

**VILLAGE OF HUSSAR AGENDA
REGULAR COUNCIL MEETING
Thursday July 10, 2025**



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, July 10, 2025 starting at 7:00 p.m.

1. CALL TO ORDER

2. ACCEPTANCE OF AGENDA

3. DELEGATION

- (a) Alexader – Commercial Lot Purchase

4. ADOPTION OF THE PREVIOUS MINUTES

- (b) April 28, 2025 Special Council Meeting
- (c) June 12, 2025 Regular Council Meeting
- (d) June 12, 2025 MPC Meeting

5. POLICY & BYLAW REVIEW

- (a) Bylaw Review
 - 4.7 Statutory Holiday
 - 4.9 Overtime
 - 4.10 Performance Review Policy

6. BUSINESS

- (a) CAO Vacation
- (b) Alternate Returning Officer
- (c) Generator Purchase - Ratify
- (d) Unsightly Premises
- (e) Strathmore Stampede Invitation
- (f) Library Board Appointments
- (g) Community Investment Readiness Toolkit
- (h) November 2025 Alberta Municipalities' Convention
- (i) Resolution
- (j) Lot Purchase Request

7. COMMITTEE REPORTS

8. CAO, PW & TSG WATER SERVICES REPORTS

9. CORRESPONDENCE

- a) Municipal Affairs - Pre-election Disclosures
- b) Bill 50 - Joint Use and Planning Agreements Regulations
- c) Feedback on School Site Ownership
- d) Protection of Privacy Act (POPA)

10. ADJOURNMENT

Next Meeting: Thursday August 14, 2025 (Council Chambers and via. Conference call)

**VILLAGE OF HUSSAR
SPECIAL COUNCIL MEETING
MINUTES
Thursday, April 24, 2025**

The Special Meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, April 24, 2025, commencing at 6:30 pm

IN ATTENDANCE

Councillors: Les Schultz, Coralee Schindel, Tim Frank
Elizabeth Santerre (CAO)
1 Auditor

CALL TO ORDER

The meeting was called to order at 6:35 pm

**ACCEPTANCE OF
AGENDA**

2025-04-24-1263

MOVED by Councillor Schindel to add in the 2025 Operating Budget as item number 5. a) and MOU (FOIP) in Confidential from Wheatland Housing Management as item number 5. b)

CARRIED

DELEGATION

2025-04-24-1264

Audited Financial Statement (Confidential as per s. 29(1) of the FOIP Act)

MOVED by Councillor Schultz to move into Confidential

CARRIED

2025-04-24-1265

MOVED by Councillor Schultz to move out of Confidential

CARRIED

2025-04-24-1266

MOVED by Councillor Schultz to approve and accept our Village of Hussar Financial Statements on our Audit that was presented for year ended December 2024

CARRIED

VILLAGE OF HUSSAR
SPECIAL COUNCIL MEETING
MINUTES
Thursday, April 24, 2025

BYLAW REVIEW

BYLAW REVIEW

- 567-25 Procedural Bylaw

2025-04-24-1267 MOVED by Councillor Schultz to approve Bylaw 567-25 the Procedural Bylaw with the changes discussed.
CARRIED

2025-04-24-1268 MOVED by Councillor Frank to make SECOND READING to Bylaw 567-25 our Procedural Bylaw with the changes as discussed.
CARRIED

2025-04-24-1269 MOVED by Councillor Schindel to bring forward Bylaw 567-25 for THIRD and FINAL READING with changes as discussed.
CARRIED

2025-04-24-1270 MOVED by Councillor Schultz to give Bylaw 567-25 THIRD AND FINAL READING at this time
CARRIED

BUSINESS

OPERATING BUDGET

2025-04-24-1271 MOVED by Councillor Schindel to approve the 2025 Operating Budget with changes as presented.
CARRIED

MOU (Confidential as per s. 16(1) of the FOIP Act)

2025-04-24-1272 MOVED by Councillor Schultz to go in-camera
CARRIED

2025-04-24-1273 MOVED by Councillor Schultz to come out of camera
CARRIED

2025-04-24-1274 MOVED by Councillor Frank to sign the MOU with the Wheatland Housing Board.
CARRIED

ADJOURNMENT The meeting was adjourned at 7:58 pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

**VILLAGE OF HUSSAR
MUNICIPAL PLANNING COMMISSION MEETING
MINUTES
Thursday, June 12, 2025**

The Municipal Planning Commission meeting of the Council of the Village of Hussar was held in Council Chambers on Thursday, June 12, 2025, commencing at 7:00 pm

IN ATTENDANCE Councillors: Les Schultz, Tim Frank, Coralee Schindel
Elizabeth Santerre (CAO)
2 guests

CALL TO ORDER The meeting was called to order by Councillor Schultz at 7:03 pm

ACCEPTANCE OF
AGENDA

2025-06-12-1238 MOVED by Councillor Schindel that the agenda be accepted as presented

CARRIED

DEVELOPMENT
PERMIT

2025-06-12-1239 Development Permit 2025-002 Discretionary Use – Deck
MOVED by Councillor Schultz to approve the Development Permit 2025-002 for a deck as a Discretionary Use including a variance on the front deck to eliminate the setback on the 1st Street side and to include the amalgamation of the 2 lots to facilitate the back deck as a condition on it.

CARRIED

ADJOURNMENT Meeting Adjourned at 7:17pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, June 12, 2025**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, June 12, 2025, commencing at 7:00 pm

IN ATTENDANCE

Councillors: Les Schultz, Tim Frank and Coralee Schindel
Elizabeth Santerre (CAO)
0 via conference call
0 person in attendance

CALL TO ORDER

The meeting was called to order at 7:17 pm

ACCEPTANCE OF
AGENDA

2025-06-12-1240

Remove Summer Days Delegation.
Add Tanker Truck parked on 2nd Ave to Business as 6. j).
MOVED by Councillor Frank to accept the Agenda with that addition.

CARRIED

APPROVAL OF
MINUTES

2025-06-12-1241

May 8, 2025 Regular Council Meeting

MOVED by Councillor Schultz to accept the minutes as presented.

CARRIED

2025-06-12-1242

May 8, 2025 Municipal Planning Commission Meeting

MOVED by Councillor Frank to accept the minutes as presented.

CARRIED

POLICY & BYLAW
REVIEW

POLICY & BYLAW REVIEW

Bylaw Review

- 563-24 Land Use Bylaw

2025-06-12-1243

MOVED by Councillor Schultz for the CAO in conversation with Palliser to make the changes as discussed on the Land Use Bylaw 563-24.

CARRIED

Policy Review

- 4.3 Probationary Period

2025-06-12-1244

MOVED by Councillor Schindel to approve Personnel Policy 4.3 Probationary Period with changes.

CARRIED

- 4.7 Statutory Holidays

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, June 12, 2025**

2025-06-12-1245 MOVED by Councillor Frank to bring Policy 4.7 Statutory Holidays back with changes discussed to our next meeting.

CARRIED

The following Policies were reviewed without changes;

- 4.5 Employee Training
- 4.6 Vacation Entitlement
- 4.8 Mileage and Expenses Reimbursement

BUSINESS

Ice Cream in the Park

2025-06-12-1246 MOVED by Councillor Schindel to wave the power charge for July 10th, 2025 and August 14th, 2025 for the 5 for Life Ice Cream in the Park Event due to their request to wave the charges for power.

CARRIED

2025 Strathmore Stampede Invitation

2025-06-12-1247 MOVED by Councillor Frank to accept this as information at this time.

CARRIED

Generator Quotes for Approval

2025-06-12-1248 MOVED by Councillor Schultz to have our CAO get some clarification on some generator quotes and bring back to our next meeting.

CARRIED

Recess 9:06pm - Return 9:19pm

Resolution Draft

2025-06-12-1250 MOVED by Councillor Frank to extend Council's support for the Village of Hussar's Resolution Draft for Provision of Midwifery.

CARRIED

Canadian Red Cross – 2025 N95 Respirator Mask Distribution Program

2025-06-12-1249 MOVED by Councillor Frank to direct the CAO to place an order for 2 cases of the N95 masks.

CARRIED

Support for Your Community: Investment Readiness Toolkit & Partnership Opportunity

2025-06-12-1251 MOVED by Councillor Schindel to have our CAO request more information from Community Futures regarding the Community Investment Readiness Tool Kit and to inquire if there's an example of a community our size who utilized this tool kit and how it benefitted them.

