



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, September 12, 2024 starting at 7:00 p.m.

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. ADOPTION OF THE PREVIOUS MINUTES**

- (a) July 11, 2024 Regular Council Meeting
- (b) July 11, 2024 MPC Meeting
- (c) August 8, 2024 Regular Council Meeting
- (d) August 8, 2024 MPC Meeting

**4. POLICY & BYLAW REVIEW**

- (a) Bylaw Review
  - 524-20 Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw
  - 559-24 Hussar Regional Emergency Management Committee Bylaw
  - 560-24 MPC Bylaw - Changes
  - 561-24 to replace 553-23 procedural Bylaw
- (b) Policy Review
  - 4.11 Disciplinary Action Policy
  - 4.12 Vehicle Use Policy

**5. BUSINESS**

- (a) Atco Franchise Fee
- (b) Fortis Franchise fee
- (c) CAO Holiday
- (d) Grant Match
- (e) Fire Ban
- (f) Sidewalk Repairs
- (g) 1<sup>st</sup> Ave West Street Lights
- (h) ABmunis Convention
- (i) Generator Quotes
- (j) Unsafe Conditions – 204 1<sup>st</sup> Ave East
- (k) Town Hall Meeting

**6. FINANCIALS**

- (a) August 2024 Bank Reconciliation and Cheque Listing

**7. COMMITTEE REPORTS**

**8. CAO, PW & JG WATER SERVICES REPORTS**

**9. CORRESPONDENCE**

- (a) RCMP – Q1 Report
- (b) Letter from WHMB
- (c) NFP – Bill 11
- (d) Jasper Fire Donation Request

**10. CONFIDENTIAL**

- (a) CCBF Agreement (as per s. 21(1) of the *FOIP Act*)

**11. ADJOURNMENT**

Next Meeting: Thursday October 10, 2024 (Council Chambers and via. Conference call)

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

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, July 11, 2024, commencing at 7:00 pm

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<u>IN ATTENDANCE</u>	Councillors: Tim Frank, Coralee Schindel Elizabeth Santerre (CAO) 0 person via conference call 0 people in attendance	
<u>CALL TO ORDER</u>	The meeting was called to order at 7:00 pm	
<u>ACCEPTANCE OF AGENDA</u> 2024-07-11-918	MOVED by Councillor Frank to accept Agenda with addition 5.(i) Housing Board Letter of Support	CARRIED
<u>APPROVAL OF MINUTES</u> 2024-07-11-919	<u>June 13, 2024 Regular Council Meeting</u> MOVED by Councillor Schindel to approve the June 13, 2024 Regular Council Meeting minutes	CARRIED
2024-07-11-920	<u>June 13, 2024 Municipal Planning Commission Meeting</u> MOVED by Councillor Schindel to approve the June 13, 2024 Municipal Planning Commission Meeting minutes	CARRIED
<u>POLICY &amp; BYLAW REVIEW</u> 2024-07-11-921	<u>Bylaw Review</u> <ul style="list-style-type: none"><li>• 543-22 Land Use Bylaw</li></ul> MOVED by Councillor Schindel to direct CAO to inquire of Palliser if the updates to the Land Use Bylaw number 543-22 for Council's consideration would incur any additional costs if it's considered a revision/rewrite or if it's just minor changes, if where we are on the revisions timeline for when we would normally revise our land use bylaw, if council has input on all changes, if the public has input and if we'll follow the process of bylaw public meeting second and third reading as usual with those changes.	CARRIED
2024-07-11-922	AMENDMENT by Councillor Schindel to include to bring back to the next meeting	CARRIED

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

- 553-23 Procedural Bylaw

2024-07-11-923      MOVED by Councillor Frank to have our CAO contact Municipal Affairs in regards to the following addition to 10.2 under the Procedural Bylaw 553-23 stating - all letters, complaints or correspondence addressed to Council or CAO shall be considered public information unless requested to be confidential or FOIP'able

CARRIED

2024-07-11-924      MOVED by Councillor Schindel to direct the CAO to correct grammatical errors as discussed regarding 4.5 as well as to work on removing G from 9.2 and creating a new section regarding MPC's and how those will be handled procedurally going forward

CARRIED

2024-07-11-925      MOVED by Councillor Schindel to have our CAO strike part 6.1 Public Meetings from Bylaw 553-23 Procedural Bylaw

CARRIED

- 557-24 Regional Emergency Management Committee

2024-07-11-926      MOVED by Councillor Schindel to defer bylaw 557-24 Regional Emergency Management Committee Agency Bylaw to the next meeting

CARRIED

Policy Review

The following Policies were reviewed without changes;

- 4.9 Overtime
- 4.10 Performance Review

BUSINESS

2024-07-11-927      EPR – Extended Producer Responsibility  
MOVED by Councillor Frank that the Village of Hussar remains registered but opts out of the Circular Material Service Model

CARRIED

2024-07-11-928      MOVED by Councillor Frank to accept this Master Service Agreement as information and have councillors check through it and bring forth any questions or thoughts to our CAO and brought back if there are any changes

CARRIED

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

- September 2024 Alberta Municipalities Convention  
2024-07-11-929 MOVED by Councillor Frank that Councillor Schindel attends the September 2024 Alberta Municipalities Convention in Red Deer Alberta  
CARRIED
- 2024-07-11-930 MOVED by Councillor Frank that Councillor Schindel reaches out to other councillors to formulate questions for Municipal Affairs Minister McIver  
CARRIED
- 2024-07-11-931 MOVED by Councillor Schindel to have a 10 minutes recess starting at 8:01pm.  
CARRIED
- 2024-07-11-932 MOVED by Councillor Schindel to come back from recess at 8:05  
CARRIED
- WRC – Brownlee Response  
Councillor Frank requests to accept as information
- Wheatland Housing Management Body – Request for funds  
2024-07-11-933 MOVED by Councillor Frank to approve the creation of WHMB Capital Reserve Fund  
CARRIED
- 2024-07-11-934 MOVED by Councillor Schindel to direct our CAO to respond in writing to the WHMB the following answers to their requests; Question 1: Yes Question 2: One vote per municipality. Question 3: Yes Question 4: Yes, 1 million dollars for operation costs or large repairs, with the addition that included in policy requests that these excess reserve funds only be used for Capital Maintenance and additions not new builds. Question 5: Yes.  
CARRIED
- Rock Chip Insurance Claim  
Councillor Schindel accepts as information
- Rock Damage Window reconsideration request  
Councillor Schindel accepts as information

VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES

Thursday, July 11, 2024

- Quote for water line scope – 1<sup>st</sup> Ave East  
2024-07-11-935 MOVED by Councillor Schindel to defer the request for decision regarding the water line scope bids until the next meeting  
CARRIED
- Parade of Garage Sales – use campground  
2024-07-11-936 MOVED by Councillor Schindel to have CAO propose a formal agreement  
CARRIED
- 2024-07-11-937 MOVED by Councillor Schindel to bring Campground Policy back to the next Council meeting for discussion  
CARRIED
- Letter of Support – Wheatland Housing Management Body  
2024-07-11-938 MOVED by Councillor Frank that the Village of Hussar sign this Letter of Support to the Minister of Health Adriana LaGrange for the support of the Wheatland Housing Management Body and Hospice  
CARRIED
- FINANCIAL  
June 2024 Bank Reconciliation and Cheque Listing  
2024-07-11-939 MOVED by Councillor Frank to accept as information  
CARRIED
- Q2 Budget Variance Report  
2024-07-11-940 MOVED by Councillor Frank to bring our Rates and Fees Bylaw back to include the new Cemetery rates at the next meeting. Columbarium Niches in the new Columbarium will not be sold until the Rates and Fees Bylaw is finalized and the new rate comes in.  
CARRIED
- 2024-07-11-941 MOVED by Councillor Frank to accept the report as presented  
CARRIED
- Term Renewal  
2024-07-11-942 MOVED by Councillor Frank to have the following changes made to our term account when they are due, Mayor’s Memorial Trust account to be put into a 14 month term account at 4.6%.  
CARRIED
- COMMITTEE  
REPORTS  
2024-07-11-943 MOVED by Councillor Frank that the Committee Reports are entered into the meeting minutes  
CARRIED

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

Tim Frank

- The Drumheller and District Solid Waste Association met June 20<sup>th</sup>  
Discussion on quarterly variances re budget. Discussion on Master Service Agreement - to be sent out to respective Councils to review. Major discussion on EPR and how it will work for DDSWA. Recycling volumes review to date. DDSWA needs a mechanism to charge for hard to handle or unusual loads. re Bedsprings from hotels. Motion put forth to allow director and executive to move forward with a new pricing arrangement. Zoomed into EPR Webinar June 21, and second EPR Webinar on Monday June 24th.

-The Hussar Fire Association will meet October 4th.

-SAWEA Nothing to report.

- Cemetery Board -Columbarium delivered and installed yesterday. (10th of July) Watering has started every other day, excluding windy or rainy days.

- Wheatland Regional Corporation - WRC meeting June 19th. Notable discussions on Redland tie in to WRC Regional Water Line. County will take the lead from this point on in facilitating the tie in to residents. Discussion on tie in to new Colony and technical requirements needed. Wheatland County officially subcontracting their water services to another company. WRC still supplies water.

-SAWEA Nothing to report.

- Ab Munis Summer Leaders Course- June 14th On Line Zoom presentation held in Stoney Plain Ab Munis serves 275 Municipalities and 800 NFP Associations. Main topics were about Water Conservation, Assessments, and Funding. Interesting figures showing Alberta Liters / Cap went from 282 L/C in 2001 to 195 in 2021. Compared to Manitoba at 164 and Saskatchewan at 208. Note this is person specific for residential users. Discussion on water loss in systems - with target being no more than 10%. Talked about conservation strategies, and huge difference between large municipalities and smaller ones to effect change or having the ability to do so. Discussion on Provincial Infrastructure funding per cap of \$420.00 in 2011 to \$186.00 in 2024 where all of our infrastructure is getting very old and being in need of updates. Can be very challenging when you have more and more demand for services, with less money to fix or support it. Talked about getting residents on side, how to raise funds yourself, or even what one can defer. One comment from a municipality that couldn't afford to make firebreaks in forested areas. Also discussion on local elections changes. Party Politics in Calgary and Edmonton. Recall and recusal. But more basic discussion on attracting new candidates to run Municipally. How to explain council to

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

prospective candidates, Why serving on council is important, and how can we educate candidates.

Les Schultz

WADEMSA, the yearly Audit was presented by Gregory Harriman and there were no issues, and it was a good clean Audit. The only thing they suggested was to create a Capital Asset Policy so Donna will do this and bring it to the board. Contract negotiations are ongoing with AHS for a new contract and also the contract negotiations with the Union are ongoing and both will resume in September 2024 as everyone breaks for the summer. Call volumes as of May were 1228 calls which is down 26% and probably because they are not going to Calgary as much, which is a good thing as they are in the local area more. There was a request from AHS for the return of funds that we have in reserves but there is nothing in the existing contract that says they can do this, it was sent to a lawyer, and they agree that there is nothing in the contract to say that AHS can claw back any unused funds. We should not be punished for being thrifty and using the money wisely and being able to put some away for emergent issues. Next meeting is September 16th. Community Futures Wild Rose, the AGM was on June 20th at the Strathmore Legion and was a great time with the Annual Report being given and we had a great meal and entertainment, and some clients shared their success stories with us. I have copies of the Annual Report for our CAO and fellow councillors. Next meeting is Sept 5<sup>th</sup>. Wheatland Housing Management Body, our last meeting was June 27<sup>th</sup> with not a lot on the agenda except operations which are running quite smoothly. The work has begun on the roof replacement. There was some discussion on the misinformation about the new lodge project on Facebook and that some people are just hearing about it and its location now, when in truth it has been discussed and planned for about 6 years. Newsletters and press releases and more community presentations are planned to keep everyone better informed on the progress. The plans and budget have been resubmitted to the province for consideration in the next round of funding, they said our previous application was strong. A letter is being sent to all partner municipalities to decide on making a Capital Reserve Fund. Next meeting will be at the call of the Chair.

