



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, June 13, 2024 starting at 7:00 p.m.

1. CALL TO ORDER

2. ACCEPTANCE OF AGENDA

3. DELEGATION

- (a) Masonic Lodge
- (b) Rock Damage to house

4. ADOPTION OF THE PREVIOUS MINUTES

- (a) April 11, 2024 Regular Council Meeting
- (b) May 9, 2024 Regular Council Meeting

5. POLICY & BYLAW REVIEW

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

6. BUSINESS

- (a) Tax Arrears - Sale Terms and Conditions of Sale
- (b) Nominate a municipal peer for 2024 ABmunis Award
- (c) Power+ program through AB Munis
- (d) Rock mowing concerns
- (e) Rock mowing concerns
- (f) Grass mowing after weed spraying
- (g) Community Futures Mail Out Insert
- (h) Alberta Day – September 1, 2024
- (i) Summer Daze

7. FINANCIAL

- (a) May Bank Reconciliation and Cheque Listing

8. COMMITTEE REPORTS

9. CAO, PW and JG Water Services Reports

10. CORRESPONDENCE

- a) AHS - considerations for evacuations
- b) Bill 20 Letter from Minister McIver
- c) Marigold 2023 Annual Report
- d) Village of Hussar 2024 LGFF Funding Letter

11. CONFIDENTIAL

- a) LGFF Capital Agreement
- b) LGFF Operating Agreement

12. ADJOURNMENT

Next Meeting: Thursday July 11, 2024 (Council Chambers and via. Conference call)

AGREEMENT OF PURCHASE AND SALE

THIS AGREEMENT dated May ___, 2024

BETWEEN:

THE HUSSAR PROPERTY ASSOCIATION
of Hussar, Alberta T0J 1S0

(the "Vendor")

AND

VILLAGE OF HUSSAR
of 109 – 1st Avenue E, Hussar, Alberta T0J 1S0

(the "Purchaser")

Whereas the Vendor is the legal and beneficial owner of the Lands described as follows:

PLAN 8410459
LOT 5
EXCEPTING THEREOUT ALL MINES AND MINERALS
(hereinafter referred to as the said "Lands")

Now therefore in consideration of \$1.00 and other good and valuable consideration (receipt and sufficiency whereof are hereby acknowledged), the Vendor and Purchaser covenant and agree as follows;

1. DEFINED TERMS

1.1 Defined Terms

In this Agreement:

- a) "Agreement" means this agreement as it may be amended from time to time;
- b) "Business Day" means any day except Saturday, Sunday, and any statutory holiday in Alberta;
- c) "Closing" means the completion of the sale and purchase of the Lands in accordance with paragraph 6.5;
- d) "Closing Date" means **July 1st, 2024** or other such date as agreed upon by the Parties hereto;

- e) "Delivery Material" means copies of all documents pertaining to the ownership of the Lands in the Vendor's possession or control;
- f) "Effective Date" means the date first above written;
- g) "Lands" means those lands and premises described above including the benefit of any surface lease, pipeline or seismic revenue pertaining to such lands accruing between the Effective Date and the Closing Date;
- h) "Parties" means the Purchaser and the Vendor and "Party" means either one of them;
- i) "Permitted Encumbrances" for the said Lands means the encumbrances set forth in Schedule "B";
- j) "Non-Permitted Encumbrances" for the said Lands means the encumbrances set forth in Schedule "C";
- k) "Possession Date" shall mean **July 1st, 2024**, or such earlier date as the parties may agree upon.

2. PURCHASE AND SALE

2.1 Purchase and Sale

The Purchaser agrees to buy, and the Vendor agrees to sell the Lands on the Closing Date, free and clear of all claims, charges, liens, and encumbrances, except the permitted encumbrances, for the price and on the terms set out below.

2.2 The Purchase Price will be **ONE (\$1.00) DOLLAR** plus applicable GST. The purchase price will be paid in the following manner:

- a) **\$1.00** plus applicable GST to be credited by the purchaser transferring to the vendor their interest in the Real Property legally described in Schedule A attached.

2.3 The parties shall each pay their unadjusted property taxes for the year 2023 on their lands owned prior to transfer.

3. REPRESENTATIONS AND WARRANTIES

3.1 Vendor's Representations and Warranties

The Vendor hereby represents and warrants to the Purchaser, which representations and warranties shall be true and correct on the Closing Date in all material respects, that:

- a) The Vendor has no indebtedness or any other contingency that will affect its ability to sell the said Lands, other than Permitted Encumbrances and non-permitted encumbrances that will be discharged at Closing, which might now or hereafter constitute a lien, charge or encumbrance on the Lands and which would affect, in any material respect, the Purchaser's right, from and after the Closing Date, to own and occupy the Lands;
- b) The Vendor is not a non-resident of Canada within the meaning of the *Income Tax Act (Canada)*;
- c) All municipal taxes, local improvement taxes, rates, levies and assessments of every nature and kind with respect to the Lands for the 2023 calendar year and all preceding calendar years, have been paid in full; and
- d) The Vendor is the legal and beneficial owner of the Lands and holds good and marketable title to the Lands free and clear of all claims, liens, charges and encumbrances excepting the Permitted Encumbrances.
- e) The Vendor is not aware of any environmental defects or contamination of the property that is in contravention of any federal or provincial laws or regulations;
- f) The Vendor warrants that the Purchaser shall, subject to the terms of this Agreement, be entitled to vacant possession of the Lands **July 1st, 2024**, at 12:00 noon.

3.2 Purchaser's Representations and Warranties

The Purchaser hereby represents and warrants to the Vendor, regardless of any independent investigations that the Vendor may cause to be made, that:

- a) The Purchaser has no indebtedness or any other contingency that will affect its ability to purchase the said Lands, other than Permitted Encumbrances and non-permitted encumbrances that will be discharged at Closing, which might now or hereafter constitute a lien, charge or encumbrance on the Lands and which would affect, in any material respect, the Purchaser's right, from and after the Closing Date, to own and occupy the Lands;
- b) The Purchaser is not a non-resident of Canada within the meaning of the *Income Tax Act (Canada)*;

- c) The Purchaser is the legal and beneficial owner of the Lands and holds good and marketable title to the Lands free and clear of all claims, liens, charges and encumbrances excepting the Permitted Encumbrances
- d) The Purchaser is not aware of any environmental defects or contamination of the property that is in contravention of any federal or provincial laws or regulations;
- e) The Purchaser warrants that the Vendor shall, subject to the terms of this Agreement, be entitled to possession of the Purchaser's Lands **July 1st, 2024**, at 12:00 noon.

4. COVENANTS

4.1 Covenants of the Vendor

The Vendor covenants and agrees that it will:

- a) Within 5 days of the Effective Date or as otherwise agreed to by the parties make the Delivery Material available to the Purchaser's solicitor for review on a confidential basis, at the Vendor's Solicitors' offices on reasonable notice and covenants that it will until the Closing Date permit the Purchaser, its agents and employees to review and/or photocopy the Delivery Material on site at its cost.
- b) Pay when due any indebtedness of the Vendor to any governmental authority which, by operation of law or otherwise, could become a lien, charge, or encumbrance against the Lands from and after the Closing Date, including without limitation, corporation capital taxes and workers' compensation payments;
- c) Observe and perform all of its material obligation under the Permitted Encumbrances for the said Land up to the Closing Date.

4.2 Covenants of the Purchaser

The Purchaser covenants and agrees that it will:

- a) Pay when due any indebtedness of the Purchaser to any governmental authority which, by operation of law or otherwise, could become a lien, charge, or encumbrance against the Lands from and after the Closing Date, including without limitation, corporation capital taxes and workers' compensation payments;
- b) Observe and perform all of its material obligation under the Permitted Encumbrances for the said Lands up to the Closing Date;

5. COMPLETION OF PURCHASE

5.1 Pre-Closing Procedure

- a) The Vendor will cause the Vendor's Solicitors to prepare and deliver to the Purchaser's Solicitors not less than twenty (20) Business Days before the Closing Date those documents described in paragraphs 6.3 as may relate to the said Lands.

5.2 Settlement of Form of Documents

The terms and form of all documents to be delivered on Closing will be in accordance with the terms of this Agreement and will be settled, by the Parties and their respective solicitors, not less than twenty-two (22) Business Days before the Closing Date;

5.3 Delivery of Documents

The Vendor and the Purchaser will deliver to each other the following documents, settled in the manner described in paragraph 6.2, and executed by the Vendor and the Purchaser as required:

- a) freehold Transfer of the Vendor's Lands in registerable form from the Vendor (the "Transfer");
- b) freehold Transfer of the Purchaser's Lands in registerable form to the Vendor (the "Transfer");
- c) GST Certificate pursuant to Article 7.8 hereof relating to the said lands;
- d) a statement of adjustments prepared in accordance with paragraph 6.6;
- e) an undertaking from the Vendor's Solicitors to discharge or cause to be discharged from title to the Lands any encumbrances that are not Permitted Encumbrances to the extent that discharges are not tendered at Closing.

5.4 Closing Procedure

The Closing will commence at 2:00pm (Alberta time) on the Closing Date at the offices of the Vendor's Solicitors. The parties agree that the closing procedure to be followed shall in all respects follow the usual procedure for closing agricultural real estate transactions in the Province of Alberta. The Vendor and the Purchaser shall each be responsible for the cost of their respective solicitors. The Purchaser shall be responsible for all land transfer registration fees payable in connection with the completion of the transaction.

5.5 Adjustments

- a) The Purchaser and the Vendor will adjust as of 11:59 pm on the day preceding closing, the Adjustment Date the following items:
 - i. Property Taxes.

- b) The Adjustments will be made to the extent reasonably possible on Closing as of the Adjustment Date. The Vendor will prepare a statement of the Adjustments and a copy thereof (to which there will be annexed reasonable details of the calculations made therein) will be delivered to the Purchaser at least twenty-two (22) Business Days prior to the Closing Date. Those items of Adjustment that cannot be either ascertained or finally made on Closing will be made on the basis of estimated by the Vendor, acting reasonable, and will be finally adjusted as soon as reasonable possible.

(collectively, the "Adjustments")

5.6 Risk

- a) Until the Closing Date the Vendor's Lands will be and remain at the risk of the Vendor and the Purchaser's Lands will remain at the risk of the purchaser.

6. GENERAL

6.1 Entire Agreement

This Agreement is the entire agreement between the Parties relating to the subject matter of this Agreement and supersedes any prior agreement, including any letter of intent, and no Party is bound by any representation, warranty or agreement not included in this Agreement, and in particular no representation or warranty of a Party not expressed in this Agreement is to be implied.

6.2 Governing Law and Jurisdiction

This Agreement will be covered by, and construed in accordance with, Alberta law and applicable Canadian law and will be treated in all respects as an Alberta contract.

6.3 Expenses

Each of the Parties will be responsible for its own legal fees and other charges incurred in connection with the purchase and sale of the Lands. All negotiations between the Parties and the consummation of the transactions contemplated hereby. The Purchaser will pay all fees in connection with the registration of the Transfer and all other documents requiring registration provided however that the Vendor will pay any costs of clearing title of encumbrances that are not Permitted Encumbrances.

6.4 Notices

In this Agreement:

- a) any notice or communication required or permitted to be given under the Agreement will be in writing and will be considered to have been given if delivered by hand or transmitted by facsimile transmission to the address or facsimile transmission number of each Party set out below:

- i. if to the Vendor: c/o Barry & James LLP
 Michael S.B. James
 PO Box 970, 98 – 3rd Avenue West
 Drumheller, Alberta T0J 0Y0
 Email: michael.james@baryjameslaw.ca
 Tel: 403-823-4000
- ii. if to the Purchaser: c/o Barry & James LLP
 Michael S.B. James
 PO Box 970, 98 – 3rd Avenue West
 Drumheller, Alberta T0J 0Y0
 Email: michael.james@baryjameslaw.ca
 Tel: 403-823-4000

or to such other address or facsimile transmission number as any Party may designate in the manner set out above;

6.5 Time of Essence

Time is of the essence of this Agreement

6.6 Non Merger

None of the provisions of this Agreement will merge in the transfer of the Lands and all of the provisions of this Agreement will survive the Closing Date and the completion of the Transfer of the Lands to the Purchaser for the period described in the *Limitations Act*.

6.7 Excise Tax Act

- a) Any federal goods and services tax ("GST") applicable to the transfer of the Lands shall be in addition to and not included in the Purchase Price. At or before the Closing Date, the Purchaser shall provide the Vendor with a certificate stating that the Purchaser is registered with Revenue Canada Customs and Excise for the purposes of GST, setting out its GST registration number and stating that the Purchaser shall account for all GST payable directly to Canada Customs and Revenue Agency, failing which the Purchaser will pay to the Vendor the GST applicable to the purchase and sale of the Lands on the Closing Date.

6.8 Execution by Facsimile

This Agreement, or a counterpart hereof, may be executed by a Party and transmitted by facsimile or email and, if so executed and transmitted, this Agreement will be for all purposes as effective and binding upon such Party as if such Party had delivered an originally executed document. A Party transmitting an executed document by facsimile or email shall forthwith thereafter deliver the original of the executed document.

IN WITNESS WHEREOF the parties hereto have executed this Agreement of Purchase and Sale under corporate seal as attested by their authorized signatories in that behalf as of the day and year first above written.

THE HUSSAR PROPERTY ASSOCIATION

VILLAGE OF HUSSAR

SCHEDULE "A" (Purchaser's Lands)

Linc No. 0014 635 412

8410459;5

PLAN 8410459**LOT 5****EXCEPTING THEREOUT ALL MINES AND MINERALS**

SCHEDULE "B" (Permitted Encumbrances on Vendor's Land)

841 066 826	03/10/1989	Utility Right of Way
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SCHEDULE "C" (Non-Permitted Encumbrances on Vendor's Land)

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 13, 2024
Title:	Rock Damage to house
Agenda Item Number:	3b.

BACKGROUND

We have been notified of a rock damage to siding.

Please see the attached letter from the resident.

RECOMMENDATION:

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

[Redacted]
[Redacted]

Wed 2024-05-29 12:01 PM

To [Redacted]

Good Morning,

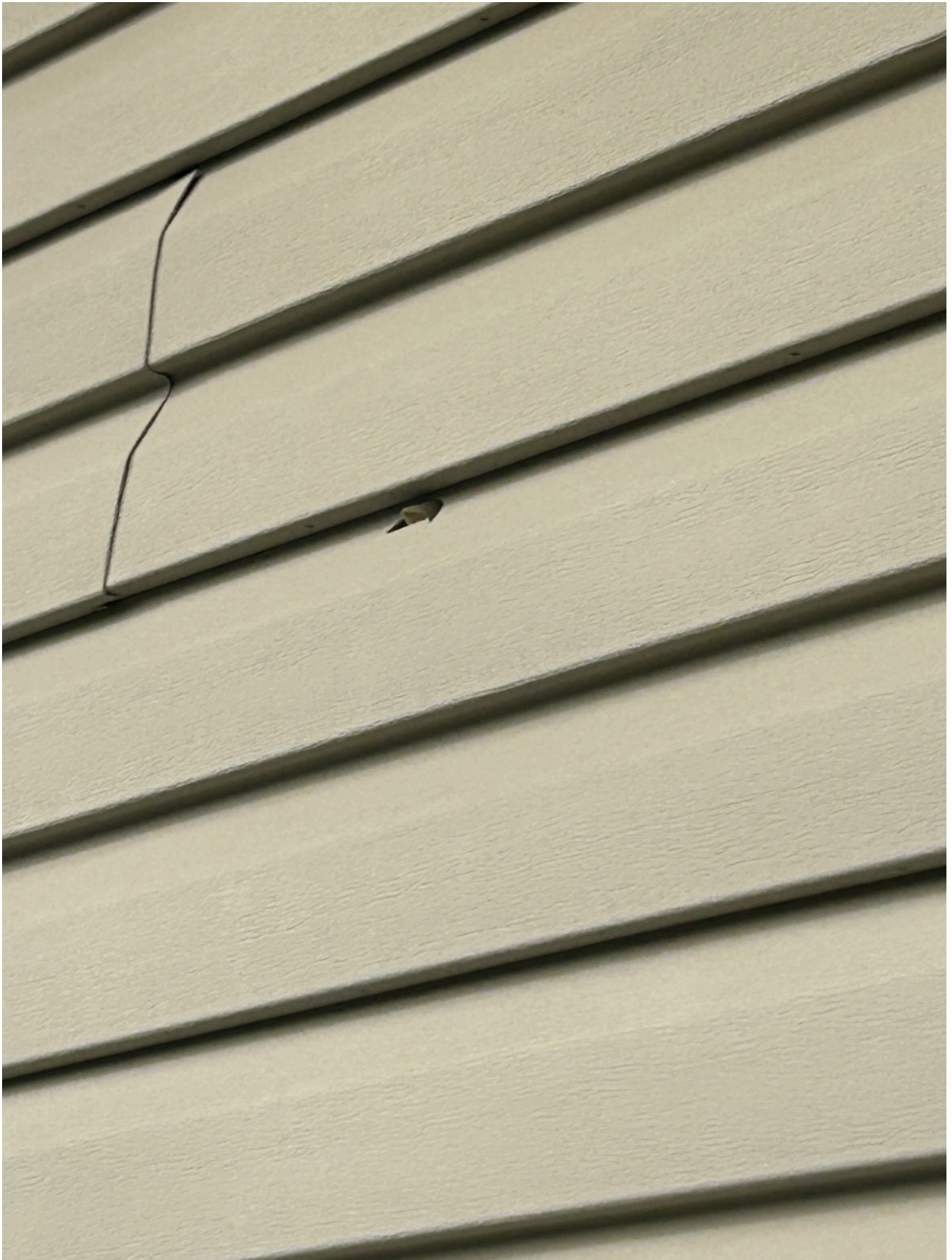
We are writing this letter to you to inform you of an unfortunate incident with left damage to our house.

Earlier this week, I was out outside working in the front yard at the same time as there was mowing being done across the street at the Masonic Hall. I went inside to take a break and when I returned, the first thing I noticed was a fairly large rock on the lawn. I picked it up right away thinking that it could do some damage if the mower would hit it. It was then that I happened to look at the house and notice 2 holes in our siding. As you can see by the one photo the rock is still in the siding. One hole is above the window and the other one, is in the top left corner by the front door. [Redacted] [Redacted], asking if he could try to mow in the other direction so that it does not spray our direction. He was great about it and apologized. We understand that accidents happen but the more we think about it, the more we do not think that we should have to carry the financial responsibility for the repairs. We are curious what your policy is on accidents like this?

