



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

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. ADOPTION OF THE PREVIOUS MINUTES**

- (a) October 20, 2022 Regular Council Meeting
- (b) November 10, 2022 Regular Council Meeting

**4. POLICY & BYLAW REVIEW**

- (a) Bylaw Review
  - Utility Bylaw 539-21
- (b) Policy Review
  - 2.1 Campground Rental and Reservation
  - 2.3 Metal Detecting on Village Property
  - 5.1 Office Hours of Operation
  - 5.12 Cell Phone Policy
  - 7.5 Utility Rate Policy

**5. BUSINESS**

- (a) Change February Council Meeting Date to Wednesday, February 8, 2023, due to WREMP Meeting on Regularly scheduled Council meeting on Thursday, February 9, 2023
- (b) Rockyford Sanding Unit Agreement – Possible sand pile location
- (c) Discuss Trailer and Holiday Trailer winter parking for fall/winter 2023. Proposed area at the overflow campground section
- (d) Discuss adding to an existing policy or creating a new policy regarding sick leave, personal days, bereavement and compassionate care.
- (e) Bell request for lease agreement renewal
- (f) Community Futures Rural Renewal Program
- (g) Wheatland Regional Corporation
- (h) Marigold Library Insurance

**6. FINANCIALS**

- (a) October 2022 Bank Reconciliation and Cheque Listing
- (b) Operational Budget Review

**7. COMMITTEE REPORTS**

**8. CAO, PW & JG WATER SERVICES REPORTS**

**9. CORRESPONDENCE**

- (a) HELP International Shelterbelt Program
- (b) Ponoka Letter to Minister of Health

**10. CONFIDENTIAL**

- (a) Personnel Matter (as per S. 17(1) of the *FOIP Act*)
- (b) Water Services Contract (as per S. 16(1) of the *FOIP Act*)

**11. ADJOURNMENT**

Next Meeting: Thursday, January 12, 2023 (in Council Chambers and via. Conference call)

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, October 20, 2022**

The regular meeting of the council of the Village of Hussar was held in Council Chambers in Hussar, October 20, 2022, commencing at 7:00 pm

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<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Coralee Schindel, Tim Frank Michelle Plante (Interim CAO) 2 in person and 2 via. conference call	
<u>CALL TO ORDER</u>	The Regular Council meeting was called to order at 7:27 pm	
<u>ACCEPTANCE OF AGENDA</u>		
2022-10-20-330	MOVED by Councillor Frank to accept the agenda with the following changes; Change Resident Letter from Confidential to Business item b)	CARRIED
<u>DELEGATION</u>	<u>Kate Brandt – Proposed Dog Park/Multi Court</u>	
2022-10-20-331	MOVED by Councillor Schindel to accept Kate’s proposal for the Sports Court and Dog Park as information at this time	CARRIED
<u>APPROVAL OF MINUTES</u>	<u>September 29, 2022 Regular Council Meeting</u>	
2022-10-20-332	MOVED by Councillor Frank to bring back the minutes with the discussed changes at the next meeting	CARRIED
<u>POLICY REVIEW</u>	<u>Policy Review</u> The Following Policies were reviewed without change <ul style="list-style-type: none"><li>• 5.14 Community Groups Policy</li></ul>	
<u>BUSINESS</u>	<u>Armstrong Auto Quote</u>	
2022-10-20-333	MOVED by Councillor Schultz that the Village get a couple of quotes from local companies to put gravel or asphalt in to temporarily fix until spring when we will look at it again and do a permanent fix for the problem at Armstrong Auto	CARRIED
	Councillor Schultz called a 10 minute recess at 8:02 pm Councillor Schultz called the meeting back to order at 8:11 pm	
2022-10-20-334	<u>Resident Letter about waiving utility fees</u> MOVED by Councillor Frank that the request from the resident cannot be done and is denied and the CAO should contact the resident by e-mail	CARRIED

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REGULAR COUNCIL MEETING  
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Thursday, October 20, 2022**

FINANCIAL  
REPORTS  
2022-10-20-335

Financial Reports  
September 2022 Bank Reconciliation and cheque listing  
MOVED by Councillor Schultz to accept the September 2022 Bank Reconciliation and Cheque Listing as presented

CARRIED

COMMITTEE  
MEETINGS

Councillor Frank  
Did not have any meetings to report on

Councillor Schultz

Wheatland Housing Management Body met again on Oct. 13<sup>th</sup> 2022, we have met a bunch of times in the last six weeks. Most of the meetings have been dealing with the Strategic Plan that Community Futures has been helping develop. This meeting was held at the Community Futures office because there was an outbreak status announced at the Lodge. As it turned out Wendy from Community Futures Wild Rose was unable to make it to the meeting so we did not have an opportunity to go over the Strategic Plan again. There were reports given by the CAO of the Lodge Vickey Cook and also there was a request to have the spokesperson Glen Koester and Vickey to attend the Wheatland Regional Partnership meeting in Rockyford and they agreed to go and give an update. Vickey has also applied for \$25000 grant called the New Horizon Grant which can be used to update games and equipment for the Lodge. The next meeting is on October 27<sup>th</sup> and it will be an update from Derek Wiess the project manager for the new build and what stages the funding and everything is at. Then another meeting on Nov. 21<sup>st</sup> for to hopefully finalize the Strategic Plan which is a Government requirement. Possibly a Christmas party on December 8<sup>th</sup> the same day as the Resident party.

Wheatland Housing Management Body - So far in Sept. We have had 3 meetings, mostly to do with updating the Strategic Plan but also some reporting on operations. The next meeting is Oct. 13<sup>th</sup> and there will be a presentation from Derek Weiss the project manager for the future new build of the Lodge/Hospice.



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Wheatland and Adjacent Districts Emergency Medical Association met October 17<sup>th</sup> at 7pm at Wheatlands Office. The financials were presented and everything is good with that. There was no report from the Chair so we went right into the CAO report from Rob Witty. The call volume to date up to Sept. 2022 was 3348 calls which is actually a decrease from the same time last year of 20%. They are still averaging 372 calls per month and some months see it as high as 500. There is some training underway and it is "Medical Control Protocol Training" which is required to meet the requirements by March of 2023 so they should be ahead of schedule on that. It is 6 hours of skills training and then a bunch of online training as well. We have ordered 2 new ambulances which were ordered a couple years back but Rob figures that one should be delivered in late spring of 2023 and who knows when the second will arrive and by that time there will have to be another one ordered. Repair costs are stacking up on a couple of them but that's just what has to be done. Cost for an ambulance is approx. \$325,000. Rob is hoping to have an Awards banquet/ Christmas party sometime in December.

Regional Partnership meeting was on Oct. 18<sup>th</sup> at Rockyford Office, We started off with an update and presentation by WHMB spokesperson Glen Koester and CAO Vickey Cook which had a lot of great information on Lodge costs and also the fundraising efforts that are being done to raise money for the new build. The old lodge is 60+ years old and there are many things needed to upgrade to meet codes and requirements by the Province. The lodge currently has 100 beds so the new lodge would have to be at least that big or bigger and hopefully also a Hospice wing or at least a couple of suites. They could not say for certain but a possible 20% increase in requisition could be coming. As per the agenda I did not have an update for the Health Initiative project but Mayor Pat Fule of Strathmore had some comments about doctors and hospitals after a meeting he had with the Health Minister, the Province agrees there is a problem and stated to him that they are working on solutions and once their studies are concluded they may have some answers to the doctor and nurse shortages and retainment. We all agreed to sign the letter to go to the Alberta Utilities Commission about the high costs. Some discussion on municipalities making the HandiBus a line item in their budget and what that would have to look like.

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, October 20, 2022**

Councillor Schindel

Wheatland Family & Community Support Services on September 28. Excess Indirect Funding available. Will send letter to groups to notify them it is available and must be used within 60 days. A couple of large donations were received by WFCSS, and one was made in memory of Lynn Walker. FCSSAA Membership Conference 3 board members will still attend. Grant Application to WRREH was accepted & approved. Will update when we hear back. Strathmore Lunch & Learn was well attended. Looking into a Volunteer Connector - allows people to post they're availability to volunteer and for organizations looking for volunteers to make postings. Enquired about disposition of older records or if they should move to electronic. Approval to destroy (shred) records that are no longer needed, if brought to council for approval each time. Motioned to destroy records from 2015. Discussed that we should keep any photos or other special public documents that would be appreciated down the line at anniversary celebrations. Oasis Campground has new owners that are offering the campground facilities for fundraisers to charity or non-for-profit organizations. Meals on Wheels price increase October 2, 2022 - Prices used to match with Strathmore and now there is a difference. Asked board if price could be matched. Received as information at this time.

CAO REPORT

2022-10-20-336

MOVED by Councillor Frank to accept the CAO, Public Works and JG Water Services report as information

CARRIED

CORRESPONDENCE

2022-10-20-337

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

- (a) UtilityNet – Customer Choice
- (b) Minister Shandro – Anti-Semitism
- (c) Martin Shields – Parliament Update

CARRIED

ADJOURNMENT

The meeting was adjourned at 9:13 pm

The next Regular Council Meeting will be held Thursday, November 10<sup>th</sup>, 2022 in Council Chambers

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

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

\_\_\_\_\_  
Elizabeth Santerre  
Chief Administrative Officer

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, November 10, 2022**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday November 10, 2022, commencing at 7:00 pm

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<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Coralee Schindel (Virtual), Tim Frank Michelle Plante (Interim CAO), Elizabeth Santerre (New CAO) 2 in person and 1 via. conference call	
<u>CALL TO ORDER</u>	The meeting was called to order at 7:00 pm	
<u>ACCEPTANCE OF AGENDA</u>		
2022-11-10-338	MOVED by Councillor Frank that the agenda be accepted with the following changes: Add 6 (h) Wheatland Regional Partnership Letter re Utilities Commission	
		CARRIED
<u>DELEGATION</u>	<u>Glenda Farnden and Martin Ebel from STARS</u>	
<u>APPROVAL OF MINUTES</u>		
2022-11-10-339	<u>October 20, 2022 Organizational Council Meeting Minutes</u> MOVED by Councillor Frank that the minutes of October 20, 2022, be accepted as presented	
		CARRIED
	Councillor Schultz called a 10 minute Recess at 7:38 pm Councillor Schultz called the meeting back to order at 7:45 pm	
2022-11-10-340	<u>October 20, 2022 Regular Council Meeting Minutes</u> MOVED by Councillor Schultz that the minutes of October 20, 2022 be accepted as presented	
		CARRIED
<u>BYLAW REVIEW</u>	<u>Bylaw Review</u>	
2022-11-10-341	MOVED by Councillor Schultz to give Bylaw 543-22 being the Land Use Bylaw Third Reading	
		CARRIED
<u>POLICY REVIEW</u>	<u>Policy Review</u>	
2022-11-10-342	MOVED by Councillor Schultz to change the hours in Policy 5.1 being the Hours of Operation Policy that on Monday to Thursday from 8:30 am to 4:30 pm to 8:00 am to 4:00 pm with one hour break at lunch, then bring the policy back with the changes.	
		CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
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Thursday, November 10, 2022**

The following policies were reviewed without changes:

- 2.2 Fire Ban Policy
- 5.7 Annual Budgeting Process
- 8.1 Health & Safety Management
- 8.2 Work Alone

**BUSINESS**

2022-11-10-343

**Change next Council Meeting Date**

MOVED by Councillor Frank to accept that the Council meeting date be changed to Wednesday, Dec 7, 2022

CARRIED

2022-11-10-344

**Ratify Fortis Franchise Fee**

MOVED by Councillor Schultz to keep the rates the same as discussed which is 12.5%

CARRIED

2022-11-10-345

**Proposed Fortis Alberta 2023 Distribution Rates**

MOVED by Councillor Frank to accept the proposed Fortis Alberta 2023 Distribution Rates as information

CARRIED

2022-11-10-346

**Fire Ban Removal**

MOVED by Councillor Schindel to accept the e-mail regarding Wheatland County's Fire Ban Removal as information

CARRIED

2022-11-10-347

MOVED by Councillor Schindel to lift the Fire Restriction

CARRIED

2022-11-10-348

**Rockyford Sanding Unit Agreement**

MOVED by Councillor Schultz to have the CAO sign the agreement with the Rockyford CAO for the Sanding of the Streets Agreement

CARRIED

2022-11-10-349

**NWST Charitable Foundation – Tree Planting**

MOVED by Councillor Frank to accept as information

CARRIED

2022-11-10-350

**Equalized Assessment 2023**

MOVED by Councillor Schultz to accept this Equalized Assessment document as information

CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
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2022-11-10-351      Wheatland Regional Partnership Letter Re Utilities Commission  
MOVED by Councillor Schultz to accept as information  
CARRIED

FINANCIAL  
REPORTS

Financial Reports

2022-11-10-352      October 2022 Bank Reconciliation and cheque listing  
MOVED by Councillor Schultz to accept the October 2022 Bank Reconciliation  
and Cheque Listing as presented  
CARRIED

2022-11-10-353      Operational Budget Review  
MOVED by Councillor Frank to accept as information at this time  
CARRIED

COMMITTEE  
REPORTS

Councillor Frank did not have any meetings to report on

Councillor Schindel remembers a correction for the Regular Council Meeting  
Minutes Committee Reports from October 20, 2022

2022-11-10-354      October 20, 2022 Regular Council Meeting Minutes  
MOVED by Councillor Schultz to rescind the motion from earlier on the Regular  
Minutes of October 20, 2022, and make a new motion that they be amended  
and brought back to the next meeting for approval.  
CARRIED

Councillor Schindel

Wheatland Family Community Support Services met on Oct 26. Coralee inquired if people can pick-up Good Food Box outside of normal hours and Crystal said that they will work with people to make it possible if they can. Anyone having difficulties making it there during those hours or need other arrangements, please reach out. Crystal has researched ways WFCSS can start accepting Credit Card payments for Good Food Box, and for other WFCSS programs or events to make it easier to participate. Board approved a card reader to make this possible. Will update once set up. For Truth & Reconciliation Day going forward phones/daily operations will continue and WFCSS will be closed to walk-ins. Good Food Box continues to be well received. Next order date Nov 22 by 3pm for pickup December 2nd. Home support client visits are on pause. Will resume in the near future. Wellness Bags for 2023 are being organized. So far 7 agencies are participating and expect a couple more to join. Goods for bags are starting to be ordered. Senior Power is in planning for fall 2023, with plenty of interest to participate. Budget under way for 2023 Upcoming: Dementia Friendly Training was in Strathmore October 27th & FCSSAA Conference November 16-18<sup>th</sup> Lunch & Learn in October was Vitamins & Supplements. Good turn out. Next Lunch & Learn will be Origami for beginners. WFCSS is looking into ways to assist those in need with Gas & Groceries. WFCSS Looking into how to set up the application and approval

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REGULAR COUNCIL MEETING  
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process to help those most in need. WFCSS will be looking into hiring a new Home Support employee - as currently 2 are not accepting more clients, 1 has a full schedule and the last one is retiring soon.

Councillor Schultz

Wheatland Housing Management Body Oct. 27<sup>th</sup> 2022. The Board met at the Strathmore Lodge at 7 pm for a presentation from Derek Weiss the project manager for the proposed new build of a new lodge and hopefully hospice facility because this is in planning stages and different options were to be presented the Board went into closed session for the entire meeting presentation as the final plans and costing numbers are ever changing at this point and cannot be released as Public yet. There will be another such session with the Board and then hopefully it can be presented to all municipalities at our Regional Partnership meeting in Hussar on the 17<sup>th</sup> of January 2023.

Community Futures Wild Rose. Nov. 3<sup>rd</sup> 2022. First off was a Special Meeting chaired by CAO Chantale, because of all the municipalities organizational meeting there were introductions of Delegates and Community Representatives and attending Staff. There was an acceptance and appointment of the Directors. Contact information sheets were updated and this meeting was adjourned. We then moved into the Regular Board meeting and started with the election of the Executive Officers of the Board : Chair ...Amber Link from Wheatland County, Vice Chair ...Wade Christie from Kneehill County, Secretary Treasurer...Jason Montgomery from Strathmore. Investment Review Committee appointments were: Chair...Chris Armstrong from Trochu, Bryan Peever from Carbon, and Members at Large Tari Cockx from Strathmore, Pat Wise from Chestermere and Sabine Nasse from Bassano. Community Economic Development Committee appointments were: Chair... Wade Christie from Kneehill County, Flo Robinson from Linden, Leah Smith from Rockyford and Members at Large Jamie Kramble from Wheatland County, Angela Groenevelde from Strathmore and Jeanette Austin from Three Hills. Management and Personnel Committee: Chair... Amber Link, Les Schultz from Hussar, Leah Smith from Rockyford and Rhonda Laking from Acme. Governance Committee: Chris Armstrong from Trochu, Les Schultz from Hussar and Karen Ursu from Beiseker. Audit and Finance Committee: Bryan Peever from Carbon, Jason Montgomery from Strathmore and Richard Bryan from Standard. Sustainability and Succession Committee: Wade Christie from Kneehill County, Flo Robinson from Linden, Richard Bryan from Standard and Rhonda Laking from Acme. Chantale is currently updating the Lending Policy and wanted Board input and decision on wording in Funding to include any Covid Relief Funding programs. The Federal Government just this week announced that a great deal of the CEBA loans that were given out actually when they look at it now did not qualify and are ineligible for it and are going to have to pay it back earlier than expected. Chantale sees this as an opportunity to help more businesses survive this by changing the wording in the lending policy because normally you cannot borrow to fund debt. But she has been

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given the word from the head offices that this will be possible to do if she changes the word in the policies. Around the table the board members could think of probably 15 businesses in our communities that could be saved by doing this. The money is there to be lent out and that's what it should be doing is helping our businesses survive. So we gave her the go-ahead to change the wording and be able to help these businesses, because the government will be asking for the money back on those loans sooner than expected and businesses are just going to fold if they don't find help somewhere, so this is going to keep businesses going. The Financials were presented and looks good and also the Loan Portfolio was shared with us and I share it with you. Councillor Schultz offers a copy to anyone what wants to look through it. There was 1 new Board member welcomed Julie Simms from Irricana and outgoing member Jim Bryson from Irricana was thanked for his service.

Next meeting is Dec. 8<sup>th</sup> at Strathmore Golf Club with a short meeting and Christmas dinner and party, so Councillor Schultz won't be going to the Palliser AGM which is on the same day.

CAO REPORT

2022-11-10-355

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

CARRIED

CORRESPONDENCE

2022-11-10-356

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

- (a) EMS - Update #2 on 10-point Plan Implementation
- (b) Wheatland County – Letter to Minister Copping Re: Rural Physician Shortage
- (c) Municipal Affairs – New Minister of Municipal Affairs Rebecca Schulz
- (d) Town of Fox Creek – Letter to Minister Shandro Re: Victim Service Redesign
- (e) Alberta Health Services – Re: Community Engagement

CARRIED

APPOINTMENTS

2022-11-10-357

MOVED by Councillor Schultz to remove Michelle Plante as Interim Chief Administrative Officer for the Village of Hussar and to remove her from all signing authority at Connect First Credit Union. This includes removal from all Village of Hussar Bank accounts, online banking, cemetery accounts, Village safety deposit box and Village of Hussar Credit Card.

CARRIED

2022-11-10-358

MOVED by Councillor Frank to appoint Elizabeth Santerre as the Chief Administrative Officer for the Village of Hussar

CARRIED

**VILLAGE OF HUSSAR  
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- 2022-11-10-359      MOVED by Councillor Schultz to give CAO Elizabeth Santerre signing authority on all Village of Hussar accounts, including the Cemetery accounts and safety deposit box at Connect First Credit Union. CARRIED
- 2022-11-10-360      MOVED by Councillor Frank to appoint CAO Elizabeth Santerre as the Director of Emergency Management for the Village of Hussar CARRIED
- 2022-11-10-361      MOVED by Councillor Frank to take Kate Brandt off as the Director of Emergency Management and appoint CAO Elizabeth Santerre as the new Director of Emergency Management for the Village of Hussar CARRIED
- 2022-11-10-362      Motion to appoint Kate Brandt as the Deputy Director of Emergency Management for the Village of Hussar CARRIED
- CONFIDENTIAL  
2022-11-10-363      MOVED by Councillor Schultz that the meeting go into closed session at 9:12pm to discuss the following:  
                                 (a) 2021 Assessment Audit Review (as per S. 29(1) of the *FOIP Act*)  
                                 (b) Personnel Matter (as per S. 17(1) of the *FOIP Act*)  
                                 (c) Water Services Contract (as per S. 16(1) of the *FOIP Act*)  
                                 (d) Legal Advice (as per S. 17(1) of the *FOIP Act*) CARRIED
- 2022-11-10-364      MOVED by Councillor Schultz that the meeting come out of closed session at 10:41pm CARRIED
- 2022-11-10-365      MOVED by Councillor Schultz to accept the Assessment Audit Report as presented CARRIED
- 2022-11-10-366      MOVED by Councillor Frank to Confidential b) personnel matter (as per S. 17(1) of the *FOIP Act*) to compensate the Interim CAO wages as discussed Councillor Schultz adds that he recused himself from the wage discussion on the Interim CAO CARRIED
- 2022-11-10-367      MOVED by Councillor Schultz to send a letter of response to the resident about the FOIP request CARRIED



VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
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Thursday, November 10, 2022

ADJOURNMENT      The meeting was adjourned at 10:43 pm

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

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

\_\_\_\_\_  
Elizabeth Santerre  
Chief Administrative Officer

DRAFT

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Bylaw Review
Agenda Item Number:	4a.