Coralee Schindel

WFCSS Meeting - June 26, 2024 @ 7:00pm

The copier lease has come due, and the offer is for a newer model. The offer keeps in line with the budget and reduces service costs. Also, comes with a 55" Professional Digital Display. CAO C. Gaudet is planning ideas for what we can do with the display. Transportation grant update

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

- not approved. CAO C. Gaudet enquired what the application needed in order for WFCSS to qualify. The application looked really good, but needed to highlight the vastness of our county. They encouraged WFCSS to keep applying when more opportunities arise. A new revision of the WFCSS Policy Handbook was reviewed. Some big changes have been made, in part to support the changes to staffing. Moving forward there will be two part time staff roles. This way there is more staff for coverage and each staff will have their own focuses. Section 2.0 Reserves was amended before approval, as there is still discussion around numbers needed to maintain and what the reserves are intended to cover. GICs were discussed as the term is due in September for one of them. Discussion centered around if all GICs should be renewed or made accessible for utilization. More will have to be discussed in the fall. For now the GIC in September will not be renewed and we will look into options for building interest on it, while having the finances accessible for programs. A motion was made to use a portion for Transportation support in the fall. Finances are in good standing. Collective Cooking - Is now finished for the Summer. Had 4 well attended sessions. Feedback was great. Looking forward to starting again in the fall. Planning for sessions in September and October, including some themed sessions teaching about newcomers' food cultures. Culinary Confidence - Cooking classes held in partnership with Wheatland Youth Network. Focusing on different meal types each session, there were 5 sessions in total. Ends June 24th, had 10 participants. Interagency Resource Book and Restart Luncheon - preparations have begun to gather updated info for the resource book and restart luncheon. Hoping to have a guest speaker from Gov Alberta Income Support. Client Annual Home Visits - will begin in late June. June calendar showing programming attached. Next meeting - September 25, 2024 @ 7:00pm

CAO REPORT  
2024-07-11-944

CAO, Public Works and JG Water Services Reports  
MOVED by Councillor Frank to have our Administration query JG Water Services about our water consumption for the last 3 months  
CARRIED

2024-07-11-945

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



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

CORRESPONDENCE The following Correspondence was discussed;

- CCBF Letter
- AB Munis CEO Retirement
- Response from Adriana Lagrange – WHMB

2024-07-11-946      MOVED by Councillor Frank to accept the correspondence as presented  
CARRIED

ADJOURNMENT  
2024-07-11-947

Adjournment  
Councillor Schindel adjourns the meeting at 10:26 pm

CARRIED

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

\_\_\_\_\_  
Coralee Schindel  
Deputy Mayor

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

**VILLAGE OF HUSSAR  
MUNICIPAL PLANNING COMMISSION MEETING  
MINUTES  
Thursday, July 11, 2024**

The Municipal Planning Commission meeting of the Council of the Village of Hussar was held in Council Chambers on Thursday, July 11, 2024, commencing at 10:27 pm

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IN ATTENDANCE Councillors: Tim Frank, Coralee Schindel  
Elizabeth Santerre (CAO)

CALL TO ORDER  
2024-07-11-948 The meeting was called to order by Councillor Schindel at 10:27 pm  
CARRIED

ACCEPTANCE OF  
AGENDA  
2024-07-11-949 MOVED by Councillor Frank that the agenda be accepted as presented  
CARRIED

DEVELOPMENT  
PERMIT  
Development Permit 2024-003  
Discretionary Use Commercial New Build  
2024-07-11-950 MOVED by Councillor Schindel to approve the Development Permit  
2024-003 Discretionary Use Commercial New Build  
CARRIED

ADJOURNMENT  
2024-07-11-951 MOVED by Councillor Schindel to adjourn the Municipal Planning  
Commission Meeting at 10:30pm  
CARRIED

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

\_\_\_\_\_  
Coralee Schindel  
Deputy Mayor

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

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, August 8, 2024**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, August 8, 2024, commencing at 8:11 pm

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<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Tim Frank, Coralee Schindel Elizabeth Santerre (CAO) 1 person via conference call 0 people in attendance	
<u>CALL TO ORDER</u>	The meeting was called to order at 8:11 pm	
<u>ACCEPTANCE OF AGENDA</u> 2024-08-08-952	MOVED by Councillor Frank to accept Agenda as presented	CARRIED
<u>DELEGATION</u> 2024-08-08-953	<u>Michelle Trempe – Grant Match</u> MOVED by Councillor Schindel to have our CAO bring back Grant Match to our next Council meeting with the research she has done regarding similar communities as ours and how Grant Match has served them and any other Grant Match companies that are within Alberta	CARRIED
<u>APPROVAL OF MINUTES</u> 2024-08-08-954	<u>July 11, 2024 Regular Council Meeting</u> MOVED by Councillor Frank that with the WRC Brownlee Response to accept as information	CARRIED
2024-08-08-955	MOVED by Councillor Schindel to correct the meeting minutes from Thursday July 11 <sup>th</sup> 2024 for Rock Chip Insurance Claim to accept as information	CARRIED
2024-08-08-956	MOVED by Councillor Schindel for the meeting minutes of Thursday July 11, 2024, to amend Rock Damage Window reconsideration request to accept as information at this time.	CARRIED
2024-08-08-957	MOVED by Councillor Schultz to accept the Thursday July 11, 2024 Regular Council Meeting minutes as amended	CARRIED
2024-08-08-958	<u>July 11, 2024 Municipal Planning Commission Meeting</u> MOVED by Councillor Schindel to accept Thursday July 11, 2024 Municipal Planning Commission Meeting minutes as amended	CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES**

**Thursday, August 8, 2024**

POLICY & BYLAW  
REVIEW

Bylaw Review

The Following Bylaw was reviewed without changes;

- 521-18 Unsightly Premise
  
- 543-22 Land Use Bylaw

2024-08-08-959

MOVED by Councillor Frank to direct administration to work with PRMS to prepare updates to the Land Use Bylaw number 543-22

CARRIED

- 558-24 Rates and Fees Bylaw

2024-08-08-960

MOVED by Councillor Frank to give bylaw 558-24 Rates and Fees Bylaw First Reading

CARRIED

2024-08-08-961

MOVED by Councillor Schultz to give bylaw 558-24 Rates and Fees Bylaw Second Reading

CARRIED

2024-08-08-962

MOVED by Councillor Schindel to Bring Forward bylaw 558-24 Rates and Fees Bylaw for Third Reading

CARRIED

2024-08-08-963

MOVED by Councillor Frank to give bylaw 558-24 Rates and Fees Bylaw Third and Final Reading

CARRIED

The Following Bylaw will be brought back to the next meeting with spelling and grammar corrections made;

- 559-24 Hussar – Regional Emergency Management Committee

The following Bylaw will be brought back;

- 560-24 Municipal Planning Committee Bylaw

2024-08-08-964

MOVED by Councillor Schultz to bring Bylaw 560-24 back at our next meeting with the changes that we've discussed

CARRIED

Policy Review

The following Policies were reviewed without changes;

- 4.9 Overtime
- 4.10 Performance Review

Recess at 9:27 pm - Return at 9:42 pm

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, August 8, 2024**

**BUSINESS**

- 2024-08-08-965      Fire Ban  
MOVED by Councillor Schultz to implement the Fire Ban in the Village of Hussar effective July 24, 2024  
CARRIED
- 2024-08-08-966      MOVED by Councillor Schultz to move from a Fire Ban to a Fire Advisory in the Village as of August 8th  
CARRIED
- 2024-08-08-967      Sewer Scope Quotes – 1<sup>st</sup> Avenue East  
MOVED by Councillor Schultz to accept the quote from Calgary Sewer Scope, to scope the 4 lines in question on 1<sup>st</sup> Avenue  
CARRIED
- 2024-08-08-968      MOVED by Councillor Schindel that the Village of Hussar supports the submission of a 2024/25 Alberta Community Partnership Grant Application in support of the Regional Water and Wastewater Infrastructure Management Study Project and is prepared to manage the grant project and related compliance requirements, there is no matching contribution required.  
CARRIED
- 2024-08-08-969      Organizational Meeting Date  
MOVED by Councillor Frank to hold our Organizational Meeting on October 10<sup>th</sup> 2024 at 7pm in Council Chambers  
CARRIED
- 2024-08-08-970      Commercial Lot Purchase  
MOVED by Councillor Frank to start discussions with a surveyor in regards to cost, explore Land Use Bylaw amendments to accommodate the use and the subdivision of this area, and also to explore rezoning from urban reserve which it is now to Commercial or Industrial, and to put together a Disposal of Municipal Property Policy  
CARRIED
- 2024-08-08-971      Winter Camping  
MOVED by Councillor Frank to accept this as information at this time  
CARRIED
- 2024-08-08-972      MOVED by Councillor Schindel to have our CAO Liz look into how viable Winter Camping is in a municipality and what policy requirements are necessary for winterized camping and to bring back to the next meeting  
CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES**

**Thursday, August 8, 2024**

2024-08-08-973      ATCO  
MOVED by Councillor Schultz to approve the ULA contract for Proposed work from ATCO

CARRIED

2024-08-08-974      CAO Training – NACLAA 1  
MOVED by Councillor Frank to approve our CAO begin the course Local Government beginning in September 16<sup>th</sup> for NACLAA Level 1 program

CARRIED

FINANCIAL  
2024-08-08-975      July 2024 Bank Reconciliation and Cheque Listing  
MOVED by Councillor Schultz to accept as presented

CARRIED

COMMITTEE  
REPORTS  
2024-08-08-976      MOVED by Councillor Schultz to not read aloud our Committee Reports and just add them into the Minutes for the Public at a later date.

CARRIED

Les Schultz - No Report

Coralee Schindel – No Report

Tim Frank –  
Solid Waste

The Village of Hussar has motioned to opt out of the Circular Materials Extended Producer Responsibility (EPR) recycling collection portion of the program that is being initiated throughout the Province. The Village will still be a registered participant in the EPR Program. And as such, the Village will not be tasked with the collection and transport of recyclables within the Village to an outside facility. This lessens our responsibility for reporting and our liability for comingled garbage within the recycled stuff that is or will be collected. Please note this program does not handle commercial waste. It is anticipated that a blue box type program for recycling will be introduced into the Village by 2026. The Drumheller Solid Waste Association has opted in, since we are already a collection point for most if not all recyclable materials. Discussions are still happening concerning our transfer site, since it is not clear if the Circular Materials PRO's will be able to sublease the site for collection and transfer. However until such time our transfer site will still handle recycling, and of course always will be our waste garbage site for residents within the Village and surrounding District.

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, August 8, 2024**

**Fire Association**

The Hussar Fire Association is eagerly awaiting the completion and delivery of our new Bush Buggy being built in Quebec. Sometime in October is looking like that date. Our department is being tasked with more calls for Motor Vehicle Accident responses on the Number 1 HWY, and of course the vast majority of our calls involve medical emergencies in and around the Village.

**SAWEA**

SAWEA or the Southern Alberta Waste to Energy Association is currently still proceeding along the path to fulfilling its goal of building a cogeneration plant to divert and burn garbage and create energy from that plant. Major challenges remain for the Board, include potential transportation costs for members involved, the availability of government funding, and the time it is taking to complete the project. SAWEA is still very hopeful that everything will fall into place, and a plant can eventually be built.

**Cemetery Board**

Our new Columbarium has been delivered and installed Watering is continuing out at the Cemetery, with emphasis being placed on watering the trees and bushes.

**Wheatland Regional Corporation**

At our last WRC meeting on June 19th, discussions on the Redland tie in to our WRC Regional Water Line were held. The County of Wheatland will take the lead from this point on in facilitating the tie in to residents homes and properties. Discussions on how to tie in a new Hutterite Colony to our line were also held. Resolving technical issues being the main point of discussion. Wheatland County is now officially subcontracting their water services to another company. WRC still supplies water to Gleichen, Rosebud, and all rural County Residents that have tied into our system.

CAO REPORT  
2024-08-08-977

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

CARRIED

2024-08-08-978

MOVED by Councillor Schultz to extend the meeting for another 30 minutes because it's 10:59pm

CARRIED

**VILLAGE OF HUSSAR  
REGULAR COUNCIL MEETING  
MINUTES**

**Thursday, August 8, 2024**

- CORRESPONDENCE** The following Correspondence was discussed;
- Municipal Affairs – Village of Hussar 2024 CCBF Funding Letter
  - RCMP Q2 Report
  - Official Portrait of King Charles III
  - WHMB Board Competencies

2024-08-08-979      MOVED by Councillor Schindel to accept the correspondence as information

CARRIED

**ADJOURNMENT**      Adjournment  
Councillor Schultz adjourns the meeting at 11:09 pm

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

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

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



**VILLAGE OF HUSSAR  
MUNICIPAL PLANNING COMMISSION MEETING  
MINUTES  
Thursday, August 8, 2024**

The Municipal Planning Commission meeting of the Council of the Village of Hussar was held in Council Chambers on Thursday, August 8, 2024, commencing at 11:10 pm

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IN ATTENDANCE      Councillors: Les Schultz, Tim Frank, Coralee Schindel  
Elizabeth Santerre (CAO)

CALL TO ORDER      The meeting was called to order by Councillor Schultz at 11:10 pm

ACCEPTANCE OF  
AGENDA  
2024-08-08-980      MOVED by Councillor Frank that the agenda be accepted as presented  
CARRIED

DEVELOPMENT  
PERMIT      Development Permit 2024-004  
Discretionary Use – Addition (Attached Garage)  
2024-08-08-981      MOVED by Councillor Frank to approve the Development Permit 2024-  
004 Discretionary Use Addition (Attached Garage)  
CARRIED

ADJOURNMENT      Councillor Schultz adjourns the Municipal Planning Commission  
Meeting at 11:12pm  
CARRIED

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

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

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

**VILLAGE OF HUSSAR**  
**IN THE PROVINCE OF ALBERTA**

**PALLISER INTERMUNICIPAL SUBDIVISION  
AND DEVELOPMENT APPEAL BOARD  
BYLAW NO. 524-20**

A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD;

AND WHEREAS the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* as amended from time to time requires the municipality to adopt a bylaw to establish a Municipal Subdivision and Development Appeal Board or an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Council of the Village of Hussar wishes to join other area municipalities to establish the Palliser Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Palliser Intermunicipal Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of a Subdivision Authority or a Development Authority in accordance with the *Municipal Government Act (MGA)*, the Subdivision and Development Regulation, the local Land Use Bylaw and statutory plans;

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

**1. TITLE**

This Bylaw may be cited as the Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw.

**2. AUTHORIZATION**

Pursuant to section 627(1)(b) of the *MGA*, this bylaw hereby authorizes the municipality to enter an agreement with the other participating municipalities to establish the Palliser Intermunicipal Subdivision and Development Appeal Board.

**3. DEFINITIONS**

**Appellant** means the person who may file an appeal to the Board from decisions of a Subdivision Authority or a Development Authority in accordance with the *MGA*.

**Board** means the Palliser Intermunicipal Subdivision and Development Appeal Board established pursuant to this bylaw.

**Board Member** means an appointed member of the Palliser Intermunicipal Subdivision and Development Appeal Board appointed in accordance with this bylaw and who has obtained provincial training and certification.

**Board Panel** means the group of appointed Board Members actively sitting to hear and decide on an appeal at an appeal hearing.

**Chair** means the person elected from the Board panel members sitting to hear an appeal to act as the person who presides over the hearing and the procedures.

**Chief Administrative Officer (CAO)** means the individual appointed to the position for the municipality in accordance with the *MGA*.

**Clerk** means the person or persons who has completed training and is certified by the province and authorized to act as the administrative clerk for the Intermunicipal Subdivision and Development Appeal Board.

**Conflict of Interest** means both Common Law Bias and Pecuniary Interest.

**Council** means the Council of the (Municipality).

**Development Authority** has the same meaning as in the *MGA*.

**Hearing** means a public meeting convened before the Board acting as a quasi-judicial body to hear evidence and determine the facts relating to an appeal of decisions of a Subdivision Authority or a Development Authority, prior to the Board making a decision on the matter subject to the appeal.

