

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, December 2, 2021**

The regular meeting of the council of the Village of Hussar was held at the Sundowners' Senior Centre on Thursday December 2, 2021, commencing at 7:00 pm

<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Coralee Schindel (virtual), Tim Frank Kate Brandt, CAO
	1 in person and 5 via. conference call
<u>CALL TO ORDER</u>	The meeting was called to order at 7:02 pm
<u>ACCEPTANCE OF AGENDA</u>	
2021-12-02-630	MOVED by Councillor Frank that the agenda be accepted with the following changes: Add to 6 (d) CAO training 2022 <u>and Emergency Management Training</u> Move 6 (d) Training for 2022 to 11 (f) Confidential Add 6 (f) Drumheller Mail article for Wheatland Regional Corporation
	CARRIED
<u>DELEGATION</u>	<u>Service Line Warranties -- Jeff Olson</u> Jeff presented how the service line warranties program works and their monthly rates to customers. Council would like to have more time to think about the program before making a decision.
2021-12-02-631	MOVED by Councillor Frank to accept as information at this time
	CARRIED
	Palliser presented the draft of the Land Use Bylaw and discussed changes that we would still like to make. The Land Use Bylaw final draft will be brought back to our next meeting.
<u>APPROVAL OF MINUTES</u>	<u>November 10, 2021 Regular Council Meeting</u> MOVED by Councillor Frank that the minutes of November 10, 2021 be accepted as presented
2021-12-02-632	
	CARRIED
<u>BYLAW REVIEW</u>	<u>Bylaw Review</u> MOVED by Councillor Schultz to give bylaw 538-21 being the Procedural Bylaw second reading
2021-12-02-633	
	CARRIED
	The following bylaws were reviewed new bylaws with changes will be brought back to our next regular meeting:
	<ul style="list-style-type: none">• 499-15 Utility Bylaw• 526-20 Utility Bylaw Amendment• 496-15 Garbage Collection Fees• 527-20 Garbage Collection Fee Bylaw Amendment• 509-16 Garbage Collection

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POLICY REVIEW
2021-12-02-634

Policy Review

MOVED by Councillor Frank to approve policy 2.1 Campground Rental & Reservations Policy with the changes as presented

CARRIED

2021-12-02-635

MOVED by Councillor Schindel to approve policy 6.1 Snow Removal Policy with the changes as presented

CARRIED

The following policies were reviewed without changes:

- 2.3 Metal Detecting on Village Property
- 7.5 Utility Rate Policy

BUSINESS

2021-12-02-636
December payroll

December Payroll

MOVED by Councillor Frank to pay the Public Works, CAO and Councillor payroll on December 22, 2021

CARRIED

2021-12-02-637
Village Cell phone

Village Cell phone

MOVED by Councillor Schultz to pay \$25.00 per month for the Public Works phone to cover their personal cell phone usage beginning January 1, 2022 and to pay \$35.00 per month for the CAO to cover their personal cell phone usage and to cancel the public works cell phone plan and to create a Cell Phone policy

CARRIED

Councillor Schultz called a 5-minute recess at 9:20 pm

Councillor Schultz called the meeting back to order at 9:27 pm

2021-12-02-638
Subdivision and
Rezoning

Subdivision of Land and Rezoning

MOVED by Councillor Schultz to proceed with the subdivision and rezoning of the land located at Lot 5/6 PUL Block 9 Plan 031 0282

CARRIED

2021-12-02-639
Utility Rate options

Utility Rate options for 2022

MOVED by Councillor Schindel that the Utility Rates be set as follows:

Water service rate - \$2.00 increase per month

Garbage service rate - \$1.00 increase per month

For a total rate increase of \$3.00 per month. Total amount of utility service \$123.00 per month and that these changes take effect on January 1, 2022, and that administration make the necessary changes to the Utility Bylaw to reflect these amounts which will be brought forward for first reading on December 21, 2021

CARRIED

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2021-12-02-640
Article for WRC

Drumheller Mail Article for Wheatland Regional Corporation
MOVED by Councillor Schultz that Councillor Schultz send the quote on behalf of Council to the Drumheller Mail on the Wheatland Regional Corporation
CARRIED

FINANCIAL

The 2022 Budget was reviewed and changes will be brought to our next meeting

COMMITTEE
MEETINGS

Councillor Frank

Drumheller & District Solid Waste board will meet on December 7th to discuss budget. A regular board meeting will be held on December 16th. At the executive meeting on November 29th it was agreed to use Kneehill County's HR services to begin the search for a new Executive Director.

Cemetery board will have a meeting early in the new year to discuss the proposed waterline through the Cemetery and how to transition with Clarke's retirement

Fire Association had a meeting on November 22. There are 2 new members to the department, plus possibly 2 new First Response medical responders. The department has responded to 4 fire calls since September 1, 1 medical call, 1 aid stand down, and 1 false alarm. The new mobile app for all departments is now coming on stream. The County is currently reaching out to gather phone/truck information for the system. The new dispatch system was used in the latest fire call, Hussar, Dalum and Standard responded. The intent is to match resources to the situation. Chief Hager reports good results. 88 smoke detectors were given out in a walk around the community by department members. Rural residents in our fire district can call the department to request a smoke detector. More detectors will be handed out at Light Up the Night event. Request for a new Bush Buggy will be brought to the Capital Committee this coming year. Configuration and layout of the vehicle will be decided closer to the request. Department will be acquiring 4 or 5 SCBA bottles, for the department, the County wants every department to have the same kind of bottles so they may purchase them in bulk. Hussar Fire Department will be celebrating their 50th anniversary this coming year, so planning will begin for a party, possibly in conjunction with Summer Daze this coming year.

