



The regular meeting of the council of the Village of Hussar will be held at Council Chambers and via conference call on Thursday, October 12, 2023 starting at 7:00 p.m.

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. MUNICIPAL PLANNING COMMITTEE**
 - (a) Weichel Accessory Building Permit
- 4. ADOPTION OF THE PREVIOUS MINUTES**
 - (a) September 14, 2023 Regular Council Meeting
- 5. POLICY & BYLAW REVIEW**
 - (a) Bylaw Review
 - Unsightly Premise 521-18
 - Public Notification 520-18
 - Garbage Collection 541-21 (to review with Business - 6 c.)
 - (b) Policy Review
 - 4.11 Disciplinary Policy - Changes
 - 6.1 Snow Removal
- 6. BUSINESS**
 - (a) Provincial Downloading on Municipalities
 - (b) CAO Vacation
 - (c) Hall Board – Garbage Collection
 - (d) Ratify – Change order for Capital Project cold mix filling at post office entrance
 - (e) Fortis Franchise Fee 2023
 - (f) Registration for ERP Webinar
- 7. FINANCIAL**
 - (a) September 2023 Bank Reconciliation and Cheque Listing
 - (b) Q3 Budget variance report
 - (c) 5 Year Equipment Plan
- 8. COMMITTEE REPORTS**
- 9. CAO, PW & JG REPORT**
- 10. CORRESPONDENCE**
 - (a) WHMB Final Report
 - (b) Addendum to the MSI Capital Program Guidelines
 - (c) Fall 2023 WAHS Newsletter—Standard
- 11. CONFIDENTIAL**
 - (a) Personnel Matter (as per s. 17(1) of the *FOIP* Act)
 - (b) Resident letter (as per S. 17(1) of the *FOIP* Act) – damage complaint
- 12. ADJOURNMENT**

Next Meeting: Thursday, November 9, 2023 (Council Chambers and via. Conference call)

APPLICATION FOR A DEVELOPMENT PERMIT

I / We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application.

APPLICANT INFORMATION:

NAME: [REDACTED]

PHONE NO: [REDACTED]

ADDRESS: 227 2nd Ave East

REGISTERED OWNER OF LAND (if different from applicant):

NAME: _____

PHONE NO: _____

ADDRESS: _____

LOCATION OF PROPOSED DEVELOPMENT:

CIVIC ADDRESS: _____

LEGAL DESCRIPTION: Lot(s) 6 1/2 Block 2 Reg. Plan No. 620EF

All / Part of the _____ 1/4 Section _____ Twp. _____ Range _____ West of 4th Meridian.

EXISTING USE OF PROPERTY: _____ LAND USE DISTRICT: R.

DETAILS OF DEVELOPMENT:

PROPOSED USE: Shed.

PROPERTY LINE SETBACKS: Front: 92' Rear: 20 Side: 8' ± 55' (13' x 24' size)

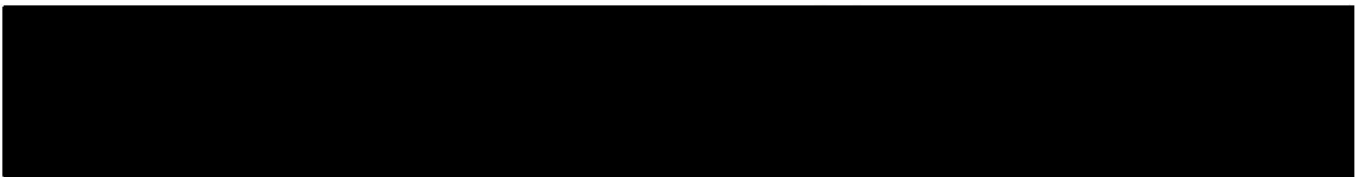
HEIGHT: 12' FLOOR AREA: 312 SITE COVERAGE: 20 %

OFF-STREET PARKING PROVIDED: _____

ESTIMATED COMMENCEMENT: Sept. 19, 2013 COMPLETION: Sept. 19, 2013

INTEREST OF APPLICANT IF NOT OWNER OF PROPERTY: _____

OTHER SUPPORTING MATERIAL ATTACHED: _____



9750
1124

NOTE: **THIS IS NOT A BUILDING PERMIT** (such permit must be obtained separately). The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the building or land.

IMPORTANT NOTES:

1. A Development Permit issued pursuant to the Land Use Bylaw for a discretionary use or where a relaxation to the Land Use Bylaw requirements was approved shall not be valid until the lapse of fourteen (14) days after the notice of decision to grant a permit has been advertised in accordance with the Land use Bylaw requirements.
2. A Development Permit issued pursuant to the Land Use Bylaw is not a Building Permit and work or construction shall neither commence nor proceed until a Building Permit has been issued pursuant to all applicable bylaws and regulations.
3. If the development authorized by a Development permit is not commenced within twelve (12) months from the date of its issue, and completed within twenty-four (24) months of the date of its issue, the permit is deemed to be void unless an extension to this period shall first have been granted by the Development Authority.
4. When an appeal is made pursuant to the Land Use Bylaw a Development Permit which has been granted shall not be valid. The decision of the Subdivision and Development Appeal Board shall replace the previous decision.
5. Every application for a Development Permit shall be made by submitting to the Development Officer the prescribed form completed in duplicate, signed by the owner or his agent, and accompanied by the following:
 - a) if required by the Development Officer, building plans in duplicate, showing:
 - i) floor plans;
 - ii) elevations;
 - iii) exterior finishing materials.
 - b) site plans, in duplicate, showing:
 - i) the legal description and municipal address;
 - ii) dimensions of the site;
 - iii) if required by the Development Officer, utilities, site drainage, finished lot grades, the grades of the street and the location of proposed sewer and water lines of all proposed and existing buildings and structures including retaining walls, trees, landscaping and other features;
 - iv) a surveyor's certificate if required by the Development Officer.
 - c) an application for multiple family, commercial, industrial, recreational and institutional uses shall show:

- i) loading and parking provisions;
 - ii) access locations to and from the site;
 - iii) garbage and storage areas and the fencing and screening proposed for same;
 - iv) location and approximate dimensions of existing and proposed culverts and crossings.
- d) such other information as the Development Officer may require or as required in the Land Use Bylaw requirements.
- e) Development Permit Fee as determined by Council.

APPEAL PROCEDURE:

6. An appeal of a decision of the Development Authority may be made by an affected person by serving written notice of appeal to the Secretary of the Development Appeal Board of the Village of Hussar within fourteen (14) days after the notice of decision is given pursuant to the Land Use Bylaw notice requirements (as per Section 1 above).

The personal information provided as part of this application is collected under the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for the purposes of the Village of Hussar Land Use Bylaw. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Village of Hussar Office.



1:487

VIEW

216

217

219

223

227





**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, September 14, 2023**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, September 14, 2023, commencing at 7:00 pm

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

CALL TO ORDER The meeting was called to order at 7:04 pm

ACCEPTANCE OF
AGENDA
2023-09-14-642

MOVED by Councillor Frank that the agenda be accepted with the following changes;

- Add; 6 (l) Next Generation 911
- 6 (m) Gazebo Grand Opening
- 6 (n) Donated Sprayer

CARRIED

DELEGATION

Resident comments as per (as per S.17 (1) of the FOIP act) – dog licence

(Recorder failed at 19:19 hours/7:19pm)

APPROVAL OF
MINUTES
2023-09-14-643

August 10, 2023 Regular Council Meeting

MOVED by Councillor Schindel that the minutes of August 10, 2023 be accepted as presented

CARRIED

POLICY & BYLAW
REVIEW

Bylaw Review

- 553-23 to replace 538-21 Procedural Bylaw

2023-09-14-644

MOVED by Councillor Schindel to change;

- Page 3 - 4.5 n) delete the alternate and move alphabetically
- 4.6 move alphabetically
- Page 6 move wording up on the page
- Page 8 14.1 change "a" to "as"

CARRIED

The following Bylaws were reviewed without changes;

- 520-18 Public Notification Bylaw
- 524-20 Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw

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Policy Review

- 4.11 Disciplinary Action Policy

2023-09-14-645 MOVED by Councillor Schindel to change page 2 "in" CARRIED

- 4.12 Vehicle Use Policy

2023-09-14-646 MOVED by Councillor Schindel for admin to look into insurance for volunteers/contractors CARRIED

The following Policies were reviewed without changes

- 7.4 Sewer Backup Policy

BUSINESS

Organizational Meeting Date

2023-09-14-647 MOVED by Councillor Schultz to hold our organizational meeting on October 12 at 7:00pm prior to our regular Council meeting CARRIED

Sidewalk concerns on 1st Ave (from 1st Street to 2nd Street W)

2023-09-14-648 MOVED by Councillor Frank to walk through the Village to see if there are any other areas of sidewalk that need to be addressed prior to winter CARRIED

Purchase of new Columbarium

2023-09-14-649 MOVED by Councillor Frank to get quotes for a new columbarium and let Council know if we find anything cheaper CARRIED

Posting Signs for Jake Brake

2023-09-14-650 MOVED by Councillor Schultz for Admin to contact the County to see if they will put up a sign and wait for Alberta Transportation to respond and CAO to bring back to Council CARRIED

Atco Franchise Fee

2023-09-14-651 MOVED by Councillor Frank to continue with the Atco Franchise Fee at a rate of 27.5% CARRIED

DDEM removal

2023-09-14-652 MOVED by Councillor Schindel to remove Kate Brandt as our Deputy Director of Emergency Management CARRIED

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- 2023-09-14-653 Wheatland Business and Community Profile
MOVED by Councillor Schultz to accept as information at this time
CARRIED
- 2023-09-14-654 Sewer Line Replacement Options
MOVED by Councillor Schultz to have the CAO or Mayor invite the
company out to a meeting to get more information
CARRIED
- 2023-09-14-655 Letter from Carol Santerre
MOVED by Councillor Schindel to invite Carol to a meeting to get
further information and contact RCMP to meet to give us more
information
CARRIED
- (Recorder back on at 19:57 hours/7:57pm)
- 2023-09-14-656 1st Ave Construction, Driveway Change
MOVED by Councillor Schindel to approve the change order in the
amount of \$4,565 to be used from the Village Reserve Account for the
1st Ave West Capital Project between 1st Street and Centre Street while
maintaining the current incline of the driveway in question
CARRIED
- 2023-09-14-657 Request Controller Burn for house in town
MOVED by Councillor Schindel to respond to the resident, the variables
are too numerous for a controlled burn within our municipality,
demolition would be our recommendation
CARRIED
- 2023-09-14-658 New Generation 911
MOVED by Councillor Schultz to accept the Next Gen Documents as
information
CARRIED
- 2023-09-14-659 Gazebo Grand Opening
Donated Sprayer
MOVED by Councillor Frank will work on the sprayer and turn it into a
water tank
CARRIED
- Councillor Schultz called Recess at 8:54pm
Back from Recess at 9:06pm
- FINANCIALS August 2023 Bank Reconciliation and Cheque Listing
2023-09-14-660 MOVED by Councillor Schultz to accept the August 2023 Bank
Reconciliation and Cheque Listing as presented
CARRIED

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COMMITTEE
REPORTS

Tim Frank

Drumheller District Solid Waste Association met August 17th. EPR – Extended Producer Responsibility was discussed and the consensus from Executive and Board was for individual municipalities to register with ARMA (Alberta Overreaching Authority for Waste) as Collectors certainly and or producers. Questions more specific to County of Wheatland about how County and Village partnerships would be impacted and our joint course of action have not been answered yet. Rockyford has elected to wait until more information is available before they register. Note...there is a deadline upcoming this fall.

Fire Association Board next board meeting October 2nd.

SAEWA – Nothing new to report at this time.

Cemetery Board – Cemetery trees trimmed this week. Board is aware of Columbarium costs and want to go ahead.

Wheatland Regional Corporation - WRC is in process of finding and repairing a leak in our pipeline to Gleichen. Upcoming Board meeting September 20th.

Coralee Schindel

Library Board meeting August 9th. Summer program was a success, magician class was a real hit with the kids. Agreed to pay our summer reading program organizers by gift card with thank you cards. Jenn Pratt has stepped down from the board, she's been with them for over 25 years so they decided to get her a gift card and card. They are looking for more Library Board members.

Les Schultz

Community Futures Wild Rose – Our latest meeting was September 7th at the offices in Strathmore. We began the meeting with an acknowledgement and discussion on the passing of one of our Board members during the summer Karen Ursu a councillor from Beiseker and has been on the CFWR board for quite some time. Beiseker has recently built a new Park area and have put in trees and benches throughout, it was voted on to add another bench near the entrance to the Park on Meadowlark Trail if possible from CFWR and dedicated to Karen as she was instrumental in getting the Park done and did a lot of work on it herself. Beiseker council has sent a new board member, Les Sturgeon. We lost another board member as Bryan Peever from Carbon has

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resigned from his council and they don't have anyone to attend in his place until after their By-Election. CFWR is also inviting someone from Chestermere to join the board as Chestermere has not had representation in a couple years and their Council said they would not be sending anyone. The person being invited is from the Chamber of Commerce there and has shown interest in being a part of it because CFWR has loaned and helped a lot of businesses there and feels it would be very beneficial. Business as usual now but during the summer there were interruptions due to the sewer system in the condo unit backing up and creating quite a mess, twice. The problems with the system have been addressed but some costs were incurred and the CAO is hoping the condo association reimburses them for most of it as it was found to be a design flaw. Our next meeting is October 5th. I also include the CFWR Annual Report with this report.

Wheatland Housing Management Body, last meeting was August 24th. Operations are running smoothly at the Lodge and their other Housing Facilities but a recent inspection of the Lodge found that there are some serious problems with the roof and some of the roofing material in certain areas. There are no immediate signs of any leaks to the interior but another crew is to be called in and inspect further. The CAO advised that there is a maintenance fund available for the repairs but they are also looking into grants. Waiting to hear back from the Province on the proposal for funding of the new Lodge / Hospice build and the Hospice Society representative informed the board that their share of the building cost is in place and can be requested when needed. Another note is that the Strathmore Masons organization has also shown interest in also being involved as a partner similar to the Lions Club. There is a bit of uneasiness in the board dynamic still with the fact that one of Wheatlands Reps, Mr. Tom Ikert is still attending meetings despite being in litigation with the board as to the legitimacy of his removal. With this being an issue, the Board decided to do a third party inquiry on its Governance and that was done. Even before that report has been brought back to us ,Wheatland Council issued a letter to Jason Nixon the Minister of Seniors, Community and Social Services with a list of concerns with the governance of the WHMB. In the Boards thoughts there is a lot of misinformation in this letter and accusations on board members that are totally unfounded and misleading. The letter was released by Wheatland to the newspapers for the public to read and form an opinion without having all the facts and only hearing one side. There has also been another member of Wheatland's Council

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who has publicly spoken out about not being in favor of “Lodges” at all but he is an alternate to our housing board. Next meeting is September 21st and we will see what develops from there. Councillor Schultz continues about ongoing issues within the board.