### **BACKGROUND**

The following bylaws are attached for review:

- 543-21 Utility Bylaw

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

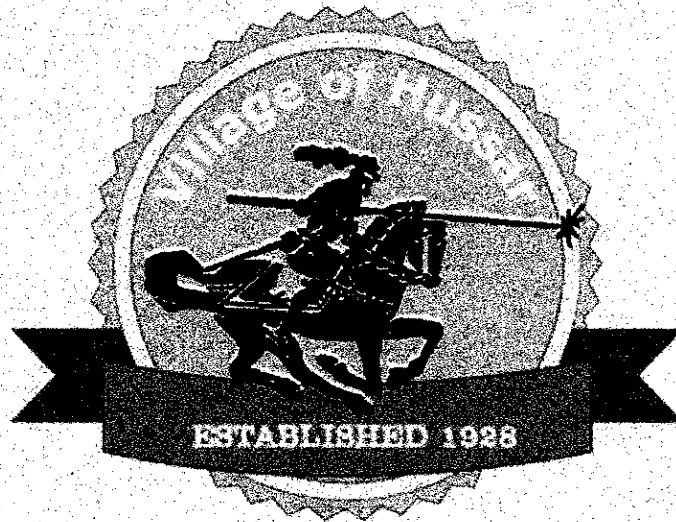
### **RECOMMENDATION:**

1. Motion to accept Utility Bylaw 539-21 without changes
2. Motion to make the changes as discussed to the Utility Bylaw 543-21.

# VILLAGE OF HUSSAR

## BYLAW 539-21

### UTILITY BYLAW



**BYLAW 539-21  
VILLAGE OF HUSSAR  
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**BYLAW #539-21  
VILLAGE OF HUSSAR**

**BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF SUPPLY, REGULATION AND CONTROL OF UTILITY SERVICES IN THE VILLAGE OF HUSSAR.**

**WHEREAS** Section 7(g) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, provides that the Council of a Municipality may pass a bylaw respecting public utilities;

**AND WHEREAS** Water and Wastewater are defined as a Public Utility;

**AND WHEREAS** Section 8(c) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, authorizes a municipality to pass bylaws to establish fees for the purpose of raising revenue respecting public utilities

**NOW THEREFORE** the Council of the Village of Hussar in the province of Alberta, duly assembled, enacts as follows:

**1. SECTION 1 – TITLE**

1.1 This Bylaw may be cited as the Village of Hussar “Utility Bylaw”.

**2. SECTION 2 - DEFINITIONS**

2.1 “Abandon” means to shut off water service at the Curb Stop to allow no water to enter the Private Service at the written request of the Owner using the Water Service Change Application Form, Schedule B of this Bylaw. **All water and sewer charges still apply.**

2.2 “Account” means the arrangement by which the Owner assumes obligation to pay for utility services supplied by the Village of Hussar to the Customer’s premises or through the Bulk Water facility.

2.3 “Appurtenance” means equipment and/or accessories which are a necessary part of operating a utility system or subsystem

2.4 “Authorized Person” means any representative of the Village of Hussar or person approved by the Village of Hussar.

2.5 “Backflow” means the flowing back or reversal of the normal direction of flow in either the Waterworks System or the Customers plumbing system.

2.6 “Bulk Water” means potable water offered for sale on a bulk basis through the Bulk Water facility located at 98 1<sup>st</sup> Avenue East, Hussar.

2.7 “CAO” means the Chief Administrative Officer for the Village of Hussar.

2.8 “Composition of System or Works” means when the system of works of a public utility involves pipes, wires or other apparatus that connect to a building, the system or works includes the pipes, wires or apparatus:

- i. running up to the building;
- ii. located on or within the exterior walls of the building;
- iii. running from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality or the person providing the public utility;
- iv. those couplings, stop-cocks, meters and other apparatus.

2.9 “Control Valve” means a valve located on the Private Service immediately after the Private Service enters the building or residence which when shut off allows no water to enter the building.

- 2.10 "Council" means the Municipal Council of the Village of Hussar.
- 2.11 "Curb Stop" means a control valve located on a Service at or near the property line which when shut off allows no water to enter the Private Service.
- 2.12 "Customer" means any applicant, Owner, person(s), corporations, associates or any other municipal corporation, the Government of Alberta or the Government of Canada whose property is connected to the Waterworks System, who has applied to the Village of Hussar for an account and/or is otherwise responsible for paying said Account for utility services and receives utility services from any Village of Hussar owned infrastructure.
- 2.13 "Hazardous Waste" means any substance that can cause illness, injury, disease or death to any unprotected person, animal or plant as defined by the Environmental Protection Act.
- 2.14 "Hydrant" means a discharge pipe with a valve and spout from where water may be drawn from the water main.
- 2.15 "Install" means to install a new utility Service to a Private Service at the written request of the Owner using the Water Service Change Application Form, Schedule B of this Bylaw.
- 2.16 "Irrigation" means the application of water to plants, trees, shrubs, gardens, lawns, planted pots, sod or otherwise used to support the horticultural process.
- 2.17 "Manager of Water and Wastewater" means the person(s) designated by the Village of Hussar to manage and maintain the Waterworks System.
- 2.18 "MGA" means the *Municipal Government Act* R.S.A. 2000, Chapter M-26 and all amendments thereto.
- 2.19 "Modify" means to make any changes to an existing Service or Private Service at the written request of the Owner using the Water Service Change Application Form, Schedule B of this Bylaw.
- 2.20 "Occupant" means the person(s) who resides or carries on a business within a premises.
- 2.21 "Owner" means the registered owner of a property under the Land Titles Act.
- 2.22 "Private Service" means the water and sewer lines installed on private property connecting the Service at the property line to the Control Valve inside the premises.
- 2.23 "Public Service or Public Utility" means a system or works used to provide water, sewage disposal and solid waste management services for public consumption, benefit, convenience or use within the Village of Hussar and includes the apparatus that is provided for public consumption, benefit, convenience or use and generally means the water and sewer mains that connect to a Private Service.
- 2.24 "Residential Water Use" means water supplied to a premises that is used primarily for domestic purposes.
- 2.25 "Service" means the lateral waterline which connects the Village's water main to the Curb Stop located at the property line and includes the Curb Stop.
- 2.26 "Sewer Main" means the sewer pipe in the street, public thoroughfare or easement area granted to the Village which forms part of the Village's sewer distribution network and delivers wastewater from the Private Service to the wastewater treatment facilities.
- 2.27 "Terminate" means to completely remove a Service connection to a Private Service and to remove or plug the Curb Stop at the written request and expense of the Owner using the Water Service Change Application Form, Schedule B of this Bylaw. ***Water charges would cease at the specified location upon successful completion of the termination of service.***
- 2.28 "Utility" means the water, wastewater or solid waste service provided by the Village of Hussar.
- 2.29 "Village" means the Village of Hussar.

2.30 "Water Main" means the water pipe in the street, public thoroughfare or easement area granted to the Village which forms part of the Village's water distribution network and delivers the Water Supply to the Water Service Connections.

2.31 "Watering" means the distribution of water to the surface or subsurface of lawns, gardens or other outdoor areas by pipes, hoses, sprinklers or any other method using treated water supplied by the Village through the Waterworks System.

2.32 "Water Supply" means the supply of potable water delivered to a Customer's property through the Waterworks System.

2.33 "Waterworks System" means the system of water mains, pipelines, services, curb stops, hydrants, sewer lines and all appurtenances to the water system of the Village of Hussar established for the supply of utility services to Customers.

2.34 "Water Use Restriction" means the restriction of water usage as declared by the Chief Administrative Officer.

### **3. SECTION 3 - AUTHORITY**

The Village of Hussar has the power and authority to do all things necessary for the general maintenance, management and operation of the Waterworks System.

### **4. SECTION 4 - USE AND CONTROL**

The use and control of all waterworks, water treatment systems, common wastewater and all sewage disposal systems connected therein in the Village of Hussar shall be in accordance with this Bylaw.

### **5. SECTION 5 - AREA OF RESPONSIBILITY**

All waterworks, sanitary wastewater systems, storm systems, drains and wastewater disposal works belonging to the Village of Hussar now laid down or hereafter laid down shall be under direct control of the Village of Hussar.

### **6. SECTION 6 - WATERWORKS**

#### **6.1 Application for a Private Service Change**

**6.1.1** An application to install, abandon, modify or terminate the Service shall be made in writing to the Village and signed by the Owner, as per Water Service Change Application Form, Schedule B.

**6.1.2** Prior to the installation, modification, abandonment or termination of a Private Service, the Owner shall enter into an agreement with the Village to pay for any and all costs related to the installation, modification, abandonment or termination of the Private Service.

#### **6.2 Installation of a Private Service**

**6.2.1** Following approval and payment of, or an agreement to pay, all fees for Private Service, an Owner shall authorize the construction of a maximum of one Private Service per lot and shall locate the Curb Stop at or near the property line.

**6.2.2** No person shall install or cause to be installed a branch line between a Private Service and the Waterworks System.

**6.2.3** The Owner shall be responsible for all costs of connecting the Private Service to the Waterworks System, including costs which may arise as a result of the actual location of the Private Service being different from the approved location of the Private Service.

- 6.2.4 Where a Public or Private Service passes through disturbed ground, the Owner shall be required to pay all additional construction costs of any required support system or removal of contaminated soils.
- 6.2.5 No person shall extend a Private Service from one lot to another.
- 6.2.6 All water Private Service pipes laid on private property shall be of C.S.A. approved material of equal quality and size of the service pipes between the water main and the property line.

### **6.3 Refusal to Provide a Private Service**

- 6.3.1 The Village may refuse to construct a Private Service to properties which do not abut a water or sewer main.
- 6.3.2 If an Owner applies for installation of a Private Service to a property which does not abut a Water Main, the Village may conditionally approve the application for the Private Service. Without limitation, conditions may include that the Owner shall pay all costs for construction of the Service and the Service shall meet all required specifications.

### **6.4 Modifications to a Private Service**

- 6.4.1 Where the Private Service is inadequate to supply the volume of water required at a building, an application for a larger Private Service may be made in accordance with this Bylaw.
- 6.4.2 Where a Private Service is no longer required, an application shall be made in accordance with this Bylaw to discontinue the Private Service and the Owner shall abandon or terminate the Private Service, at the expense of the Owner.
- 6.4.3 The Village may order the abandonment or termination of the Private Service to properties on which no building exists or which are not in Account. Where the Village has ordered the Private Service to be abandoned or terminated, the Village shall notify the Customer and/or Property Owner of the abandonment or termination and the cost shall be charged to the Property Owner.
- 6.4.4 Any Owner who wishes to have an existing Private Service connection relocated shall apply to the Village in writing for approval. The Village may authorize the work to be completed on the condition that the cost of the project shall be paid by the Property Owner.
- 6.4.5 Following complete Termination of a Service, utility charges will cease for that location.

### **6.5 Testing**

- 6.5.1 A certified Plumber may operate a Curb Stop only for the purpose of:
  - i. testing the Private Service piping, following completion of which the Plumber shall immediately close the Curb Stop and remove the temporary spacer;
  - ii. replacing or repairing a Control Valve;
  - iii. replacing or repairing piping on the Private Service.
- 6.5.2 Any Plumber who causes damage to any Village equipment or the Village Waterworks System shall pay the cost of returning the Village equipment or Waterworks System to its previous state.
- 6.5.3 No person except persons authorized by the Village or Village's Agent shall turn on or off any valve in the Waterworks System.



## **6.6 Repair**

- 6.6.1** The Village shall not be responsible for any damage, loss or injury of any nature or kind resulting directly or indirectly from the installation or repair of a Public or Private Service.
- 6.6.2** The Private Service shall be owned by the Owner of the property which it services and shall be installed, maintained, repaired and replaced by the Owner, as required.
- 6.6.3** The Owner shall take all necessary measures to prevent damage to the Public or Private Service due to any cause, including but not limited to settlement of structures or surrounding soils.
- 6.6.4** The Owner shall maintain the Private Service in a state of good repair, with sufficient protection for freezing, leakage or other water loss.
- 6.6.5** If the Owner fails or refuses to maintain, repair or replace a Private Service as required by this Bylaw, then the Village may:
  - i. turn off the Water Supply until the repairs have been made to stop any water loss; or
  - ii. authorize a Village Agent to enter the property to conduct the required repairs or replacement, the costs of which shall be payable by the Property Owner.
- 6.6.6** In the case emergency repair is required, all work will be scheduled by the CAO and the Manager of Water and Wastewater in a timely manner and the cost of which shall be charged back to the Owner.

## **6.7 Responsibility**

- 6.7.1** The Village shall be responsible for any and all costs related to the Public Service of the Waterworks System unless those costs are included as part of conditions for a Development Permit or otherwise directed by Council and a written agreement has been made with the Property Owner to pay for costs related to the Public Service.
- 6.7.2** The Property Owner shall be responsible for any costs associated with Private Service of the Waterworks System, including but not limited to costs related to frozen lines.
- 6.7.3** Any costs incurred by the Village on behalf of any person shall be recoverable and subject to the same penalties as taxes, as per the MGA and Village of Hussar Policy.

## **6.8 Hydrants**

- 6.8.1** No person except those designated by the Village or Village's Agent or members of a Fire Department shall open, close or interfere with any Hydrant connected to the Waterworks System.
- 6.8.2** No person, except those designated by the Village or Village's Agent, shall connect a hose to a fire Hydrant or use water from a fire Hydrant for any purpose other than emergency fire protection, testing of the fire protection hoses and/or equipment, Fire Department training exercises or testing or repair of a Fire Hydrant.
- 6.8.3** No person shall allow anything to be constructed, erected or planted adjacent to a Fire Hydrant which may in any way obstruct or interfere with access to, use of or visibility of a fire Hydrant.

## **6.9 Bulk Water**

- 6.9.1** The Village shall maintain a Bulk Water fill station for the supply of Bulk Water for consumption, irrigation, landscaping, building or construction.
- 6.9.2** Any person acquiring water from the Bulk Water fill station shall be deemed to have an Account with the Village and shall pay Bulk Water fees in accordance with Schedule A, Rates of this Bylaw.
- 6.9.3** The Village shall not be responsible for the water quality once the water is received by the Customer from the Bulk Water station.
- 6.9.4** The Bulk Water station will have water available for sale from the months of March to October.
- 6.9.5** The Village may cease Bulk Water sales at any time for any reason, without notice.
- 6.9.6** Customers may request Bulk Water services by contacting the CAO or the Manager of Water and Wastewater as per the contact information posted at the Bulk Water station.
- 6.9.7** All Bulk Water Customers are required to accurately complete the log sheet located inside the Pump House and will be billed accordingly, as per Schedule C, Bulk Water Log Sheet.

## **6.10 Wells and Other Sources of Water Supply**

- 6.10.1** No well or other source of water except water provided via the Village Waterworks System shall be used in the Village.
- 6.10.2** The use of any such well or other source of water supply may be declared to be a nuisance and a Public Health and Safety violation and the well or other source of water shall be removed, plugged, filled up or otherwise abated and the costs of such to be paid by the Owner.

## **6.11 Requests for Curb Stop Shut Offs**

- 6.11.1** The Owner of a serviced location may request to have their Private Service turned off or on at the curb stop if:
  - i. the Village receives a minimum of 72 hours written notice;
  - ii. the request is submitted through the CAO, who will make the necessary arrangements with the Manager of Water and Wastewater;
  - iii. the appropriate fee is paid or payment arrangement has been made; and the curb stop is in working order.
- 6.11.2** The fee for turning off or on a Private Service at a curb stop location at the request of an Owner will be cost plus a twenty five percent (25%) administration fee, as per Schedule A, Rates.
- 6.11.3** In the case the curb stop is not in working order, the Village will make repairs as required within six (6) months of the request, the cost of which shall be charged to the Owner.
- 6.11.4** In the case emergency Service shut off is required; all work will be scheduled by the CAO and the Manager of Water and Wastewater in a timely manner.

## **7. SECTION 7 - WASTEWATER**

### **7.1 Wastewater**

- 7.1.1** No person shall throw, deposit or leave in or upon any Village sewer, or any trap, basin, grating, manhole or other appurtenance of any Village sewer, any

offal, garbage, litter, manure, rubbish, sticks, stones, dirt, or refuse of any kind except feces, urine, necessary closet papers and wastewater properly discharged through a house sewer into the Village wastewater system.

- 7.1.2** No person shall discharge, or permit to be discharged, into any sewer, any liquid which would prejudicially affect the wastewater or the disposal of sewage or any matter of substance by which the free flow of sewage may be interfered with, or any chemical or trade waste, waste stream, condensing water, heated water or other liquids higher in temperature than seventy seven (77) degrees Celsius.
- 7.1.3** No person shall make, or cause to be made, any connection with any Village wastewater line or house drain or appurtenance for the purpose of conveying, or which may convey, into the Village wastewater system any flammable or explosive material, storm water, roof drainage, cistern or tank overflow, storm pond water or condensing or cooling water.
- 7.1.4** No person shall discharge the contents of any privy, vault, manure pit or cesspool directly or indirectly into the Village wastewater system or house drain connected therewith with the exception of the proper disposal of Recreation Vehicle sewage and grey water at the designated area in the Hussar Campground.
- 7.1.5** No person shall permit wastewater to be discharged onto the land.
- 7.1.6** No person shall turn, lift, remove, raise or tamper with the cover of any manhole, ventilator or other appurtenance of the Village wastewater system except duly authorized employees or Agents of the Village.
- 7.1.7** No person shall cut, break, pierce or tap into the Village wastewater system or appurtenance thereof, or introduce any pipe, tube, trough or conduit into the Village wastewater system except duly authorized employees or Agents of the Village.
- 7.1.8** No person shall interfere with the free discharge of the Village wastewater system or any part thereof or do anything which may impede or obstruct the flow of wastewater or clog up the Village wastewater system or appurtenance thereof.
- 7.1.9** An authorized employee or Agent of the Village shall have the right at any reasonable time to enter a premises connected to the Village wastewater system to determine whether or not any improper material or liquid is being discharged into the wastewater system and said Agent shall be authorized to stop or prevent the discharge into the wastewater system through any private wastewater drain of any material or liquid which is liable to injure the wastewater system or obstruct the flow of sewage.

## **7.2 Storm Water**

- 7.2.1** No person shall cause storm water to enter the wastewater system through the use of sump pumps or any other method.
- 7.2.2** Foundation weeping tiles shall not drain into any wastewater service.
- 7.2.3** No roof drains shall be connected to weeping tiles.
- 7.2.4** The Village may require an Owner to install a suitable back water valve or other device for the purpose of cutting off the connection between the wastewater line and the basement or cellar of the residence, the cost of which shall be paid by the Owner.

### **7.3 Industrial and Commercial**

- 7.3.1** No waste or discharge resulting from any trade, industrial, agricultural or manufacturing process shall be directly discharged into any Village wastewater system without written approval of the Village.
- 7.3.2** As a condition of such approval, the Village may require pretreatment of the effluent as deemed necessary. Any pretreatment facilities shall be completely installed by the Applicant at the Applicant's expense prior to any wastewater connection and shall be thereafter maintained and operated by the Applicant.
- 7.3.3** Grease traps of sufficient size and design shall be placed on the waste pipes of all hotels, restaurants, laundries and any other such places as the Village may direct. Such traps shall be installed prior to a connection to the Village Wastewater System.

