

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Wednesday, December 7, 2022**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Wednesday December 7, 2022, commencing at 7:31 pm

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IN ATTENDANCE Councillors: Les Schultz, Coralee Schindel, Tim Frank  
Michelle Plante (Administrative Assistant), Elizabeth Santerre (CAO)  
1 person via. conference call

CALL TO ORDER The meeting was called to order at 7:31 pm

ACCEPTANCE OF  
AGENDA  
2022-12-07-368 MOVED by Councillor Frank that the agenda be accepted with the following additions:  
Add 5 (i) Christmas Bonus and Party for Staff  
10 (c) Lot on 1<sup>st</sup> Ave (as per S.16 (1) of the FOIP act)  
10 (d) Training for Liz (as per S.16 (1) of the FOIP act)

CARRIED

APPROVAL OF  
MINUTES  
2022-12-07-369 October 20, 2022 Regular Council Meeting Minutes  
MOVED by Councillor Schindel that the minutes of October 20, 2022, be accepted as presented

CARRIED

2022-12-07-370 November 10, 2022 Regular Council Meeting Minutes  
MOVED by Councillor Schindel that the minutes of November 10, 2022 be accepted as presented

CARRIED

BYLAW REVIEW  
2022-12-07-371 Bylaw Review  
MOVED by Councillor Schindel to accept Utility Bylaw 539-21 without changes

CARRIED

POLICY REVIEW Policy Review

- 2.1 Campground Rental and Reservation – Make changes as discussed and bring back to next meeting
- 2.3 Metal Detecting on Village Property – no changes

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2022-12-07-372      MOVED by Councillor Frank to approve policy 5.1 Office Hours of Operation from 8:00 to 12:00 and 1:00pm to 4:00pm with an hour off for lunch, and to make sure it's posted properly.

CARRIED

- 5.12 Cell Phone Policy – Make changes as discussed and bring back to next meeting
- 7.5 Utility Rate Policy – no changes

BUSINESS

2022-12-07-373

Change February Council Meeting Date

MOVED by Councillor Frank to accept that the Council meeting date be changed to Wednesday, February 8, 2023, instead of the scheduled Thursday February 9<sup>th</sup>, 2023

CARRIED

2022-12-07-374

Rockyford Sanding Unit Agreement

MOVED by Councillor Schultz to purchase a tandem truck load or 10 yards of sanding chips and keep them in a pile behind or next to the Tractor Shop

CARRIED

2022-12-07-375

Trailer and Holiday Trailer winter parking for fall/winter 2023, proposed area at the overflow campground section

MOVED by Councillor Frank to have administration put together a winter holiday trailer parking policy and waiver directing them that they could park in the overflow area and that they would be out by April 1<sup>st</sup>, that they would not be charged but there would be a waiver to sign and any other things that they may think of that may impact, and bring it back to council for consideration.

CARRIED

More details on winter parking and sending out a poll to residents

2022-12-07-376

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

MOVED by Councillor Frank to direct the CAO to study and bring back a policy regarding sick leave, personal days, bereavement and compassionate care to a future meeting

CARRIED



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2022-12-07-377      Bell request for lease agreement renewal  
MOVED by Councillor Schindel to bring this back to our next council meeting with the rates that we currently have with them to make a final decision on whether or not we need to come to a new agreement or maintain our current agreement

CARRIED

2022-12-07-378      Community Futures Rural Renewal Program  
MOVED by Councillor Frank to enter into a dialog and conversation with Wheatland County to explore the application process for developing a plan and securing provincial municipal funds to conduct a labor market study and strategic plan as per the Rural Renewal Program

CARRIED

2022-12-07-379      Wheatland Regional Corporation  
MOVED by Councillor Frank to enlist the help of Wheatland Regional Corporation to aid the Village of Hussar in studying all aspects of our water/sewer system within a larger scope study of our entire water/wastewater infrastructure system

CARRIED

2022-12-07-380      Marigold Library Insurance  
MOVED by Councillor Schultz to approve the amendment to the Marigold Library Insurance

CARRIED

2022-12-07-381      Christmas Bonus and Party for Staff  
MOVED by Councillor Schultz to have administration get a \$200 Gift Card for the Public Works Foreman

CARRIED

Staff Christmas party will be in February 2023 sometime

Councillor Schultz called a recess at 8:26 pm

Councillor Schultz called the meeting back to order at 8:36 pm

FINANCIAL  
REPORTS

2022-12-07-382

Financial Reports

November 2022 Bank Reconciliation and cheque listing

MOVED by Councillor Schultz to accept the November 2022 Bank Reconciliation and Cheque Listing as presented

CARRIED

2022-12-07-383

Interim Operational Budget Review

MOVED by Councillor Schultz to pass the 2023 Interim Operating Budget as presented

CARRIED



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COMMITTEE  
REPORTS

Councillor Frank

The Drumheller and District Solid Waste Association met November 17<sup>th</sup>, 2022. Organizational Meeting preceded Board Meeting. All Members of executive were returned to positions previously held. At AGM Audited Financial statement was presented. A clean audit was presented. Discussion ensued around closure liability (2085 being tentative closure date) and resources required for closure and post closure. Discussion happened around the budget and potential requisition increases needed of municipal members. Next meeting will be on December 15<sup>th</sup>.