CARRIED

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, June 12, 2025

ICF Terms of Reference

2025-06-12-1252 MOVED by Councillor Frank to have our CAO reach out and get more information in all aspects of this ICF for our future discussion.
CARRIED

Palliser Aerial Imagery – Expressions of Interest

2025-06-12-1253 MOVED by Councillor Schultz to direct administration to confirm our interest with Palliser and include the cost of \$2,800 on the 2026 operating budget.
CARRIED

Summer Student - Casual

2025-06-12-1254 MOVED by Councillor Schultz to have the CAO search for a casual Summer Student.
CARRIED

Tanker Truck Parked on 2nd Ave

2025-06-12-1255 MOVED by Councillor Frank to reach out to the driver of the tanker truck parked on 2nd Avenue via note or email to inform him that we offer him better parking on 2nd Street on the West side next to the abandoned building at the corner.
CARRIED

2025-06-12-1256 MOVED by Councillor Schindel to have the CAO notify Allan Dundas, owner of the property facing 2nd Avenue East, of the demand for residential lots and to make them aware that developers may be interested or may be interested in lots if they chose to subdivide at their own cost.

CARRIED

FINANCIAL

April 2025 Bank Reconciliation and Cheque Listing

2025-06-12-1257 MOVED by Councillor Schultz to accept the April 2025 Bank Reconciliation and Cheque Listing as presented.
CARRIED

May 2025 Bank Reconciliation and Cheque Listing

2025-06-12-1258 MOVED by Councillor Schultz to accept the May 2025 Bank Reconciliation and Cheque Listing as presented.
CARRIED

COMMITTEE
REPORTS

Les Schultz – No Report

Coralee Schindel
WFCSS

**VILLAGE OF HUSSAR
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For the surplus funding WFCSS has applied to retain the funding to be used towards increased service awareness in our region, establish a men's shed mental health awareness program, and recruit and train volunteers for transportation program. The board approved of the application and are looking forward to hearing if the surplus will be approved to retain and apply to these interests.

Discussed the possibility for some grants to be approved for 3-year terms that are tried and true established programs.

Discussed having someone come in to do the heavy-duty cleaning for Home Support clients who need it to alleviate the physical demand on the home supports.

Income Tax Clinics - Are completed. There were 105 returns done (86 in 2024 & 99 in 2023)

ARC - Mental Health BBQ - Held the annual BBQ May 10th. estimated 475 people attended, food trucks, dancing, and 15 vendor tables.

5 for Life- (CANCELLED) Kindergarten Prep is being held at Wheatland Elementary School May 2nd. WFCSS will have a Collective Cooking type table on healthy snacks using rice cakes. – the ingredients will be utilized for the Summer Collective Cooking for ages 3-5 years. All dates are almost confirmed, waiting on 2 more.

First Aid Training-4 people attended in partnership with the Food Bank.

Senior Power - TICKETS NOW FOR SALE. Currently sitting at 72 tickets sold & 18 vendor tables.

Elder Abuse Regional Awareness Committee - Have applied for a grant for an Elder Abuse Manager. CAO Gaudet currently sits as Chair of the meeting. More details to follow.

Elks Mental Health Golf Tournament - Planning is well under way & registration is open for Aug 16th at the Stratlinmore Golf Club. A dinner will be held in the fall - Date November 21. Backpack Program - items have been purchased and we are arranging dates for drop off (June).

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Alberta Culture Days -takes place in the month of September.
Partnership between Strathmore Library, CCIS, Hope Bridges, The Vault and WFCSS - our contribution is to be the banker.
Blue Cross Community Wellbeing Grant – we have applied for this \$1000 grant and if successful we will use for transportation fee assistance.

Utilities Consumer Advocate - session taking place in October.

Farm Succession Event - in partnership with Wheatland County Municipality - November

Tim Frank
Solid Waste

The Drumheller and District Solid Waste Association will meet June 13th

Fire Association

The Hussar Fire Association met June 9th. Call volumes from January to present are 25. 8 Medical 2 Fire 2 Motor Vehicle Crashes, 1 Electrical Incident, 6 Stand Downs and 8 no responses. Playschool visited the Department on April 29th. Hussar Fire visited the Newell Hutterite Colony and are hoping to visit other colonies. Department will participate in the Summer Daze Rodeo and also at the Kid Zone this year.

SAWEA
SAWEA Nothing to report.

Cemetery Board

Cemetery water well has been started, and water tank is full. Watering should start next week depending on rain. Cemetery Work Bee held June 2nd with good turnout.

Wheatland Regional Corporation
WRC will meet June 18th.

2025-06-12-1259

MOVED by Councillor Frank to accept the Committee Reports as presented and they will be added into the minutes.

CARRIED

CAO, PW, TSG
WATER SERVICES
REPORT

CAO, PW, TSG WATER SERVICES REPORT

**VILLAGE OF HUSSAR
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2025-06-12-1260 MOVED by Councillor Schultz to accept the CAO, PW, and TSG Water Services Report as presented.

CARRIED

2025-06-12-1261 MOVED by Councillor Schultz to extend the meeting to 11:15pm

CARRIED

CORRESPONDENCE CORRESPONDENCE

The following Correspondence was discussed;

- a) Transtor Servicing Complaints Response
- b) 2024 Audited Financial Statement and Feb Minutes
- c) 2025 LGFF Funding Letter
- d) WREMP Q2 Report
- e) WHMB 2024 Annual Report
- f) RCMP Monthly Memo
- g) Key Messages on Municipal Policing Costs and the Police Funding Model

2025-06-12-1262 MOVED by Councillor Schultz to accept the correspondence as presented.

CARRIED

ADJOURNMENT

Adjournment

Councillor Schultz adjourns the meeting at 11:06 pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

Statutory Holidays

Date Approved by Council: August 13, 2015

Resolution:

Review Date: July

Related Bylaw: N/A

Amendments: 2016-11-22-04; 2017-02-01-03, 2019-02-14-023

Purpose

This policy has been adopted to provide guidelines for office closures related to statutory holidays. Holidays designated by federal, provincial and civic authorities **may** be recognized as statutory holidays for employees.

Guidelines

The following days will be holidays for the Village of Hussar and the office will be closed on these days:

New Year's Day
Family Day
Good Friday
Easter Monday
Victoria Day
Canada Day

Heritage Day
Labour Day
Thanksgiving Day
Remembrance Day
Christmas Day
Boxing Day

If a holiday falls on a day that is normally a work day for an employee the employee will receive that day as a holiday with full regular pay.

If a holiday falls on a day that is normally a work day for an employee and the employee works on that day at the direction of the CAO or Council, the employee is entitled to full regular pay for that day plus 1.5 times the employee's wage rate for each hour of work that the employee worked on the day of the holiday.

If a holiday falls on a day that is not normally a work day for the employee and the employee works on that day at the direction of the CAO or Council, the employee is entitled to pay at 1.5 times the employee's wage rate for each hour worked on the day of the holiday.

Holidays falling on a Saturday or Sunday will be determined to fall on the next business day, unless otherwise established by Council.

Overtime

Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: August

Related Bylaw: N/A

Amendments: 2018-01-11-010, 2019-02-14-024

Purpose

The purpose of this policy is to establish how overtime hours are determined and compensated for.

Guidelines

HOURLY WAGE EMPLOYEES

Employees paid based on an hourly wage will be paid overtime at a rate of 1.5 times their regular hourly pay.

Employees paid based on an hourly wage will only receive overtime as per the Alberta Employment Standards Code.

Employees should use all banked overtime prior to December 31st of the year in which the overtime was banked.

Any banked overtime remaining on December 31st of a given year shall be paid out at the employee's regular wage as of December 31st of the year in which it is paid out unless the employee has received permission to carry these hours forward to the next year.

Performance Review Policy

Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: August

Related Bylaw: N/A

Amendments: 2021-09-16-534

Purpose

The purpose of this policy is to ensure employees are paid fairly and rewarded based upon performance.

Guidelines

A performance evaluation and wage review should be completed annually for each employee of the Village of Hussar.

The performance evaluation shall be completed annually within two months from the employee's anniversary of their date of hire.

The maximum annual pay increase amount (percentage or otherwise) shall be determined by Council during their annual budget process.

The amount of pay increase for the CAO shall be determined by Council and take into account the CAO's annual performance review results.

The amount of pay increase for employees other than the CAO shall be determined by Council upon the advice of the CAO and take into account the employee's annual performance review results.

Any annual wage or salary increases shall take effect on the employee's anniversary of their date of hire.

The performance evaluation and wage review of any employee is considered confidential and any discussion regarding these during a Council meeting must be held in closed session.

