

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

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

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

CALL TO ORDER The meeting was called to order at 7:01 pm

ACCEPTANCE OF
AGENDA

2023-12-14-731 MOVED by Councillor Frank to add item;
6.(j) Christmas Party
6.(k) FCSS

CARRIED

DELEGATION
2023-12-14-732

Gordon Armstrong – Masonic Lodge
MOVED by Councillor Schultz to proceed with an inspection on the
Masonic Lodge and what procedures to transfer ownership to the
Village

CARRIED

APPROVAL OF
MINUTES

November 9, 2023 Regular Council Meeting
Discuss changes to be made to Motion #727 to add that Councillor
Schindel Abstained from Voting

POLICY & BYLAW
REVIEW

Bylaw Review

- 550-23 Utility Bylaw; missing numbering of "2.6"

SOMEONE ARRIVES

2023-12-14-733

MOVED by Councillor Schultz to make changes as discussed to the
Utility Bylaw and approval when it comes back to us

CARRIED

DELEGATION
2023-12-14-734

2nd DELEGATION – Samuel Bray & Woman – Utilities at 235 2nd Ave East
MOVED by Councillor Frank to direct administration to get a quotation
to terminate services at 235 2nd Ave East and bring it to our next council
meeting in January for discussion

CARRIED

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Bylaw Review Continued

- 540-21 Garbage Collection Fees
- 541-21 Garbage Collection

Policy Review

- 2.1 Campground Rental and Reservation

2023-12-14-735 MOVED by Councillor Schindel to bring back General Policy 2.1
Campground Rental and Reservations for Strategic Planning on costs
and to add in any information on services that we want to include
CARRIED

- 2.2 Metal Detecting on Village Property

2023-12-14-736 MOVED by Councillor Schultz to direct administration to update our
metal detecting map with the areas discussed
CARRIED

The following 2 Policies have no changes;

- 4.4 Employee Benefits
- 5.12 Cell Phone Policy

- 7.5 Utility Rate Policy

2023-12-14-737 MOVED by Councillor Schindel to have Policy 7.5 Utility Rate Policy to
have each line that contains Village of Hussar Utility Bylaw with the new
utility bylaw number as well as change the first bullet under billing from
Schedule D to Schedule C
CARRIED

Recess at 8:51pm, return at 9:04pm

BUSINESS

2023-12-14-738 Summer Student
MOVED by Councillor Frank to submit an application for the Canada
Summer Jobs Program for a Summer Student for 30 hours a week for 12
weeks
CARRIED

2023-12-14-739 STD/LTD for Employees
MOVED by Councillor Schultz to direct administration to bring this Short
Term Disability/Long Term Disability form Employees package back to
us at the next meeting with some updated information and discussion
with the other employees
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2023-12-14-740 SDAB Clerk Training Workshop – January 15, 2024
MOVED by Councillor Schindel to accept this as information at this time
CARRIED

2023-12-14-741 Emerging Trends in Municipal Law – Seminar February 8/15, 2024
MOVED by Councillor Frank to accept as information at this time
CARRIED

2023-12-14-742 WRC - Response from Brownlee LLP
MOVED by Councillor Schindel regarding the WRC response from
Brownlee LLP to clarify our shareholder status with documentation and
provide us a current copy of the Unanimous Shareholders Agreement
and list of Shareholders
CARRIED

2023-12-14-743 Marigold Reading Week
MOVED by Councillor Frank to accept as information and to bring it
back at the next meeting
CARRIED

2023-12-14-744 Additional Animal Request
MOVED by Councillor Schultz to accept this as information
CARRIED

2023-12-14-745 MOVED by Councillor Schultz to direct administration to poll the
residents about increasing the amount of animals in the Animal Control
Bylaw 485-13

AMENDMENT by Councillor Schindel to add “licensable animals”
Councillor Schultz accepts the amendment
CARRIED

2023-12-14-746 Columbarium - Cemetery
MOVED by Councillor Schultz to approve the purchase of the new
Columbarium at \$27,061
CARRIED

2023-12-14-747 MOVED by Councillor Frank to accept the 2024 Rates and Fees
recommendations from the Cemetery Board being \$1,200 per niche
when the new Columbarium is in place and the cost of a Burial Plot to
be \$400 per plot when the new Columbarium is also in place, and also
that any requests for purchasing multiple plots must be approved by
the Cemetery Board
CARRIED

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AMENDMENT by Councillor Schindel "to have that changed in the Policy"

Utility Rate Options
2023-12-14-748 MOVED by Councillor Schultz to accept this as information right now and bring this back to the next meeting with our thoughts on what it should be
CARRIED

Christmas Party
Discuss moving this to January

FCSS
2023-12-14-749 MOVED by Councillor Schultz to accept Coralee's explanation for the conference as information
CARRIED

FINANCIAL
2023-12-14-750 November 2023 Bank Reconciliation and Cheque Listing
MOVED by Councillor Frank to accept the November 2023 Bank Reconciliation and Cheque Listing as presented
CARRIED

2023-12-14-751 Interim Budget 2024
MOVED by Councillor Schindel to pass this Interim Budget for 2024 as presented
CARRIED

2023-12-14-752 MOVED by Councillor Schultz to extend meeting to 11:30pm
CARRIED

COMMITTEE REPORTS
2023-12-14-753 MOVED by Councillor Schultz to accept everyone's Committee Reports as presented but they will still end up in the minutes
CARRIED

Tim Frank
The Drumheller and District Solid Waste Association met November 16th and December 14th. Budget discussions concluded with a new 2024 Budget being set.
Fire Association -November 20th meeting, Budget finalized for this coming year.
SAWEA – nothing to report at this time.