CAO REPORT
2023-09-14-661

CAO, Public Works and JG Water Services Reports
MOVED by Councillor Schultz to accept the CAO, Public Works and JG Water Services reports as presented

CARRIED

CORRESPONDENCE
2023-09-14-662

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

- Wheatland County – Proposed for Textual amendments
- 2024 Budget Estimates – Marigold Library System
- Community Futures Wild Rose Digital Economy Program – Final Report
- RCMP – Q1 Report
- Letter from Municipal Affairs

CARRIED

CONFIDENTIAL
2023-09-14-663

Resident Letter (as per S.17(1) of the FOIP Act) – 231 3rd Ave complaint
MOVED by Councillor Schultz to move into in-camera to discuss a confidential Resident Letter (as per s. 17(1) of the FOIP Act)

CARRIED

2023-09-14-664

MOVED by Councillor Schultz to move out of camera at 10:32pm

CARRIED

2023-09-14-665

MOVED by Councillor Schultz to have the CAO respond to the resident letter about the complaint from 231 3rd Avenue property

CARRIED

ADJOURNMENT

The meeting was adjourned at 10:33 pm

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These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

DRAFT

**BYLAW #521-18
VILLAGE OF HUSSAR**

**A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF
REGULATING, CONTROLLING AND ABATING NUISANCES AND REMEDYING UNSAFE AND
UNSIGHTLY PROPERTIES**

WHEREAS, pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000 c.M-26 as amended or replaced from time to time, the council of a municipality may pass bylaws for preventing of nuisances generally, and regulating untidy and unsightly private and public premises, and eliminating conditions on properties that are dangerous to public safety;

AND WHEREAS, the Village of Hussar Council deems it expedient and in the public interest to pass a bylaw to establish and enforce minimum standards relating to the state of maintenance of property and to regulate, control and abate nuisances and unsafe and unsightly properties;

AND WHEREAS, Council feels that it is important to maintain a high standard of property maintenance so that the community is kept and well cared for and believes that with the cooperation of property owners, this could be an important way to showcase the Village to residents and visitors alike;

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

BYLAW TITLE

1. This bylaw may be referred to as the "Unsightly Premise Bylaw."

DEFINITIONS

2. In this Bylaw, unless the context requires otherwise:
 - a. "Act" means the *Municipal Government Act*, R.S.A. 2000 c.M-26 and associated regulations as amended or replaced;
 - b. "Abandoned Equipment" means equipment or machinery, which has been rendered inoperative by reason of its disassembly, damage, age or mechanical condition, or any household appliance stored outside of a residence or other structure regardless of whether or not it is in an inoperable condition;

- c. "Abandoned Vehicle" means the whole or any part of any motor vehicle that is in a rusted, wrecked, partially wrecked, dismantled, partially dismantled, or inoperative condition, and is not located within a structure or is located on a premises such that it can be concealed from view;
- d. "Animal Material" means any animal carcass, animal excrement including manure or any other form of waste litter, and includes any material accumulated on premises from pet pens or pet yards, stables, veterinary clinics, animal hospitals, kennels or feed lots;
- e. "Ashes" means the powdery residue accumulated on a property left after the combustion of any substance and includes any partially burnt wood, charcoal or coal or any other combustible substance;
- f. "Boulevard" means that portion of a street which lies between the roadway and the front property line of the land abutting said street;
- g. "Building Material" means all construction and demolition material accumulated on a property while storing, constructing, altering, repairing or demolishing any structure and includes, but is not limited to new or used metal, steel, aluminum, or tin, or earth, Vegetation or rock displaced during such construction, alteration or repair;
- h. "Bylaw Enforcement Officer" means a person authorized by Council to carry out the provisions of this bylaw and includes the Chief Administrative Officer, a member of the Royal Canadian Mounted Police, or a Peace Officer;
- i. "Chief Administrative Officer" means that individual appointed by Council as Chief Administrative Officer for the Village in accordance with the *Municipal Government Act*;
- j. "Council" means the council of the Village of Hussar;
- k. "Day" means a continuous period of twenty four (24) hours;
- l. "Nuisance" means any condition or unauthorized use of Property which, in the opinion of a Bylaw Enforcement Officer constitutes an unreasonable interference with the enjoyment, use or value of other Property or the quality of life of Village residents;

- m. "Occupant" means any Person occupying, and/or residing on Property pursuant to a lease agreement, license agreement or other form of permit or permission;
- n. "Owner" means a person registered under the *Land Titles Act* as being the owner of a Property;
- o. "Person" means any individual, firm, partnership, association, corporation, company, society or other legally constituted organization;
- p. "Property" means any land, buildings, structures, or premises or any personal property located thereupon;
- q. "Pest" means any animal, bird, reptile or insect which causes or could reasonably be expected to cause annoyance, damage or injury to any person, animal or plant;
- r. "Refuse" means all solid and liquid waste including but not limited to: any paper product, fabric, wood, plastic, glass, metal, organic waste, or any matter, substance or thing, which has been or appears to have been discarded, abandoned, or in any way disposed of;
- s. "Remedial Order" means a written order issued pursuant to section 545 or 546(0.1) of the *Municipal Government Act*;
- t. "Roadway" means any land as shown as a road on a plan or survey that has been filed or registered in a land titles office or used as a public road and includes an alley, lane or bridge forming part of a public road, and any structure incidental to a public road, or is used for parking or travel by vehicles;
- u. "Sidewalk" means the part of a pathway or Roadway especially adapted to the use of or ordinarily used by pedestrians;
- v. "Unsafe Condition" means Property that, in the opinion of a Bylaw Enforcement Officer, poses or constitutes an undue or unreasonable hazard or risk to the safety, health or welfare of any Person or other Property including, but not limited to, a structurally unsound condition, fire or explosive hazard;

- w. "Unightly Condition" means any Property or part thereof that, in the opinion of a Bylaw Enforcement Officer, shows signs of neglect, or which otherwise exhibits a significant lack of general maintenance, clean-up, or upkeep, and includes:
- i. Property having an excessive, unusual, or unreasonable accumulation of:
 - A. Abandoned Equipment;
 - B. Abandoned Vehicles;
 - C. Animal Material;
 - D. Ashes;
 - E. Building Material;
 - F. Refuse; or
 - G. Vegetation;
 - ii. Any building, structure, or other improvement that exhibits significant physical deterioration, including buildings and structures that suffer from:
 - A. Broken or missing windows, siding, shingles, shutters, eaves, roofing, or finishing materials; or
 - B. Clearly visible exterior or structural deterioration, damage or decay, including significant fading, chipping or peeling of painted surfaces;
- x. "Vegetation" means grass, weeds, bushes, shrubs, trees or any other plant;
- y. "Village" means the Village of Hussar;
- z. "Violation Tag" means a Bylaw Violation Tag issued pursuant to the *Municipal Government Act*;
- aa. "Violation Ticket" means a ticket issued under Part 2 of the *Provincial Offences Procedure Act*;
- bb. "Warning Letter" means a letter issued by a Bylaw Enforcement Officer advising an Owner or Occupant that a Property is in contravention of this Bylaw and directing the actions that the Owner or Occupant must take in order to remedy the contravention, stating a time frame in which the Owner or Occupant must comply with the directions and advising if the Owner or Occupant does not comply with the directions within the specified time frame that the Village may pursue further enforcement action;

UNSIGHTLY PREMISES

3. No Owner or Occupant of a Property shall cause, permit or allow the Property to become or to continue to be in an Unsightly Condition.
4. No Owner or Occupant of a Property shall cause, permit or allow the Property to become or continue to be in an Unsafe Condition.
5. No Owner or Occupant of a Property shall cause, permit or allow the Property to become or continue to be a Nuisance.
6. If there is more than one Owner or Occupant of a Property, all Owners or Occupants of the Property are jointly and severally responsible to ensure that the Property complies with this Bylaw.
7. The Owner of a Property is ultimately responsible for ensuring that the Property complies with all provisions of this Bylaw.

VEGETATION

8. An Owner or Occupant of a Property shall control all weeds and grass on the Property, and on any Boulevard which abuts or adjoins the Property, including up to the centre of lanes or alleys at the rear or side of the Property, by preventing them from growing to a height of more than six (6) inches.
9. Trees and bushes whose branches overhang a road, lane or alley shall not encroach over the property line so as to allow unobstructed flow of traffic through these thoroughfares.
10. Trees and bushes whose branches overhang a sidewalk shall be pruned so as to not encroach onto or over the sidewalk or obstruct or prevent the flow of pedestrian traffic.

GARBAGE

11. No Owner or Occupant of a Property, whether presently occupied or not, shall permit or allow Refuse, Abandoned Vehicles, Abandoned Equipment or any other matter to be placed or remain on a Property that may allow the Property be considered, in the opinion of the Bylaw Enforcement Officer, to be or become an Unsightly Property.
12. No Owner or Occupant of a Property, shall permit or allow Refuse, garbage, debris, Building Material, yard material, or other material to be blown off or otherwise scattered beyond the boundary of the Property.

13. No Person shall personally, nor by his employee, servant or agent, discard, place deposit or leave any Refuse, garbage, debris or other material upon any private Property, without the permission of the owner of such Property.

FENCES

14. All fences, barriers and retaining walls around or upon the Property shall be kept in a reasonable state of repair. No Owner or Occupant shall allow a structure or fence to become a safety hazard.

VEHICLES

15. One (1) vehicle that does not bear a current registration may be stored on a Property, as long as that vehicle is not considered by the Bylaw Enforcement Officer to be an Abandoned Vehicle.

- a. A vehicle stored under this section must not be parked on the front lawn of the Property.

16. A Bylaw Enforcement Officer may provide approval for additional vehicle storage on a Property taking into account any or all of the following:

- a. Screening of the vehicles from adjacent properties;
- b. Maintenance of Vegetation around the vehicles;
- c. Size and lot coverage of the Property;
- d. Number of vehicles;
- e. Length of time the vehicles will be stored;
- f. Whether or not the vehicles will be covered with a vehicle tarp; and
- g. Any other factors the Bylaw Enforcement Officer deems appropriate;

Approval will be provided on a case-by-case basis and may be with or without conditions.

PESTS

17. Any permanent opening in a basement, cellar, crawl space, accessory building, or other structure that might permit the entry of rodents, vermin or other Pests shall be screened or covered so as to completely cover the opening in a way that does not allow access to these Pests.
18. Where a Property or portion thereof is infested with vermin, insects, rodents or other Pests, all necessary steps shall be taken to eliminate the Pests in order to prevent their reappearance.

CONSTRUCTION

19. An Owner or Occupant of a Property under construction, renovation or demolition shall ensure that Building Material and waste Building Materials on the Property are contained and secured in such a manner that prevents such material from being blown off or scattered throughout or from the Property.
20. A Nuisance, Unsightly Condition or Unsafe Condition may include the accumulation of Building Materials, whether new or used unless the Owner or Occupant can establish that a construction or renovation undertaking is being carried out on the Property and that the undertaking has begun or the beginning of work is imminent and that the material is stacked or stored in an orderly manner.

SNOW REMOVAL

21. The Owner or Occupant of a Property adjacent to a Sidewalk or pathway shall remove ice and snow from that portion of the Sidewalk or pathway adjacent to the Property so that the Sidewalk is cleared within 48 hours after the snow or ice has been deposited to ensure that the Sidewalk does not remain in an Unsafe Condition.
22. A Person may, in such a way as to not injure or unduly interfere with any other Person lawfully using the Sidewalk, use a power driven device that is sufficiently light and of such construction that it will not injure the surface of the Sidewalk to remove snow or ice from any portion of a Sidewalk.
23. Where a person uses an ATV or other vehicle to remove snow from a Sidewalk, as provided for above, approval for such use will be required from the Village. In order to obtain this permission the Village may require the following:
 - a. The operator of the ATV must be at least 16 years of age;
 - b. The operator must provide proof of insurance and registration for the ATV;
 - c. The operator must provide a map of the area to be cleared by the ATV; andthe operator may be held liable for any damages to private Property or Village Property, including, but not limited to, Sidewalks and Roadways.
24. A Person who removed snow or ice from public or private Sidewalks or Property shall not deposit said snow or ice upon any Sidewalk, Roadway, or public or private Property without permission from the Owner of such Property and, shall not impede storm water runoff, including runoff caused by melting snow or ice, or block access to any fire hydrant, driveway, or wheelchair ramp.

ENFORCEMENT

25. When making the determination as to whether a Property is in an Unsightly Condition or Unsafe Condition, or as to whether the Owner or Occupant of a Property has allowed the Property to become or continue to be a Nuisance, the Bylaw Enforcement Officer may consider:

- a. The general condition and state of upkeep and tidiness of other Properties located in the same neighbourhood, community or vicinity;
- b. The nature, size, location and permitted use of the Property, and whether or not the Property is located within a predominantly residential area;
- c. The nature of the Unsightly Condition, Unsafe Condition or Nuisance condition complained of, and the period of time that such condition has persisted;
- d. Whether the Property is undergoing construction, renovation, or demolition, and the period of time that such activity has been ongoing;
- e. Whether the Owner or Occupant of the Property had been previously notified of compliance with the provisions of this Bylaw; and
- f. Any other circumstances or factors relating to the Property which the Bylaw Enforcement Officer considers to be relevant to the subject determination.

26. A Bylaw Enforcement Officer is a designated officer of the Village for the purposes of ensuring that the provisions of this Bylaw are being complied with and may enter in or upon any Property or structure in accordance with section 542 of the *Municipal Government Act*, to carry out an inspection, enforcement, remedial action or other action authorized or required by this Bylaw or the *Municipal Government Act*.

27. No provision of this Bylaw nor any action taken pursuant to any provisions of this Bylaw shall restrict, limit, prevent or preclude the Village from pursuing any and all other remedy in relation to contravention of this Bylaw provided by the *Municipal Government Act*, or any other law in the Province of Alberta.

28. It is the intention of Council that all offences created by this Bylaw be interpreted to be strict liability offences.

WARNING LETTER

29. The Bylaw Enforcement Officer may issue a Warning Letter to any Person who contravenes this Bylaw.

30. If the Person to whom the Warning Letter was issued does not comply with the Warning Letter, the Bylaw Enforcement Officer may issue a Remedial Order to the Person requiring that the Person bring the Property into compliance with this Bylaw and/or the *Municipal Government Act*.

REMEDIAL ORDER

31. Regardless of whether or not a Warning Letter has been issued, at any time where a Bylaw Enforcement Officer finds that a Person is contravening this Bylaw, the Bylaw Enforcement Officer may issue a Remedial Order to that Person. The Remedial Order may:
- a. Direct the Person to stop doing something or change the way in which the Person is doing it;
 - b. Direct the Person to take any action or measures necessary to remedy the contravention of this Bylaw or the *Municipal Government Act*;
 - c. State a time within which the Person must comply with the directions set out in the Remedial Order and provide proof of compliance to the Bylaw Enforcement Officer; and
 - d. That if the Person does not comply with the directions within a specified time, the Village may take action or measure at the expense of the Person.

VIOLATION TAGS

32. A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Tag to any Person whom the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
33. The Violation Tag shall be in a form approved by the Chief Administrative Officer and shall state:
- a. The Person's name;
 - b. The offence;
 - c. The appropriate voluntary penalty for the offence as in this Bylaw;
 - d. That the voluntary penalty shall be paid within ten (10) Days of issuance of the Violation Tag in order to avoid further prosecution; and
 - e. Any other information as may be required by the Chief Administrative Officer.
34. Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by the Bylaw Enforcement Officer provided, however, that no more than one Violation Tag shall be issued for each Day that the contravention continues.
35. Where a Violation Tag has been issued in accordance with this Bylaw, the Person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Village the specified penalty within the time frame specified in the Violation Tag.

SERVICE OF WARNING LETTERS, REMEDIAL ORDERS AND VIOLATION TAGS

36. In any case where the Bylaw Enforcement Officer issues a Warning Letter, Remedial Order or Violation Tag to any Person pursuant to this Bylaw, the Bylaw Enforcement Officer shall effect such service either:

- a. By causing a written copy of the Warning Letter, Remedial Order or Violation Tag to be delivered to and left in a conspicuous place at or about the Property; or
- b. By causing a written copy of the Warning Letter, Remedial Order or Violation Tag to be mailed or delivered to the last known address of the Owner or Occupant as disclosed in the land registry system established by the *Land Titles Act* or the Village's assessment roll for that Property, as shall appear to the Bylaw Enforcement Officer to be most appropriate in the circumstances.

VIOLATION TICKET

37. Nothing in this Bylaw shall prevent a Bylaw Enforcement Officer from immediately issuing a Violation Ticket.

38. Where a Bylaw Enforcement Officer has reasonable and probable grounds to believe that a Person has violated any provisions of this Bylaw, the Bylaw Enforcement Officer may commence court proceedings against such Person by:

- a. Issuing a Violation Ticket pursuant to the provisions of Part 2 of the *Provincial Offences Procedure Act*; or
- b. Swearing out an Information and Complaint against the Person pursuant to Part 2 of the *Provincial Offences Procedure Act*.

