

**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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- IN ATTENDANCE Councillors: Les Schultz, Coralee Schindel (Virtual), Tim Frank  
Michelle Plante (Interim CAO), Elizabeth Santerre (New CAO)  
2 in person and 1 via. conference call
- CALL TO ORDER The meeting was called to order at 7:00 pm
- ACCEPTANCE OF AGENDA  
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
- DELEGATION Glenda Farnden and Martin Ebel from STARS
- APPROVAL OF MINUTES  
2022-11-10-339 October 20, 2022 Organizational Council Meeting Minutes  
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 October 20, 2022 Regular Council Meeting Minutes  
MOVED by Councillor Schultz that the minutes of October 20, 2022 be accepted as presented  
CARRIED
- BYLAW REVIEW  
2022-11-10-341 Bylaw Review  
MOVED by Councillor Schultz to give Bylaw 543-22 being the Land Use Bylaw Third Reading  
CARRIED
- POLICY REVIEW  
2022-11-10-342 Policy Review  
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

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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

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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

2022-11-10-352 Financial Reports  
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  
October 20, 2022 Regular Council Meeting Minutes  
2022-11-10-354 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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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


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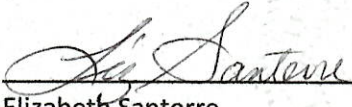
- 2022-11-10-359      MOVED by Councillor Schultz to give CAO Elizabeth Santerre signing authority on all Village of Hussar accounts, including the Cemetery accounts and safety deposit box at Connect First Credit Union.  
CARRIED
- 2022-11-10-360      MOVED by Councillor Frank to appoint CAO Elizabeth 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

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ADJOURNMENT      The meeting was adjourned at 10:43 pm

These minutes approved this 12 day of January, 2023.

  
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Les Schultz  
Mayor

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