Hussar Rural Fire Association met November 21<sup>st</sup>. Decision was made to continue with purchase of Bush Buggy despite uncertainty in the economy and a shortfall in donations. Resources from the Cluny Department have been shared throughout all the departments. In terms of Department; 41 calls so far in 2022. 9 Fire calls, 14 Medical calls, 8 motor vehicle crashes, 1 Hazmat (gas leak) call, 6 Stand-downs, and 3 non response from guys. The AED supply order for the Village is complete. We have 6 AED's in Village and all are operational. Next board meeting and AGM will be February 27<sup>th</sup>, 2023

Southern Alberta Energy from Waste Association announced they have received the Alberta Community Partnership Funding award. They will be using this to review the three companies that have expressed interest in our project.

Cemetery Board We have had a busy month at the Cemetery. And it has been hard to locate plots and expose existing grave headstones, especially with the 3 or 4 feet of snow at the graveyard. I will be asking board to look into a way to mark graves better especially in the winter. Low profile grave headstones being especially hard to find and uncover.

Wheatland Regional Corporation - We had a change of leadership at WRC at our organizational and board meeting on November 16<sup>th</sup>. Martin Gauthier from Standard is our new Chair, and Scott Klassen from Wheatland County is Vice Chair. County set forth motion to hire a consultant/facilitator to review WRC governance and operations, which was put forth quite awhile ago but not acted on. County will pay for this study, but WRC will pick firm to do study. Also noted was need for 2022 audit to be completed in time for Villages and County to incorporate within their own year end audits. In terms of legal updates, draft documents have been received, and opinions and recommendations will be forthcoming. Next Board Meeting will be January 18<sup>th</sup>.



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Councillor Schultz

WADEMESA meeting was held on Nov. 15th and started with the organizational meeting. Darcy Burke is the Chair again and the only changes to the Executive is Rick Laursen became Vice-Chair and Richard Wegener replacing Donna Biggar on the Personnel committee with myself as an alternate. The AGM has been set for January 16th 2023. The Regular meeting started and there was no business arising from the past minutes so the Financials were presented with minimal questions and passed. We moved right into the CAO report from Rob Witty and as of Oct. They had 3702 calls as compared to 4484 last year this time. After the AHS Summit in Red Deer and the new Govt. Leader there is an expected shake up at AHS but Rob is not sure or even if it will affect this organization at all after the recent changes. Dec. 13th was decided as the WADEMESA Christmas party date 6pm at the Strathmore Golf Course. The NextGen 911 will be online ready as of the 2nd quarter of 2023 if all continues well, and that's ahead of schedule. They will also be keeping the 8 dollar per capita for the Dispatch Requisition. It was discussed that CAO Rob come to the Regional Partnership meeting in January to discuss the operation and describe better to everyone what you get with WADEMESA as opposed to going with another service and dispatch system. This was brought forward because of some of the newer councillors on Strathmore have asked about the cost and it will be easier for Rob to explain the cost differences to all councils and why and what you get with WADEMESA. We then moved into closed session to do Rob's performance review before adjourning

Wheatland Housing Management Body - We started with the Organizational meeting and there were 2 nominations for Chair and they were Denise Peterson and Shannon Laprise and Denise Peterson won and is the Chair again. There were 2 nominations for Vice Chair being Leah Smith and Shannon Laprise and the Vice is Leah Smith. All the other committee placements were decided with 3 people being on each one. We as Hussar still do not have a vote on the board so I cannot sit on any committees or executive. We moved into the regular meeting and right away there was a point of order from the Chair as to why Councillor Ikert was there when he was removed from the board once for improper comments made to the media and still has not made an apology to the Board the Chair and most importantly to the CAO Vicky. There were a lot of comments and discussion on this and Mr. Ikert sat silent for the most part. When he was pressed for a response he was reluctant to say he would apologize but eventually agreed that he would send a written apology. If this is not done by next meeting the board will have no alternative but to remove him from the board.