[Redacted] have been discussing how we could fix this and that unfortunately, it is right in the front where everyone sees. There could be a few different options that we would love to discuss with all of you.

Thanks, and we look forward to hearing from you,

[Redacted]







Sent from my iPhone

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, April 11, 2024**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, April 11, 2024, commencing at 6:30 pm

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

CALL TO ORDER The meeting was called to order at 6:37 pm

ACCEPTANCE OF
AGENDA
2024-04-11-838

MOVED by Councillor Frank to accept Agenda as presented

CARRIED

MUNICIPAL
PLANNING
COMMITTEE
2024-04-11-839

217 2nd Ave West – Accessory Building Extension

MOVED by Councillor Schultz to approve the Extension Request for the Development permit for 217 2nd Ave West

CARRIED

2024-04-11-840

213 3rd Ave East – Accessory Building

MOVED by Councillor Frank to deny at this time until suggested options are conveyed to the land owner

AMMENDED by Councillor Schindel to include that we would offer them the option of approving this development permit with the condition of there being a fence surrounding the lot first or they can join titles and fence it later, or the third option is they could place the shed on their existing property

CARRIED

DELEGATION
2024-04-11-841

Kelita – Animal License

MOVED by Councillor Schindel to approve the animal license for a third animal with the condition that the animal will be permit as soon as possible

CARRIED

2024-04-11-842

Rupert Biggs – Animal License

MOVED by Councillor Schultz to approve the third animal, the cat, for that resident

CARRIED

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, April 11, 2024**

APPROVAL OF
MINUTES

2024-04-11-843

February 27, 2024 Public Meeting Minutes

MOVED by Councillor Frank to approve the February 27, 2024 Public Meeting minutes

CARRIED

2024-04-11-844

March 5, 2024 Regular Council Meeting

MOVED by Councillor Schindel to approve the March 5, 2024 Regular Council Meeting minutes

CARRIED

POLICY & BYLAW
REVIEW

2024-04-11-845

Bylaw Review

- 557-24 Tax Rate Bylaw

MOVED by Councillor Schultz to accept this Tax Rate Bylaw as information at this time

CARRIED

Policy Review

The following Policies were reviewed without changes;

- 4.1 Employee Code of Ethics
- 4.2 Hiring Policy

BUSINESS

2024-04-11-846

WHMB – Request for Funds

MOVED by Councillor Schindel for the CAO to send the WHMB contribution the amount of \$3,505.00 from reserves and to include it as a line on our Capital Budget Plan

CARRIED

2024-04-11-847

Alberta Municipalities 2024 Public Risk Conference

MOVED by Councillor Frank to accept this as information at this time

CARRIED

July Council Meeting

2024-04-11-848

WRC – Unanimous Shareholder Agreement (USA)

MOVED by Councillor Frank accepting the agreement as presented

CARRIED

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
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Thursday, April 11, 2024

2024-04-11-849 DEM Workshop - South Central
MOVED by Councillor Schindel to approve the CAO attending the AEMA workshop April 17th in Airdrie

CARRIED

RECESS FROM 8:14pm to 8:24pm

FINANCIAL
2024-04-11-850

March 2024 Bank Reconciliation and Cheque Listing
MOVED by Councillor Schultz to accept this as presented

CARRIED

2024-04-11-851

Interim Operating Budget 2024
MOVED by Councillor Schindel to make the changes and bring back to a future meeting

CARRIED

2024-04-11-852

Capital Budget - 5 year Capital Plan - 10 year Capital Plan
MOVED by Councillor Schultz for administration to make the changes to the Capital Budget, the 5 year Capital Plan, the 10 year Capital Plan as discussed and bring to the next meeting

CARRIED

COMMITTEE
REPORTS
2024-04-11-853

COMMITTEE REPORTS
MOVED by Councillor Schultz to accept the Committee Reports as presented and they are to be put in the minutes and if people wish they can look them up and read them there

CARRIED

Coralee Schindel

Hussar Library Board - March 28, 2024 @ 7:00pm
Financial Statement, and was approved. Dolly Parton Imagination Library - Does not come out here for the moment, but if enough people show interest they will. Library is looking into other avenues to bring it out here. The Charity Return is being worked on for 2023 and our Annual Return to Marigold was filed in February. 50/50 Tickets fundraiser has been approved for Summerdaze. Will be applying to AGLC now. Books for Roatan was a success. Copies of Speak were provided to the Grade 9 class, and the Cat and the Hat to Grade 1 students. There was also a \$100 donation and school supplies provided to the school. The students who attend the school are all from high risk families suffering from poverty and addiction. Most of the kids do not eat outside of school and have suffered through many abuses. The book provided to the Grade 9 students addresses some of these issues and

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
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many students will be able to relate with the story. Summer Program was discussed and it will continue to be Tuesdays, potential dates July 9, 16, 23, 30 August 13 & 20. Considering a short program for Young Kids 1 day per month. Newsletter is still in the works so keep looking for it. 1000 Books Before Kindergarten or a similar program is in discussion for Hussar. Enquired if Playschool could be a Log check spot during the school year and was approved, as long as, the teacher is not running the program or responsible for overseeing it. Would prefer just to initial the logs and allow them to choose a prize from the supply Library monitors and upkeeps. Would need to pick another place for Logs to be checked outside Playschool and year round. Next meeting May 23, 2024 @ 7pm.

WFCSS Board Meeting - March 27, 2024 @ 7:00pm

Budget and finances are on track. Collective Cooking with teens has been a success, with 8 in attendance. Good Food Box had 42 boxes in March. Compass for the Caregiver had 3 in attendance and 4 virtual. Social Prescribing for Adults Link worker has been busy with referrals, 18 clients. Arc will be hosting a mental health BBQ May 11th. 5 for Life will be holding a cooking workshop for 2-5 year olds April 18th and more dates to follow. Collective Cooking May 4th session in Standard. Lunch & Learn Coop asked to partner to show how to use their new App to seniors. CVITP Tax Clinic dates March 18-22 and April 22-26. Elder Abuse Regional Awareness Committee is looking for Client Care Representative Staff. Currently the closest is Okotoks.
Next meeting - April 24, 2024

Tim Frank

The Drumheller and District Solid Waste Association will meet April 18th.

The Hussar Fire Association will meet June 3rd to plan for Summer Daze participation.

SAWEA Nothing to report.

Cemetery Board

Columbarium scheduled to be installed when conditions allow.

Wheatland Regional Corporation

WRC meeting April 3rd. Audited Financial Statement presented and accepted. Budget presented and accepted. AGM will be April 17 at Wheatland County Office. All Councils and CAO's are welcome.

Les Schultz – Wheatland Housing Management Body.

Since the last Council I have had three WHMB meetings to attend, March 14th, March 21st, and April 4th. Next meeting is next week April 18th. Our next meeting will also have top level staff and ministers of

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, April 11, 2024**

seniors housing from Edmonton at the meeting for clarification on some procedures and issues with the proposed new Lodge build. Should be interesting. Maybe they will share some good news about funding, but I doubt it. Most things to do with the proposed new lodge build are presented by the building committee to the board in a Draft Form and therefore discussed (In Camera) and cannot be relayed to anyone. Things are progressing well. The New Lodge will have approx. 114,000 sq.ft.of space and the Hospice will have approx. 8700 sq.ft. of space. The Lodge is at full capacity currently as usual, and things run quite smoothly with Vicky and Crystal and Christi at the helm. The lodge is filled to capacity, 89 rooms. All social housing is filled also with no vacancies in Sunset Haven, Giffen Manor or in Standard, Rockyford, Carseland or Gleichen. There are 49 on the wait list for seniors self-contained housing. Next meeting is April 18th.

Community Futures Wild Rose

I have had two meetings at CFWR since our last council, one was March 6th and the other was just on April 4th. Things have been very busy in the office with a couple of new staff that have fit in very well with the team and taken on their roles and responsibilities with enthusiasm. Everyone has put together a new Marketing and Awareness plan for this year and looks really good as the word is getting out there even though the organization has been around for 35 years.

The Investment Review committee has been very busy with all the applications coming in due to re-financing some RRRF loans and CERB loans which I believe were 36 loans and also a few more New Business loans were brought to the board for approval as they were over the limit that the IRC can approve. All in all the organization is thriving and busy and meeting the needs of the communities in the area that it serves. So much so that we had to transfer a million from one account into the investment account, and that's a good problem to have. And a lot of the new loans are a higher risk which is good and looks good to the head office. The loan report numbers are that there have been 13 loans paid out this fiscal at \$365,000.00 and the investment acct. Is at \$682,370.00 and the CFLIP acct. Is at \$3,800,686.91 (but we have transferred a million from this acct. To the Investment acct.)

Our next meeting will be in Beiseker at the community hall and from there we will go the Meadowlark Trail that runs through the area where we dedicate a bench to the memory of board member Karen Ursu that passed away last fall. (weather permitting at the call of the chair).

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES

Thursday, April 11, 2024

CAO REPORT CAO, Public Works and JG Water Services Reports
2024-04-11-854 MOVED by Councillor Frank to accept the CAO, Public Works and JG
Water Services reports as information
CARRIED

CORRESPONDENCE Correspondence
The following Correspondence was discussed;

- (a) Budget 2024 Letter from Ric McIver
- (b) Palliser Permitting Announcement
- (c) Minister Letter – ICF Engagement
- (d) Keeping Political Parties out of Local Elections
- (e) 2024 Minister’s Awards for Municipal and Public Library Excellence
- (f) Provincial Educations Requisition Credit Program Extension
- (g) EPA Water Sharing Letter from Minister Schulz

2024-04-11-855 MOVED by Councillor Schultz to accept the correspondence as
presented as information
CARRIED

CONFIDENTIAL CONFIDENTIAL
2024-04-11-856 MOVED by Councillor Schultz to go in-camera to discuss;
Personnel Matter (as per s. 17(1) of the FOIP Act)
TMJ Municipalities Agreement Renewal (as per s. 21(1) of the FOIP Act)
CARRIED

2024-04-11-857 MOVED by Councillor Schultz to come out of camera
CARRIED

2024-04-11-858 MOVED by Councillor Schultz to provide staff documentation on the
matter as discussed
CARRIED

2024-04-11-859 MOVED by Councillor Schultz to sign the Memorandum of Agreement
with the Minister of Transportation and Economic Corridors
CARRIED

ADJOURNMENT Adjournment
Councillor Schultz adjourns the meeting at 10:45 pm

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, April 11, 2024

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

DRAFT

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, May 9, 2024**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, May 9, 2024, commencing at 7:00 pm

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

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

ACCEPTANCE OF
AGENDA

2024-05-09-874 MOVED by Councillor Frank to accept Agenda with the following additions; 6.j) Accessory Building and 6.k) RCMP reports

CARRIED

DELEGATION
2024-05-09-875

McGills Industrial Services

MOVED by Councillor Schindel to have Liz look at the budget for having McGill's Industrial Services come out and camera our lines on our 1st Ave Project, speak with Murray & John regarding our water lines as well as measure the distance of the project that we would like camera'd, and bring it back to the next meeting.

CARRIED

APPROVAL OF
MINUTES

2024-05-09-876

April 11, 2024 Regular Meeting Minutes

MOVED by Councillor Schindel to change Page 4, 8th line, just after lunch, remove "amp&" in the April 11, 2024 Regular Meeting minutes and bring it back to the next meeting.

CARRIED

2024-05-09-877

April 23, 2024 Special Council Meeting

MOVED by Councillor Frank to approve the April 23, 2024 Special Council Meeting minutes as presented

CARRIED

POLICY & BYLAW
REVIEW

Policy Review

The following Policies were reviewed without changes;

- a) 4.3 Probationary Period
- b) 4.4 Employee Benefits & Pension
- c) 5.10 Information & Records Management

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
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BUSINESS

2024-05-09-878

Palliser – Development Officer Training

MOVED by Councillor Frank for the CAO & Councillors to attend the Palliser Development Officer Training Course, date at CAO's discretion.

CARRIED

2024-05-09-879

Utility Group Rates

MOVED by Councillor Frank to accept as information

CARRIED

2024-05-09-880

Seniors Week June 3-9

MOVED by Councillor Schultz to declare Senior's Week is from June 3rd to 9th 2024, in Hussar Alberta and inform the government of Alberta so that we can be added to their list for recognition for this.

CARRIED

2024-05-09-881

Resident Letter Request – Field Posts

MOVED by Councillor Frank that the Village will not remove the Boundary posts and to notify the landowner of such.

UNANIMOUSLY CARRIED

2024-05-09-882

MOVED by Councillor Frank to invite the Weed Inspector out to inspect the weed problem and to enlighten Council and Landowner on rural boundary and fence line etiquette and obligations and possible solutions to this problem.

UNANIMOUSLY CARRIED

2024-05-09-883

MOVED by Councillor Frank to notify Wheatland Division Councillor Rick Larsen as a courtesy.

UNANIMOUSLY CARRIED

2024-05-09-884

Firewood at Campground

MOVED by Councillor Schultz to have Councillor Schultz or CAO speak to Summer Daze Committee about sharing cost on a truckload of split firewood for the campground with the cost of \$250 maximum.

CARRIED

RECESS at 9:24pm then returned at 9:35pm

2024-05-09-885

Summer Municipal Leadership Caucus

MOVED by Councillor Schindel to have Tim attend the Summer Municipal Leadership Caucus virtually on June 14th.

CARRIED

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USP- Membership
2024-05-09-886 MOVED by Councillor Schultz to accept as information at this time
CARRIED

ISDAB Training June 10th & 11th
2024-05-09-887 MOVED by Councillor Schultz to direct administration to put a notice out to the public to ask for anyone interested in taking the training to be on the Intermunicipal Subdivision and Appeal Board, the training would be paid by us, and reach out to previous members to see if they are willing to take the training again as it's expiring.
CARRIED

Weed Spraying Quote
2024-05-09-888 MOVED by Councillor Frank to have Renew L Tech do the weed spraying in the Village with the quoted price of \$4,500.
CARRIED

Accessory Building
2024-05-09-889 MOVED by Councillor Schultz to approve the application for the shed as long as a fence is built around the lot on 3 sides as soon as possible with a deadline of September 15th, at lot 221 3rd Avenue.
CARRIED

RCMP Report – copies handed out

FINANCIAL
2024-05-09-890 April 2024 Bank Reconciliation and Cheque Listing
MOVED by Councillor Schultz to accept the Bank Reconciliation and Cheque Listing as presented.
CARRIED

COMMITTEE REPORTS

COMMITTEE REPORTS

Les Schultz

Community Futures Wild Rose report from May 2nd meeting 2024

- We have started doing a Consent Agenda at meetings now with usually the previous minutes and financials and directors report being included and passed as sent out beforehand and reviewed.
- In marketing and awareness there will be a utility insert sent to all CAOs to be included in utility bills with information on entrepreneur's programs and how to access them.
- There are 3 loans in arrears, 1 missed a recent payment and another has been sent a 30-day notice and another after exhausting all other avenues is being sent to a lawyer for collections as we hold the land as

**VILLAGE OF HUSSAR
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collateral, but the client shows no signs of wanting to pay back and business has closed.

- The YETI program for youth entrepreneurs is underway again and Trish, the coordinator for that, has given presentations at Wheatland Crossing School, Siksika school and Strathmore High School to date with more to come. Many kids have taken the package to review, but none have been submitted back so far.

- The EDA or the Economic Disaster Resilience and Recovery Program will be having a workshop on October 21st, 2024, that the board or partners are welcome to attend.

- Since its establishment in 1989, CFWR has been a driving force behind economic development, infusing vitality into the region. With an impressive track record, the organization has facilitated over \$37 million in loans and investments, benefiting 2461 local businesses. This financial support has not only propelled these businesses towards growth but has also played a pivotal role in their inception and expansion, leading to the creation and sustenance of 7682 jobs, therefore significantly impacting the local economy.

- Beyond its direct investments CFWR has effectively leveraged an additional \$52,707,785 in funding for the region, underscoring its commitment to economic growth and prosperity in the communities it serves.

- Next meeting is June 20th at 5:00 pm with dinner and the AGM to follow at 7:00 pm to be held at the Royal Canadian Legion in Strathmore.

Wheatland Housing Management Body...WHMB • There has been 3 meetings of this board since our last council meeting. • One of the meetings was prefixed by 2 representatives from the Seniors Housing Dept. In Edmonton to answer any questions we had on the Governance of such a board and also our requisitioning power, which was brought into question by Wheatland Council. Most of these questions had already been answered in the 3rd party Governance review that was done last fall, but Wheatland rejects that review as it paints them in a bad light, so they had further questions and we thought this was the best way to resolve any misunderstandings on procedures. • Another meeting was called to answer more of Wheatlands questions with this time requesting an updated proforma and have Derek Weiss join us via zoom to go through all the financials and how he arrived at the numbers and how they are always changing until we get to a class A budget. Wheatland questioned his credentials, but Derek has done many projects of this size and is highly regarded in his field. Everyone was pleased with how the meeting and explanations were presented. •

**VILLAGE OF HUSSAR
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It was discussed on the procedures of moving forward to get to a Class A budget and the ask of some of the upfront money that Municipalities have already committed. 1.4 million of the 4.6 million to be put up by the partnering Municipalities is what is needed to move forward, and this request was sent to all partners for their consideration. All partners except Wheatland have sent their portion of the requested funds. • Hussars portion of this was \$3505.00 with the rest to follow after the WHMB receives funding from the Province and CMHC. • The projected costs at the moment for the new Lodge sit at \$59,900,000 but again this is not a hard number as it will change as we move to a Class A budget. • We have since heard from the province that our project request for funding has been rejected this round but there is another round of funding opening up this fall and if we keep moving forward to a Class A budget meaning having the real costs and being (shovel ready) then there is a better chance to be approved next time. • Next meetings are May 9th (tonight) and May 16th

Tim Frank

Solid Waste -The Drumheller and District Solid Waste Association met April 18th. Items presented and discussed included the 2022 Financial Audit, the DDSWMA Strategic Plan, EPR Steering Committee terms of reference, Shooters Assoc. Lease and its renewal. Also discussed were the YTD Financials for Operations and Recycling, the 2023 Regional Landfill Annual Report, and 2023 Groundwater Monitoring Report. Operations Updates were presented including GFL Updates and Transitor Repairs.