39. Where a Bylaw Enforcement Officer issues a Person a Violation Ticket in accordance with this Bylaw, the Bylaw Enforcement Officer may either:

- a. Allow the Person to pay the specified penalty for the offence as listed in this Bylaw by including the penalty amount within the Violation Ticket; or
- b. Compel the Person to attend Court by way of a Part 2 Violation Ticket, without specified penalty, if the Bylaw Enforcement Officer believes that it is in the public interest pursuant to Part 2 of the *Provincial Offences Procedure Act*.

40. A Violation Ticket may be served on such Person who is an individual either:

- a. By delivering it personally to such Person; or
- b. By leaving a copy for such Person at his/her last known residence with an individual at the residence who appears to be at least 18 years of age;

and such service shall be adequate for the purposes of this Bylaw.

41. A Violation Ticket may be served on a Person which is a corporation either:

- a. By sending it by registered mail to the registered office of the corporation; or
- b. By delivering it personally to the manager, secretary or other executive officer of the corporation or the Person apparently in charge of a branch office of the corporation at an address held out by the corporation to be its address;

and such service shall be adequate for the purposes of this Bylaw.

42. Where a contravention of this Bylaw is of a continuous nature, a contravention shall constitute a separate offence in respect of each Day, or part of a Day, on which that offence continues.

PENALTIES

43. The minimum and specified penalty for a violation for any provision of this Bylaw shall be a fine in the amount of \$250.00.

44. If a Person violates the same provision of this Bylaw a second time within a twelve (12) month period of the date of the initial Violation Tag or Violation Ticket being issued the minimum specified penalty for the second, and any subsequent violation, shall be a fine in the amount of \$500.00

REQUEST FOR REVIEW OF REMEDIAL ORDER

45. Any Person who receives a Remedial Order to remedy a Property under this Bylaw, or the *Municipal Government Act*, may file a written notice with the Chief Administrative Officer requesting Council to review the Remedial Order in accordance with section 547 of the *Municipal Government Act*.

46. After reviewing the Remedial Order, Council may confirm, vary, substitute or cancel the Remedial Order.

APPEAL OF COUNCIL DECISION

47. Any Person affected by a decision of Council under section 547 of the *Municipal Government Act*, may appeal to the Court of Queen’s Bench as per section 548 of the *Act*.

REGISTERING A COMPLAINT

48. All complaints concerning violations of this Bylaw shall be in writing and must specify the exact Property location, details of concern, and remedial expectations in relation to the complaint. All complaints shall be directed to the Chief Administrative Officer.

49. Complaints may be received anonymously in respect to Property in an Unsafe Condition.

RECOVERY OF COSTS

50. Any expenses or costs of any Remedial Order or action or measure taken by the Village under this Bylaw are an amount owing to the Village by the Owner of a Property which is in contravention of this Bylaw.

51. The expenses and costs incurred by the Village in the enforcement of this Bylaw may be added to the tax roll of the Property which is the subject of any enforcement proceedings as per section 553 of the *Municipal Government Act*.

SEVERABILITY

52. Each provision of this Bylaw is independent of all other provisions. If any such provision is declared invalid by a court of jurisdiction, all other provisions of this Bylaw remain valid and enforceable.

REPEAL

53. This Bylaw repeals Bylaw 336-77; Bylaw 418-93; Bylaw 442-99 and any other bylaws of similar context or content.

EFFECTIVE DATE

54. This Bylaw shall come into full force and effect upon third and final reading.

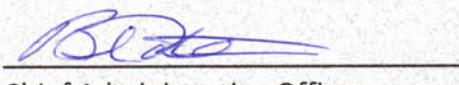
READ a first time this 9 day of August, 2018.

READ second time this 13 day of September, 2018.

READ a third time this 13 day of September, 2018.

Signed this 19 day of September, 2018.

Mayor 

Chief Administrative Officer 



**BYLAW #541-21
VILLAGE OF HUSSAR**

A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE COLLECTION, REMOVAL AND DISPOSAL OF GARBAGE AND REFUSE IN THE VILLAGE OF HUSSAR

WHEREAS, Section 7(f) of the *Municipal Government Act*, R.S.A. 2000, c-M-26, as amended, provides that the Council of a municipality authorizes Council to pass bylaws respecting services provided by or on behalf of the municipality,

AND WHEREAS, the Village of Hussar provides garbage collection and removal services,

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

PART I: BYLAW TITLE

1.1 This bylaw may be cited as the "Garbage Collection Bylaw."

PART II: DEFINITIONS

2.1 "Bag Tag" means a self-adhesive sticker issued by the Village of Hussar pursuant to this bylaw for identifying excess residential waste.

2.2 "Bylaw Officer" means each and every member employed and duly appointed as a Bylaw Enforcement or Peace Officer within the Village.

2.3 "Council" means the council of the Village of Hussar.

2.4 "Collection Day" means the day or days during each week on which garbage is regularly collected from a specific premises, together with the twelve (12) hour period immediately preceding and immediately following that day.

2.5 "Commercial Premises" means café or restaurant, warehouse, wholesale or retail business place, office building, garage or service station, factory or industrial plant, and any other building or premises except a dwelling.

2.6 "Dwelling" means a building occupied for residential purposes.

2.7 "Garbage" means discarded ashes, bottles, metal scraps, metal cans or tins, crockery, glass, grass cuttings and other garden refuse, cloth, paper, food and food waste, wrappings, sweepings, and other items of household refuse, but does not include animal excrement or industrial waste.

2.8 "Garbage Can" means a receptacle constructed of non-corrosive durable metal or plastic hold household garbage.

- 2.9 "Garbage Collection Agent" means the person or firm appointed by the Village for the purpose of collecting and disposing of garbage and refuse.
- 2.10 "Garbage Stand" means a wooden or metal stand or enclosure designed to hold all garbage cans required by a premises for which the stand is provided, and which shall be so designed as to keep all garbage cans in an upright position at all times, and protected from interferences from dogs and other animals.
- 2.11 "Householder" means any person occupying any dwelling or place of residence, but shall not include any person who is merely a boarder, roomer, or lodger therein.
- 2.12 "Industrial Waste" means material from:
- a. excavations,
 - b. lot clearing,
 - c. building construction, repairs, alteration or maintenance,
 - d. debris from any building removed or destroyed by fire, flood or contamination,
 - e. material from manufacturing processes,
 - f. dead animals,
 - g. waste from garages or service stations,
 - h. condemned matter or waste from factories or other works, and
 - i. any other similar material other than human or animal excrement or garbage.
- 2.13 "Premise" means any residential dwelling or commercial premises that receives garbage collection.
- 2.14 "Proprietor" means the occupant of a commercial premises.
- 2.15 "Village" means the Village of Hussar.

PART III: GENERAL REGULATIONS

- 3.1 No householder, proprietor or other person within the Village shall dispose of garbage except in accordance with this Bylaw.
- 3.2 No person other than a lawful user thereof, or any authorized employee of the Village or garbage collection agent shall open any garbage can or remove anything therefrom, or in any way disturb the contents thereof; nor shall any person handle, interfere with, or in any manner disturb any garbage of any kind put out for collection or removal.

PART IV: GARBAGE COLLECTION

- 4.1 There is a three (3) bag limit for garbage. The owner or occupant of every premises shall provide sufficient garbage cans to contain the garbage generated from those premises during the period between garbage collection days.
 - a. Seasonal businesses (Arena and Hall) will be allowed a six (6) bag limit for garbage.
- 4.2 Bag tags can be purchased at the Village Office and are registered to each address.
 - a. They can be purchased in bundles of 5 or 10.
 - b. The Fee for bag tags are set out in the Rates & Fees Policy
- 4.3 All additional garbage bags may be set out in accordance with this bylaw and must have a visible bag tag and located at the residential address as shown on the tag.
- 4.4 Where any premises is served by a lane or alley, all garbage from such premises shall be placed for collection at a location within 5 feet or 1.5 meters of the lane, but not in the lane.
- 4.5 Where any premises is not served by a lane or alley, or the lane or alley is deemed inaccessible, all garbage from such premises shall be placed for collection at location as close as possible to the travelled portion of an adjacent street, but not on a sidewalk or in such location as to interfere in any way with vehicle or pedestrian traffic.
- 4.6 Where garbage for collection is stored within any structure, fence or other enclosure, direct access to the garbage cans or bags from the lane shall be provided in every case.
- 4.7 Garbage shall be at the pickup location by 8:00 a.m. on collection day.
- 4.8 Collection Day shall be once a week on a day determined by the Village. The Village will provide notice to residents of any changes to collection days at least four weeks prior to the change taking place whenever possible.
- 4.9 The Garbage Collection Agent shall not enter any dwelling or commercial premises for the purpose of garbage collection.
- 4.10 The Village will not collect any designated recycle items. These items may be taken to the Transfer Site by Village residents.

PART V: GARBAGE CONTAINERS

- 5.1 No person shall place or keep any garbage can or receptacle for industrial waste upon any lane or street in the Village except as specifically provided in this bylaw.
- 5.2 All garbage must be securely bagged and/or boxed and shall not weight more than 30 pounds or 14 kilograms, or Alberta Occupational Health & Safety Code regulations, whichever is less, and be of sufficient strength for lifting of contents.

- 5.3 Every householder and proprietor shall maintain and keep in good condition sufficient garbage cans required by this bylaw for all garbage upon the premises owned or occupied by him and shall ensure that a cover is kept securely over the mouth of all such cans except when said cans are actually being filled or emptied.
- 5.4 Every householder, proprietor or other person shall dispose of garbage upon the premises owned or occupied by him by placing or causing the same to be placed in a garbage can maintained for that purpose, or in such other container as is specifically permitted by this bylaw, but not elsewhere.
- 5.5 Except on collection day, all garbage cans and/or bags shall be kept and maintained on the premises of the householder, and any garbage can located on any street or lane in the Village other than on collection day may be removed and disposed of at the discretion of the Bylaw Officer without compensation to the owner thereof.
- 5.6 The owner, tenant, occupant or other person in charge of a dwelling or other building shall at all times ensure that garbage cans or other receptacles provided for the purpose, are not allowed to spill over or accumulate on any land or street or adjoining public or private property. Every such person shall be held responsible for any violation of this section regardless of the cause of such violation.
- 5.7 When any garbage can has been condemned or is deemed insufficient by a Village representative and written notice to that effect has been given to the householder, the condemned garbage can may be removed and disposed of along with the garbage from the premises, in which case the householder shall forthwith provide a suitable garbage can or container to replace the one that has been condemned or removed.
- 5.8 Notwithstanding any other provision of this bylaw, plastic bags of the type designed for the disposal of domestic refuse may be used for the disposal of garbage under the following conditions:
 - a. Plastic bags containing garbage shall be kept in a structure, fenced area, or other enclosure except when otherwise placed for pickup on collection day.
 - b. Plastic garbage bags containing garbage shall be in good repair, and securely closed when deposited for pickup.
 - c. Plastic bags when filled shall not weight more than 30 pounds or 14 kilograms, or Alberta Occupational Health & Safety Code regulations, whichever is less, and be of sufficient strength for lifting of contents.
 - d. Plastic bags of garbage shall be placed for collection in the same manner and location as prescribed in this bylaw for garbage cans, and under no circumstances shall they be placed on any lane or street other than on collection day.

PART VI: UNACCEPTABLE REFUSE

- 6.1 No person shall directly or otherwise dispose of or permit any person to dispose of any explosive, flammable, volatile, noxious, dangerous device, or hazardous substance in any garbage can.
- 6.2 Disposal of any refuse by burning is not permitted.
- 6.3 No person shall directly or otherwise dispose of or permit any person to dispose of hot ashes, or burning matter in any garbage can.
- 6.4 No person shall deposit any dead animal, manure, excreta, refuse, garbage, liquid waste or other filth upon or into any street, ditch, lane, highway, water, well, lake, pond, bank, stream, or onto any land except with written consent of the Village.
- 6.5 No person shall dispose of garbage, tree or grass clippings, or other refuse onto private or public property, unless provided with written consent of the Village.

PART VII: OFFENCES AND PENALTIES

- 7.1 The Village and Garbage Collection Agent may refuse to collect any garbage that does not comply with this bylaw.
- 7.2 Where any person breaches any provision of this bylaw, the Village may serve upon such person a written notice specifying the breach and requiring remedy of the breach, payment of a fine not less than \$25.00 and not more than \$500.00, or both.
- 7.3 Any written notice issued under the provision of this bylaw shall be deemed to be sufficiently served if served personally upon the person alleged to have committed the breach, or upon the owner, occupier or other person in charge of the premises upon which the breach has been committed, or if mailed to the address of the owner, occupier or other person in charge of the premises upon which the breach has been committed.

PART VIII: SEVERABILITY

- 8.1 If at any time any provision of this bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of the bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

PART IX: REPEAL

- 9.1 This Bylaw shall rescind Bylaw 509-16.

PART X: ENACTMENT

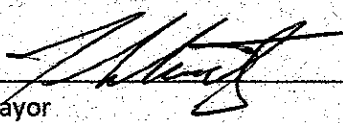
10.1 This Bylaw shall come into force and effect upon third and final reading.

READ a first time this 21 day of December, 2022.

READ second time this 3 day of February, 2022.

READ a third time this 3 day of February, 2022.

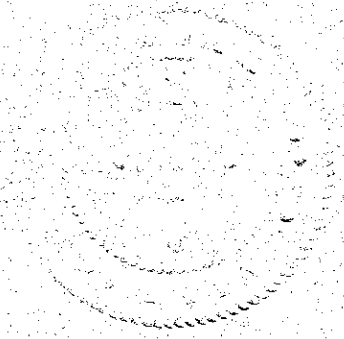
Signed this 7 day of February, 2022.



Mayor



Chief Administrative Officer



Disciplinary Action Policy

Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: September

Related Bylaw: N/A

Amendments:

Purpose

The purpose of this policy is to provide guidelines of what is considered acceptable and unacceptable conduct and behaviour, and to provide for disciplinary action for employees when these guidelines are not met.

Guidelines

Employees are responsible for adhering to rules of conduct that are normally accepted as standard in a business or government enterprise.

Appropriate conduct and behaviour includes but is not limited to:

- Adherence to published policies, practices and procedures;
- Competent performance of all job duties assigned;
- Courtesy to and respect for co-workers, ratepayers, suppliers or any other person who deals with the Village in the conduct of its business;
- Wearing proper attire during working hours, appropriate to the job performed;
- Employees must not engage in, or condone behaviour which causes unnecessary mental or physical distress or loss of dignity, privacy or autonomy to a ratepayer, the general public, suppliers or other employees.

Those who, in good faith, report concerns of inappropriate or unacceptable conduct or behaviour will be protected by the Village of Hussar.

Inappropriate conduct and behaviour includes but is not limited to:

- Loitering or loafing;
- Leaving work early without permission;
- Using obscene or abusive language;
- Spreading malicious gossip or rumours;
- Creating or contributing to unsanitary conditions;
- Poor or careless work;
- Excessive personal use of telephones, cell phones or computer facilities.

Unacceptable conduct or behaviour includes:

- Harassing, threatening, intimidating or coercing any person at any time;

- Reporting to work or working while under the influence of alcohol, non-prescribed drugs, or prohibited substances;
- Perceived inappropriate comments directed at an individual related to the person's sex, sexual orientation, racial background, religion, or physical ability;
- Possession of guns, weapons or explosives except as specifically authorized in relation to an employee's duty;
- Unsafe driving of Village of Hussar vehicles;
- Theft, pilfering and/or falsification of Village of Hussar records;
- Threat of/or actual physical contact of any kind when there is a perception of physical violence;
- Sexual harassment of any kind include remarks or jokes causing embarrassment or offence, unwelcome solicitation or advance, suggestive or obscene comment or gestures, leering or physical touching, the display of sexually suggestive material, etc.
- Fighting;
- Not adhering to any written procedure, policy or bylaw of the Village or the laws of any other jurisdiction including federal and provincial legislation.