**Municipality** means the municipal corporation of the Village of Hussar together with its jurisdictional boundaries, as the context requires.

**Panel Member** means an individual Board member participating in the group panel to hear an appeal.

**“Palliser Regional Municipal Services Board “** means the Board of Directors elected by the Palliser Regional Municipal Services membership.

**Participating municipality** means a municipality in the Province of Alberta who has entered into an agreement with other municipalities, as referred to in Section 2 of this bylaw, to establish the Palliser Intermunicipal Subdivision and Development Appeal Board.

**Procedural guidelines** means the policies, processes and administrative matters applicable to the filing of an appeal and conducting a hearing, and the roles, duties and conduct of Board members and Clerks.

**Subdivision Authority** has the same meaning as in the *MGA*.

**Subdivision and Development Appeal Board** has the same meaning as in the *MGA*.

**Quorum** means the minimum number of Board panel members required to hear an appeal.

**Municipal Government Act (MGA)** means the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended from time to time.

**Palliser Intermunicipal Subdivision and Development Appeal Board** means the Board established by agreement to act as the Subdivision and Development Appeal Board.

**All other terms used in this Bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.**

#### **4. APPOINTMENT OF THE BOARD**

- (1) The Board is comprised of the member representative(s) as appointed by the Palliser Regional Municipal Regional Services Board .
- (2) Appointments to the Palliser Intermunicipal Subdivision and Development Appeal Board shall be made for a term of not more than three years. Reappointments must coincide with the successful completion of the mandatory provincial refresher training course to be taken every three (3) years.
- (3) Board Members may be appointed for a two (2) or three (3) year term, at the discretion of the Palliser Regional Municipal Regional Services Board, for the purpose of establishing a staggered expiration of terms amongst the Board Members.
- (4) A Board Member may resign from the Palliser Intermunicipal Subdivision and Development Appeal Board at any time by providing written notice to the municipality to that effect.
- (5) Where the Palliser Regional Municipal Regional Services Board has appointed a Board Member representative(s) for the Board, Palliser Regional Municipal Regional Services Board may remove its individual appointed Board Member representative(s) at any time if:
  - a) in the opinion of the Palliser Regional Municipal Regional Services Board , a Board Member is not performing his/her duties in accordance with the MGA, this Bylaw or the rules of natural justice,
  - b) a Board Member is absent for more than three (3) consecutive hearings to which he/she has been assigned to sit on the Board Panel without reasonable cause, or
  - c) a Board Member has participated in a matter in which that Board Member has a Conflict of Interest, contrary to the provisions of this Bylaw.

## **5. COMPOSITION**

- (1) The Board Members of the Palliser Intermunicipal Subdivision and Development Appeal Board shall meet in Panels, and two (2) or more Panels may meet simultaneously. The Panels have all the powers, duties and responsibilities of the Subdivision and Development Appeal Board.
- (2) For the purpose of this Bylaw, the Board Panel formed from the appointed members of the Palliser Intermunicipal Subdivision and Development Appeal Board to hear an appeal, shall normally be composed of not less than three (3) persons, with no more than one (1) being an elected official.
- (3) Three (3) Board Members constitute a quorum of the Board Panel.
- (4) Board Panel Members of the Palliser Intermunicipal Subdivision and Development Appeal Board shall not be members of a Municipal Subdivision Authority or Development Authority or municipal employees of the municipality in which the appeal is located.
- (5) A person appointed as a Board Member in accordance with this Bylaw must successfully complete and maintain the mandatory provincial training and certification prior to sitting on a Panel to hear an appeal.

## **6. COSTS AND REMUNERATION**

- (1) Board Members may be entitled to reasonable remuneration for time and expenses relating to participating on a Board Panel.
- (2) Costs related to appeal hearings and the remuneration to Board Members shall be provided as specified in the intermunicipal agreement of the participating members of the Palliser Intermunicipal Subdivision and Development Appeal Board.

## **7. DUTIES OF THE INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

- (1) The Palliser Intermunicipal Subdivision and Development Appeal Board shall hold hearings as required pursuant to the *Municipal Government Act* on a date to be determined by the Board.
- (2) The Board, and those Members who sit as a Board Panel hearing an appeal, shall govern its actions and hearings in respect of the processes and procedures as outlined in the Procedural Guidelines.

- (3) A Board Member may only participate in an appeal hearing if they have successfully completed the mandatory provincial training prior to the appeal hearing date.
- (4) The Board Panel may, at its discretion, agree to adjournments in respect of the processes and procedures as outlined in the Procedural Guidelines.
- (5) A Board Panel hearing an appeal shall appoint a Chair to preside over the proceedings prior to the commencement of the hearing.
- (6) An order, decision or approval made, given or issued by the Board Panel and under the signature of the Chair, or a Board Member acting as a designate, is the decision of the Board.
- (7) The Board Members shall conduct themselves in a professional, impartial and ethical manner and apply the principles of administrative justice and judicial fairness.
- (8) The Board Members shall consider and act in respect of the Palliser Intermunicipal Subdivision and Development Appeal Board Procedural Guidelines.
- (9) The Board does not have the jurisdiction or authority to award pecuniary or monetary awards or costs to any persons, entity or organization involved in an appeal.

#### **8. APPEAL FILING**

- (1) An appeal shall be filed in writing by an appellant, in accordance and in the manner prescribed in the *MGA*, to the municipality and include the payment of the applicable municipal appeal fee.
- (2) If there is a question about the validity of an appeal being filed, the Board Panel must convene the appeal hearing in accordance with the *MGA* to establish jurisdiction and then it may decide on the matter of validity. It shall be the responsibility of the Board Panel to make the determination of whether the appeal is valid.
- (3) In the event an appeal is abandoned or withdrawn in writing by the appellant, the Board Panel shall not be obliged to hold the appeal hearing referred to in the *MGA* unless another notice of appeal has been served upon the Board in accordance with the *MGA*.

#### **9. CLERK RESPONSIBILITIES AND DUTIES**

- (1) The Coordinator shall appoint a Clerk for the specific purposes of providing administrative assistance to the Board in fulfilling its legislative duties.
- (2) The appointed Clerk shall attend meetings and hearings of the Palliser Intermunicipal Subdivision and Development Appeal Board but shall not vote on any matter before the Board.
- (3) A person appointed as a Clerk to assist the Palliser Intermunicipal Subdivision and Development Appeal Board in accordance with this bylaw must have successfully completed the mandatory provincial training prior to assisting the Board in its legislative duties.

- (4) The Clerk, acting for the Board, shall accept on behalf of the Board appeals which have been filed with the municipality in relation to a decision of the Subdivision Authority or the Development Authority.
- (5) The Clerk of the Board shall keep records of appeals and proceedings for the municipality, and the coordinator in which the appeal has been filed, as outlined in the Procedural Guidelines.

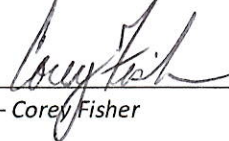
**10. ADMINISTRATIVE**

- (1) **Singular and Masculine** – Words importing the singular number shall include the plural number and vice versa and words importing one gender only in this Bylaw shall include all genders and words importing parties or persons in this Bylaw shall include individuals, partnerships, corporations, and other entities, legal or otherwise.
- (2) **Severability** – Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

**11. ENACTMENT**

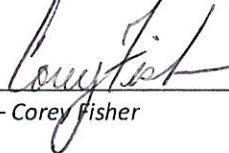
- (1) This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time this 9 day of January, 2020.

  
 \_\_\_\_\_  
 Mayor – Corey Fisher

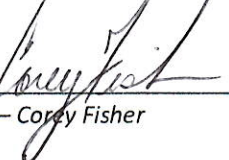
  
 \_\_\_\_\_  
 Chief Administrative Officer – Kate Brandt

READ a **second** time this 13 day of February, 2020.

  
 \_\_\_\_\_  
 Mayor – Corey Fisher

  
 \_\_\_\_\_  
 Chief Administrative Officer – Kate Brandt

READ a **third** time and finally PASSED this 13 day of February, 2020.

  
 \_\_\_\_\_  
 Mayor – Corey Fisher

  
 \_\_\_\_\_  
 Chief Administrative Officer – Kate Brandt

**VILLAGE OF HUSSAR**

**BYLAW NO. 559-24**

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**A BYLAW OF VILLAGE OF HUSSAR,  
IN THE PROVINCE OF ALBERTA,  
TO ESTABLISH A REGIONAL EMERGENCY MANAGEMENT COMMITTEE  
and AGENCY.**

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**WHEREAS** the Municipal Government Act allows Council to pass bylaws respecting the safety, health, and welfare of people and the protection of people and their property.

**WHEREAS** Village of Hussar is responsible for the direction and control of its emergency response and is required under the *Emergency Management Act*, Chapter E-6.8, RSA 2000, to appoint an Emergency Management Committee and to establish and maintain a Municipal Emergency Management Agency.

**WHEREAS** it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said *Emergency Management Act*.

**WHEREAS** it is desirable in the public interest, and in the interests of public safety that a regional emergency management group be formed to coordinate a regional emergency approach and programs.

**WHEREAS** the municipalities of **Wheatland County**, Town of Strathmore, City of Chestermere, Village of Hussar, Village of Standard, and Village of Rockyford wish to establish **a Wheatland Regional Emergency Management Partnership which includes a** Regional Emergency Advisory Committee and a Regional Emergency Management Agency

**NOW THEREFORE, THE MUNICIPAL COUNCIL OF VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

1.1. This Bylaw may be cited as the "Regional Emergency Management Bylaw".

**2. DEFINITIONS**

In this Bylaw the following words and terms shall have the following meanings:



- 2.1. “Act” means the Emergency Management Act, Chapter E-6.8, RSA 2000;
- 2.2. “Council” means the Council of **the** Village of Hussar;
- 2.3. “Deputy Director of Emergency Management” (DDEM) means the person responsible for the duties of the Director of Emergency Management in their absence;
- 2.4. “Director of Emergency Management” (DEM) means the person appointed by resolution of Council who shall be responsible for the municipality’s Emergency Management Program;
- 2.5. “Disaster” means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;
- 2.6. “Emergency” means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;
- 2.7. “Emergency Coordination Centre” (ECC) means the location that functions as a point of coordination, addressing the needs of the municipality or the Wheatland Region as a whole, exercising the authority of the local officials, as well as anticipating and supporting the needs of one (1) or more incident sites;
- 2.8. “**Joint** Wheatland Regional Emergency Management Coordinator” (WREM Coordinator) means the person appointed to coordinate the activities of the **Wheatland** Regional Emergency **Management Agency**;
- 2.9. “Local Authority” means, where a municipality has a council within the meaning of the Municipal Government Act, Chapter M-26, RSA 2000;
- 2.10. “Minister” means the Minister charged with administration of the Act;
- 2.11. “Parties” means Wheatland County, the Town of Strathmore, **the City of Chestermere**, the Village of Hussar, the Village of Rockyford, and the Village of Standard;
- 2.12. “Regional Emergency Advisory Committee” (the Committee) means the Regional Emergency Management **“advisory”** Committee of the **Wheatland Regional Emergency Management Partnership** as established by agreement between and the bylaws of the Parties;
- 2.13. “Regional Emergency Management Agency” (the Agency) means the **Wheatland** Regional Emergency **Partnership** Agency as established by Agreement between and the bylaws of the respective municipal councils of the Parties;

2.14. “Regional Emergency Management Plan” means the **Wheatland** Regional Emergency Management Plan prepared by the Directors of Emergency Management to co-ordinate the response to an emergency or disaster.

2.15. “Wheatland Regional Emergency Management Partnership” (WREMP) means the Wheatland Regional Emergency Management Partnership as established by agreement between and the bylaws of the respective municipal councils of the Parties;

### 3. **WHEATLAND REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE**

3.1. The **Wheatland** Regional Emergency Management Advisory Committee is hereby established to advise Council on the development of emergency plans and programs.

3.2. The Committee shall:

- a) consist of municipal Councillors appointed by each of the Parties, with each municipality appointing one (1) primary member, each of whom shall have one (1) vote regarding any matter coming before the Committee;
- b) have each municipality appoint one (1) alternate member for the Committee who shall be permitted to vote in the absence or in place of the primary member;
- c) elect a chair who will serve as the chair for the remainder of the calendar year, the elected chair must be a member of the represented Council;
- d) meet **a** minimum of twice a year and hold the option of calling special meetings of the Committee on an as needed basis, upon fourteen (14) days advance notice to all member of the Committee;
- e) four (4) Committee members shall constitute a quorum of the Committee and a motion or resolution of the Committee may only be passed by an affirmation vote of the majority of the members present on the motion or resolution;
- f) review of the Regional Emergency Management Plan and related plans and programs at least once per year;
- g) advise Council, duly assembled, on the status **of** the Regional Emergency Management Plan and related plans and programs at least once each year.
- h) provides guidance and direction to the Local Authority’s emergency management agency prior to, during and after **an** emergency event;
- i) establish procedures that must be followed when declaring a local state of emergency;
- j) provides guidance and direction to the Local Authority’s emergency management agency.

### 4. **ROLE OF COUNCIL**

4.1. Council shall:

- a) by resolution, appoint one (1) of its members to serve on the Committee and at least one (1) member as an alternate;
- b) provide for the payment of expenses of its member(s) of the Committee;
- c) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in Village of Hussar and the WREMP Region;
- d) approve the Regional Emergency Management Plans and Programs as they related to the Village of Hussar and the WREMP Region;
- e) review the status of the Regional Emergency Management Plan and related plans and programs at least once a year; and
- f) by resolution appoint a DEM.

4.2. Council may:

- a) by resolution appoint one (1) or more DDEM;
- b) by bylaw that is not advertised, borrow, levy, appropriate and expend all sums required for its share of the operation of the Agency; and
- c) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs including mutual aid plans and programs.

4.3. Council agrees through the WREMP, to establish a position of Joint Wheatland Regional Emergency Management Coordinators to handle program administration, planning, coordination, and leadership on behalf of the Committee and Agency

## 5. AGENCY STRUCTURE

Council agrees through the WREMP, to establish an Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in this Bylaw, under Section 7.