Regional Landfill Annual Report was prepared by AECOM Canada Ltd. Details within this report include: estimated lifespan for landfill of 44 years with projected closure in 2066. This calculation based on the average of 2021 and 2022 haul averages. Estimated closure and post closure costs are estimated at \$10,282,160.00 With respect to groundwater monitoring the Drumheller and District Landfill has a network of 23 monitoring wells which are located throughout the landfill site. Budgetary analysis to end of April 2024 shows revenues through landfill activity being 21% of budget, and those derived from recycling being only 3.8% to date indicating a soft recycling market. Finally the Strategic Plan endeavours to meet the following goals within 5 years; namely 1) provide for enhanced programs and services, 2) become an employer of choice, 3) Use an effective government model with board members being conversant and knowledgeable in DDSWMA functions, 4) has financial sustainability, and 5) works and serves well informed and engaged stakeholders.

**VILLAGE OF HUSSAR
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EPR Summary: The Alberta Recycling Management Authority [ARMA] has managed regulated recycling in Alberta for more than 30 years. ARMA is the designated organization that will provide oversight for the Alberta EPR system. ARMA has developed bylaws in relation to EPR that facilitate Regulation to Compliance . And producers are required to provide verification of collection and management plans to ARMA by April 1, 2024. Alberta will have 2 EPR systems. [PPP] - Single use product packaging and printed paper products, and (HSP) Hazardous and special products

PPP - Each year Alberta Municipalities collect and process 197,600 tonnes of recyclable packaging and paper products such as newspapers, cardboard, printed paper, magazines and packaging. Including plastics, both rigid and flexible, and metal and glass. Alberta EPR framework does not include PPP from industrial, commercial and institutional sectors which are regulated under existing programs, ie beverage containers, tires, electronics, and used oil.

HSP [Household Hazardous Waste and Special Products] - Currently the Alberta Government and Municipalities jointly fund. Alberta EPR system for HSP will replace Albertas existing household hazardous waste program and expand upon the materials accepted. ie batteries, pesticides, and products that are flammable, corrosive and toxic. EPR for PPP and HSP will be operational by April 1, 2025. Currently the Village of Hussar in conjunction with DDSWMA is registered in the EPR system, and is waiting further developments and steps to be brought forward by ARMA.

Fire Association -The Hussar Fire Association will meet June 03rd to plan for Summer Daze participation.

SAWEA is holding current discussions on the way forward,

Cemetery Board -Columbarium scheduled to be installed within next 6 months. Schedules mailed out this week. Proposed Board meeting this coming Monday.

Wheatland Regional Corporation - WRC AGM held April 17 at Wheatland County Office. Audited Statement passed. Board of Directors reaffirmed. Bylaws needed to be reviewed for wording, therefore AGM concluded without resolutions being passed at this time.

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Coralee Schindel

WFCSS Meeting - April 24, 2024 @ 7:00pm

Year End Reports were presented by AVAIL and discussed, and accepted. Financials are on track. Reserves were discussed and we are going to research how much must be kept in reserves versus operations for a future meeting. Calgary Foundation Final Report was completed and approved. Most initiatives were achieved in the year. Some initiatives of note were collective cooking and funding for transportation. Womens' Conference was held April 12th over 90 tickets sold, 22 vendors, and lovely catering by Kim's Catering. Compass for the Caregiver on break until the fall.

CVITP Tax Clinic dates March 18-22 Gleichen - 2, Carseland - 4, Standard - 4, Hussar & Rockyford cancelled due to bad weather.

Elder Abuse Regional Awareness Committee has come to a close, but will meet consistently to keep program active. Psychological First Aid was April 15th with Strathmore & Chestermere EM Reps Wheatland Youth Network after school program made fruit skewers and breakfast parfaits - info was provided about the Community Fee Assistance Program. Arc will be hosting a mental health BBQ May 11th. Veterans from the Legion have generously donated their time to cook.

5 for Life held a cooking workshop for 2-5 year olds April 18th (full 8 kids & 2 babies). Next one May 15th

Collective Cooking last session May 4th in Standard. New sessions will resume in the fall.

Lunch & Learn with Coop will be May 2nd and is full with wait list

Collective Cooking with Wynn 5 session classes for ages 11-18 includes appetizer, soup/salad, main course, dessert, and breakfast.

Wheatland Medical Transportation Project grant application has been submitted and we will know June 3 if we are approved. If approved funds will be received by August 2024.

Next meeting - May 22, 2024

CAO REPORT
2024-05-09-891

CAO, Public Works and JG Water Services Reports

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

CARRIED

CORRESPONDENCE

Correspondence

The following Correspondence was discussed;

- a) Canadian Sustainability Standards Board (CSSB) Sustainability and RMs Explainer
- b) WHMB – AHPP Response

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MINUTES
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ADJOURNMENT

Adjournment

Councillor Schultz adjourns the meeting at 10:52 pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

DRAFT

EMPLOYEE TRAINING

Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: June

Related Bylaw: N/A

Amendments: 2019-02-14-022

Purpose

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

Guidelines

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

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

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

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

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

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

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

Vacation Entitlement

Date Approved by Council: September 10, 2015

Resolution: 08.09.15

Review Date: June

Related Bylaw: N/A

Amendments: 2016-11-22-04; 2023-07-13-607

Purpose

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

Guidelines

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

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

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

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

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

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

Salary and non-salaried employees will give 1 month notice. Vacation for the CAO is to be approved by council and for all other employees approved by the CAO.

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

Statutory Holidays

Date Approved by Council: August 13, 2015

Resolution:

Review Date: July

Related Bylaw: N/A

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

Purpose

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

Guidelines

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

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

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

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

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

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

Mileage & Expenses Reimbursement

Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: July

Related Bylaw: N/A

Amendments:

Purpose

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

Guidelines

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

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

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

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: June 13, 2024
Title: Tax Arrears - Sale Terms and Conditions of Sale

Agenda Item Number:
6a.

BACKGROUND

There is 1 property that will be listed for tax sale, should the taxes not be paid. As such, the following is required to be addressed for the 2024 public auction:

Date/Time: The date and time of the public auction should be set. We recommend scheduling the public auction sometime between September 15, 2024 and November 15, 2024 at either 10 am or 2 pm.

Terms and Conditions: Please find attached the Terms and Conditions of Sale to be presented to council at the next meeting. In addition, below is the suggested resolution wording:

RESOLVED THAT the presented Terms and Conditions of Sale for the 2024 Public Auction are hereby approved.

Market Values: The Municipal Government Act provides that council must establish a reserve bid that is “as close as reasonably possible to the market value” of each parcel. Upon receipt of the market values, our office will prepare the submission for council.

By definition, market value is arrived at between a willing, well-informed buyer and a willing, well-informed seller. Typically, the assessed values are used as market values/reserve bids. In the event the assessed values do not reflect the market value, or there is concern whether this is the case, we recommend having the assessor update their assessment, obtaining an opinion of value or obtaining an appraisal. (eg. The assessed value of a property could be \$275,000 but what would it actually sell for if offered for sale? If the buildings are substantially deteriorated, then the market value is likely reduced.)

Tax Recovery Costs: Taxervise recommends a resolution approving the adding of tax recovery costs to the rolls. Here is the suggested wording:

RESOLVED THAT pursuant to 553(1)(f) M.G.A., the addition of all tax recovery costs to the relevant rolls is hereby approved.

Please note, for a September date, they need to know as early as possible and not later than June 30, 2024 with respect to the date/time and the terms and conditions.

RECOMMENDATION:

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



May 14, 2024

By Email: (original to remain on file)

Village of Hussar
PO Box 100
Hussar AB T0J 1S0

Attention: Liz Santerre

**Re: Village of Hussar
Tax Arrears Recovery on Land – Notifications Registered 2024**

We are pleased to provide you with our interim report regarding tax arrears recovery proceedings on behalf of the Village of Hussar.

Initially we sent out pre-notice letters with respect to 1 roll number. Following expiration of the payment deadline, we registered a tax recovery notification against 1 roll number and forwarded a copy of the Tax Arrears List to the Unclaimed Property Program. The municipality has provided TAXervice with confirmation that a copy of the Tax Arrears List related to land has been posted within the municipal office. TAXervice has sent notice, as required by the Municipal Government Act, to each property owner advising that the tax arrears list has been prepared and sent to the Registrar.

Alberta Land Titles is required to send a notice, no later than August 1, 2024, to the owner(s) of the parcel of land, to any person who has an interest in the parcel, and to each owner of an encumbrance as shown on the Certificate of Title. The notice will state that if the tax arrears are not paid by March 31, 2025, the Municipality will offer the parcel for sale at public auction and the Municipality may become the owner of the parcel if it is not sold at public auction.

Following registration of the tax recovery notification against title, property owners are prohibited from removing improvements from the property, unless the Municipality consents. In order for a property to be removed from tax recovery proceedings, all arrears (including 2023), penalties and costs must be paid in full. On January 1, 2025 the 2024 taxes will become arrears and will be added to the amount required to remove the property from tax recovery proceedings.

This now completes the first phase of tax recovery proceedings. We ask that you continue to advise us of any payments and/or redemptions. We will attend to preparation and registration of the discharge of tax notification as necessary.

We encourage you to forward any inquiries pertaining to the tax recovery process to our office. We will advise property owners to contact the Municipality for an updated total amount owing to redeem the property from tax recovery proceedings.

Beginning April 1, 2025, we will commence the second phase of tax recovery proceedings. Our phase two fees will be added and any relevant disbursements. We will begin proceedings by sending a Pre-Auction Notice from our office advising property owners of the imminent auction.

We thank you for the opportunity to assist you thus far with your tax arrears recovery. We continually look for ways to improve our service. Should you have any comments or suggestions, we would be pleased to hear from you.

Yours truly,
TAXervice

Angela M

Angela M
Account Manager
AngelaM@taxervice.com

2024 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.

(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.

Village of Hussar 2023 Land Preauction Letter deadline date passed, Request for update and Resolution

Tue 2024-05-21 9:07 AM

To:Village Office <office@villageofhussar.ca>

📎 2 attachments (223 KB)

Terms and Conditions of Sale.pdf; 24 05 21 Active Properties List.pdf;

Good morning,

With respect to the above noted matter, May 17th was the payment deadline date regarding the pre-auction letters sent by our office. We ask that you forward to us an update regarding any further payments or redemptions received. If you accept payments by way of online banking, please check your bank account for same. **Also, please provide us with a ledger from January 1, 2022 to current for each of the properties listed in the report hereto attached.**

Below is a list of items which need to be addressed for the 2024 public auction:

Date/Time: The date and time of the public auction should be set. We recommend scheduling the public auction sometime between September 15, 2024 and November 15, 2024 at either 10 am or 2 pm.

Terms and Conditions: Please find attached the Terms and Conditions of Sale to be presented to council at the next meeting. In addition, below is the suggested resolution wording:

RESOLVED THAT the presented Terms and Conditions of Sale for the 2024 Public Auction are hereby approved.

Market Values: The Municipal Government Act provides that council must establish a reserve bid that is “as close as reasonably possible to the market value” of each parcel. Upon receipt of the market values, our office will prepare the submission for council.

By definition, market value is arrived at between a willing, well-informed buyer and a willing, well-informed seller. Typically, the assessed values are used as market values/reserve bids. In the event the assessed values do not reflect the market value, or there is concern whether this is the case, we recommend having the assessor update their assessment, obtaining an opinion of value or obtaining an appraisal. (eg. The assessed value of a property could be \$275,000 but what would it actually sell for if offered for sale? If the buildings are substantially deteriorated, then the market value is likely reduced.)

Tax Recovery Costs: We recommend a resolution approving the adding of tax recovery costs to the rolls. Here is the suggested wording:

RESOLVED THAT pursuant to 553(1)(f) M.G.A., the addition of all tax recovery costs to the relevant rolls is hereby approved.

Please note, for a September date, we need to hear from you as early as possible and not later than June 30, 2024 with respect to the date/time and the terms and conditions. We do not require the market values until a later date.

In the meantime, we will continue to attempt to contact property owners to determine their intentions for payment. If you have any questions, please do not hesitate to contact me.



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Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 13, 2024
Title:	Nominate a municipal peer for an award
Agenda Item Number:	6b.

BACKGROUND

Should Council wish to nominate a municipal leader in our community for a 2024 ABmunis Award! The nomination deadline is June 14, 2024. These awards are presented at our Convention and recognize individuals and teams who have made extraordinary contributions to their communities. Here are the award categories for this year:

1. Award of Excellence Recognizes past and present elected municipal officials with outstanding civic leadership who have held office for at least three years in Alberta.
2. Distinguished Service Award Recognizes an elected official who has served 20 or more years in one or more Alberta municipalities.
3. Dedicated Chief Administrative Officer Award This award recognizes long-term excellence and dedication to municipal government and chief administrative management.
4. Dedicated Senior Municipal Team Award This award acknowledges an outstanding municipal team that demonstrated excellence and dedication to a municipal government.
- 5.

RECOMMENDATION:

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

Nominate a municipal peer for an award by June 14

[Redacted]

Tue 2024-05-28 9:17 AM

To: Village Office <office@villageofhussar.ca>

Good Morning ABmunis Members;

Don't miss the opportunity to nominate a municipal leader in your community for a 2024 ABmunis Award! The **nomination deadline of June 14** is fast approaching.

These awards are presented at our Convention and recognize individuals and teams who have made extraordinary contributions to their communities. Here are the award categories for this year:

1. Award of Excellence

Recognizes past and present elected municipal officials with outstanding civic leadership who have held office for at least three years in Alberta. Download the nomination form [here](#).

2. Distinguished Service Award

Recognizes an elected official who has served 20 or more years in one or more Alberta municipalities. Download the nomination form [here](#).

3. Dedicated Chief Administrative Officer Award

This award recognizes long-term excellence and dedication to municipal government and chief administrative management. Download the nomination form [here](#).

4. Dedicated Senior Municipal Team Award

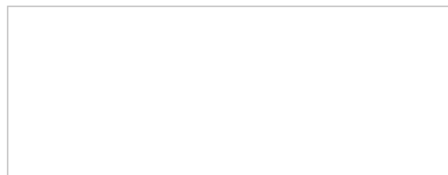
This award acknowledges an outstanding municipal team that demonstrated excellence and dedication to a municipal government. Download the nomination form [here](#).

We are looking forward to acknowledging and celebrating Alberta's outstanding community builders! Please email awards@abmunis.ca if you have any questions.

Sincerely,

[Redacted Signature]

[Redacted Content]



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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: June 13, 2024
Title: Power+ program through AB Munis
6c.
Agenda Item Number:

BACKGROUND

Here is the information regarding Power+ program through AB Munis for the Village of Hussar:

1. Power + program : Our Power+ program is for a 5-year term starting Jan 1st, 2025 – Dec 31st, 2029. Pricing is at **6.95 cents kWh (7.58 cents including fees)**. With your current rate ranging from 12 - 14 cents, there is some savings that you can attain through this program for the base commodity price.

2. Recommended Block: Village of Hussar to 0.007 MW.

- a) In the future we may need to look into getting a December specific top-up as there is a spike in usage for the light up the night.

3. Monthly volumes :

	2025	2026	2027	2028	2029
January	5.208	5.208	5.208	5.208	5.208
February	4.704	4.704	4.704	4.872	4.704
March	5.201	5.201	5.201	5.201	5.201
April	5.040	5.040	5.040	5.040	5.040
May	5.208	5.208	5.208	5.208	5.208
June	5.040	5.040	5.040	5.040	5.040
July	5.208	5.208	5.208	5.208	5.208
August	5.208	5.208	5.208	5.208	5.208
September	5.040	5.040	5.040	5.040	5.040
October	5.208	5.208	5.208	5.208	5.208
November	5.047	5.047	5.047	5.047	5.047
December	<u>5.208</u>	<u>5.208</u>	<u>5.208</u>	<u>5.208</u>	<u>5.208</u>
Total	61.320	61.320	61.320	61.488	61.320

4. Fees: Here is a break down of the fees

- a) Program fee: 0.315 cents kWh
- b) Retail service fee: 0.315 cents kWh – subject to a minimum \$20 per site/month
- c) Street Light ID fee: \$1 per sight/month.

5. Next Steps: Council to decide which options to proceed with:

Option 1: Variable contract for Jul 1 – Dec 31, 2024. Then Power+ for Jan 1, 2025 – Dec 31, 2029.

Option 2: Stay with your current provider until Dec 31, 2024. Then move on to Power+ starting Jan 1, 2025.

Option 3. Stay with our current provider rates

RECOMMENDATION:

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

Power+ electricity recommendations Hussar AB Munis



Thu 2024-05-23 3:48 PM

To:Village Office <office@villageofhussar.ca>

Good afternoon Liz,

Thank you for jumping on a call with me earlier. Here is the information regarding Power+ for the Village of Hussar:

1. Power + program: Our Power+ program is for a 5-year term starting Jan 1st, 2025 – Dec 31st, 2029. Pricing is at **6.95 cents kWh (7.58 cents including fees)**. With your current rate ranging from 12 - 14 cents, there is some savings that you can attain through this program for the base commodity price.
2. Recommended Block: Village of Hussar to 0.007 MW.
 - a. In the future we may need to look into getting a December specific top-up as there is a spike in usage for the light up festival.
3. Monthly volumes:

Fixed Baseload Notional Monthly Quantity table (MWh)					
	2025	2026	2027	2028	2029
January	5.208	5.208	5.208	5.208	5.208
February	4 704	4 704	4 704	4 872	4 704
March	5.201	5.201	5.201	5.201	5.201
April	5 040	5 040	5 040	5 040	5 040
May	5.208	5.208	5.208	5.208	5.208
June	5 040	5 040	5 040	5 040	5 040
July	5.208	5.208	5.208	5.208	5.208
August	5 208	5 208	5 208	5 208	5 208
September	5.040	5.040	5.040	5.040	5.040
October	5 208	5 208	5 208	5 208	5 208
November	5.047	5.047	5.047	5.047	5.047
December	<u>5 208</u>	<u>5 208</u>	<u>5 208</u>	<u>5 208</u>	<u>5 208</u>
Total	61.320	61.320	61.320	61.488	61.320

4. Fees: Here is a break down of the fees
 - a. Program fee: 0.315 cents kWh
 - b. Retail service fee: 0.315 cents kWh – subject to a minimum \$20 per site/month
 - c. Street Light ID fee: \$1 per sight/month.