Disciplinary action may consist of the following, dependent upon the nature of the misconduct in question and the employee's record of past conduct.

- Verbal warning
- Written warning
- Suspension of duties without pay
- Termination

Suspension of duties or termination will be communicated in writing to the employee.

Allegations of misconduct or harassment against an employee will be dealt with by the CAO, unless the employee in question is the CAO.

Allegations of misconduct or harassment against the CAO will be dealt with by Council.

Upon the receipt of a complaint by either the CAO or Council, the individuals designated to deal with the complaint will speak to the individuals deemed responsible, directly identifying the problem, and seeking to resolve the concern.

If further action is required a formal inquiry to validate the complaint and appropriately deal with the issue will be initiated.

Need for further action or more stringent measures will be assessed and applied immediately or as soon as possible, taking into account the seriousness of the violation as well as any failure to cooperate in any investigation in relation to any violation.

Vexatious or frivolous accusations of inappropriate or unacceptable behaviour are considered another form of inappropriate interaction.

SNOW REMOVAL POLICY

Date Approved by Council: November 5, 2014

Resolution:

Review Date: October

Related Bylaw: N/A

Amendments: 2016-11-08-05; 2019-06-13-114; 2021-12-02-635

Policy Statement

This policy has been adopted to provide guidelines for snow removal in the Village of Hussar. The Village will endeavour to complete snow removal in a timely and efficient manner as determined by the guidelines.

Guidelines

PRIORITIES FOR PLOWING

1. Priorities for snow plowing/removal from streets will be as follows:
 - a. FIRST PRIORITY: Single lane pass down all Avenues and Streets
 - b. SECOND PRIORITY: All Avenues; Centre Street
 - c. THIRD PRIORITY: All Streets (with the exception of Centre Street)
 - d. FOURTH PRIORITY: Back Lanes
 - e. FIFTH PRIORITY: Parking Lots
 - i. Village lot will be cleared as needed,
 - ii. Masons Hall lot will be cleared for the 3rd Wednesday of each month to facilitate meetings,
 - iii. Arena lots will be cleared as needed and only if vehicles are not parked in this lot.
 - f. Snow will be removed from the campground road from December 1 to January 15 of each year during the “Light Up the Night” event.

SANDING OF ROADS

2. Sanding of roads will be done on an as needed basis as determined by the CAO and Village Foreman. Sanding will be done on the following sections:
 - a. 1st Avenue E from Highway to Centre St,
 - b. Centre St from 1st Ave to 2nd Ave,
 - c. 2nd Avenue E from Centre St to 1st Ave,
 - d. 1st Street E from 2 Ave E to 1 Ave E,
 - e. Intersections as needed.

SNOW DUMP LOCATIONS

3. Snow dumps will be in the following locations:
 - a. Campground (past RV Dump),
 - b. 3rd Ave along campground boulevard (north side from Centre St to 1st St W),

- c. 1st Ave W empty lots on south side of road,
- d. Other locations will be determined by the CAO and Public Works as needed.

SNOW FENCES

4. Snow fences will be installed after harvest is complete and removed prior to seeding in the following locations:
 - a. 2nd Ave E from 1st St E to 2nd St E on north side of road,
 - b. 3rd Ave W from 1st St W to just past the lift station on north side of road,
 - c. 1st Ave W on the School Lot starting at 2nd Street W on the north side of the road.

SIDEWALKS

5. Public Works will clear sidewalks as follows:
 - a. In front of Village Office,
 - b. Along the Village Lot (Centre St, east side from Bank to 2nd Ave and 2nd Ave E from Centre St to alley)
6. The Hussar Ag Society, Hall Maintenance Society, Sundowners are responsible for clearing the sidewalks in front of and around their buildings. However, may request the Village assist with snow removal if required. This will be done on as needed basis, if time and budget allow and will be considered lowest priority.
7. Village residents who are physically unable to remove snow from their sidewalks and driveways may request that the Village remove snow from their residence. These requests must be made directly to the Village Office and will be handled as the lowest priority and only completed if time or budget allows. The decision to remove snow from private property will be made by the CAO and Public Works.

CONTRACTORS

8. The CAO may contract for snow removal or sanding within the Village if deemed necessary.
 - a. Contractors must have their own insurance and must provide a Certificate of Insurance upon request.

VOLUNTEERS

9. After a heavy snowfall event, Village residents may wish to volunteer to help clear snow from the Village. Any individual or company who volunteers to clear snow in the Village:
 - a. Does so at their own risk and liability, and
 - b. Must clear snow in accordance with this Policy or under the direction of the CAO or Public Works.
10. Any individual or company that utilizes motorized equipment to volunteer to clear snow from the Village must, in addition to Section 9:
 - a. Carry their own liability insurance, and
 - b. Provide a Certificate of Insurance to the Village Office upon request.

11. As per the Equipment Use Policy, only an employee of the Village may operate Village owned equipment for snow removal.

GENERAL

12. Due to the nature of snow fall timing and volume variations, Public Works will be given latitude when following this policy and may make slight variations on a case by case basis, as necessary.

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: October 12, 2023
Title: Provincial Downloading on Municipalities

Agenda Item Number: 6a.

BACKGROUND

Over the last decade, member municipalities have raised concerns about the extent that the Government of Alberta has reduced funding and downloaded costs onto municipal governments. ABmunis has continually raised these concerns with provincial leaders but until this year, the Government of Alberta has shown limited interest in reversing any of those decisions.

With a newly elected government now in place, there is an opportunity to educate provincial ministers and new MLAs to reinforce how provincial decisions impact municipal governments and residents at the local level. To help us demonstrate the impact of provincial downloading on your municipality, we ask that you share your story through this [short survey](#). The information you share will be used in our advocacy to support you and all member municipalities.

To help inform your response, please see the attached backgrounder document or [watch this short video](#). You can also read the attached May 2023 letter from the Town of Canmore to the leaders of Alberta's major political parties that details the costs of provincial downloading on their community. You may use ABmunis backgrounder document to inform your conversations with your local MLA and provincial ministers.

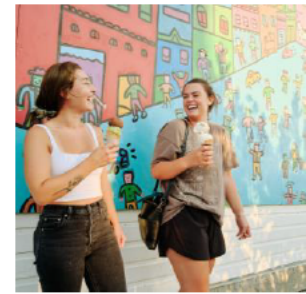
More than one representative of your municipality may complete the survey. **The [survey](#) will close on October 20, 2023.** If you have questions or would like to provide us with supporting materials, please email [REDACTED]

RECOMMENDATION:

1. Motion to _____
2. Accept as information at this time

Provincial Downloading on Municipalities: Share Your Story

September 2023



Background

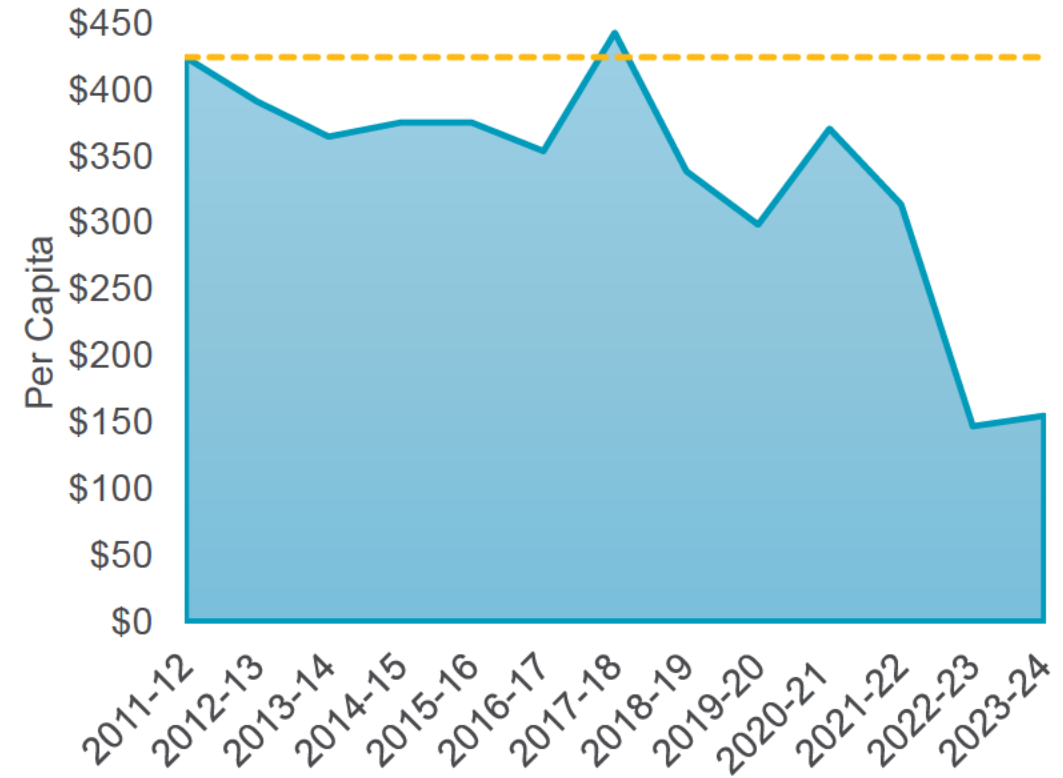
- In recent years, municipalities have raised concerns about the extent of reductions in provincial funding and costs passed onto municipalities that has forced municipal councils to make difficult decisions on whether to increase property taxes or reduce local services.
- Since 2011, provincial infrastructure funding per capita has declined by 64%.
- Since 2017, municipal leaders have seen an estimated \$384 million in costs and loss of operating funding downloaded onto municipal operational budgets.
- ABmunis' members have also raised concerns that the Government of Alberta has not always been forthright with Albertans when the tax burden has been transferred to municipal governments.
 - **Example:** in 2020, the province promoted that \$88 million in policing grants for municipalities had been maintained but reduced traffic fine revenue for municipalities by \$37 million that same year.

Provincial Downloading of Responsibility for Community Infrastructure

Total provincial capital funding for community infrastructure has declined by 64 per cent from:

- \$420 per capita in 2011 to only
- \$151 per capita in 2023.

Total Provincial Funding for Municipal Infrastructure: Per Capita



Notes: Provincial infrastructure funding represents the Municipal Sustainability Initiative, Water for Life, Municipal Water and Wastewater Partnership, Strategic Transportation Infrastructure Program, First Nations Water Tie-In Program, GreenTRIP, Alberta Community Resiliency Program, and the Municipal Stimulus Program. Federal funding programs that flow through the Government of Alberta are excluded. The funding spike in 2017-18 represented a one-time increase in GreenTRIP funding and the spike in 2020-21 represented the one-time Municipal Stimulus Program to help spur the economy during the first year of the COVID-19 pandemic.

Source: ABmunis' calculations using budgeted amounts reported in the Government of Alberta's annual fiscal plans with the exception of the Municipal Stimulus Program, which was an unbudgeted response during the first year of the COVID-19 pandemic. Population data is sourced from Statistics Canada table 17-10-0005-01 with the 2023 population based on Statistics Canada quarterly estimates table 17-10-0009-01.

Provincial Downloading of Operational Costs





	Year of Change	Average Estimated Cost Downloaded Per Year	Note
Municipal portion of traffic fine revenue is cut from 73.3% to 60%.	2020	\$37,000,000	1
Grants in Place of Property Taxes funding is cut by 50% over two years.	2019	\$24,500,000	2
Started billing municipalities for RCMP/police biology case work.	2020	\$5,000,000	3
Fire Services Training Grant eliminated in 2020 (reinstated in fall 2022).	2020	\$500,000	
Started charging an estimated 0.5% premium on capital infrastructure loans to municipalities instead of lending capital at the province's borrowing rate as it had previously done for decades.	2022	\$2,500,000	4
Funding for policing and FCSS was unchanged from 2017 to 2022. This forced municipal governments to pick up the bill for all inflationary increases in wages and costs.	2017-2022	\$12,500,000	5

Estimated cumulative total of operational costs downloaded onto municipalities between 2017-2022 = \$384 million



Notes: (1) Estimate per the Government of Alberta's 2019 Fiscal Plan. (2) Average annual reduction from the 2018-19 funding year when GIPOT was \$58.7 million. (3) Estimate per the Government of Alberta's 2019 Fiscal Plan. (4) ABmunis' calculations based on the assumption that annual new loans by municipal authorities through the Government of Alberta continue to be approximately \$970 million each year and involve a 20-year term. (5) ABmunis' calculations on the estimated shortfall in the former Municipal Police Assistance Grant and Police Officer Grant and Family and Community Support Services program for not being indexed to Alberta's consumer price index from 2017 to 2022.

Fortunately, the province made some changes in Budget 2023 that help offset previous years of downloading. With your help we will continue to advocate for further steps in 2024.

Municipal Sustainability Initiative (MSI) Operating funding increased from \$30 million to \$60 million.	\$30,000,000	
Family and Community Support Services funding increased from \$100 million to \$115 million.	\$15,000,000	
Policing Support Grant increased from \$89.2 million to \$98.8 million. (represents the consolidation of the former MPAG and POG grants)	\$9,600,000	
Low-income transit pass grants increased from \$9 million to \$16 million.	\$7,000,000	
Total Increase in municipal operating funding in 2023	\$61,600,000	

Share Your Story

As we work to build relationships with the newly-elected provincial leaders, we want to share the stories of how provincial downloading has impacted your municipal government in recent years.

Please complete our [survey](#).

Questions can be sent to
advocacy@abmunis.ca

Thank you

300, 8616 51 Avenue NW
Edmonton, AB T6E 6E6

abmunis.ca

hello@abmunis.ca

310-MUNI



 **Alberta
Municipalities**
Strength
In Members

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May 18, 2023

The Honourable Danielle Smith,
MLA – Brooks-Medicine Hat
Premier of Alberta

██

The Honourable Rachel Notley,
MLA – Edmonton-Strathcona
Leader of the Official Opposition

██

Dear Premier Smith and Ms. Notley,

Re: Provincial Downloading on Municipalities

On behalf of the Town of Canmore Council, I am writing to you on a matter of great importance for our community, and I suspect of great importance for all Alberta municipalities. Canmore taxpayers, like taxpayers from other municipalities, are being significantly burdened with downloading of funding obligations that should rest with the province.

According to our calculations, provincial downloading totalled over \$4,000,000 for the Town of Canmore in 2022. This represents 14.4% of the \$28,130,186 municipal tax dollars collected in 2022 or, put another way, \$1 out of every \$7 collected from Canmore property taxes went to fund amounts that we believe should have been paid by the provincial government. Attached to this letter is a table breaking down this total amount into its individual components.

What do we mean when we say provincial downloading? First, it includes those municipal expenditures that are a provincial responsibility, but there has been a change to the funding formula or no increase for inflation or program changes which result in the municipality picking up the tab for the void left by the province. This includes changes to the municipal funding formula, increased retention of traffic fines by the province, cost of fire rescue responding to medical calls in absence of an ambulance, non-indexing of FCSS programs, and much more. Second, provincial downloading includes costs of additional requirements by the province in order to be compliant. While only a small amount, this includes items like traffic reporting system updates and additional certified peace officer training. Third, it includes items paid for by the municipality due to lack of resources provided by the province. Here we are talking about management of feral animals, responding to wildlife issues, homelessness, and administering affordable housing programs amongst other things.