## **8. SECTION 8 - RESTRICTIONS & WATER MISUSE**

### **8.1 Restrictions**

- 8.1.1** In the event the CAO believes there is a reason to impose water usage restrictions with the Village, the CAO may invoke measures to restrict, regulate or prohibit water use for any purpose other than for firefighting.
- 8.1.2** The measures to regulate, restrict or prohibit the use of water supplied by the Village to Customers, including Bulk Water, may include, but are not limited to, restricting the days or time of day for watering, amount of water supplied on an ongoing basis, closing of the water supply during certain times of the day, reducing system pressures or totally prohibiting watering or the use of water by closing off the Water Supply for extended periods of time.
- 8.1.3** The Village shall give notice declaring the restrictions on the use of water for the purpose of conserving water as per Section 8.1.5(iii).
- 8.1.4** In the event there is a reason to require reduced water usage in the Village, the CAO may declare a Water Use Restriction which may be declared to be effective immediately or at a specified date.
- 8.1.5** In the event of the declaration of water use restrictions, the CAO:
  - i. shall determine the exact restrictions required and the permitted activities;
  - ii. shall determine the length of time the water use restrictions will stay in force;
  - iii. shall cause a public notice indicating the restrictions of the water use restrictions, the date it will come into effect and the length of time the restrictions will be in force by one or more of the following methods:
    - a. village notice in the Post Office and Village Office;
    - b. notification in the newspaper;
    - c. circulation of newsletters or flyers;
    - d. signage; or
    - e. Village website; and
  - iv. shall, after the reasons for causing the water use restrictions have sufficiently abated, declare an end to the Water Use Restriction and shall cause public notice of same to be given in the manner described in Section 8.1.5(iii).
- 8.1.6** When a Water Use Restriction is in effect, no Customer, Occupant or Owner shall allow the use of water supplied through the Waterworks System for any

activity or application prohibited as per the restrictions set out at the time the Water Use Restriction is implemented.

## **8.2 Water Misuse**

- 8.2.1** No Customer shall waste water by allowing water provided through the Waterworks System to run off a parcel of land.
- 8.2.2** Notwithstanding the prohibitions in this section the CAO may authorize in writing the discharge of water onto a street or sidewalk for the purposes of:
- i. health and safety;
  - ii. the installation or maintenance of infrastructure including the flushing of Water Mains, Hydrants and water Service connections;
  - iii. preventing the freezing of Water Mains, Hydrants and water Service connections;
  - iv. conducting water flow tests;
  - v. training programs for firefighters; or
  - vi. any other purpose as deemed necessary by the CAO.
- 8.2.3** No Customer shall waste water supplied by the Village in any way whether by improper or leaky service pipes, fixtures, taps or excessive use of water as determined by the CAO.

## **9 SECTION 9 - DISCLAIMER OF LIABILITY**

- 9.1** The Village shall not be liable for loss or damage caused by:
- i. the break of any Water or Sewer Main, Pressure Reducing Valve, Hydrant, Waterworks System Valve, Public or Private Service;
  - ii. the interference or cessation of the Water Supply in connection with the extension, repair or maintenance of the Waterworks System;
  - iii. the interruption to or failure of the Waterworks System to deliver adequate volume or pressure for the supply of water for fire protection purposes; or
  - iv. generally for any accident or escape of water or wastewater due to the operation of the Waterworks system.

## **10 SECTION 10 - UNAUTHORIZED USE**

- 10.1** Except as otherwise permitted in this Bylaw, no person other than employees of the Village or the Village's Agent shall:
- i. operate, handle or interfere with a Water or Sewer Main, Curb Stop, Bypass Valve, Hydrant or other appurtenance of the Waterworks System; or
  - ii. make, keep, use or dispose of any key or wrench for the purpose of operating any valve, Curb Stop, Hydrant, chamber or any other appurtenance of the Waterworks System.
- 10.2** No person shall lay, or cause to be laid, any pipe to connect in any way to the Waterworks System without written consent of the Village.
- 10.3** No person shall willfully or without authority hinder, disrupt or cut off the Water Supply to any Customer.
- 10.4** No person shall obstruct or impede free and direct access to any Service, Water Main valve, Curb Stop, Hydrant or other appurtenance of the Waterworks System.
- 10.5** Where a Customer has not removed any obstruction to any part of the Waterworks System within ten (10) days after being notified in writing to do so, the Village shall remove the obstructions at the expense of the Property Owner.

- 10.6 No person shall use or obtain water from the Waterworks System without an Account being opened.
- 10.7 No person shall sell or supply water obtained from the Waterworks System to any person who intends to sell the water or supply water by pipe or hose from the Waterworks System to any premises which could be supplied through its own Private Service.
- 10.8 No person shall allow the backflow of water or wastewater into the Village Waterworks System.
- 10.9 No person shall enter a fenced area of the Waterworks System or climb on any structure that is part of the Waterworks System without permission from the CAO.
- 10.10 No person shall climb on, damage, destroy, remove, tamper or interfere with any part of the Waterworks System.

## 11 SECTION 11 - BILLING

### 11.1 Billing

- 11.1.1 A Utility Bill showing amounts for service including any applicable fees or interest shall be prepared and mailed as of the first (1<sup>st</sup>) of each month and shall be due on the last day of that month. The water and sewer charges as well as any other charge authorized by a Bylaw of the Village may be combined on a single user bill but each charge shall be itemized separately.
- 11.1.2 Any Customer may pay their utility bill by cash, cheque or electronic funds transfer. Payments may be made by regular mail, email, in person or dropped off at the Village Office through the door mail slot.
- 11.1.3 Any Customer may choose to be billed annually for utility services. A Utility Statement showing the annual amount for utility service on annual accounts will be mailed as of February 1 of each year and shall be due on March 31 of that year.
- 11.1.4 Every business or dwelling with utility service in the Village must have an Account set up with the Village.
- 11.1.5 Only the Owner of a residence or business shall be allowed to apply for an Account with the Village and shall complete a Utility Account Activation Form, Schedule D.
- 11.1.6 When property ownership changes as per the Land Titles Registry, it is deemed that the Account shall automatically transfer to the new Owner and the Account is set up with the Village, whether or not the Owner has filled out Utility Account Activation Form as per Section 11.1.5.
- 11.1.7 When property ownership changes, any remaining balance on the Utility account is deemed to be transferred to the new Owner and is payable by the new Owner.
- 11.1.8 The utility charges shall apply to each residence or Account whether or not the residence is occupied and whether or not the water is turned off or on at the residence, either at the Curb Stop or Control Valve, unless the Private Service has been terminated as per Section 6.4.5.
- 11.1.9 The Owner as registered with Land Titles shall be responsible to pay all water and sewer charges for all properties registered in their name, whether or not it is the principal residence of the Owner. Any properties rented or leased out are the responsibility of the registered Owner and all utility billings will be directed to the registered Owner of the property.

**11.2 Penalties**

- 11.2.1 To any monthly Account which remains unpaid at the end of each month for which the Account was rendered shall be added by way of penalty an amount specified by the Village in Schedule A, Rates and that similar accumulated penalty shall be added for each month the account remains unpaid.
- 11.2.2 Should any Account, or portion thereof, remain unpaid sixty (60) days past the due date of the billing, the Service may be discontinued. Any unpaid utility charges may be added to the tax roll for that property as per the MGA and Village of Hussar policy. Any yearly mortgagee accounts may be added to the tax roll for that property prior to issuing tax assessment notices as per the MGA and Village of Hussar policy.
- 11.2.3 In the case of default of payment of the Account, the Village may enforce payment by action in a court of competent jurisdiction or by distress upon seizure of goods and chattels of the Owner or by making the Water and Wastewater charges in default a charge or lien against the properties served by these utilities, as per the MGA.
- 11.2.4 Any person(s) guilty of a breach of the provisions of this Bylaw shall upon summary conviction be liable to a fine of not less than \$50.00 but not more than \$2,500.00 for each offence, or upon failure to pay assessed fines, not more than 60 days imprisonment.

**12 SECTION 12 – SEVERABILITY PROVISION**

- 12.1 if any section of this Bylaw is found to be illegal or beyond the power of Council to enact, such section shall be deemed to be severable from all other sections of this Bylaw.

**13. SECTION 13 – EFFECTIVE DATE**

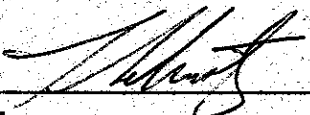
- 13.1 This Bylaw shall come into effect upon third and final reading
- 13.2 This Bylaw shall rescind Bylaws 499-15, 513-17 and 526-20.

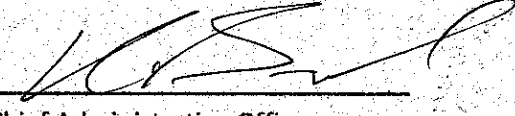
READ a first time this 21 day of December, 2021.

READ second time this 21 day of December, 2021.

READ a third time this 21 day of December, 2021

Signed this 5 day of January, 2021.

  
\_\_\_\_\_  
Mayor

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



**BYLAW 539-21  
VILLAGE OF HUSSAR  
SCHEDULE A  
RATES**

<u>Monthly Water Service</u>	<u>\$57.00 per month</u>
<u>Monthly Sewer Service</u>	<u>\$40.00 per month</u>
<u>Annual Water Service</u>	<u>\$684.00 per year</u>
<u>Annual Sewer Service</u>	<u>\$480.00 per year</u>
<u>Late Fee</u>	<u>3% per month</u>
<u>Bulk Water</u>	<u>\$0.05 per gallon</u>
<u>Curb Stop Shut Off Fee</u>	<u>Actual Cost + 25% Admin Fee</u>



**BYLAW 539-21  
VILLAGE OF HUSSAR  
FORMS**

**SCHEDULE B  
APPLICATION FOR SERVICE CHANGE**

**SCHEDULE C  
BULK WATER**

**SCHEDULE D  
UTILITY ACCOUNT ACTIVATION**



Village of Hussar  
Box 100, 109 -- 1 Avenue East  
Hussar, Alberta T0J 1S0  
Phone: 403-787-3766  
Fax: 888-800-4937  
office@villageofhussar.ca  
[www.villageofhussar.ca](http://www.villageofhussar.ca)

## WATER SERVICE CHANGE APPLICATION

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PO BOX #: \_\_\_\_\_ TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

I, THE APPLICANT, HEREBY APPLY TO THE VILLAGE OF HUSSAR TO: (pick one)

INSTALL       MODIFY       ABANDON       TERMINATE

THE WATER SERVICE FOR:

\_\_\_\_\_  
(service location)

IN THE VILLAGE OF HUSSAR, ALBERTA.

BY SIGNING THIS FORM, THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR ALL COSTS, CHARGES AND FEES ASSOCIATED WITH THE INSTALLATION, MODIFICATION, ABANDONMENT OR TERMINATION OF WATER SERVICES AS REQUESTED.

The personal information provided as part of this application is collected under the *Municipal Government Act* and in accordance with the *Freedom of Information and Protection of Privacy Act*. The information is required and will be used for the purposes of the Village of Hussar Utility Bylaw. If you have any questions about the collection or use of the personal information provided, please contact the Village Office.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Village of Hussar  
 Box 100, 109 - 1 Avenue East  
 Hussar, Alberta T0J 1S0  
 Phone: 403-787-3766  
 Fax: 888-800-4937  
 office@villageofhussar.ca  
 www.villageofhussar.ca



# BULK WATER LOG SHEET

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Date	Volume (Quantity)	Liters/ Gallons/ Cubes	Office Use Only		
			Total Gallons	Cost	TOTAL
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				.05 per gallon	
				TOTAL COST	

**EMERGENCY CONTACT NUMBERS**

Village Office – (403) 787-3766

JG Water Services – (403) 934-0273



Village of Hussar  
Box 100, 109 – 1 Avenue East  
Hussar, Alberta T0J 1S0  
Phone: 403-787-3766  
Fax: 888-800-4937  
office@villageofhussar.ca  
www.villageofhussar.ca

## UTILITY ACCOUNT ACTIVATION

NAME: \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BILLING ADDRESS (if different from Service Address):

BOX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_

BY SIGNING THIS FORM, THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR ALL COSTS, CHARGES AND FEES ASSOCIATED WITH THE INSTALLATION, MODIFICATION, ABANDONMENT OR TERMINATION OF WATER SERVICES AS REQUESTED.

The personal information provided as part of this application is collected under the *Municipal Government Act* and in accordance with the *Freedom of Information and Protection of Privacy Act*. The information is required and will be used for the purposes of the Village of Hussar Utility Bylaw. If you have any questions about the collection or use of the personal information provided, please contact the Village Office.

**UTILITY BILLING INCLUDES SERVICE CHARGES FOR WATER, SEWER AND GARBAGE.**

CHOOSE ONE:

ANNUAL BILLING

MONTHLY BILLING

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Policy Review
Agenda Item Number:	4b.

### **BACKGROUND**

The following policies are attached for review:

- 2.1 Campground Rental and Reservation
- 2.3 Metal Detecting on Village Property
- 5.1 Office Hours of Operation
- 5.12 Cell Phone Policy
- 7.5 Utility Rate Policy

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

### **RECOMMENDATION:**

1. Motion to accept Policy \_\_\_\_\_ as written.
2. Motion to make the necessary changes as discussed and bring the policy back at the next council meeting for approval.

# Campground Rental & Reservations

Date Approved by Council: December 14, 2015

Resolution:

Review Date: December

Related Bylaw: N/A

Amendments: 2017-04-13-03; 2017-08-17-07; 2019-08-08-146; 2020-06-11-143; 2020-12-10-305; 2021-12-02-634; 2022-02-24-062; 2022-04-14-128

## Purpose

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

## Guidelines

### CAMPING RATES

- Camping rates will be as follows:

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

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

### TENTING

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

### GROUP CAMPING

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

### CAMP SHELTER

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

#### CAMP KITCHEN

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

#### PLAYGROUND

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

#### SPORTS GROUNDS

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

#### RESERVATIONS

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

#### COMMUNITY GROUPS

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

#### CAMPGROUND RULES

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

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



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# Metal Detecting on Village Property

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Date Approved by Council: April 12, 2018

Resolution: 2018-04-12-077

Review Date: December

Related Bylaw:

Amendments:

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## **Policy Statement**

The Village of Hussar permits the use of recreational metal detectors on Village recreational property so long as the activity results in no damage or loss to plants or animals.

## **Purpose**

To regulate the use of recreational metal detectors on Village of Hussar property to allow enjoyment or metal detecting as a hobby while protecting and preserving our resources.

## **Guidelines**

The use of metal detectors is allowed within the Village of Hussar parks, free of charge and without a permit, as long as the user complies with the following provisions:

1. Digging/probing may only occur on those properties as indicated on the attached “Metal Detecting Map”;
2. To minimize the disruption of the ground and maximize restoration of the area, the only permissible excavating tools are hand tools that are no longer than 4 inches/10 cm in width and 12 inches/10 cm in length. Shovels and long handheld tools are prohibited;
3. Any area disturbed by digging/probing must be restored to its original condition so that there is no noticeable impact to the property resulting from the metal detecting activity;
4. All trash, litter or other debris uncovered must be removed and placed in a trash receptacle;
5. Probing or digging is strictly prohibited within 10 feet/3 m of any tree;
6. Metal detecting activities must not interfere with other park uses, events or activities;
7. Individuals will comply with any directive to move or cease their actions by any Village employee;
8. Any collecting may be done for personal use only and not commercial purposes;
9. Items found meeting the following criteria must be turned in to the Village for further review and so that attempts can be made to find the original owners as appropriate:
  - a. Items of archeological or historical significance; and
  - b. Identifiable personal property, including jewellery, which does not belong to the finder. These items will be returned to the finder after a reasonable attempt has been made to locate the original owner.

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# Office Hours of Operation

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Date Approved by Council: September 10, 2015

Resolution: 09.09.15

Review Date: November (review with budget)

Related Bylaw: N/A

Amendments: 2017-01-23-16, 2020-06-11-144

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## **Purpose**

This policy has been adopted to provide guidelines for the normal business hours of operation for the Village of Hussar Municipal Office.

## **Guidelines**

The Village of Hussar Office will be open Monday to Thursday from 8:30 am to 12:00 pm and from 1:00 pm to 4:30 pm.

The Village Office will be closed between 12:00 pm and 1:00 pm for lunch.

The Village Office will be closed during all Holidays as per Personnel Policy 4.7. When vacation time is taken by the CAO, when the CAO is attending training or meetings the office may remain open by the Administrative Assistant.

The Village Office will be closed for Christmas Break from December 25 to December 31 of each year. Employees will receive pay for holidays as per Personnel Policy 4.7 during this time. On any day during the office closure which is not a holiday as per Policy 4.7, employees will be required to utilize Vacation days to receive full pay for this period. If the employee does not have the required Vacation days to cover the office closure days, council may approve additional vacation days.

The public will be notified of any Office closure via public notice posted at the Village Office, Post Office and on the Village of Hussar's Social Media Sites.

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# Cell Phone Policy

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Date Approved by Council: December 21, 2021

Resolution: 2021-12-21-666

Review Date: December

Related Bylaws: N/A

Amendments:

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## **Purpose**

To establish the expectations for using cell phones in a safe manner during work hours. This policy applies to the use of personal cell phones and to any device that makes or receives phone calls, leaves messages, sends text messages, surfs the internet, or downloads and allows for the reading of and responding to email. The Village of Hussar recognizes that the use of cell phones may be necessary and can be useful when performing business and/or duties for the Village of Hussar.

## **Guidelines**

Cell phones are to only be used for work purposes during work hours. Any personal cell phone calls, text messages and internet use are prohibited during work hours and are only allowed during breaks or lunches.

## **Responsibility of Cell Phone Users**

1. All employees are required to enter into a Cell Phone Agreement, presented as Schedule A.
2. An employee shall restrict personal use of cell phones during work time and should use personal cell phones during scheduled breaks or lunch periods.
3. An employee shall not use their cell phone or similar device to receive or place calls, text messages, surf the internet, check for phone messages, or receive or respond to email while driving.
4. Have cell phone with them at work and answer when available, so the CAO can communicate with them during or after regular working hours.
5. Lost or damaged phones must be reported to the CAO immediately and reimbursement may be recalculated if there is a prolonged period with no replacement phone.

## **Cell phone use in Vehicles**

All employees operating equipment must adhere to the following:

- Adhere to the Distracted Driving Legislation and the use of “handheld” cell phones by the vehicle driver while the vehicle is in motion is prohibited
- If a call on the cell phone is received while the vehicle is in motion, let the person calling leave a message whenever possible
- As soon as it is safe to do so, pull over to a safe area out of the flow of traffic and return the call
- If placing a call on a cell phone, while in a Village owned vehicle and/or equipment, locate a suitable area and bring the vehicle/equipment to a stop, prior to dialing. Complete the call before continuing on your way.

- Do not use a cell phone while refueling and/or near any flammable gases.

**Responsibility of the CAO**

6. The CAO is responsible for issuance of payment for use of personal cell phones for business purposes.
7. The CAO is responsible for ensuring all employees are aware of the Distracted Driving Legislation and have signed the agreement before payment of cell phone allowances

**Responsibility of Council**

8. Council is responsible for setting the rate of the cell phone allowance for each position through a resolution in a regular council meeting
9. Casual and seasonal employees are not eligible to receive a cell phone allowance.

**Non-Compliance**

10. An employee found guilty of unauthorized use of a cell phone under this or any other legislation is subject to disciplinary action as per the Disciplinary Action Policy 4.11

Schedule A

**Cell Phone Agreement**

Requirements for use of a personal cell phone for business purposes:

1. The cell phone is only to be used for work purposes during regular business hours and personal use shall be limited to breaks and lunches.
2. The cell phone shall only be used in accordance with the provisions of the Cell Phone Policy established by the Village of Hussar, as attached hereto.

Cell Phone Number: \_\_\_\_\_

I, \_\_\_\_\_, acknowledge that I have read, understand and agree to adhere to Administrative Policy 5.12 Cell Phone Policy for the Village of Hussar. I understand that if I violate the rules/procedures outlined in this Policy, I may face punitive or corrective action, up to and including termination of employment as per the Disciplinary Action Policy 4.11. If my personal cell phone is lost or damaged, I will replace it in a timely fashion, at my own expense. I understand if I am without a cell phone for a prolonged period of time my cell phone allowance may be recalculated and reduced until a new phone is available.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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# Utility Rate Policy

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Date Approved by Council: December 21, 2021

Resolution: 2021-12-21-667

Review Date: December  
(Review with Bylaw  
Amendments:

Related Bylaw: 539-21 Utility Bylaw

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## **Policy Statement**

This policy has been adopted to provide guidelines for billing and collection of rates and charges associated with the use of municipally owned and operated utility systems.

## **General Guidelines**

### **Billing**

- All new owners must complete the Utility Account Activation Form, as per the “Schedule D” in the Village of Hussar Utility Bylaw 539-21.
- All utility billings will be sent to the landowner and become the responsibility of the landowner, not the renter, and non-payment of the utility bill could result in the transfer of outstanding balances to their taxes pursuant to the Municipal Government Act, Section 553.
- The renter may receive a copy of the utility bill upon approval of the landowner.
- Utilities are invoiced on a monthly basis and will be mailed by the 5<sup>th</sup> of the month
- Utilities are due on the last day of the month as set out in the utility bill.
- Annual utility billing accounts are invoiced in February and are due March 31<sup>st</sup>.