Next Steps:

1. Your council meeting is Jun 13th. Once council makes a decision, let me know which of the TWO following options you would like to proceed with:
 - **Option 1:** Variable contract for Jul 1 – Dec 31, 2024. Then Power+ for Jan 1, 2025 – Dec 31, 2029.
 - **Option 2:** Stay with your current provider until Dec 31, 2024. Then move on to Power+ starting Jan 1, 2025.
2. Let me know which option your council decides to go with, and I will ask the energy team to draft the contracts for signature.

For the variable rate from July to December of 2024, here are the forecasted forward electricity rates:

Jul-24	2024	8.03 cents
Aug-24	2024	9.46 cents
Sep-24	2024	7.33 cents
Oct-24	2024	6.09 cents
Nov-24	2024	7.38 cents
Dec-24	2024	8.65 cents

Reach out to me if you have any questions in the meantime.

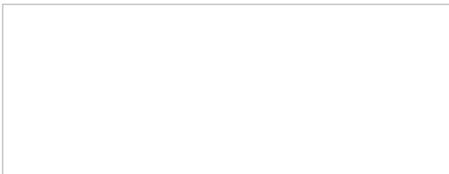
[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]



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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:	June 13, 2024
Title:	Mowing Concerns
Agenda Item Number:	6 d, e, f

BACKGROUND

Please see the attached letter of concerns from the residents. We are looking into creating a policy to address the grass mowing procedure and getting a piece of rubber to attach to the mower to deflect rocks that may go out the shoot.

Does council have any specific things they would like to see in a policy. Here are some things that I have come up with:

- Direction of mowing for resident adjacent properties
- Limited cutting of the high risk areas
- Weed whipper or push mower to be used in high risk areas
- Elevated Blade
- Rubber attached to mower shoot.

RECOMMENDATION:

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

Last one

[REDACTED]

Wed 2024-05-15 12:54 PM

To: Village Office <office@villageofhussar.ca>

[REDACTED]

Hi again Liz.

I'm beyond upset at this lawn mowing/stone throwing issue.

I can't relax when the lawn is getting cut at the playground. We can't, and shouldn't have to, worry about another \$700 window replacement.

Also, I don't want my name used if you talk to the village man. He can think it's from us but there are others who could have taken the pics. [REDACTED]

[REDACTED]

I just want to enjoy my summer, not wait for another rock. Hopefully there are no further issues, winter or summer.

I don't know how far that rider throws stones but it would be valuable to know for other potential problems.

We appreciate your addressing this asap.

[REDACTED]

[Yahoo Mail: Search, Organize, Conquer](#)

Wrong way lawn cutting



Wed 2024-05-15 12:06 PM

To:Village Office <office@villageofhussar.ca>







[Yahoo Mail: Search, Organize, Conquer](#)

VILLAGE OF HUSSAR COMPLAINT FORM

Instructions

1. If you wish to lodge a complaint, you may write your own letter or use this form. Pictures may be required.
2. Please complete as many areas as you can and provide as much detail and information as possible.

Name of Complainant : _____

Address of Complainant: _____

City / Province: _____

Postal Code: _____

Phone Number: _____

Email: _____

Alternate address or phone number to contact you:

Complaint Details

Date of Incident (YY, MM, DD) JUNE 3 2024

Time of Incident _____ AM _____ PM Around Noon.

Location of Incident
Across from Clarks House, My House on 3rd AVE.

Date Reported (YY, MM, DD) JUNE 4 2024

Time Reported _____ AM _____ PM

Complaint Summary

Describe what happened:

We (several Residents have Ask, Plead)
That [redacted] want to Blow the
grass/rocks across the Road!

[redacted]
Please at least the first 2 Purses (maybe even more)
should be ~~for~~ blown into the Grass not
across the road at Cars, trucks, trailers, Houses.

I ~~can~~ Heard Rocks being thrown across the
road at My truck!

I ~~can~~ I looked and there is Marks, but I
cant Prove they were there before.
as its an old Truck, but that does
not mean he can shoot Rocks at it.

I have talked to many people that have had
damage [redacted] doing this, [redacted] "will not"
take responsibility for None of it.

[redacted]
unnecessary things at times that just make me
shake my head.
[redacted]

VILLAGE OF HUSSAR COMPLAINT FORM

Instructions

1. If you wish to lodge a complaint, you may write your own letter or use this form. Pictures may be required.
2. Please complete as many areas as you can and provide as much detail and information as possible.

Name of Complainant _____

Address of Complainant _____

City / Province: _____

Postal Code: _____

Phone Number: _____

Email: _____

Alternate address or phone number to contact you:

Complaint Details

Date of Incident (YY, MM, DD) JUNE 3 2024

Time of Incident _____ AM _____ PM

Location of Incident

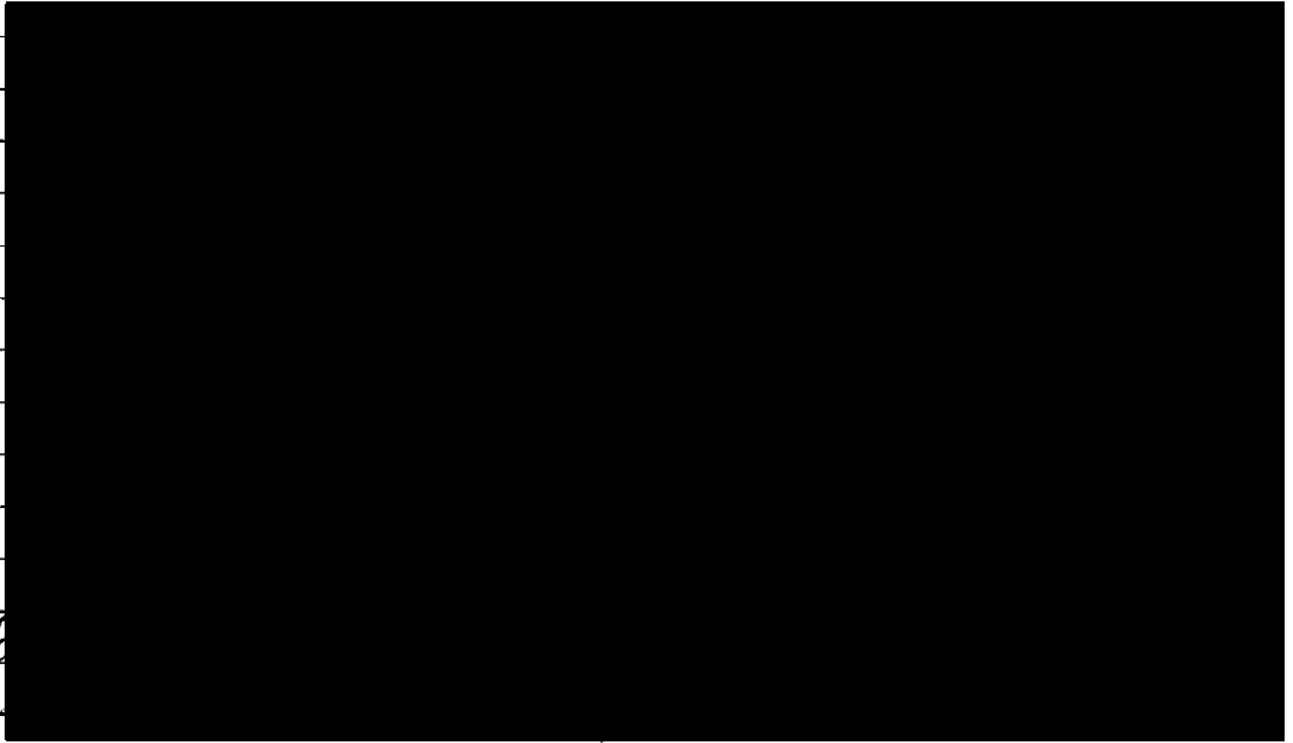
Near the Campground off of 3rd

Date Reported (YY, MM, DD) JUNE 4 / 2024

Time Reported _____ AM _____ PM

Complaint Summary

Describe what happened:



Below the redacted area, there are several horizontal lines for writing. A smaller black rectangular redaction is positioned over the second line from the top of this section. The remaining lines are empty.

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 13, 2024
Title:	Community Futures Advertisement Insert
Agenda Item Number:	6e.

BACKGROUND

We received the following Message from Community Futures with a request to include the following insert with our next utility billing:

As you approach the distribution of next month's utility bills, we at Community Futures Wild Rose are once again grateful for the opportunity to connect with our community through your support.

We have ensured that the design and content of the insert comply with the agreed-upon guidelines and dimensions. Should there be any additional requirements or adjustments needed, please feel free to contact me directly, and we will be happy to accommodate. We kindly request confirmation of receipt of this email and the attachment, along with any feedback or confirmation of the insert's inclusion in the next utility bill mail-out.

Thank you for your continued partnership and support in our mission. Together, we are making a meaningful impact on the lives of residents and the growth of our local economies.

RECOMMENDATION:

1. Motion for CAO to send out the advertisement insert from Community Futures with our next utility billing
2. Accept as information at this time



helping rural entrepreneurs grow

The best way to succeed as a small business is to connect with the right kind of support.

Community Futures Wild Rose offers many resources, a wide variety of business coaching and training services, and flexible business loans.

We're here to help!

wildrose.albertacf.com

- ✓ Training
- ✓ Guidance
- ✓ Free Resources
- ✓ Financial Support

Community 
Futures Wild Rose

403.934.8888 | wildroseinfo@albertacf.ca

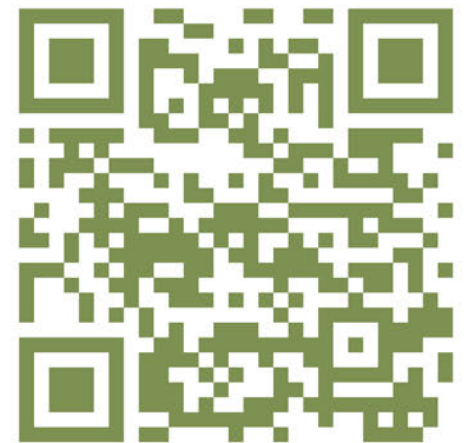
Community Futures Wild Rose, Box 2159, Strathmore, AB, T1P 1K2

Community Futures

Wild Rose



helping rural entrepreneurs grow
wildrose.albertacf.com



Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 13, 2024
Title:	Alberta Day
Agenda Item Number:	6h.

BACKGROUND

The Government of Alberta recently established September 1 as Alberta Day in perpetuity. Alberta Day is a chance to celebrate who we are as Albertans and what we can achieve together.

To create a province-wide celebration of our heritage and cultural identity, Alberta's Government is providing funding through Alberta Municipalities to eligible Alberta municipalities to host local Alberta Day events on any day of their choice between Friday, August 30 to Monday, September 2, 2024.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 20,000 will be eligible for up to \$10,000;
- Municipalities with populations between 1,000 and 20,000 will be eligible for up to \$5,000; and
- Municipalities with populations less than 1,000 will be eligible for \$1,500.

Municipalities are encouraged to submit a completed Expressions of Interest Application to culture.event@gov.ab.ca, with details about the activities they are planning, by **June 24, 2024**.

Municipalities must enter their Alberta Day events on the Culture Calendar by August 12, 2024.

RECOMMENDATION:

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

Alberta Day 2024

Mon 2024-06-10 10:58 AM

To: Village Office <office@villageofhussar.ca>

3 attachments (1 MB)

EOI Guidelines 2024.pdf; EOI Form.pdf; Festival In A Box.pdf;

Good day, Mayors, Reeves and CAOs,

I am sending this out on behalf of Alberta Culture.

The Government of Alberta recently established September 1 as Alberta Day in perpetuity. Alberta Day is a chance to celebrate who we are as Albertans and what we can achieve together.

To create a province-wide celebration of our heritage and cultural identity, Alberta's Government is providing funding through Alberta Municipalities to eligible Alberta municipalities to host local Alberta Day events on any day of their choice between Friday, August 30 to Monday, September 2, 2024.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 20,000 will be eligible for up to \$10,000;
- Municipalities with populations between 1,000 and 20,000 will be eligible for up to \$5,000; and
- Municipalities with populations less than 1,000 will be eligible for \$1,500.

Municipalities are encouraged to submit a completed Expressions of Interest Application to culture.event@gov.ab.ca, with details about the activities they are planning, by **June 24, 2024**.

Municipalities must enter their Alberta Day events on the Culture Calendar located [here](#) by August 12, 2024.

Should you be interested in this opportunity, the Expression of Interest Application Form and Guidelines, as well as "Festival in a Box" guiding document are attached.

We look forward to your participation as Alberta Day will be another chance for communities across Alberta to celebrate everything that makes this province special.

For more information, please visit alberta.ca/AlbertaDay or contact culture.event@gov.ab.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.

ALBERTA DAY 2024 EXPRESSION OF INTEREST GUIDELINES



OVERVIEW

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, Alberta's government established September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our province.

Alberta's government is inviting municipalities to take part in this celebration. This document has been created to assist municipalities in organizing a local Alberta Day event. Municipalities within the province of Alberta are encouraged to apply for funding to host an Alberta Day celebratory event showcasing Alberta's cultural identity.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 20,000 will be eligible for up to \$10,000;
- Municipalities with populations between 1,000 and 20,000 will be eligible for up to \$5,000; and
- Municipalities with populations less than 1,000 will be eligible for \$1,500

PROCEDURE FOR SELECTING MUNICIPALITIES

Selection Process

Staff within Alberta Municipalities and Arts, Culture and Status of Women will assess municipalities that qualify.

Selection Criteria

The following criteria will be considered in the selection of a municipality:

1. Population of Municipality
2. Financial Resources
3. Proposed Programming

SUBMISSION TIMELINES

1. Expression of Interest Invitation

- An "Expression of Interest" document will be sent to Alberta Municipalities June 6, 2024.

2. Expression of Interest Preparation and Submission

- Complete and submit the Expression of Interest document which includes a Budget Worksheet.
- Assistance in the preparation of the Expression of Interest document is available by contacting culture.event@gov.ab.ca.
- Expression of Interest must be emailed to culture.event@gov.ab.ca by **4:30 p.m. on June 24, 2024**

3. Expression of Interest Selection

- Alberta Municipalities and Arts, Culture and Status of Women staff, will review the submissions, and recommend successful municipalities based on the Selection Criteria.

4. Awarding of Funding

- The successful municipalities will be announced the **week of July 1, 2024**.

**Completed applications must be received by 4:30 pm on
June 24, 2024**

Please email submissions to: [REDACTED]

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	June 13, 2024
Title:	Summer Daze
Agenda Item Number:	6i.

BACKGROUND

We need to motion the rate for the Summer Daze 2024 event.

I have included the 2023 contract and a blank contract that we can fill in for 2024

RECOMMENDATION:

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

Summer Daze Committee agreement 2024

Council discussed the below terms at the Regular Council Meeting on _____, 2024. Council has agreed to allow use of the entire campground and camp kitchen for Friday June 14th to Sunday June 16th, 2024.

1. \$250.00 Damage Deposit will be paid by the Summer Daze Committee prior to the event. A walk around will be completed before and after the event, photos will be taken. The Damage Deposit will be reimbursed after a walk around with Summer Daze Committee, the Village CAO and Public Works.
2. Public Works will use the ride on mower to cut the ball diamond area. The tractor will be used to cut the field that surrounds the baseball diamonds on the week prior to the event. (Completed by June 13th)
3. The cost of having the toilets sucked out prior to the event will be paid by the Village. The Summer Daze Committee will be responsible to suck out the toilets after the event at their own cost.
4. Washrooms – The Village will ensure the washrooms are cleaned out and the scent additive is used prior to the event.
5. Toilet paper and garbage bags will be the responsibility of the Summer Daze Committee.
6. Weed Spraying will be completed by a Certified Sprayer and paid for by the Village.
7. Summer Daze Committee will pay \$_____ and \$_____ for electrical usage at the grounds for the event weekend. This includes the camp shelter electrical for bouncy castles on Saturday.
8. Gopher control at the baseball diamonds will be provided by the Village. Any further gopher control will be completed by the Summer Daze Committee.
9. No glass – We have a no glass policy
10. Fire Pit – Above ground firepits are allowed (if there are no fire bans in place). A \$50.00 flat fee will be taken from the damage deposit if a firepit is removed from the upper campground. (This fee is for time and equipment needed to move the firepit back to the upper campground).
11. The Gate used for the entrance during the event will be stored offsite after the event
12. Parking is allowed at the Riding Arena and Fire Trucks along the back alley, east of the Sani Dump.
13. On Saturday June 15th, 2024 the temporary closure of 1st and 2nd Avenue and 2nd Street West and 1st Street East for the Parade. 2nd Street West for the Show and Shine.
14. Jan/Feb 2025 we will review the bills and the village cost proposal so that we can come to a solid agreement prior to Summer Daze 2025

Liz Santerre, CA
Village of Hussar

Summer Daze Committee Rep

Summer Daze Committee agreement 2023

Council discussed the below terms at the Regular Council Meeting on April 13, 2023. Council has agreed to allow use of the entire campground and camp kitchen for Friday June 16th to Sunday June 18th, 2023.

