



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Wednesday, June 8, 2023 starting at 7:00 p.m.

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. DELEGATION**

- (a) Resident – fostering puppy request
- (b) JG Water Services

**4. ADOPTION OF THE PREVIOUS MINUTES**

- (a) May 11, 2023 Regular Council Meeting
- (b) May 11, 2023 Municipal Planning Meeting
- (c) May 18, 2023 Special Council Meeting

**5. POLICY & BYLAW REVIEW**

- (a) Policy Review
  - 4.5 Employee Training
  - 4.6 Vacation Entitlement
  - 4.7 Statutory Holidays
  - 4.8 Mileage and Expenses Reimbursement

**6. BUSINESS**

- (a) Armstrong Auto – Ramp work quotes
- (b) Summer 2023 Municipal Leaders’ Caucus – registration open
- (c) Connect First sidewalk damage
- (d) WRC Bylaw Discussion
- (e) EPR Discussion
- (f) CAO Vacation
- (g) School property survey
- (h) Resident request to purchase land
- (i) Resident damaged window
- (j) Website 3 year term ending
- (k) Cemetery Board – Payment for flowers
- (l) Cemetery Board – Gift Certificate- Clarke Van
- (m) Tree Planting Discussion

**7. FINANCIAL**

- (a) May Bank Reconciliation and Cheque Listing

**8. COMMITTEE REPORTS**

**9. CAO, PW and JG Water Services Reports**

**10. CORRESPONDENCE**

- a) Invitation to Ukrainian Day Celebration
- b) Bassano RCMP - Community Policing Report
- c) Fortis Powerline Move

**11. ADJOURNMENT**

Next Meeting: Thursday July 13, 2023 (Council Chambers and via. Conference call)

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	4 <sup>th</sup> Animal consideration

Agenda Item Number:	3b.
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### **BACKGROUND**

I have received a call from a resident looking to foster an 8.5 months old puppy mixed breed large dog they have been neutered. Would eventually like to adopt the puppy. They currently have 3 licensed animals with the Village.

On SPCA dogs name is Rockefeller

### **RECOMMENDATION:**

1. Motion to approve the 4<sup>th</sup> animal
2. Accept as information at this time

**VILLAGE OF HUSSAR  
MUNICIPAL PLANNING COMMITTEE MEETING  
MINUTES  
Thursday, May 11, 2023**

The Municipal Planning Committee meeting of the Council of the Village of Hussar was held in Council Chambers on Thursday, May 11, 2023, commencing at 10:50 pm

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

CALL TO ORDER The meeting was called to order at 10:50 pm

ACCEPTANCE OF  
AGENDA  
2023-05-11-556 MOVED by Councillor Schindel that the agenda be accepted as presented  
CARRIED

DEVELOPMENT  
PERMITS  
Development Permit 2023-006  
Discretionary Use Accessory Building in a Residential District  
2023-05-11-557 MOVED by Councillor Schultz to approve the Development Permit 2023-006 as presented  
CARRIED

Development Permit 2023-007  
Discretionary Use Fence Variance in Residential District  
2023-05-11-558 MOVED by Councillor Schindel to deny Development Permit 2023-007 for Discretionary Use Fence Variance in Residential District as presented  
CARRIED

ADJOURNMENT  
2023-05-11-559 MOVED by Councillor Schultz to adjourn the Municipal Planning Committee Meeting at 10:59pm  
CARRIED

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

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

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

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, May 11, 2023, commencing at 7:00 pm

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<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Tim Frank, Coralee Schindel Elizabeth Santerre (CAO) 3 in person + 2 person via conference call	
<u>CALL TO ORDER</u>	The meeting was called to order at 7:03 pm	
<u>ACCEPTANCE OF AGENDA</u>		
2023-05-11-526	MOVED by Councillor Schindel that the agenda be accepted with the following changes;  Move all of #7 Financial Section up and insert it as #5	CARRIED
<u>DELEGATION</u>	<u>Kathy and Ashley – Multiplex potential locations</u>	
	<u>Clay Armstrong – Armstrong Auto’s Shop Entry Access Repair</u>	
2023-05-11-527	MOVED by Councillor Schultz to go forward with the quote from Gray’s Ltd from October 5 <sup>th</sup> , to change the grade for access at Armstrong Auto on the north side shop access	CARRIED
<u>APPROVAL OF MINUTES</u>	<u>April 13, 2023 Regular Council Meeting</u>	
2023-05-11-528	MOVED by Councillor Frank that the minutes of April 13, 2023 be accepted as presented	CARRIED
	<u>April 13, 2023 Municipal Planning Meeting</u>	
2023-05-11-529	MOVED by Councillor Schindel that the minutes of April 13, 2023 be accepted as presented	CARRIED
2023-05-11-530	MOVED by Councillor Frank to strike his original motion to accept the April 13, 2023 Regular Council Meeting as presented.	CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023**

2023-05-11-531      MOVED by Councillor Schindel to accept the April 13, 2023 Regular Council Meeting Minutes with the following changes, under Summerdaze Agreement it should read "to pay 600 for the entire campground plus kitchen and an additional \$100 for electrical usage for the weekend" in that sentence. So it just has to have the second "plus" removed with the word "an" added after "and"

CARRIED

April 17, 2023 Special Council Meeting  
2023-05-11-532      MOVED by Councillor Schultz that the minutes of April 17, 2023 be accepted as presented

CARRIED

May 1, 2023 Public Meeting  
2023-05-11-533      MOVED by Councillor Frank that the minutes of May 1, 2023 be accepted as presented

CARRIED

FINANCIALS

April 2023 Bank Reconciliation and Cheque Listing  
2023-05-11-534      MOVED by Councillor Frank to accept the April 2023 Bank Reconciliation and Cheque Listing as presented

CARRIED

Operating Budget 2023  
2023-05-11-536      MOVED by Councillor Frank to accept Option 2 of the 2023 Operating Budget for the Village of Hussar

CARRIED

3-year Operating Budget  
2023-05-11-535      MOVED by Councillor Schultz to accept the 3 Year Operating Budget as presented

CARRIED

Capital Budget 2023  
2023-05-11-539      MOVED by Councillor Schultz to accept the Capital Budget 2023 as presented

CARRIED

5-year Capital Plan  
2023-05-11-537      MOVED by Councillor Schultz to accept the Village of Hussar Capital Plan 2023 to 2028 as presented

CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023**

2023-05-11-538      Viability Review - Action Plan and 10-year Capital Plan  
MOVED by Councillor Frank to accept the Viability Review Action Plan  
and 10 year Capital Plan with the changes as discussed  
CARRIED

BYLAW REVIEW

Bylaw Review

- 551-23 Tax Bylaw

2023-05-11-540      MOVED by Councillor Frank to give First Reading to Tax Bylaw 551-23  
Option 2B being our Bylaw to authorize the rate of taxation to be levied  
against assessable property within the Village of Hussar  
CARRIED

2023-05-11-541      MOVED by Councillor Schultz to give Second Reading to Tax Bylaw 551-  
23 Option 2B being the Bylaw to authorize the rate of taxation to be  
levied against assessable property within the Village of Hussar for 2023  
taxation year  
CARRIED

2023-05-11-542      MOVED by Councillor Frank to bring forward Tax Bylaw 551-23  
CARRIED

2023-05-11-543      MOVED by Councillor Schindel to give Third and Final Reading to Tax  
Bylaw 551-23 being the Property Tax 2023 Bylaw  
CARRIED

FINANCIAL

(continued)

Transfer Reserves into a Village Save More Account

2023-05-11-544      MOVED by Councillor Schultz to transfer our Village Reserve Account  
ending in 7021, \$558,841.32 into a Save More Account at the Connect  
First Credit Union.  
CARRIED

POLICY REVIEW

Policy Review

The following Policies were reviewed without changes:

- 2.2 Fire Ban Policy
- 4.3 Probationary Period
- 4.4 Employee Benefits & Pension
- 5.3 Rate and Fees Changes
- 5.10 Information & Records Management

CARRIED

Councillor Schultz calls recess for 5 minutes at 8:55pm

VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES

Thursday, May 11, 2023

BUSINESS

- 2023-05-11-545 1<sup>st</sup> Ave West Capital Project Tender Quotes  
MOVED by Councillor Frank to approve the quote from Brooks Asphalt and Aggregate Ltd. up to the amount of \$1,077,724.73 to do the infrastructure project on 1<sup>st</sup> Avenue West Capital Project  
CARRIED
- 2023-05-11-546 Fortis Pole Removal  
MOVED by Councillor Frank that we move ahead with the Fortis quotation for removing and changing and relocating the poles on 1<sup>st</sup> Avenue in conjunction with our project  
CARRIED
- 2023-05-11-547 4 Elements Weed Spraying  
MOVED by Councillor Schindel to approve the quote from 4 Elements with the following public signs erected near the school grounds and the campground playground notifying the public to beware of the area for 2 to 3 days during and after application  
CARRIED
- 2023-05-11-548 2023 Minister's Awards for Municipal and Public Library Excellence  
MOVED by Councillor Schindel to accept this as information at this time  
CARRIED
- 2023-05-11-549 Request of Land for Purchase/Subdivision  
MOVED by Councillor Frank to move forward with the 3<sup>rd</sup> Avenue East Public Land Sale and provide proper notification of the sale to Village residents so they may participate if they so choose  
CARRIED
- 2023-05-11-550 Summer Daze Lunch Hosting  
MOVED by Councillor Schindel to accept this as information at this time and to respond to their e-mail declining the offer  
CARRIED
- 2023-05-11-551 FOIP Training Options  
MOVED by Councillor Schindel to enroll in the free FOIP Training course on the Municipal Affairs website and for Liz to bring proposed dates back at the next meeting for our approval  
CARRIED



VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023

COMMITTEE  
REPORTS

Tim Frank

The Drumheller and District Solid Waste Association met April 20<sup>th</sup>. Discussion items; new representative from Delia, Jim Adama, introduced and welcomed. Audit and Best Practice moving forward, had discussion on that. Board Package content and detailed discussion. (Indiscernible/Whistle) Service contract extension as per agreement and contract acceptance. Transfer Station Inspection and waste pick up discussion in regards to GFL contracted services. Strategic Planning Mission Statement discussion to be brought back to the June 15<sup>th</sup> meeting. EPR Webinar, April 24<sup>th</sup>, 2023, online meeting EPR extended producer responsibility webinar is fully funded by producers including oversight. In 2023 they are establishing the oversights developing bylaws and starting a registration system process. Producers will have an April 1<sup>st</sup>, 2024 obligation to register. Discussion from municipal and solid waste partners from BC and Ontario on the challenges they face working within the EPR system and there were many. It was an excellent Webinar, almost too much information to give here but I wrote notes and notes on it so I do have the information.