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	CAO Vacation
Agenda Item Number:	6 a.
<u>BACKGROUND</u> We need to ratify the request for the vacation day for the afternoon of Monday June 30, 2025.	
<u>RECOMMENDATION:</u> <ol style="list-style-type: none">1. Motion to approve the CAO to take Monday June 30, 2025 and close the office during this time.2. Motion to accept as information at this time	

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Appointment of Alternate Returning Officer
Agenda Item Number:	6 b.

BACKGROUND

We need to appoint the alternate returning officer for the Village.

RECOMMENDATION:

1. Motion to appoint the Michelle Plante, as the alternate returning officer for the Village of Hussar
2. Accept as information at this time

Re: Election question

[REDACTED]
Date Wed 2025-02-12 2:41 PM

To Village Office <office@villageofhussar.ca>

Ok, yes for sure you can put my name and email down. Also, I have been a Returning Officer for elections in the past so it works that way too.

TTYL,
Michelle

On Wed, Feb 12, 2025 at 2:29 PM Village Office <office@villageofhussar.ca> wrote:

In the data sharing agreement is says municipal election, so I'm assuming it would be the one in October 2025.

Thanks,

 AB7D010F
VILLAGE OF HUSSAR

Liz Santerre
Chief Administrative Officer

109 – 1st Avenue East
PO Box 100
Hussar AB T0J 1S0
403-787-3766
Monday - Thursday 8:00 - 4:00

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: July 10, 2025
Title: Generator Purchase

Agenda Item Number: 6 c.

BACKGROUND

Attached are the generator quotes we received.
Best option for price, size, and functionality is the West Quip.

West Quip

Fits in the 31" door

- the skid is 35.5 inches wide, but can custom fabricated to meet needs.
- The main breaker with the width of the door, so we wont have enough room to mount on genset. We will need the electrician mount on the wall in the room and I believe that this is the current setup anyways.
- They advised that we will probably want to read amps and kw on the display of the genset our standard controllers do not display this, the extra cost would be \$750.00

Functionality

- An open skid is preferable. It will fit better into the space.
- As it is in a building and hopefully not needed often, TSG Water doesn't believe that noise will be an issue.
- If it is cold it has been recommended to just get a small electrical space heater for the building to ensure a warm start up of the generator and increase its longevity.

Install and transport

- West Quip advised that delivery would be at no charge as long as we have the ability to off load from their truck. To do this we would probably need a bob cat or forklift.
- Approximate 5-6 Weeks delivery

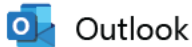
Cost Comparison

- **West Quip** - 37,225 + \$750 for the amp/KW display (1 year warranty and 2 years on major components)
- **Generac** - \$48,833 (to big to fit through door) Offers the best Warranty at 5 years, but because this will hopefully not be used very often I don't believe that it would be worth the cost difference.
- **Total Power** - \$59,998.59 (13-17 weeks delivery, limited 2 year warranty)
- **Pritchard Power West** - \$37,459 (warranty not provided in quote - 14 weeks delivery)

Westquip generator was approved by email and needs to be ratified.

RECOMMENDATION:

1. Motion to approve the quote from _____ proceed with the purchase of model _____ generator from _____.
2. Motion to use the funds included on the Capital budget for 2025 from the Village Reserves.
3. Motion to accept as information at this time



Re: Generator Approval Request

From Coralee Schindel <councillor1@villageofhussar.ca>

Date Wed 2025-06-25 2:54 PM

To Les Schultz <councillor2@villageofhussar.ca>; Village Office <office@villageofhussar.ca>; Councillors DL <councillors@villageofhussar.ca>

I would 2nd a motion for the WestQuip Generator option to purchase, based off of the quotes presented.

Sent from my Bell Samsung device over Canada's largest network.

From: Les Schultz <councillor2@villageofhussar.ca>

Sent: Wednesday, June 25, 2025 1:20:25 PM

To: Village Office <office@villageofhussar.ca>; Councillors DL <councillors@villageofhussar.ca>

Subject: Re: Generator Approval Request

Thanks Liz,

Yes I believe we would like to go ahead with this purchase as discussed at last council.

I would like to "motion" approval of the recommended generator purchase from the rest of council. We will ratify at the next council meeting, but with the delay of delivery of 6 weeks we should purchase as soon as possible.

Hopefully council feels this is enough to move forward rather than a special meeting.

Thanks

Get [Outlook for Android](#)

From: Village Office <office@villageofhussar.ca>

Sent: Wednesday, June 25, 2025 1:13:19 PM

To: Councillors DL <councillors@villageofhussar.ca>

Subject: Generator Approval Request

Good Afternoon All,

I believe I now have all the information we need to make an informed decision. Best option for price, size, and functionality is the West Quip.

West Quip

Fits in the 31" door

- the skid is 35.5 inches wide, but can custom fabricated to meet needs.
- The main breaker with the width of the door, so we won't have enough room to mount on genset. We will need the electrician mount on the wall in the room and I believe that this is the current setup anyways.
- They advised that we will probably want to read amps and kw on the display of the genset our standard controllers do not display this, the extra cost would be \$750.00

Functionality

- An open skid is preferable. It will fit better into the space.
- As it is in a building and hopefully not needed often, TSG Water doesn't believe that noise will be an issue.
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Install and transport

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- Approximate 5-6 Weeks delivery

Cost Comparison

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- **Generac** - \$48,833 (to big to fit through door) Offers the best Warranty at 5 years, but because this will hopefully not be used very often I don't believe that it would be worth the cost difference.
- **Total Power** - \$59,998.59 (13-17 weeks delivery, limited 2 year warranty)
- **Pritchard Power West** - \$37,459 (warranty not provided in quote - 14 weeks delivery)

If you would like to motion through email, please do so. Regardless it will be added to the agenda. As soon as I get the go ahead I will get the purchase moving!

Thanks,



VILLAGE OF HUSSAR

Liz Santerre
Chief Administrative Officer

109 – 1st Avenue East
PO Box 100
Hussar AB T0J 1S0
403-787-3766
Monday - Thursday 8:00 - 4:00

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Unapproved Portable Structure/Recreational Vehicle Parked on a Residential Lot
Agenda Item Number:	6 d.

BACKGROUND

Please see the attached stop order for the Recreational vehicle parked at 259 1st Ave West.

The stop orders will be delivered/mailed out on July 7, 2025. If the owner does not comply, we will need to proceed with a Court order to have the unit removed.

To do this we would need to go through a lawyer. With that and the legal fees, it can be costly and most likely outside of our budgeted allotment.

RECOMMENDATION:

1. Motion proceed with a Court Order if the trailer is not removed by July 23, 2025 and to take the funds from _____ if the order does not approve the charges to be added back to the tax roll.
2. Motion to accept as information at this time

SCHEDULE "A"**THE LANDS**

S	LINC	SHORT LEGAL	TITLE NUMBER
	0033 756 198	0910625;10;6	231 130 352

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 091065
BLOCK 10
LOT 6
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 0.7 HECTARES (1.73 ACRES) MORE OR LESS

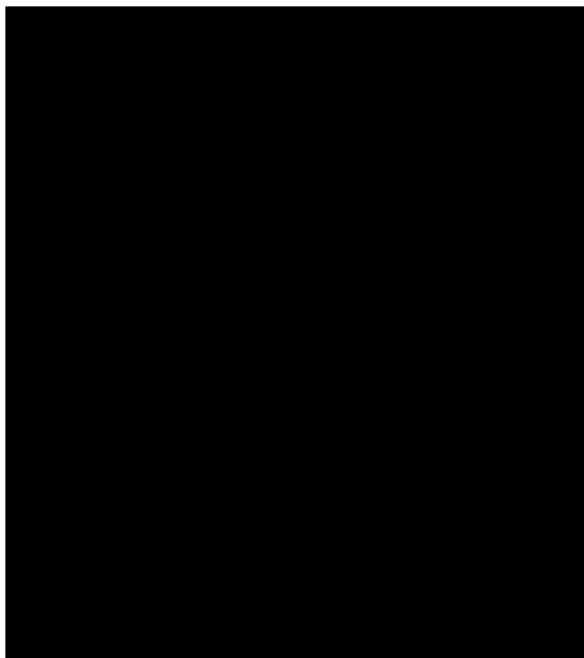
ATS REFERENCE: 4;20;24;14;SE
ESTATE: FEE SIMPLE

MUNICIPALITY: VILLAGE OF HUSSAR

SCHEDULE "B"**AERIAL IMAGE OF DEVELOPMENT AREA AND SELECT IMAGES
OF UNAUTHORIZED DEVELOPMENT**

259 1st Avenue West, Hussar AB - PLAN 091065; BLOCK 10; LOT 6

1)



2)





3)



4)

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	2025 Strathmore Stampede Invitation

Agenda Item Number: 6 e.