1. \$250.00 Damage Deposit will be paid by the Summer Daze Committee prior to the event. A walk around will be completed before and after the event, photos will be taken. The Damage Deposit will be reimbursed after a walk around with Summer Daze Committee, the Village CAO and Public Works.
2. Public Works will use the ride on mower to cut the ball diamond area. The tractor will be used to cut the field that surrounds the baseball diamonds on the week prior to the event. (Completed by June 13th)
3. The cost of having the toilets sucked out prior to the event will be paid by the Village. The Summer Daze Committee will be responsible to suck out the toilets after the event at their own cost.
4. Washrooms – The Village will ensure the washrooms are cleaned out and the scent additive is used prior to the event.
5. Toilet paper and garbage bags will be the responsibility of the Summer Daze Committee.
6. Weed Spraying will be completed by a Certified Sprayer and paid for by the Village.
7. Summer Daze Committee will pay \$600 and \$100 for electrical usage at the grounds for the event weekend. This includes the camp shelter electrical for bouncy castles on Saturday.
8. Gopher control at the baseball diamonds will be provided by the Village. Any further gopher control will be completed by the Summer Daze Committee.
9. No glass – We have a no glass policy
10. Fire Pit – Above ground firepits are allowed (if there are no fire bans in place). A \$50.00 flat fee will be taken from the damage deposit if a firepit is removed from the upper campground. (This fee is for time and equipment needed to move the firepit back to the upper campground).
11. The Gate used for the entrance during the event will be stored offsite after the event
12. Parking is allowed at the Riding Arena and Fire Trucks along the back alley, east of the Sani Dump.
13. On Saturday June 17th, 2023 the temporary closure of 1st and 2nd Avenue and 2nd Street West and 1st Street East for the Parade. 2nd Street West for the Show and Shine.
14. The village agrees to give the Summer Daze Committee copies of requested power bills for 2018/2019/2021/2022/2023 for review
15. Jan/Feb 2024 we will review the bills and the village cost proposal so that we can come to a solid agreement prior to Summer Daze 2024

Liz Santerre, CA
Village of Hussar

Summer Daze Committee Rep

VILLAGE OF HUSSAR
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185
DATE May 31 2023

STATEMENT BALANCE 172,962.11

ADD: OUTSTANDING DEPOSITS

Deposit in June 18,668.66

18,668.66

LESS: OUTSTANDING CHEQUES

9517 Greggs Distributers 94.21

- 94.21

OUTSTANDING TRANSFERS

CRA deposit from overpayment - Fixed June 9, 2024 - 2,638.09

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

etransfer for Plot needs to be moved to cemetery ac - 200.00

- 2,838.10

RECONCILED BALANCE 188,698.46

GL BALANCE (3000012700) 188,698.46

Variance -

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800)
Community Account (Rate .05)

STATEMENT 3,219.07
GL BALANCE 3,219.07
Variance -

Interest
\$ 0.13

Cemetery Perpetual Account 10189009 (3000012900)
Community Account (Rate .05)

STATEMENT 6,745.44
GL BALANCE 6,945.44
Variance - 200.00

Interest
\$ 0.28

Cemetery Common Share Account 10499317 (3000013000)
Common Share

STATEMENT 29.14
GL BALANCE 29.14
Variance -

Interest
\$ -

Mayors Memorial Trust Term Account 722821119129 (3000013400)
6 plus 6 Term (Fixed 1.45% Maturity Date - July 21, 2023)

STATEMENT 1,213.36
GL BALANCE 1,257.98
Variance - 44.62

Interest
\$ -

Cemetery Reserve 722821002853 (3000013500)
High Interest Savings (Rate .35)

STATEMENT 10,801.26
GL BALANCE 10,801.26
Variance -

Interest
\$ 13.60

FGTF Grant Term Account 723112220006 (3000013700)
12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)

STATEMENT -
GL BALANCE -
Variance -

Interest
\$ -

Common Share 10497733 (3000030000) Common Share	STATEMENT GL BALANCE Variance	2,857.26 <u>2,857.26</u> -	Interest \$ -
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	29,701.38 <u>29,701.38</u> -	Interest \$ 37.55
Walking Trail Trust Term Account 15137870 (3000032220) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT GL BALANCE Variance	1,142.69 <u>1,142.69</u> -	Interest \$ -
MSI Capital Term Account 15137904 (3000032400) 12 Month Term (Fixed .40% Maturity Date - March 5, 2022)	STATEMENT GL BALANCE Variance	- <u>-</u> -	Interest \$ -
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	20,357.01 <u>20,357.01</u> -	Interest \$ 25.73
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT GL BALANCE Variance	936.09 <u>936.09</u> -	Interest \$ 1.18
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT GL BALANCE Variance	2,286.64 <u>2,286.64</u> -	Interest \$ 0.10
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT GL BALANCE Variance	2,502.57 <u>2,502.57</u> -	Interest \$ 0.11
Village Reserves Term Account 723112219933 (3000031000) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT GL BALANCE Variance	- <u>-</u> -	Interest \$ -

Village of Hussar
List of Accounts for Approval
Batch: 2024-00046 to 2024-00059

Bank Code: AP - AP-GENERAL OPER

COMPUTER CHEQUE			
Payment #	Date	Vendor Name	Payment Amount
9502	2024-05-06	EPCOR Utilities Inc.	1,873.90
9503	2024-05-06	Jepson Petroleum Ltd.	265.37
9504	2024-05-06	JG Water Services	4,177.53
9505	2024-05-06	Canoe Procurement Group of	341.31
█	█	█	█
█	█	█	█
9508	2024-05-08	Armstrong Auto Service	63.09
9509	2024-05-08	AMSC Insurance Services Ltd.	1,170.81
9510	2024-05-08	EPCOR Utilities Inc.	1,949.14
9511	2024-05-08	Reality Bytes Incorporated	975.08
9512	2024-05-08	STARS Foundation	380.00
9513	2024-05-08	Wild Rose Assessment Service	507.50
9514	2024-05-13	Direct Energy	130.30
9515	2024-05-13	Marigold Library System	63.76
9516	2024-05-21	Direct Energy	473.06
9517	2024-05-21	Gregg Distributors LP	94.21
9518	2024-05-21	Plante, Michelle	671.83
9519	2024-05-21	Wheatland County	1,548.98
█	█	█	█
█	█	█	█
9522	2024-05-22	Telus Communications Inc.	122.47
9523	2024-05-22	Telus	37.75
█	█	█	█
Total Computer Cheque:			16,785.56

Date Printed
2024-06-06 10:38 AM

Village of Hussar
List of Accounts for Approval
Batch: 2024-00046 to 2024-00059

Page 2

Total AP: 16,785.56

Certified Correct This June 6, 2024

Reeve

Administrator

Hussar Library Board Meeting - June 5, 2024 @ 7:00pm

Treasurer report shows the Library is in good standing, and savings show we are on track to maintain or update the locker system when needed.

Decided to save 50/50 at SummerDaze for another year.

Summer Program dates will be July 9, 16, 23, 30 August 13 & 20 if no conflicts with schedules.

Little People Program needs a volunteer parent willing to facilitate the 2 days, and possibly coordinate.

Ice Cream In The Park Dates is coming back to Hussar this Summer. Dates to be announced.

Plan of Service is not due till 2026, we will start that next year.

1000 Books Before Kindergarten/Kids Reading Program is still being worked on to see if we can join the 1000 books program or need to build our own.

Bike Rodeo we are still brainstorming ideas for how we can have a bike safety program for the kids. Next we will be enquiring with Bassano RCMP Detachment for Bike Safety Kits and look into our own volunteers in the village.

Newsletter is still being worked on. Will let you know when the newsletter is out.

Next Meeting - July 2024



WFCSS Meeting - May 22, 2024 @ 7:00pm

Financials are on track. GIC reserves were discussed again, and the issue was tabled for a future meeting. What information Crystal could find confirms the GIC's were created with advice from AVAIL, to mitigate shortfalls in funding.

WFCSS is updating our logo to align with FCSS logo change. The logo was presented over a year ago and our board wanted to keep our logo. However, the expectation has been that we would change over to the new one for continuity of FCSS. The decision was made to go ahead with the changes. We will be transitioning our Facebook page over to a new page with the new logo. So keep your eyes out for the new Facebook page and logo, as shown on this update.

The board is updating WFCSS policy manual and ensuring it supports WFCSS needs moving forward.

CVITP Tax Clinic - had 0 people from Hussar. Planning for next year and considering evening & daytime appointments.

Arc - hosted their mental health BBQ May 11th. Approximately 350-400 people passed through - 640 drinks and 504 hot dogs. There were 10 agencies on hand with Mental Health information and Greg Rider was the entertainment. Veterans from the Legion generously donated their time to cook.

Collective Cooking - was May 4th in Standard, with 7 cooks and 3 teens to learn some new cooking skills. Planning for sessions in September and October - including some themed sessions with newcomers who are interested in teaching us about their food cultures.

Lunch & Learn - was at Strathmore Co-op on May 2nd, 13 people present. Received info about the Co-op App, and all department managers were present to let them know how they can benefit from the App in each department. This was a pilot project and the Calgary Co-op Association will consider a similar session in many of their Co-ops.

5 for Life - will be hosting a "cooking class" for ages 3-5 a 5 for Life and Healthy Families partnership. Second session was May 15th and full. Next one will be June 5th at the Standard Library, and June 13th at the Strathmore Library.

Collective Cooking - with Wynn a 5 session class for ages 11-18, starts May 27th and runs 5 weeks. Will consist of appetizer, soup/salad, main course, dessert and breakfast.

WFCSS - has begun the recruiting process of volunteers for the transportation project using the radio ad, social media ads (soon) and County Connector.

Client Annual Home Visits - will begin in late June.

Next meeting - June 26, 2024 @ 7:00pm

JGwaterservices Montly Summary For May 2024

- May 5, 2024 Drove to RF to pick up new CL2 line and replace old line
- May 6, 2024 Exercised Gen set at Lift station(started and ran)
- May 7, 2024 LS alarm Pump #1 Stuck, cleared debre, restarted pump
- May 28, 2024 Located water & sewer line 131 3rd Ave
- May 29, 2024 Located Main Valve and manhole for Road Repairs

Follow up: AHS needs and considerations for evacuations

1 attachments (308 KB)

24-05 Overview of AHS needs and considerations for evacuations.pdf;

Good afternoon,

One of the key points discussed during the wildfire conversations with community leaders on March 19 and 21 was the need for greater understanding of AHS' needs and considerations when evacuating healthcare facilities. Likewise, the decisions that need to be made and the work that is required when re-entering healthcare facilities following evacuations has not been well communicated with our community partners.

We have therefore pulled together some information that we thought may be helpful to you, as you prepare for potential future evacuations. If you have any questions or would like to discuss this information further, please do not hesitate to reach out – we would be happy to schedule additional conversations to ensure that we are working from the same understandings.

We have also created a project page on AHS' virtual engagement platform [Together4Health](#) to make our regular Disaster Rounds available to you, our community partners. Visit [AHS Disaster Rounds](#) to learn with AHS leaders and staff.

As we developed these resources we were reminded of the importance of clear communication and collaboration. If you find yourself in an evacuation situation, please ensure you connect with AHS early to share your needs to allow time for a discussion on expectations. Likewise, please connect when you begin to consider re-entry into your community following evacuation.

Our 24/7 contact for all external partners to alert AHS in the event of a municipal or industry emergency incident is 1-844-755-1788.

[Redacted]

[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]

For general inquiries and to notify AHS when a municipal EOC is established, email: [Redacted]

[Redacted] most vulnerable.

Sincerely,
[Redacted]

[Redacted]



[Redacted]

Subject: Thank-you for attending a Conversation with AHS about Healthcare and Wildfire Response

Good afternoon,

Thank you for joining our conversations about AHS' wildfire response. As we prepare for what we expect to be another busy wildfire season, we are keenly aware of how important it is to work with our community partners to respond to wildfires in our province. While our area of responsibility is healthcare, we know that the work we do - including the evacuation of healthcare facilities - impacts your planning and response.

The slides from the presentation are attached. We are also following up on a few excellent points that were shared, such as the need to work more collaboratively with Indigenous communities' command centres, and the request for an outline of the resources and information that AHS requires during community evacuations.

When I reflect on our conversations, three themes come to mind:

- 1. **Communication:** we need to ensure that we are in close, constant communication with our municipal, Indigenous and community partners to ensure we are meeting the needs of the people we serve.
- 2. **Role clarity:** local communities want to better understand the role of AHS and other healthcare providers, to ensure that resources are appropriately allocated to serve the most vulnerable among us.
- 3. **Partnership:** healthcare is a team sport, and we need to establish partnerships as we plan and prepare, so that we are best positioned to meet the needs of residents during emergencies.

As requested, here are your zone Emergency/Disaster Management (EDM) contacts. Please do not hesitate to reach out to your zone contact for EDM inquiries, as you develop your community emergency response plan, or to access AHS resources. If you have general questions about the health system or services available please reach out to your local or site based contact.

[Redacted EDM contact information]

We also have a 24/7 contact for all external partners to alert AHS in the event of a municipal or industry emergency incident:

[Redacted 24/7 contact information]

Finally, if you have any follow up questions or comments - or would like to arrange a conversation in your community or with a particular area of the healthcare system - please email [Redacted]. We would be happy to coordinate such a meeting for you.

Thank you for your ongoing commitment to meeting the needs of your community.

Sincerely,



This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Preparation & Collaboration with Communities During a Wildfire Response

Alberta Health Services (AHS) is committed to working with our partners through all phases of emergency management. Cooperation, communication, and inter-agency collaboration are essential to meeting the healthcare needs of our patients, clients and residents before, during and after emergency response.

AHS is aware that both the evacuation of communities and public re-entry after an evacuation can be contingent on access to health care services. It is therefore our desire to engage with communities early and often to ensure that both evacuation and repatriation efforts are planned collaboratively. This process starts with a shared understanding of the complexities associated with evacuating and re-opening healthcare facilities.

Planning and Preparing for an Emergency

Effective emergency management begins with planning and preparing for emergency situations. AHS' Emergency Disaster Management Team (EDM) seeks opportunities for information sharing, joint training and collaborative exercises.

Join [AHS Disaster Rounds](#) to learn with AHS leaders and staff. Connect with your Zone EDM contact for planning and preparedness related work, such as joint emergency training exercises in your community.

Zone EDM General Email		Zone EDM Contact	
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]	[Redacted]

Visit [AHS Zone Map](#) to confirm which zone your community falls within.

Establishing Emergency Operations Centres

In order to ensure collaboration with communities in all aspects of wildfire response, AHS should be notified when a municipal EOC is established through the Emergency Disaster Management (EDM) email: [Redacted]

Our 24/7 contact for all external partners to alert AHS in the event of a municipal or industry

Impacted communities are notified when AHS establishes a Zone Emergency Operations Centres (ZEOCs) and provided with contact information for the dedicated Liaison Officer. AHS ZEOCs communicate with their local municipal Emergency Operations Centres (EOCs) to access status updates and assess the health needs of impacted communities during emergency situations.

Evacuation of Healthcare Facilities

As wildfires are unpredictable, the situation and threat can change quickly. AHS monitors the status of wildfires including location, physical and timed distance from local communities, evacuation orders, numbers of evacuees, Alberta Emergency Alerts and weather patterns.

When a health or continuing care facility is in a wildfire's possible path, AHS takes several proactive actions:

- Create a census of patients and residents to determine needs and mobility,
- Determine how long it would take to evacuate each patient, resident and staff member with the available resources,
- Assess safe, accessible transportation corridors,

Preparation & Collaboration with Communities During a Wildfire Response

- Put transportation (EMS, handibuses, etc.) on standby, and
- Identify and prepare receiving sites.

Given the potential for the situation to change quickly and the time it takes to move patients from a hospital, AHS may reduce the number of patients and residents in a location with proactive voluntary relocation of those with higher needs, such as respiratory conditions and mobility limitations.

Based on the assessment and consideration for the safety of patients and residents, proactive relocation may occur before a mandatory evacuation order is issued for the community. In such cases, AHS aims to retain emergency services within the community or region to meet the emergency needs of community members and first responders - when safe to do so and human resources allow.

AHS works closely with provincial and municipal partners before making any decision to proceed with a facility evacuation. Any decisions to evacuate patients and residents from a wildfire area are made to ensure the safety of our patients, residents, staff and physicians.

Reopening Healthcare Facilities

Every healthcare facility evacuation is different, and every impacted healthcare facility will have different needs to ensure a safe re-opening. Connect with AHS early in the planning process for lifting a community's evacuation orders so we are able work collaboratively on the timing of service resumption. We aim to re-open our facilities as quickly as possible, but only when it is safe to do so.

Reopening healthcare facilities is complex: patient care areas must be inspected and cleaned, and garbage and food waste removed to ensure a clean, sterile environment. Staff also replenish supplies and recalibrate equipment. As required we address damage caused by the wildfire or wildfire prevention activities, such as smoke or water damage, prior to re-opening a facility.

Health facilities are re-opened in stages as staff return to the community and each area of the facility is determined to be safe and prepared for use. AHS focuses on first opening health services that support the initial community re-entry, such as emergency departments, laboratory and diagnostic imaging.

The reopening process can be delayed if staff are not available to return to the community because, for example, they have evacuated with their families and need to travel back into the community, their home is not habitable, or they have a need to secure childcare prior to returning to work.

Repatriation

AHS' priority is to bring patients and residents home as quickly and safely as possible. To ensure their comfort and safety, evacuated patients and residents will continue to be cared for at other sites until the danger posed by wildfire activity has passed and arrangements can be made for safe return to their home community, without risk of a subsequent re-evacuation.

Repatriation takes time depending on the wildfire situation in each community, each individual's care needs, and available modes of transportation. Because of the unpredictable nature of wildfires, AHS will not send patients to a facility in an area that is facing a wildfire threat. Patients will be transferred when AHS and the municipality are confident the wildfire will not impact the facility.

Local healthcare leaders ensure ongoing communication with patients and their families. Generally once conditions permit and transportation is arranged, staff will work to repatriate those with lower care needs, followed by those with greater care needs. This is to ensure that all the needs of patients can be met during the process of repatriation.

Resources

AHS and Alberta government resources are available to communities and residents to assess their personal health risk and to help protect themselves and their families during wildfire season, when preparing for evacuation, or planning to return to an evacuated community.

Mental Health Supports

[Help in tough times](#)

[Preparing Emotionally for Disasters or Emergencies](#)

[Wildfire Smoke and Your Mental Health](#)

Public Health Supports

[Coping with Emergencies](#)

[Wildfire Smoke and Your Health](#)

[Heat Warning Information](#)

Emergency Resources

[Emergency preparedness](#)

[Wildfire Resources](#)

[Flooding resources and safety information](#)

[Air Quality Events](#)

[Active Health Advisories](#)

Evacuation Resources

[Preparing to Evacuate](#)

[AHS Reception Centre Plan for Municipalities](#)

[Reopening Buildings, Homes, and Businesses After Wildfire](#)

[Returning to Your Home after a Wildfire](#)



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

May 24, 2024

Dear Chief Elected Official

As you are aware, I recently introduced Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which proposes to modify two key pieces of legislation for Alberta municipalities – the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA). The proposed legislation will help municipalities accelerate housing development, strengthen provincial oversight, and update the rules for local elections and locally elected officials.