5.1. The Agency shall be comprised of the following persons:

- a) report to the Committee once per year, while including an update on the Agency's review of the Local Authority's emergency plan and activities;
- b) be familiar with the Regional Emergency Management Plan;
- c) provide input and make recommendations for the Regional Emergency Management Plan;
- d) participate in regional training
- e) provide updated contact information to the Agency;
- f) participate in Regional Agency meetings;
- g) share information to the Agency;
- h) participate in providing public education within their organization;
- i) provide an up-to-date resource and inventory list to the Agency;
- j) use a command, control and coordination system prescribed by AEMA (Incident Command System)

- 5.2. The Agency shall be comprised of the following persons:
- a) the CAO of each municipality which is a member of WREMP;
  - b) DEM of each municipality which is a member of WREMP;
  - c) DDEM of each municipality which is a member of WREMP.
- 5.3. The Agency may request that the following persons join or advise the Agency on either a standing or as needed basis for each period of time that the Agency deems appropriate:
- a) RCMP Detachment Commander or designate;
  - b) Fire Chiefs or designates;
  - c) Wheatland and District Emergency Medical Services Association Manager or designate;
  - d) Enforcement Services Supervisor or designate;
  - e) Family and Community Support Services Director or designate;
  - f) Public Works Supervisor or designate;
  - g) Utility Manager or designate;
  - h) Emergency Public Information Officers or designates;
  - i) Emergency Social Services Manager or designate;
  - j) Alberta Health Services representatives or designates;
  - k) School Superintendent or designate;
  - l) Disaster Social Services Managers or designates;
  - m) Representative(s) from adjacent municipalities or First Nations;
  - n) Representatives from local business;
  - o) Representatives from local industry or industrial associations;
  - p) Representatives from Alberta Municipal Affairs;
  - q) Representatives from local utility companies; and
  - r) Anybody else who might serve as useful purpose in the preparation or implementation of the Regional Emergency Management Plan.

## **6. AUTHORITY AND POWERS**

- 6.1. In the event of an Emergency entirely within the boundaries of and only affecting the Village of Hussar, the authority and powers to declare or renew a state of local emergency under the Act, the authority and powers specified in Section 7 of this Bylaw, and the requirement specified in Section 6 of this Bylaw are hereby delegated to a municipal committee comprised of the Mayor or any two (2) Councillors. This municipal committee may at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
- 6.2. In the event of an emergency entirely within the boundaries of and affecting only Village of Hussar and the local municipal committee cannot be reached or in the event of an emergency impacting more than one (1) municipality within the WREMP Region, the authority and power to declare or renew a state of local emergency under

the Act; the authority and powers specified in Section 7 of this Bylaw; and the requirements specified in Section 6 of this Bylaw are hereby delegated to any two (2) or more members of the Committee. The Committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency for the entire area affected. Whenever possible this resolution should be made by at least one (1) member or alternate from each municipality affected.

## 7. STATE OF LOCAL EMERGENCY

- 7.1. When a state of local emergency is declared, the Local Authority or the Committee making the declaration shall:
- a) ensure that the declaration identifies the nature of the emergency and the area in which it exists;
  - b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
  - c) forward a copy of the declaration to the Minister forthwith.
- 7.2. Subject to Section 7 of this Bylaw, when a Local Authority or the Committee has declared a state of local emergency, that Local Authority or the Committee may, for the duration of that State of Local Emergency, do all acts and take all necessary proceedings including the following:
- a) cause the Regional Emergency Management Plan or any related plans or programs to be put into operation;
  - b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - c) authorize or require any qualified person to render aid of a type the person is qualified to provide;
  - d) control or prohibit travel to or from any area of **the** Village of Hussar;
  - e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in an part of **the** Village of Hussar;
  - f) cause the evacuation of persons and the removal of livestock and personal property **from any place within the** Village of Hussar that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - g) authorize the entry into any buildings or any land, without warrant, by any person while implementing an emergency plan or program;
  - h) cause the demolition **or** removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
  - i) procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or

equipment within Wheatland County for the **duration** of the state of local emergency;

- j) authorize the conscription of persons needed to meet an emergency; and
- k) authorize any persons at any time to exercise, in the operation of the Regional Emergency Management Plan and related plans or programs, any power specified in Section 8.2 of this Bylaw in relation to any part of the municipality affected by a declaration of **a state of local emergency** including as part of a **regional emergency** affecting more than one (1) municipality for which a declaration of **a state of local emergency** was made under this Bylaw.

7.3. In accordance with Section 28 of the Act, no action lies against a Local Authority or person acting under the Local Authority's direction or authorization for anything done or omitted to be done in good faith while **carrying** out a power or duty under this Act or in the regulations during a state of local emergency.

7.4. In accordance with Section 535(2) of the Municipal Government Act, Councillors, Council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under the Municipal Government Act or any other enactment.

7.5. When, in the opinion of the Local Authority in which the state of local emergency was declared, or the Committee, as the case may be, an emergency no longer exists, the Local Authority or the Committee shall, by resolution, terminate the declaration.

7.6. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:

- a) a resolution is passed under Section 8 of this Bylaw;
- b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
- c) the Lieutenant Governor in Council makes **an** order for a state of emergency for the same area; or
- d) the Minister cancels the state of local emergency for the affected area.

7.7. When a declaration of a state of local emergency have been terminated, the Local Authority or the Committee who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

## **8. AGREEMENTS & POLICIES**

8.1. The Committee is delegated the authority to enter into an Emergency Management Mutual Aid Agreement with another regional group or single municipality. The

decision for the Committee to enter into a mutual aid agreement must be made by unanimous vote of all Parties. The Parties shall be permitted to vote in person or by way of email.

- 8.2. The Committee is delegated the authority to create policies relating to the emergency preparedness, mitigation, response, recovery and the operation of the Wheatland Regional Emergency Partnership and the Agency.

**9. SEVERABILITY**

- 9.1. If any section or sections of this Bylaw or parts thereof are found in any court or law to be illegal or beyond the power of Council to enact, such Section or Sections or parts thereof shall be deemed to be severable and all other Sections or parts of the Bylaw shall be deemed separate and independent therefrom and to be enacted as such.

**10. REPEAL AND REPLACE**

- 10.1. This Bylaw repeals and replaces Bylaw 523-19.

**11. COMING INTO FORCE**

- 11.1. This Bylaw shall become effective when it has received third and final reading and has been signed by the Mayor and Chief Administrative Officer.

**READ** a first time this \_\_\_ day of \_\_\_\_\_, 2024.

**READ** a second time this \_\_\_ day of \_\_\_\_\_, 2024..

**READ** a third and final time this \_\_\_ day of \_\_\_\_\_, 2024.

**SIGNED** this \_\_\_ day of \_\_\_\_\_, 2024

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

\_\_\_\_\_  
CAO, Elizabeth Santerre

# **VILLAGE OF HUSSAR**

## **BYLAW NUMBER # 560-24**

BEING A BYLAW TO ESTABLISH A DEVELOPMENT AUTHORITY AND MUNICIPAL PLANNING COMMISSION FOR THE **VILLAGE OF HUSSAR** IN THE PROVINCE OF ALBERTA.

**WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M-26 requires a municipality to establish a Municipal Planning Commission to exercise powers and duties of a Development Authority by bylaw;

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

### **1. SHORT TITLE**

1.1. This bylaw is called the “Municipal Planning Commission Bylaw”.

### **2. DEFINITIONS**

2.1. In this bylaw:

- a) “Act” means the Municipal Government Act R.S.A. 2000, Chapter M-26, as amended from time to time;
- b) “Chief Administrative Officer” or “CAO” means the Chief Administrative Officer of the **Village of Hussar** appointed by Council;
- c) “Council” means the duly elected Council of the **Village of Hussar**;
- d) “Development Authority” means the Development Officer and the Municipal Planning Commission, and Council;
- e) “Development Officer” means the Development Officer of the **Village of Hussar**;
- f) “Member” means a member of the Municipal Planning Commission appointed pursuant to this bylaw;
- g) “Municipal Planning Commission” means the Municipal Planning Commission as established by this bylaw;
- h) “Pecuniary Interest” means a pecuniary interest as defined by section 170(1) of the Act;
- i) “Secretary” means an employee of the **Village of Hussar** assigned to act as the Municipal Planning Commission Secretary.

### **3. APPOINTMENT OF DEVELOPMENT OFFICER**

3.1. Council may, by resolution, appoint one or more Development Officers.

### **4. ESTABLISHMENT AND RESPONSIBILITIES OF THE MUNICIPAL PLANNING COMMISSION**

4.1. The Municipal Planning Commission of the **Village of Hussar** is hereby established.

4.2. The Municipal Planning Commission shall decide the development permit applications and review other matters referred to the Municipal Planning Commission pursuant to the Land Use Bylaw.

4.3. In addition to the powers and duties authorized by this bylaw, the Municipal Planning Commission may provide advice to Council on any planning matter.

### **5. MUNICIPAL PLANNING COMMISSION MEMBERSHIP AND TERM**

5.1. The Municipal Planning Commission shall be comprised of a minimum of **3** and a maximum of **5** voting Members.

- a) A maximum of **2** Members shall be public Members appointed to the Municipal Planning Commission by resolution of Council; and



- b) 3 members of Council shall be appointed by resolution of Council.
- 5.2. In the case that no public Members are available, the Municipal Planning Commission will consist of 3 members of Council.
- 5.3. Council may appoint an alternate member of Council to act when any of the Council members of the Municipal Planning Commission are unable to attend a meeting.
- 5.4. No person who is a member of the Subdivision and Development Appeal Board or any municipal employees shall be appointed as a Member of the Municipal Planning Commission.
- 5.5. Council members on the Municipal Planning Commission shall be appointed at the annual organizational meeting for a one-year term. Any member of Council's appointment to the Municipal Planning Commission terminates upon ceasing to be a member of Council.
- 5.6. Public Members, where possible, shall be appointed at the annual organizational meeting of Council for a term not more than 1 year, so long as not more than one public Member's term expires in any one year.
- ~~5.7. Public Members shall be eligible to serve for a maximum of \_\_\_ consecutive terms.~~
- 5.8. To be eligible to serve as a public Member on the Municipal Planning Commission, a person must:
  - a) be a resident of Village of Hussar;
  - b) be at least eighteen years of age.
- 5.9. New Members appointed to the Municipal Planning Commission shall commence their term on January 1 and end on December 31.
- 5.10. Any vacancy caused by death, retirement, or resignation of a Member will be filled by Council resolution at the next available regular meeting of Council.
- 5.11. A person is disqualified from remaining a Member of the Municipal Planning Commission if such person is absent from three consecutive meetings, unless that absence is caused by illness or is authorized in advance by the chair (the sufficiency of such reasons to be determined by the chair in their sole discretion), or if the Member fails to meet the eligibility requirements set out in this bylaw.
- 5.12. Council may remove a Member at any time.

## 6. APPOINTMENT OF CHAIR AND VICE CHAIR

- 6.1. The Municipal Planning Commission shall elect one Member as chair and one Member as vice-chair at the first annual meeting.
- 6.2. In the event of absence or the inability of the chair to preside at a meeting, the vice-chair shall preside.
- 6.3. In the event of absence or inability of both the chair and the vice-chair to preside at a meeting, the Members present shall elect one of its Members to preside as chair for that meeting by a majority vote, so long as quorum has been met.

## 7. ROLE OF THE CAO AND SECRETARY

- 7.1. The CAO shall appoint a Secretary who shall:
  - a) notify all Members for the holding of each Municipal Planning Commission meeting;
  - b) ensure notice of the meeting is given to all affected parties and the agenda is advertised at least 24 hours in advance of the meeting on the Village of Hussar website;
  - c) provide an agenda package to Members at least two working days prior to the meeting for which the agenda is prepared;
  - d) record, distribute and maintain a file of the written minutes of such meetings in accordance with the provisions of this bylaw; and

e) carry out such other administrative duties as required.

7.2. The CAO shall act as the liaison to the Commission, and the Development Officer will provide technical advice to the Commission.

## **8. QUORUM**

8.1. **Three** voting Members shall constitute a quorum. **Or a simple majority.**

## **9. OPERATION AND CONDUCT OF BUSINESS**

9.1. The Municipal Planning Commission shall hold such meetings as are necessary to fulfill the Commission's responsibilities.

9.2. Only those Members present at a Municipal Planning Commission meeting shall vote on any matter before it.

9.3. The decision of the majority of the Members present at a meeting duly convened shall be deemed to be the decision of the whole Commission.

9.4. In the event of a tie vote, a motion shall be deemed to be defeated.

9.5. The chair shall:

- a) maintain order and decorum and may, if necessary, call a Member to order;
- b) determine who has a right to speak;
- c) ensure all Members who wish to speak to a motion have spoken;
- d) ensure that the Members are ready to vote, and subsequently call the vote;
- e) rule when a motion is out of order; and
- f) ensure persons in the gallery maintain quiet order and may, if necessary, provide for the removal of those who do not comply.

9.6. Members shall not communicate individually on matters relating to an application on the Municipal Planning Commission agenda with any persons prior to the meeting.

9.7. The Municipal Planning Commission, at its sole discretion, is not required to hear any representations from the public with respect to any matter over which it makes a decision or representation.

9.8. Where the Municipal Planning Commission or the CAO deems it desirable, they may request any person or persons to attend meetings in an advisory capacity.

9.9. When a Member has a Pecuniary Interest with respect to an application under consideration, the Member must disclose the nature of the Pecuniary Interest prior to any discussion on the matter, abstain from voting on the matter, and leave the room in which the meeting is being held until discussion and voting on the matter are concluded.

9.10. When a Member does not vote on a matter pursuant to 9.9, the abstention and reasons therefore shall be recorded in the minutes.

9.11. After hearing all submissions, the Municipal Planning Commission may deliberate and reach its decisions in a meeting closed to the public.

9.12. A motion to table must include the reason and time within the current meeting to which the matter is to be tabled. A motion to table is not debatable.

9.13. A motion to postpone must include the reason for postponement and a specific time when the matter shall be considered. A motion to postpone is debatable and is decided by a majority vote of the Municipal Planning Commission.