BACKGROUND

Town of Strathmore Council has sent the invitation to the Strathmore Stampede Musical Ride and Rodeo for Monday, August 4, 2025 at 12:00 p.m. I have attached the invitation letter for review.

If someone from Council would like to attend, please let me know and I will send the RSVP. I have confirmed that the ticket is for 2 people total, from the Village of Hussar.

RECOMMENDATION:

1. Motion for CAO to confirm attendance the attendance of _____ to the Strathmore Stampede Musical Ride and Rodeo for Monday, August 4, 2025.
2. Motion to accept as information at this time

RE: 2025 Strathmore Stampede Invitation - Monday, August 4, 2025 - 12:00 p.m.

[REDACTED]

Hello.

Thank you for your email. This invitation is for two tickets for the Village of Hussar. It can be up to the Mayor and Council as to what two would like to attend.

Hope this helps,

Claudette

[REDACTED]

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Claudette,

I was wondering if you would be able to confirm for me, is this invitation for the Mayor, for myself, or for all of Council? I just want to make sure that I advise them accordingly.

Thanks,



VILLAGE OF HUSSAR

Liz Santerre
Chief Administrative Assistant

109 – 1st Avenue East
PO Box 100
Hussar AB T0J 1S0
403-787-3766
Monday - Thursday 8:00 - 4:00

From: Claudette Thorhaug <claudette.thorhaug@strathmore.ca>
[REDACTED]

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Library Appointments
Agenda Item Number:	6 f.

BACKGROUND

We need to remotion this and just say:

Motion to appoint the following positions for the Hussar Municipal Library Board for a 3 year term
Kristen Anderson, Nikki Brown, Time Frank and Jennifer Armstrong.

	<u>Board & Position Ratification</u>
2024-10-10-1019 Ratifications	MOVED by Councillor Frank to ratify the following position: Hussar Municipal Library Board – 3 year term – Kristen Anderson, Nikki Brown, Tim Frank and Jennifer Armstrong CARRIED
2024-10-10-1020	MOVED by Councillor Frank to ratify the following position: Hussar Municipal Library Board – Auditor – 1 year term (24/25) – Carol Santerre CARRIED

RECOMMENDATION:

1. Motion to appoint the following positions for the Hussar Municipal Library Board for a 3 year term: Kristen Anderson, Nikki Brown, Time Frank and Jennifer Armstrong
2. Motion to accept as information at this time

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Support for Your Community
Agenda Item Number:	6 g.

BACKGROUND

I had asked if there are any communities our size who have some this, and there has not been any yet. If there are any other questions Council had or if you would like more information we can motion to proceed with that. If not, accept as information.

Here is the information received from the previous meeting:

*As the Executive Director of Community Futures Wild Rose, I am always looking for ways to support our shareholder communities in building local capacity and attracting new investment. I'm reaching out today to share an exciting opportunity: the **Community Investment Readiness Toolkit** (see attached), developed by Economic Developers Alberta (EDA) and FT Locations.*

This toolkit is a powerful self-assessment resource designed to help communities like yours evaluate and enhance your investment readiness, even if you don't have a dedicated Economic Development Officer on staff.

Key Benefits of the Toolkit:

*A comprehensive self-assessment of your community's investment readiness
Insights into EDA's 10 Key Pillars of Investment Readiness
Actionable recommendations to improve your investment appeal
Access to resources and support from key community partners*

How I Can Help: *Completion of the toolkit requires the EDA's Business and Investment Attraction (BIA) certificate. I am pleased to let you know that I have completed this prerequisite, which means I can work directly with you and your team to guide you through the toolkit process.*

Next Steps & Cost:

*I am available to work one-on-one with your CAO (or designate) to complete the toolkit together.
The service fee is \$300 per community, plus mileage.
This collaborative approach will ensure your community receives customized support and a clear action plan for investment readiness.*

*If you are interested in moving forward or would like to discuss this further, please let me know. I am happy to answer any questions or schedule a call at your convenience.
Thank you for your continued commitment to growing and strengthening our region.*

RECOMMENDATION:

1. Motion to _____
2. Motion to accept as information at this time



RE: Support for Your Community: Investment Readiness Toolkit & Partnership Opportunity



Hi Liz,
Well I received a quick answer from EDA, unfortunately they have not had any communities Hussar's size utilize the toolkit yet.
Please let me know if there is anything else they may be curious about
Thanks
Chantale



Growing communities one idea at a time.

Click [HERE](#) to receive updates and communications.



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Click [HERE](#) to unsubscribe to these communications.



Hi Chantale,

Council has asked that I reach out to you for some more information on this.

Do you have any communities that would be around our size that have benefited from this already.

We are looking for a better idea on what would be included and something that Council could reference where it has already been done.

Thanks,



VILLAGE OF HUSSAR

Liz Santerre
Chief Administrative Assistant

109 – 1st Avenue East
PO Box 100
Hussar AB T0J 1S0
403-787-3766
Monday - Thursday 8:00 - 4:00



Good Morning Liz,

I hope this message finds you well. At Mayor Schultz's suggestion, I'm reaching out to share an exciting opportunity for you and Hussar Council.

As the Executive Director of Community Futures Wild Rose, I am always looking for ways to support our shareholder communities in building local capacity and attracting new investment.

I'm reaching out today to share an exciting opportunity: the **Community Investment Readiness Toolkit** (see attached), developed by Economic Developers Alberta (EDA) and FT Locations.

This toolkit is a powerful self-assessment resource designed to help communities like yours evaluate and enhance your investment readiness, even if you don't have a dedicated Economic Development Officer on staff.

Key Benefits of the Toolkit:

- A comprehensive self-assessment of your community's investment readiness
- Insights into EDA's 10 Key Pillars of Investment Readiness
- Actionable recommendations to improve your investment appeal
- Access to resources and support from key community partners

How I Can Help:

Completion of the toolkit requires the EDA's Business and Investment Attraction (BIA) certificate. I am pleased to let you know that I have completed this prerequisite, which means I can work directly with you and your team to guide you through the toolkit process.

Next Steps & Cost:

- I am available to work one-on-one with your CAO (or designate) to complete the toolkit together.
- The service fee is \$300 per community, plus mileage.
- This collaborative approach will ensure your community receives customized support and a clear action plan for investment readiness.

If you are interested in moving forward or would like to discuss this further, please let me know. I am happy to answer any questions or schedule a call at your convenience.

Thank you for your continued commitment to growing and strengthening our region.

I look forward to the opportunity to work with you on this important initiative.

Warm Regards,

Chantale



Growing communities one idea at a time.

Click [HERE](#) to receive updates and communications.



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Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	November 2025 Alberta Municipalities' Convention
Agenda Item Number:	6 h.
<u>BACKGROUND</u>	
<p>The annual Convention and Trade Show will take place in Calgary in 2025 from November 12 - 14, 2025. Hotel room accommodations are now available under the hotel tab.</p> <p>Please note, we know many of our member communities host Remembrance Day activities on November 11. In order to accommodate our Elected Officials Education Program courses, while respecting those who want to take part in those ceremonies, we will be hosting our EOEP sessions at Convention on November 14 & 15. EOEP courses will begin in the afternoon on Friday, November 14 once Convention closes, and continue for another half day on Saturday, November 15. We appreciate your understanding.</p> <p>Calgary TELUS Convention Centre 120 9th Ave SE Calgary AB T2G 0P3</p> <p>Ticket pricing Early-bird pricing (Until October 24) Member: \$660 RMA Member: \$765 Non-Member: 1070</p> <p>In-person pricing (after October 24) Member: \$825 RMA Member: \$955 Non-Member: 1235</p> <p>Interns: Complimentary</p>	
<u>RECOMMENDATION:</u>	
<ol style="list-style-type: none">1. Motion _____2. Accept as information at this time	

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Resolution from Hussar
Agenda Item Number:	6 i.
<u>BACKGROUND</u> Please see the attached resolution to be submitted for consideration by member municipalities at ABmunis' 2025 Convention.	
<u>RECOMMENDATION:</u> <ol style="list-style-type: none">1. Motion to submit the resolution for consideration by member municipalities at ABmunis' 2025 Convention.2. Motion to accept as information at this time	

Midwifery as an Option of Care for all Albertans

Moved by: Village of Hussar
Seconded by: To be determined

WHEREAS Alberta has yet to provide client-centered access to midwifery care for all Albertans, regardless of culture or region;

WHEREAS it is imperative that Albertans be informed of their options for midwifery¹, its safety and exceptional standards of care;

WHEREAS the tools used for predicting demand in Alberta are ineffective for quantifying overall demand;

WHEREAS we must prioritize more courses of care, patient funding to follow the patient, and increase hospital delivery access for midwives;

WHEREAS the current [Alberta Midwifery Strategy](#) does not prioritize provision for rural courses of care, and funding following the patient for all Albertans to have their preference of provider or provide incentives to retain midwives in Alberta²;

WHEREAS Alberta needs to prioritize funding more courses of midwifery care to benefit from tax savings and midwifery care will help Alberta achieve world renowned total prenatal care; and

WHEREAS we need to allow midwives to adjust and choose how they deliver care to reduce burn out of midwives (e.g., switch to daytime shifts, post-partum follow-ups, etc. when needed due to health or age).