The Fire Association Board Casino confirmed for the 4<sup>th</sup> quarter 2023, I think it's in October. Upcoming meeting is June 5<sup>th</sup>, 2023, just prior to Summer Daze.

SAEWA has nothing new to report at this time.

Cemetery Board meeting occurred April 25<sup>th</sup>, the work bee proposed is June the 5<sup>th</sup>, volunteer list is being drawn up and will be posted soon. We'll be turning on the well next week. Board discussed the need for better access in the cemetery to dig new graves, the need to reserve space for wider lanes and need to orient future Columbariums after current one is placed. And we do have assurances from the contractor that the base and the cement work will be done this summer. We had a really good discussion at our Cemetery Board meeting and we're moving ahead and as things get going I'll certainly bring stuff back so Council is aware of what we plan to do because the Village will have to ok it obviously.

Wheatland Regional Corporation, next WRC board meeting will be on May 17<sup>th</sup>, this coming week and I partook in a special online meeting with the WRC facilitator yesterday. We talked governance, we talked history, we talked everything WRC so it was an interesting conversation.



**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023**

Coralee Schindel

April 24<sup>th</sup>, 2023, FCSS Spring Regional Meeting, they are asking FCSS Board Members to attend these meetings going forward because they want to receive their input as well as the actual FCSS staff. Andrea Davis, the Costa Concordia survivor, spoke about community. Morty spoke to them about how municipalities can afford more and more increases and not have their needs met. They're working with the Provincial Government to try and make FCSS more of a provincial support program, something that the province absolutely needs to get on board with and partner alongside and kind of elevate FCSS to have more of a voice with the government so that the funding will be better allocated and they can ask for more funding and that sort of thing. The next Regional meeting will be in November in Edmonton. They met at the office on April 26<sup>th</sup> where they made a motion to destroy some old records following policy there. They talked about the fall conference November 22<sup>nd</sup> to 24<sup>th</sup>. FCSSAA Framework is not going to change, Crystal is working on trying to adjust those forms but they did notify her that it's best for her to wait because they are actually changing their framework so she's going to hold off on doing anything for that. The in-home cooking opportunities hasn't had a lot of people signing up for it so they are wondering if that's something that is worth going forward with. They aren't sure what the reason people aren't signing up for it because there has been a lot of interest shown and people are calling in but they're not actually signing up, so if there's anybody interested it would be good for them to call and actually arrange that. Coralee explains the in-home cooking assistance. Collective Cooking, the first session was held April 15<sup>th</sup>, had a really good turnout, 100% booked up, they've got a waiting list for the next one, and they want to do one in June already. Coralee explains doing the next ones in different communities. The ARC Addictions Resource Coalition is hosting a community barbecue this Saturday. Good food box is still doing really well, 61 boxes. Meals on Wheels has seen an uptake in new clients. Coralee explains the Community Fee Assistance Program, which is for kids who need help with sports or dance, they should reach out to WFCSS to see if they can have assistance with those things.

Les Schultz

Wheatland Housing Management Body is moving forward with the litigation of a board member who won't step down from the board, Mr. Ikert, says they have no right to kick him off the board and their lawyer says yes they have every right, they followed all the steps. Wheatland County is basically going to court against themselves on a Board they sit on. Operations are running very smooth.

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, May 11, 2023**

CAO REPORT

2023-05-11-552      MOVED by Councillor Frank to accept the CAO, Public Works and JG Water Services reports as information at this time  
CARRIED

CORRESPONDENCE

2023-05-11-553      MOVED by Councillor Schultz to accept the following correspondence as information;

- a) Municipal Census
- b) Update on Improvements to AHS and EMS System
- c) Camrose Casino Relocation
- d) Municipal Affairs - Timeline Extension for Review of Intermunicipal Collaboration Frameworks
- e) Community Leaders Camp
- f) Municipal Affairs - Recall Petition Updates

CARRIED

CONFIDENTIAL

The Following topics will be discussed in confidential

- a) CAO 6 Month Probation Review (as per s. 17(1) of the *FOIP Act*)
- b) Joint Use Agreement Village of Hussar and Golden Hills School Division 2023 (as per s. 21(1) of the *FOIP Act*)

2023-05-11-554      MOVED by Councillor Schultz to move into in-camera confidential at 10:36pm  
CARRIED

2023-05-11-555      MOVED by Councillor Schultz to move out of camera at 10:50pm  
CARRIED

ADJOURNMENT      The meeting was adjourned at 10:50 pm

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

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

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

**VILLAGE OF HUSSAR  
SPECIAL COUNCIL MEETING  
MINUTES  
Thursday, May 18, 2023**

The Special Meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, May 18, 2023, commencing at 7:30 pm

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- IN ATTENDANCE** Councillors: Les Schultz, Coralee Schindel, Tim Frank  
Elizabeth Santerre (CAO)  
2 people via conference call
- CALL TO ORDER** The meeting was called to order at 7:30 pm
- ACCEPTANCE OF AGENDA**  
2023-05-18-560 MOVED by Councillor Frank to accept the Agenda with the addition to 3.b) being the 10 year Capital Plan  
CARRIED
- BUSINESS** **Viability Action Plan**  
2023-05-18-561 MOVED by Councillor Schindel to adopt the Viability Action Plan for 2023  
CARRIED
- 2023-05-18-562 **10 year Capital Plan**  
MOVED by Councillor Frank to rescind the 10 year Capital Plan as presented last meeting  
CARRIED
- 2023-05-18-563 MOVED by Councillor Frank to adopt the 2023 to 2033 - 10 year Capital Plan as presented  
CARRIED
- FINANCIAL** **Operating Budget 2023**  
2023-05-18-564 MOVED by Councillor Frank to rescind the 2023 Operating Budget  
CARRIED
- 2023-05-18-565 MOVED by Councillor Schultz to adopt the 2023 Operating Budget as presented with the updates  
CARRIED
- BYLAW REVIEW** **Bylaw Review of 552-23 Tax Bylaw**  
2023-05-18-566 MOVED by Councillor Schultz to rescind the motion to pass the 551-23 Tax Bylaw from the last meeting  
CARRIED

**VILLAGE OF HUSSAR  
SPECIAL COUNCIL MEETING  
MINUTES  
Thursday, May 18, 2023**

- 2023-05-18-567      MOVED by Councillor Schultz to bring forward Tax Bylaw 552-23 for First Reading  
CARRIED
- 2023-05-18-568      MOVED by Councillor Frank to bring forward Tax Bylaw 552-23 for Second Reading  
CARRIED
- 2023-05-18-569      MOVED by Councillor Schindel to bring forward Tax Bylaw 552-23 for Third and Final Reading  
CARRIED
- 2023-05-18-570      MOVED by Councillor Schultz to bring forward Tax Bylaw 552-23 for Third Reading  
CARRIED
- CONFIDENTIAL      CAO 6 Month Probation Review (as per s.17(1) of the FOIP Act)  
2023-05-18-571      MOVED BY Councillor Schultz to move into a confidential session to discuss the CAO 6 Month Probation Review (as per s.17(1) of the FOIP Act)  
CARRIED
- 2023-05-18-572      MOVED by Councillor Schultz to move out of in-camera  
CARRIED
- 2023-05-18-573      MOVED by Councillor Schultz to have an annual wage increase as discussed starting as of May 8<sup>th</sup> which was the 6 month probation date ending  
CARRIED

ADJOURNMENT      The meeting was adjourned at 9:21 pm

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

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

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Policy Review
Agenda Item Number:	5a.

### **BACKGROUND**

The following policies are attached for review:

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

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 make the necessary changes as discussed and bring the policy back at the next council meeting for approval.

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# EMPLOYEE TRAINING

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Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: June

Related Bylaw: N/A

Amendments: 2019-02-14-022

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## **Purpose**

The purpose of this policy is to encourage employees to maintain and update their qualifications.

## **Guidelines**

Village Council will encourage employees to attend conferences and training courses to continue to increase their knowledge with respect to their employment with the Village.

All attendance at conference and training courses must be approved by the CAO, or in the case of the CAO, by Council, if not specifically provided for in the annual budget.

All attendance at conferences or training courses require approval by resolution of Council if not approved in the annual budget.

When the Village requests or recommends that an employee take a course, training or attend a conference, the Village will pay expenses as follows

1. Registration, tuition and textbooks,
2. Hotels, mileage and meals (unless provided by the session organizer),
3. Wages/salary will be paid at the employee's regular rate and will include travel time to and from the training location.

When an employee requests permission to complete a course for the benefit of the Village, the Village will require that the employee successfully complete the course prior to reimbursement for the costs of the course to the employee. Actual reimbursement amounts will be at the discretion of Council.