Impacts on Local Governments from Provincial Downloading and/or Changes

Funding Formula and/or Program Changes (includes things that are Provincial responsibility and are no longer fully covered or have not increased with inflation)						
Div/Dept	Type	Impacts	Timing of Change	Estimated Financial Impact 2021	Estimated Financial Impact 2022	Other Comments
MS/Fire	Fire Services Level impacts	Ambulance delays	2020	\$ 85,067	\$ 100,744	More Fire Services time on site due to Ambulance delays. Cost calculated using the Master Fee Schedule rates multiplied by time required for medical calls.
MS/Fire	Advanced Life Support (ALS) capable program	Kept some staff ALS capable after divesting from EMS	2009	\$ 20,000	\$ 20,000	Estimated ongoing cost captures training time, licencing and certification fees, and maintaining a supply of equipment/consumables used only by ALS providers
MS/PS	Traffic Fine Revenue	Increase provincial portion	2020	\$ 250,000	\$ 250,000	No consultation, fine retention went to 50%
MS/PS	RCMP / Policing Biology Casework	Annual costs for municipalities	2020	\$ 5,000	\$ 3,500	No control over amounts - Tracking and reporting
MS/PS	RCMP Payback 2017 onwards	Unionization labor costs passed back	2021	N/A	\$ 521,000	Federal Budget 2023 billed these costs to Municipalities in 2023. Canmore's bill was for \$521k. To date the Province has offered no funding support to date
MS/PS	Policing	Provincial Police Force	TBD	none	none	Potential move from RCMP to Provincial Force
MS/CSD	Changes to victim services	Local service will change to regional zone (4 for the whole province) or municipalities can apply to take on the program locally	2023 or 2024	none	none	Potentially lose funding for victims of trauma and non-violent crimes. Bow Valley municipalities may be asked to provide additional grant funding to Bow Valley Victim services society or add the community service to CSD. Financial impact will not begin until April 1, 2024.
MS/FRN	Cancellation of Parent Link	Replaced with FRN which gets less funding but has more delivery requirements	2020	\$ 56,500	\$ 110,000	Some programs cancelled completely. FRN grant is \$125,000 less than Parent Link grant (the result is a reduction in services). In 2022, Town reclassified the Supervisor position and Family Support Worker position to better reflect role and responsibilities.
MS/ FCSS & FRN	No indexing of FCSS or FRN programs	Staff salary top-ups (no indexing of funding) and corporate supports (IT, HR, MCO, Finance, etc)	FCSS no funding increase since 2015 and FRN three years of static funding 2020-2023	\$ 150,000	\$ 175,000	Funding does not increase with cost of living or Town's salary grid. To keep service delivery levels and staff on salary grid, municipality must top up wages.
MS/ CSD & Rec	Childcare	Child care subsidy ended in 2020 which in turn increased its cost. This had a significant impact on community affordability. Subsidy was reinstated in 2022; the new provincial subsidy only supports full-time childcare, parents who require part-time childcare are accessing full-time spaces, which reduces the already limited childcare spaces available. FCC has piloted interim childcare during the summer to support parents who cannot access childcare. In addition, Recreation supports summer camp programs and after school programs to provide additional childcare options. In 2022, the province also announced funding for additional childcare spaces, to access this funding the province requires a community assessment, which CSD is currently completing.	2020	\$ 15,000	\$ 25,000	Province of Alberta released new funding for childcare but childcare centre's struggle with space and staffing. FCC is supporting parents with navigating childcare (approximate time spent is 1 day per week). In addition in 2022, a childcare assessment was completed to understand childcare needs and support centres with funding requests.

Fwd: Tell us how provincial downloading has impacted your municipal government

[Redacted]

[Redacted]

Get [Outlook for Android](#)

[Redacted]

Subject: Tell us how provincial downloading has impacted your municipal government

Dear Mayors, Councillors, and CAOs:

Over the last decade, member municipalities have raised concerns about the extent that the Government of Alberta has reduced funding and downloaded costs onto municipal governments. ABmunis has continually raised these concerns with provincial leaders but until this year, the Government of Alberta has shown limited interest in reversing any of those decisions.

With a newly elected government now in place, there is an opportunity to educate provincial ministers and new MLAs to reinforce how provincial decisions impact municipal governments and residents at the local level. To help us demonstrate the impact of provincial downloading on your municipality, we ask that you share your story through this [short survey](#). The information you share will be used in our advocacy to support you and all member municipalities.

To help inform your response, please see the attached backgrounder document or [watch this short video](#). You can also read the attached May 2023 letter from the Town of Canmore to the leaders of Alberta's major political parties that details the costs of provincial downloading on their community. You may use ABmunis backgrounder document to inform your conversations with your local MLA and provincial ministers.

More than one representative of your municipality may complete the survey. **The [survey](#) will close on October 20, 2023.** If you have questions or would like to provide us with supporting materials, please email

[Redacted]

Thank you,

Cathy Heron | President

E: president@abmunis.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

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.

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	October 12, 2023
Title:	CAO Vacation
Agenda Item Number:	6b.

BACKGROUND

I have a vacation planned for March 7-21, 2024

Days off work would be:

Thursday March 7

Monday March 11

Tuesday March 12

Wednesday March 13

Thursday March 14

Monday March 18

Tuesday March 19

Wednesday March 20

Thursday March 21

I will also need Monday November 20, 2023 off for a medical appointment

RECOMMENDATION:

1. Motion to approve the CAO take Thursdays off on March 7 – 21, 2024 and November 20, 2023
2. Motion to accept as information at this time

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	October 12, 2023
Title:	Hall Garbage Collection
Agenda Item Number:	6c.

BACKGROUND

It has been requested for Council to discuss this issue and provide written confirmation of what is included with the garbage fee the Hussar and District Hall Maintenance Society pay for the Hussar Hall.

They are looking to have the policy amended to indicate no limit for the bags and that cardboard will also be taken.

They will posting instructions in the hall advising people to make sure their garbage bags are securely tied and absolutely no loose garbage is to be placed in the garbage bin.

At this time I have confirmed with Public Work that they have been picking up the garbage from the hall and they do not worry about the quantity there. They also pickup carboard if it is broken down and placed behind the bin.

RECOMMENDATION:

1. Motion to _____
2. Accept as information at this time

Hussar Community Hall Garbage

[REDACTED]

Good Morning Liz and Village Council;

I know [REDACTED] has verbally talked to both yourself and Les regarding the garbage pickup at the Hussar Community Hall, but we thought it best to write a letter as well

Would it be possible for Council to discuss this issue and provide written confirmation of what is included with the garbage fee the Hussar and District Hall Maintenance Society pay for the Hussar Hall?

We have limited usage of the hall, however when there is a function, there can be quite a few bags. One week there will numerous bags and next week none or very few We are posting instructions in the hall advising people to make sure their garbage bags are securely tied and absolutely no loose garbage is to be placed in the garbage bin

So our first question is in regards to the garbage pickup **Will all garbage bags be picked up?**

Our second question is in regards to cardboard **If we try to ensure that people break down the boxes and place them behind the garbage bin, will the Village pick them up?**

The alternative is for people to bag all cardboard and put in the garbage bin. The downside to that there will be more bags and it isn't a very environmentally sound practice It isn't practical to expect renters to haul the boxes directly to the dump as the dump is not normally open when functions are on at the hall.

Please discuss this at your next Council meeting and let us know.

Thanks.

[REDACTED]

Hussar and District Hall Maintenance Society

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	October 12, 2023
Title:	Ratify – Change order for Capital Project cold mix filling at post office entrance.
Agenda Item Number:	6d.

BACKGROUND

The gravel section of road in front of the bank/post office was replaced with gravel and is quickly washing away. CIMA and Brooks Asphalt said that it is not in the contract to replace the Asphalt but that they could add gravel. The alternative was to do the cold mix in this section to prevent the gravel from wearing away and becoming the big dip that is already there.

The quote was for \$695. It would not have been within the original quote from CIMA and would be considered a change order so it is here to be ratified.

RECOMMENDATION:

1. Motion to ratify the decision to approve the change order for the addition of cold mix in front of the sidewalk entrance to the post office/bank parking lot.



September 19, 2023

Town of Hussar
PO Box 100
Hussar AB T0J 1S0

Attn: Liz Santerre – Chief Administrative Officer
Phone: 403-787-3766
Email: office@villageofhussar.ca

Re: Cold Mix Transition Near Store

Please find the following quote for the above noted project as requested, this quote includes men, equipment, and materials to complete the following work:

Prepare area, supply and place cold mix asphalt to transition area near Store, as discussed on site
\$695.00 Lump Sum

Notes:

- Price does not include G.S.T.
- Price is valid for 30 days.
- Price based on frost free conditions.
- Price does not include landscaping.

If you have any questions or concerns, please feel free to contact me at (403) 376-8467.

Thank you for the opportunity to provide you with pricing.

Sincerely,



Brooks Asphalt & Aggregate Ltd.



*EXCAVATORS *BACKHOES *BOBCATS *WATER & SEWER

*GRADING & COMPACTION * GRAVELING *SEALERS *ASPHALT PAVING



Village of Hussar
Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: October 12, 2023
Title: Fortis Franchise Fee for 2024
Agenda Item Number: 6e.

BACKGROUND

RE: Request Confirmation of Electric Distribution Franchise Fee for 2024

Please see the important information letter attached regarding the 2024 Franchise Agreement Fee Calculators and Confirmation of Information (Critical Information).

As part of your Electrical Distribution System Franchise Agreement with Fortis Alberta you have the annual ability to either **increase, decrease or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2024.

1. **Review** the attached letter, Franchise Fee Calculator, and present the recommendations to Council.
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.** (Please use the sample advertisement that is attached).
3. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20%.**
4. **By November 1st, 2023,** please **email** clear copies of the following documentation to [REDACTED]

RECOMMENDATION:

1. Motion that 2023 electrical franchise fees remain at the 2023 level of 12.5%.
2. Motion that 2023 electrical franchise fees are decreased to ____%.
3. Motion that 2023 electrical franchise fees increase to ____%.

Municipal Code	Municipality	Rate Category	2023 transmission anuary to une Actuals	2023 Distribution anuary to une Actuals	2023 Franchise Fee Revenue anuary to une Actuals	12 Months transmission (ES IMA ED)	12 Months Distribution (ES IMA ED)	12 Months Franchise Fee (ES IMA ED)	2024 Estimated transmission Revenue Change	2024 Estimated FortisAlberta Distribution Revenue Change	2024 transmission Including Estimated Rate Change (ES IMA ED)	2024 Distribution (FortisAlberta) Including Estimated Rate Change (ES IMA ED)	2024 D& Including Estimated Rate Changes (ES IMA ED)	2024 Franchise Fee Revenue at the ES IMA ED Franchise Fee Percentage (ES IMA ED)
03-015	Husar	11 - Residential Service	\$ 15,010.70	\$ 23,15.82	\$,803.67	\$ 30,021	\$ 6,832	\$ 9,607	-3.71%	-3.71%	\$ 31,135	\$ 8,569.09	\$ 79,70	\$ -
03-015	Husar	31 - Street Lights	\$ 279.73	\$ 7,16.60	\$ 1,022.67	\$ 559	\$ 1,833	\$ 2,066	-3.71%	-3.71%	\$ 580	\$ 15,383.61	\$ 15,06	\$ -
03-015	Husar	38 - Yard Lighting Service	\$ 16.75	\$ 290.98	\$ 36.7	\$ 3	\$ 582	\$ 77	-3.71%	-3.71%	\$ 35	\$ 603.55	\$ 638	\$ -
03-015	Husar	1 - Small General Service	\$ 21,278.50	\$ 29,127.5	\$ 6,300.89	\$ 2,557	\$ 58,255	\$ 12,602	-3.71%	-3.71%	\$ -136	\$ 60,16.16	\$ 10,552	\$ -
03-015	Husar	81 - General Service	\$ 17,56.03	\$ 8,317.05	\$ 3,235.16	\$ 35,128	\$ 16.63	\$ 6,70	-3.71%	-3.71%	\$ 36,31	\$ 17,251.23	\$ 53,683	\$ -
			\$ 54,150	\$ 88,568	\$ 15,401	\$ 108,299	\$ 137,136	\$ 30,802			\$ 112,317	\$ 142,223.54	\$ 254,541	\$ -

2023 Current Franchise Fee	12.50%
Franchise Fee Cap	20%
2023 Estimated Revenue	\$ 30,802
2024 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$ 31,818
Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2024 Estimated Franchise Percentage	
2024 Estimated Franchise Fee Revenue if your Percentage is changed	\$ -
Difference in Franchise Fees Collected from 2023 to 2024 with Estimated D&T Rate Changes.	\$ (30,802)

FortisAlberta Franchise Fee Documents/Changes - Hussar



📎 5 attachment (811 KB)

FortisAlberta Municipal Franchise Letter.pdf; 2023-2024 Franchise Calculator - Hussar.xlsx; Franchise Fee Advisement Template.docx; Municipal Franchise Fees (July 2023).pdf; Franchise Fee Advisement Notification - Please Return via Email by November 1.doc;


Good morning:

RE: Request Confirmation of Electric Distribution Franchise Fee for 2024


Please see the important information letter attached regarding the 2024 Franchise Agreement Fee Calculators and Confirmation of Information (Critical Information).

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the annual ability to either **increase, decrease or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2024.

1. **Review** the attached letter, Franchise Fee Calculator, and present the recommendations to Council.
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.** (Please use the sample advertisement that is attached).
3. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20%.**
4. **By November 1st, 2023,** please **email** clear copies of the following documentation to 

INCLUDE:

- Copies of **both** advertisements
 - **Publication dates** for both advertisements.
 - Name & location of newspaper
- 5 Any late, inaccurate or incomplete responses may be subject to late Alberta Utilities Commission (AUC) approvals, which may cause your new franchise fee to be in **effect April 1, 2024.**
 6. If Council decides to keep the current franchise fee you do not have to advertise, however, please notify us via email of this decision 

TIPS FOR USING THE FRANCHISE CALCULATOR

Attached you will find the FortisAlberta Franchise Calculator specific to your municipality. The spreadsheet is intended to assist in determining the **estimated** revenue forecast from your Franchise Fee

- On the first tab **Financial Impacts**, you can change the Franchise Fee percentage (**yellow cell**). By changing this **cell**, the spreadsheet will automatically update to reflect your estimated revenue for 2024.



Franchise Fee Calculator Changes: Yellow area is to calculate different franchise fee.	
2024 Proposed Franchise Percentage	

- On the second tab Residential Bill Impacts, you can **view the impact to an Average Residential Bill Impact on the second tab by changing cell F21 & F39. (You will need this information for your advertisement if you are changing your current fee)**
- **On the third tab** January 2021 to June 2023 you can see how much revenue your municipality has collected over the last two and a half years.

If you have any questions or concerns, please contact your Stakeholder Relations Manager.

Thank you,



We lead by example, innovate with purpose, and champion sustainable change so we can power the future Albertans deserve, together.

September 26, 2023

RE: 2024 Franchise Fee Calculator, Confirmation of Franchise Fee, Microgeneration Update

FortisAlberta is writing to you to share some important information about the 2024 Franchise Fee Calculator as well as an update on franchise fees and microgeneration.

2024 Franchise Fee Calculator

FortisAlberta is currently preparing for the annual franchise fee changes and is updating the calculator used by the municipalities to forecast franchise fee revenue in 2024.

In early September, FortisAlberta filed its annual rates application as required by the Alberta Utilities Commission (AUC). However, the AUC has not yet issued a decision on the *Third Generation Performance-Based Regulation* plan that will cover the 2024-2028 period or the *Cost-of-Capital Parameters in 2024 and Beyond*, that will determine the 2024 rates. The AUC is expected to issue these decisions by the end of September.

Once these decisions are issued, FortisAlberta would then incorporate the directions from these decisions, or any other relevant decisions and apply for its 2024 distribution rates as and when directed by the AUC, potentially towards the end of October. In addition, actual transmission rates primarily depend on the transmission rates filed by the Alberta Electric System Operator (AESO), which are then approved by the AUC. As of the date of this letter, the AESO has not applied for the 2024 transmission rates.

Typically, rate information for the coming year is known by early September. FortisAlberta recognizes this delayed timeline for 2024 rates will be a challenge for municipalities as they prepare their budgets and set their franchise fees for 2024. To allow the municipalities to start budgeting for 2024, FortisAlberta has created the franchise fee calculator with an assumption that both transmission and distribution rates would increase by 3.71 per cent.