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to develop a comprehensive midwifery strategy that focuses on retention, increased access province wide, and funding that follows the patient for a more well-rounded course of care by giving midwives more autonomy over the structure of midwifery care.

BACKGROUND:

Midwives provide holistic, person-centered care, emphasizing natural physiology and minimal intervention. Midwifery care can help reduce the burden on hospital systems, particularly for normal, low-risk pregnancies. In Alberta, midwives work collaboratively with other health providers and follow the Canadian Midwifery Model of Care, which emphasizes continuity of care, informed choice, and collaborative care. Providing full client-centered access to midwifery would:

1. Reduce costs in course of care.
2. Reduce unnecessary interventions leading to a cascade of unnecessary interventions, with the potential to reduce poor outcomes for both patients.

¹ Alberta Health Services' description of [midwife services](#)

² [Health Sciences Association | Recruitment and Retention Initiatives Extended](#)

3. Reduce the number of patients necessitating hospital beds, leading to less pressure on labour and delivery wards; more individualized care; reduce travel distance for patients to appointments or delivery.
4. Reduce the demand for ambulance transports from rural areas.
5. Create more business opportunities in both urban and rural municipalities for midwifery clinics, birthing centres, and mobile midwifery clinics.
6. Allow Obstetricians and Gynecologists to focus more on emergent or urgent care cases.

Alberta's current [Midwifery Strategy](#) acknowledges that access to midwifery services are limited in rural and remote communities but does not define initiatives for how that will be overcome.

On June 18, 2025, the World Health Organization called for [global expansion of midwifery models of care](#).

In Alberta, all midwives must have delivery privileges through a hospital with a delivery unit. This can present a barrier for a midwife to open a clinic if approval is not granted by the hospital thereby, limiting expansion of the service in the region.

Providing midwifery as an option of care for all Albertans is important because it will improve healthcare by reducing the workload of obstetrical care physicians and nurses, which will also help reduce costs on the healthcare system. Ensuring Midwives can be accessed by all Albertans will help improve the viability and sustainability of our rural communities.

Courses of client care funding should follow the patient to the provider with the funding directed to the patient's choosing (e.g. midwifery). The benefit to the Province would be higher cost savings, as more patients choose to access midwifery as their primary course of care.

Albertans must be informed and aware of midwifery as a safe option with hospital delivery possible and the demand exceeding midwifery courses of care. Alberta must increase data capture to show the demand of all Albertans seeking Midwifery care by including those within one of the qualifying factors (region, urban, within service distance of midwives, within the first weeks of pregnancy). Currently those applying are only patients who know that they can qualify. Anyone outside of the parameters or that is unaware of Midwifery as an option, are not being captured.

Alberta currently funds education of midwives who then leave the province due to financial incentives and career or independent business opportunities. Alberta should consider creating a world-renowned midwifery care system that is client-centered and available to all Albertans by expanding Alberta's midwifery programs.

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	July 10, 2025
Title:	Lot Purchase Request
Agenda Item Number:	6 j

BACKGROUND

I have received a request for the purchase of lot 29 Block 8 plan 6780AM located at 106 1st Ave East Hussar. There are 2 lots located next to the shop (lot 29 and 30). Each one is 25 feet wide. Lot 29 does have a fence built about 8 feet in as there was some miscommunication on which lots had belonged to the Village and which ones belonged to the resident.

Please see the attached map

I have also started a disposal of municipal property policy.

RECOMMENDATION:

1. Motion _____
2. Motion to accept as information at this time

Disposal of Municipal Property

Date Approved by Council:

Resolution:

Review Date: December

Related Bylaw: N/A

Amendments:

STATEMENT:

The Village of Hussar requires a policy to formalize a process for the disposition of Municipal owned lands which meets the requirements as set out in the Alberta Municipal Government Act.

PURPOSE:

The purpose of this policy is to administer a fair and consistent formal process in the disposition of municipal owned land, and in doing so fulfilling its legislative mandate through meeting legal and statutory requirements for the disposition of Municipal lands.

1. DEFINITIONS

The following definitions shall apply within this policy:

- 1.1 **Appraisal** - means an official valuation of property by an authorized person.
- 1.2 **Direct Sales** - means the sale of municipal lands that has been initiated by the public.
- 1.3 **Land** - includes all properties whether vacant land or land containing buildings.
- 1.4 **Land Purchase Application Form (Schedule "A")** - means the form that contains purchase conditions as set out by the Municipality, purchaser's information, and purchase value. Form is to be completed and submitted to initiate the purchase process.
- 1.5 **Municipality** - means the Municipal Corporation of the Village of Hussar "the Village"
- 1.6 **Public Sales** - means the sale of lands that the Village is actively trying to dispose of.

2. POLICY

- 2.1 The disposal of municipal lands will be considered in the context of the overall policies of the municipality, including the Municipal Development Plan, Land Use Bylaw, and Strategic Plan.
- 2.2 The sale of land may be initiated by either the Municipality or by an individual, company or organization that is interested in acquiring the land.
- 2.3 All matters related to the disposal of Municipal property shall meet the following requirements of the Municipal Government Act:
 - a. Municipal Government Act. Part 3. Division 8 - Limits of Municipal Powers, Division of Lands - Section 70
 - b. Municipal Government Act, Part 16 - Requirements for Advertising - Section 606

3. GENERAL RULES

- 3.1 The disposal of lands may take place through two separate methods. Public sale of land includes land that the Municipality knowingly and actively wants to sell. Direct sales include lands that are not actively advertised and that are initiated through the public. The Municipality shall proceed through the following process once it is prepared to sell its municipal lands.

4. PUBLIC SALES

- 4.1 Reference will be made to statutory documents including the Land Use Bylaw and Municipal Development Plan prior to consideration of, and advertising the sale of municipal property.
- 4.2 The Chief Administrative Officer, or designate, shall have an appraisal done on the subject property to assist in establishing a market value.
- 4.3 The Chief Administrative Officer, or designate, shall have prepared an information package(s) on the subject land(s) that includes the following:
- a. A brief description of the subject land(s) (including the location, minimum sale price, zoning and any other relevant information)
 - b. Copy of the title and plan
 - c. Copy of relevant Zoning guidelines and Development Permit guidelines, if applicable
 - d. Copy of any covenants registered on the property.
 - e. Land Purchase Application form that is to be completed by the prospective purchaser.
- 4.4 The Municipal newsletter and website will be utilized to list Municipal owned lands that are being offered up for sale to the public.
- 4.5 The Chief Administrative Officer may have public notices published in local newspaper(s). The notice must include a description of the land or improvements, the nature and terms of the proposed disposition, and the process by which the land and/or improvements may be acquired.
- 4.6 The Chief Administrative Officer may utilize a Request For Proposal process to solicit interest for purchase of Municipal land for the purposes of sale and development of such land.
- 4.7 The Chief Administrative Officer may choose to market Municipal properties through local real estate companies.
- 4.8 Upon receiving Land Purchase Application form(s) the Chief Administrative Officer shall review any proposals received and prepare a report for Council.
- 4.9 All decisions on the disposal of municipally owned lands shall be made by Council.
- 4.10 The Chief Administrative Officer, or designate, shall provide a letter to the applicants informing them of the decision of Council.
- 4.11 Time period for land purchase processes shall take place within a 90 day time period.

5. DIRECT SALES

- 5.1 All inquiries made with regards to the purchase of municipally owned property shall be directed to the Chief Administrative Officer.
- 5.2 The Chief Administrative Officer shall prepare a report for Council which will include the Land Purchase Application form.