Council may approve by resolution that an employee receive time off work with pay to complete courses.

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# Vacation Entitlement

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Date Approved by Council: September 10, 2015

Resolution: 08.09.15

Review Date: June

Related Bylaw: N/A

Amendments: 2016-11-22-04

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## **Purpose**

This policy has been adopted to provide guidelines for the allocation of vacation entitlement for Village of Hussar staff.

## **Guidelines**

The vacation entitlement for salary employees shall be as described in the Alberta Employment Standards Code:

An employee becomes entitled to an annual vacation of at least:

- (a) 2 weeks after each of the first 4 years of employment, and
- (b) 3 weeks after 5 consecutive years of employment and each year of employment after that.

The vacation entitlement for non-salary employees shall be as described in the Alberta Employment Standards Code:

The employer must pay an employee who is not paid by the month vacation pay or an amount at least equal to:

- (a) for an employee entitled to 2 weeks' vacation or any lesser amount, 4% of the employee's wages for the year of employment for which vacation is given, or
- (b) for an employee entitled to 3 weeks' vacation, 6% of the employee's wages for the year of employment for which vacation is given.

Council may, by resolution, provide for additional vacation for any employee on a case by case basis.



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# Statutory Holidays

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Date Approved by Council: August 13, 2015

Resolution:

Review Date: July

Related Bylaw: N/A

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

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## **Purpose**

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

## **Guidelines**

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

New Year's Day	Heritage Day
Family Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day

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

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

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

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

# Mileage & Expenses Reimbursement

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Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: July

Related Bylaw: N/A

Amendments:

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## **Purpose**

The purpose of this policy is to facilitate travel and expenses incurred by employees in the performance of their duties.

## **Guidelines**

For the use of personal vehicles, mileage shall be paid to the driver only, from their place of residence or the Village Office, depending on where the trip originates, at the rate established by the Canada Revenue Agency.

Mileage expenses shall only be paid on travel that has been approved by the CAO, or in the case of the CAO by Council.

Claims for personal expenses must be accompanied by a receipt and must be approved by the CAO, or in the case of the CAO by Council.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Armstrong Auto – Ramp work quotes
Agenda Item Number:	6a.

### **BACKGROUND**

See the attached quotes from Grays and Rommens Construction for the road work required at Armstrong Auto's.

The quote for Grays was approved at the May Regular Council Meeting (#2023-05-11-527) but has increased slightly to \$8300+GST and we also have to add the quote from Rommens for \$7098.55.

### **RECOMMENDATION:**

1. Motion to accept the quote for \$8300+GST from Grays and \$7098.55 from Rommens Construction to begin the construction on the ramp at Armstrong Auto.

# GRAY'S LIMITED



May 19, 2023

Village of Hussar  
Box 100  
Hussar, AB T0J 1S0

Attn: Liz Santerre  
Phone: 403-787-3766  
Email: office@villageofhussar.ca

**RE: Armstrong Auto – Rev 1**

Enclosed please find work description and cost estimate for proposed repair to street.

- Break up concrete, haul away, and dispose.
- Supply and haul 27 tonne of  $\frac{3}{4}$ " crushed gravel for Rommen's Construction to prep sidewalk and apron for concrete.
- Supply, haul, place and compact recycled asphalt up to grade on north side of shop to allow access to overhead door (approximately 70 tonne).
- Taper grade down from sidewalk and street to allow gentle slope so road can be maintained.

**OUR PRICE \$ 8,300.00 PLUS GST**

**NOTES:**

1. Based on summer construction i.e.: No Frost.

Thank you for the opportunity to quote your project and we look forward to being of service to you.

Yours truly,

Greg McLean  
Gray's Limited  
GEM/jw



# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Summer 2023 Municipal Leaders' Caucus
Agenda Item Number:	6b.

### **BACKGROUND**

Alberta Municipalities is having their Summer Municipal Leaders Caucus:

June 13 – Diamond Valley

June 14 - Delburne

June 20 - Wembley

June 21 – St. Paul

June 22 – Spruce Grove

Event summary is attached.

There is an in-person option and a virtual option for the June 22 session

In person would be – per diem, mileage for location, and \$105 for registration

Virtual is \$50 per person plus per diem for the day attending

### **RECOMMENDATION:**

1. Motion for Councillor(s) \_\_\_\_\_ to attend the Alberta Municipalities Summer Municipal Leaders Caucus \_\_\_\_\_virtual/in-person\_\_\_\_\_.
2. Motion to accept as information at this time

## Registration open for Summer 2023 Municipal Leaders' Caucus

[Redacted]

Wed 2023-05-17 8:54 AM

To:Village Office <office@villageofhussar.ca>

📎 1 attachment (29 KB)

Agenda - Summer 2023 MLC.pdf;

**Registration is now open** for Alberta Municipalities' Summer 2023 Municipal Leaders' Caucuses! This year, Alberta Municipalities is visiting the following five communities:

- June 13 - Diamond Valley
- June 14 - Delburne
- June 20 - Wembley
- June 21 - St. Paul
- June 22 - Spruce Grove (also offered virtually)

Exact locations within the municipalities are being finalized, and attendees will be contacted directly with addresses.

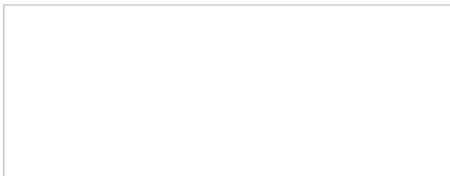
Caucus will consist of a one-day program and the agenda will be the same at all locations. The agenda will run from 10:00 a.m. to 3:00 p.m. each day, Registration for in-person attendance is \$105 for the day and includes light breakfast refreshments and lunch. The agenda is attached for your review.

The session on June 22 will be streamed on Zoom to allow for members to participate who are not able to attend in-person, at a cost of \$50.

If you have any other questions, please email [events@abmunis.ca](mailto:events@abmunis.ca). We look forward to seeing you there.

[Redacted]

[Redacted]



[Redacted]

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



## Agenda for Summer 2023 Municipal Leaders' Caucus

**\*Subject to change**

*Exact locations within the municipalities are being finalized and will be updated once all are confirmed.  
Registrants will be notified via email.*

June 13	Diamond Valley
June 14	Delburne
June 20	Wembley
June 21	St. Paul
June 22	Spruce Grove

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:30 a.m.	Session I – Election Debrief
10:45 a.m.	President's Report (LGFF, EPR, MFR)
11:00 a.m.	Session II – The Future of Municipal Government: Recommendations to Enhance Collaboration
12:00 p.m.	Lunch
1:00 p.m.	Session III – The Best Dam Session: Water Management Principles
2:00 p.m.	Session IV (locally led)
2:55 p.m.	Closing Remarks

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Connect First – Sidewalk Damage
Agenda Item Number:	6c.

### **BACKGROUND**

There is some sidewalk damage along 1<sup>st</sup> Ave in front of the Connect First Credit Union.

They have been advised that there are plans for road construction along 1<sup>st</sup> Ave where a portion of this damage was included. With the additional cost of this capital project we may have to look into getting a separate quote to repair the damaged areas on a smaller scale.

### **RECOMMENDATION:**

1. Motion for CAO to request quote for the repair of the damage sidewalk in front of Connect First Credit Union
2. Accept as information at this time

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]



connectfirstcu.com



---

**From:** Village Office <office@villageofhussar.ca>

**Sent:** Tuesday, May 16, 2023 9:46 AM

[REDACTED] - villageofhussar.ca

Good Day Lloyd,

Thank you for your email. Can you please confirm the location of the sidewalk and sink hole that you are referring to. We do have some repairs listed in our capital project construction on 1<sup>st</sup> Ave for this year and want to confirm if we have the same location.

Once I have those details, I will bring it up at our next Council meeting for them to address.

Thanks,



**Liz Santerre**  
Chief Administrative Officer

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

---

**From:** [no-reply@webguidecms.ca](mailto:no-reply@webguidecms.ca) <[no-reply@webguidecms.ca](mailto:no-reply@webguidecms.ca)> on behalf of [REDACTED] (via

[www.villageofhussar.ca](http://www.villageofhussar.ca)) <[no-reply@webguidecms.ca](mailto:no-reply@webguidecms.ca)>

**Sent:** Tuesday, May 16, 2023 9:24 AM

**To:** Village Office <[office@villageofhussar.ca](mailto:office@villageofhussar.ca)>

**Subject:** Website Submission: Contact Us - villageofhussar.ca

Village of Hussar - Website Submission: Contact Us - villageofhussar.ca

**Website Submission: Contact Us -  
villageofhussar.ca**

# Form Submission Info

## Contact Us

Name: [REDACTED]

Message: Hello,

I am inquiring about a request to repair the sidewalk and sink hole developing in front of our property at Connect First Credit Union 111 Centre St. T0J 1S0, Hussar.

I had asked about this last year and sent an inquiry through this form and have not heard back. If you can provide me with an update that would be great.

Thank you with your assistance.