### **Outstanding Accounts:**

- An account is considered “outstanding” when the Village has not received payment on or before the due date.
- All “outstanding” accounts will be charged a penalty of 3% as per the Schedule A Rates in the Village of Hussar Bylaw 539-21 Utility Bylaw
- Upon 30 days past due the Village will provide written notice to each utility account owner that will notify the landowner that the utilities may be transferred to the tax roll of the property once they reach 60 days past due.
- As per the Village of Hussar Utility Bylaw #539-21 and Utility Transfer to Tax Roll Policy under the authority of the Municipal Government Act any amount overdue by 60 days will be transferred to the tax roll of the property
- The utility charge will only be transferred to the tax roll on the parcel of land associated with the utility charge so that the service address for the utility charge and the service address for the tax roll are the same.
- Accounts receiving monthly utility billing will have overdue amounts transferred to the property tax roll after monthly utility penalties have been applied and after the tax penalties have been applied to the tax roll in order to avoid penalties being applied to the transferred amount twice in one month.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5a.

### **BACKGROUND**

Change February Council Meeting Date to Wednesday, February 8, 2023, due to WREMP Meeting on Regularly scheduled Council meeting on Thursday, February 9, 2023

### **RECOMMENDATION:**

1. Motion to accept the Council meeting date change to Wednesday February 8<sup>th</sup> 2023.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5b.

### **BACKGROUND**

We have an agreement with Rockyford for their sanding equipment to come to Hussar when requested. They have asked if we could have a sand pile location in Hussar due to sand freezing in their truck during transport.

### **RECOMMENDATION:**

1. Motion to \_\_\_\_\_.



# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5c.

### **BACKGROUND**

Discuss Trailer and Holiday Trailer winter parking for fall/winter 2023. Proposed area at the overflow campground section

### **RECOMMENDATION:**

1. Motion to \_\_\_\_\_.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5d.

### **BACKGROUND**

Discuss adding to an existing policy or creating a new policy regarding sick leave, personal days, bereavement and compassionate care.

### **RECOMMENDATION:**

1. Motion to \_\_\_\_\_.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5e.
<b><u>BACKGROUND</u></b>	
Bell request for lease agreement renewal	
<b><u>RECOMMENDATION:</u></b>	
1. Motion to renew lease for the Bell Equipment Shelter at 102 2 <sup>nd</sup> Avenue E Hussar, AB from March 1, 2023 to February 29, 2028.	

Bell Canada  
5025 Creekbank Road  
Mississauga, Ontario L4W 0B6



October 12, 2016

THE VILLAGE OF HUSSAR  
PO BOX 100  
HUSSAR, AB  
TOJ 1S0

Re: Amendment to Equipment Shelter Lease Agreement between Bell Canada as (the "Tenant") and THE VILLAGE OF HUSSAR as (the "Landlord") dated February 9, 2012 pertaining to the shelter site in Hussar, Alberta (the "Lease Agreement")

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Once executed this letter will serve to renew the Lease Agreement noted above under the following terms and conditions:

- 1) First Renewal Term:  
Five (5) years commencing March 1, 2018  
and expiring February 28, 2023
  
- 2) Options to Extend  
The Tenant shall have Two (2) additional options for a Five (5)  
year term.
  
- 3) Mailing address for Licensee has changed. The new address is as follows:

c/o SNC-Lavalin O&M Solutions Inc.  
87 Ontario Street West, Suite 600  
Montreal QC H2X 0A7  
Fax: (514) 840-8537  
Attention: Client Services Department; and Lease Management Department

All other terms and conditions of the Equipment Shelter Lease Agreement February 9, 2012, shall remain unchanged and in full force and effect with the exception of Article 6, Option to Renew which has been replaced with 2 additional 5 year options noted above.

A copy of the Equipment Shelter Lease Agreement is also enclosed.

Please arrange to have this Letter signed by the Landlord and return an executed copy to our representative via email as noted below:



October 12, 2016

Page 2

Kim Larter, Manager Realty Transactions  
Arcturus Realty Corporation  
c/o SNC Lavalin O&M  
**Email: [kim.larter@snclavalinom.com](mailto:kim.larter@snclavalinom.com)**

Should you have any questions or comments, please contact the writer by email at [kim.larter@snclavalinom.com](mailto:kim.larter@snclavalinom.com).

Yours truly,

**BELL CANADA**

Colin McBride  
Senior Specialist, Asset Management

THE VILLAGE OF HUSSAR

Per:

  
Name:

Authorized Signatory

Dated: Nov. 8, 2016

November 22, 2022



THE VILLAGE OF HUSSAR  
C/O Chief Administration Officer  
109 - 1st Avenue East  
Hussar, Alberta  
T0J 1S0  
EMAIL: [office@villageofhussar.ca](mailto:office@villageofhussar.ca)

Attention Landlord,

**RE: Exercise of Option to Renew Equipment Shelter Lease dated February 9, 2012, pertaining to an Equipment Shelter located at 102 2ND AVENUE E HUSSAR AB (the "Lease") between Bell Canada, (the "Tenant") and The Village of Hussar (the "Landlord")**

Bell Canada as "Tenant" and The Village of Hussar as "Landlord" are parties to a lease dated February 9, 2012, [as Amended from time to time], for a communication Shelter at the location known municipally as 102 2ND AVENUE E HUSSAR AB. (the "Lease").

In accordance with section 2 of the Extension Agreement dated October 12, 2016, the Tenant has the benefit of an option to extend the term of the Lease for an additional 5 years, commencing on March 1, 2023, and expiring on February 29, 2028 ("Option to Extend").

Please take notice that the Tenant does hereby unconditionally and irrevocably exercise its Option to Extend the term of the Lease for the additional 5-year term ("Option to Extend").

Pursuant to the terms of the Lease, all terms and provisions of the Lease remain in full force and effect, save and except that the rent payable by the Tenant during the Renewal Option. To this end, we look forward to hearing from you.

If the Landlord has any questions or concerns arising from the Tenants irrevocable exercise of the Option or the contents of this letter, please contact the Tenants real estate services provider, BGIS Global Integrated Realty Inc. Should you have any questions their representative managing this matter is Karen Sherwood, she can be reached by email or phone at Karen.Sherwood@bgis.com or (204) 250-4960.

Yours truly,

A handwritten signature in blue ink, appearing to read "Rodney Winters".

Mr. Rodney Winters  
Senior Manager-Asset Management Bell Canada

NBW5178 - HUSRABAD - 102 2ND AVENUE EAST (612040)



# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5f.
<b><u>BACKGROUND</u></b>	
Community Futures Rural Renewal Program – see attached	
<b><u>RECOMMENDATION:</u></b>	
1. Motion to _____.	



## Rural Renewal Program - Regional Collaboration to address labour challenges

Wendy Gerbrandt <wendyg@albertacf.com>

Wed 2022-11-30 9:08 AM

To: Lori Miller <cao@rockyford.ca>;cao@villageofstandard.ca <cao@villageofstandard.ca>;Village Office <office@villageofhussar.ca>

Cc: Jamie Kramble (jamie.kramble@wheatlandcounty.ca) <jamie.kramble@wheatlandcounty.ca>

Good Afternoon Liz, Yvette, and Lori,

I hope this email finds you well.

I want to introduce you to Jamie Kramble (EDO, Wheatland County) and have copied him on this email. Jamie is also on the CFWR Community Economic Development Committee and I asked I provide an introduction and overview of what he has been directed to do. Could you please respond to both Jamie and I in your response.

On November 22, 2022, Wheatland County Council has directed their Administration to continue with intermunicipal conversations on the Rural Renewal Program with the Town of Strathmore and three Villages within Wheatland County and Community Futures Wild Rose to explore the application process and then report back to Wheatland Council. CFWR is currently in the PRELIMINARY process of developing a plan and securing Provincial/Municipal funds to hire a consultant to conduct a labour market study and strategic plan that will allow us to identify and address the labour challenges/needs within the region and determine if the rural renewal stream program will be a beneficial program to address labour needs/challenges.

[The Alberta Advantage Immigration Program – Rural Renewal Stream](#) supports the attraction and retention of newcomers to rural Alberta through a community-driven approach that supports local economic development needs and contributes to the growth of the community. The Rural Renewal Stream empowers rural communities to recruit and retain foreign nationals to live, work and settle in their communities.

I am seeking input for our CED Committee from our Villages/Towns to determine:

1. Have you registered or are you interested in registering your community to become designated in the Rural Renewal Program?
2. Have you undertaken any studies or have access to any data that validates there is a labour shortage/challenges in your community?
3. Would you be interested in collaborating as a region to participate in this program?

This is in the very early stage and we are seeking input from your municipality to determine if this is a program that has been discussed by your Council and if there is willingness to learn more or participate in such a program. At this time, we are not asking for any commitment, we are just seeking your input in which to send back to the CED Committee and our consultant to draft a project plan and budget.

Thank you and we look forward to hearing from you.

Sincerely,

Wendy



**Wendy Gerbrandt** CED Officer

[wildrose.albertacf.com](http://wildrose.albertacf.com)

Growing communities one idea at a time.

---

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5g.

### **BACKGROUND**

Wheatland Regional Corporation should we use their resources to start the process of exploring our water system.

### **RECOMMENDATION:**

1. Motion to \_\_\_\_\_.

## November WRC Board Package

Leah Jensen <admin@wrc-ab.ca>

Mon 2022-11-14 6:53 PM

To: Darcy Burke <mayor@rockyford.ca>; Scott Klassen <scott.klassen@wheatlandcounty.ca>; Martin Gauthier <marty.gauthier@icloud.com>; CAO Standard <cao@villageofstandard.ca>; Brian Henderson <Brian.Henderson@wheatlandcounty.ca>; Tom Ikert <tom.ikert@wheatlandcounty.ca>; Brad Bullock <brad.bullock@wheatlandcounty.ca>; Bryce Mackan <bryce.mackan@wheatlandcounty.ca>; Les Schultz <councillor2@villageofhussar.ca>; Village Office <office@villageofhussar.ca>; Lori Miller <cao@rockyford.ca>; Amber Link <amber.link@wheatlandcounty.ca>; Tyler Henke <tyler.rockyford@gmail.com>; Tim Frank <councillor3@villageofhussar.ca>; Larry Casey <l.casey@villageofstandard.ca>

Good Evening,

Please find attached the Board package for our meeting on Wednesday November 16th. Below is the login information for anyone who would like to join the meeting via Zoom. If anyone has any questions or would like any specific information for the Wednesday meeting, please let me know.

Leah Jensen is inviting you to a scheduled Zoom meeting.

Topic: WRC Board Meeting

Time: Nov 16, 2022 06:30 PM Edmonton

Join Zoom Meeting

<https://us02web.zoom.us/j/87254975244?pwd=L1FsR2ZqRTJEMUd5dVBsTDlvcFVOUT09>

Meeting ID: 872 5497 5244

Passcode: 530371

One tap mobile

+16475580588,,87254975244#,,,,\*530371# Canada

+17789072071,,87254975244#,,,,\*530371# Canada

Dial by your location

+1 780 666 0144 Canada

+1 587 328 1099 Canada

Meeting ID: 872 5497 5244

Passcode: 530371

Thank you,



**Leah Jensen**

General Manager

Wheatland Regional Corporation

PO Box 196, Rockyford, AB, T0J 2R0

PH. +1.403.325.9972

[Admin@wrc-ab.ca](mailto:Admin@wrc-ab.ca)

[www.wrc-ab.ca](http://www.wrc-ab.ca)

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Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify writer by reply.

## Fw: Response to Board Email

Tim Frank <councillor3@villageofhussar.ca>

Tue 2022-11-29 6:07 PM

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

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**From:** Tim Frank <councillor3@villageofhussar.ca>

**Sent:** Tuesday, November 29, 2022 1:47 PM

**To:** Leah Jensen <admin@wrc-ab.ca>

**Cc:** Martin Gauthier <marty.gauthier@icloud.com>; Scott Klassen <scott.klassen@wheatlandcounty.ca>; Darcy Burke <mayor@rockyford.ca>; Tom Ikert <tom.ikert@wheatlandcounty.ca>

**Subject:** Re: Response to Board Email

Thanks Leah for your email. By using WRC as a resource and your expertise in dealing with Alberta Environment I am hoping Hussar can begin a study or look see into our system as it would meld into Regional Water if or when that happens. I will be bringing my thoughts to Council right away to gauge their thoughts and ideas on this. Again thanks Leah and to the Board as well. Tim F

---

**From:** Leah Jensen <admin@wrc-ab.ca>

**Sent:** Tuesday, November 29, 2022 11:44 AM

**To:** Tim Frank <councillor3@villageofhussar.ca>

**Cc:** Martin Gauthier <marty.gauthier@icloud.com>; Scott Klassen <scott.klassen@wheatlandcounty.ca>; Darcy Burke <mayor@rockyford.ca>; Tom Ikert <tom.ikert@wheatlandcounty.ca>

**Subject:** Response to Board Email

Hello Tim,

In response to our last board meeting and your email to the WRC board, when you have your next council meeting please let your council and administration know that WRC and myself personally are here to help answer any questions the Village of Hussar has in regards to services we can offer, questions regarding licensing, or any AB Environment requirements. I'm not saying we have all the answers, but we can be a resource to work with your administration to help find answers to questions you may have. That's the beauty of a partnership, we are here to help one another and work with each other.

Sincerely,

--



**Leah Jensen**  
General Manager  
Wheatland Regional Corporation  
PO Box 196, Rockyford, AB, T0J 2R0  
PH. +1.403.325.9972  
[Admin@wrc-ab.ca](mailto:Admin@wrc-ab.ca)  
[www.wrc-ab.ca](http://www.wrc-ab.ca)

**PRIVILEGED AND CONFIDENTIALITY NOTICE**

Computer viruses can be transmitted by email. Recipient should check this e-mail and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email. This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and/or privileged information. Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify writer by reply.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Business
Agenda Item Number:	5h.
<b><u>BACKGROUND</u></b>	
Marigold Library Insurance – review and approve amendment	
<b><u>RECOMMENDATION:</u></b>	
1. Motion to _____.	



## Insurance coverage for library - amendment to the Marigold Agreement

Lynne Price <lynne@marigold.ab.ca>

Wed 2022-11-30 10:10 AM

To: Village Office <office@villageofhussar.ca>

Cc: Kristen Anderson Hussar <Kristen.Anderson@richardson.ca>; pshop@telusplanet.net <pshop@telusplanet.net>

Good morning Liz,

We are asking municipalities to approve a small but critical update to the Marigold Library System Agreement for an important housekeeping item. This is required for Marigold to continue to provide insurance coverage for collections at member libraries.

In early 2022, amendments to the Marigold Agreement were approved by the Marigold Board and circulated to municipalities. As per the Agreement, approval was received from a minimum of 60% of the Parties to this Agreement representing 60% of the people living within the boundaries of Marigold. Municipal approvals put the new Agreement into effect late this fall.

The 2022 Agreement clarified on page 7 that physical library collections belong to the local library once they are delivered to the library – they do not belong to Marigold. An unintended consequence of this change is that because we clarified ownership, our insurer pointed out Marigold no longer has financial interest in the library collections (it is not our property). Without including insurance provision in the master Agreement, we wouldn't be able to continue insuring the library collections. Insuring the library collections is an important core service that Marigold has provided to member libraries for decades.

The Marigold Board has remedied this situation by adding appropriate language acceptable to our insurer into a revised Marigold Agreement. The updated Marigold Agreement - INSURANCE AMENDMENT (attached), now includes the language "Marigold insures the physical collections at member libraries". A red line version indicating the change on page 7 is also attached.

How this is approved is up to your municipality. Some may require it to go to Council while others have had the Mayor or other signing authority provide the approval, since it doesn't involve significant changes and is part of established service provision to the library. Marigold does not need to sign the Agreement. Once signatures have been obtained, please scan and email the signed copy to me.

Marigold provides confirmation at the beginning of each year for each member library confirming the collection contents value insured (print and audiovisual materials). Marigold regularly reviews the contents of each library to ensure adequate coverage is provided for the collection. The value is calculated at \$13/item and is based on the Polaris ILS software inventory for books and audiovisual material in each library's collection.

The local library is responsible for insuring contents such as furniture, equipment and the building. Equipment the library must insure includes any collection items that cannot be shared in interlibrary loan, such as trekking poles, telescopes, tools, sewing machines, or other "Library of Things" items.

Please let me know if you have any questions. You are welcome to email or call my cell at 403-796-5338. Thank you,  
Lynne

**Lynne Price**

**CEO**

[lynne@marigold.ab.ca](mailto:lynne@marigold.ab.ca)

Phone: 403.934.5334 EXT. 248

Toll-Free: 1.855.934.5334



Unit B, 1000 Pine Street  
Strathmore AB, T1P 1C1  
[www.marigold.ab.ca](http://www.marigold.ab.ca)



An Agreement  
by and between  
the parties comprising  
Marigold Library System

January 1, 1984

Amended January 1, 1995

Amended April 15, 2000

Amended August 2002

Amended November 1, 2002

Amended June 20, 2007

Amended April 22, 2008

Amended August 1, 2008

Amended January 29, 2022

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An Agreement by and between  
the parties comprising the  
Marigold Library System  
(hereinafter referred to as "this Agreement")

This Agreement is made as of the 1st day of January 1984, with amendments to January 29, 2022, between such of the Municipalities, Improvement Districts and Special Areas contained in Schedule A as have appropriately ratified, endorsed and executed this Agreement or terms identical to this Agreement.

BECAUSE the *Libraries Act and Regulation R.S.A. 2000 Chap. L-11*, as amended, hereinafter referred as "*the Act*" provides:

- a) that a Municipality, Improvement District, Special Area, Métis settlement or school authority may enter into an agreement to associate with one or more such organizations to establish, maintain and operate a Library System,
- b) for a Library System board so established to be a corporation as set out in *the Act* and
- c) that the Minister may make a grant upon the establishment of the Library System and may thereafter make annual grants where the Minister decides that the Library System is providing satisfactory service;

AND BECAUSE the Parties to this Agreement:

- a) desire to collaborate to provide enhanced public library service to their residents,
- b) are prepared to jointly finance and operate a Library System service to their residents,
- c) recognize that the most effective way to provide a high quality of library service is through collaboration,
- d) are prepared to support the development and maintenance of public library services through the Library System for the benefit of all parties, including the party that signs this Agreement,
- e) agree that all library materials which are available through their respective Library Service Points shall be Accessible to the residents of all Parties, and
- f) recognize the responsibility of each Party to have a representative fully participating in the management of Marigold Board.

NOW the Parties to this Agreement agree with each other as follows:

1. Schedules A, B and C are attached to and form part of this Agreement.
2. When used in this Agreement, the terms defined below have the same meaning as they have in *the Act*, unless otherwise defined in this Agreement.
  - a) "Accessible" - library resources shall be available to all residents of the Parties to this Agreement in the

same way as to residents served by the Local Library. If use is restricted in a Local Library, the restriction shall apply to all residents in the system.

- b) "Community Library" - Marigold uses the term "Community Library" for those libraries (Library Service Points) located in member municipalities that do not have a Library Board.
- c) "Community Library Incorporated Society" – a Society incorporated or continued under the *Societies Act R.S.A. 2000 Chap.S-14*, that oversees the day-to-day operations and supervision of a library in a Municipality that does not have its own Library Board.
- d) "Governing Board" – Marigold Board is the "Governing Board" for municipalities that have not formed a Library Board as set out in *the Act*. These municipalities have signed this Agreement to become members of Marigold Library System, and in return Marigold Board provides public library services and promotes the value of public libraries to residents in those municipalities. Marigold also complies with the provincial requirements for reporting and for distribution of provincial per capita grants for those municipalities.
- e) "Independent Public Accountant" - a person holding a recognized professional accounting designation such as CPA (Chartered Professional Accountant), CA (Chartered Accountant), CMA (Certified Management Accountant), CGA (Certified General Accountant); or a similarly qualified individual.
- f) "Intellectual Property" – anything created by or on behalf of Marigold which results from intellectual process. Intellectual Property includes, but is not limited to, literary works (any written work intended to provide information, instruction or pleasure), artistic works and computer program files. Such works and information may be stored in any format. Intellectual Property specifically includes Marigold's automated files and databases.
- g) "Intermunicipal Library Board" - a Library Board established pursuant to Part 1.1 of *the Act*.
- h) "Library Board" - a Municipal or Intermunicipal Library Board.
- i) "Library Service Point" – in accordance with *the Libraries Regulation* (hereinafter referred to as "*the Regulation*" under *the Act*, refers to a facility that provides public library services under the control and management of a board.
- j) "Library System" - a Library System established pursuant to Part 2 of *the Act*.
- k) "Local Library" - a Municipal Library, Intermunicipal Library, or a Community Library.
- l) "Minister" - the Minister with authority for public libraries as defined in *the Act*.
- m) "Municipal Library Board" - a Library Board established pursuant to Part 1 of *the Act*.
- n) "Member Municipality" - any incorporated city, town, village, summer village, municipal district, special area, improvement district or any other eligible entity that is or could become a party to this Agreement.
- o) "Personal Property" – any movable or intangible thing that is subject to ownership and not classified as Real Property.
- p) "Real Property" - land and anything growing on, attached to, or erected on it, excluding anything that may be severed without injury to the land. Real property can be either corporeal (ex. soil and buildings) or incorporeal (ex. easements).