Currently, inflation in 2024 is expected to be somewhat lower than in 2023, and therefore, FortisAlberta considers that assuming a rate increase of 3.71 per cent is reasonable on balance. However, any actual rate change for 2024 could be materially different than this estimated increase of 3.71 per cent. FortisAlberta also estimates electricity consumption and the franchise fee amount paid by customers within each municipality. While this estimate is more robust, actual consumption could be somewhat different.

Request - Confirmation of Franchise Fee

Reviewing the process for 2024 franchise fee changes, FortisAlberta requests all municipalities to confirm via email that they have received this information and if they plan any increase/decrease or plan to keep the current franchise fee percentage. Please confirm your franchise information that is included in the calculator, specifically the franchise fee percentage and respond to

[REDACTED] to confirm any increase/decrease or no change. Additionally, we have included a table showing municipalities and their current franchise fee percentage. This information will help you understand what other communities are charging and confirms of your current franchise fee percentage.

Media Coverage on Franchise Fees

Recently in the media there have been reports of high Regulated Rate Option (RRO) rates where some Distribution Facility Owners (DFO) charge Franchise Fees on these Retailer costs. FortisAlberta only charges Franchise Fees on Transmission and Distribution tariff costs and excludes all rate riders and Retailer costs.

Microgeneration Update

In case you are asked by constituents about our microgeneration connection process and why it is taking longer to connect these installations, we wanted to provide you with some context. During the last three years, FortisAlberta microgeneration connections have doubled. For 2023, we estimated that more than 1,600 connections will take place in our service area alone. We have added additional staff to meet the demand as FortisAlberta has the busiest service area for microgeneration in Canada. Additionally, one in three applications are not complete when it is submitted resulting in additional work. We are working closely with customers to ensure their preparedness and continue to identify and execute efficiencies to streamline the process.

If you have additional questions or concerns specific to microgeneration, franchise fees or questions in general please contact your Stakeholder Relations Manager.

Sincerely,



[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	16%	2023/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	16%	2023/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	5%	2022/04/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	16%	2023/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	9%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.13%	2022/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	7%	2018/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	15%	2023/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	15%	2021/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.91%	2023/01/01	02-0215	Mayerthorpe	12%	2023/04/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	15%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10%	2022/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	17%	2023/03/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	15.3%	2023/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	15.50%	2023/01/01	02-0311	Taber	18%	2020/07/01
04-0273	Ross Haven	0%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
03-0276	Ryley	3%	2016/01/01	02-0318	Tofield	5%	2015/01/01
04-0279	Seba Beach	4%	2014/01/01	04-0324	Val Quentin	0%	2016/01/01
02-0280	Sedgewick	10%	2023/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0331	Viking	8%	2013/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0333	Vulcan	20%	2013/10/01
04-0288	South View	3%	2019/01/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	11%	2020/04/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	0%	2015/01/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	5%	2021/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	0%	2018/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	14.75%	2022/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	17.0%	2023/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	3.91%	2023/01/01
02-0307	Sundre	10%	2020/01/01	04-0354	Yellowstone	3%	2016/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	18%	2023/01/01				

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	October 12, 2023
Title:	Registration for ERP Webinar
Agenda Item Number:	6f.

BACKGROUND

Link and background for enrolling in the ERP webinar

On October 5th, the **Alberta Recycling Management Authority (ARMA)** and **Alberta Municipalities** are hosting a free webinar on EPR Municipal Registration.

Key Topics:

- Extended Producer Responsibility (EPR) coming to Alberta
- How we arrived at this point
- How it will save municipalities money
- How your community can participate
- The decisions you need to make
- Potential impact on municipalities
- An opportunity to have your questions answered

Details:

Date: October 5th

Time: 1:00 pm - 2:30 pm

Registration Link: <https://www.abmunis.ca/events/registering-epr-why-you-should-how-you-can>

Speakers: Gabrielle Betts, Executive Director for EPR with the Alberta Recycling Management Authority

RECOMMENDATION:

1. Motion to _____

**Drumheller and District Solid Waste Management Association
Regular Meeting
REQUEST FOR DECISION**

SUBJECT: <i>Extended Producer Responsibility (EPR) Regulation Registration</i>	
PRESENTED BY: Sonya Adams, Landfill Manager	MEETING DATE: August 17, 2023
ATTACHMENTS: 1. Order in Council O.C. 346/2022	

SUMMARY:

In the fall of 2023, registration as a producer, processor or collector with the EPR begins. Currently, the Drumheller and District Regional Landfill (DDRL) operates as a processor and collector (minimally).

At this time, it is unclear as to how the DDSWMA will be impacted by these upcoming changes to the recycling industry. We do know that registering as a collector and/or processor will provide the DDSWMA with the ability to negotiate with the producers on how we would like to participate with residential recycling in the immediate future.

FINANCIAL IMPACT:


None

RECOMMENDATION:

The DDSWMA Board approves registration with the Alberta EPR as a processor and collector.

POTENTIAL MOTIONS:

- A. The DDSWMA Board moves to approve Administration to register with the Alberta EPR as a processor and collector.
- B. The DDSWMA Board moves to _____.



Alberta's Extended Producer Responsibility Regulation

Information on registration

Introduction

Alberta's Extended Producer Responsibility (EPR) Regulation came into force on November 30, 2022. It requires obligated producers to have systems in place for single-use products, packaging and paper products (PPP) and hazardous and special products (HSP) by April 1, 2025.

This fact sheet provides information on registration as it relates to the EPR Regulation.

Registration

Obligated producers are required to register with the Alberta Recycling Management Authority (ARMA) in accordance with the EPR Regulation. More information on determining who is an obligated producer can be found in fact sheets on Alberta.ca.

The ARMA will establish a registration system in accordance with its bylaws to fulfill its oversight role. It is anticipated the registration process will begin in fall 2023. The ARMA will provide details to stakeholders on the registration process as they are determined.

Voluntary participation via registration

The following parties can opt-in to the EPR system by registering with the ARMA if they wish to have a role in Alberta's EPR systems, but they are not obligated by regulation to do so:

- Community authorities (including municipalities, First Nations Reserves, Métis Settlements, municipal corporations and regional waste service commissions) wanting service provided by producers for PPP and/or HSP.
- Processing facilities wanting to process designated materials.
- Producer responsibility organizations wanting to act on behalf of one or more registered producers.

Confidentiality of information

Any information collected by the ARMA must adhere to *Freedom of Information and Protection of Privacy Act*. The ARMA will create and uphold an Access and Privacy Code, which will encompass, at the very least, safeguarding all confidential data, including personal and commercially valuable information (including any commercially sensitive information and data that relates to the producer's supply of, or management of, a designated material).

Community authority registration

Community authorities (including municipalities, First Nations Reserves, Métis Settlements, municipal corporations and regional waste service commissions) that want their community to participate in the EPR system (i.e. transitioning from their current municipally-run programs to producer-operated EPR systems) must register with the ARMA to receive service. Communities that do not wish to participate in the EPR system (for either or both PPP or HSP) can continue providing these services at their own expense and are not required by regulation to register with the ARMA.

A community authority can choose to register at any point (initially or once the system is fully operational). Delaying registration beyond the initial time of registration may result in a longer transition timeline for that community authority. Details on timing for delayed registration will be determined through the ARMA's bylaws and policies.

Obligated producers are not obligated to collect materials within community authorities that have not registered. There is also no fee associated with registration as a community authority. The ARMA will provide details to all stakeholders on the registration process as they are determined, following approval of the bylaws.

Processing facility registration

A processing facility includes any facility involved in the management chain from collection to the point in which it will count towards the regulated material management requirements. Only material processed at registered processing facilities counts towards the regulated material management requirements.

Registration for EPR does not replace or duplicate any processes required by the Government of Alberta, such as licensing or authorizations under the Activities Designation Regulation (AR 276/2003). EPR registration is separate and will be handled by the ARMA. Processing facilities (such as storage, sorting, recycling or treatment sites) will be able to register with the ARMA once the registration system is operational.

Producer responsibility organization registration

Obligated producers can join a Producer Responsibility Organization (PRO) to collectively fulfill financial and operational requirements. Producers are not required to join a PRO, and more than one PRO can exist in Alberta.

A PRO must be not-for-profit and must be unaffiliated with waste management services to register with the ARMA. Upon registering, a PRO can fulfill certain obligations on behalf of member producers registered with the ARMA. The following are examples of what PROs can include as part of their activities:

- Collect designated material using a common collection system.
- Submit verification to the ARMA by April 1, 2024, to meet obligations to collect and manage designated materials using a common collection system or an alternative collection system.

The full range of activities that can be carried out by a PRO on behalf of producers can be found under common collections and material management requirements sub-sections in the EPR Regulation.

Availability of registration information

The registration system is meant to provide the ARMA with the information necessary to fulfill its oversight role. Producers should now be starting to have conversations with prospective PROs and communities to determine what is currently being delivered regarding the existing PPP and HSP collection programs.

Contact

If you have any questions and/or would like to be added to Alberta government's EPR stakeholder distribution list, please email ████████████████████

ARMA and ABmunis EPR Webinar: Oct 5

On October 5th, the [Alberta Recycling Management Authority \(ARMA\)](#) and [Alberta Municipalities](#) are hosting a free webinar on EPR Municipal Registration.

Key Topics:

- Extended Producer Responsibility (EPR) coming to Alberta
- How we arrived at this point
- How it will save municipalities money
- How your community can participate
- The decisions you need to make
- Potential impact on municipalities
- An opportunity to have your questions answered

Details:

- **Date:** October 5th
- **Time:** 1:00 pm - 2:30 pm
- **Registration Link:** <https://www.abmunis.ca/events/registering-epr-why-you-should-how-you-can>
- **Speakers:** Gabrielle Betts, Executive Director for EPR with the Alberta Recycling Management Authority

Who should attend?

This virtual engagement is open to municipal staff working in solid waste and recycling. Attendance is limited to individuals elected to or employed by municipalities that are Regular Members of ABmunis.

Materials:

A copy of the presentation will be shared with members after the event.

Key Background:

In November 2022, the Government of Alberta passed regulations to reduce the financial burden of recycling on municipalities by shifting the physical and financial responsibility of collecting, processing, and recycling materials from municipalities to producers.

Your community will have choices to make:

For your community to be eligible for EPR, it must indicate its interest to ARMA by registering with ARMA. This involves answering a questionnaire about your municipality's current recycling and HHW program on ARMA's website. Registering does not commit your community to EPR; it simply means that your community remains eligible to make choices.

Newsflash sent on behalf of ABmunis and ARMA

You are subscribed to receive RCA Member communications. Should you not wish to receive any further Newsflashes, please contact us via email to update your subscription preferences.
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VILLAGE OF HUSSAR
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185
DATE September 30, 2023

STATEMENT BALANCE 271,352.77

ADD: OUTSTANDING DEPOSITS
Deposited in Oct 2,915.36

2,915.36

LESS: OUTSTANDING CHEQUES

9264 Canada Revenue Agency	2,847.86	-
9268 Canada Revenue Agency	2,725.97	-
		-
9275 CIMA Canada Inc	30,889.38	-
9276 Gleichen Standard Transport	257.17	-
		-
9278 Sunset Memorial	576.21	-
9279 Telus Communications	122.48	-
9280 Telus	43.00	-
9281 Wheatland County	840.23	-
	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
		- 45,536.47

OUTSTANDING TRANSFERS
Someone paid 50 cent cash balance was .49 found a- 0.01

- 0.01

RECONCILED BALANCE	228,731.65	
GL BALANCE (3000012700)	228,731.65	
Variance		<hr style="width: 100%;"/> -

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800)	STATEMENT	3,218.00
Community Account (Rate .05)	GL BALANCE	<hr style="width: 100%;"/> 3,218.00
	Variance	-

Cemetery Perpetual Account 10189009 (3000012900)	STATEMENT	
Community Account (Rate .05)	GL BALANCE	18,871.69
	Variance	<hr style="width: 100%;"/> - 18,871.69

Cemetery Common Share Account 10499317 (3000013000)	STATEMENT	
---	-----------	--

Common Share	GL BALANCE	<u>27.63</u>
	Variance	- 27.63
Mayors Memorial Trust Term Account 723112380412 (3000013400) 6 plus 6 Term (Fixed 1.45% Maturity Date - July 21, 2023)	STATEMENT	1,257.98
	GL BALANCE	<u>1,213.36</u>
	Variance	44.62
Cemetery Reserve 722821002853 (3000013500) High Interest Savings (Rate .35)	STATEMENT	
	GL BALANCE	<u>10,654.06</u>
	Variance	- 10,654.06
FGTF Grant Term Account 723112220006 (3000013700) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT	-
	GL BALANCE	<u>-</u>
	Variance	-
Common Share 10497733 (3000030000) Common Share	STATEMENT	2,708.32
	GL BALANCE	<u>2,708.32</u>
	Variance	-
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT	274,458.28
	GL BALANCE	<u>274,463.28</u>
	Variance	- 5.00
Walking Trail Trust Term Account 15137870 (3000032220) 6 Month Term (Fixed .15% Maturity Date - Sept 5, 2022)	STATEMENT	1,128.46
	GL BALANCE	<u>1,128.46</u>
	Variance	-
MSI Capital Term Account 15137904 (3000032400) 12 Month Term (Fixed .65% Maturity Date - March 5, 2023)	STATEMENT	-
	GL BALANCE	<u>-</u>
	Variance	-
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT	10,168.97
	GL BALANCE	<u>10,168.97</u>
	Variance	-
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT	927.93
	GL BALANCE	<u>927.93</u>
	Variance	-
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT	2,185.89
	GL BALANCE	<u>2,185.89</u>
	Variance	-
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT	1,751.76
	GL BALANCE	<u>1,751.76</u>
	Variance	-

Village Reserves Term Account 723112219933 (3000031000)
12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)

STATEMENT	-
GL BALANCE	-
Variance	-

Village of Hussar
List of Accounts for Approval
Batch: 2023-00101 to 2023-00113

Bank Code: AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
9253	2023-09-06	Wild Rose Assessment Service	498.75
9254	2023-09-06	Quality Supply	79.36
9255	2023-09-06	ClearTech Industries Inc	1,034.71
9256	2023-09-06	Brooks Asphalt & Aggregate	347,512.76
9257	2023-09-06	AMSC Insurance Services Ltd.	1,131.45
9258	2023-09-06	Almor Testing Services Ltd	11,038.91
█	█	█	█
9260	2023-09-14	JG Water Services	4,233.39
9261	2023-09-14	Jepson Petroleum Ltd.	802.74
9262	2023-09-14	EPCOR Utilities Inc.	5,527.66
9263	2023-09-14	Armstrong Auto Service	98.32
9264	2023-09-18	Canada Revenue Agency	2,847.86
9265	2023-09-18	Direct Energy	197.52
9266	2023-09-18	Hussar Rural Fire Association	8,150.00
9267	2023-09-18	Sunset Memorial & Stone Ltd.	644.70
9268	2023-09-18	Canada Revenue Agency	2,725.97
9269	2023-09-18	Hussar Rural Fire Association	1,000.00
█	█	█	█
█	█	█	█
█	█	█	█
█	█	█	█
█	█	█	█
9275	2023-09-27	CIMA Canada Inc.	30,889.38
9276	2023-09-27	Gleichen Standard Transport	257.17
█	█	█	█

Village of Hussar
List of Accounts for Approval
Batch: 2023-00101 to 2023-00113

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
9278	2023-09-27	Sunset Memorial & Stone Ltd.	576.21
9279	2023-09-27	Telus Communications Inc.	122.48
9280	2023-09-27	Telus	43.00
9281	2023-09-27	Wheatland County	840.23
Total Computer Cheque:			<u>420,528.56</u>

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Payment Amount
1	2023-09-14	Connect First Credit Union Ltd.	15.00
3	2023-09-14	Government Of Alberta	10,321.88
Total Automatic Withdrawal:			<u>10,336.88</u>