## **10. COMMISSION MEETING RECORDS**

10.1. Minutes shall be prepared for every Municipal Planning Commission meeting and contain the following:

- a) the date, time and location of the meeting;

- b) the names of all the Municipal Planning Commission Members present;
- c) the name(s) of anyone other than a Member who participated in the meeting; and
- d) any motions made at the meeting, along with the results of the vote on the motion.

10.2. Motions receiving a unanimous vote shall be recorded in the minutes as “carried unanimously” or “defeated unanimously”.

10.3. In the case of a split vote, motions shall be recorded in the minutes as “carried” or “defeated, and the names of those Members who voted for and against the motion shall be recorded.

10.4. Questions and debate shall not be recorded in the minutes.

10.5. Minutes of the meeting shall be adopted by motion at the next meeting convened.

**11. REMUNERATION**

11.1. Members will receive remuneration as established by resolution of the Council.

**12. SEVERABILITY**

12.1. Every provision of this bylaw is independent of all other provisions and if any provision of this bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

**13. ENACTMENT/TRANSITION**

13.1. Bylaw 435-98 is hereby repealed.

13.2. This Bylaw takes effect on the date of the third and final reading.

READ A FIRST TIME THIS \_\_\_ DAY OF \_\_\_\_\_, 2024.

READ A SECOND TIME THIS \_\_\_ DAY OF \_\_\_\_\_, 2024.

READ A THIRD TIME AND PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**BYLAW #561-24  
VILLAGE OF HUSSAR**

**A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA TO REGULATE THE PROCEEDINGS OF MEETINGS OF COUNCIL AND COUNCIL COMMITTEES AND DEFINE CERTAIN DUTIES OF THE COUNCIL AND OFFICERS OF THE VILLAGE OF HUSSAR.**

**WHEREAS**, Section 145 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorizes Council to pass bylaws in relation to the procedures of Council and Council Committees and the conduct of elected officials and members of Council Committees,

**AND WHEREAS**, it is Council's desire to establish and follow a process and procedure of municipal government that reflects an open, transparent government where decisions are made after all information has been provided,

**AND WHEREAS**, it is necessary to establish rules and provisions to regulate the conduct of business in Council meetings, to control and maintain order in Council for the enactment of municipal legislation and to provide for dealing with petitions, delegations and submissions to Council,

**NOW THEREFORE**, the Council of the Village of Hussar duly assembled establishing the following rules and regulations for the order and conduct in which the business of all Council meetings shall be transacted.

**PART I: BYLAW TITLE**

- 1.1 This bylaw may be cited as the "Procedural Bylaw.

**PART II: DEFINITIONS**

- 2.1 *Act* means the *Municipal Government Act*, RSA 2000 M-26 and all amendments thereto.
- 2.2 *Agenda* means the list of items and order of business of any meeting of Council as prepared by the Chief Administrative Officer.
- 2.3 *Appellant* means the person who is appealing to Council.
- 2.4 *Bylaw* means a Bylaw of the Village of Hussar.
- 2.5 *CAO* means the Chief Administrative Officer of the Village of Hussar.
- 2.6 *Council* means the duly elected Municipal Council of the Village of Hussar.

- 2.7 *Councillor* means a duly elected member of Council.
- 2.8 *Deputy Mayor* means the member of Council duly appointed to the office of Deputy Chief Elected Official, pursuant to the Act.
- 2.9 *Mayor* means the member of Council duly appointed to the office of Chief Elected Official, pursuant to the Act.
- 2.10 *Point of Information* means a request to the Mayor or presiding member, or through the Chair, to another member or to the staff for information relevant to the business or item being discussed.
- 2.11 *Public Hearing* means a meeting of Council held in accordance with the Act.
- 2.12 *Quorum* means a majority of Council members required to hold a meeting and to vote.
- 2.13 *Resolution* means a motion in Council.
- 2.14 *Special Meeting* means a meeting called pursuant to the Act.

### PART III: APPLICATION

- 3.1 This Bylaw applies to:
- a. all meetings of Council, and
  - b. subject to the Act, boards and authorities established by Council unless permission has been granted to them to establish their own procedures by a simple majority decision of Council.

### PART IV: ORGANIZATIONAL MEETING

- 4.1 The annual Organizational Meeting of Council shall be held in accordance with the Act and the date shall be called by Council at the September regular Council meeting and shall be entered into the minutes of that meeting.
- 4.2 At the Organizational Meeting the CAO shall initially take the chair and:
- a. call the meeting to order,
  - b. administer the Oath of Office to any new elected officials, and
  - c. record the election for Mayor and Deputy Mayor.

4.3 Upon the election of Mayor and Deputy Mayor the Mayor shall take the chair for the remainder of the meeting.

4.4 The Agenda for the Organizational Meeting shall be as follows:

- a. Call to Order
- b. Oaths of Office (if necessary)
- c. Election of Mayor and Deputy Mayor
- d. Board and Committee Appointments
- e. Review of Legislative Policies
- f. Set the Date for Regular Council Meetings
- g. Any other Business as Required by the Act (if necessary)

4.5 The following board and committee appointments shall be made:

- a. Cemetery Board (1 member)
- b. Drumheller and District Solid Waste Management (1 member, 1 alternate)
- c. Hussar Municipal Library Board (1 member)
- d. Hussar Rural Fire Association (1 member, 1 alternate)
- e. Intermunicipal Development Plan Committee {IDP} (2 members, 1 alternate)
- f. Palliser Regional Municipal Services (1 member, 1 alternate)
- g. Southern Alberta Energy from Waste Association (1 member, 1 alternate)
- h. Wheatland County Assessment Review Board (1 public member)
- i. Wheatland Family & Community Support Services (1 member, 1 alternate)
- j. Wheatland Housing Management Representative (1 member)
- k. Wheatland Regional Emergency Advisory Committee (1 member, 1 alternate)
- l. Wheatland Regional Partnership (3 members)
- m. Wheatland & District Emergency Medical Services Association (1 member, 1 alternate)
- n. Wildrose Community Futures (1 member, 1 alternate)
- o. any additional boards and committees.

4.6 The following boards or positions shall be ratified:

- a. Hussar Municipal Library Board
- b. Hussar Municipal Library Board Auditor
- c. Hussar Rural Fire Department Chief

4.7 The following position appointments shall be made:

- a. Director of Emergency Management
- b. Deputy Director of Emergency Management

PART V: REGULAR MEETINGS AND SPECIAL MEETINGS

- 5.1 The date and time of regular meetings shall be set at the annual organizational meeting.
- ~~5.2 Special meetings shall be called and held in accordance with the Act.~~ Moved to section 6
- 5.2 In accordance with the Act, all Council meetings shall be open to the public and twenty-four (24) hours written notice shall be given to the public as stated in Section 5.8 and Section 5.9.
- 5.3 The Mayor, subject to being overruled by a majority vote of Council:
- a. may call Council to order,
  - b. shall maintain order and preserve decorum of the meeting,
  - c. shall decide points of order without debate or comment other than to state the rule governing,
  - d. shall determine which Councillor has the right to speak,
  - e. shall ascertain whether all Council members who wish to speak on a motion have spoken thereon and all Council members are ready to vote by asking "Are you ready for the question?" and shall thereafter call for the vote, and
  - f. shall rule when a motion is out of order.
- 5.4 Members of the public who attend a Council meeting shall:
- a. not address Council unless they are on the Agenda or if the Chair allows, may comment for a five (5) minute period following the close of Council business at a regular meeting, and
  - b. maintain order and quiet.
- 5.5 When a member of Council or the public is addressing the Chair, every other member attending the meeting shall:
- a. remain quiet and seated,
  - b. not interrupt the speaker except on a point of order, and
  - c. not carry on a private conversation.
- 5.6 When a member of the public is addressing Council, the member shall:
- a. not reflect on any vote of Council except when asking to rescind the vote and when doing so shall not reflect on the motives of the Councillors who voted for the motion or the mover of the motion,
  - b. not shout or raise their voice or use profane, vulgar or offensive language, and

- c. assume personal responsibility for any statement they quote to Council and shall give the source of the information. Unfounded information or hearsay may be disregarded by Council.
- 5.7 Notice of regular Council meetings shall be given by publishing them on Village of Hussar website and posting notices ~~at the Village Office and Canada Post Office~~ on the Village of Hussar Facebook Page and/or the Canada Post Office
- 5.8 Notice of a change to a regular Council meeting ~~or of a special meeting~~ shall be given by publishing them on the Village of Hussar website and posting notices ~~at the Village Office and Canada Post Office.~~ on the Village of Hussar Facebook Page and/or the Canada Post Office

~~PART VI: PUBLIC MEETINGS~~

~~6.1 Public meetings may be held at the pleasure of Council and as required as per the Act.~~

PART VI: SPECIAL MEETINGS

6.1 Special Meetings will be called in accordance with the Act.

PART VII: VOTING

7.1 Voting shall be governed by the Act.

~~7.2 The names of those who vote for and those who vote against a motion shall be entered in the Minutes by the CAO only when a member of Council asks for a recorded vote before that vote is taken by the Chair. Moved below to e~~

7.2 Votes on all motions must be taken as follows: (a) The Chair must declare the motion and call for the vote.

(b) Members must:

- (i) Vote by a show of hands; or
- (ii) Vote verbally by stating "for" or "against" the motion if participating by electronic communications.

(c) Every Member present, including the Mayor, shall vote on every matter, unless:

- (i) the Member is required to abstain from voting under this or any other bylaw or enactment; or
- (ii) the Member is permitted to abstain from voting under this or any other bylaw or enactment.



- (d) A Member present at a meeting shall make a request for a recess if for any reason they may be away from Council Chambers during a time when a vote on a matter is imminent unless that Member is excused from voting pursuant to this Section.
- (e) The names of those who vote for and those who vote against a motion shall be entered in the Minutes by the CAO only when a member of Council asks for a recorded vote before that vote is taken by the Chair.
- (f) If there are an equal number of votes for and against a resolution, the resolution is defeated.
- (g) After the Chair declares the result of the vote, Members may not change their vote for any reason.

### 7.3 Call the Question

- (a) When a Motion that a Vote be Taken (Call the Question) is presented, it shall be put to a vote without debate and, if carried by a majority vote of the Members present, the motion and any amendments thereto shall be submitted to a vote immediately without further debate.
- (b) When the Chair, having ascertained that no further information is required, commences to take a vote, no Members shall speak to or present another motion until the vote has been taken on such motion or amendment.

### 7.4 Voting on Bylaws (a) When a Bylaw is presented to Council for enactment, the CAO shall publish the number and title of the Bylaw in the Agenda.

- (b) The CAO shall copy the Bylaw in full and forward it with the Agenda.
- (c) Every Bylaw shall have three readings. Only the title or identifying number must be read at each reading.
- (d) A Bylaw shall be introduced for first reading by a motion that the Bylaw be read a first time.
- (e) Prior to first reading, a Member may ask questions of clarification concerning the Bylaw.
- (f) Council shall vote on the motion for first reading of a Bylaw without amendment or debate.
- (g) A Bylaw shall be introduced for second reading by a motion that it be read a second time.
- (h) After a Member has made a motion for second reading of a Bylaw, Council may:
  - (i) debate the substance of the Bylaw; and
  - (ii) propose and consider amendments to the Bylaw.
- (i) A Bylaw shall not be given more than two readings at one Meeting unless the Members present unanimously agree that the Bylaw may be presented to Council for third reading.
- (j) When Council unanimously agrees that a Bylaw may be presented for third reading:
  - (i) motion for third reading of the Bylaw shall be made;
  - (ii) Council shall vote on the motion without amendment or debate;
  - (iii) the third reading requires no greater majority or affirmative votes than if it had received third reading at a subsequent Meeting.

- (k) A Bylaw shall be passed when a majority of the Members voting on third reading vote in favor, provided some other applicable Provincial Statute or Bylaw does not require a greater majority.
- (l) In conformance with the Act:
  - (i) if a Bylaw does not receive third reading within two years from the date of first reading, the previous readings are deemed to have been rescinded; and
  - (ii) if a Bylaw is defeated on second or third reading the previous readings are deemed to have been rescinded.
- (m) The CAO is designated to consolidate one (1) or more bylaws as deemed convenient and in doing so, must:
  - (i) incorporate all amendments to the bylaw into one (1) bylaw; and
  - (ii) omit a provision that has been repealed or that has expired.
- (n) After passage, a Bylaw shall be signed by the Mayor or in their absence the Deputy Mayor, and by the CAO, or their designate and shall be impressed with the corporate seal of the Village.
- (o) Clerical, typographical, and grammatical errors in bylaws may be corrected by the CAO without Council resolution.
- (p) A copy of any bylaw, resolution or record certified by the CAO as a true copy of the original is prima facie proof of the bylaw, resolution, or record.

#### PART VIII: GENERAL RULES OF COUNCIL

- 8.1 Regular Council meetings shall commence at 7:00 p.m. and adjourn not later than 11:00 p.m.
  - a. Upon resolution of Council the meeting may be extended to a time determined in the resolution.
- 8.2 Special Council meetings shall commence at the time stated in the notice to the public and shall not last longer than three (3) hours unless agreed upon by a majority vote in Council.
- 8.3 If there is no quorum by 7:30 p.m., the CAO shall record the names of the Council members present and Council shall stand adjourned.
- 8.4 As soon after 7:00 p.m. as there is a quorum present, the Mayor shall take the Chair and call the meeting to order.
- 8.5 In the event the Mayor is absent, the Deputy Mayor shall take the Chair.

PART IX: PROCEEDINGS AT COUNCIL MEETINGS - AGENDAS

9.1 Unless otherwise specified in this Bylaw, the order of business for a regular meeting of Council shall be contained in the Agenda for the meeting as prepared by the CAO. Copies of reports or business to be dealt with shall be available at the meeting.

a. The Agenda shall be made available to Council at least **one** day prior to the regular meeting of Council. **(may want to change this ^)**

9.2 The order of business on the Agenda is as follows:

- a. Call to Order
- b. Approval of Agenda
- c. Public Hearings
- d. Delegations
- e. Minutes of Previous Meeting
- f. Business
- ~~g. Development~~
- h. Financial Reports
- i. Committee Reports
- j. CAO Report
- k. Correspondence
- l. In Camera
- m. Adjournment.