Name

3. There is hereby established by Ministerial Order, a Library System known as the Marigold Library Board as set out in Section 14(2) of *the Act*, hereinafter referred to as "Marigold".

Operation

4. The Parties to this Agreement shall maintain and operate Marigold in accordance with *the Act* and any regulations promulgated under *the Act*,
5. The Parties to this Agreement shall provide public library service to all their residents through the Library System as defined by this Agreement.
6. The Parties to this Agreement shall make all library materials and resources belonging to Marigold and local libraries Accessible to the residents of all Parties.

The Marigold Library Board

7. The general management, regulation and control of Marigold is vested in and shall be exercised by the Governing Board of Marigold, hereinafter referred to as "Marigold Board", with the powers and duties set out in *the Act*.
8. Where a Municipality is a Party to this Agreement, it shall appoint one member to Marigold Board. The preference for an appointment will be an individual who has an active involvement in the library community such as membership on the Local Library Board.
9. Appointments to Marigold Board shall be made in accordance with *the Act*.
10. Marigold Board shall be governed by *the Act*, this Agreement and the governing documents adopted by Marigold Board.
11. Marigold Board shall establish an Executive Committee of not more than ten (10) persons. That committee shall oversee the general operations of Marigold between Marigold Board meetings and carry out such further activities as may be directed by Marigold Board.
12. Marigold Board shall hire a Chief Executive Officer (CEO) whose responsibility shall be the administration of Marigold. Marigold Board shall fix the compensation and all other terms of employment of the CEO.
13. Marigold Board shall maintain adequate insurance coverage for its property, liabilities and operations.
14. Marigold Board shall cooperate with other libraries, Library Systems, library associations and with the Government of Alberta in the development, maintenance and operation of networks for enhancing public library services.

#### Powers and duties of Library Boards

15. Each Library Board within Marigold should:
- a) hire such Municipal Library employees as are necessary for the provision of library service to the community,
  - b) act as liaison between their community, their Municipal Council and Marigold Board to communicate Library Board policy and community need,
  - c) in cooperation with Marigold Board, set policies and procedures for the operation of the library including minimum number of library hours, management, use and services,
  - d) cooperate with Marigold Board in implementing system-wide policies,
  - e) submit copies of all library policies, bylaws, goals and objectives and plan of service documents to Marigold Board when updated,
  - f) perform such additional duties as are necessary to operate library service in their community and
  - g) forward a copy of its budget for the current year, a copy of its annual report and audited financial statements for the preceding year to Marigold Board on or before June 30.
16. Marigold Board will act as the Governing Board for any Municipality that does not have a Municipal Library Board or an Intermunicipal Library Board. That relationship will be governed by an agreement between Marigold and any such Municipality.

#### Financial

17. The fiscal year of Marigold and Marigold Board shall be January 1 to December 31, both dates inclusive, or as may be amended by Marigold Board from time to time.
18. For the purposes of the per capita requisition in paragraphs 19 and 20, the population of a Municipality that is a Party to this Agreement shall be deemed to be the population for the Municipality published by the Government of Alberta for the fiscal year prior to the fiscal year in which the requisition is paid.
19. Each Party to this Agreement shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
20. Each Municipal Library Board or Intermunicipal Library Board in Marigold shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
21. Increases or decreases of per capita requisitions in Schedule C constitute an amendment to this Agreement, which shall be passed in accordance with paragraph 42.
22. Residents of Municipalities that do not participate in any Alberta Library System are not eligible to use the services provided by Marigold Board, as outlined in Section 28 of this Agreement.



23. Marigold Board shall keep distinct and regular accounts of its receipts, payments, credits, assets and liabilities and shall have these accounts for each fiscal year audited by an Independent Public Accountant. Such accounts shall be kept in accordance with generally accepted accounting practices as defined by the Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPO).
24. Marigold Board shall cause audited financial statements for each fiscal year to be prepared and presented by an Independent Public Accountant by the last day of April in the year following the fiscal year to which they relate, and to be presented to Marigold Board at the Annual General Meeting.
25. Marigold Board may apply for any grants for which it is eligible.
26. Any Party not having a Municipal Library Board or an Intermunicipal Library Board authorizes Marigold Board to apply for provincial operating grants on their behalf in accordance with government regulations.

#### Services provided by Marigold Board

27. Subject to the provisions of *the Act* and *the Regulation* and subject to the provisions of this Agreement, Marigold Board shall manage and control Marigold by organizing, promoting and maintaining comprehensive and efficient library services.
28. Marigold Board shall equip, establish and maintain Library System service for the residents of the Parties to this Agreement and the services provided shall include:
  - a) IT network and infrastructure support, including network management, threat protection, help desk support, equipment installation and servicing, email, website hosting and IT consultation services,
  - b) bibliographic services, including central ordering, cataloguing and processing and shared catalogue,
  - c) physical and virtual materials and collections, including materials allocation, interlibrary loans and digital/online resources,
  - d) consultation services, including professional consultation, training and continuing education,
  - e) delivery and resource sharing,
  - f) marketing and advocacy,
  - g) programming support, including support for summer reading programs and program kits,
  - h) discount ordering of materials, supplies and equipment,
  - i) direct services to Marigold residents, including book deposits, mail delivery of requested materials and access to Library Lending Lockers.

### Expansion of Marigold

29. The Parties to this Agreement agree that any eligible entity within the boundaries of Marigold as set out in *the Regulation* may become a Party to this Agreement and a member of Marigold Board by:
- a) signing an agreement with Marigold Board incorporating the terms and conditions of this Agreement as amended, and
  - b) adhering to policy concerning terms and conditions for integrating library services for acceptance of new or returning Parties to this Agreement, and
  - c) receiving the approval of the Minister.
30. Admission and the date of admission shall be determined by Marigold Board.
31. Any Party to this Agreement admitted to Marigold after April 1 in any year shall pay a share as determined by Marigold Board of the annual requisition within 30 days of the date of admission.

### Reports

32. Marigold Board shall present an annual report on the previous year's operations to the council and to the Library Board of each Member Municipality and to the Minister within 60 days after the Annual General Meeting of Marigold Board.
33. Marigold Board shall provide a copy of the financial statements prepared and certified by the Independent Public Accountant. Copies will be prepared and sent to each Member Municipality and to the Minister within 60 days of passing by Marigold Board.

### Ownership of Property

34. Marigold owns the Real and Personal Property (including Intellectual Property rights) paid for or created by Marigold in Marigold's Municipal Libraries and Community Libraries.
35. All books, periodicals and library materials transferred to a member library's collection remain the property of that library's Library Board unless they are sent to Marigold for withdrawal or other disposition. Marigold insures the physical collection at member libraries.
36. All books, periodicals and library materials transferred to a Community Library's collection remain the property of the Member Municipality unless they are sent to Marigold for withdrawal or other disposition. Marigold insures the physical collection at Community Libraries.

### Withdrawal and Termination

37. Any Party to this Agreement may withdraw from this Agreement in accordance with *the Act*. Any notice of withdrawal shall be received by Marigold Board by December 31 of any year to be effective at the end of Marigold's next fiscal year. If a Party to this Agreement gives notice to withdraw, Marigold Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide in writing to the council and Municipal Board as appropriate, an appraisal of the expected effects on library services to the residents of the Municipality concerned. Marigold Board may request a reconsideration of the notice to withdraw.

38. If a Party to this Agreement withdraws from this Agreement pursuant to *the Act*, that Party shall be deemed to have forfeited any right, title or interest in the assets of Marigold Board, including Marigold Board's Real and Personal Property of any nature.
39. Marigold Board may expel any Party hereto from this Agreement for substantial misconduct or breach of this Agreement upon motion by the Executive Committee. At least 60 days written notice stating specific grounds for the motion shall be delivered to all the Parties to this Agreement and all Library Boards and be voted upon at the next General meeting after the notice period has expired. The motion shall be passed only upon a majority comprising 75% of Marigold Board members in attendance at said meeting.

#### Extension

40. The provisions of this Agreement shall be binding upon the Parties to this Agreement and any of their successors.
41. A separate contract may be negotiated by Marigold Board with any eligible non-member entity to acknowledge the different administrative and funding procedures and to define the type and extent of library service to be provided, as negotiated and approved by Marigold Board.

#### Amendment

42. This Agreement shall be amended by a motion for amendment passed by Marigold Board. Such amendment shall be effective upon receipt by Marigold Board of written notification from 60% of the Parties to this Agreement representing 60% of the people living within the boundaries of Marigold that they so authorized such amendment. The Parties to this Agreement shall conform to such amendment upon notification from Marigold Board that the amendment is in effect.

#### Entire Agreement

43. This Agreement, including all schedules appended, constitutes the entire Agreement between the Parties with respect to the subject matter and all prior Agreements, representations, statements, negotiations and undertakings by and between the Parties to this Agreement are superseded hereby.

#### Execution in Counterpart

44. This Agreement may be executed in counterpart and all the executed counterparts together shall constitute this Agreement.

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

---

*(Member Municipality)*

---

Authorized Signature

Date

---

Print Name and Title

**Seal:**

---

Municipal Library Board or Intermunicipal Library Board\* (City, Town, Village)

---

Authorized Signature

Date

---

Print Name and Title

\*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.

## Schedule A

### Parties which shall be admitted to Marigold Library System:

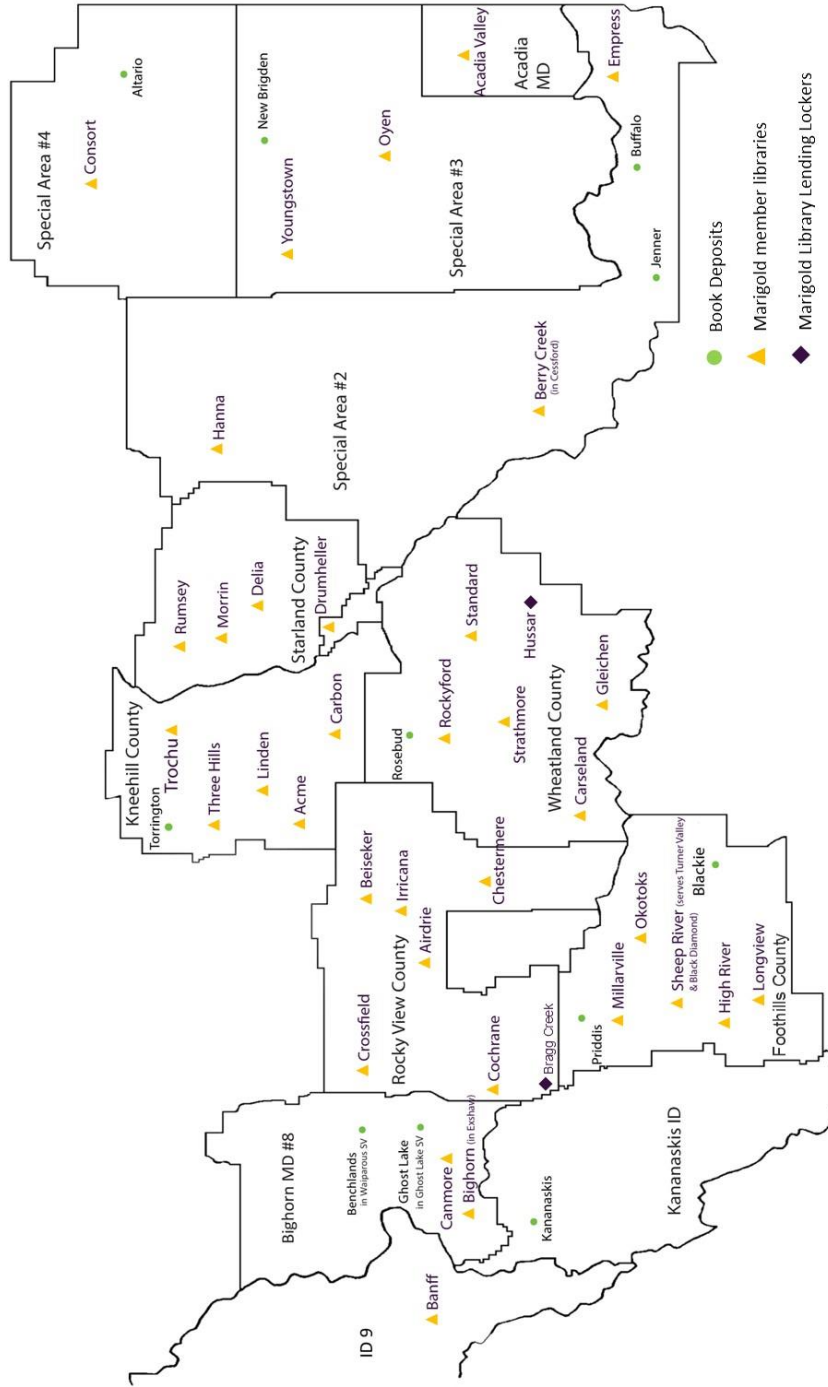
1. Council of the Municipal District of Acadia #34
2. Council of the Village of Acme
3. Council of the City of Airdrie
4. Council of the Town of Banff
5. Council of the Village of Beiseker
6. Council of the Municipal District of Bighorn #8
7. Council of the Town of Black Diamond
8. Council of the Town of Canmore
9. Council of the Village of Carbon
10. Council of the City of Chestermere
11. Council of the Town of Cochrane
12. Council of the Village of Consort
13. Council of the Town of Crossfield
14. Council of the Village of Delia
15. Council of the Town of Drumheller
16. Council of the Village of Empress
17. Council of Foothills County
18. Council of the Summer Village of Ghost Lake
19. Council of the Town of Hanna
20. Council of the Town of High River
21. Council of the Village of Hussar
22. I.D. #9 Banff (The Minister of the Department of Municipal Affairs)
23. Council of the Town of Irricana

24. Kananaskis Improvement District (The Minister of Tourism, Parks and Recreation)
25. Council of Kneehill County
26. Council of the Village of Linden
27. Council of the Village of Longview
28. Council of the Village of Morrin
29. Council of the Village of Munson
30. Council of the Town of Okotoks
31. Council of the Town of Oyen
32. Council of the Village of Rockyford
33. Council of the County of Rocky View #44
34. Special Areas #2, #3 and #4 (The Minister of the Department of Municipal Affairs)
35. Council of the Village of Standard
36. Council of Starland County
37. Council of the Town of Strathmore
38. Council of the Town of Three Hills
39. Council of the Town of Trochu
40. Council of the Town of Turner Valley
41. Council of the Village of Veteran
42. Council of the Summer Village of Waiparous
43. Council of Wheatland County
44. Council of the Village of Youngstown

Schedule B

Map of Marigold Boundary

**MARIGOLD LIBRARIES, BOOK DEPOSITS  
AND LIBRARY LENDING LOCKERS**



## **Schedule C**

### **Requisition for Marigold Library System**

Attached to and part of this Agreement by and between the Parties comprising the Marigold Library System.

#### **Part I For those Municipalities without Library Boards**

The contributions to the Marigold Library System by counties, Municipal Districts, Special Areas, Improvement Districts or any other Municipality without a Library Board shall be as follows for the period stated:

2023 ~ \$10.85 per capita paid to the Marigold Library System

2024 ~ \$10.96 per capita paid to the Marigold Library System

#### **Part II For those Municipalities with Library Boards**

The contributions to the Marigold Library System by Municipalities having Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2023 ~ \$6.35 per capita to be paid directly to Marigold Library System

2024 ~ \$6.46 per capita to be paid directly to Marigold Library System

#### **Part III For Municipal Library Boards**

The contributions to the Marigold Library System by Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2023 ~ \$4.50 per capita to be paid directly to Marigold Library System

2024 ~ \$4.50 per capita to be paid directly to Marigold Library System



IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

---

*(Member Municipality)*

---

Authorized Signature

Date

---

Print Name and Title

**Seal:**

---

Municipal Library Board or Intermunicipal Library Board\* (City, Town, Village)

---

Authorized Signature

Date

---

Print Name and Title

Retain one copy for your files and forward one copy to Marigold Library System headquarters

\*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.



An Agreement  
by and between  
the parties comprising  
Marigold Library System

January 1, 1984  
Amended January 1, 1995  
Amended April 15, 2000  
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An Agreement by and between  
the parties comprising the  
Marigold Library System  
(hereinafter referred to as "this Agreement")

This Agreement is made as of the 1st day of January 1984, with amendments to January 29, 2022, between such of the Municipalities, Improvement Districts and Special Areas contained in Schedule A as have appropriately ratified, endorsed and executed this Agreement or terms identical to this Agreement.

BECAUSE the *Libraries Act and Regulation R.S.A. 2000 Chap. L-11*, as amended, hereinafter referred as "*the Act*" provides:

- a) that a Municipality, Improvement District, Special Area, Métis settlement or school authority may enter into an agreement to associate with one or more such organizations to establish, maintain and operate a Library System,
- b) for a Library System board so established to be a corporation as set out in *the Act* and
- c) that the Minister may make a grant upon the establishment of the Library System and may thereafter make annual grants where the Minister decides that the Library System is providing satisfactory service;

AND BECAUSE the Parties to this Agreement:

- a) desire to collaborate to provide enhanced public library service to their residents,
- b) are prepared to jointly finance and operate a Library System service to their residents,
- c) recognize that the most effective way to provide a high quality of library service is through collaboration,
- d) are prepared to support the development and maintenance of public library services through the Library System for the benefit of all parties, including the party that signs this Agreement,
- e) agree that all library materials which are available through their respective Library Service Points shall be Accessible to the residents of all Parties, and
- f) recognize the responsibility of each Party to have a representative fully participating in the management of Marigold Board.

NOW the Parties to this Agreement agree with each other as follows:

1. Schedules A, B and C are attached to and form part of this Agreement.
2. When used in this Agreement, the terms defined below have the same meaning as they have in *the Act*, unless otherwise defined in this Agreement.
  - a) "Accessible" - library resources shall be available to all residents of the Parties to this Agreement in the

same way as to residents served by the Local Library. If use is restricted in a Local Library, the restriction shall apply to all residents in the system.

- b) "Community Library" - Marigold uses the term "Community Library" for those libraries (Library Service Points) located in member municipalities that do not have a Library Board.
- c) "Community Library Incorporated Society" – a Society incorporated or continued under the *Societies Act R.S.A. 2000 Chap.S-14*, that oversees the day-to-day operations and supervision of a library in a Municipality that does not have its own Library Board.
- d) "Governing Board" – Marigold Board is the "Governing Board" for municipalities that have not formed a Library Board as set out in *the Act*. These municipalities have signed this Agreement to become members of Marigold Library System, and in return Marigold Board provides public library services and promotes the value of public libraries to residents in those municipalities. Marigold also complies with the provincial requirements for reporting and for distribution of provincial per capita grants for those municipalities.
- e) "Independent Public Accountant" - a person holding a recognized professional accounting designation such as CPA (Chartered Professional Accountant), CA (Chartered Accountant), CMA (Certified Management Accountant), CGA (Certified General Accountant), or a similarly qualified individual.
- f) "Intellectual Property" – anything created by or on behalf of Marigold which results from intellectual process. Intellectual Property includes, but is not limited to, literary works (any written work intended to provide information, instruction or pleasure), artistic works and computer program files. Such works and information may be stored in any format. Intellectual Property specifically includes Marigold's automated files and databases.
- g) "Intermunicipal Library Board" - a Library Board established pursuant to Part 1.1 of *the Act*.
- h) "Library Board" - a Municipal or Intermunicipal Library Board.
- i) "Library Service Point" – in accordance with *the Libraries Regulation* (hereinafter referred to as "*the Regulation*" under *the Act*, refers to a facility that provides public library services under the control and management of a board.
- j) "Library System" - a Library System established pursuant to Part 2 of *the Act*.
- k) "Local Library" - a Municipal Library, Intermunicipal Library, or a Community Library.
- l) "Minister" - the Minister with authority for public libraries as defined in *the Act*.
- m) "Municipal Library Board" - a Library Board established pursuant to Part 1 of *the Act*.
- n) "Member Municipality" - any incorporated city, town, village, summer village, municipal district, special area, improvement district or any other eligible entity that is or could become a party to this Agreement.
- o) "Personal Property" – any movable or intangible thing that is subject to ownership and not classified as Real Property.
- p) "Real Property" - land and anything growing on, attached to, or erected on it, excluding anything that may be severed without injury to the land. Real property can be either corporeal (ex. soil and buildings) or incorporeal (ex. easements).