Southern Alberta Waste to Energy Association will meet at Wheatland County on December 10, 2021.

Councillor Schindel

Library Board met and discussed having another bike rally next year due to the success of the one held this summer. Looking to have a book sale in the spring. Looking at getting some digital help courses for the Village. Next meeting on January 4, 2022.

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Councillor Schultz

Wheatland & Adjacent Districts Emergency Medical Association met on November 15th for an Organizational meeting followed by a Regular meeting. In the Organizational meeting the Chair is Glen Koester, Vice Chair is Darcy Burke, Executive committee consists of the Chair, Vice Chair, CAO-Rob Witty, and secretary/treasurer Donna Hendricks. Regular meetings were kept as the 3rd Monday of every month and the AGM will be on January 17, 2022. In the regular meeting Kevin Link and Bill McGregor gave a presentation to the board with an overview of the operational framework and strategic plan process. Also, all the safety and incident statistics and answered any questions that arose. There were also documents presented to the board to take and review and sign off on at a later date. Staff are preparing a survey about ambulance service, to be sent to all residents and they look forward to the feedback. The contract with AHS expires in August of 2022 and have begun negotiations. There was a lot of discussion on the dispatching situation. Call ins on landlines go directly to local centers but cell phones may ping a tower in another area and get response from there instead of local first. Local dispatch right now is dispatching EMS and fire at the same time where as AHS doesn't always send Fire until 20 minutes later and the fire first responders can do a lot. The 911 cell phone levi starts in February or March of 2022 so the associations should start seeing some revenue from that soon. The CAO report by Rob Witty shows a 30% increase in call volumes over last year with 4484 calls YTD. AHS mandated staff be vaccinated by November 30th. Long Service awards, 3 at 20 years, 1 at 15 years and 1 at 30 years (Rob Witty).

Councillor Schultz attended the Wheatland Family Community Support Services meeting on behalf of Councillor Schindel. The Organizational meeting was held on December 1, 2021 with the regular board meeting following it. In the Organizational meeting - the Chair is Darcy Burke, Vice Chair is Glen Koester. The Finance Committee is the Chair, Vice Chair and Richard Bryan. Personnel / Evaluation Committee is Donna Biggar and Coralee Schindel. Policy Committee is Chair, Vice Chair and Donna Biggar. The auditors will be Avail. Meetings will be held the 4th Wednesday of each month. Signing authority is the Chair, Vice Chair and the CAO. In the regular meeting - the budget was discussed and there is 21% of budget left for the year, with nothing arising from the income statement or reconciliation report. CAO report- County coats kickoff was disappointing with only 3 people, reaching out to schools and Siksika and other groups to see if there is a need. Working with the County Fire Chief to make sure all reception sites are updated as per emergency management. Wellness bags are being prepared and coming along nicely with donations for them. 5 for Life book sale has lots of books coming in for the community sale being held at the Hope Covenant Church on January 28th and 29th. Womens Conference is April 9 2022. There are 10 less clients from this time last year. Christmas party and staff recognition is being planned for January, voted to give staff \$150 gift cards. Still waiting to hear back from Edmonton about being able to keep the surplus from the previous year. As of Friday December 3rd all old files will be disposed of. Next meeting is January 26, 2022.

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CAO REPORT

2021-12-02-641 MOVED by Councillor Frank to accept the CAO and Public Works reports as presented
CARRIED

CORRESPONDENCE
2021-12-02-642

MOVED by Councillor Schultz to accept the following correspondence as information

- a) Rockyford Organizational
- b) Wheatland County Organizational
- c) Marigold Library System letter, report and brochure
- d) Rockyford Handi-Bus Letter
- e) City of Cold Lake: College of physicians and Surgeons of Alberta

CARRIED

2021-12-02-643 MOVED by Councillor Schultz to extend our meeting to 11:45 pm
CARRIED

CONFIDENTIAL
2021-12-02-644

MOVED by Councillor Schultz that the meeting go into closed session at 10:57 pm to discuss the following:

- a) Draft Strategic Plan (as per s. 29(1) of the *FOIP Act*)
- b) JG Water Services Agreement 2022 (as per s. 16(1) of the *FOIP Act*)
- c) Xerox proposal for printing services (as per s. 16(1) of the *FOIP Act*)
- d) Personnel Matter – Administrative Assistant Position (as per s. 17(1) of the *FOIP Act*)
- e) Assessment Audit Report (as per s. 29(1) of the *FOIP Act*)

CARRIED

2021-12-02-645 MOVED by Councillor Schultz that the meeting come out of closed session at 11:53 pm
CARRIED

2021-12-02-646 MOVED by Councillor Schultz to sign the JG Water Services Agreement for 2022
CARRIED

2021-12-02-647 MOVED by Councillor Schultz to remove the Administrative Assistant position from the 2022 budget
CARRIED

2021-12-02-648 MOVED by Councillor Schultz to bring the Xerox Proposal for printing services back to our next meeting for discussion
CARRIED

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2021-12-02-649

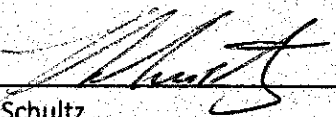
MOVED by Councillor Schultz to add two courses to the budget in both 2022 and 2023 for our CAO to complete the NACLAA Level 2 certificate

CARRIED

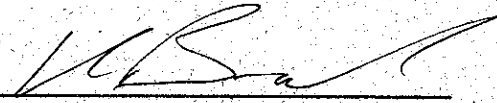
ADJOURNMENT

The meeting was adjourned at 11:55 pm

These minutes approved this 21 day of December, 2021.



Les Schultz
Mayor



Kate Brandt
Chief Administrative Officer