9.3 The cut off for items to be added to the Agenda is three (3) days before the set meeting date. Any item submitted for consideration by Council after the deadline will be added to the Agenda for the next regular Council meeting.

9.4 In Camera - **Closed Session**

- a. Council, Committee of the Whole and Council Standing Committees may close all or part of a Meeting to the public if a matter to be discussed is within one of the exceptions to disclosure as set out in the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25.
- b. When a Meeting is closed to the public, the Meeting may include any person or persons invited to attend by Council.
- c. Council must pass a Resolution to move into Closed Session in the public portion of the Meeting.
- d. Council must pass a Resolution to move out of the Closed Session. This is to be done in the public portion of the Council Meeting.
- e. No motions may be made when in closed session.

## PART X: REPORTS

Reports ?? I don't know if this is something we want to add

- 10.1 Each Member will be provided a maximum of two (2) minutes at the appropriate time on the agenda of a Regular Meeting of Council for the purpose of providing an update limited to the formal business of Council the member has been assigned, and committee activities. A report may be physically submitted via email to the CAO no later than 9:00 a.m. on the seventh (7) complete day before the day on which the meeting is held to be included in the agenda package.
- 10.2 Any action required as a result of a Member's Report shall be brought forward as a separate business item or Notice of Motion at a subsequent Regular Meeting.

## PART XI: PETITIONS AND LETTERS

- 11.1 Petitions shall be dealt with as per the Act.
- 11.2 Letters directing items of business or concerns to Council shall be clearly written or typewritten and addressed to the Council or CAO and shall be signed by the person bringing up the business or concern.
- 11.3 Anonymous letters will be disregarded. Verbal complaints and/or concerns may not be considered by Council until which time they are written and signed as indicated in Section 11.2.
- 11.4 All letters complaints or correspondence addressed to Council or CAO shall be considered public information unless requested to be confidential.
- 11.5 Repetitive matters already dealt with by Council will not be re-presented to Council or the Committee of the Whole until six months has elapsed, unless a Resolution is passed allowing for the reconsideration of the matter, or if new significant and material information is discovered.

## PART XII: DELEGATIONS

- 12.1 When a person or delegation wishes to address Council on a matter not on the Agenda, Council may add it to the proposed Agenda by resolution of Council.
- 12.2 Council shall hear all persons or delegations that so request and are placed on the Agenda. All rules of conduct in this Bylaw apply to each member of the delegation.
- 12.3 Delegations may be limited to fifteen (15) minutes presentation time to Council with additional time for Council to ask questions or for clarification.

### XIII: RESOLUTIONS (MOTIONS) IN COUNCIL

- 13.1 Any motion before council does not need to be seconded.
- 13.2 Motions may be withdrawn prior to debate or decision with the approval of Council.
- 13.3 When a motion is made and is being considered, no other motion may be made and voted on except:
- a. a motion to refer the main question to some other person or group for consideration,
  - b. a motion to amend the main question,
  - c. a motion to postpone or table the main question to another time.
- 13.4 After the question has been called, no member shall speak to the question nor shall any other motion be made until after the vote.
- 13.5 A motion to adjourn the meeting may be made at any time except when:
- a. another Council member is in possession of the floor,
  - b. a call for a decision has been made, or
  - c. the members of the Council are voting.
- 13.6 A motion to rescind a motion of Council may be made at any time after the meeting at which the motion was passed, as follows:
- a. any member of Council may make the motion to rescind,
  - b. notice of the rescinding motion shall be on the agenda, and
  - c. the rescinding motion must be passed by a simple majority.

### ~~XIV: BYLAWS~~ — moved to section 7 and 16

- ~~14.1 Bylaws shall be presented and passed in accordance with the Act.~~

### XIV: SIGNING AUTHORITY

- 14.1 Any one (1) of the Mayor, Deputy Mayor or Councillor along with the CAO shall sign all cheques, Bylaws, applications, agreements, minutes and financial statements of the Village of Hussar so that all cheques and financial instruments are signed by the CAO and a member of Council as per the Act.

- 14.2 Any one (1) of the Mayor, Deputy Mayor or Councillor along with the CAO shall sign all cheques, Bylaws, applications, agreements, minutes or financial statements of the Village of Hussar Cemetery accounts so that all cheques and financial statements are signed by the CAO and a member of Council as per the Act.
- 14.3 Any one (1) of the Mayor, Deputy Mayor or Councillor along with the CAO shall have permission to access the safety deposit box in the name of the Village of Hussar so that two (2) persons access the safety deposit box.

#### XV: PUBLIC HEARINGS

- 15.1 Public hearings shall be held in accordance with the Act.
- 15.2 The Mayor or Deputy Mayor shall act as Chair for public hearings.
- 15.3 The CAO shall act as Secretary for public hearings.
- 15.4 The order for the Agenda for a public hearing shall be as follows:
- a. Call to Order
  - b. Introduction of Public Hearing Item
  - c. Written or Oral Submissions In Favour of the Item
  - d. Written or Oral Submission Against the Item
  - e. Appellant Rebuttal
  - f. Adjournment
- 15.5 Council may ask for further information or clarification from the CAO, Appellant or any individual who provided a written or oral submission at any time during a public hearing.
- 15.6 Cross examination, debating or questions from the public is not allowed during a public hearing.
- 15.7 The public hearing may, by motion of Council, be held over to the next regular or special Council meeting if more information is required.
- 15.8 Decision on the item discussed at a public hearing will be included in the Minutes of the Council meeting at which it was held.
- 15.9 Decision must be made on the item discussed at a public hearing within fifteen (15) days of the public hearing and sent to the appellant in writing.
- 15.10 All submissions for the Agenda of all Public Hearings, to be included in the published agenda, shall be received by the CAO no later than 9:00 a.m. on the seventh complete day before the

day on which the meeting is held. Submissions received after the agenda is posted will be provided directly to Council and included in Minutes package.

- 15.11 The Chair shall introduce the resolution or bylaw and confirm with Administration that all advertising requirements have been met. Administration does not present at public hearings, as their presentation will come at first, second and third readings.
- 15.12 The applicant shall present first, upon completion of presentation from applicant, if applicable, the Chair shall then open the floor to presentations from the public.
- 15.13 The Chair shall call upon those persons who have registered with the Manager, Legislative Services' office to speak first, followed by other persons at the meeting who have not registered to speak but who wish to address Council. The Chair shall request those who wish to make presentations to identify themselves.
- 15.14 Presentations by the public may be made verbally, in writing, or electronically. Written submissions shall be collected by the CAO and retained for record purposes. All submissions become public documents and persons may want to limit personal information provided.
- 15.15 Presentations shall be limited to five (5) minutes unless there is consent by Council to extend the allotted time. If a presentation is on behalf of a group (2 or more people), then that presentation shall be limited to ten (10) minutes. Questions of clarification from Council, to either the applicant(s) or affected resident(s) will be addressed during the Public Hearing.
- 15.16 All parties are limited to one (1) formal presentation or opportunity to speak per Public Hearing.
- 15.17 Following public presentations, the Chair shall call on the applicant, if applicable, for final comment and then close the Public Hearing.
- 15.18 In the event a Public Hearing is recessed to a future date, it is as though the Public Hearing continued from when first called to order. Those members of the public who have already made presentations shall not be provided the opportunity to speak again, nor will the applicant be afforded an opportunity to reintroduce the application or make a new presentation, only provide final comments.
- 15.19 The passage of Bylaws requiring a Public Hearing shall be in accordance with Section 7.4 of this Bylaw.
- 15.20 When a Member is absent from the entirety of a Public Hearing on a proposed Bylaw or resolution, that Member must abstain from discussions or voting on any question relating to the matter and must declare the reason for the abstention prior to any discussion on the matter.

15.21 Where a Member is absent for a portion of a Public Hearing on a proposed Bylaw or resolution, that Member may abstain from discussions or voting on any question relating to the matter and must declare the reason for the abstention prior to any discussion on the matter.

15.22 The Minutes shall indicate all declarations of abstention.

#### PART XVI: CANCELLATION OF MEETINGS

16.1 If the deadline for adding items to the Agenda has passed and there are no time-sensitive items on the Agenda which need to be addressed prior to the next scheduled Regular Meeting, the Mayor, acting alone, may cancel any Regular Meetings in which event the following provisions shall apply:

- (a) the Mayor may not cancel Regular Meetings less than three (3) business days prior to the scheduled Regular Meeting;
- (b) at least 24 hours' notice of the cancellation must be given to:
  - (i) the Members; and
  - (ii) the public.

16.2 If a State of Local Emergency has been declared, the Mayor, acting alone, may cancel any meetings of Council without providing 24 hours' notice to Members and the Public.

#### PART XVII: MINUTES

17.1 Minutes of Regular Meetings shall be recorded without note or comment and shall record the names of the Members and Administration present and participating in the Meeting and shall be presented to Council for adoption at a subsequent Meeting.

17.2 Minutes of Committee of the Whole meetings shall be recorded to capture the general subject matter of the items discussed and shall record the names of the Members and Administration present and participating in the meeting and shall be presented to Council for adoption at a subsequent meeting.

17.3 The preparation and distribution of minutes of Council Meetings shall be the responsibility of the CAO.

17.4 Clerical, typographical, and grammatical errors in Minutes may be corrected by the CAO without Council resolution.

#### XVIII: EXCEPTIONS AND AMENDMENTS

18.1 If a matter of procedure arises that is not specifically covered in this Bylaw, the matter will be decided by use of the Act, common sense and a simple majority vote of Council.

#### XIX: GENERAL



19.1 This Bylaw comes into force upon third and final reading.

19.2 This Bylaw repeals Bylaw #512-16, 530-20, and 538-21, 553-23

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2024.

READ second time this \_\_\_\_ day of \_\_\_\_\_, 2024.

READ a third time this \_\_\_\_ day of \_\_\_\_\_, 2024.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

---

# Disciplinary Action Policy

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Date Approved by Council: November 22, 2016

Resolution: 2016-11-22-04

Review Date: September

Related Bylaw: N/A

Amendments: 2023-09-14-645

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## **Purpose**

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

## **Guidelines**

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

Appropriate conduct and behaviour includes but is not limited to:

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

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

Inappropriate conduct and behaviour includes but is not limited to:

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

Unacceptable conduct or behaviour includes:

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

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

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

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

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

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

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

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

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

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

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

# Vehicle Use Policy

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Date Approved by Council: October 8, 2014

Resolution:

Review Date: September

Related Bylaw: N/A

Amendments: 2016-11-22-04; 2019-07-11-132

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## **Purpose**

This policy has been adopted to provide guidelines for the use of Village owned vehicles and equipment. Only employees of the Village of Hussar are authorized to drive or operate Village of Hussar vehicles. This measure has been adopted to ensure the health and safety of our employees and the public at large and to protect the property and best interests of the municipality. This policy refers to all Village of Hussar owned vehicles and equipment where unauthorized operators are not covered under the Village of Hussar's insurance plan.

## **Guidelines**

Only authorized employees of the Village of Hussar are permitted to drive or operate Village of Hussar Vehicles.

Employees who have not gone through the authorization process as outlined below cannot use a Village of Hussar vehicle even if they are asked by the CAO or a Councillor.

The CAO or Councillors may not authorize a non-employee to drive or operate a Village of Hussar vehicle.

### AUTHORIZATION OF USE

The Village of Hussar will only authorize employees in a management or public works position to drive Village of Hussar vehicles and equipment.

Employees are required to show proof of a government issued Driver's License and 3 year abstract prior to authorization. 3 Year driver abstracts need to be submitted every 2 years and will be reimbursed by the Village of Hussar.

The Village of Hussar will note the expiry date of the employee's Driver's License and abstract and the employee must show proof of renewal before using the Village's vehicles after that date.

If for any reason an employee's Driver's License is revoked, suspended or restricted, it is mandatory that the employee notify the CAO immediately.

**VEHICLE USE**

Employees of the Village of Hussar are responsible for operating Village of Hussar vehicles and equipment in a safe and responsible manner.

Employees must know and abide by the Alberta Traffic Safety Act in the area in which they are operating a Village of Hussar vehicle.

It is mandatory that seat belts be used by all occupants of a Village of Hussar vehicle at all times.

Smoking will not be permitted in vehicles or equipment owned by the Village of Hussar.

Cell phone use will only be permitted if a vehicle is parked.

Any vehicle moving violations issued to the Village of Hussar as a result of the operation of Village owned vehicles will be the responsibility of the employee operating the vehicle at the time of the violation.

**MAINTENANCE**

Employees must maintain the cleanliness and general maintenance of Village of Hussar vehicles.

Employees must complete all safety and tracking logs as required by the Safety Policy.

Any repairs, deficiencies and general maintenance needs must be reported to the Public Works Foreman or CAO immediately.

The Public Works Supervisor is responsible for ensuring all repairs and maintenance are completed in a timely manner.

**PERMITTED USE**

Vehicles owned by the Village of Hussar may only be used for business relating to the Village of Hussar.

The CAO may authorize volunteers and contractors use of maintenance equipment on a case by case basis, including trailers and weed cutters.

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	ATCO - Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement - Time-Sensitive and Action Required
Agenda Item Number:	5 a.

### **BACKGROUND**

The 2024 Atco Franchise fee is up for renewal. The Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024,1* (the "**Act**") became law when it received Royal Assent on May 16, 2024.

This means that your gas distribution franchise agreement for Hussar, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("**AUC**") before March 17, 2025, or it will terminate by operation of law on that date.

See the attached letter from Atco for more information.

I have attached the Franchise Fee Estimate for 2025. If we stay at the 25% it would be \$17,264.

We are required to advertised again due to the re-approval process regardless of if we stay the same or change the rate. Next step for this is to advertise in the local paper.