- 5.3 The Chief Administrative Officer shall include in the report information on the subject land(s) that includes the following:
 - a. A brief description of the subject land(s) (including the location, minimum sale price, zoning and any other relevant information)
 - b. Copy of the title and plan
 - c. Copy of relevant Zoning guidelines and Development Permit guidelines, if applicable
 - d. Copy of any covenants registered on the property.
 - e. Land Purchase Application form that is to be completed by the prospective purchaser.
- 5.4 Council will determine how they wish to proceed based on the terms of the offer. The applicant shall be notified once Council has considered the terms of the offer.
- 5.5 An opportunity may be afforded the applicant to make a presentation at the delegation session of a regularly scheduled Council meeting regarding his/her interest in the municipal lands.
- 5.6 If Council elects to sell the lands or improvements, the Chief Administrative Officer, or designate, shall have an appraisal done on the subject property to assist in establishing the fair market value price. Appraisal costs will be the responsibility of the purchaser as per the established fee within the Fees Bylaw.
- 5.7 Should Council agree with the price, the Chief Administrative Officer may be directed to proceed with the sale process.
- 5.8 A notice will be placed in the local newspaper for two consecutive weeks advising of the intended sale of the property.
- 5.9 During the two week advertising period residents will be provided the opportunity to appeal the sale of land. Appeals must be in writing and identify the reason for the appeal. The appeal will be heard by the Chief Administrative Officer.
- 5.10 The successful purchaser must satisfy themselves as to any additional geotechnical or environmental investigative works that may be required. The Municipality will grant access to the site to conduct these investigations and any and all cost shall be the responsibility of the purchaser.
- 5.11 The Chief Administrative Officer, or designate, shall complete the sale agreement process upon satisfaction of matters related to conditions.

Village of Hussar

LAND PURCHASE APPLICATION

Schedule "A"

Use this form if you are interested in purchasing land from the Village of Hussar. The information you provide is not an offer or a contract and does not constitute an interest in the land. The purpose of this form is to provide information to the Village of Hussar regarding a desire to purchase properties prior to the negotiation of a formal agreement of purchase and sale. The completion and submission of the form in no way obligates the applicant to purchase the property in question and is not in any way binding upon the Village of Hussar. It is for information purposes only.

The Village of Hussar will review the form and contact the Purchaser to confirm whether or not the Village of Hussar will negotiate a formal Agreement of Purchase and Sale. The Village of Hussar reserves the right to negotiate with only those parties that the Village of Hussar so determines in its sole discretion. The Village of Hussar reserves the right to amend or abandon this listing without accepting any Land Purchase Application.

PURCHASER	
Purchaser or Purchasers Corporation (What is what is to appear on Title)*	
Contact Person	
Mailing Address	
Phone Number(s)	
Fax Number	
E-Mail	
*The purchaser Corporation registered on Title to the property must be either a registered Alberta Corporation or a corporation extra-provincial registered in Alberta. An assignment to another corporation will only be permitted prior to the date of waiver of satisfaction of Conditions Precedent. AN ASSIGNMENT WILL NOT BE PERMITTED SUBSEQUENT TO WAIVER OR SATISFACTION OF CONDITIONS PRECEDENT.	
REAL ESTATE BROKERAGE (IF REPRESENTED)**	
Associate Name & Brokerage	
Associate Phone Number(s)	
Fax Number	
E-Mail	
**if represented by a Real Estate Associate, all negotiations must take place through the Associate.	
PROPERTY REQUESTED	
Legal	
Municipal (Civic Address)	
Total Purchase Price	
Deposit	
***A proposal letter is provided after the selection of a suitable Purchaser.	
*** 10% of the Total Purchase Price to be paid upon acceptance of the Village's proposal letter.	

#	ADDITIONAL TERMS & CONDITIONS	Completion Date

Date

Signed

This information is collected under the authority of Section 4(c) of the Protection of Privacy Act (POPA) Statutes of Alberta, 2024 Chapter P-28.5
and for the purposed of property sale transactions within the Village of Hussar

It is protected by the privacy provisions of the Protection of Privacy Act

S

LINC	SHORT LEGAL	TITLE NUMBER
0018 779 363	6780AM;8;29	851 174 790 K .

LEGAL DESCRIPTION
PLAN 6780AM
BLOCK 8
LOT 29
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: VILLAGE OF HUSSAR

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
851 174 790	17/10/1985			NOT ESTABLISHED

OWNERS

THE VILLAGE OF HUSSAR.
OF BOX 100
HUSSAR
ALBERTA

S

LINC

0018 779 371

SHORT LEGAL

6780AM;8;30

TITLE NUMBER

851 174 790 L .

LEGAL DESCRIPTION
PLAN 6780AM
BLOCK 8
LOT 30
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: VILLAGE OF HUSSAR

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
851 174 790	17/10/1985			NOT ESTABLISHED

OWNERS

THE VILLAGE OF HUSSAR.
OF BOX 100, HUSSAR,
ALBERTA T0J 1S0

Tim Frank Committee Reports July 2025

Solid Waste

-The Drumheller and District Solid Waste Association met June 13th. General housekeeping and ongoing issues discussed. DDSWMA received an in depth report from Tetra Tech which has provided some very detailed reading. The Town of Drumheller received a Refuse Disposal Permit in 1971 for a Sanitary Landfill. Established in 1972 the landfill started operations as a Class 11 Landfill receiving non-hazardous municipal and commercial waste. The landfill receives approximately 40,000 metric tonnes of municipal, industrial and commercial waste per year. The landfill site encompasses an area of approximately 129 hectares, with DDSWMA owning an additional 125 hectares of land. The facility included recycling facilities and storage areas to manage electronic waste, metal, white goods, tires, paint, household hazardous waste, used oil, pesticide containers. Also a treatment facility for hydrocarbon impacted soils, a reusable concrete stockpile, a rubble pile, and gravel stockpile. The site includes 2 stormwater ponds, and 2 evaporation pits, one for sump waste and the other for mud water slurries. Stage 1 of the landfill was closed around 20 years ago, and the current active face of the landfill is located in stage 2 . DDSWMA is currently working on fine tuning our data collection for the EPR

Fire Association

-The Fire Association has nothing to report.

SAWEA

-SAWEA Nothing to report.

Cemetery Board

-Cemetery watering commenced June 1st, with watering happening every second day. No issues so far.

Wheatland Regional Corporation

WRC met June 18th. Discussion items centered around possible inclusion of WRC into the proposed Standard Solar Initiative. Administration to study impacts on WRC operations and finances. More info will be forthcoming for a special meeting to be announced. Operations proceeding normally.

TSGWaterservices Montly Summary For June 2025

June 2, 2025	Cover for Murray, testing
June 2, 2025	Milage RF-HU-RF cover for Muray
June 4, 2025	Xylem inspected lift station
June 17, 2025	Power bumps,reset breaker
June 21, 2025	Plugged Lift station, manually maned lift station during rain storm, to keep High levels down.
June 24, 2025	Xylem worked on lift station , changed out some parts got LS working.
June 24, 2025	Dropped of THM samples at Kaizen labs in Calgary
June 24, 2025	Milage RF-HU-CAL-RF THM samples
June 28, 2025	Removed Fencing and posts from old Agricore well to get ready for decommissioning.
June 28, 2025	Bobcat rental ,to remove posts and fencing

AR119290

June 5, 2025

Dear Chief Administrative Officers and Municipal Clerks:

Subject: Pre-election Disclosures

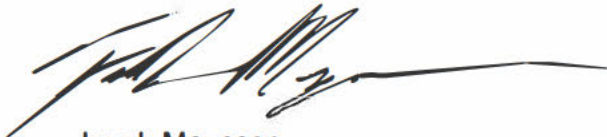
I am writing to inform you of a change to the *Local Authorities Election Act* that was made as part of Bill 54, the *Election Statutes Amendment Act, 2025*, which received Royal Assent on May 15, 2025.

These amendments establish that candidates who have received contributions beginning on January 1 and ending on July 31 of the election year must file a campaign disclosure statement for that period by September 30 of the general election year.

Recently, an amendment was also made to the Local Political Parties and Slates Regulation that requires pre-election campaign disclosures for local political parties by September 30 of the general election year. Information about these legislative changes are outlined in a collection of fact sheets published under Changes to the *Local Authorities Election Act* on Open Alberta.

Should you have questions about these amendments, please contact our advisory team at ma.advisory@gov.ab.ca.

Sincerely,



Jonah Mozeson
Deputy Minister

cc: Ryan Westerson, President, Alberta Municipal Clerks Association



Outlook

Bill 50 Resources and Amendments to the Joint Use and Planning Agreements

Date Mon 2025-06-16 4:16 PM

To Village Office <office@villageofhussar.ca>

I am writing to share information and resources with you regarding Bill 50, *the Municipal Affairs Statutes Amendment Act, 2025*, and to notify you about recent changes to the Joint Use and Planning Agreements Regulations.