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Cemetery Board meeting held December 5th. A copy of minutes is in our package tonight in regards to our proposed new columbarium .
Wheatland Regional Corporation - Budget discussions held November 15th. A special meeting will be held on December 20th to further discuss Redland connection to the WRC water line. Budget discussions could be finalized this meeting as well.
Library Board -Meeting will be held on December 21st. I am in process of finishing year end and budget for approval at this meeting. Charitable status confirmed and accepted by government for 2022.

Coralee Schindel

FCSSAA Conference - Creating Connections Building Bridges @ Fantasyland Hotel & Conference- November 22-24, 2023

FCSSAA held their annual conference in Edmonton. Director C. GAUDET, D. Biggar and I attended. It was very eye opening learning about how differently the local FCSS operate in their areas; everything from Municipality overseeing Operations to Not For Profit. This was a great opportunity for networking and hearing what is working for other FCSS and how they operate around meeting the needs for things FCSS cannot directly fund (such as transportation).

For sessions I attended:

*Indigenous Relationships and Engagement w/ Elder Bert Auger (Cree/English) and Victoria Gubbels (French-Metis) It was an excellent session educating us on how to facilitate relationships between Governing Bodies or other groups like FCSS by respecting their Indigenous or Metis Traditions. They also provided great resources to communicate and work through history that is being worked out, and do it together.

*Brilliant Boards Masterclass ~ showed us how we can support our FCSS staff, especially the Director in their role. Encouraging the board members and Directors to feel empowered in making big goals and any changes to the board required to attain them.

*Value of A Board ~ great panel of Directors explaining how their different FCSS operate and ways they navigate through challenges. Although a bit dry, I learned so much in understanding the different operations and was really grateful for this panel.

*Unicorns of Unity: Increase the Connection of Your Team ~ although this was more for Directors, it was fun and gave some creative ideas on how to facilitate team building within staff or an organization.

WFCSS Organizational Meeting - December 5, 2023 @ 7:00pm

Appointments: Chair- S. Laprise, Wheatland County

Vice Chair - D. Biggar, Wheatland County

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Finance Committee - Chair, Vice Chair & R. Bryan, Village of Standard
Personnel/Evaluation Committee - C. SCHINDEL, Village of Hussar & R.
Bryan, Village of Standard

Policy Committee- Chair & Vice Chair

Auditor - Avail and we will review contract for when renewal is up.

Meeting Dates - will continue to be the 4th Wednesday @ 7:00pm

Regular Meeting - December 5th @ 7:18pm

* Budget Draft was reviewed and accepted as information at this time.

* Operations are running smoothly. Programs are going well, and now that Crystal has been head of operations for over a year she is feeling confident they can look at bringing some back or looking into new ones.

* Reminder that if anyone is looking for affordable food options WFCSS has Good Food Box for vegetables, Meals on Wheels for anyone needing affordable pre-made healthy meals, Collective Cooking where you build the meals at the event, and connections to the Food Bank.

* Community Fee Assistance Program is seeing some applications come in. If anyone is in need of financial support in order to access programs, please visit the website to see if your program qualifies.

<https://www.wfcss.org/community-fee-assistance-program.html>

* Compass for the Caregiver is now offering virtual access. Caregivers often give of themselves tirelessly without taking time for themselves. If you know a Caregiver that could benefit, please pass along the information that virtual is now available.

<https://www.wfcss.org/compass-for-the-caregiver.html>

* Women's Conference 2024 is Friday, April 12th

* 5 for Life book sale is coming up January 27-28, 2024

Next meeting Wednesday, January 24, 2024

Library Board Meeting - December 21, 2023

Moved to January due to unforeseen circumstances.

CAO, Public Works and JG Water Services Reports

CAO REPORT
2023-12-14-754

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

CARRIED

2023-12-14-755

MOVED by Councillor Schultz to have our CAO sign the Authority of Representation

CARRIED

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CORRESPONDENCE Correspondence

2023-12-14-756 MOVED by Councillor Schindel to accept the following correspondence as information;

- (a) Utility Safety Partners
- (b) RCMP Q2 Report
- (c) Wheatland County Proposed Amendments to Land Use Bylaw

CARRIED

CONFIDENTIAL Confidential

2023-12-14-757 MOVED by Councillor Schultz to go in-camera to discuss the following:

- (a) CAO Performance Review (as per s. 17(1) of the FOIP Act)
- (b) Assessment Audit Report Draft (as per s. 29(1) of the FOIP Act)

2023-12-14-758 MOVED by Councillor Schultz to come out of camera

2023-12-14-759 MOVED by Councillor Schultz to extend the meeting to 12:00am
Midnight

CARRIED

2023-12-14-760 MOVED by Councillor Schultz to go in-camera to discuss the following:
(a) CAO Performance Review (as per s. 17(1) of the FOIP Act)

2023-12-14-761 MOVED by Councillor Schultz to come out of camera

2023-12-14-762 MOVED by Councillor Schultz to move the Assessment Audit Report, which is not a draft, to the next meeting

CARRIED

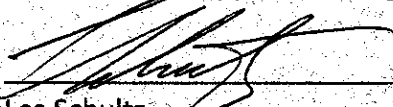
2023-12-14-763 MOVED by Councillor Schultz to increase the CAO's wage by \$1,500 for this next upcoming year, retro back to start date of November 7, 2023

CARRIED

ADJOURNMENT Adjournment

Councillor Schultz adjourns the meeting at 12:05 am

These minutes approved this 8 day of February, 2024.



Les Schultz
Mayor



Elizabeth Santerre
Chief Administrative Officer