Name

3. There is hereby established by Ministerial Order, a Library System known as the Marigold Library Board as set out in Section 14(2) of *the Act*, hereinafter referred to as "Marigold".

Operation

4. The Parties to this Agreement shall maintain and operate Marigold in accordance with *the Act* and any regulations promulgated under *the Act*,
5. The Parties to this Agreement shall provide public library service to all their residents through the Library System as defined by this Agreement.
6. The Parties to this Agreement shall make all library materials and resources belonging to Marigold and local libraries Accessible to the residents of all Parties.

The Marigold Library Board

7. The general management, regulation and control of Marigold is vested in and shall be exercised by the Governing Board of Marigold, hereinafter referred to as "Marigold Board", with the powers and duties set out in *the Act*.
8. Where a Municipality is a Party to this Agreement, it shall appoint one member to Marigold Board. The preference for an appointment will be an individual who has an active involvement in the library community such as membership on the Local Library Board.
9. Appointments to Marigold Board shall be made in accordance with *the Act*.
10. Marigold Board shall be governed by *the Act*, this Agreement and the governing documents adopted by Marigold Board.
11. Marigold Board shall establish an Executive Committee of not more than ten (10) persons. That committee shall oversee the general operations of Marigold between Marigold Board meetings and carry out such further activities as may be directed by Marigold Board.
12. Marigold Board shall hire a Chief Executive Officer (CEO) whose responsibility shall be the administration of Marigold. Marigold Board shall fix the compensation and all other terms of employment of the CEO.
13. Marigold Board shall maintain adequate insurance coverage for its property, liabilities and operations.
14. Marigold Board shall cooperate with other libraries, Library Systems, library associations and with the Government of Alberta in the development, maintenance and operation of networks for enhancing public library services.

#### Powers and duties of Library Boards

15. Each Library Board within Marigold should:
- a) hire such Municipal Library employees as are necessary for the provision of library service to the community,
  - b) act as liaison between their community, their Municipal Council and Marigold Board to communicate Library Board policy and community need,
  - c) in cooperation with Marigold Board, set policies and procedures for the operation of the library including minimum number of library hours, management, use and services,
  - d) cooperate with Marigold Board in implementing system-wide policies,
  - e) submit copies of all library policies, bylaws, goals and objectives and plan of service documents to Marigold Board when updated,
  - f) perform such additional duties as are necessary to operate library service in their community and
  - g) forward a copy of its budget for the current year, a copy of its annual report and audited financial statements for the preceding year to Marigold Board on or before June 30.
16. Marigold Board will act as the Governing Board for any Municipality that does not have a Municipal Library Board or an Intermunicipal Library Board. That relationship will be governed by an agreement between Marigold and any such Municipality.

#### Financial

17. The fiscal year of Marigold and Marigold Board shall be January 1 to December 31, both dates inclusive, or as may be amended by Marigold Board from time to time.
18. For the purposes of the per capita requisition in paragraphs 19 and 20, the population of a Municipality that is a Party to this Agreement shall be deemed to be the population for the Municipality published by the Government of Alberta for the fiscal year prior to the fiscal year in which the requisition is paid.
19. Each Party to this Agreement shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
20. Each Municipal Library Board or Intermunicipal Library Board in Marigold shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
21. Increases or decreases of per capita requisitions in Schedule C constitute an amendment to this Agreement, which shall be passed in accordance with paragraph 42.
22. Residents of Municipalities that do not participate in any Alberta Library System are not eligible to use the services provided by Marigold Board, as outlined in Section 28 of this Agreement.

23. Marigold Board shall keep distinct and regular accounts of its receipts, payments, credits, assets and liabilities and shall have these accounts for each fiscal year audited by an Independent Public Accountant. Such accounts shall be kept in accordance with generally accepted accounting practices as defined by the Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPO).
24. Marigold Board shall cause audited financial statements for each fiscal year to be prepared and presented by an Independent Public Accountant by the last day of April in the year following the fiscal year to which they relate, and to be presented to Marigold Board at the Annual General Meeting.
25. Marigold Board may apply for any grants for which it is eligible.
26. Any Party not having a Municipal Library Board or an Intermunicipal Library Board authorizes Marigold Board to apply for provincial operating grants on their behalf in accordance with government regulations.

#### Services provided by Marigold Board

27. Subject to the provisions of *the Act* and *the Regulation* and subject to the provisions of this Agreement, Marigold Board shall manage and control Marigold by organizing, promoting and maintaining comprehensive and efficient library services.
28. Marigold Board shall equip, establish and maintain Library System service for the residents of the Parties to this Agreement and the services provided shall include:
  - a) IT network and infrastructure support, including network management, threat protection, help desk support, equipment installation and servicing, email, website hosting and IT consultation services,
  - b) bibliographic services, including central ordering, cataloguing and processing and shared catalogue,
  - c) physical and virtual materials and collections, including materials allocation, interlibrary loans and digital/online resources,
  - d) consultation services, including professional consultation, training and continuing education,
  - e) delivery and resource sharing,
  - f) marketing and advocacy,
  - g) programming support, including support for summer reading programs and program kits,
  - h) discount ordering of materials, supplies and equipment,
  - i) direct services to Marigold residents, including book deposits, mail delivery of requested materials and access to Library Lending Lockers.



### Expansion of Marigold

29. The Parties to this Agreement agree that any eligible entity within the boundaries of Marigold as set out in *the Regulation* may become a Party to this Agreement and a member of Marigold Board by:
- a) signing an agreement with Marigold Board incorporating the terms and conditions of this Agreement as amended, and
  - b) adhering to policy concerning terms and conditions for integrating library services for acceptance of new or returning Parties to this Agreement, and
  - c) receiving the approval of the Minister.
30. Admission and the date of admission shall be determined by Marigold Board.
31. Any Party to this Agreement admitted to Marigold after April 1 in any year shall pay a share as determined by Marigold Board of the annual requisition within 30 days of the date of admission.

### Reports

32. Marigold Board shall present an annual report on the previous year's operations to the council and to the Library Board of each Member Municipality and to the Minister within 60 days after the Annual General Meeting of Marigold Board.
33. Marigold Board shall provide a copy of the financial statements prepared and certified by the Independent Public Accountant. Copies will be prepared and sent to each Member Municipality and to the Minister within 60 days of passing by Marigold Board.

### Ownership of Property

34. Marigold owns the Real and Personal Property (including Intellectual Property rights) paid for or created by Marigold in Marigold's Municipal Libraries and Community Libraries.
35. All books, periodicals and library materials transferred to a member library's collection remain the property of that library's Library Board unless they are sent to Marigold for withdrawal or other disposition. **Marigold insures the physical collection at member libraries.**
36. All books, periodicals and library materials transferred to a Community Library's collection remain the property of the Member Municipality unless they are sent to Marigold for withdrawal or other disposition. **Marigold insures the physical collection at Community Libraries.**

### Withdrawal and Termination

37. Any Party to this Agreement may withdraw from this Agreement in accordance with *the Act*. Any notice of withdrawal shall be received by Marigold Board by December 31 of any year to be effective at the end of Marigold's next fiscal year. If a Party to this Agreement gives notice to withdraw, Marigold Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide in writing to the council and Municipal Board as appropriate, an appraisal of the expected effects on library services to the residents of the Municipality concerned. Marigold Board may request a reconsideration of the notice to withdraw.

38. If a Party to this Agreement withdraws from this Agreement pursuant to *the Act*, that Party shall be deemed to have forfeited any right, title or interest in the assets of Marigold Board, including Marigold Board's Real and Personal Property of any nature.
39. Marigold Board may expel any Party hereto from this Agreement for substantial misconduct or breach of this Agreement upon motion by the Executive Committee. At least 60 days written notice stating specific grounds for the motion shall be delivered to all the Parties to this Agreement and all Library Boards and be voted upon at the next General meeting after the notice period has expired. The motion shall be passed only upon a majority comprising 75% of Marigold Board members in attendance at said meeting.

#### Extension

40. The provisions of this Agreement shall be binding upon the Parties to this Agreement and any of their successors.
41. A separate contract may be negotiated by Marigold Board with any eligible non-member entity to acknowledge the different administrative and funding procedures and to define the type and extent of library service to be provided, as negotiated and approved by Marigold Board.

#### Amendment

42. This Agreement shall be amended by a motion for amendment passed by Marigold Board. Such amendment shall be effective upon receipt by Marigold Board of written notification from 60% of the Parties to this Agreement representing 60% of the people living within the boundaries of Marigold that they so authorized such amendment. The Parties to this Agreement shall conform to such amendment upon notification from Marigold Board that the amendment is in effect.

#### Entire Agreement

43. This Agreement, including all schedules appended, constitutes the entire Agreement between the Parties with respect to the subject matter and all prior Agreements, representations, statements, negotiations and undertakings by and between the Parties to this Agreement are superseded hereby.

#### Execution in Counterpart

44. This Agreement may be executed in counterpart and all the executed counterparts together shall constitute this Agreement.

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

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*(Member Municipality)*

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Authorized Signature

Date

---

Print Name and Title

**Seal:**

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Municipal Library Board or Intermunicipal Library Board\* (City, Town, Village)

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Authorized Signature

Date

---

Print Name and Title

\*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.

## Schedule A

### Parties which shall be admitted to Marigold Library System:

1. Council of the Municipal District of Acadia #34
2. Council of the Village of Acme
3. Council of the City of Airdrie
4. Council of the Town of Banff
5. Council of the Village of Beiseker
6. Council of the Municipal District of Bighorn #8
7. Council of the Town of Black Diamond
8. Council of the Town of Canmore
9. Council of the Village of Carbon
10. Council of the City of Chestermere
11. Council of the Town of Cochrane
12. Council of the Village of Consort
13. Council of the Town of Crossfield
14. Council of the Village of Delia
15. Council of the Town of Drumheller
16. Council of the Village of Empress
17. Council of Foothills County
18. Council of the Summer Village of Ghost Lake
19. Council of the Town of Hanna
20. Council of the Town of High River
21. Council of the Village of Hussar
22. I.D. #9 Banff (The Minister of the Department of Municipal Affairs)
23. Council of the Town of Irricana

24. Kananaskis Improvement District (The Minister of Tourism, Parks and Recreation)
25. Council of Kneehill County
26. Council of the Village of Linden
27. Council of the Village of Longview
28. Council of the Village of Morrin
29. Council of the Village of Munson
30. Council of the Town of Okotoks
31. Council of the Town of Oyen
32. Council of the Village of Rockyford
33. Council of the County of Rocky View #44
34. Special Areas #2, #3 and #4 (The Minister of the Department of Municipal Affairs)
35. Council of the Village of Standard
36. Council of Starland County
37. Council of the Town of Strathmore
38. Council of the Town of Three Hills
39. Council of the Town of Trochu
40. Council of the Town of Turner Valley
41. Council of the Village of Veteran
42. Council of the Summer Village of Waiparous
43. Council of Wheatland County
44. Council of the Village of Youngstown



# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Financials
Agenda Item Number:	6b.

### **BACKGROUND**

Pass an Interim Operational and Capital Budget for 2023.

### **RECOMMENDATION:**

1. Motion to pass the Interim Operational and Capital Budget for 2023.

Report Date  
2022-11-15 12:43 PM

Village of Hussar  
**Budgetary Control**  
For the Period 2022-01-01 - 2022-11-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>REVENUES</b>						
<b>TAXES</b>						
1000011000 - Municipal Property Taxes			187,017.71	189,814.00	(2,796.29)	1.5-
1000011200 - Alberta School Foundation Taxes			40,415.92	40,415.00	0.92	
1000011300 - Wheatland Lodge Taxes			1,396.54	1,396.00	0.54	
1000011400 - DI Property Tax Requisition			29.55	30.00	(0.45)	1.5-
<b>Total TAXES:</b>			228,859.72	231,655.00	(2,795.28)	1.2-
<b>REVENUE FROM OWN SOURCE</b>						
1000051000 - Property Tax Penalty			4,308.01	10,000.00	(5,691.99)	56.9-
1000052000 - Utility Transfer to Tax Roll			(615.00)		(615.00)	
1000054000 - ATCO Gas Franchise Fee			18,209.18	20,000.00	(1,790.82)	9.0-
1000055000 - Return On Investments			1,275.16	1,000.00	275.16	27.5
<b>Total REVENUE FROM OWN SOURCE:</b>			23,177.35	31,000.00	(7,822.65)	25.2-
<b>ADMINISTRATION REVENUE</b>						
1120041000 - General Services & Supplies			708.27	500.00	208.27	41.7
1120041100 - Insurance/Lions/Sen/Lib/Ag.Soc.			(160.97)		(160.97)	
1120056000 - Rentals/ Lease Revenue			4,422.56	3,200.00	1,222.56	38.2
1120084000 - Provincial Operating Grant			24,203.00	24,203.00		
<b>Total ADMINISTRATION REVENUE:</b>			29,172.86	27,903.00	1,269.86	4.6
<b>RCMP &amp; BYLAW SERVICES</b>						
1260051000 - Animal Licenses			600.00	400.00	200.00	50.0
1260051500 - Provincial Fines Distribution			261.00	160.00	101.00	63.1
<b>Total RCMP &amp; BYLAW SERVICES:</b>			861.00	560.00	301.00	53.8
<b>PUBLIC WORKS</b>						
1310041000 - PW Services/Supplies				2,000.00	(2,000.00)	100.0-
<b>Total PUBLIC WORKS:</b>				2,000.00	(2,000.00)	100.0-
<b>ROADS &amp; STREET LIGHTS</b>						
1320054000 - Fortis Franchise			27,739.23	27,252.00	487.23	1.8
<b>Total ROADS &amp; STREET LIGHTS:</b>			27,739.23	27,252.00	487.23	1.8
<b>WATER SUPPLY/DISTRIBUTION</b>						
1410040000 - Water Billing			4,047.00	69,768.00	(3,021.01)	4.3-
1410041000 - Water Services/Supplies			75.00	100.00	(25.00)	25.0-
1410041500 - Bulk Water Sales			688.65	2,000.00	(1,311.35)	65.6-
1410051000 - Water Penalty			916.79	1,000.00	(83.21)	8.3-
<b>Total WATER SUPPLY/DISTRIBUTION:</b>			4,047.00	72,868.00	(4,440.57)	6.1-
<b>SANITARY SEWAGE SERVICE</b>						
1420040000 - Sewer Billing			2,840.00	48,960.00	(2,120.01)	4.3-
1420051000 - Sewer Penalty			739.16	1,000.00	(260.84)	26.1-



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Village of Hussar  
**Budgetary Control**  
For the Period 2022-01-01 - 2022-11-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>SOLID WASTE</b>	<b>Total SANITARY SEWAGE SERVICE:</b>	2,840.00	47,579.15	49,960.00	(2,380.85)	4.8-
1430040000 - Garbage Collection Billing		1,820.00	28,911.99	31,512.00	(2,600.01)	8.3-
1430051000 - Garbage Collection Penalty			498.62	500.00	(1.38)	0.3-
<b>CEMETERY</b>	<b>Total SOLID WASTE:</b>	1,820.00	29,410.61	32,012.00	(2,601.39)	8.1-
1560041000 - Cemetery Revenue			1,752.38	1,300.00	452.38	34.8
1560055000 - Cemetery Interest			6.48	5.00	1.48	29.6
1560059000 - Cemetery Donations			885.00	1,000.00	(115.00)	11.5-
<b>PLANNING &amp; DEVELOPMENT</b>	<b>Total CEMETERY:</b>		2,643.86	2,305.00	338.86	14.7
1610041000 - Development Permits			450.00	500.00	(50.00)	10.0-
1610084000 - Provincial Grant				23,000.00	(23,000.00)	100.0-
<b>PARKS &amp; RECREATION</b>	<b>Total PLANNING &amp; DEVELOPMENT:</b>		450.00	23,500.00	(23,050.00)	98.1-
1720041000 - Campground Revenue			14,642.00	12,000.00	2,642.00	22.0
1720056500 - Fish & Game Club Lease			598.11	500.00	98.11	19.6
1720081000 - Grants from Others			8,000.00	6,800.00	1,200.00	17.7
5320084000 - Provincial Conditional Grant			176,762.00	176,762.00		
5320085000 - Grants From Local Governments			112,164.54	112,164.54		
5410084000 - Provincial Conditional Grant			25,000.00	25,000.00		
5420084000 - Provincial Conditional Grant			25,000.00	25,000.00		
<b>Total PARKS &amp; RECREATION:</b>			362,166.65	19,300.00	342,866.65	1776.5
<b>Total REVENUES:</b>		8,707.00	820,487.86	520,315.00	300,172.86	57.7
<b>ASSETS</b>						
<b>Revenue Totals:</b>		8,707.00	820,487.86	520,315.00	300,172.86	57.7
<b>EXPENDITURES</b>						
2000076000 - Alberta School Foundation Requisition			20,207.80	40,415.00	20,207.20	50.0
2000076200 - DI Property Assessment				30.00	30.00	100.0
2000076500 - Wheatland Lodge Requisition			1,396.00	1,396.00		
2000076600 - Royal Canadian Mounted Police Requisitio			5,093.00	6,760.00	1,667.00	24.7
<b>COUNCIL &amp; OTHER LEGISLATIVE</b>						
2110013000 - Council EI Premiums			693.07	950.00	256.93	27.1
2110014000 - Council Training			1,163.58	1,800.00	636.42	35.4
2110015000 - Council Honorarium/Per Diem			10,650.00	14,500.00	3,850.00	26.6

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Village of Hussar  
**Budgetary Control**  
For the Period 2022-01-01 - 2022-11-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2110021000 - Council Mileage & Expenses			2,776.48	3,000.00	223.52	7.5
2110051500 - Donations/Gifts			610.99	1,200.00	589.01	49.1
<b>Total COUNCIL &amp; OTHER LEGISLATIVE:</b>			15,894.12	21,450.00	5,555.88	25.9
<b>GENERAL ADMINISTRATION</b>						
2120011000 - Admin Salaries & Wages			41,811.02	48,200.00	6,388.98	13.3
2120011500 - Contracted Casual Labour			3,141.05	3,100.00	(41.05)	1.3-
2120012000 - AMSC Benefits Employer Contribution			1,469.43	2,200.00	730.57	33.2
2120012500 - LAPP Employer Contribution			3,149.77	4,075.00	925.23	22.7
2120013000 - Admin CPP/EI Contributions			2,801.37	3,625.00	823.63	22.7
2120014000 - Administration Training			2,612.21	3,000.00	387.79	12.9
2120021000 - Admin Mileage & Expenses			3,242.97	2,300.00	(942.97)	41.0-
2120021500 - Postage/Courier/Freight			1,228.66	1,500.00	271.34	18.1
2120022000 - Advertising			2,472.68	1,000.00	(1,472.68)	147.3-
2120022500 - Memberships			1,618.49	1,800.00	181.51	10.1
2120023000 - Accounting/Audit expense			12,500.00	12,500.00		
2120023500 - Legal Fees				1,500.00	1,500.00	100.0
2120024000 - Assessment Services			4,666.70	5,600.00	933.30	16.7
2120024500 - IT Services/Website			5,510.19	5,890.00	379.81	6.5
2120027000 - Insurance Premiums			6,642.11	6,725.00	82.89	1.2
2120051000 - Office Supplies & Services			8,578.48	6,000.00	(2,578.48)	43.0-
2120054000 - Admin Utilities			2,974.96	4,250.00	1,275.04	30.0
2120080000 - Admin - Amortization Expenses				560.00	560.00	100.0
<b>Total GENERAL ADMINISTRATION:</b>			104,420.09	113,825.00	9,404.91	8.3
<b>FIRE ASSOCIATION</b>						
2230022500 - Radio License			153.84		(153.84)	
2230076000 - Fire Association Requisition			8,073.00	8,073.00		
2230076500 - Fire Capital Contribution			1,000.00	1,000.00		
<b>Total FIRE ASSOCIATION:</b>			9,226.84	9,073.00	(153.84)	1.7-
<b>EMERGENCY MANAGEMENT</b>						
2240051000 - Emergency Supplies & Services				500.00	500.00	100.0
<b>Total EMERGENCY MANAGEMENT:</b>				500.00	500.00	100.0
<b>AMBULANCE SERVICES</b>						
2250076000 - WADEMESA Requisition			1,520.00	1,520.00		
<b>Total AMBULANCE SERVICES:</b>			1,520.00	1,520.00		
<b>RCMP &amp; BYLAW SERVICES</b>						
2260035000 - Protective Services				550.00	550.00	100.0
<b>Total RCMP &amp; BYLAW SERVICES:</b>				550.00	550.00	100.0
<b>COMMON SERVICES</b>						
2310011000 - Public Works Wages			1,493.38	34,816.14	37,625.00	2,808.86
						7.5