As you may know, Bill 50 received Royal Assent on May 15, 2025, and includes amendments to the *Municipal Government Act* and the *Local Authorities Election Act*. A collection of fact sheets and detailed information about these legislative changes and how they may impact your municipality are available on Open Alberta:

- [Changes to the Municipal Government Act](#)
- [Changes to the Local Authorities Election Act](#)

Additionally, amendments to the Joint Use and Planning Agreements (JUPAs) Regulation have also been made, and came into force on May 31, 2025. These amendments make JUPAs voluntary for municipalities and school boards that do not own or occupy a school building or have an approved new school project within their boundaries. JUPAs will continue to be mandatory for municipalities and school boards with a school or approved school project within their boundaries.

Should you have any questions about the *Municipal Affairs Statutes Amendment Act, 2025*, or JUPAs, please contact [REDACTED]

Sincerely,

Jonah Mozeson

Deputy Minister



Real Property Governance (RPG)-School Ownership

Discussion guide

Background

Bill 50 Municipal Affairs Statutes Amendment Act, 2025, and Bill 51 Education Amendment Act, 2025, received royal assent on May 15, 2025, enabling the province to own all new Kindergarten to Grade 12 (K-12) real property related to new or replacement school projects. The real property includes land, buildings, playgrounds, sports fields, and parking lots. New schools also include buildings that are repurposed as a new school. The legislation will take effect for projects announced in Budget 2025 and onwards.

Infrastructure will assume ownership of all new and replacement K-12 school real property and then lease the property to school jurisdictions (including public, separate, francophone, and charter schools) for operation and maintenance. The transfer of ownership will occur once provincial funding to design and/or build the school is secured, and written notice is provided by the Minister of Infrastructure.

Infrastructure will be responsible for overseeing the transfer of ownership and managing leasing these properties, ensuring better oversight, transparency, and strategic use of assets in alignment with broader government priorities. The separation of ownership and operations allows Infrastructure to use its expertise in real estate, construction, and managing public infrastructure, allowing school jurisdictions to focus on delivering education and maintaining the schools with their specialized knowledge.

Through discussions with impacted stakeholders, Infrastructure is seeking to better understand the potential impacts related to the implementation of the new ownership model. While Infrastructure will own school real property, school jurisdictions will continue to be responsible for the operation and maintenance of the properties through a leasing arrangement.

The legislative amendments introduced through the Municipal Affairs Statutes Amendment Act, 2025 (Bill 50), and the Education Amendment Act, 2025 (Bill 51), provide the framework to implement the new ownership model for all new and replacement K-12 schools.

Bill 50 amendments:

- Clarify definitions including, “Crown”, and align with terms in the *Education Act*.
- Define “school building project” and “school division” consistent with the *Education Act*.
- Exclude Crown land (with school board leasehold interest) from off-site levies.
- Exempt land transfer from school boards to the Crown from public hearing requirements.

Bill 51 amendments:

- An approved new school project provides scope of the project types:

- new and replacement schools; and
- repurposing of an existing building into a new school
 - All other school building projects are out of scope, including modernizations and renovation.
- New school real property refers to the parcel of land that will be transferred to the province.
 - The Minister of Infrastructure is required to provide written notice of transfer when transfer conditions are met.
 - Upon transfer to the province, the registrar removes the reserve designation from title.
 - The Minister must offer a leasehold interest in the new school to the appropriate board.
- Regulatory Authority is provided to the Minister of Infrastructure as required:
 - ownership transfer of newly built school properties;
 - compensation related to transfers; and
 - leasing school properties to jurisdictions.

The legislative changes do not alter the educational responsibilities of school authorities, which will continue to deliver education programming and operate schools. The legislative changes do not impact existing schools or properties owned by school authorities. They apply only to schools that received capital funding in Budget 2025 and onward.

Site servicing, day-to-day implementation and other operational frameworks of the agreements will continue to be between municipalities and school boards. Joint Use and Planning Agreements (JUPAs) will continue to be developed between municipalities and school jurisdictions as required under legislation.

This session will provide stakeholders with information regarding ownership and leasing changes, clarify roles and responsibilities, and allow Infrastructure to understand potential impacts and consequences that will need to be considered throughout implementation.

This guide outlines background and context, the key elements of RPG School Ownership and a framework for discussions. The guide is meant to support stakeholders' understanding in preparation for the session.

Objectives:

- Communicate the change in school real property ownership for new and replacement K-12 schools beginning in 2025 and going forward.
- Understand implementation challenges/concerns and identify opportunities for an effective and seamless implementation of the new ownership model that does not impact the operations or maintenance of schools.

What is Changing?

- Infrastructure will own all new K-12 school real property (land, buildings, parking lots, playgrounds, sports fields) and lease to school jurisdictions for operation and maintenance.
- The transfer of ownership will occur once provincial funding to design and/or build the school is secured, and written notice is provided by the Minister of Infrastructure.

- The ownership policy is **not retroactive**; existing school properties and school capital projects that received capital funding approval prior to Budget 2025 will remain unaffected.

Key Discussion Themes

As Infrastructure transitions to the new model for K-12 school ownership, we aim to gather feedback and insights to inform the implementation process. The goal is to ensure that the transition to the new ownership model is smooth, efficient, and in alignment with broader government objectives regarding the management of the public real estate portfolio.

The following themes are designed to better understand the practical implications of the transition and guide the development of a successful implementation strategy. We encourage stakeholders to reflect on each theme to help us identify key considerations and potential challenges as we move forward.

Ownership Changes:

This ownership model will not remove the ability for school jurisdictions to operate, hire teachers, plan for future school sites, and assess the education needs for the children of Alberta.

We anticipate questions and discussion on:

- future planning and reserve designations
- scope and timing of the ownership changes, including the written notice provided by the Minister of Infrastructure
- impacts on school construction process
- partnership space ownership and funding responsibilities

Leasing:

Infrastructure will manage lease agreements with school jurisdictions, offering a leasehold interest structure. The lease will include provisions around operations, maintenance, usage, and other responsibilities.

We anticipate discussion and questions on:

- Maintenance and renewal funding
- Insurance and liability responsibilities
- Length and termination provisions
- Joint usage or ability to sub lease

Legislative and other amendments to enable ownership model:

Amendments to the *Education Act* and *Municipal Government Act* enable the proposed change in ownership and provide the overall framework to operationalize the new ownership model. These changes will require further consideration to ensure the appropriate scope is implemented.

We anticipate discussion and questions on:

- the definitions of new school real property
- compensation

- Joint Use and Planning Agreements (JUPAs) between school jurisdictions and municipalities

Overall implementation:

This guide is not intended to be exhaustive of all the implementation requirements. If you wish to submit additional themes for discussion in advance of the session, please email at infra.policy@gov.ab.ca by June 12, 2025. Additional time will also be provided during the session to address further implementation considerations related to the new ownership model.

Thank you for reviewing this guide prior to our session.



Feedback on School Site Ownership



📎 3 attachments (378 KB)

K 12 School Ownership word version of survey.docx; Discussion Guide.pdf; Real Property Governance Fact Sheet.pdf;

Dear Mayors, Councillors, and CAOs:

Alberta Municipalities would like to hear your municipality's perspective on the Government of Alberta's decision to take ownership of real property related to new schools.

Background

Alberta Infrastructure invited municipalities to participate in a stakeholder session on Real Property Governance, which took place on June 12. The purpose of the session was to discuss how recent changes to the Municipal Government and Education Acts enable the province to own all land including buildings, playgrounds, sports fields, and parking lots related to new, or replacement schools announced in Budget 2025 onwards. The attached fact sheet and discussion guide shared by the province provide further details.

Feedback requested

Following the session, Alberta Infrastructure distributed a [survey](#) requesting feedback by June 27. The ABmunis Board meets that day and will consider a submission and advocacy approach on this topic. What follows is our administration's initial high-level assessment of the issue. We would like your feedback to validate this assessment and, in particular, your thoughts on the potential impacts of the new ownership model – positive or negative. **Share your perspective with us by emailing advocacy@abmunis.ca with "School Site Ownership" in the subject line.** To further our understanding of the impact on municipalities, we have attached a word version of the electronic survey to allow you to share your response to the online survey with us.

Initial Analysis

- Municipalities understand that schools are essential to thriving communities. Municipal governments should receive greater recognition for the role they play in supporting schools in their communities.
- The province's decision to take over ownership of school sites does nothing to address the challenges that municipalities have been flagging for years, namely the need for:
 - Better coordination in site [selection and servicing](#) (with resolutions on this topic going back to 2009).
 - Funding support for [site servicing](#) as well as [playgrounds](#).
- It would be helpful for the province to provide a clear rationale behind the decision to take ownership of school sites and how this will tangibly benefit schools, municipalities, and the communities they serve.
- Municipalities and School Boards are investing time and resources in the development of [Joint Use Planning Agreements \(JUPA's\)](#). Some JUPAs are complete while others are in progress ahead of the June 2026 deadline. The province indicates that municipalities and school boards should continue to develop JUPAs as currently legislated. It is unclear how the new ownership will impact planning and use of school sites. ABmunis emphasizes that municipalities will need support and guidance to make any necessary updates to JUPAs.