Total AP: 430,865.44

Certified Correct This October 5, 2023

Reeve

Administrator

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
REVENUES						
TAXES						
1000011000 - Municipal Property Taxes			172,041.93	175,770.18	(3,728.25)	2.1-
1000011200 - Alberta School Foundation Taxes			40,808.60	40,808.73	(0.13)	
1000011300 - Wheatland Lodge Taxes			1,540.57	1,541.00	(0.43)	
1000011400 - DI Property Tax Requisition			30.81	30.81		
Total TAXES:			214,421.91	218,150.72	(3,728.81)	1.7-
REVENUE FROM OWN SOURCE						
1000051000 - Property Tax Penalty			2,046.89	10,000.00	(7,953.11)	79.5-
1000054000 - ATCO Gas Franchise Fee		735.53	17,087.78	21,000.00	(3,912.22)	18.6-
1000055000 - Return On Investments		9.94	9,154.50	1,000.00	8,154.50	815.5
Total REVENUE FROM OWN SOURCE:		745.47	28,289.17	32,000.00	(3,710.83)	11.6-
ADMINISTRATION REVENUE						
1120041000 - General Services & Supplies		268.97	1,275.97	800.00	475.97	59.5
1120041100 - Insurance/Lions/Sen/Lib/Ag.Soc.		1,329.71	(179.97)		(179.97)	
1120056000 - Rentals/ Lease Revenue		250.00	3,140.00	3,200.00	(60.00)	1.9-
1120084000 - Provincial Operating Grant		48,406.00	48,406.00	48,406.00		
Total ADMINISTRATION REVENUE:		50,254.68	52,642.00	52,406.00	236.00	0.5
RCMP & BYLAW SERVICES						
1260051000 - Animal Licenses		50.00	630.00	600.00	30.00	5.0
1260051500 - Provincial Fines Distribution				160.00	(160.00)	100.0-
Total RCMP & BYLAW SERVICES:		50.00	630.00	760.00	(130.00)	17.1-
PUBLIC WORKS						
1310041000 - PW Services/Supplies				1,000.00	(1,000.00)	100.0-
Total PUBLIC WORKS:				1,000.00	(1,000.00)	100.0-
ROADS & STREET LIGHTS						
1320054000 - Fortis Franchise		2,203.96	26,174.78	31,000.00	(4,825.22)	15.6-
Total ROADS & STREET LIGHTS:		2,203.96	26,174.78	31,000.00	(4,825.22)	15.6-
WATER SUPPLY/DISTRIBUTION						
1410040000 - Water Billing		5,029.72	66,554.30	79,516.00	(12,961.70)	16.3-
1410041000 - Water Services/Supplies				100.00	(100.00)	100.0-
1410051000 - Water Penalty		159.87	1,095.92	1,050.00	45.92	4.4
Total WATER SUPPLY/DISTRIBUTION:		5,189.59	67,650.22	80,666.00	(13,015.78)	16.1-
SANITARY SEWAGE SERVICE						
1420040000 - Sewer Billing		1,183.46	23,677.62	29,664.00	(5,986.38)	20.2-
1420051000 - Sewer Penalty		67.80	666.79	1,000.00	(333.21)	33.3-
Total SANITARY SEWAGE SERVICE:		1,251.26	24,344.41	30,664.00	(6,319.59)	20.6-
SOLID WASTE						

Report Date
2023-10-10 3:45 PM

Village of Hussar
Budgetary Control
For the Period 2023-01-01 - 2023-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1430040000 - Garbage Collection Billing		1,897.14	25,545.54	31,512.00	(5,966.46)	18.9-
1430051000 - Garbage Collection Penalty		65.79	503.97	500.00	3.97	0.8
Total SOLID WASTE:		1,962.93	26,049.51	32,012.00	(5,962.49)	18.6-
CEMETERY						
1560041000 - Cemetery Revenue		600.00	4,438.10	2,000.00	2,438.10	121.9
1560055000 - Cemetery Interest		378.14	978.31	5.00	973.31	####.#
1560059000 - Cemetery Donations			558.00	1,000.00	(442.00)	44.2-
Total CEMETERY:		978.14	5,974.41	3,005.00	2,969.41	98.8
PLANNING & DEVELOPMENT						
1610041000 - Development Permits		50.00	655.00	650.00	5.00	0.8
1610084000 - Provincial Grant			20,327.48		20,327.48	
Total PLANNING & DEVELOPMENT:		50.00	20,982.48	650.00	20,332.48	3128.1
PARKS & RECREATION						
1720041000 - Campground Revenue		85.00	3,878.10	4,000.00	(121.90)	3.1-
1720056500 - Fish & Game Club Lease			500.00	500.00		
1720081000 - Grants from Others		(501.15)	(24,167.74)	1,800.00	(25,967.74)	1442.7-
Total PARKS & RECREATION:		(416.15)	(19,789.64)	6,300.00	(26,089.64)	414.1-
Total REVENUES:		62,269.88	447,369.25	488,613.72	(41,244.47)	8.4-
ASSETS						
Revenue Totals:		62,269.88	447,369.25	488,613.72	(41,244.47)	8.4-
EXPENDITURES						
2000076000 - Alberta School Foundation Requisition		10,321.88	30,965.64	40,808.73	9,843.09	24.1
2000076200 - DI Property Assessment				30.81	30.81	100.0
2000076500 - Wheatland Lodge Requisition			1,541.00	1,541.00		
2000076600 - Royal Canadian Mounted Police Requisitio			6,410.00	6,410.00		
COUNCIL & OTHER LEGISLATIVE						
2110013000 - Council EI Premiums		147.27	446.62	950.00	503.38	53.0
2110014000 - Council Training				1,300.00	1,300.00	100.0
2110015000 - Council Honorarium/Per Diem		3,350.00	10,125.00	14,500.00	4,375.00	30.2
2110021000 - Council Mileage & Expenses		557.60	1,796.56	3,500.00	1,703.44	48.7
2110051500 - Donations/Gifts			380.00	1,000.00	620.00	62.0
Total COUNCIL & OTHER LEGISLATIVE:		4,054.87	12,748.18	21,250.00	8,501.82	40.0
GENERAL ADMINISTRATION						
2120011000 - Admin Salaries & Wages			3,708.33	43,500.00	10,458.35	24.0
2120011500 - Contracted Casual Labour	137.50		4,250.00	4,800.00	550.00	11.5

Report Date
2023-10-10 3:45 PM

Village of Hussar
Budgetary Control
For the Period 2023-01-01 - 2023-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2120012000 - AMSC Benefits Employer Contribution		424.65	3,397.20	4,672.00	1,274.80	27.3
2120012500 - LAPP Employer Contribution				750.00	750.00	100.0
2120013000 - Admin CPP/EI Contributions		288.12	2,565.47	3,700.00	1,134.53	30.7
2120014000 - Administration Training			505.44	2,500.00	1,994.56	79.8
2120021000 - Admin Mileage & Expenses		58.48	437.92	2,500.00	2,062.08	82.5
2120021500 - Postage/Courier/Freight		222.01	1,223.15	1,500.00	276.85	18.5
2120022000 - Advertising				1,000.00	1,000.00	100.0
2120022500 - Memberships			1,490.23	1,800.00	309.77	17.2
2120023000 - Accounting/Audit expense			14,500.00	14,500.00		
2120023500 - Legal Fees			170.00	1,000.00	830.00	83.0
2120024000 - Assessment Services	475.00	475.00	4,725.01	5,700.00	974.99	17.1
2120024500 - IT Services/Website	150.00	15.60	3,731.48	5,000.00	1,268.52	25.4
2120027000 - Insurance Premiums			7,003.82	7,732.00	728.18	9.4
2120051000 - Office Supplies & Services		40.98	3,205.45	6,000.00	2,794.55	46.6
2120054000 - Admin Utilities	86.43	246.02	2,892.52	3,750.00	857.48	22.9
2120080000 - Admin - Amortization Expenses				560.00	560.00	100.0
Total GENERAL ADMINISTRATION:	848.93	5,479.19	83,139.34	110,964.00	27,824.66	25.1
FIRE ASSOCIATION						
2230076000 - Fire Association Requisition		8,150.00	8,150.00	8,150.00		
2230076500 - Fire Capital Contribution		1,000.00	1,000.00	1,000.00		
Total FIRE ASSOCIATION:		9,150.00	9,150.00	9,150.00		
EMERGENCY MANAGEMENT						
2240051000 - Emergency Supplies & Services				100.00	100.00	100.0
Total EMERGENCY MANAGEMENT:				100.00	100.00	100.0
AMBULANCE SERVICES						
2250076000 - WADEMSA Requisition			1,312.00	1,312.00		
Total AMBULANCE SERVICES:			1,312.00	1,312.00		
RCMP & BYLAW SERVICES						
2260035000 - Protective Services				550.00	550.00	100.0
Total RCMP & BYLAW SERVICES:				550.00	550.00	100.0
COMMON SERVICES						
2310011000 - Public Works Wages		2,183.12	27,975.14	40,000.00	12,024.86	30.1
2310012000 - Public Works Benefits		391.36	3,910.60	5,088.00	1,177.40	23.1
2310013000 - Public Works CPP/EI		187.74	2,558.45	3,725.00	1,166.55	31.3
2310014000 - Public Works Training				500.00	500.00	100.0
2310025000 - Equipment Maintenance		93.64	3,056.48	4,500.00	1,443.52	32.1
2310025500 - Contracted Maintenance			160.00	1,500.00	1,340.00	89.3
2310025600 - Building Maintenance				2,500.00	2,500.00	100.0
2310026000 - Equipment Rentals				500.00	500.00	100.0

Report Date
2023-10-10 3:45 PM

Village of Hussar
Budgetary Control
For the Period 2023-01-01 - 2023-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2310027000 - Insurance Premiums			1,732.40	1,733.00	0.60	
2310035000 - Weed Inspector				250.00	250.00	100.0
2310051000 - PW General Supplies		75.58	1,515.03	3,000.00	1,484.97	49.5
2310051500 - Public Works Tools/Equipment			1,251.97	2,700.00	1,448.03	53.6
2310052500 - Cardlock Fuel	86.23	764.52	3,184.51	4,500.00	1,315.49	29.2
2310054000 - Public Works Utilities	258.45	286.73	4,164.65	5,750.00	1,585.35	27.6
2310077000 - Transfer to Equipment Reserve				10,000.00	10,000.00	100.0
2310080000 - Common - Amortization Expense				7,930.00	7,930.00	100.0
Total COMMON SERVICES:	344.68	3,982.69	49,509.23	94,176.00	44,666.77	47.4
ROADS/STREETS						
2320024000 - Roads Maintenance				1,500.00	1,500.00	100.0
2320025000 - Roads Contracted Maintenance			14,715.18	9,000.00	(5,715.18)	63.5-
2320054000 - Utilities - Street Lights	1,809.77	1,836.50	18,089.86	21,000.00	2,910.14	13.9
2320080000 - Roads - Amortization Expense				70,130.00	70,130.00	100.0
Total ROADS/STREETS:	1,809.77	1,836.50	32,805.04	101,630.00	68,824.96	67.7
WATER SUPPLY & DISTRIBUTION						
2410021500 - Water Postage & Freight		138.24	469.72	500.00	30.28	6.1
2410023000 - Water Operations Contract	2,296.35	2,345.44	20,973.96	27,600.00	6,626.04	24.0
2410023500 - Water Testing				250.00	250.00	100.0
2410025000 - Water Contracted Maintenance	450.00	950.00	8,125.00	24,000.00	15,875.00	66.2
2410026000 - Lease Payments			3,166.72	3,166.00	(0.72)	
2410027000 - Insurance Premiums			1,698.99	1,699.00	0.01	
2410051000 - Water Services/Supplies			151.25	152.00	0.75	0.5
2410053000 - Treatment Chemicals		985.44	3,516.55	4,800.00	1,283.45	26.7
2410054000 - Water Utilities	1,723.47	2,171.69	16,424.44	17,000.00	575.56	3.4
2410080000 - Water - Amortization Expense				38,630.00	38,630.00	100.0
Total WATER SUPPLY & DISTRIBUTION:	4,469.82	6,590.81	54,526.63	117,797.00	63,270.37	53.7
WASTEWATER						
2420023000 - Sewer Operations Contract	574.09	586.36	5,243.50	7,000.00	1,756.50	25.1
2420025000 - Contracted Maintenance			1,899.80	3,675.00	1,775.20	48.3
2420027000 - Insurance Premiums			1,000.94	1,001.00	0.06	
2420051000 - Sewer Services/Supplies				120.00	120.00	100.0
2420054000 - Sewer Utilities	351.83	464.17	3,112.02	3,500.00	387.98	11.1
2420080000 - Sewer - Amortization Expense				22,338.00	22,338.00	100.0
2420083000 - Debenture Interest				496.00	496.00	100.0
Total WASTEWATER:	925.92	1,050.53	11,256.26	38,130.00	26,873.74	70.5
GARBAGE COLLECTION/DISPOSAL						
2430011000 - Garbage Collection Wages		174.00	2,429.85	3,600.00	1,170.15	32.5
2430025000 - Transfer Site Maintenance		484.53	5,233.30	7,000.00	1,766.70	25.2

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2430035000 - Transfer Site Labour		288.60	4,994.47	7,875.00	2,880.53	36.6
2430054000 - Transfer Site Utilities		27.08	245.77	525.00	279.23	53.2
2430076000 - Drum Solid Waste Requisition			7,646.29	7,646.29		
2430077000 - Drum Solid Waste Loan Payment 10y			653.76	653.76		
2430078000 - SAEWA Requisition				99.75	99.75	100.0
Total GARBAGE COLLECTION/DISPOSAL:		974.21	21,203.44	27,399.80	6,196.36	22.6
FAMILY/COMMUNITY SERVICES						
2510076000 - FCSS Requisition			1,360.42	1,500.00	139.58	9.3
Total FAMILY/COMMUNITY SERVICES:			1,360.42	1,500.00	139.58	9.3
CEMETERY						
2560011000 - Cemetery Wages			294.20	225.00	(69.20)	30.8-
2560025000 - Cemetery Maintenance			1,129.00	687.00	(442.00)	64.3-
2560051000 - Cemetery Goods & Services			5,957.89	6,693.00	735.11	11.0
2560054000 - Cemetery Utilities	113.85	123.66	583.12	1,200.00	616.88	51.4
2560080000 - Cemetery Amortization Expense				200.00	200.00	100.0
Total CEMETERY:	113.85	123.66	7,964.21	9,005.00	1,040.79	11.6
PLANNING & DEVELOPMENT						
2610022000 - Planning & Development Advertising				1,000.00	1,000.00	100.0
2610023000 - Planning & Development Consulting			383.70		(383.70)	
2610076000 - Palliser Requisition			3,000.00	3,000.00		
Total PLANNING & DEVELOPMENT:			3,383.70	4,000.00	616.30	15.4
PARKS/RECREATION						
2720011000 - Campground Wages			3,218.89	3,000.00	(218.89)	7.3-
2720025000 - Campground Maintenance			4,685.01	5,000.00	314.99	6.3
2720027000 - Campground Insurance			363.78	364.00	0.22	0.1
2720051000 - Campground Services & Supplies			50.43	1,000.00	949.57	95.0
2720054000 - Campground Utilities	412.67	516.39	3,399.08	4,500.00	1,100.92	24.5
2720080000 - Parks & Rec - Amortization Expense				43,768.00	43,768.00	100.0
Total PARKS/RECREATION:	412.67	516.39	11,717.19	57,632.00	45,914.81	79.7
OLD SCHOOL GROUNDS						
2730011000 - School ground wages		116.00	2,395.91	1,000.00	(1,395.91)	139.6-
2730025000 - School ground maintenance			1,316.06	1,500.00	183.94	12.3
Total OLD SCHOOL GROUNDS:		116.00	3,711.97	2,500.00	(1,211.97)	48.5-
COMMUNITY SERVICES/CULTURE						
2740076000 - Marigold Requisition			1,244.60	1,245.00	0.40	
2740076500 - Hussar Library Contribution				500.00	500.00	100.0
2740080000 - Culture Amortization Expense				1,480.00	1,480.00	100.0
6410023000 - Water Capital Engineering	73,396.05	185,523.13	433,114.18		(433,114.18)	
6420023000 - Sewer Capital Engineering	73,396.05	185,523.11	433,114.13		(433,114.13)	