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Village of Hussar  
**Budgetary Control**  
For the Period 2022-01-01 - 2022-11-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2310012000 - Public Works Benefits		194.93	4,483.39	5,070.00	586.61	11.6
2310013000 - Public Works CPP/EI		121.65	3,033.77	3,550.00	516.23	14.5
2310025000 - Equipment Maintenance			2,650.80	3,000.00	349.20	11.6
2310025500 - Contracted Maintenance			1,342.38	1,500.00	157.62	10.5
2310025600 - Building Maintenance			7,537.58	8,000.00	462.42	5.8
2310026000 - Equipment Rentals			383.88	250.00	(133.88)	53.6-
2310027000 - Insurance Premiums			1,527.98	1,550.00	22.02	1.4
2310035000 - Weed Inspector				360.00	360.00	100.0
2310051000 - PW General Supplies			2,286.58	4,450.00	2,163.42	48.6
2310051500 - Public Works Tools/Equipment			631.36	2,250.00	1,618.64	71.9
2310052500 - Cardlock Fuel			3,283.03	4,000.00	716.97	17.9
2310054000 - Public Works Utilities			4,597.41	5,600.00	1,002.59	17.9
2310077000 - Transfer to Equipment Reserve				10,000.00	10,000.00	100.0
2310080000 - Common - Amortization Expense				7,930.00	7,930.00	100.0
<b>Total COMMON SERVICES:</b>		1,809.96	66,574.30	95,135.00	28,560.70	30.0
<b>ROADS/STREETS</b>						
2320024000 - Roads Maintenance			1,161.00	1,500.00	339.00	22.6
2320025000 - Roads Contracted Maintenance			5,061.60	5,500.00	438.40	8.0
2320054000 - Utilities - Street Lights			16,645.55	20,500.00	3,854.45	18.8
2320080000 - Roads - Amortization Expense				70,130.00	70,130.00	100.0
<b>Total ROADS/STREETS:</b>			22,868.15	97,630.00	74,761.85	76.6
<b>WATER SUPPLY &amp; DISTRIBUTION</b>						
2410021500 - Water Postage & Freight			242.10	500.00	257.90	51.6
2410023000 - Water Operations Contract			20,929.59	27,600.00	6,670.41	24.2
2410023500 - Water Testing				250.00	250.00	100.0
2410025000 - Water Contracted Maintenance			33,368.20	20,000.00	(13,368.20)	66.8-
2410026000 - Lease Payments			3,074.49	3,075.00	0.51	
2410027000 - Insurance Premiums			1,575.79	1,580.00	4.21	0.3
2410051000 - Water Services/Supplies			152.01	150.00	(2.01)	1.3-
2410053000 - Treatment Chemicals			4,197.55	4,800.00	602.45	12.6
2410054000 - Water Utilities			13,928.28	13,500.00	(428.28)	3.2-
2410080000 - Water - Amortization Expense				38,630.00	38,630.00	100.0
<b>Total WATER SUPPLY &amp; DISTRIBUTION:</b>			77,468.01	110,085.00	32,616.99	29.6
<b>WASTEWATER</b>						
2420023000 - Sewer Operations Contract			4,658.32	7,000.00	2,341.68	33.5
2420025000 - Contracted Maintenance			2,488.50	3,500.00	1,011.50	28.9
2420027000 - Insurance Premiums			928.37	930.00	1.63	0.2
2420051000 - Sewer Services/Supplies				120.00	120.00	100.0
2420054000 - Sewer Utilities			2,572.55	2,600.00	27.45	1.1

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2420080000 - Sewer - Amortization Expense				22,338.00	22,338.00	100.0
2420083000 - Debenture Interest				965.00	965.00	100.0
<b>Total WASTEWATER:</b>			10,647.74	37,453.00	26,805.26	71.6
<b>GARBAGE COLLECTION/DISPOSAL</b>						
2430011000 - Garbage Collection Wages		140.25	3,029.41	3,510.00	480.59	13.7
2430025000 - Transfer Site Maintenance			5,412.20	7,000.00	1,587.80	22.7
2430035000 - Transfer Site Labour			5,484.08	7,500.00	2,015.92	26.9
2430054000 - Transfer Site Utilities			262.15	500.00	237.85	47.6
2430076000 - Drum Solid Waste Requisition			7,877.40	7,880.00	2.60	
2430077000 - Drum Solid Waste Loan Payment 10y			653.76	654.00	0.24	
2430078000 - SAEWA Requisition			93.28	95.00	1.72	1.8
<b>Total GARBAGE COLLECTION/DISPOSAL:</b>		140.25	22,812.28	27,139.00	4,326.72	15.9
<b>FAMILY/COMMUNITY SERVICES</b>						
2510076000 - FCSS Requisition			1,316.00	1,320.00	4.00	0.3
<b>Total FAMILY/COMMUNITY SERVICES:</b>			1,316.00	1,320.00	4.00	0.3
<b>CEMETERY</b>						
2560011000 - Cemetery Wages			56.10	218.00	161.90	74.3
2560021500 - Cemetery Postage/Freight			35.56		(35.56)	
2560025000 - Cemetery Maintenance			1,500.00	686.00	(814.00)	118.7-
2560051000 - Cemetery Goods & Services			650.75	6,000.00	5,349.25	89.2
2560054000 - Cemetery Utilities			755.63	1,200.00	444.37	37.0
2560080000 - Cemetery Amortization Expense				200.00	200.00	100.0
<b>Total CEMETERY:</b>			2,998.04	8,304.00	5,305.96	63.9
<b>PLANNING &amp; DEVELOPMENT</b>						
2610022000 - Planning & Development Advertising			1,639.52	1,000.00	(639.52)	64.0-
2610023000 - Planning & Development Consulting			23,750.08	23,000.00	(750.08)	3.3-
2610076000 - Pailiser Requisition			2,047.26	2,050.00	2.74	0.1
<b>Total PLANNING &amp; DEVELOPMENT:</b>			27,436.86	26,050.00	(1,386.86)	5.3-
<b>PARKS/RECREATION</b>						
2720011000 - Campground Wages			1,971.38	3,855.00	1,883.62	48.9
2720025000 - Campground Maintenance			5,852.35	5,000.00	(852.35)	17.1-
2720027000 - Campground Insurance			337.39	245.00	(92.39)	37.7-
2720051000 - Campground Services & Supplies			24.94	1,200.00	1,175.06	97.9
2720054000 - Campground Utilities			5,704.99	4,325.00	(1,379.99)	31.9-
2720080000 - Parks & Rec - Amortization Expense				43,768.00	43,768.00	100.0
<b>Total PARKS/RECREATION:</b>			13,891.05	58,393.00	44,501.95	76.2
<b>ARENA/CURLING RINK</b>						
2730011000 - School ground wages			1,165.50	700.00	(465.50)	66.5-
2730025000 - School ground maintenance				1,500.00	1,500.00	100.0

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Village of Hussar  
Budgetary Control  
For the Period 2022-01-01 - 2022-11-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>COMMUNITY SERVICES/CULTURE</b>						
<b>Total ARENA/CURLING RINK:</b>			1,165.50	2,200.00	1,034.50	47.0
2740076000 - Marigold Requisition			1,123.20	1,125.00	1.80	0.2
2740076500 - Hussar Library Contribution			500.00	500.00		
2740080000 - Culture Amortization Expense				1,480.00	1,480.00	100.0
6320025000 - Roads Capital Upgrades			3,350.00		(3,350.00)	
6410023000 - Water Capital Engineering			2,060.98		(2,060.98)	
6420023000 - Sewer Capital Engineering			2,060.98		(2,060.98)	
<b>Total COMMUNITY SERVICES/CULTURE:</b>			9,095.16	3,105.00	(5,990.16)	192.9-
<b>Total EXPENDITURES:</b>		1,950.21	414,030.94	662,333.00	248,302.06	37.5
<b>Expense Totals:</b>		1,950.21	414,030.94	662,333.00	248,302.06	37.5
<b>Net Surplus (Deficit):</b>		6,756.79	406,456.92	(142,018.00)	548,474.92	386.2

Accounts Printed: 136



Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
<b>REVENUES</b>					
<b>TAXES</b>					
1000011000 - Municipal Property Taxes	196,284	196,215	189,814	(6,401)	3.26-
1000011200 - Alberta School Foundation Taxes	41,638	40,397	40,415	18	0.04
1000011300 - Wheatland Lodge Taxes	1,170	1,171	1,396	225	19.21
1000011400 - DI Property Tax Requisition	29	29	30	1	3.45
1000011600 - Royal Canadian Mounted Police Taxes					
1000012100 - Linear Property Taxes					
<b>Total TAXES:</b>	<u>239,121</u>	<u>237,812</u>	<u>231,655</u>	<u>(6,157)</u>	
<b>REVENUE FROM OWN SOURCE</b>					
1000051000 - Property Tax Penalty	10,000	7,672	10,000	2,328	30.34
1000052000 - Utility Transfer to Tax Roll	15,489	15,953	20,000	4,047	25.37
1000054000 - ATCO Gas Franchise Fee	1,000	684	1,000	316	46.20
1000055000 - Return On Investments					
1000084000 - Provincial Conditional Grant					
<b>Total REVENUE FROM OWN SOURCE:</b>	<u>26,489</u>	<u>24,309</u>	<u>31,000</u>	<u>6,691</u>	
<b>ADMINISTRATION REVENUE</b>					
1120041000 - General Services & Supplies	200	588	500	(88)	14.97-
1120041100 - Insurance/Lions/Sen/Lib/Ag.Soc.		8		(8)	
1120056000 - Rentals/ Lease Revenue	3,150	3,265	3,200	(65)	1.99-
1120059000 - Dividends/Rebates					
1120084000 - Provincial Operating Grant	24,203	170,050	24,203	(145,847)	85.77-
<b>Total ADMINISTRATION REVENUE:</b>	<u>27,553</u>	<u>173,911</u>	<u>27,903</u>	<u>(146,008)</u>	
<b>FIRE ASSOCIATION</b>					
1230011500 - Fire Association Requisition					
<b>Total FIRE ASSOCIATION:</b>					
<b>AMBULANCE SERVICES</b>					
1250011400 - WADEMESA Requisition					
<b>Total AMBULANCE SERVICES:</b>					
<b>RCMP &amp; BYLAW SERVICES</b>					
1260051000 - Animal Licenses	300	450	400	(50)	11.11-
1260051500 - Provincial Fines Distribution		161	160	(1)	0.62-
1260053000 - Bylaw Fines					
<b>Total RCMP &amp; BYLAW SERVICES:</b>	<u>300</u>	<u>611</u>	<u>560</u>	<u>(51)</u>	
<b>PUBLIC WORKS</b>					
1310041000 - PW Services/Supplies	2,300	625	2,000	1,375	220.00
<b>Total PUBLIC WORKS:</b>	<u>2,300</u>	<u>625</u>	<u>2,000</u>	<u>1,375</u>	

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Village of Hussar  
**Working Budget**  
Scenario 1 - Created with blank amounts

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
<b>ROADS &amp; STREET LIGHTS</b>					
1320054000 - Fortis Franchise	26,742	31,707	27,252	(4,455)	14.05-
<b>Total ROADS &amp; STREET LIGHTS:</b>	<b>26,742</b>	<b>31,707</b>	<b>27,252</b>	<b>(4,455)</b>	
<b>WATER SUPPLY/DISTRIBUTION</b>					
1410040000 - Water Billing	67,320	67,265	69,768	2,503	3.72
1410041000 - Water Services/Supplies	2,000	1,598	100	100	100.00-
1410041500 - Bulk Water Sales	1,375	753	2,000	402	25.16
1410051000 - Water Penalty			1,000	247	32.80
<b>Total WATER SUPPLY/DISTRIBUTION:</b>	<b>70,695</b>	<b>69,616</b>	<b>72,868</b>	<b>3,252</b>	
<b>SANITARY SEWAGE SERVICE</b>					
1420040000 - Sewer Billing	49,170	49,000	48,960	(40)	0.08-
1420051000 - Sewer Penalty	1,000	610	1,000	390	63.93
<b>Total SANITARY SEWAGE SERVICE:</b>	<b>50,170</b>	<b>49,610</b>	<b>49,960</b>	<b>350</b>	
<b>SOLID WASTE</b>					
1430040000 - Garbage Collection Billing	29,700	29,375	31,512	2,137	7.27
1430051000 - Garbage Collection Penalty	500	380	500	120	31.58
<b>Total SOLID WASTE:</b>	<b>30,200</b>	<b>29,755</b>	<b>32,012</b>	<b>2,257</b>	
<b>FAMILY/COMMUNITY SERVICES</b>					
<b>CEMETERY</b>					
1560041000 - Cemetery Revenue	1,300	3,772	1,300	(2,472)	65.54-
1560055000 - Cemetery Interest	5	6	5	(1)	16.67-
1560059000 - Cemetery Donations	1,000	1,770	1,000	(770)	43.50-
<b>Total CEMETERY:</b>	<b>2,305</b>	<b>5,548</b>	<b>2,305</b>	<b>(3,243)</b>	
<b>PLANNING &amp; DEVELOPMENT</b>					
1610041000 - Development Permits	300	700	500	(200)	28.57-
1610084000 - Provincial Grant	20,000		23,000	23,000	100.00-
<b>Total PLANNING &amp; DEVELOPMENT:</b>	<b>20,300</b>	<b>700</b>	<b>23,500</b>	<b>22,800</b>	
<b>PARKS &amp; RECREATION</b>					
1720041000 - Campground Revenue	3,500	6,780	12,000	5,220	76.99
1720056500 - Fish & Game Club Lease	500	500	500		
1720059000 - Campground Donations		2,500		(2,500)	
1720081000 - Grants from Others			6,800	6,800	100.00-
1721059000 - Community Event Donations					
<b>Total PARKS &amp; RECREATION:</b>	<b>4,000</b>	<b>9,780</b>	<b>19,300</b>	<b>9,520</b>	
<b>COMMUNITY SERVICES &amp; CULTURE</b>					
<b>SENIORS CENTRE</b>					
5320084000 - Provincial Conditional Grant		150,930		(150,930)	
5320085000 - Grants From Local Governments					

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
5320090000 - Transfer from Capital Reserves					
5410084000 - Provincial Conditional Grant		50,000		(50,000)	
5420084000 - Provincial Conditional Grant		50,000		(50,000)	
5420085000 - Grants From Local Governments					
5720059000 - Contributed Assets					
<b>Total SENIORS CENTRE:</b>		250,930		(250,930)	
<b>Total REVENUES:</b>	500,175	884,914	520,315	(364,599)	
<b>Revenue Totals:</b>	500,175	884,914	520,315	(364,599)	
<b>EXPENDITURES</b>					
2000023000 - Infrastructure Study					
2000076000 - Alberta School Foundation Requisition	41,638	40,416	40,415	(1)	100.00-
2000076200 - DI Property Assessment	29		30	30	19.32
2000076500 - Wheatland Lodge Requisition	1,170	1,170	1,396	226	99.23
2000076600 - Royal Canadian Mounted Police Requisitio	5,341	3,393	6,760	3,367	
2000077000 - Operating Contingency					
2000079000 - Transfer to Reserves					
<b>COUNCIL &amp; OTHER LEGISLATIVE</b>					
2110013000 - Council EI Premiums	850	1,006	950	(56)	5.57-
2110014000 - Council Training	1,600	1,812	1,800	(12)	0.66-
2110015000 - Council Honorarium/Per Diem	13,500	16,050	14,500	(1,550)	9.66-
2110021000 - Council Mileage & Expenses	3,000	1,231	3,000	1,769	143.70
2110051500 - Donations/Gifts	1,000	1,207	1,200	(7)	0.58-
<b>Total COUNCIL &amp; OTHER LEGISLATIVE:</b>	19,950	21,306	21,450	144	
<b>GENERAL ADMINISTRATION</b>					
2120011000 - Admin Salaries & Wages	48,700	48,943	48,200	(743)	1.52-
2120011500 - Contracted Casual Labour			3,100	3,100	100.00-
2120012000 - AMSC Benefits Employer Contribution	1,790	1,955	2,200	245	12.53
2120012500 - LAPP Employer Contribution	4,310	4,310	4,075	(235)	5.45-
2120013000 - Admin CPP/EI Contributions	3,560	3,439	3,625	186	5.41
2120014000 - Administration Training	3,500	3,539	3,000	(539)	15.23-
2120021000 - Admin Mileage & Expenses	2,000	909	2,300	1,391	153.03
2120021400 - Software - Munisoft					
2120021500 - Postage/Courier/Freight	1,500	1,533	1,500	(33)	2.15-
2120021600 - Legal Fees					
2120022000 - Advertising	1,500	1,640	1,000	(640)	39.02-
2120022500 - Memberships	1,800	1,583	1,800	217	13.71



Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
2120023000 - Accounting/Audit expense	12,000	12,000	12,500	500	4.17
2120023500 - Legal Fees	4,000	28,721	1,500	(27,221)	94.78-
2120024000 - Assessment Services	5,500	5,575	5,600	25	0.45
2120024500 - IT Services/Website	5,800	6,967	5,890	(1,077)	15.46-
2120027000 - Insurance Premiums	6,500	7,581	6,725	(856)	11.29-
2120051000 - Office Supplies & Services	4,500	4,290	6,000	1,710	39.86
2120052000 - COVID-19 Expenses		6,979		(6,979)	
2120054000 - Admin Utilities	3,500	3,255	4,250	995	30.57
2120080000 - Admin - Amortization Expenses	560		560	560	100.00-
2121122000 - Election & Census Advertising	1,000	1,206		(1,206)	
2121151000 - Election & Census Supplies	1,500	268		(268)	
<b>Total GENERAL ADMINISTRATION:</b>	<b>113,520</b>	<b>144,693</b>	<b>113,825</b>	<b>(30,868)</b>	
<b>FIRE ASSOCIATION</b>					
2230022500 - Radio License		148		(148)	
2230076000 - Fire Association Requisition	8,110	8,108	8,073	(35)	0.43-
2230076500 - Fire Capital Contribution	1,000	1,000	1,000		
<b>Total FIRE ASSOCIATION:</b>	<b>9,110</b>	<b>9,256</b>	<b>9,073</b>	<b>(183)</b>	
<b>EMERGENCY MANAGEMENT</b>					
2240051000 - Emergency Supplies & Services	750	(500)	500	1,000	200.00-
<b>Total EMERGENCY MANAGEMENT:</b>	<b>750</b>	<b>(500)</b>	<b>500</b>	<b>1,000</b>	
<b>AMBULANCE SERVICES</b>					
2250076000 - WADEMESA Requisition	1,520	1,520	1,520		
<b>Total AMBULANCE SERVICES:</b>	<b>1,520</b>	<b>1,520</b>	<b>1,520</b>		
<b>RCMP &amp; BYLAW SERVICES</b>					
2260035000 - Protective Services	600		550	550	100.00-
<b>Total RCMP &amp; BYLAW SERVICES:</b>	<b>600</b>		<b>550</b>	<b>550</b>	
<b>COMMON SERVICES</b>					
2310011000 - Public Works Wages	40,982	33,386	37,625	4,239	12.70
2310012000 - Public Works Benefits	4,567	4,652	5,070	418	8.99
2310013000 - Public Works CPP/EI	3,560	3,168	3,550	382	12.06
2310014000 - Public Works Training					
2310025000 - Equipment Maintenance	3,000	2,068	3,000	932	45.07
2310025500 - Contracted Maintenance	1,500	574	1,500	926	161.32
2310025600 - Building Maintenance			8,000	8,000	100.00-
2310026000 - Equipment Rentals	250		250	250	100.00-
2310027000 - Insurance Premiums	1,420	1,414	1,550	136	9.62
2310035000 - Weed Inspector	250	286	360	74	25.87
2310051000 - PW General Supplies	3,225	3,231	4,450	1,219	37.73

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Village of Hussar  
**Working Budget**  
Scenario 1 - Created with blank amounts