- It is essential that municipalities be fairly compensated for any costs incurred in land acquisition for schools.
- One size does not fit all. This mantra applies to school sites, which apply to a wide variety of different contexts, especially in relation to who builds, operates and manages use of playgrounds, sports facilities and other community amenities.
- Municipalities were not consulted in advance of the legislative changes to the school ownership model, but must be meaningfully consulted on the development of regulations the Minister of Infrastructure has been granted authority to develop related to:
 - Ownership transfer of newly built school properties
 - Compensation related to transfers and
 - Leasing school properties to school jurisdictions.

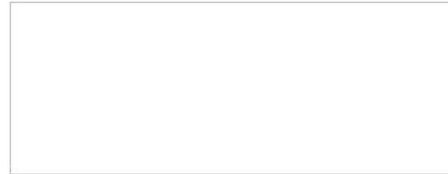
Again, we welcome your feedback on our initial analysis, as well as any additional insights you can share. We also welcome your feedback in the current review on setting a level of service for [fire services](#).

Email advocacy@abmunis.ca with feedback on either or both engagements.

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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

K-12 School Ownership –Alberta Municipalities Feedback

This is a word version of a electronic [survey](#) distributed by Alberta Infrastructure to seek implementation considerations related to Real Property Governance – K-12 School Ownership Implementation.

ABmunis is distributing this word version to make it easier for members to draft your response. In addition we welcome you to share your responses with us (advocacy@abmunis.ca) to inform our own submission on this topic.

1. First and Last Name

2. Name of Municipality

3. Ownership Model: What aspects of the ownership model may require further clarification to ensure smooth implementation?

4. Ownership Model: Are there specific challenges your organization foresees with the timing or process for transferring land title?

5. Ownership Model: Are there aspects of municipal zoning, planning, and/or site servicing responsibilities prior to the transfer of ownership that we need to be aware of with respect to implementation?*

6. What aspects of the leasing structure (e.g., lease length, sub-leasing, termination), including roles and responsibilities, may require consideration or clarification to support operational stability?

7. What aspects of insurance responsibilities do we need to consider with respect to implementation of the ownership model and leasing to school jurisdictions?*

8. What implications do you foresee for partnerships (e.g., partnership with School Boards) under the new ownership model that may need to be considered for implementation?

9. What implications do you foresee for partnerships (e.g., partnership with School Boards) under the new ownership model that may need to be considered for implementation?

10. What additional clarity is needed on the legislative amendments (i.e., Education Act, Municipal Government Act) to ensure implementation meets the legislative requirements?

11. What documents and/or existing processes may be impacted by the ownership change that we need to be aware of?

12. Additional Comments: What else needs to be addressed to support your jurisdiction's readiness to implement the new ownership model?

13. What tools, resources, or communications would help support your organization during the transition?

14. Are there any other comments or recommendations your organization would propose to support a seamless implementation?

Real Property Governance

Fact Sheet

Alberta Infrastructure is responsible for ensuring all government-owned and leased real property are effectively and transparently managed for the benefit of Albertans. Real property includes facilities, buildings, and titled land.

Modernizing governance of all government-owned and leased real property will provide greater accountability to taxpayers by ensuring these assets are handled in a uniform manner and allow government the option to hold onto real property that have strategic value. Streamlining sales helps support priority projects across government, create revenue and reduce red tape.

Real Property Governance

Real Property Governance (RPG) refers to the modernization of the way real property assets are managed with the intent to improve accountability and transparency. The overall objective for RPG is strengthening the government's ability to support program delivery to Albertans.

A. Real Property Governance Act

The Alberta government enacted the *Real Property Governance Act* (RPGA) to legislate a centralized approach to manage its real property inventory. The centralized approach creates more efficiencies across government and maximizes asset value to the benefit of Albertans.

The RPGA received Royal Assent on May 16, 2024, streamlining the real property inventory and disposals of surplus real property. The RPGA applies to all government ministries and consolidated entities such as government organizations, school jurisdictions and charter schools, post-secondary institutions, health authorities and other entities as listed in Alberta's financial statements.

The RPGA excludes the Office of the Legislative Assembly, Offices of the Legislature, Regulated Funds, and Government Business Enterprises. It takes precedence over conflicting legislation, except for the *Freedom of Information and Protection of Privacy Act*, ensuring consistent governance of public real estate assets.

Requirements of the RPGA

Centralized Inventory System

- Government ministries and consolidated entities must report all owned and leased real property information to Infrastructure, which will then be consolidated it into a centralized inventory system.

- This provides a centralized view of the government's owned and leased real property portfolio which ensures informed and efficient decision making.

Offer to Transfer

- When a government ministry or consolidated entity deems real property surplus or no longer required for program use, it must be offered to Infrastructure at net book value. Infrastructure determines whether to accept the offer or reject it, allowing the ministry or consolidated entity to dispose of the real property.
- The RPGA applies to all government ministries and consolidated entities, however, some entities or land are not subjected to Offer to Transfer:
 - Land that does not have a Certificate of Title under the *Land Titles Act* (however, once a title is created, the RPGA will apply).
 - Land currently being used by ministries or consolidated entities for program purposes.
 - Caveats registered on land titles that restricts use of the land will be honoured.

Scope of Regulations

- Regulations may be created to define any term used but not defined in the RPGA and to address any confusion or difficulty in applying the provisions of this act.
- Regulations necessary to exempt specific real property and for the administration of the act may be created.

B. Government Assets Ownership

The overall objective of Real Property Governance is strengthening the government's ability to support program delivery to Albertans. This is achieved through awareness of all assets, holistic decision making, and simplified ownership.

Real property that Infrastructure has acquired, built or owns will be leased to consolidated entities, which will operate and maintain the real property.

Health Facilities Ownership

In April 2025, health facility ownership under Infrastructure was fully implemented. Infrastructure now owns all health facilities previously owned by Regional Health Agencies and leases the facilities to the appropriate health agency for operation and maintenance.

K-12 School Ownership

Bill 50 *Municipal Affairs Statutes Amendment Act*, 2025 and Bill 51 *Education Amendment Act*, 2025 received Royal Assent on May 15, 2025, enabling the Government of Alberta to own all new Kindergarten to Grade 12 (K-12) school real property. This property will be leased to school jurisdictions, including public, separate, francophone and charter, for operations and maintenance.

Ownership Model:

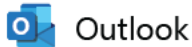
- Infrastructure will own all newly constructed K-12 school real property, including buildings and facilities, playgrounds, sports fields, and parking lots.
- The change in ownership is on a go-forward basis only and will not be applied retroactively.

School Reserve Transfers:

- The transfer of ownership will occur once provincial funding to design and/or build a new school is secured and written notice is provided by the Minister of Infrastructure.

Leasing and Operations:

- New schools will be leased to school jurisdictions to operate and maintain.



Establishment of a Privacy Officer Directory



Hello public body member,

The *Protection of Privacy Act* (POPA) and regulations are now in force. Within the new Protection of Privacy Ministerial Regulation, a public body must designate or identify a privacy officer as part of the establishment of a privacy management program (PMP).

A privacy officer is responsible to:

- Ensure the public body's compliance with the POPA;
- Develop, implement and maintain the public body's PMP;
- Ensure tasks and responsibilities set out in the PMP are incorporated in the organizational structure; and
- Report back to senior leadership on compliance with the POPA and any privacy risks and mitigation strategies.

While POPA does not require a public body to establish a PMP for one year, Technology and Innovation (TI), the ministry responsible for administering the POPA, is looking to develop a Privacy Officer Directory and network to support implementation of POPA. This directory will help Albertans find contact information for privacy officers in all public bodies, and serve as a communication tool for TI to share POPA-related news and updates with Alberta's public bodies.

To establish contacts for the Privacy Officer Directory, TI is reaching out using the former FOIP Coordinator Directory - now the [ATI Coordinator Directory](#) - as the default source for your public body's privacy officer contact. If you would prefer to designate a different contact, whether an individual or a business area, please email us with the updated information. This should include a name or area title, address, phone number, and email. TI requires all updates to the directory by **July 4, 2025**.

If you have any questions, please feel free to [contact us](#).

Privacy Outreach
Technology and Innovation
Government of Alberta

Classification: Protected A

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