Report Date
2023-10-10 3:45 PM

Village of Hussar
Budgetary Control
For the Period 2023-01-01 - 2023-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
9999999999 - Suspense Account			312.17		(312.17)	
Total COMMUNITY SERVICES/CULTURE:	146,792.10	371,046.24	867,785.08	3,225.00	(864,560.08)	####.#-
Total EXPENDITURES:	155,717.74	415,242.97	1,210,489.33	649,111.34	(561,377.99)	86.5-
Expense Totals:	155,717.74	415,242.97	1,210,489.33	649,111.34	(561,377.99)	86.5-
Net Surplus (Deficit):	(155,717.74)	(352,973.09)	(763,120.08)	(160,497.62)	(602,622.46)	375.5-

Accounts Printed: 129

**VILLAGE OF HUSSAR
EQUIPMENT PLAN (2021 -2028)**

Equipment	Next Year to Replace	2021	2022	2023	2024	2025	2026	2027	2028
Tractor	2030	\$ 39,411.75							
Truck	2031		\$ 45,000.00						
Sanding Unit	2032			\$ -	\$ 8,000.00				
Ride on Mower	2026	\$ 11,383.20					\$ 12,000.00		
Bush mower	2028								\$ 3,000.00
Snow Blade	2027			\$ 1,480.00				\$ 1,500.00	
TOTAL		\$ 50,794.95	\$ 45,000.00	\$ 1,480.00	\$ 8,000.00	\$ -	\$ 12,000.00	\$ 1,500.00	\$ 3,000.00
Equipment Reserves		\$ 21,626.78	\$ 10,000.00	\$ 18,520.00	\$ 20,520.00	\$ 30,520.00	\$ 28,520.00	\$ 37,020.00	\$ 44,020.00
Capital Reserves		\$ 29,168.17	\$ 35,000.00		\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 50,794.95	\$ 45,000.00	\$ 18,520.00	\$ 20,520.00	\$ 30,520.00	\$ 28,520.00	\$ 37,020.00	\$ 44,020.00

check this

Approved this ____ day of _____, 2023

Les Schultz, Mayor

Liz Santerre, CAO

JGwaterservices Montly Summary For Sept 2023

September 13, 2023 LS High Level

September 17, 2023 Checked on water surfacing at 1st Ave(Emergency Call Out)

September 18, 2023 Dug up wet spot on 1st AVE could not find leak

Addendum to the MSI Capital Program Guidelines



  (53 KB)

Municipal Sustainability Initiative Capital Program Guidelines Addendum.pdf;

I am advising that the Municipal Sustainability Initiative (MSI) Capital Program Guidelines have been updated effective immediately. An addendum is attached for your convenience, but is also available at [Municipal sustainability initiative: capital program guidelines Open Government \(alberta.ca\)](#).

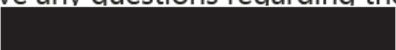
The content of the MSI program guidelines is the same as last year, with two exceptions. Updates have been made to reflect the continued administration of MSI in the current MSI Online (MSIO) system into 2024, when the Local Government Fiscal Framework (LGFF) begins.

These administrative program changes will further support an effective MSI program wrap up and simplify the administration and roll out of the LGFF. Specifically,

- Municipalities will continue to access their unspent MSI funding including credit items, from 2019 to 2023, through the existing MSIO system rather than be transitioned over to LGFF. Any unspent MSI funding from prior to 2019 will be returned to the province.
- Municipalities will continue to submit projects, amendments, and reporting via the MSIO system until they have utilized all available MSI funding and met all MSI program reporting requirements.

It is important to note that the time limits to spend MSI capital funding (five years, plus the current program year) will continue to be strictly enforced and municipalities are strongly encouraged to utilize their unspent MSI funding to ensure a smooth and efficient transition to LGFF.

Municipal Affairs program staff will be available to work closely with local government staff to assist in the wind-down of MSI and the transition to LGFF.

Should you have any questions regarding the addendum, please contact an MSI grant advisor toll-free by first dialing .

Sincerely,





Municipal Sustainability Initiative Capital Program Guidelines Addendum - September 2023

The Local Government Fiscal Framework (LGFF) will replace the existing Municipal Sustainability Initiative (MSI) program in 2024/25. The comprehensive LGFF design, including administrative details and the funding allocation, is expected to be announced later this year.

To simplify the administration of the LGFF and the wind-down of MSI, municipalities will continue to access their unspent MSI capital funds through the existing online portal (MSIO) rather than be transitioned into the LGFF. Municipalities are strongly encouraged not to delay utilizing their unspent MSI funding to ensure a smooth and efficient transition to LGFF.

The following sections of the MSI capital program guidelines are updated by this addendum.

Section 6.2 Carrying Forward Funds

Unspent MSI funding including credit items, from 2019 to 2023, will not be transferred to LGFF. Municipalities will continue to access their 2019 to 2023 allocations through the existing MSI Online portal (MSIO). Municipalities will continue to be governed by the MSI funding agreements and program guidelines until all available MSI funding has been expended and municipalities have met all MSI program reporting requirements. The time limits to spend MSI capital funding will continue to be strictly enforced.

Section 8 Application and Amendment Process

Municipalities will continue to submit MSI projects, amendments, and financial reporting through the existing MSIO system until all MSI funds have been expended and all MSI program reporting requirements have been met.

The MSI capital funding is subject to all other program requirements that are outlined in the MSI Program Guidelines, and all conditions of the long-term MSI Memorandum of Agreement.

If you require additional information, please contact an MSI grant advisor in the Grants and Education Property Tax Branch at



FALL 2023

WHEATLAND & AREA HOSPICE SOCIETY

The latest news and updates



A MESSAGE FROM OUR BOARD

With hope and hard work, anything is possible.

Providing community-based palliative care and building our rural hospice is just one piece of increasing our community capacity. Projects like ours strengthen our sense of community when we come together to work on shared problems and can give us the courage to feel hopeful about change. We hope you feel personally involved in our plans and continue to ask how and why—both **to us** and **with us**—as we journey towards becoming a community that can better care for its own.

The Board is very grateful for those who have contributed time, money, volunteering, and leadership. Our next 6 months will be even more thrilling as we move from the planning to the execution phase.



@WheatlandHospice



@wheatlandhospice



wheatlandhospice.ca

COMMUNITY OUTREACH

Together We Are Better



Dying2Learn

The Vault Cultural Collective hosted various speakers to help broaden our knowledge of dying and palliative care. Included was an award-winning 4H speech, insight into day-to-day hospice care, and words of encouragement from a founding member of the Foothills Country Hospice, Dr. Jim Hansen.



The Vault Cultural Collective Speaker Series



Dying2Learn
Wheatland

presents

Our Hospice - An Update

Learn about day to day hospice life. Hear how Wheatland & Area Hospice Society's (WAHS's) plans are progressing. Get in on the latest news of our Build

Pansey Angevine; RN Manager, Dulcina Hospice

Dr. Joni McNeely; Chair, WAHS

Dr. Jim Hansen; Founding Board member, Foothills Country Hospice

Keith Clayton; WAHS and WHMB Building Committees

April 21 7 pm

@ The Strathmore United Church 410 - 4 Ave

Registration is free,
pick up tickets at The Vault 136 - 2 Ave



WHEATLAND & AREA



Community Presentations

In March and April, we visited 7 communities to discuss details of our joint build project with WHMB. The response was overwhelmingly positive, and we promise to continue with updates on our progress together.

Building Together is hatched!



2000+ Signed the Petition!

Thanks to all who gave their opinions and insight and signed petitions to support our project!

Congratulations!

We're so proud of the recent accomplishments of our supporters:

- Joni McNeely and Keith Clayton (Queen Elizabeth II Platinum Jubilee Awards)
- Gerry Cool (Stars of AB Volunteer Award)
- Teri McKinnon (University of Calgary Senate)
- Drew Gregory (Country Music Alberta Community Spirit nominee)
- Diane Cammaert (Alberta Blue Cross Community Wellbeing Award)

Thanks for sharing your talents with WAHS!



BUILDING OUR HOSPICE

Building Together

Plans are on track with preparations to build the new lodge with 120 spaces. With these spaces and the retention of spaces at the current lodge, about 50% of the anticipated seniors' low-income spaces needed in the next 25 years will be available for our community. The location will be east of Kinsmen Park in Strathmore. Our 3-6 bed hospice will be located within the new lodge build and is planned to be about 8000 sq. feet.

Since our spring newsletter, the Building Committee has continued its work with Derek Weiss (financing), M3 (project management), and Berry Architecture. WAHS is very satisfied with their progress. Early reports of their work are on our website.

Interviewing and hiring for the construction management role is completed, and our build team is now finalized! Geotechnical and environmental updates and further design input are ongoing, and we are nearing completion of Class C and then Class B budgets. Our application for provincial grant funding through the Alberta Affordable Housing Program will be submitted by the October 16 deadline, followed by the Phase 3 Canada Mortgage and Housing Corporation (CMHC) funding submission.

Unfortunately, this latest round of AAHP applications was delayed 4 months by the election and housing ministerial letters. But overall, we're doing good! We have received very positive feedback from government officials about this project and our efforts.

Still in the works:

- 3D and virtual models for you to explore
- Bottom line municipal tax changes to you and your family

It's official (again)!

WHMB and WAHS signed a second memorandum of understanding (MoU), reflecting each society's responsibilities moving forward, especially regarding reporting, decision-making, and financial roles.



Advocacy to Our Representatives

Wheatland Regional Partnership..... January 17
Wheatland County..... February 21
Joint councils and staff..... June 15
Provincial electoral candidates..... May 16, 22, 31
Assistant Deputy Housing Minister..... July 21
Premier Smith..... August 6
MLA Chantelle Dejong..... August 6, August 22
MP Martin Shields..... August 6, August 22

On the Road

What's better than a summer road trip? Members of WHMB and WAHS travelled to Magrath, Taber, Okotoks, and Canmore to visit and explore the design and operational choices for both housing and hospice planning. We're grateful for all the valuable information these communities shared with us.



Remember!

Housing and community hospice care are significant and not simple. Support our partnership with WHMB and their intensive well-planned funding proposal. Talk to your friends, family, and local leaders to champion our projects.

Our hospice and new lodge are concrete evidence of the value we place on each other in our community.

OUR FUNDRAISING

Hike for Hospice 2023

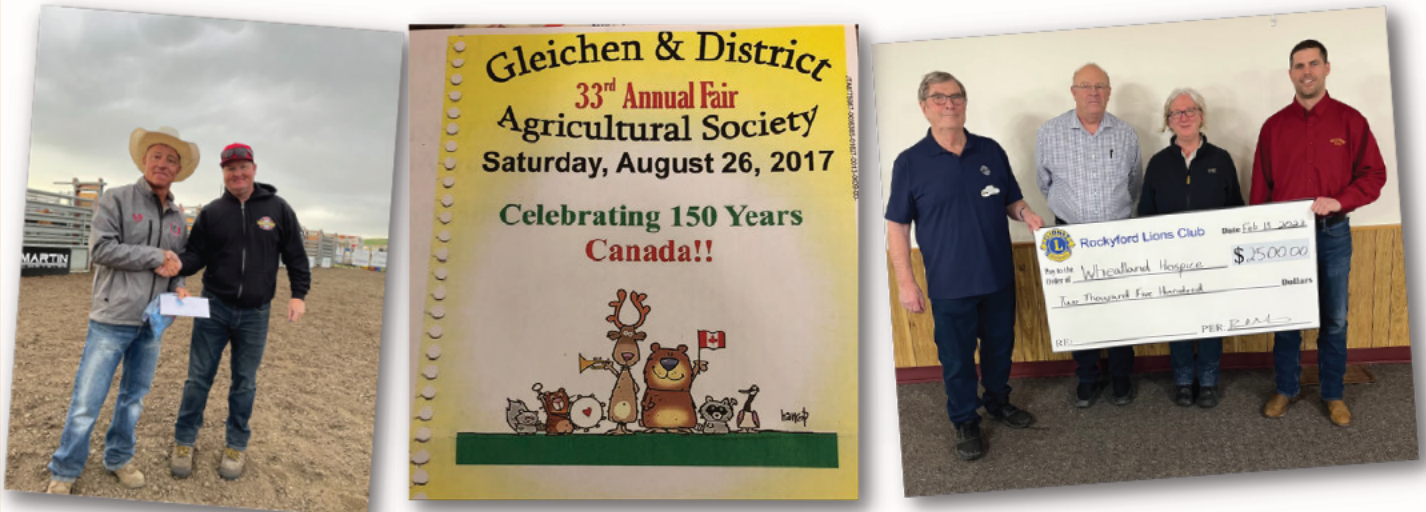
This year, we raised over \$31,000! The Strathmore High School Boys Rugby team won the Fire Truck Pull, an especially inspiring event! It was a beautiful day for a walk around Kinsmen or Gray's Park. See you next year on May 5!!



Thanks to Third Party Fundraisers!

- Gleichen Fall Fair Committee
- Wilson Rodeo and Gleichen & Cluny Lions Bullarama
- Mike's Restaurant
- Rockyford Lions
- Tiffany @ Drew Gregory/Origins private concert
- Strathmore Golf Course
- Vintage and Vines Country Market

Hospice—we are all doing this together. Thank you!



Farming for Hospice

Our bounty is plentiful, and we are very, very grateful. This year's esma barley crop yielded 121 bushels per acre. Thanks to all who have supplied inputs, labour, expertise, and machinery. Our sponsors are the best! New this year was a team auction event to pre-sell our barley and involvement of Brandt Equipment.

Help us out! Buy an acre by donating on our website or bringing a cheque to Shelah at Bechthold & Becker Professional Accountants.



Save the Date!
Drew Gregory's Hospice Harvest Wrap-Up is on November 24.

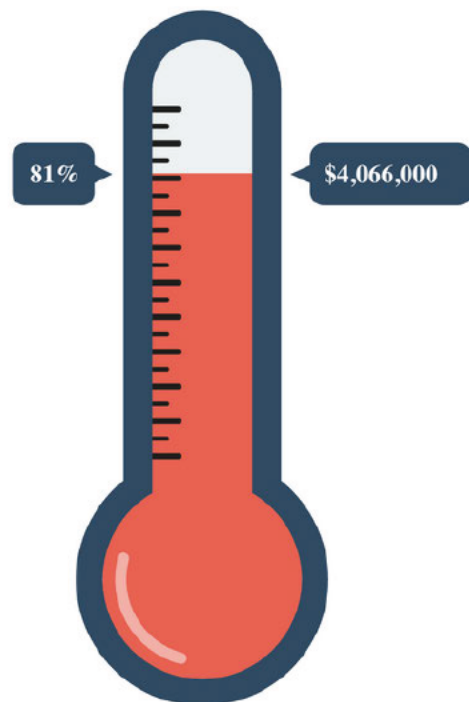
Wine Raffle

Our Summer Fun white wine raffle concluded early August with some VERY happy winners.

Enjoy some romantic reds this Valentine's Day, 2024!



GOAL: \$5,000,000



OUT & ABOUT

WHMB 60th Anniversary

60 years! Members of our Board joined residents and staff in celebrating the Diamond anniversary of the Lodge. Best wishes for many more years of excellent seniors care in our community!



Well, That Was Fun! *Community Matters*

Strathmore Stampede saw us sharing a parade float with WHMB, helping out in the Strathmore Lions concession, manning a 3-Man Scramble 50/50 raffle at Strathmore Golf Course, as well as visiting and sharing with a variety of municipal, provincial, and federal representatives that had come to town.



Want to Make a Difference? Drop us a line at info@wheatlandhospice.ca, and let us know how you'd like to help improve rural palliative care.

Follow us on social media!



@WheatlandHospice



@wheatlandhospice



wheatlandhospice.ca