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
<b>COMMON SERVICES</b>					
2310051500 - Public Works Tools/Equipment	2,225	1,558	2,250	692	44.42
2310052500 - Cardlock Fuel	2,500	3,496	4,000	504	14.42
2310054000 - Public Works Utilities	4,500	4,813	5,600	787	16.35
2310077000 - Transfer to Equipment Reserve	10,000		10,000	10,000	100.00-
2310080000 - Common - Amortization Expense	5,073	7,931	7,930	(1)	0.01-
<b>Total COMMON SERVICES:</b>	<b>83,052</b>	<b>66,577</b>	<b>95,135</b>	<b>28,558</b>	
<b>ROADS/STREETS</b>					
2320024000 - Roads Maintenance	1,000		1,500	1,500	100.00-
2320025000 - Roads Contracted Maintenance	1,500	1,723	5,500	3,777	219.21
2320054000 - Utilities - Street Lights	20,000	18,698	20,500	1,802	9.64
2320080000 - Roads - Amortization Expense	70,130	70,130	70,130		
2370080000 - Stormwater Amortization Expense		424		(424)	
<b>Total ROADS/STREETS:</b>	<b>92,630</b>	<b>90,975</b>	<b>97,630</b>	<b>6,655</b>	
<b>WATER SUPPLY &amp; DISTRIBUTION</b>					
2410021500 - Water Postage & Freight	500	387	500	113	29.20
2410023000 - Water Operations Contract	25,000	26,252	27,600	1,348	5.13
2410023500 - Water Testing	1,000	979	250	(729)	74.46-
2410025000 - Water Contracted Maintenance	20,000	16,175	20,000	3,825	23.65
2410026000 - Lease Payments	2,985	2,985	3,075	90	3.02
2410027000 - Insurance Premiums	1,475	1,474	1,580	106	7.19
2410051000 - Water Services/Supplies	120	47	150	103	219.15
2410053000 - Treatment Chemicals	4,800	4,610	4,800	190	4.12
2410054000 - Water Utilities	12,360	13,735	13,500	(235)	1.71-
2410080000 - Water - Amortization Expense	38,630	38,630	38,630		
<b>Total WATER SUPPLY &amp; DISTRIBUTION:</b>	<b>106,870</b>	<b>105,274</b>	<b>110,085</b>	<b>4,811</b>	
<b>WASTEWATER</b>					
2420023000 - Sewer Operations Contract	6,000	6,497	7,000	503	7.74
2420025000 - Contracted Maintenance	2,600	7,932	3,500	(4,432)	55.87-
2420027000 - Insurance Premiums	870	868	930	62	7.14
2420051000 - Sewer Services/Supplies	120	41	120	79	192.68
2420054000 - Sewer Utilities	2,500	2,471	2,600	129	5.22
2420080000 - Sewer - Amortization Expense	22,337	22,337	22,338	1	
2420083000 - Debenture Interest	1,408	1,408	965	(443)	31.46-
<b>Total WASTEWATER:</b>	<b>35,835</b>	<b>41,554</b>	<b>37,453</b>	<b>(4,101)</b>	
<b>GARBAGE COLLECTION/DISPOSAL</b>					
2430011000 - Garbage Collection Wages	4,130	3,217	3,510	293	9.11
2430025000 - Transfer Site Maintenance	5,665	6,823	7,000	177	2.59
2430035000 - Transfer Site Labour	8,500	6,568	7,500	932	14.19



Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
2430054000 - Transfer Site Utilities	500	402	500	98	24.38
2430076000 - Drum Solid Waste Requisition	7,971	7,877	7,880	3	0.04
2430077000 - Drum Solid Waste Loan Payment 10y	652	654	654	2	0.31
2430078000 - SAEWA Requisition	93	93	95	2	2.15
<b>Total GARBAGE COLLECTION/DISPOSAL:</b>	<b>27,511</b>	<b>25,634</b>	<b>27,139</b>	<b>1,505</b>	
<b>FAMILY/COMMUNITY SERVICES</b>					
2510076000 - FCSS Requisition	1,320	1,316	1,320	4	0.30
<b>Total FAMILY/COMMUNITY SERVICES:</b>	<b>1,320</b>	<b>1,316</b>	<b>1,320</b>	<b>4</b>	
<b>CEMETERY</b>					
2560011000 - Cemetery Wages	605	164	218	54	32.93
2560021500 - Cemetery Postage/Freight					
2560025000 - Cemetery Maintenance	500		686	686	100.00-
2560051000 - Cemetery Goods & Services	6,000	3,031	6,000	2,969	97.95
2560054000 - Cemetery Utilities	1,000	965	1,200	235	24.35
2560080000 - Cemetery Amortization Expense	200	200	200		
<b>Total CEMETERY:</b>	<b>8,305</b>	<b>4,360</b>	<b>8,304</b>	<b>3,944</b>	
<b>PLANNING &amp; DEVELOPMENT</b>					
2610022000 - Planning & Development Advertising	1,500	1,049	1,000	(49)	4.67-
2610023000 - Planning & Development Consulting	20,000	20,922	23,000	2,078	9.93
2610076000 - Paliser Requisition	1,990	1,987	2,050	63	3.17
<b>Total PLANNING &amp; DEVELOPMENT:</b>	<b>23,490</b>	<b>23,958</b>	<b>26,050</b>	<b>2,092</b>	
<b>PARKS/RECREATION</b>					
2720011000 - Campground Wages	3,000	3,932	3,855	(77)	1.96-
2720025000 - Campground Maintenance	7,000	5,611	5,000	(611)	10.89-
2720027000 - Campground Insurance	320	224	245	21	9.38
2720051000 - Campground Services & Supplies	1,050	1,809	1,200	(609)	33.67-
2720054000 - Campground Utilities	4,200	4,163	4,325	162	3.89
2720080000 - Parks & Rec - Amortization Expense	43,768	43,768	43,768		
<b>Total PARKS/RECREATION:</b>	<b>59,338</b>	<b>59,507</b>	<b>58,393</b>	<b>(1,114)</b>	
<b>COMMUNITY EVENTS</b>					
2721022000 - Community Event Ads					
2721023000 - Community Event Contracted Services					
2721026000 - Community Events Rentals					
2721051000 - Community Event Supplies					
<b>Total COMMUNITY EVENTS:</b>					
<b>ARENA/CURLING RINK</b>					
2722022500 - Arena/Curling Rink Licenses					
2722025000 - Arena/Curling Rink Contracted Maint.					

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
2722027000 - Arena/Curling Rink Insurance	1,500	376	700	324	86.17
2730011000 - School ground wages	1,500	1,500	1,500		
2730025000 - School ground maintenance					
<b>Total ARENA/CURLING RINK:</b>	<b>3,000</b>	<b>1,876</b>	<b>2,200</b>	<b>324</b>	
<b>COMMUNITY SERVICES/CULTURE</b>					
2740076000 - Marigold Requisition	1,186	1,186	1,125	(61)	5.14-
2740076500 - Hussar Library Contribution	500	500	500		
2740080000 - Culture Amortization Expense	1,480	1,480	1,480		
2742027000 - Seniors Centre Insurance					
6320023000 - Roads Capital Engineering		2,670		(2,670)	
6320025000 - Roads Capital Upgrades		56,057		(56,057)	
6410023000 - Water Capital Engineering		1,916		(1,916)	
6410025000 - Water Capital Projects					
6420023000 - Sewer Capital Engineering		1,916		(1,916)	
6420025000 - Sewer Capital Upgrades					
6720025000 - Campground Contracted Upgrades					
9999900000 - Rounding		1		(1)	
9999999999 - Suspense Account					
<b>Total COMMUNITY SERVICES/CULTURE:</b>	<b>3,166</b>	<b>65,726</b>	<b>3,105</b>	<b>(62,621)</b>	
<b>Total EXPENDITURES:</b>	<b>638,145</b>	<b>708,011</b>	<b>662,333</b>	<b>(45,678)</b>	
<b>Expense Totals:</b>	<b>638,145</b>	<b>708,011</b>	<b>662,333</b>	<b>(45,678)</b>	
<b>Net Surplus (Deficit):</b>	<b>(137,970)</b>	<b>176,903</b>	<b>(142,018)</b>	<b>(318,921)</b>	

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Correspondence
Agenda Item Number:	9a.

### **BACKGROUND**

HELP International Shelterbelt Program

### **RECOMMENDATION:**

1. Motion to accept as information at this time.
2. Motion to \_\_\_\_\_.

## 2023 Subsidized Seedlings and Potted Trees for Towns

Rodney Sidloski <rsidloski@help-international.com>

Tue 2022-11-22 4:05 PM

To: town\_dministrator@yahoo.com <town\_dministrator@yahoo.com>

Dear Mayor, Councilors, and Town Administrator;

Please find in attachment our 2023 Spring Shelterbelt Program Announcement and Application Form.

Please note that our program is not only available for town plantings and for towns who wish to distribute tree seedlings to town residents but also for parks, resorts, and hamlets under your jurisdiction.

In addition to aesthetic plantings we have trees that are adapted for environmental protection plantings associated with municipal waste water, salinity control, and landfill lechate control. HELP was the first in Western Canada to develop strategies and protocols for these types of plantings.

HELP is available on a contract basis to carry out on-site assessment and planning sessions as well as carrying out contract plantings and drip irrigation installations.

HELP's current tree crop is larger with each passing year. In addition to seedlings towns will like to know that we now carry 10,000 potted saplings as well.

Action Request:

I thank you for your cooperation in the past and ask that you once again get this tree information onto your council's agenda.

Please contact me should you require more information or clarification.

Rodney Sidloski,  
CEO & Lead Researcher  
HELP International And  
Green Research & Discovery Corp  
Tel: 306-842-2433  
Cell:306-861-0814  
<http://www.help-international.com>  
[www.help-shelterbelts.com](http://www.help-shelterbelts.com)



## HELP International Shelterbelt Program

Tree Production, Research and Training Center  
P.O. Box 181, Weyburn, SK, Canada S4H 2J9  
Tel: (306) 842-2433 Cell: (306) 861-0814  
Fax: (306) 848-0902 Email: [helpint@sasktel.net](mailto:helpint@sasktel.net)



### 2023 Subsidized Shelterbelt Program Launch

November 21, 2022

I am proud to announce the launch of HELP's 2023 Subsidized Shelterbelt Program

The program is open to any urban or rural municipality, local or regional park, farm, acreage owner, or other private or public landowner or community group for any purpose in tree planting including but not limited to:

- Shelterbelts, Stream Margin Forest Buffers, Wildlife Habitat Plantings
- Parks
- Street Boulevards
- Tree distributions by municipalities, non-for-profits or companies to the public
- Phytoremediation applications including but not limited to:
  - salinity control around lagoons
  - tree caps for decommissioned landfill for leachate control
  - forest filters on flood plains below landfills
  - effluent irrigation woodlots and much more

#### **Great News About HELP Current Crop of Tree Seedlings**

In response to supply chain concerns during Covid HELP embarked on a new strategy of over-producing tree stock and holding over more green house produced tree seedlings into their second year prior to sale. This ensures hardier stock than ever and means that for many varieties you are getting two year old seedlings for the price of one year olds.

#### **New Sapling Production**

In addition to 1,000,000 seedlings of diverse poplar, willow, evergreen and shrub varieties, HELP now has saplings available in one liter to one gallon pots including: Tristis Poplar, Okanese Poplar, Prairie Sky Poplar and the majestic North West Poplar (up to 7 feet potted saplings) in addition to Laurel Leaf Willow, Golden Willow as well as three year old Scot's Pine.

Three ways to order:

- On Line: [www.help-shelterbelts.com](http://www.help-shelterbelts.com) and click on 'store'
- Mail in paper order with cheque payment
- By phone to 306-861-0814

### **Keeping Tree Price Low**

HELP continues to keep its tree prices lowest in Canada of any private or non-subsidized social enterprise. Our patented tree production system and HELP volunteers are key in keeping tree pricing low. In addition to low cost seedlings, our charity provides early bird discounts up to 6 %, plus 5% bonus trees over top of what you order and an additional 10% (payable in large generic willow) for pick up customers. So potentially 21 percent in bonuses and/or discounts.

HELP also provides free trees exclusively for habitat plantings (to Saskatchewan residents only) in collaboration with Game Bird Trust and Shand Greenhouse. These are only available for Saskatchewan pick up customers and can only be provided at the time of pick up. No pre-ordering is available for these free habitat trees.

### **Uber-like Tree Deliveries**

HELP pays pick up customers to carry and hand over shipping customer trees at or within 50 km of shipping customer destination. This allows trees to be delivered same day and allows full leaf trees to be transported in open container.

Our research unit continues production of longer root willows to enhance drought resistance.

### **Shelterbelt Planting Assistance**

In addition to free website and telephone advice on shelterbelt planning, on a contract basis provides leading edge field assistance in shelterbelt planting, plastic film mulching with funnels at each tree, and turf grass installation. HELP also installs drip irrigation on a contract basis across the three Prairie Provinces.

### **HRD News**

I am proud to announce that, in addition to our volunteers, HELP International has added eight full time professional technicians possessing PhDs, MAs and B.Sc.s. These fine workers will help lead important research and meet rising demand for trees and tree planting services across the prairies.

In response to ever increasing demand for trees, HELP is increasing its tree stock with each passing year. `

HELP is extremely thankful to all Towns, RMs, and Prairie residents who continue to collaborate with us in vital tree planting. This is an activity that increases the quality of life on the prairies for everyone.

Rodney Sidloski, CEO  
HELP International





Applicant # \_\_\_\_\_

**HELP International****SHELTERBELT TREE PROGRAM**

For 2023 Spring Planting (Tree Order Form)

**Applicant Information**

Applicant Name(s)			Home Phone	
Street and/or Postal Box Address			Cell Phone	
City	Province	Postal Code	Email Address	
RM/District/County	Comments		Date of Application:	
<ol style="list-style-type: none"> <li>All customers receive 5% extra of each tree they order in lieu of other guarantees</li> <li>10 % bonus payable in large generic willow (Up to 1 meter stem length) for all pick up customers.</li> <li>We pay pick up customers for each package of trees they carry and hand over to shipping customers at convenient fuel stations enroute.</li> <li>Early Bird Discounts: Nov 5%; Dec 4%; Jan 3%; Feb 2.5%; March 2%; April 1%.</li> <li>Shipping: \$40 (mi. Charge for SK/MB/AB) or 30 cents per seedling (whichever is more) for any location In Prairie Provinces, for Ontario and B.C: \$80(min charge for BC/ONTARIO) or 60 cents per seedling (whichever is more) for any location in Ontario or British Columbia.</li> <li>Tree Seedling Prices 10 to 49 trees: \$5 each, 50 to 149 trees: \$2.50 each, 150 or more of one tree variety: \$2.10 each.</li> <li>For online ordering, catalogue photos and online purchase go to website <a href="http://www.help-shelterbelts.com">www.help-shelterbelts.com</a></li> <li>Trees will be shipped out in last week of May through 1st ten days of June unless arranged otherwise.</li> <li>Sapling trees in one liter to one-gallon pots are for pick up customers only (no shipping available for sapling trees).</li> </ol>				

**Payment Options (check off only one of following choices & circle sub-options that apply)**

<input type="checkbox"/> Payment by: Cheque <input type="checkbox"/> Credit Card (circle one) If by cheque please enclose cheque with application form.	
If by Credit Card (not using on-line electronic shopping basket) please provide credit card information to effect payment: Type of Card: MC    VISA    (circle one)	
Card # <input type="text"/>	Full Name on Credit Card: <input type="text"/>
Credit Card Expiry Date: <input type="text"/>	3 Digit Credit Card Security Code: <input type="text"/>

**Shipping Option**

<p>HELP will call shipping customers with pick up locations at or near your destination town prior to delivery. Please indicate your shipping option below: Check one option!</p> <p><input type="checkbox"/> I will pick up my trees at Weyburn.</p> <p><input type="checkbox"/> I am also willing to provide Uber-like service by delivering one or more customer tree orders to hand over enroute at a major truck stop of other agreed locations. HELP will pay you for providing this service.</p> <p><input type="checkbox"/> Please ship my trees to my destination town or within 50 km for me to fetch them at a cost of 30 cents per seedling or \$40 (whichever is more). Ontario and BC customers customer agree to pay \$80 or 60 cents per seedlings for shipping (whichever is more)</p>
---

**Other Customer Tree Planning or Planting Assistance**

<p><input type="checkbox"/> Please contact me to discuss forestry design (or \$400 plus mileage for on-site visit for forestry design service)</p> <p><input type="checkbox"/> I would like a quote for HELP contract planting including equipment, trees and materials and assisting with planting, plastic mulching, grassing and possibly drip irrigation</p> <p><input type="checkbox"/> I really want to plant trees but don't know where to start. Please go to HELP website and click on planting and mulching instructions, shelterbelt design examples, and frequently asked questions. If you still need help please call HELP for phone advice.</p>
--

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

For assistance in completing this application please call 306-842-2433 (Office hour: at customer convenience, Mon – Sat)

Or email [helpint@sasktel.net](mailto:helpint@sasktel.net)

Please Fax or Email your signed application to:

HELP International Shelterbelt Program

Fax: 1(306) 848-0902 Or Mail to HELP Shelterbelt Program, P.O. Box 181, Weyburn, SK. S4H 2J9

## QUANTITY OF TREES REQUIRED

See actual photos and size of seedlings in 'catalogue' on HELP website: [www.help-shelterbelts.com](http://www.help-shelterbelts.com)

Note: All poplar varieties below are hybrid poplars. They are listed in order by highest recommendation by growth rate.

Tree Variety Trees are priced according to quantities of each tree varieties (We no longer combine quantities)	QTY
<b>Seedling Price:</b> 10 to 49: \$5/ea ; 50-150=\$2.50 ea ; 150 or more =\$2.10 ea ; Potted Saplings: \$20/each 5 to 6 feet	
Okanese Poplar	
Hill Poplar	
Tristis Poplar	
Walker Poplar	
Mixed Poplar	
Potted North West Poplar (Saplings only)	
Potted Okanese Saplings	
Potted Tristis Saplings	
Potted Prairie Sky Saplings	
Other Potted Saplings: Pick and Pay at time of pick up	
Golden Willow	
Silver Leaf Willow	
Acute Willow	
Common Shrub Willow	
Laurel Leaf Willow	
Potted Laurel Leaf willow	
Common Lilac	
Velosa Lilac	
Large Generic Willow (2 – 4 years) Flat costs of \$1.00 each and based upon pick up only.	
<b>TOTAL QTY OF TREES</b>	

## ORDER SUMMARY

### Order Summary

#### Seedlings:

150 trees or more of each variety: \_\_\_\_\_ x \$2.10 = \$\_\_\_\_\_

50 - 149 trees of each variety: \_\_\_\_\_ x \$2.50 = \$\_\_\_\_\_

Order of 10 - 49 trees: \_\_\_\_\_ x \$5.00 = \$\_\_\_\_\_

Generic Large Willow: \_\_\_\_\_ x \$1.50= \$\_\_\_\_\_

5-6 Ft Saplings: \_\_\_\_\_ @ \$20 = \$\_\_\_\_\_

#### Common Creeping Red Fescue Grass Seed

50 lb bag: \_\_\_\_\_ x \$125 = \$\_\_\_\_\_

#### Plastic Mulch Film (ONLY FOR PICK UP)

Rolls of plastic mulch (4ft x 1500ft):

2.5 mil: \_\_\_\_\_ Rolls @ \$200 each = \$\_\_\_\_\_

3.0 mil: \_\_\_\_\_ Rolls @ \$220 each = \$\_\_\_\_\_

#### 10 mil Plastic Mulch Pads for single trees (2ft x 2ft)

\_\_\_\_\_ Mulch Pads x \$1.75 ea = \$\_\_\_\_\_

(Field research shows these mulch pads promote plant establishment & growth better than the \$20 shredded Tire mulch pads. HELP's mulch pads utilize less than 1% the energy during recycling than the shredded tire pads use mechanical and heat energy in recycling)

**Discount:** \$\_\_\_\_\_

(Nov: 5%; Dec: 4%; Jan: 3%; Feb: 2.5%; March:2%; April: 1%)

**Sub-Total:** \$\_\_\_\_\_

**Shipping:** \_\_\_\_\_ Seedlings and mulch pads @ 30 cents or \$40 whichever is more for any location in Prairies: \$\_\_\_\_\_

\_\_\_\_\_ Seedlings or mulch pads @\$80 or 60 cents (whichever is more for any location in Ontario or B.C.) = \$\_\_\_\_\_

Grass Seed and Mulch Rolls for pick up customers only unless customer provides their own shipping means.

**New Sub-total:** \$\_\_\_\_\_

**GST:** \$\_\_\_\_\_

**SK PST 6%:** \$\_\_\_\_\_

(SK Residents Only)

**GRAND TOTAL TO PAY:**\$\_\_\_\_\_

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	December 7 <sup>th</sup> , 2022
Title:	Correspondence
Agenda Item Number:	9b.
<b><u>BACKGROUND</u></b>	
Ponoka Letter to Minister of Health	
<b><u>RECOMMENDATION:</u></b>	
<ol style="list-style-type: none"><li>1. Motion to accept as information at this time.</li><li>2. Motion to _____.</li></ol>	



November 23, 2022

Honourable Jason Copping  
Minister of Health  
432 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6  
[health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

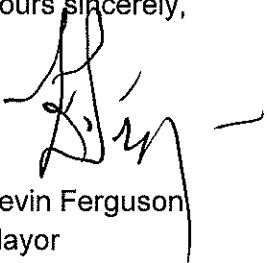
Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.



In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right.

Kevin Ferguson  
Mayor

c: Premier Danielle Smith  
Rachel Notley, Leader of the Opposition  
Ron Orr, MLA – Lacombe/Ponoka  
Mayors – Alberta Municipalities  
Reeve Paul McLauchlin, Ponoka County  
Donna Noble, Protective Services Coordinator – Ponoka County