Village of Hussar

||| ~ C F C U - P O S T ~ [ 17253461 ] ||| 16 May 2023 15:45:55 -0000 GMT

--> EXTERNAL EMAIL ADVISORY

--> sender: Village Office <[office@villageofhussar.ca](mailto:office@villageofhussar.ca)>

--> envelope: [office@villageofhussar.ca](mailto:office@villageofhussar.ca)

--> reply-to:

Important Stuff: If we could have our way, we would make the internet as safe and secure as our banking systems. Unfortunately, that is beyond our control and we cannot guarantee that what comes through your inbox is not harmful to your computer. We recommend that you scan all emails for viruses and suspicious content (we cannot accept any liability for those!). The internet is a big place and it is up to all of us to make sure we keep ourselves protected. What we share with you is specifically for you. We do not recommend that you share it with anyone else. It is confidential. If we made a mistake and sent an email to you by accident, throw it in the trash and let us know at [privacy@connectfirstcu.com](mailto:privacy@connectfirstcu.com). We honour the privacy of everyone, so your help is greatly appreciated. If you wish to stop receiving email from us, simply forward this message to [unsubscribe@connectfirstcu.com](mailto:unsubscribe@connectfirstcu.com). All unsubscribe requests are handled within 10 days of receipt. We'll be sad to see you go, but we'll understand! If you have a banking relationship with us, this will not unsubscribe you from account related email communications you receive from us. 200 – 2850 Sunridge Blvd. NE, Calgary, AB, T1Y 6G2 - 2023 connectFirst Credit Union'.











# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	WRC Bylaw Discussion
Agenda Item Number:	6d.

### **BACKGROUND**

Please see the attached

### **RECOMMENDATION:**

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

# Village of Hussar

## Request for Decision (RFD)

Meeting: Regular Meeting  
Meeting Date: June 8, 2023  
Title: ERP Discussion

Agenda Item Number: 6e.

### **BACKGROUND**

Please see the attached

### **RECOMMENDATION:**

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	CAO Vacation
Agenda Item Number:	6 g.

### **BACKGROUND**

I have a vacation planned for June 26<sup>th</sup> to July 4<sup>th</sup>.

Monday July 3<sup>rd</sup> is a stat holiday.

This should be clear of any council meeting or important events in the town. Construction should also not be happening until after this time. I have checked and our Admin Assistant would be available.

Days off work would be:

Monday June 26

Tuesday June 27

Wednesday June 28

Thursday June 29

### **RECOMMENDATION:**

1. Motion to approve the CAO take days off on June 26 – 29, 2023
2. Motion to accept as information at this time

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	School Survey Quote
Agenda Item Number:	6 g.

### **BACKGROUND**

We had a property owner come in asking if the Village has found the property lines for the trees they believe to be on their property.

In August of 2022 we requested a quote for a Survey at the old school site so we know where our property line is and where the trees are in relation to our property line.  
See below quote

This is a bit of a tough one, this parcel is an old title and doesn't even have a plan. It is a described meets and bounds description. I attached the title so you can see how it is described. We need to set up the surrounding subdivision boundaries to determine this parcel. It will cost **\$1460 + GST** to mark those boundaries. There wouldn't be any survey posts at the corners of this parcel since it is a meets and bounds description title. I am also concerned that the trees or bushes are actually straddling the line. If this is the case we may need to mark and offset line either 15 feet inside the line or outside the line since we wouldn't be able to mark in the actual trees. If the line falls to one side of the tree we would mark true line. Let me know if you want us to book this for field work.

### **RECOMMENDATION:**

1. Motion to approve the Survey quote for the school grounds and to pay for it through Village \_\_\_\_\_ (reserves/operating) account
2. Motion to accept as information at this time

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Resident request to purchase annexed land
Agenda Item Number:	6 h.

### **BACKGROUND**

I received a call from a resident asking about the annexation of the school grounds. They were wondering what the plans are for this area and if we would be willing to sell this land.

### **RECOMMENDATION:**

1. Motion to approve the Survey quote for the school grounds and to pay for it through Village \_\_\_\_\_ (reserves/operating) account
2. Motion to accept as information at this time

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Damaged Window – Resident request 6 i.
Agenda Item Number:	

### **BACKGROUND**

A resident came in asking us to address a suspected damage to their window that they believe happened from mowing the grass. They would like their window replaced.

I have confirmed that the last day that Public Works was at the school grounds was between May 23-24, 2023. May 25<sup>th</sup> we were waiting for new blades to arrive so no mowing was done. Monday May 29, 2023 he drove to Drumheller to pickup the mower blades and was in the shop at the office all day working on stuff. Tuesday May 30, 2023 was at the cemetery mowing all day. Wednesday May 31, 2023 he did garbage in the morning and the afternoon was mowing at the campgrounds.

Please see the attached correspondence.

### **RECOMMENDATION:**

1. Motion to approve the replacement of the window and to pay for it through Village \_\_\_\_\_ (reserves/operating) account
2. Motion to accept as information at this time

**Fw: Broken window from village grass cutting.**

[REDACTED]  
Thu 2023-06-01 10:49 AM

To: Village Office <office@villageofhussar.ca>

Hi Liz

One pic was from inside and one from outside so they look the same. The 3rd pic is the pebble we found on the deck near the window

We noticed the hole yesterday just before I brought it to your attention. The village man was doing the playground on Mon or Tues. I had commented to the mayor at this time about the grass being cut with the blower towards the road..again...last year our car window was hit by a rock. It was noted by the CAO at the time.

It's only a matter of time til a person or pet is injured , or our other vehicles/property is also damaged. Appreciate your promptness Liz. We'll wait to hear from council regarding window replacement.

Thanks  
[REDACTED]

[Sent from Yahoo Mail on Android](#)

Forwarded Message

**From:** "Village Office" <office@villageofhussar.ca>  
[REDACTED]

**Subject:** Re: Broken window from village grass cutting  
[REDACTED]

I don't think the last picture went through as the last 2 pictures were the same

Would you be able to confirm what day that this happened or approximate as I know you said that you were not home when it happened.

I will make sure to address it with Public Work and Council right away.

Thanks,

 AB7D010F

**Liz Santerre**  
Chief Administrative Officer

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

**VILLAGE OF HUSSAR**



[Redacted]