Firstly, I want to recognize the passionate and constructive feedback I have received from the many mayors, reeves, councillors, and school board trustees across the province over the past few weeks. Your involvement and ardent commentary are a testament to your good work as public servants.

I've heard your concerns and at the May 23, 2024, Committee of the Whole, amendments to Bill 20 were tabled to further clarify the intent of this bill and ensure that locally elected municipal governments will continue to govern in response to the priorities and interests of their residents.

Bill 20 will maintain the municipal ability to govern affairs within local jurisdiction while allowing Cabinet to step in when municipal bylaw crosses into provincial jurisdiction. This will ensure that municipal councils remain focused on municipal issues that their constituents elected them to address. Cabinet's authority to intervene in municipal bylaws will be considered as a last resort; I anticipate that this power will be used very rarely, if ever. As you may know, the ability for the provincial government to repeal or amend bylaws, or dismiss councillors is not new, as municipalities receive their authority from the provincial government as laid out in Canada's Constitution and Alberta's MGA. While Bill 20 proposes to update the process for the provincial government to act more quickly in extenuating, urgent circumstances, these are not new powers.

These amendments will provide additional guardrails for when municipal bylaws can be repealed through the Cabinet process, and remove the direct ability for Cabinet to dismiss a councillor. Cabinet would retain the authority to have a vote of the electors on the potential removal of a councillor, putting this choice back into the hands of the voters.

We have also received a number of questions about some of the changes to the LAEA regarding fundraising. Bill 20 will also increase transparency in campaign financing. Under the old rules, the LAEA only regulated Third Party Advertisers (TPAs) who advertised for the promotion or opposition of a candidate during an election, with donations to such entities limited to a maximum of \$30,000 for all individuals, unions, and corporations. The proposed changes require TPAs who are interested in an issue (rather than a specific candidate) to register and report their finances. We are further proposing to restrict contributions to \$5,000, and for

.../2

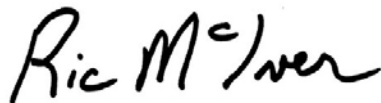
contributions to only be made by Albertans, Alberta companies, or Alberta unions. We are also proposing to further develop expense limits in the regulations.

Currently, municipal candidates are able to organize into political parties or slates without any rules around their organization. Adding rules around political parties will increase transparency for electors. Bill 20 will provide rules around enabling local candidates to identify with local political parties without direct affiliation to provincial or federal parties. I have publicly stated my intention to implement the option to include municipal political party affiliation on ballots only in the cities of Edmonton and Calgary. I will also note that any that no candidate will be required to join a political party - they will always remain voluntary and local.

I will continue to consider feedback as I bring Bill 20 through the legislative process. Alberta's government remains committed to fairness and due process and will continue working with local authorities to ensure Albertans have the effective local representation they deserve. Should the legislation pass, Municipal Affairs will be engaging with municipalities and stakeholders over the coming months to explain the changes Bill 20 will require at a local level, and develop regulations as required.

Please find enclosed the Bill 20 Fact Sheet, which can be found on the Government of Alberta website. This document offers clarifications on what Bill 20 means for municipalities and how the changes will impact municipal governments. For more information, please visit: www.alberta.ca/strengthening-local-elections-and-councils.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

Attachment: Bill 20 – Fact Sheet

Bill 20 – *Municipal Affairs Statutes Amendment Act, 2024* (AMENDED)

The proposed *Municipal Affairs Statutes Amendment Act, 2024*, would make changes to two key pieces of municipal-related legislation: the *Local Authorities Elections Act (LAEA)* and the *Municipal Government Act (MGA)*.

- The *LAEA* establishes the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis Settlements.
- The *MGA* establishes the rules governing the conduct of local elected officials once on council, as well as the overall administration and operation of municipal authorities in Alberta.

On May 23, 2024, amendments were tabled to more clearly outline the authorities to dismiss a councillor and repeal a bylaw.

Changes to local election rules under the *LAEA*

Proposed changes to the *LAEA* aim to add greater transparency to and trust in local election processes.

Description of Proposed Changes	Current Status
Align candidate eligibility criteria with councillor disqualification criteria in the <i>MGA</i> .	Candidates elected to council may face immediate disqualification due to misalignment with the <i>MGA</i> 's criteria.
Allow municipalities to require criminal record checks for candidates.	No provisions in place.
Allow union and corporate donations to local candidates, with the same donation limits as individual donors (\$5,000 per municipality per year).	Unions and corporations were prohibited from donating to municipal campaigns in the 2021 campaign.
Allow donations outside the local election year and require annual reporting of donations.	Donations outside of the campaign period (January 1 to December 31 in the year of a general election) were restricted to a maximum of \$5,000 per year.
Require third-party advertisers interested in plebiscites to register and report finances. Only Albertans, Alberta companies and Alberta unions can contribute to issues-based third-party advertisers, up to a maximum of \$5,000.	The <i>LAEA</i> only regulates third-party advertising for the promotion or opposition of a candidate during an election. There is no reference to issue-based advertising.
Limit donations to third party advertisers to \$5,000 per election period, which begins May 1 of the election year.	The current donation limit is \$30,000 for all individuals, unions, and corporations.
Enable regulation-making authority to define local political parties. This approach will be piloted in Calgary and Edmonton.	No provisions in place to regulate political parties at the local level.
Repeal the municipal authority to develop a voters list.	Municipalities can prepare a voters list, which must be shared with all candidates.
Require municipalities to use the most current provincial register of electors from Elections Alberta.	A permanent electors register is an internal document that assists with the conduct of an election. Municipalities can choose to develop one or not.
Expand the use of special ballots while strengthening special ballot processes.	Special ballots can only be requested for very specific reasons, including physical disability, absence from the municipality, or for municipal election workers.
Limit vouching to the ability to vouch for someone's address.	An elector can vouch for an individual's age, residence, and identity.
Repeal the ability for a candidate's official agent or scrutineer to object to an elector.	Candidate's official agents or scrutineers can object to an elector, however, the elector can still vote.
Enable regulation-making authority to postpone elections in emergencies.	No provisions in place to enable the Minister to postpone an election in the event of a natural disaster.

Prohibit automated voting equipment, such as electronic tabulators.	The <i>LAEA</i> permits municipalities, by bylaw, to process ballots by automated voting equipment.
Require recounts if requested by a candidate when the margin is within 0.5 percent of total votes.	Returning officers have discretion regarding recounts.
Clarifying rules and streamlining processes for scrutineers.	Concerns have been raised that the rules for scrutineers are not clear.

Strengthening the accountability of local councils under the *MGA*

Proposed changes to the *MGA* will help ensure local councils and elected officials are mindful of the common interests of Albertans and held to greater account by the citizens who elected them.

Description of Proposed Changes	Current Status
Require a councillor's seat to become vacant upon disqualification.	Municipal councils or electors can only remove a disqualified councillor through the courts if they refuse to vacate their seat.
Require mandatory orientation training for councillors.	Training for councillors must be offered, but there is no requirement for the councillor to attend the training.
AMENDED: Allow Cabinet to remove a councillor by ordering a vote of the electors to determine whether the councillor should be removed. An elector vote to remove a councillor is limited to councillors who Cabinet consider to be unwilling, unable, or refusing to do the job for which they were elected, or if Cabinet considers such a vote to be in the public interest by taking into consideration illegal or unethical behaviour by a councillor.	Minister can only remove a sitting councillor through the municipal inspection process and only under very specific circumstances.
Allow elected officials to recuse themselves for real or perceived conflicts of interest.	Elected officials can only recuse themselves for matters in which they have a financial interest.
Make the Minister responsible for validating municipal recall petitions.	A municipality's chief administrative officer is responsible for validating recall petitions.
AMENDED: Enable Cabinet to require a municipality to amend or repeal a bylaw given specific requirements are met that allow Cabinet to intervene (including: the bylaw exceeds the scope of the <i>MGA</i> or otherwise exceeds the authority granted to a municipality under the <i>MGA</i> or any other statute, conflicts with the <i>MGA</i> or any other statute, is contrary to provincial policy, or contravenes the Constitution of Canada.	Cabinet may only intervene with respect to a land use bylaw or statutory plan. No provisions exist.
Give Cabinet authority to direct a municipality to take specific action to protect public health and/or safety.	
Allow the Minister to outline joint use planning agreement criteria and requirements.	All criteria for these agreements are currently in the <i>MGA</i> .
Specify that the assessed person for an electric generation system is the operator.	There is a lack of clarity regarding who should be assessed for electrical generation systems.

Accelerating housing development under the *MGA*

Affordable and attainable housing has become one of the most urgent concerns across the country, and Alberta's government is constantly searching for innovative ways to meet this challenge, including new tools for municipalities to leverage under the *MGA*.

Description of Proposed Changes	Current Status
Require municipalities to offer digital options for public hearings on planning and development and restrict them from holding extra hearings when not required by legislation.	No requirements in place for digital options. Municipalities can hold extra hearings beyond what's legislated.

Description of Proposed Changes	Current Status
Fully exempt non-profit subsidized affordable housing from property taxation.	No provisions in place.
Enable multi-year residential property tax incentives.	Municipalities may offer multi-year incentives for non-residential development, but not residential development.
Limit the ability of municipalities to require non-statutory studies as requirements for building and development permits.	No provisions in place.

Next steps

Should the legislation pass, supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024. If passed, it is anticipated that the majority of the legislation would come into force upon proclamation. Provisions that have property tax implications retain a January 1, 2025, coming into force date.



MARIGOLD
LIBRARY SYSTEM

2023 Annual Report

We are pleased to present the 2023 Annual Report for Marigold Library System. It was an exciting year as two new service points officially opened in Langdon and Mîni Thnî. Community members increased their use of library service across Marigold in 2023, as evidenced by system-wide library cardholders and circulation statistics. We are excited to see more and more people discovering, exploring, and connecting through public library service.

As the operational hub for the system, our services, expertise, and support do not overlap with what public libraries provide to

their communities. Marigold provides an IT helpdesk, completes licensing and contracts for software, services, and digital content, training for library staff, and more. We get the latest books into people's hands and on their screens. Marigold maximizes the financial investment of our members by pooling resources and capitalizing on partnerships to obtain the most valuable products and services at the lowest cost. We deliver more than any one library or municipality could achieve, and at a fraction of the cost of doing it alone. Marigold strives to enrich public library service to all member communities, no matter what size.

114,675 people/families
have a library card!



4,182 hours of IT support
and service



337 kits & games loaned for
member library programs



393,254 eBooks borrowed
by Marigold member library
patrons



245,000 KMS driven by
Marigold staff for deliveries,
library service & support!



Find out more at marigold.ab.ca

Message from Leadership

2023 was a year of new directions and member engagement following the completion of our 2023-2025 Plan of Service. Marigold demonstrated resiliency, stability, and fiscal stewardship, and continues to evolve as a collaborative and highly efficient organization. We extend a heartfelt thank you to the Marigold Library Board and Marigold staff for your vital roles in the delivery of sustained, topical, and relevant public library service for member communities.

In 2024, we are focusing on building community awareness of the value of public library service, supporting a connected library community that maximizes sharing and dialogue, and provide training and resources for staff and trustees that are needed the most. We will generate opportunities to connect library staff to each other, and to the larger library community. We will position Marigold for a sustainable and impactful future, and invite new audiences to learn about everything public libraries have to offer. We will continue to share stories with the province and municipalities that demonstrate the value and importance of public library service to thriving communities. We look forward to another year of growth and change shaped by the resourcefulness and creativity of staff, the governance of a committed Board, and, most importantly, the needs of Marigold's members.



John Getz, Chair



Lynne Price, CEO



Laura Taylor, COO



MARIGOLD
LIBRARY SYSTEM

Participating Municipalities & Board Members (as of March 2024)

Acadia M.D. #34	Maxine Booker* (Vice Chair)	Kananaskis I.D.	Vacant
Village of Acme	Daniel Leronowich	Kneehill County	Carrie Fobes
City of Airdrie	Natasha Roberts*	Village of Linden	Cynthia Klassen
Town of Banff	Manuela Olibera-Dorn	Village of Longview	Vacant
Village of Beiseker	Sharon King	Village of Morrin	Alenda Gridley
Bighorn M.D. #8	Libby McMenamon	Village of Munson	Leslie Landon
Town of Canmore	Norah Bonsteel	Town of Okotoks	Nicole Kiefuik*
Village of Carbon	Michelle Lomond	Town of Oyen	Ed Hogan
City of Chestermere	Daina Barbary	Village of Rockyford	Tyler Henke
Town of Cochrane	Christopher Gillespie*	Rocky View County	Nicholas Wiebe*
Village of Consort	Michael Beier	Special Areas Board:	
Town of Crossfield	Luke Brennan	Area #2	Helen Veno
Village of Delia	Melody Christofferson	Area #3	Elaine Michaels
Town of Diamond Valley	Ian Huffman	Area #4	Jodi Kurek
Town of Drumheller	Margaret Nielsen*	Village of Standard	John Getz* (Chair)
Village of Empress	Kelly Burgess	Starland County	Lil Morrison*
Foothills County	Eleanor Chinnick	Town of Strathmore	Melissa Langmaid*
Ghost Lake Summer Village	Corinne Smith	Town of Three Hills	Miriam Kirk
Town of Hanna	Sandra Murphy	Town of Trochu	Jenny Lyver
Town of High River	Laurette La Plante	Waiparous Summer Village	Janine Jevne
Village of Hussar	Kristen Anderson*	Wheatland County	Donna Biggar
ID 9	Alexandra Parkinson	Village of Youngstown	Renee Laughlin
Town of Irricana	Teresa Cameron		

*Member of Executive Committee

Marigold thanks the following members for serving on the Board in 2023: Jennifer MacAulay, Lynne Thornton, Carol Best, Amber Link, Faye McGhee, and Jan Dyck.

Marigold Library Board

4 Board Meetings

January, April (AGM), August & November

17 Executive & Committee Meetings



16 Trustees at Orientation & Training Sessions

Board Committees

Committees develop policies and make recommendations to the Board. Staff support policy development through research on service, technology, governance, programs, and advocacy. Committees are catalysts for growing new ideas and ensuring regular policy review that embraces sustainability and accountability.

Executive Committee

Ensures that the organization has the necessary resources to be able to respond to new opportunities, financial, and environmental trends. Policies are presented to the Executive before being presented to the Board.

Standards & Services Committee

Reviews resource distribution through policy and schedules, and provides governance in the areas of programs and services to members.

Governance Committee

Ensures that governance of Marigold is practical, efficient, and functional. Governance Committee work includes policies for community libraries and member agreements.

HR (Human Resources) Committee

Reviews HR policies to support sound business practices and safe workplace that complies with employment standards and health and safety legislation.

Ad Hoc Nominating Committee

Brings forward the names of Marigold Board members willing to stand for Chair and committee positions.



Financial Overview

The Annual Report provides information regarding Marigold's finances for the purpose of providing quality services and ongoing operations.

Expenses 2023: \$5,928,535

Salaries & Benefits 35%

Marigold employs 29 staff (26.5 FTE). Staff organize and deliver services to member libraries and residents. Includes salaries, benefits, payroll expenses, and training.

Materials & Delivery 24%

Library collections including ebooks and eresources (e.g. Ancestry.com), print books, audiobooks, DVDs/blu-ray, video games, large print materials, and more. Physical items are delivered shelf-ready to member libraries for patron browsing and checkout.

Transfer Payments/Operating Grants 13%

Cash payments assist member libraries with resource sharing.

TRAC Contract, Computers & Software 4%

TRAC includes library software license and support that enables patron service, account management, inventory and reporting, and ebook purchases.

Computers & Software 3%

Maintenance agreements, network and applications, server, and operational hardware.

Facility (includes old HQ and new HQ) 2%

Caretaking, insurance, maintenance, and utilities.

Other Expenses 19%

Professional fees, travel, meetings, supplies, programs, memberships, marketing, postage, freight, furniture, and equipment.

Revenue 2023: \$6,446,330

Municipal & Library Board levies paid to Marigold (based on 2022 population) 59%

\$6.35 per capita: Municipalities with library boards

\$10.85 per capita: Municipalities without library boards

\$4.50 per capita: Library Board

Provincial Grants (based on 2019 population) 33%

\$4.75 per capita: Library System Board Operating Grant to run System and provide services

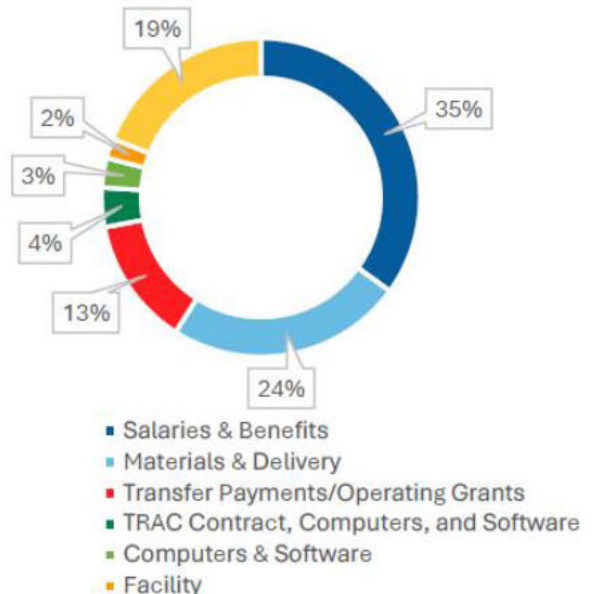
\$5.60 per capita: Rural Library Services Grant for populations where Marigold is the governing board. Pooled and redistributed as operating grants and services.