### **RECOMMENDATION:**

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

August 27, 2024

Village of Hussar  
PO Box 100  
Hussar, AB, T0J 1S0

**Attention: Ms. Liz Santerre, Chief Administrative Officer**

**Re: Natural Gas Franchise Fee Estimate for 2025 - Hussar**

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As per the Natural Gas Distribution System Franchise Agreement between ATCO Gas and Pipelines Ltd. (ATCO) and the Village of Hussar, ATCO pays the Village of Hussar a franchise fee. The franchise fee is collected from gas customers within Hussar and is calculated as a percentage of ATCO's revenue derived from the delivery tariff.

The franchise agreement requires that we provide ATCO's total revenues derived from the delivery tariff within Hussar for 2023 and an estimate of total revenues to be derived from the delivery tariff within Hussar for 2025. The chart below provides this information as well as an estimate of your franchise fee revenue for the 2025 calendar year.


ATCO's Delivery Tariff Revenue in 2023	ATCO's Estimated Delivery Tariff Revenue for 2025	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2025
\$63,607	\$69,056	25.00%	\$17,264

Please note that the estimated delivery tariff revenue for 2025 can be impacted by changes in customer operations and weather. Additionally, ATCO has utilized forecast 2025 delivery rates, however, they have not yet been approved by the Alberta Utilities Commission. ATCO commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to any update of these forecast assumptions.

Under the franchise agreement, the Village of Hussar has the option of changing the franchise fee percentage for 2025. If you are considering changing the franchise fee in 2025, please contact us as soon as possible to learn about the process. We will guide you through the process and will file an application with the Alberta Utilities Commission (AUC) for approval. A request to change the franchise fee must be made in writing and must be received by ATCO on or before October 15<sup>th</sup>, 2024.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at [Chris.Blunt@atco.com](mailto:Chris.Blunt@atco.com).

Yours truly,

  
ATCO Gas & Pipelines Ltd.

# Village of Hussar

## Request for Decision (RFD)

Meeting: Regular Meeting  
Meeting Date: September 12, 2024  
Title: Fortis Franchise Agreement  
5 b.

Agenda Item Number:

### **BACKGROUND**

The 2024 Fortis Franchise fee is up for renewal. The Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,<sup>1</sup> (the "Act") became law when it received Royal Assent on May 16, 2024.

This means that your gas distribution franchise agreement for Hussar, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("AUC") by November 1, 2024.

See the attached letters from Fortis for more information.

I have attached the Franchise Fee Estimate for 2025. If we stay at the 12.5% it would be \$33,078 which is an increase of \$845 from 2024. If we choose to increase, the cap is 20%

Same as Atco, we are required to advertised due to the re-approval process regardless of if we stay the same or change the rate. Next step for this is to approve a rate and then advertise in the local paper.

### **RECOMMENDATION:**

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



## Electric Distribution Franchise Fee Percentages for 2025

As part of the Electrical Distribution System Franchise Agreement with FortisAlberta, the franchise fee percentage may be **increased or decreased once per calendar year, with written notice**. If there are no changes to the franchise fee percentage, the current franchise fee percentage will continue for 2025.

### **IMPORTANT TIMELINES TO ENSURE CHANGES TO THE FRANCHISE FEE PERCENTAGE ARE IMPLEMENTED BY JANUARY 1, 2025.**

1. **Review** the attached letter, Franchise Fee Calculator, and present the recommendations to Council.
2. If Council is proposing an **increase or decrease to the franchise fee percentage**, the change in the franchise fee, including the impact on a customer's monthly bill is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks**. (Please use the sample advertisement that is attached).
3. If **increasing** the franchise fee percentage, it must stay within the **Franchise Fee Cap of 20%** set by the Alberta Utilities Commission.
4. **By November 1<sup>st</sup>, 2024**, please **email** clear copies of the following documentation to [REDACTED].

#### **INCLUDE:**

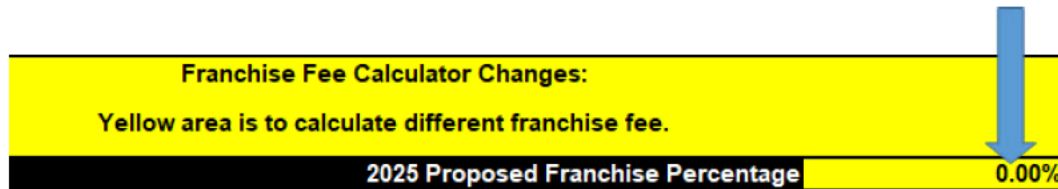
- ✓ Copies of **both** advertisements.
  - ✓ **Publication dates** for both advertisements.
  - ✓ Name & location of newspaper.
5. Late submissions, inaccurate or incomplete responses may delay the filing and necessary approval from the Alberta Utilities Commission. Late submissions will be filed with the Alberta Utilities Commission in February with an anticipated effective date of **April 1, 2025**.

6. If Council decides to maintain the current franchise fee percentage, no advertising is required, simply notify us via email at [REDACTED]

## TIPS FOR USING THE FRANCHISE CALCULATOR

Attached is the FortisAlberta Franchise Calculator specific to your municipality. The calculator is intended to assist in **estimating** franchise fee revenues for 2025.

- On the first tab: **Financial Impacts**, the Franchise Fee percentage (**yellow cell**) can be **changed to model different scenarios**. By changing the percentage in this cell, the spreadsheet will automatically update to reflect the estimated revenue for 2025.



Franchise Fee Calculator Changes: Yellow area is to calculate different franchise fee.	
2025 Proposed Franchise Percentage	0.00%

- The second tab: **Residential Bill Impacts**, displays **the impact on an Average Residential Bill**. (This information is needed for the advertisement if the franchise fee percentage is being changed.)
- The third tab: **2022 – June 2024 YOY Data**, shows the franchise fee revenue collected by the municipality over the last two and a half years and linear taxes for the last three years. Site count and historical consumption information for the last three years are also included.

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

Thank you,

**Village of Hussar**  
**Request for Decision (RFD)**

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	CAO Vacation
Agenda Item Number:	5 c.

**BACKGROUND**

I have of vacation day requests. September 3, 2024 was approved by email and must be ratified.

I have checked and our Admin Assistant would be available.

Days off work would be:

- Tuesday September 3, 2024
- Monday September 23, 2024
- Tuesday-Thursday October 15/16/17, 2024

**RECOMMENDATION:**

1. Motion to approve the CAO to take the following days for vacation:
  - Tuesday September 3, 2024
  - Monday September 23, 2024
  - Tuesday-Thursday October 15/16/17, 2024
2. Motion to accept as information at this time

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	Grant Match Referrals
Agenda Item Number:	5 d.

### **BACKGROUND**

I have reached out to a few different municipalities about their experience with Grant Match. The Town of Tofield did respond with a good review. Please see the attached email.

At this time I have not heard from any of the other municipalities or any of the other companies that I reached out to assist with Grant application.

At this time Council can decide if we would like to move forward with the contact with Grant Match or continue looking for other options.

### **RECOMMENDATION:**

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

## Town of Tofield - Grant Match

[Redacted]

Mon 2024 08 19 10:03 AM

To:Village Office <office@villageofhussar.ca>

[Redacted]

Good morning, Liz,

Thank you for your email. The Town of Tofield has used the services of Grant Match for roughly the past three years. We have had success in using the group for grant submission, and, I must say that with out their technical expertise, I do not feel we would have been successful. For one such Grant there was a software program required to which they had resources and access, this alone was the hinge point for application, and ultimately successful submission. The other attractive piece is that there are not upfront fees required, and only see payment upon success of the grant application. This differs from other technical writers who charge a fee regardless of the outcome. I feel we will continue to use Grant Match for many of our larger scale projects that we are unable to handle in house.

I hope this proves to be beneficial. However, should you wish, please do not hesitate to reach out with direct questions.

Thank you,

[Redacted signature block]



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# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	September 12, 2024
Title:	Fire Ban
Agenda Item Number:	5 e.

### **BACKGROUND/DISCUSSION:**

September 5, 2024 the Village of Hussar in collaboration with the Fire Chief put a Fire Ban in the Village.

The Fire Chief's recommendation is to follow the suit with Wheatland County with a Fire Ban as the weather conditions are very dry with high heat.

See attached Fire Ban Policy.

### **RECOMMENDATION:**

1. Motion to accept as information at this time
2. Motion to implement the Fire Ban in the Village of Hussar effective Sept 5, 2024

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	Sidewalk Repairs
Agenda Item Number:	5 f.

### **BACKGROUND**

There are a few sidewalks in the Village that need some repairs. We would like to request that Council have a discussion about if they would like to address any of these problem areas and if so, when.

If you would like to, please identify the ones that you would like address in priority so that we can get quotes for the repairs.

### **RECOMMENDATION:**

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	Street lights on 1 <sup>st</sup> Ave West
Agenda Item Number:	5 g.

### **BACKGROUND**

With the increased interest in lot purchases at the end of 1<sup>st</sup> Ave west, would Council like to get quotes for the addition of a couple streetlights?

If so, please advise how many you would like to see and where. The recommendation now is about every 30 metres, which would put about 8 fixtures down there, but this is not a requirement.

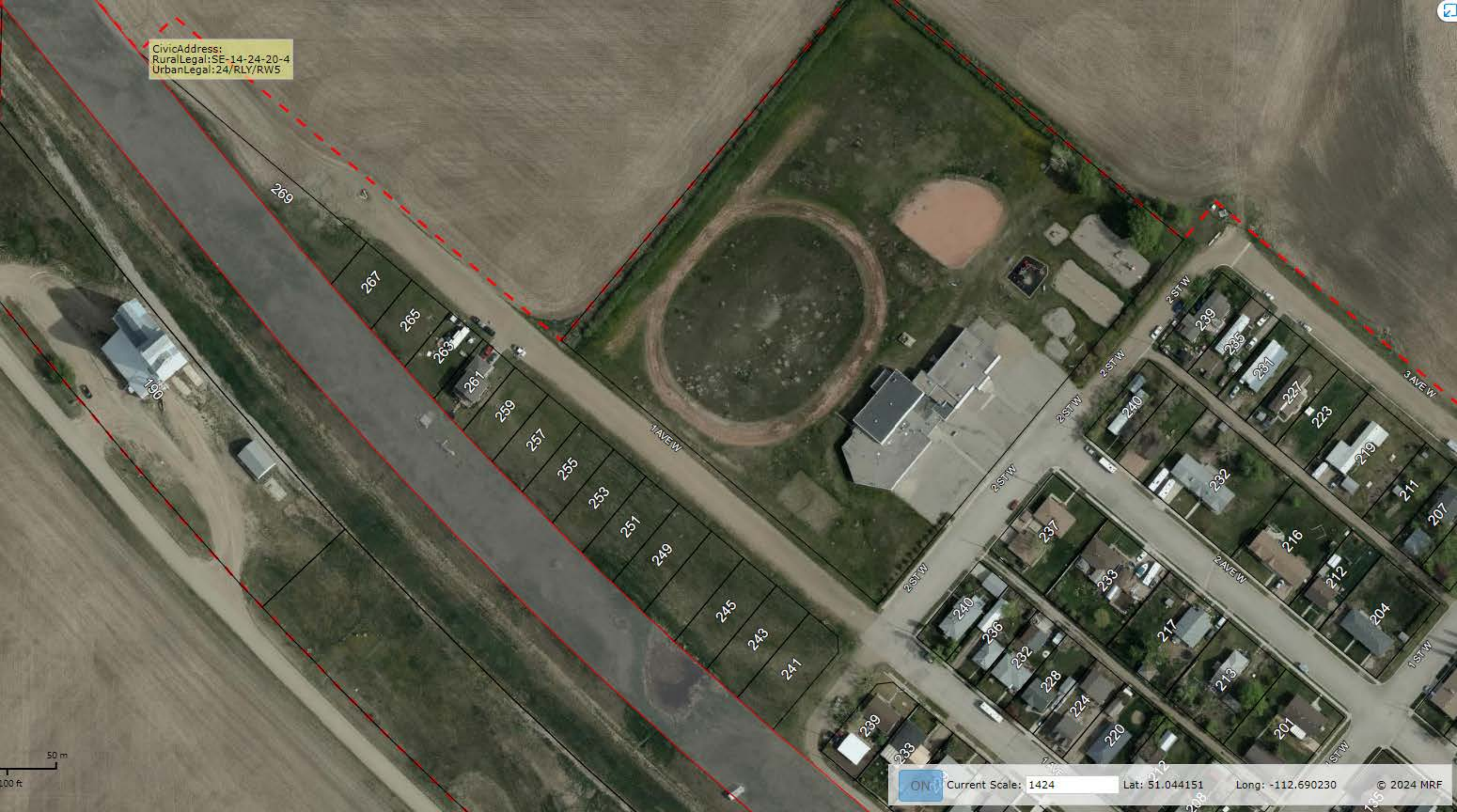
The attached catalog shows some ball park figures of what it would cost per fixture and the options of poles and fixtures that are available. Fortis advised that the investment level on each fixture is about \$3325.

### **RECOMMENDATION:**

1. Motion for CAO to contact Fortis to get a quote for additional \_\_\_\_\_ street lights, along 1<sup>st</sup> Ave West, located at \_\_\_\_\_
2. Motion to accept as information at this time



CivicAddress:  
RuralLegal:SE-14-24-20-4  
UrbanLegal:24/RLY/RW5



50 m  
100 ft

# STREET LIGHTING CATALOGUE



**FORTIS**  
ALBERTA





# CONTENTS

About FortisAlberta .....	2
Overview .....	3
Guidelines .....	3
Bug Rating.....	4
Typical Lighting Arrangements.....	4
Road and Pedestrian Classifications.....	5
LED Streetlight Information.....	6
Streetlight Standard Change.....	6
LED Conversion Option.....	7
Streetlight Repairs .....	7
Additional Information .....	7
Key Considerations .....	8
Cobra Head.....	10
Post Top.....	11
Pendant .....	12
Galleon .....	13
Domus .....	14
Traditionaire.....	15
Contemporary Coach.....	16
Acorn.....	17
Flood Light.....	18
Yard Light .....	19

# ABOUT FORTISALBERTA

FortisAlberta is an electricity distribution utility dedicated to delivering safe and reliable electricity to the homes, farms and businesses of more than half a million customers in central and southern Alberta. We own and operate more than 60 per cent of the

province's electricity distribution network with 122,000 kilometres of power lines. Our company has more than 1,100 employees who work and live in many of the 200 communities we serve across the province.