**Sent:** Wednesday, May 31, 2023 2:28 PM

**To:** Village Office <office@villageofhussar.ca>

**Subject:** Broken window from village grass cutting.

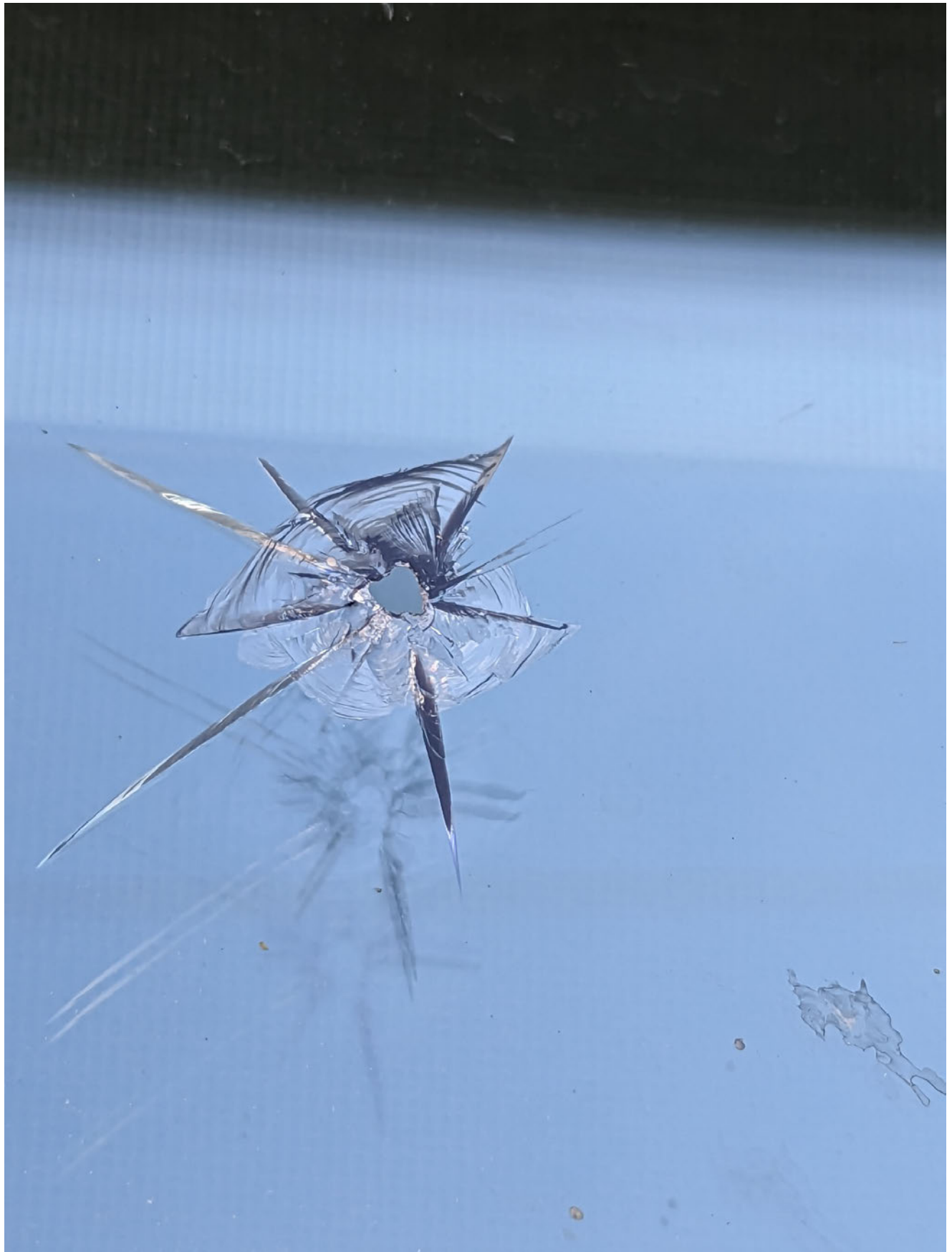
Hi Liz

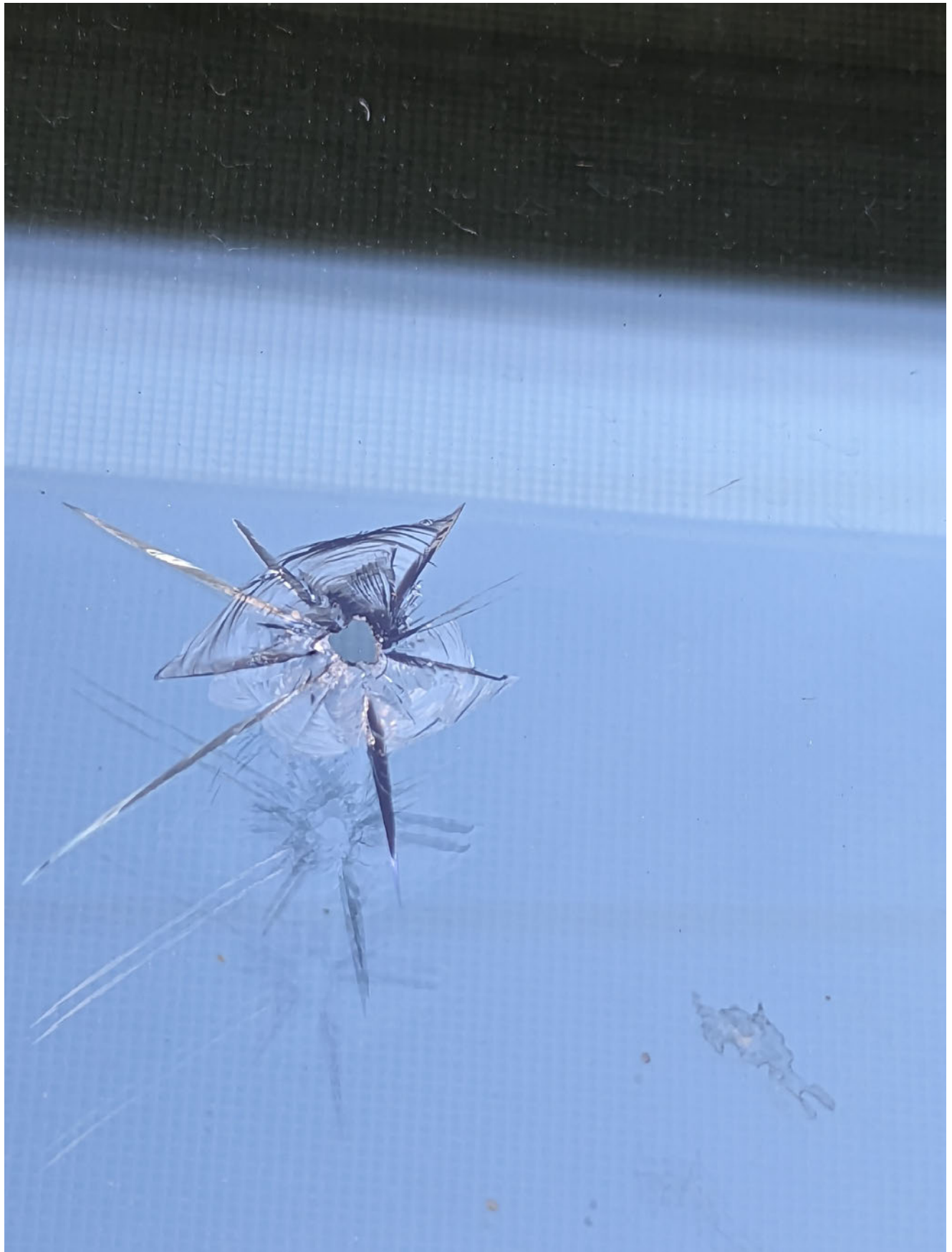
These are the pictures you requested. Let me know if you need anything else . One pic is from inside the house, one outside. And the rock on our deck.

Thanks

[Redacted]







# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Website term renewal
Agenda Item Number:	6j.

### **BACKGROUND**

We are up in July for our 3 year term. They have offered us a Basic plan option. It would be \$1,500 a year and the theme of your choosing would be included not charge for the website design if we choose from one of their pre-designed themes

I have confirmed if we choose not to do an update and keep the current functions that we have our price will remain the same at the \$420+ST/year.

### **RECOMMENDATION:**

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



# Municipal Website Pricing Plans



Pricing reflects annual costs on a 3-year term.

Basic	\$1,500	Essentials	\$2,500	Plus	\$3,750
Loop CMS & Training		Loop CMS & Training		Loop CMS & Training	
☐ News		☐ News		☐ News	
☐ Events Calendar		☐ Events Calendar		☐ Events Calendar	
Page Manager		Page Manager		Page Manager	
☐ Emergency Notices	\$500	☐ Emergency Notices		☐ Emergency Notices	
Polls	\$375	Polls		Polls	
Business Directory	\$500	Business Directory		Business Directory	
Quick Links	\$375	Quick Links		Quick Links	
Form Builder* with online payments	\$750	Form Builder* with online payments	\$750	Form Builder* with online payments	
Public event submissions	\$375	Public event submissions	\$375	Public event submissions	
Meetings Module	\$500	Meetings Module	\$500	Meetings Module	
Tax Calculator	\$500	Tax Calculator	\$500	Tax Calculator	
Secure Council Pages	\$500	Secure Council Pages	\$500	Secure Council Pages	

## Additional Features

☐ Report a Problem	\$4,750	☐ Trail Maps	\$1,500
Integrated Staff & Department Directory	\$500	Lot Maps	\$1,000
HR - Job Postings	\$500	Site Search Engine	\$575
HR - Applicant Tracking	\$2,000	Videos	\$375
Tenders	\$500	Redirects	\$375
☐ Waste Collection	\$500	Website Custom Design	\$6,000 - 10,000
Snow Removal	\$500	☐ <b>Municipal App</b>	
Active Directory Integration for User Management	\$500	Unified App	\$1,250
		Standalone App	\$4,750

☐ - available in the app

\*Online payment fees are 4.5% + 35 cents per transaction  
Updated 2022-21-01



A division of Box Clever Incorporated

## Village of Hussar Website

Thu 2023-06-01 11:15 AM

To:Village Office <office@villageofhussar.ca>

📎 1 attachment (42 KB)

Loop - Pricing Plan.pdf;

Good morning, I hope you are doing well! I wanted to check in and see how your website with us is going? It's been a few years since your last website update, so we wanted to check in to see if there are any [features](#) or design changes that you would like to make. Your next invoice gets sent out in July so now would be the perfect time to make an update!

I have attached the current pricing plan for you to take a look at! We have our agreements set to annual rates on a 3 year term, so that we can make sure the website always stays up to date. On each renewal (3 years) you could keep your current website design, choose one of our pre designed themes (listed below) or we could create a new custom design for you.

These plans also include your choice of a re design from any of our pre designed themes:

### Pre Designed Themes:

1. Yoho
  1. [www.lashburn.ca](http://www.lashburn.ca)
  2. [www.stpaul.ca](http://www.stpaul.ca)
2. Grasslands
  1. [www.warburg.ca](http://www.warburg.ca)
  2. [www.villageofmilo.ca](http://www.villageofmilo.ca)
3. Tundra
  1. [www.mdfairview.com](http://www.mdfairview.com)
  2. [www.stephenville.ca](http://www.stephenville.ca)
4. [Moraine](#) - brand new, nobody is using it yet!

If you are happy with your current features you could select the Basic plan and get a redesign to any of the 4 Pre-designed themes included.

Let me know if you have any questions!

--

[Redacted signature block]

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Cemetery - Flowers
Agenda Item Number:	6k.

### **BACKGROUND**

We need a motion to send payment for the flowers purchased for the Cemetery through the Cemetery Account.

### **RECOMMENDATION:**

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



# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 8, 2023
Title:	Cemetery – Gift Card Purchase
Agenda Item Number:	6l.

### **BACKGROUND**

Motion is required to purchase a \$100 gift card for Clarke Van Hereweghe from the cemetery account

### **RECOMMENDATION:**

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

VILLAGE OF HUSSAR  
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185  
DATE May 31 2023

STATEMENT BALANCE 176,624.32

ADD: OUTSTANDING DEPOSITS

safety deposit box - fixed June 7, 2023 78.75  
-  
78.75

LESS: OUTSTANDING CHEQUES

9090 Spinks Insulating Co Ltd	945.00	
9109 Canada Revenue Agency	1,818.79	
9125 Gregg Distributers	150.49	x
9133 Wild Rose Assessment	498.75	x
9134 Direct Energy	547.35	x
9135 Rommens Construction	4,415.25	x
9136 Telus Communications	122.48	x
9137 Telus	43.00	x
9138 Wheatland County	1,294.86	x
██████████	██████████	█
9141 CIMA Canada Inc	2,618.97	x
9142 Gregg Distributers	148.06	x
9143 Plante, Michelle	1,255.79	x
██████████	██████████	█
9145 Telus Mobility	112.25	x
	-	
	<u>18,751.15</u>	

OUTSTANDING TRANSFERS

-  
-

RECONCILED BALANCE 157,951.92  
GL BALANCE (3000012700) 157,951.92  
Variance -

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800) Community Account (Rate .05)	STATEMENT 3,217.46 GL BALANCE <u>3,217.46</u> Variance -	Interest \$ 0.14
Cemetery Perpetual Account 10189009 (3000012900) Community Account (Rate .05)	STATEMENT 15,843.75 GL BALANCE <u>15,843.75</u> Variance -	Interest \$ 0.63
Cemetery Common Share Account 10499317 (3000013000) Common Share	STATEMENT 26.32 GL BALANCE <u>26.32</u> Variance -	Interest \$ -