\$10.35 per resident for Indigenous Project Grant (Stoney Nakoda and Siksika Nations)

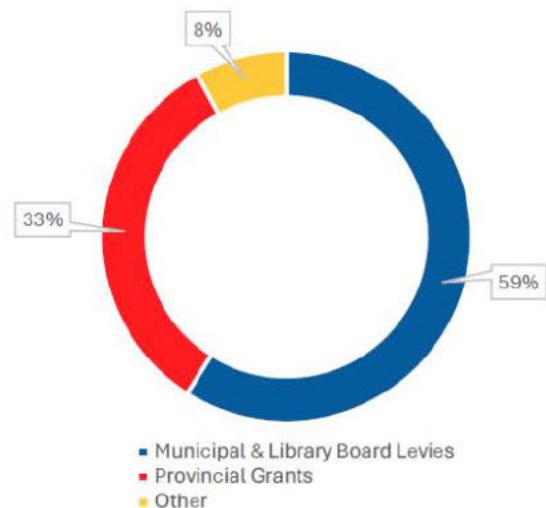
Other Revenue 8%

Interest, donations, contracts, and grants.

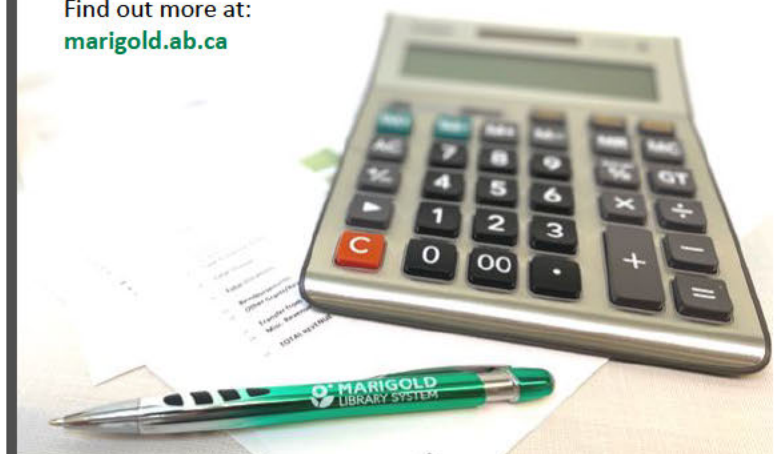
Expenses



Revenue



Find out more at:
marigold.ab.ca



eResources & Digital Content

475,927

eBooks, eMagazines &
eAudiobooks circulated

\$349,718

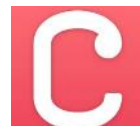
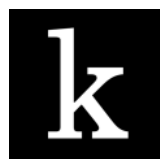
Spent on eResources & digital
content

72,459

eBooks, eAudiobooks &
eMagazines titles available in
Libby & Cloud for member
library patrons!

Marigold provides a wide range of digital collections for reading, watching, listening, and learning! Your residents have access to **eBooks, eAudiobooks, eMagazines, streaming movies, music, newspapers, early literacy resources, training videos, school study prep**, and more.

Marigold negotiates licensing and platform contracts with vendors and obtains better value by pooling revenue. We provide libraries with training on use and access, statistics and troubleshooting, and we create and provide marketing materials and videos for patrons to learn how to use digital collections.



..and more at

marigold.ab.ca/eresources

Marigold's membership in TRAC stretches dollars by sharing **Overdrive/Libby and Cloud Library eBooks and eAudiobooks, eMagazines, and eResources like Novelist.**

Marigold's membership in **The Alberta Library** allows us to obtain the best pricing on eresources and digital content, such as **Ancestry.com, Consumer Reports, and Solaro online study help for grades 3-12.**



Collection Services

Marigold orders, receives, and processes new materials for member libraries to maximize vendor discounts. Professional cataloguing makes it possible for patrons to locate and request **popular books, video games, movies, equipment, and more** in the online catalogue or app. New materials are delivered to member libraries ready for patrons to check out with barcoding, mylar protection, durable cases for AV, and labeling.

Collection use is increasing!!

2,143,271

Items checked out by patrons
at Marigold member libraries



4.42% increase from last year!



The number of unique patrons
borrowing items from libraries
increased by **12%!**



17 library staff members met with Marigold Collections Services staff to learn about acquisitions and collections services.

75,684

New items added
to library collections

\$968,942

Marigold spent on new physical
library materials

2,952,108

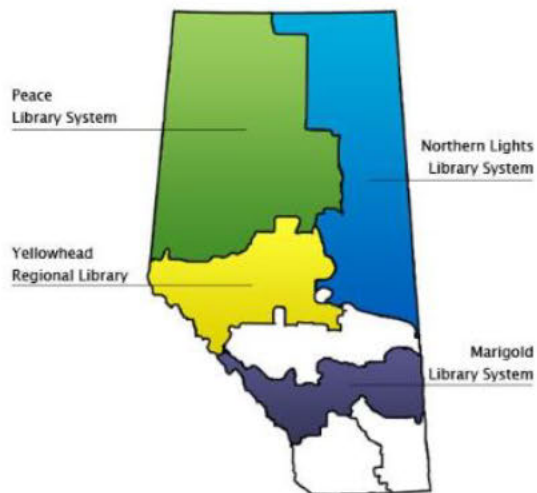
Items available for your patrons to
borrow at tracpac.ab.ca!

**It's the Library of Things!
Check out a guitar, cordless drill,
or blood pressure monitor.**

Marigold staff assist libraries with making non-traditional collections ready for residents to borrow by adding them to the library catalogue! 2023 additions included a carbon dioxide monitor, a code-reader for vehicles, an air fryer, massage gun, and more!



The Regional Automation Consortium (TRAC)




TRAC is a society formed by Marigold Library System, Peace Library System, Yellowhead Regional Library, and Northern Lights Library System that finances and supports a shared library catalogue, eBooks, and some eResource collections.

Patrons from Marigold member libraries can access over 3 million physical items in over 185 public libraries across Alberta!

The TRACpac online catalogue and app allow your patrons to place holds on an item anywhere in Alberta and have it delivered to their local library through Marigold van delivery.

12 million visits to
tracpac.ab.ca in 2023!

<p>Patrons browsed and placed holds in over 1,661,256 sessions on tracpac.ab.ca</p>	<p>763,298 items loaned to Marigold patrons by TRAC libraries</p>		<p>Over 3 Million items Available on tracpac.ab.ca for patrons to borrow!</p>
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TRAC working groups represent the four member systems:

TRAC Directors

Meet with Clarivate (Polaris software provider), negotiate with vendors, collaborate with other regions to maximize cost-effectiveness.

System Administrators Group

Reviews technology for TRAC, enhances authentication services for patron access, implements best practices for end users.

Public Services Group

Reviews procedures for patron accounts and circulation of library materials, shared eContent selection.

Bibliographic Services Group

Reviews workflows in shared cataloguing and acquisitions, database quality and initiatives (e.g. decolonizing subject headings).

Training Group

Reviews TRAC communication, procedures and best practices.



Delivery Services & ILL



Interlibrary holds requested by patrons pass through Marigold headquarters for sorting, and are transported to their destination through Marigold van delivery. Likewise, items being sent out for loan at other libraries and library systems are transported to Marigold for sorting before going on to the next location, either by Marigold van, provincial courier (other systems) or by mail (e.g. academic libraries).

Hold requests placed by patrons are delivered to member libraries and lending lockers for patron pickup via weekly van delivery from Marigold. Drivers also deliver new collection materials, kits, games, supplies and promotional materials to member libraries.

1,222,652

Patron interlibrary loans via HQ!

3,024

Delivery stops at member libraries

245,000

KMs driven for ILL delivery!

7 vehicles driven 1,921

times for deliveries, IT site work, programs, & consultation support!

ME Alberta
Wide
Borrowing
LIBRARIES

**Increased
by 43.1%!**

In addition to TRAC items, cardholders from Marigold member municipalities can register online to access nearly 20 million items from public libraries across the province.



Consultation & Professional Support

“We've made substantive improvements to our collection based on the reports and assistance [our Marigold Consultant] provided”



Marigold *Library Services Consultants* provide advice and solutions for member libraries, including:

- Library Manager Training
- Professional Development
- Program Planning & Support
- Outreach Program Development
- Collection Development
- Weeding & Inventory
- Board Development
- Policy Development
- Standards and Best Practices
- Performance Measures
- Space Planning... and MORE!

Trustee Orientation & Training

at Carbon & Airdrie

124 Consultation visits with member library managers and staff

5 Virtual *Coffee Chat* Meetings



482 Hours of In-Person *Consultation*

Library Manager Orientation at

Acadia, Carseland, Chestermere, Crossfield, Langdon, Linden & Three Hills

Inventory, Weeding & Collections Projects at

Chestermere, Crossfield, Hanna, Langdon, Sheep River, & Three Hills

Marigold Conference & Making a Difference Award Winners!



The Marigold Conference was held on May 10th, 2023. The theme of the 2023 Conference was *It Starts With Us*. It was Marigold's most attended conference to date, with **212 people attending**, including library staff, trustees, and guests.

The 2023 keynote speaker, Professor Timothy Caulfield presented on "The Role of Social Media in the Spread of Misinformation," with many attendees saying his session was the highlight of the conference. The conference also hosted two lightning talks for the first time with three presenters speaking to the themes of "Inclusion Starts With Us," and "Responding to Public Pushback."

Marigold Making a Difference Awards

These awards acknowledge the excellent work taking place at member libraries in programming, outreach, advocacy, public relations, and partnerships. Thank you to the Marigold Board Advocacy Committee for reviewing the submissions and selecting the winners.

2023 Winners

Chestermere Public Library

Test Drive a Hobby Kit

Three Hills Municipal Library

E-Scooter Program

Bighorn Library

Exshaw Parent Play Drop-In

Honourable Mentions

Okotoks Public Library

Blackfoot Language Nature Scavenger Hunt

Irricana & Rural Municipal Library

Know Your Community—Newcomer's Package

Rockyford Library

Magical World of Muggles Event



Training & Professional Development

Marigold supports member library staff in growing their knowledge, skills, and abilities. Training is provided in the best way for library staff to access it, whether in-person at member libraries, at Marigold headquarters, virtually, or by webinar!

In 2023:

82 library staff attended webinars and virtual training sessions on eResources, Biblioboard, and websites.

58 library staff attended in person training sessions on eResources, Leap, Websites, LibraryAware, and Services for Patrons with Print Disabilities.

150 participants completed 11 eResources challenges to learn about our online digital content.

22 library staff and trustees attended an accessibility workshop at Marigold's annual Library Leaders event in September.



Marigold staff provide training for:

- Polaris & Leap (patron & circulation software)
- Collection Development & Management
- Simply Reports (reporting & inventory software)
- Relais (Interlibrary Loan software)
- Website Editing
- Library Apps
- LibraryAware (promotional & marketing materials)
- Using eBooks and eResources

First Nations' Services



2,617

People/families
have library cards



149

Books purchased for the
Mîni Thni Book Deposit



2

Story Walks installed at
Nakoda Elementary School

With money from Alberta Government grant for public library service to Indigenous communities, Marigold continues to provide public library services to two First Nations reserves—Stoney Nakoda and Siksika Nation.

A highlight in 2023 was the opening of the Mîni Thni Book Deposit in May. While Marigold had a presence in Mîni Thni with the Three Bands Library, the items in this space were only made up of donations. The name was generated through feedback from a community Knowledge Keeper to be more reflective of the community. New books were purchased for the book deposit, curated by Marigold's Indigenous Outreach Specialist Rose Reid. On May 24, a Grand Opening Coffee Event was held to announce the official opening of the book deposit. The Rotary Club of Canmore donated books for the occasion and the Rocky Mountain Outlook sent a reporter; they covered the event in an article which can be found [here](#).



Booklets created from archival documents from the Whyte Museum of the Canadian Rockies have continued to be popular. Copies of the booklets have been donated to Elders/Knowledge Keepers, given out as prizes at local events, and copies placed in the book deposits. Stoney Nakoda Nation members not only enjoy seeing their history, maps with traditional place names, and stories referencing their ancestors, but these documents are a useful tool when they need to provide proof of family members being Residential School survivors.



Marigold has formed partnerships with schools on the reserves which have allowed us to provide students with library cards and teach them about the various eResources that are available to them. On one trip, staff member Rose was informed that the students had just learned about a popular music listening app being blocked at the school and were upset about this. Rose was able to change their day around by promoting Freegal to them. When the Green Screen is brought along to these presentations, the students love getting their photos taken with fun backgrounds, and their parents love receiving print photos of their children. We installed a permanent StoryWalk at the Nakoda Elementary School and have been switching out the story on a bi-annual basis. The current book was written by a member of the Goodstoney First Nation.

During the summer, a member of the Stoney Nakoda Nation was hired to help run three programs: Summer Fun, Wednesday in the Woods, and a Ribbon Skirt program. Summer Fun was a Marigold run weekly program at the building the Mîni Thni Book Deposit is located in. Wednesday in the Woods was a partnership with a local organization in Mîni Thni. Both programs provided crafts and activities for local children. The Ribbon Skirt program was created by the summer student with the hope to run this program at the libraries located near the Stoney Nakoda reserve.

IT Support & Services

Libraries need the right equipment, the right software, the right network, and the expertise to put it all together.

336

Hours of onsite work
at Marigold member
libraries



1001

Remote support
sessions



1268

Hours providing remote
support for library staff



Marigold IT strives to deliver a positive patron experience. Internet and wifi available to patrons and staff at member libraries is provided by Marigold on a robust, secure fibre-optic network. Patrons can access online library services like downloading ebooks and placing holds because IT ensures patron accounts are sustained in a safe and secure environment.

Member libraries rely on the IT team to offer remote support, monitor bandwidth, implement firewall and security protocols, troubleshoot connection issues, perform software and onsite equipment upgrades, and help library staff plan for the lifecycle of their computer equipment.



Networked services includes email hosting, cloud-based file storage, library software (Polaris ILS), software licensing, file sharing, and a toll-free telephone system.

Programming & Support



40 Summer programs were delivered at 28 member libraries!

Marigold staff coordinated the national TD Summer Reading Program on behalf of participating libraries.

StoryWalks were borrowed 40 times by 13 member libraries.

Kits, Games & Traveling Displays were loaned to member libraries 388 times!!!

Libraries save money by borrowing kits, games, and displays from Marigold, such as craft and makerspace kits, travelling book displays, a karaoke machine, life-size games like Kerplunk and Sorry, and objects like a prize wheel.



77 teens from 15 libraries participated in the online Teen Summer Reading Club.

2 editions of the Teen Zine were published featuring art and writing by member library patrons.

The Grand Prize winner of the Teen Summer Reading Challenge received a Nintendo Switch!



Patron & Direct Services

2,854 Items mailed to Marigold patrons via Library to You (L2U)!

L2U is a free mail service for those who face physical or geographic difficulties in visiting their public library in person. For patrons across Marigold, Marigold staff fill holds for homebound or remote patrons and mail items to the patron with a free return label.

487 New Large Print books, audiobooks, high demand movies & more!

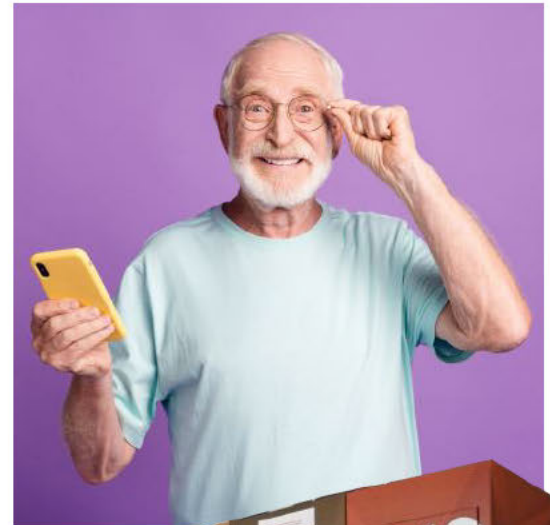
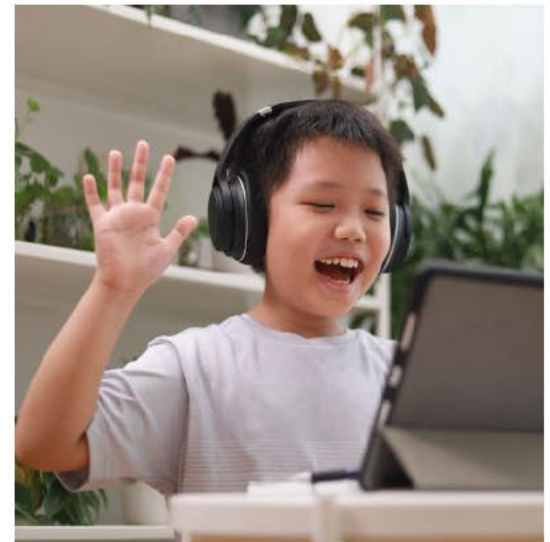
These expensive collections are shared with libraries and rotated to ensure fresh browsing material for patrons. Libraries also collaborate with senior's lodges to provide Marigold collection large print materials for residents.

2,070 New books for Book Deposits!

Book Deposits are located in small communities across the Marigold region. Marigold staff support local volunteers in maintaining these honour-system collections. Each month, the deposit receives new popular material from Marigold and the collection is replenished annually.

3,741 holds picked up by patrons at Bragg Creek & Hussar Lending Lockers!

Patrons place holds using tracpac.ab.ca or the TRACpac app to pick up library materials in Hussar (Credit Union), Bragg Creek (Community Centre), or Airdrie Genesis Place. Marigold staff service the Hussar and Bragg Creek lockers, and the patrons receive automated messages that their items are ready for pick up.



Collaborations

SAIT

Marigold has a long-standing partnership with the SAIT Library & Information Technology (LIT) program!

- Marigold hosted practicum students from the SAIT LIT program in April and October. Each practicum lasted three weeks.
- In September, the SAIT LIT class toured the Marigold facility to learn more about Marigold's operations and opportunities for LIT's in regional library systems.



Canadian Urban Libraries Council (CULC)

Marigold is a member of CULC, an organization open to libraries that serve an urban region of 100,000 people or more. CEO Lynne Price participates on a national listserv of CEOs to share ideas and discuss emerging issues. COO Laura Taylor participates on CULC's Futures Lab, and attended the CULC Director's Meeting in Toronto.

The Alberta Library (TAL)

As a member of The Alberta Library, Marigold's CEO Lynne Price serves on the TAL Board. COO Laura Taylor works closely with TAL for licensing many of our eResources at TAL's discounted rates.



