutes, committee reports, maintenance reports, CAO report and there was nothing that needed to be taken out of it to discuss so it was passed. Once again there was discussion on reserve funds and the recommendation from a lawyer is that most non-profit organizations maintain a 3-to-6-month operational reserve. Operational continuity is key. There was discussion on a bonus for

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employees in the form of gift cards like previous years. There are 38 eligible employees and the request from the CAO was for \$100.00 each. The board gave approval to spend up to \$4000.00 on gift card bonuses as necessary. It was brought to our attention that Strathmore council was preparing to entertain a motion to add the Hospice Society to the land title of the land they will be donating to the Lodge for the new build. If this passes it will then come to WHMB for approval and signatures. Next there were a few things to discuss in a closed session. Next meeting is Dec. 19th 2024.

MOVED by Councillor Schultz to accept the Committee Reports as presented and they will be entered into the minutes for people to read.

2024-12-12-1106

CARRIED

CAO, PW & JG
REPORT

2024-12-12-1107

CAO, Public Works and JG Water Services Reports

MOVED by Councillor Schindel to accept CAO, Public Works and JG Water Services Reports as information

CARRIED

CORRESPONDENCE

The following Correspondence was discussed;

- (a) RCMP Q2 Report
- (b) Marigold – Notes to Council
- (c) Joint Municipal Policing Committees
- (d) LGSG – Response
- (e) Designation of affordable housing accommodations

2024-12-12-1108

MOVED by Councillor Schultz to accept the correspondence as presented

CARRIED

CONFIDENTIAL

Confidential – in camera

- (a) Lease Agreement Renewal (as per s.17(1) of the FOIP Act)
- (b) Water Contract
- (c) Personnel Matter

2024-12-12-1109

MOVED by Councillor Schultz to extend the meeting to 11:30pm

CARRIED

2024-12-12-1110

MOVED by Councillor Schultz to Renew the Lease with the Hussar Hairstyling for 2025.

CARRIED

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ADJOURNMENT

Adjournment

Councillor Schultz adjourns the meeting at 11:38 pm

These minutes approved this 6 day of March, 2025.



Les Schultz
Mayor



Elizabeth Santerre
Chief Administrative Officer