Mayors Memorial Trust Term Account 722821119129 (3000013400) 12 Month Term (Fixed .40% Maturity Date - Feb 24, 2022)	STATEMENT GL BALANCE Variance	1,234.24 <u>1,234.24</u> -	Interest \$ -
Cemetery Reserve 722821002853 (3000013500) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	10,472.19 <u>10,472.19</u> -	Interest \$ 3.03
FGTF Grant Term Account 723112220006 (3000013700) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT GL BALANCE Variance	- <u>-</u> -	Interest \$ -
Common Share 10497733 (3000030000) Common Share	STATEMENT GL BALANCE Variance	2,708.32 <u>2,708.32</u> -	Interest \$ -
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	618,107.05 <u>618,107.05</u> -	Interest \$ 786.45
Walking Trail Trust Term Account 15137870 (3000032220) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT GL BALANCE Variance	1,118.70 <u>1,118.70</u> -	Interest \$ -
MSI Capital Term Account 15137904 (3000032400) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT GL BALANCE Variance	296,778.46 <u>296,778.46</u> -	Interest \$ -
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	10,118.15 <u>10,105.28</u> 12.87	Interest \$ 12.87
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	923.29 <u>923.29</u> -	Interest \$ 1.17
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT GL BALANCE Variance	2,185.53 <u>2,185.53</u> -	Interest \$ 0.09
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT GL BALANCE Variance	1,751.48 <u>1,751.48</u> -	Interest \$ 0.07
Village Reserves Term Account 723112219933 (3000031000) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT GL BALANCE Variance	- <u>-</u> -	Interest \$ -

Village of Hussar  
List of Accounts for Approval (Summary)  
Batch: 2023-00054 to 2023-00064

Bank Code: AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
9122	2023-05-11	Government of Alberta	150.00
9123	2023-05-11	AMSC Insurance Services Ltd.	1,131.45
9124	2023-05-11	EPCOR Utilities Inc.	3,993.89
9125	2023-05-11	Gregg Distributors LP	150.49
9126	2023-05-11	Jepson Petroleum Ltd.	243.90
9127	2023-05-11	JG Water Services	4,011.46
9128	2023-05-11	Local Authorities Pension Plan	0.03
9129	2023-05-11	Palliser Regional	383.70
9130	2023-05-11	Reality Bytes Incorporated	72.52
9131	2023-05-11	STARS Foundation	380.00
9132	2023-05-11	Telus Mobility	227.87
9133	2023-05-11	Wild Rose Assessment Service	498.75
9134	2023-05-24	Direct Energy	547.35
9135	2023-05-24	Rommens Construction Ltd.	4,415.25
9136	2023-05-24	Telus Communications Inc.	122.48
9137	2023-05-24	Telus	43.00
9138	2023-05-24	Wheatland County	1,294.86
9140	2023-05-29	VOID - used for Payroll in paymate	0.00
9141	2023-05-30	CIMA Canada Inc.	2,618.97
9142	2023-05-30	Gregg Distributors LP	148.06
9143	2023-05-30	Plante, Michelle	1,255.79
9145	2023-05-30	Telus Mobility	112.25
Total Computer Cheque:			25,721.38

Total AP: 25,721.38

### Cheque Register

Pay group : 1 (Adminstration)

Pay period : 05 (01May2023 to 31May2023)

Cheque date : 31May2023

Cheque No.	Chq. Date	Emp. No.	Employee Name	Dept. No.	Amount
[REDACTED]					

## Public Works Report

- had a resident report a broken window they suspected was from the Village mower. Time frame they provided does not align with fact had not been down at the playground with any equipment for at least a week before they said it happened.
- Unusual spring growing left everything needing cutting now. Main points of Village has received their first cuts. Finishing camp ground today.
- Thursday will start cutting in preparing for next weekends Summer days.
- New blades + grass chute put onto Piken mower.
- Received new Stihl gravel broom. Works awesome. One spot I removed 3/4 tractor bucket of gravel.
- With these temperatures will try to be diligent with watering our new bushes at campground as well as trees on 3rd ave.
- All equipment is working well.
- Any areas of concern by residents of something not cut will be addressed after Summer days.
- Weed killing seems to have been very effective by the looks of the shriveled dandy lion + other weeds.

Dalton



# Ukrainian Day

## *Opening our Hearts*

## August 20, 2023

### **SPONSORSHIP & ADVERTISING OPPORTUNITIES!**

---

On Sunday, August 20th 2023, the UCC-APC will be celebrating our annual Ukrainian Day at the Ukrainian Cultural Heritage Village. This annual festival has been a signature community event for over 70 years!

The festival includes several activities, talent showcases, and commemorative events promoting and celebrating Ukrainian-Albertan heritage and culture. The event will feature a Music Jam, Cheremosh & Tryzub dancers, choirs, food vendors, presentations, children's activities, displays and much more!

We encourage you to show your support of the Ukrainian-Canadian community, the largest population of Ukrainians outside of Ukraine itself, especially during this time of Russia's invasion of Ukraine. Ukrainian Day is a unique opportunity to showcase your organization, business or services to a large, diverse audience. A chance to show your community spirit and caring, while at the same time fostering brand recognition throughout the Ukrainian community. All sponsors will be profiled to maximum capacity by UCC-APC.

**You can show your support of Alberta's vibrant Ukrainian community at one of several different levels of sponsorship.** All Ukrainian Day sponsors will be acknowledged. In addition, each level of sponsorship has a wide variety of profile and marketing opportunities.

All sponsors will be provided with:

- **Logo and recognition on UCC-APC website, e-Bulletins, program booklet and media releases**
- **Prominent signage at Ukrainian Day (sponsor to provide banner)**
- **Announcements and recognition of sponsorship by the Emcee at the Showcase Concert**
- **Opportunity to distribute corporate marketing item/brochure (must be approved by the UCC-APC)**
- **Acknowledgement in the UCC-APC newsletter article about Ukrainian Day.**



## **A. 2022 Ukrainian Day Presenting Sponsor \$5,000**

The Presenting Sponsorship is a unique opportunity for a company/organization to attach its name and reputation to an important annual event and be associated with the broader community in Alberta. This is a co-branding opportunity with the potential for lasting recognition and offers the chance for your corporate/organization name and logo to be prominently melded into all 2022 Ukrainian Day advertising and promotion. In addition to the promotional and advertising opportunities previously mentioned, you will also receive:

- **Naming opportunity of the event, i.e. UCC-APC and ‘your company’ present Ukrainian Day 2023**
- **Opportunity to use ‘Ukrainian Day Sponsor’ on your promotional and advertising materials**
- **Opportunity to develop a special marketing item/component at the Ukrainian Day event**
- **Link from the UCC-APC website to your organization’s website**
- **First right of refusal for next year’s presenting sponsorship**
- **Corporate Logo on an email announcement acknowledging and promoting the sponsorship (5000+)**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the cover of the Ukrainian Day program book, 3000+ distributed at the event and mailed around Alberta**
- **Full page ad in the Ukrainian Day program book (3000+ copies)**
- **Corporate Logo on an e-Bulletin announcement acknowledging and promoting the sponsorship (5000+)**
- **Half page ad in the UCC-APC newsletter, distributed to 1500+ contacts**
- **Special VIP luncheon with unique entertainment**

## **B. 2022 Ukrainian Day Concert Showcase Sponsor \$3,000**



This Sponsor receives many benefits from sponsoring the headline event of the afternoon at Ukrainian Day, the Ukrainian Showcase performance. In addition to the promotional and advertising opportunities previously mentioned, you will also receive:

- **Opportunity to use ‘Ukrainian Day Sponsor’ on your promotional and advertising materials**
- **Link from the UCC-APC website to your organization’s website**
- **First right of refusal for next year’s concert sponsorship**
- **Opportunity for corporate/organization name and logo to be displayed on the main stage (banner to be provided by the sponsor)**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book (3000+)**
- **Half page ad in the Ukrainian Day program book (3000+ copies)**
- **Corporate Logo on an e-Bulletin announcement acknowledging and promoting the sponsorship (5000+)**
- **Quarter page ad in the UCC-APC newsletter, distributed to 1500+ contacts, and on-line**
- **Special VIP luncheon with unique entertainment**

## **C. 2022 Ukrainian Day**

### **Silver Sponsor**

**\$2,000**

This sponsor will receive many benefits and prominent positioning of your organization's name and logo on all Ukrainian Day promotion and advertising materials. In addition to the opportunities mentioned above, you will also receive:

- **Opportunity to use 'Ukrainian Day Sponsor' on your promotional and advertising materials**
- **Link from the UCC-APC website to your organization's website**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book (3000+)**
- **Half page ad in the Ukrainian Day program book (3000+ copies)**
- **Acknowledgement in the UCC-APC newsletter, distributed to 1500+ contacts, and online**

## **D. 2022 Ukrainian Day**

### **Bronze Sponsor**

**\$750**

For your sponsorship of this special event, you will receive positioning of your organization as follows:

- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book (3000+)**
- **Quarter page ad in the Ukrainian Day program book (3000+ copies)**
- **Logo and recognition on the UCC-APC website**
- **Announcements and recognition of sponsorship by the Emcee at the Showcase Concert**
- **Prominent on site signage**
- **Acknowledgement in the UCC-APC newsletter article about Ukrainian Day, and on-line**

## **E. 2022 Ukrainian Day**

### **Activity Sponsor**

**\$500**

Businesses and organizations also have an opportunity to sponsor a specific component of Ukrainian Day 2022. Activity areas include:

- **Stage Sponsor**
- **Arts and Crafts Sponsor**
- **Market Sponsor**
- **Children's activities and games**

For your sponsorship of this special component, you will receive positioning of your organization as follows:

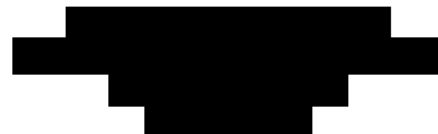
- **Quarter page ad in the Ukrainian Day program book (3000+ copies)**
- **Logo and recognition on the UCC-APC website**
- **Prominent Signage at the sponsorship area (banner to be provided by the sponsor)**
- **Recognition on the acknowledgement page of the Ukrainian Day program book**
- **Acknowledgement in UCC-APC newsletter article about Ukrainian Day, and on-line.**

## **F. In-Kind Sponsor**

To mount any event there are many needs and opportunities for businesses to provide in-kind support for items such as:

- **Decorations**
- **Tents**
- **Design of Promotional Materials**
- **Printing of Promotional Materials**
- **Technical equipment and support**

If you are interested in an in-kind sponsorship, recognition will be provided at the level of support provided - in Program booklet, website, e-Bulletin. Please contact our office for more details.