Staff Represented Marigold at the Following Conferences:

- Ontario Library Association (OLA) - February 1—4
- Southern Alberta Library Conference (SALC) - March 3
- Alberta Health & Safety Conference - April 26—27
- Social West - June 5—7
- The American Library Association (ALA) - June 22—27
- Research Institute for Public Libraries (RIPL) - July 23—26
- Stronger Together - November 9—10

Advocacy & Marketing Support

Website Templates

Marigold provides website templates for member libraries to promote everything the public library has to offer! Libraries can engage with community members and provide information on resources, programming and more.



Library Cards

Marigold pays for TRAC library cards for member libraries to issue to patrons!

84,804

brochures were printed at Marigold and distributed to member libraries for staff training and patron use! Brochures promote and inform library staff and patrons on various eResources, using eBook devices, accessing interlibrary loans and more!



Marigold's CEO presented on Marigold services and support to the Town of High River and the MD of Acadia. COO Laura Taylor visited local library boards to provide orientation and training.

Libraries
**VALUE
BEYOND**
words

Regional Systems Advocacy Committee

Board Chair John Getz, and Marigold CEO Lynne Price participate on the Alberta Systems Advocacy Committee, formed by the seven regional library systems in Alberta. The systems collaborated successfully to increase provincial funding for library grants in the 2023 budget. Joint letters were sent to Premier Danielle Smith and Municipal Affairs Minister Rebecca Schulz. Letters were also sent to Minister McIver after his appointment to Municipal Affairs. An advocacy how-to guide and election toolkit were circulated to member libraries. In the coming year, the Committee will focus on assisting libraries with telling their stories to Council about the impact and value of public library service.



Demand for public library service continues to grow!



MARIGOLD
LIBRARY SYSTEM

Across Marigold...

114,675 people/families have a library card

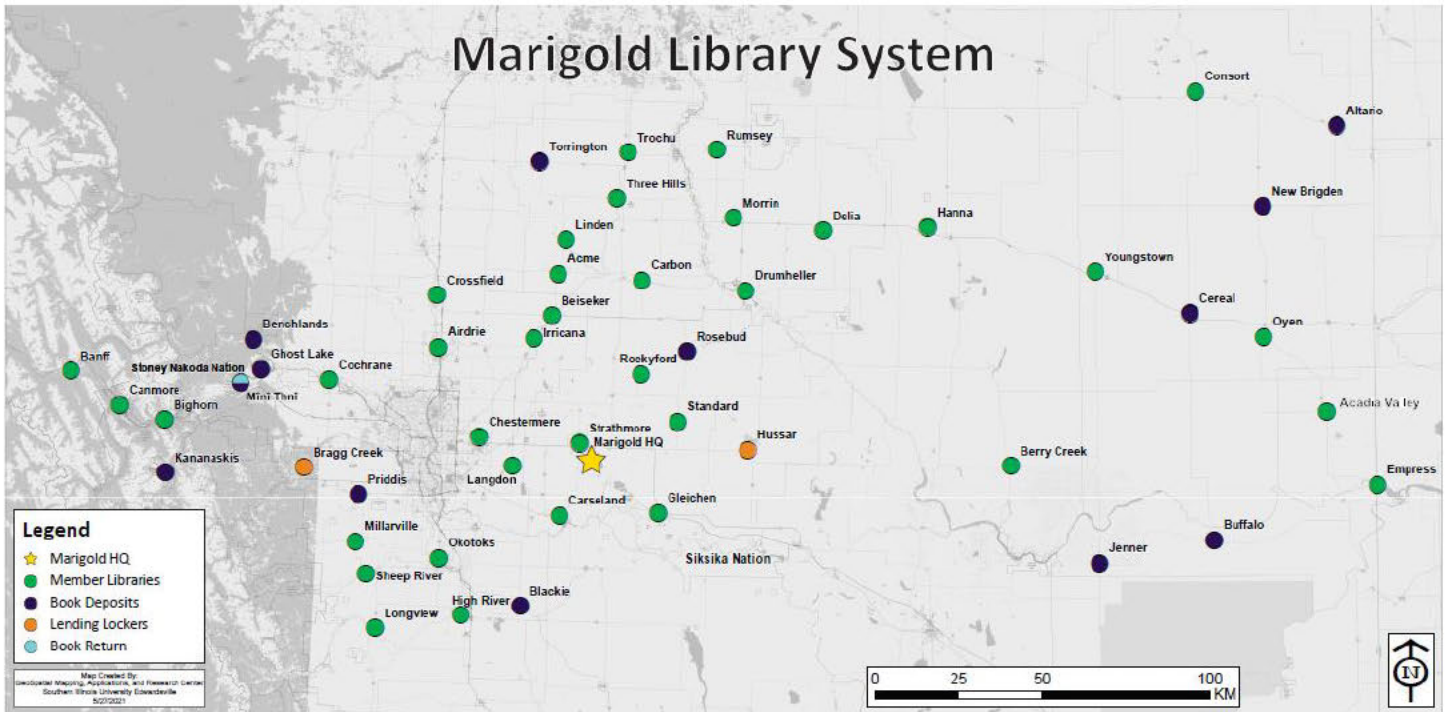
393,254 eBooks borrowed

2,143,271 items loaned to Marigold cardholders, a 4.42% increase over 2022!

8,229 programs with 117,109 participants

75,684 new items added to Marigold library collections

11 million visits to the online library catalogue



Find out more at marigold.ab.ca!

Notes to Council



April 20, 2024 AGM & Board Meeting Highlights

Audit

2023 Audited Financial Statements were presented by auditors Gregory, Harriman & Associates and approved by the Marigold Board. It was a clean audit and Marigold is in a stable financial position.

2023 Annual Report

The Board approved the 2023 Annual Report as presented, for distribution to stakeholders. The report can be accessed online at: <https://marigold.ab.ca/About-Us/Publications>

Financial Statements

Unaudited financial statements to March 31, 2024 were accepted as presented.

Value of Your Investment Reports

Communications & Engagement Manager Jessie Bach presented the Value of Your Investment Reports on behalf of Chief Operating Officer Laura Taylor. This report is distributed annually to demonstrate the value of services provided by Marigold Library System. It reflects what it would cost to recreate Marigold services at the local library level, and showcases the value of Marigold's bulk purchasing power and centralized operations in getting more for each dollar.



We are pleased to present the 2023 Annual Report for Marigold Library System. It was an exciting year as two new service points officially opened in Langdon and MH3 Thrift. Community members increased their use of library service across Marigold in 2023, as evidenced by system-wide library cardholders and circulation statistics. We are excited to see more and more people discovering, exploring, and connecting through public library service.

As the operational hub for the system, our services, expertise, and support do not overlap with what public libraries provide to

their communities. Marigold provides an IT helpdesk, complete licensing and contracts for software, services, and digital content, training for library staff, and more. We get the latest books into people's hands and on their screens. Marigold maintains the financial investment of our members by pooling resources and capitalizing on partnerships to obtain the most valuable products and services at the lowest cost. We do what more than any one library or municipality could achieve, and at a fraction of the cost of doing it alone. Marigold strives to enrich public library service to all member communities, no matter what size.

114,075 people/families have a library card!

4,182 hours of IT support and service

337

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2023 Levy Payments from Canmore to Marigold (2023 Alberta Privatization)	Contribution
Municipality	24,320
Library Board	24,320
TOTAL	48,640.00

Direct Financial Return & Value of Marigold Services TOTAL	SUBTOTAL
Operating grants and allocations from Marigold to the member library	206,125.00
Services Cost Operating Grant from Marigold	21,000.00
IT Support Fund Operating Account from Marigold	148,275.00
Physical Library Collection Allocations & Services	148,275.00
SUBTOTAL	533,675.00

2023 Total Levy Payments from Canmore to Marigold	2023 Total Direct Financial Return & Value of Marigold Services
\$48,640.00	\$1,340,076.52



Upcoming Board Meetings:
Saturday, August 24, 2024 9:30 AM
 Marigold Library System & Western Irrigation
 District Community Room, Strathmore

Saturday, November 23, 2024 9:30 AM
 Virtual TEAMS Meeting

Questions?
 Contact CEO Lynne Price
lynne@marigold.ab.ca

Marigold Library System
 B 1000 Pine Street
 Strathmore Alberta, T1P 1C1 | 1-855-934-5334
marigold.ab.ca

Notes to Council—April 20, 2024

Policy Approval & Decision

Policies reviewed & approved:

- Board Member Compensation Policy
- Orientation for Marigold Board Members Policy
- Policy Development Policy
- Resource Sharing Policy
- Transfer Payments Policy—Schedule A

Governance Statements reviewed & approved:

- Marigold Library System Mission & Values

Levy Rates for 2024

- Official population as published by Municipal Affairs will be used for the levy rates in 2024 and beyond.

Board & Staff Service Recognition

Board members recognized for long service:

- Nicole Kiefuik from the Town of Okotoks—5 years
- Eleanor Chinnick from Foothills Counts—10 years
- Elaine Michaels from Special Area #3—15 years

Staff members recognized for long service:

- Clara Cao, Cataloguer—15 years
- Nancy Smith, Direct Services Clerk—15 years

Information & Updates

Board Chair John Getz presented information about the recent Reserve Fund Study that was completed by the Pine Street Condo Corp and brought to the March Executive Committee meeting. The Reserve Fund will seed funding for future condominium building repairs and/or replacements.

CEO Lynne Price shared information about recent Board Orientation sessions, Schedule C for 2025/2026, the Annual Reports for Marigold and the community libraries, and staffing updates. In TRAC news, the consortium is exploring options to improve design and functionality of the online catalogue, and inviting feedback from Library Directors.

Director of Service Delivery Kristine den Boon provided an update on the content expansion packs recently added to Kanopy, that include Documentaries, British Cinema & TV, and Kanopy Kids.



Hussar Municipal Library

2023 Value of Your Investment



This report shows the value of services provided by Marigold Library System. **Working together, Marigold members accomplish more than any one library or municipality could achieve alone.** Members benefit from economies of scale including bulk purchasing and streamlined operations from centralized workflows, IT infrastructure and delivery logistics. Marigold provides essential and community-focused services that enhance local library operations and the experience of library patrons.

2023 Levy Payments from Hussar to Marigold (2022 Alberta Population)

	Per Capita Levy	Population	Contribution
Municipality	\$6.35	196	\$1,244.60
Library Board	\$4.50	196	\$882.00
Levy Payments from Hussar to Marigold TOTAL			\$2,126.60

Direct Financial Return from Marigold to Hussar Municipal Library

Operating grants and allotments from Marigold to the member library.

Services Grant (Operating Grant from Marigold)	\$3,100.00
IT Capacity Fund (Spending Account from Marigold)	\$1,000.00
Physical Library Collection Allocations & Bestsellers	\$3,435.00
SUBTOTAL	\$7,535.00

Financial Value of Marigold Services

These amounts indicate what it would cost your library to offer the same standard of service to meet community needs and interests. Details on following pages.

SUBTOTAL **\$81,131.45**

Direct Financial Return & Value of Marigold Services TOTAL **\$88,666.45**

2023 Total Levy Payments from Hussar to Marigold

\$2,126.60

2023 Total Direct Financial Return & Value of Marigold Services

\$88,666.45

Hussar Municipal Library

2023 Value of Your Investment



Financial Value of Marigold Services

These amounts indicate what it would cost your library to offer the same standard of services to meet community needs and interests.

Collections

Collections Discounts for Your Library

\$1,764.00

Marigold's bulk purchasing power provides deep discounts for new collections allotted to your library. Without membership in Marigold, your library would spend more to purchase the same collection materials. Marigold staff save library staff time by assisting with collection selection.

Marigold's membership in TRAC (The Regional Automation Consortium) gives **your library patrons access to over 3.3 million items in over 185 public library collections across Alberta**. The TRACpac online catalogue and app allow your patrons to place holds on an item anywhere in Alberta and have it delivered to their local library through Marigold van delivery.

Cataloguing & Processing of New Materials by Marigold

\$1,450.00

Professional cataloguing makes it possible for patrons to locate and request popular books, video games, movies, equipment and more in the online catalogue or app. New materials are delivered shelf-ready to your library with barcoding, mylar protection, durable cases for AV and labelling.

Unique eBook & eAudiobook Titles Borrowed by Your Cardholders

\$6,059.90

Marigold provides a wide range of digital collections for reading, watching, listening and learning! The average cost for an eBook is \$36 and \$53 for an eAudiobook. Marigold's membership in TRAC provides your patrons with access to shared Overdrive/Libby and Cloud Library collections.

Kits, Games & Travelling Displays Borrowed from Marigold

\$30.00

Libraries save money by borrowing kits, games and displays from Marigold, such as craft and makerspace kits, travelling book displays, a karaoke machine, life-size games like Snakes and Ladders, and more.

Collection Insurance

\$0.00

Marigold insures the physical collections at member libraries.

Hussar Municipal Library

2023 Value of Your Investment



Delivery & Resource Sharing

Unique Physical Titles Borrowed from Other Libraries by Your Patrons

\$7,325.00

As a member of TRAC and an Alberta Public Library Network Partner, patrons registered at Marigold libraries can request an item through tracpac.ab.ca or the TRAC app from any of the 185+ libraries in TRAC, plus other libraries across the province.

Library to You (L2U) is a free mail service for those who face physical or geographic difficulties in visiting their public library in person. For patrons across Marigold, Marigold staff fill holds for homebound or remote patrons and mail items to the patron with a free return label.

Weekly Van Delivery Service

\$13,745.33

All interlibrary holds requested by patrons pass through Marigold headquarters for sorting, and transportation to their destination through Marigold van delivery. Likewise, items being sent out for loan at other libraries and library systems are transported to Marigold for sorting before going on to the next location, either by Marigold van, provincial courier (other systems) or by mail (e.g. academic libraries). Drivers also deliver new collection materials, kits, games, supplies and promotional materials to member libraries.

IT

IT Site Visits, Helpdesk, Remote Support & Consultation

\$5,235.27

IT staff provide remote support, troubleshooting, cyber security training, and onsite installations and upgrades for your library, with the goal of reliable IT support for library staff and a positive patron experience. Marigold helps library staff plan for the lifecycle of their computer equipment.

Marigold IT manages the network of computers, devices, and systems that connect member libraries and library service to the world. Member libraries can rely on our team to offer technical support, monitor bandwidth, implement firewall protocols, troubleshoot connection issues, and perform software updates.

Equipment, Software, Licensing, and Library Software

\$22,450.45

Libraries need the right equipment, the right software, the right network, and Marigold provides the expertise to help put it all together. Networked services include email hosting, cloud-based file storage, software licensing, file sharing, a toll-free telephone system, and patron access to library collections and digital content in a safe and secure environment. Marigold staff negotiate complex IT vendor contracts on behalf of the system.

Hussar Municipal Library

2023 Value of Your Investment



Supernet & Internet

\$540.00

Internet and wifi available to patrons and staff at member libraries are provided via Marigold on a robust, secure fibre-optic network. The Alberta Public Library Services Branch (PLSB) pays for monthly SuperNet costs for libraries that are members of Marigold. Marigold pays for monthly internet costs (bandwidth).

Website

\$9,197.37

Marigold provides a website for your library to share information on everything your library has to offer! The websites allow libraries to engage with community members and provide information, resources and services to the public. Marigold staff are available to assist libraries with website updates.

Training, Professional Development & Consultation

Training Sessions (in-person & webinars)

\$0.00

Marigold provides training to library staff on topics such as using eBooks for mobile devices, or using eMagazines, eResources and library apps.

Marigold Conference & Professional Development

\$0.00

Marigold pays for up to two library staff to travel and attend the Marigold Conference, which featured keynote speaker Timothy Caulfield in 2023, in addition to a day of sessions and networking with peers. Marigold also organizes and pays for library staff to travel and attend Library Leaders training in September, which featured sessions on accessibility and how to create a salary grid in 2023.

Consultation, Support & Expertise

\$340.14

Each member library is assigned a consultant from our team of professional librarians. Our consultants have a wide range of skills and backgrounds and are experts in problem-solving and teamwork!

Your Library Services Consultant provides advice, solutions and support for library manager and staff training, personnel management, needs assessments, professional development, program planning and support, outreach program development, collection development, weeding and inventory, board and policy development, standards and best practices, reference questions, performance measures and space planning.

Hussar Municipal Library

2023 Value of Your Investment



Marketing Materials & Supplies

Paper and Supplies for Local Collection Processing	\$0.00
Marigold provides a paper allocation to support resource sharing and the cost of interlibrary loans. For eligible items added by library staff into the library catalogue, Marigold provides a supply of barcodes, spine labels and library location stickers.	
Customized Plastic Library Cards	\$0.00
Marigold pays for new batches of library cards, which require a special numbering sequence for each library.	
Printing of Promotional & Training Material	\$110.00
Marigold prints custom promotional materials on behalf of your library. Marigold develops and provides professional quality publications, displays and marketing software to promote resources, events and services available at the library.	

Marigold Programming at Member Library

Marigold Staff Led Programs	\$0.00
Marigold staff delivered 41 programs at 30 libraries to 337 participants in 2023, saving libraries staff time and money.	
Financial Benefit TOTAL	\$81,131.45



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114112

May 21, 2024

His Worship Leslie Schultz
Mayor
Village of Hussar
PO Box 100
Hussar AB T0J 1S0

Dear Mayor Schultz:

Further to the information on Local Government Fiscal Framework (LGFF) funding announced on December 15, 2023, I am pleased to provide correspondence for your record confirming the 2024 LGFF Capital and LGFF Operating allocations for your community.

For the Village of Hussar:

- The 2024 LGFF Capital allocation is \$190,903.
 - This includes \$12,522 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2024 LGFF Operating allocation is \$48,406.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2025, your community will be eligible for \$198,147. Information on 2026 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2022/23 and 2023/24 has been confirmed and applied to calculate 2026 program funding. LGFF Capital amounts will be published annually on the program website each fall.

Further information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

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The LGFF program represents the culmination of significant work between the Government of Alberta and local governments across the province, and I am pleased the program will further our partnership in building Alberta communities together. I look forward to working with your community, and every local government across Alberta, as we continue to build strong and prosperous communities together.

Sincerely,



Ric McIver
Minister

cc: Liz Santerre, Chief Administrative Officer, Village of Hussar