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We moved on to other issues and one was the heavy snowfall and the fact that the Town and in places Volker Stevin were putting up ridges across their driveways and sidewalks and it was a challenge for residents to get around. They were contacted and discussed about going forward with the CAO. It was voted on and passed to give staff bonuses, 38 staff at \$100 each and 2 staff at \$150 because of their long service. There was quite a discussion on notes being taken and texting during the In-Camera meeting held with Derek Weiss on the options and costing of the proposed new building. The Chair was unaware it was happening at the time of the meeting but it was brought to her attention at a later date. This is a definite No-No as it states in the MGA that any notes taken in-camera cannot leave the room and must be destroyed and there cannot be any texting during the In-camera. There was a voluntary show of hands admitting to texting during the In-camera and this was addressed. The board wishes to invite the Minister of Community and Social Services Jeremy Nixon to the Regional Partnership meeting in Hussar on Jan. 17th where the presentation about the new build and costing will take place. Also the board members from the Hospice Society that are not Councillors of a municipality should be invited separately as well. They are voting members of the board. Next In-Camera meeting is Dec. 15th with Derek Weiss to discuss final plans and cost. Next Regular meeting is Jan. 12th 2023

Councillor Schindel

Wheatland Family Community Support Services met November 23, 2022. Our recent WFCSS meeting was an organizational meeting. Shannon Laprise will be the new Chair. Shannon has a passion to see what more WFCSS can do for our communities after having attended the FCSS conference at the beginning of November. She looks forward to working with the board to serve WFCSS and their clients. Donna Biggar was nominated and will be vice chair. Finance Committee is Chair, Vice Chair, and Richard Bryan. Personal/Evaluation Committee is Shannon Laprise, and myself. Policy Committee will be the Chair and Vice Chair. We will renew with Avail for our audit. Meetings will continue to be the 4th Wednesday @ 7pm. WFCSS received information regarding the 2023-2025 Funding Agreement. Funding will remain the same at this time. FCSS has recently updated their logo. We decided to keep WFCSS logo the same. As we feel our logo represents who WFCSS is and was changed recently. It has been acknowledged that Wheatland Food Bank accessibility is the most difficult for those in need. Pick up is in a limited time frame, and a lot of families are unable to make it for that window. WFCSS looking into how we can ensure that all families



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needing support can access it. Bridging the Gap and 5 for life will now transition under Growing Families Society. Interview for the WRREH Grant was scheduled for November 25, 2022. Crystal will keep us updated. FCSSAA Conference was attended this year by Crystal Gaudet, Shannon Laprise, and Donna Biggar. They report that there were many great sessions/speakers. With topics like rural homelessness, mental health, family addictions, and FCSS 101. The shopping bus will no longer be in operation as of November, as they have been dissolved. 5 for Life is having a community book sale fundraiser January 27 & 28th @ Hope Community Covenant Church. WFCSS is asking for book donations. The book bin will be located at the Sundowners and accepted until January 20th. See posting online for details. No meeting in December. Next meeting January 25th @ 7pm

Hussar Library Board met November 30<sup>th</sup>. Card holders should have been automatically renewed in October. Discussed what we would like to apply funds to in the 2023 budget. Things such as more community events (summer reading program, community scavenger hunt, blind date with a book auction), donations to Marigold, etc. Approved \$2,000 donation to Marigold. Approved funds for a Summer Days float. New locker software is a little touchy. Will reach out to Marigold. Will be looking into how the community computers are doing at the Sundowners. Welcome letters for new villagers. We will look into for the new year.

CAO REPORT

2022-12-07-384

MOVED by Councillor Schindel to receive the CAO, Public Works and JG Water Services reports as information

CARRIED

CORRESPONDENCE

2022-12-07-385

HELP International Shelterbelt Program

MOVED by Councillor Schindel to create a budget for up to a maximum of \$850.00 for the purchase of 150 Lilacs and 150 Poplars for beautification and a natural shelterbelt along 2<sup>nd</sup> Avenue.

CARRIED

2022-12-07-386

Ponoka Letter to Minister of Health re Fire Department and Ambulance

MOVED by Councillor Frank to accept as information

CARRIED

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2022-12-07-387      MOVED by Councillor Schultz to bring the meeting into closed session at 9:45 pm to discuss the following:

- (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*)
- (c) Lot on 1<sup>st</sup> Ave (as per S.16 (1) of the *FOIP act*)
- (d) Training for Liz (as per S.16 (1) of the *FOIP act*)

CARRIED

2022-12-07-388      MOVED by Councillor Schultz that the meeting come out of closed session at 11:01 pm

CARRIED

2022-12-07-389      MOVED by Councillor Schultz to sign the new Water/Wastewater Services Agreement with JG Water Services for January 1<sup>st</sup>, 2023 to December 31<sup>st</sup>, 2023

CARRIED

2022-12-07-390      MOVED by Councillor Schultz to sign the Certificate of Compliance that was brought to Council

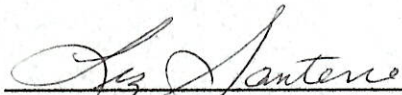
CARRIED

ADJOURNMENT      The meeting was adjourned at 11:02 pm

These minutes approved this 28 day of February, 2023.



Les Schultz  
Mayor



Elizabeth Santerre  
Chief Administrative Officer