**The Ukrainian Day Souvenir  
Program Booklet  
Advertising Opportunities!**

**Printed in full colour!**

The Ukrainian Day Booklet is distributed free of cost to all attendees during annual Ukrainian Day festivities.

**Advertising rates:**

*Taxes do not apply to prices!*

**Full page**

$7\frac{1}{4}'' \times 9\frac{1}{4}'' = \$800$

**Half page**

$3\frac{1}{2}'' \times 9\frac{1}{4}''$  or  $7\frac{1}{4}'' \times 4\frac{1}{2}'' = \$535$

**Quarter page**

$3\frac{1}{2}'' \times 4\frac{1}{2}'' = \$325$

**Business card**

$3\frac{1}{2}'' \times 2'' = \$190$

**DEADLINES:**

Ad space reservation - **July 5, 2023**

Ad material submission - **July 15, 2023**

*\* Orders received after the deadline will only be accepted based on space availability*



## Bassano Provincial Detachment Crime Statistics (Actual) January to March: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		1	0	0	0	0	-100%	N/A	-0.2
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	1	0	0	0	N/A	N/A	-0.1
Other Sexual Offences		0	0	19	0	0	N/A	N/A	0.0
Assault		2	2	9	2	7	250%	250%	1.0
Kidnapping/Hostage/Abduction		0	1	0	1	0	N/A	-100%	0.0
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		3	2	0	5	2	-33%	-60%	0.1
Uttering Threats		4	4	2	2	1	-75%	-50%	-0.8
<b>TOTAL PERSONS</b>		<b>10</b>	<b>10</b>	<b>30</b>	<b>10</b>	<b>11</b>	<b>10%</b>	<b>10%</b>	<b>0.2</b>
Break & Enter		4	9	3	1	2	-50%	100%	-1.2
Theft of Motor Vehicle		0	0	1	0	1	N/A	N/A	0.2
Theft Over \$5,000		0	0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		5	5	2	8	7	40%	-13%	0.7
Possn Stn Goods		0	1	1	2	0	N/A	-100%	0.1
Fraud		5	2	7	2	4	-20%	100%	-0.2
Arson		0	0	0	1	0	N/A	-100%	0.1
Mischief - Damage To Property		0	6	6	3	4	N/A	33%	0.5
Mischief - Other		7	2	6	2	0	-100%	-100%	-1.4
<b>TOTAL PROPERTY</b>		<b>21</b>	<b>25</b>	<b>26</b>	<b>20</b>	<b>18</b>	<b>-14%</b>	<b>-10%</b>	<b>-1.1</b>
Offensive Weapons		0	0	0	2	0	N/A	-100%	0.2
Disturbing the peace		1	1	1	1	0	-100%	-100%	-0.2
Fail to Comply & Breaches		5	0	0	3	4	-20%	33%	0.1
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>N/A</b>	<b>0%</b>	<b>0.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>6</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>6</b>	<b>0%</b>	<b>-25%</b>	<b>0.4</b>
<b>TOTAL CRIMINAL CODE</b>		<b>37</b>	<b>39</b>	<b>61</b>	<b>38</b>	<b>35</b>	<b>-5%</b>	<b>-8%</b>	<b>-0.5</b>



## Bassano Provincial Detachment Crime Statistics (Actual) January to March: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>	<b>0.0</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	1	0	-100%	-100%	-0.1
<b>TOTAL FEDERAL</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-0.1</b>
Liquor Act		0	0	3	0	0	N/A	N/A	0.0
Cannabis Act		0	0	0	0	1	N/A	N/A	0.2
Mental Health Act		6	10	2	4	7	17%	75%	-0.4
Other Provincial Stats		7	7	5	6	9	29%	50%	0.3
<b>Total Provincial Stats</b>		<b>13</b>	<b>17</b>	<b>10</b>	<b>10</b>	<b>17</b>	<b>31%</b>	<b>70%</b>	<b>0.1</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		6	1	2	0	1	-83%	N/A	-1.1
<b>Total Municipal</b>		<b>6</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>-83%</b>	<b>N/A</b>	<b>-1.1</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	2	1	1	2	-33%	100%	-0.3
Property Damage MVC (Reportable)		15	9	8	11	10	-33%	-9%	-0.8
Property Damage MVC (Non Reportable)		2	4	3	0	2	0%	N/A	-0.4
<b>TOTAL MVC</b>		<b>20</b>	<b>15</b>	<b>12</b>	<b>12</b>	<b>14</b>	<b>-30%</b>	<b>17%</b>	<b>-1.5</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>104</b>	<b>95</b>	<b>108</b>	<b>90</b>	<b>77</b>	<b>-26%</b>	<b>-14%</b>	<b>-5.9</b>
Other Traffic		3	2	3	5	0	-100%	-100%	-0.3
Criminal Code Traffic		1	5	2	4	1	0%	-75%	-0.1
<b>Common Police Activities</b>									
False Alarms		1	3	2	1	2	100%	100%	0.0
False/Abandoned 911 Call and 911 Act		4	2	2	0	3	-25%	N/A	-0.4
Suspicious Person/Vehicle/Property		6	10	7	9	2	-67%	-78%	-0.9
Persons Reported Missing		0	1	0	1	3	N/A	200%	0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		5	6	8	8	7	40%	-13%	0.6
Form 10 (MHA) (Reported)		0	2	2	0	1	N/A	N/A	0.0



May 15, 2023



Dear Mr. Les SCHULTZ,

Please find attached the quarterly Community Policing Report that covers the January 1<sup>st</sup> to March 31<sup>st</sup>, 2023 reporting period. This information serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Bassano RCMP. The sharing of quarterly reports demonstrates our ongoing commitment to transparency while delivering the high level of policing services that you, and the citizens you represent, have come to expect from the Alberta RCMP.

As we transition towards Spring, the safety and security of all Albertans will continue to be our main focus. In an effort to leverage technology to oversee and amplify our response to emergency incidents around the Province, your Alberta RCMP recently established a Real Time Operations Centre (RTOC). Working hand-in-hand with our Operational Communications Centre (OCC), the RTOC has senior police officers monitoring policing operations in real-time, assessing ongoing incident risk, coordinating specialized and expert resources, and managing the response. The existence of the RTOC provides our members real-time guidance, direction and support from seasoned and experienced police officers. The RTOC also ensures a coordinated response to cross-jurisdictional activities and significant events through enhanced interoperability with other policing agencies within the Province.

The attached reporting, along with your valued feedback, will help ensure that our service delivery to your community is meeting your needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me at 403-641-3684 if you have any questions or concerns.

Sincerely,

Cpl. Clayton MAMCHUR







May 31, 2023

Village of Hussar  
109 1st Avenue East  
PO Box 100  
Hussar, Alberta, T0J 1S0

Dear Les Schultz:

**Request for Municipal Approval Regarding Electric Distribution Facilities**

**Re:** 500112947

**Description of Work:** FortisAlberta Inc. to Install a New Single Phase (14.4kv) Overhead Residential Service in SE 14-24-20 W4M (245 1 Avenue Hussar, Lots 12 & 13)

FortisAlberta is proposing to install electric distribution facilities as indicated on the attached print(s). This letter is a formal request for your written approval to proceed with the install of these facilities within the applicable municipal rights-of-way.

All work required to complete the install of these facilities will be performed in accordance with the guidelines outlined in Section 14 “Construction/Maintenance of Distribution System” of the Electric Distribution System Franchise Agreement between Village of Hussar and FortisAlberta, as may be amended or replaced from time to time.

**Please review the attached print(s), indicate the location of any municipal underground facilities in the area and identify any potential conflict with our proposed facilities by mark up on the print(s). Please sign, date and return one copy of your signed acceptance to FortisAlberta by June 14, 2023.**

If you would like FortisAlberta to contact a municipal representative prior to construction, please provide the contact information below:

Contact: \_\_\_\_\_

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

Re: 500112947

We appreciate your cooperation with us in this regard. If you have any questions or concerns regarding the work outlined in this request for approval, please contact the undersigned.

Sincerely,

Kerry Dryka

**Reviewed and Approved by**

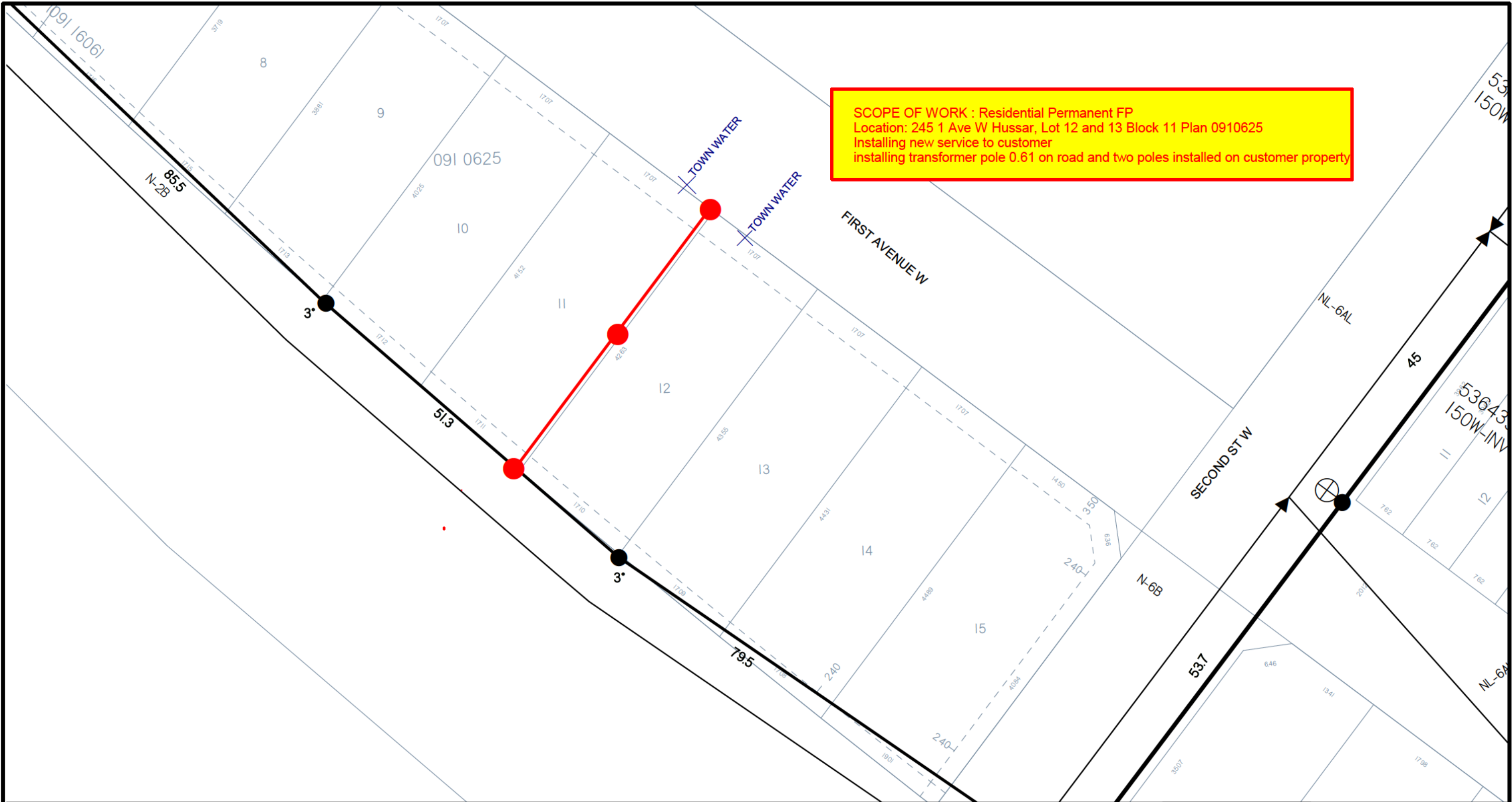
\_\_\_\_\_, \_\_\_\_\_ **on behalf of**  
[Name] [Position]

**Village of Hussar**

\_\_\_\_\_, \_\_\_\_\_  
[Date] [Signature]



**SCOPE OF WORK : Residential Permanent FP**  
 Location: 245 1 Ave W Hussar, Lot 12 and 13 Block 11 Plan 0910625  
 Installing new service to customer  
 installing transformer pole 0.61 on road and two poles installed on customer property



NOTES:

CRM 500112947 APPROVAL PRINT HUSSAR LOT 12 AND 13



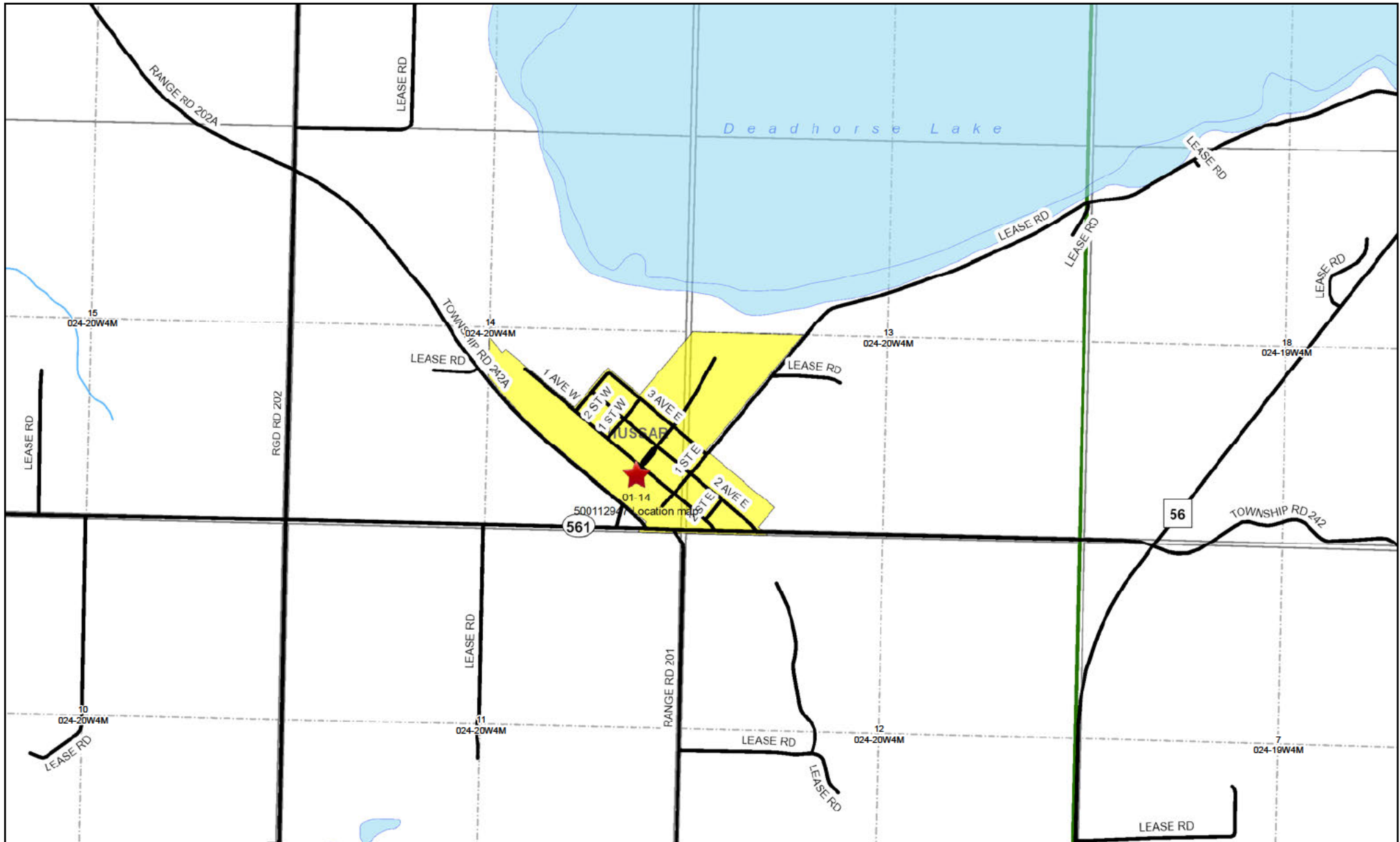
LEGEND:	
RED	NEW PRIMARY
PURPLE	NEW SECONDARY
BLUE	SALVAGE
GREEN	BRUSHING
BLACK	EXISTING FACILITIES

LAND ONLY TO SCALE 1:500  
 Print APPROVAL PRINT 1.0

Designer: Justin Slade  
 Customer: KIM LARSEN  
 Location: 245 1 AVE HUSSAR

Date: 5/25/2023  
 WO#/O#:65467480

# 500112947-Location map



Tuesday, May 23, 2023

1:21,437

0 800 1,600 3,200 ft

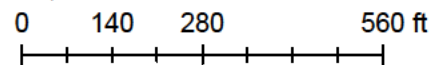


# 500112947-Pipeline map



Tuesday, May 23, 2023

1:3,573



# 500113166 Village of Hussar Approval Request

[Redacted]

Thu 2023-05-25 12:13 PM

To:Village Office <office@villageofhussar.ca>

📎 1 attachment (602 KB)

500113166 - Village of Hussar Approval Request.pdf;

Good Afternoon,

Please review the attached documentation sent as notification only. Should a potential conflict exist that is not identified on the attached plans, please notify FortisAlberta as soon as possible

If the field contact information on the attached notification letter is not correct, please update the information return it to [Redacted] as soon as possible.

Thank you,

[Redacted]

[Redacted]



**We are FortisAlberta.** We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

Email is an impersonal medium. This message is written to be brief, not unfriendly

Please consider the environment before printing this email.

The contents of this message may contain confidential and/or privileged subject matter. If this message has been received in error, please contact the sender by return e-mail and delete all copies and any attachments. If you are not the intended recipient, you may not copy, forward or use this e-mail message or any attachments for any purpose, nor disclose the contents to any other person. (KBD) Any views or opinions expressed in this email are those of the author and may or may not represent those of the company. Warning: Although precautions have been taken to make sure no viruses are present in this email, the company cannot accept responsibility for any loss or damage that may arise from the use of this email or attachments.