# OVERVIEW

Street lighting is a vital part of any community, and when properly designed, street lighting can reduce automobile collisions, deter crime, and foster a sense of safety. Properly designed street lighting can also add aesthetic appeal, as well as contribute to the overall structural design of any community.

The purpose of FortisAlberta's street lighting catalogue is to help customers understand the standard street lighting process as well as the fixture options available.

FortisAlberta has standardized its street light fixtures as part of its commitment to provide exceptional customer service to the communities it serves. The Company selects fixtures from various manufacturers to ensure continued compatibility with existing poles, which allows for alternatives and substitutions when the time comes to replace those fixtures. Using FortisAlberta-approved street lighting fixtures provides faster repair times, lower operational and installation costs, while maintaining a high level of street lighting standards.

FortisAlberta supports initiatives that reduce light pollution and ecosystem disturbance while maintaining the public's sense of safety and security within communities.

The Company is continually researching new lighting technologies to provide its customers with the most reliable, cost effective, and functional lighting products.

# GUIDELINES

FortisAlberta designs street lighting according to the Illuminating Engineering Society of North America's (IESNA) recommended practice, and where applicable, to the standards of the Transportation Association of Canada (TAC).

Although lighting can be customized to meet a community's requirements, IESNA standards are FortisAlberta's default practice.

Since 1946, IESNA has developed and refined its principles of street lighting design. FortisAlberta is a corporate sustaining member in the IESNA organization.



# BUG RATING

For years, IESNA used the “cutoff” classification system (full, cutoff, semi cutoff and non cutoff) to rate the amount of light emitted from a luminaire in unwanted directions. However, in 2005, IESNA began its efforts to replace the cutoff classification system, ultimately resulting in the new BUG (Backlight, Uplight and Glare) rating methodology. This represents a comprehensive system that limits lamp lumens to values appropriate for the lighting zone.

Although the “cutoff” classification may be applied to some products, lighting designers, specifiers, engineers and operation are rapidly recognizing and adopting the BUG rating system standards to evaluate Light Emitting Diode (LED) luminaires.

## The BUG rating system is based on the criteria outlined below:

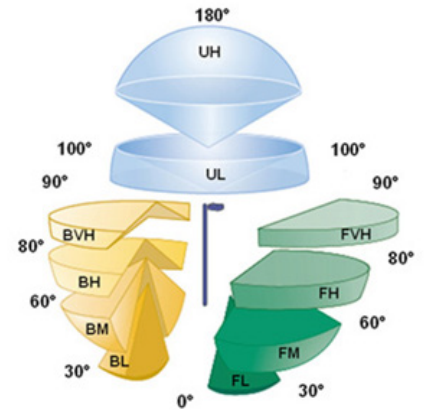
Backlight creates light trespass onto adjacent sites. The B rating takes into account the amount of light in the secondary solid angle zones of low, medium, high and very high (BL, BM, BH and BVH), which are in the direction of the luminaire OPPOSITE from the area intended to be lit.

Uplight causes artificial sky glow. The U rating takes into account the amount of light into the upper hemisphere with greater concern for the lower uplight angles (UL). Lower uplight (zone UL) causes the most sky glow and negatively affects professional and academic astronomy. Upper uplight (UH) is mostly energy waste.

Glare can be annoying or visually disabling. The G rating takes into account the amount of frontlight in the high and very high (FH and FVH) zones.

The rating for the zone is determined by the highest classification in each of the zones (BUG) and is assigned a number from 0-5. The lower the number ie U0, the better the luminaire performs in this criteria.

In most cases the LED fixtures that were chosen by FortisAlberta qualify as dark sky friendly based on the BUG rating determined by the IESNA. For more information regarding BUG Ratings, please visit the IESNA web site at [ies.org](http://ies.org).



# TYPICAL LIGHTING ARRANGEMENTS

<p><b>Arrangement 1</b> One-sided</p>	<p><b>Arrangement 5</b> Opposite with Double Davit Median</p>
<p><b>Arrangement 2</b> Opposite</p>	<p><b>Arrangement 6</b> Staggered with Double Davit Median</p>
<p><b>Arrangement 3</b> Staggered</p>	<p><b>Arrangement 7</b> One-sided with Double Davit Median</p>
<p><b>Arrangement 4</b> Double Davit Median</p>	<p><b>Arrangement 8</b> One-sided Staggered with Double Davit Median</p>



# ROAD AND PEDESTRIAN CLASSIFICATIONS

The principal purpose of roadway lighting is to produce quick, accurate and comfortable visibility at night. These qualities of visibility may safeguard, facilitate, and encourage vehicular and pedestrian traffic.

## ROAD AREA CLASSIFICATIONS

When selecting a classification, the area or roadway should best fit the definitions below rather than how others may refer to the road area.

**Major:** This refers to part of the roadway system that serves as the principal network for through-traffic flow. These routes connect areas of principal traffic generation and important rural roadways leaving the city. These routes are often known as arterials, thoroughfares, or preferentials through municipalities. They are sometimes subdivided into primary and secondary; however, such distinctions are not necessary in roadway lighting.

**Collector:** Collector roadways service traffic between major and local streets. These are streets used mainly for traffic movements within residential, commercial and industrial areas. They do not handle long, through trips. Collector streets may be used for truck or bus movements and give direct service to abutting properties.

**Local:** Local streets are used primarily for direct access to residential, commercial, industrial, or other abutting property. They make up a large percentage of the total street system, but carry a small proportion of vehicular traffic.

## PEDESTRIAN AREA CLASSIFICATIONS

The major, collector and local street classifications appropriately describe general conditions of vehicular traffic in urban areas. However, a second consideration, which is responsible for a disproportionate number of nighttime fatalities, is the vehicle/pedestrian interaction. There are three types of pedestrian classifications:

**High:** Areas with a significant number of pedestrians expected to be on the sidewalks or crossing the streets during darkness. Examples are downtown retail areas, near theaters, concert halls, stadiums, schools, recreation centres and transit terminals.

**Medium:** Areas where a lesser number of pedestrians utilize the streets at night. Typical are downtown office areas, blocks with libraries, apartments, neighborhood shopping, industrial, older city areas, and streets with transit lines.

**Low:** Areas with very low volumes of night pedestrian usage. These can occur in any of the cited roadway classifications but may be typified by suburban single family streets, very low density residential developments, and rural or semi-rural areas.

Source – (IESNA) *The Lighting Handbook, 10<sup>th</sup> Edition*



# LED STREETLIGHT INFORMATION

As owner and operator of more than 100,000 streetlights in Alberta, FortisAlberta is committed to improving the energy efficiency of our infrastructure, while controlling costs for our customers. For more than five years, we have conducted various independent pilot programs to gather data and compile findings regarding new Light Emitting Diode (LED) Streetlight fixture technology. Based on our findings, LED fixtures provide several benefits:

- » Lower energy consumption (60 per cent more energy efficient)
- » Improved safety and night visibility (more vibrant, clear and accurate white light)
- » Increased life expectancy (20 years)
- » Reduced maintenance costs (bulb replacements not required)
- » Decreased environmental footprint (no mercury, lead or other known disposable hazards)
- » Dark sky friendly

As a result, we have changed our standard for Streetlights to LED for all new construction and are in the process of completing an LED conversion program. FortisAlberta will continue to evaluate new products on a continual basis.

## STREETLIGHT STANDARD CHANGE

All new streetlight fixtures will be constructed with LED technology. These fixtures were selected based on photometric performance and competitive pricing. The LED fixtures that were chosen qualify as dark sky friendly based on the BUG Rating determined by the Illuminating Engineering Society of North America (IESNA). For more information regarding BUG Ratings, please visit the IESNA website at [ies.org](http://ies.org).

Beginning March 1, 2017, any new requests for High Pressure Sodium (HPS) lighting will only be available under a Nonstandard Lighting Agreement. Municipalities accepting new installations of non-standard lamps, luminaries, and/or poles will be responsible for the purchase and stocking of replacement materials for non-standard fixtures, luminaries and/or poles.

<b>SUGGESTED FIXTURES FOR TYPICAL USE:</b>		
<b>Suggested LED Fixture</b>	<b>Application</b>	<b>Page #</b>
Cobra (FortisAlberta Standard)	Street and roadway lighting	10
Pendant	Decorative roadway and street lighting	11
Post Top	Decorative street, pathway lighting	12
Galleon	Decorative street, pathway, and area lighting*	13
Domus	Decorative street and pathway lighting	14
Traditionaire	Decorative street and pathway lighting	15
Contemporary	Decorative street and pathway lighting	16
Acorn	Decorative street and pathway lighting	17
Flood Light	Flood lighting	18
Yard Light	Security lighting	19

\*Area lighting, fixtures that can be mounted as a single or multiple head(s) in various orientations to light a large area such as a parking lot.



## **LED CONVERSION OPTION**

This option covers all Rate 31 cobra head style fixtures and will require no up-front capital investment from municipalities to facilitate the conversion. Non-cobra head style fixtures or decorative fixtures and yard lights will not be available in the LED Conversion Option at this time.

## **STREETLIGHT REPAIRS**

Moving forward, FortsiAlberta will replace failed HPS cobra-heads fixtures with LED fixtures.

## **ADDITIONAL INFORMATION**

Municipal customers are encouraged to contact their Key Accounts Manager for further details, or call 310-WIRE (9473) for general inquiries.



## KEY CONSIDERATIONS

### **MUNICIPALITIES CAN CHOOSE LOWER LIGHTING LEVELS THAN RECOMMENDED BY FORTISALBERTA**

FortisAlberta employees are thoroughly trained and have the expertise to design and install street lighting in accordance with the Illuminating Engineering Society of North America (IESNA) and Transportation Association of Canada (TAC) guidelines to ensure the appropriate lighting levels for the roadway classification are met.

If a municipality chooses to divert from the IESNA (and FortisAlberta) recommended levels, the municipality will be asked to sign a waiver form for each applicable project, which can be obtained from you Key Accounts Manager. This must be completed by the municipality and returned the FortisAlberta quoting or design department. The intent of the waiver form is to ensure the municipality understands all the risks and liabilities associated with making such a decision.

*If you require further information regarding the waiver form, please contact your Key Accounts Manager.*

### **MUNICIPALITIES CAN CHOOSE A FIXTURE THAT IS NOT RECOGNIZED AS A FORTISALBERTA STANDARD**

FortisAlberta assesses and reviews street lighting options to ensure a wide selection while maintaining product quality and a high level of service for its customers. If a municipality chooses a streetlight that is not outlined in the street lighting catalogue, the municipality is required to sign a "Non-Standard Lighting Agreement" with FortisAlberta.

The Non-Standard Lighting Agreement outlines the responsibilities of FortisAlberta and the municipality. Most important to note is that the municipality is responsible for ordering, supplying, stocking and maintaining initial and ongoing inventory, including replacements, for any of the non-standard lighting fixtures and equipment. All non-standard lighting fixtures must be reviewed and approved by FortisAlberta to ensure they meet required Codes and local requirements for wind loading, public safety and safe operations.

For municipalities where a franchise agreement is in place, the streetlight penalty time outlined in the agreement does not begin until FortisAlberta receives the equipment, supplies and materials for the non-standard streetlights for the municipality.

*If you require further information regarding the Non-Standard Lighting Agreement, please contact your Key Accounts Manager.*

## BANNERS

If a developer is interested in banners on new streetlight poles it is important to note that approval is required from the municipality as well as FortisAlberta before proceeding.

The process is as follows:

- » Streetlight poles with banners will be installed such that the banners will parallel the road driving surface to avoid overhanging the driving surface and conflict with vehicles. If the desired design for the banner arms is to be 90 degrees to the driving surface, the pole setback will need to increase. The setback will need to be far enough so the banner arms do not overhang the driving surface of the road and edge of the banner should be minimum of 0.5 metres from the outside face of the curb. This setback is not always possible in all locations and may require special approval from the local municipality to change standard road cross-sections.
- » Approval for banner installation must first be obtained from the municipality. The municipality will also determine the length of time the banners may hang.
- » Upon receiving approval, the specifications of the banners must be sent to the FortisAlberta Key Accounts Manager to submit for review and approval. Assessment charges may apply.
- » Upon approval, the banners can be installed and remain hanging for the approved length of time.

*If you require further information regarding banner arms or the installation of banner arms on existing streetlight poles, please consult with a FortisAlberta representative.*

## RECEPTACLES AND FESTIVE LIGHTING

When considering the installation of receptacles on streetlight poles, it is important to keep in mind that additional lighting, such as festive lighting, is only available between the months of December through February.

As per Schedule A in FortisAlberta's Customer Terms & Conditions of Electric Distribution "Service Wattage" clause:

"Festive lighting service is available to municipalities that require decorative lighting for the holiday season during the months of December through February. A municipality may install festive lighting with a maximum increase of up to 15 per cent of their total street lighting wattage for a six week period at no charge. To capture consumption in excess of 15 per cent, an Excess Wattage charge of \$1 per kW per day will be applied, unless a streetlight service is separately metered. This will be charged directly to the municipality".

If you would like to explore the option of year-round festive lighting, additional load off the receptacles, or the installation of receptacles on existing streetlight poles, please call **310-WIRE (9473)** or **1-855-333-9473**.



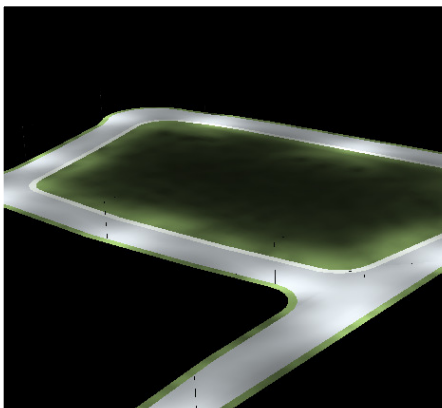
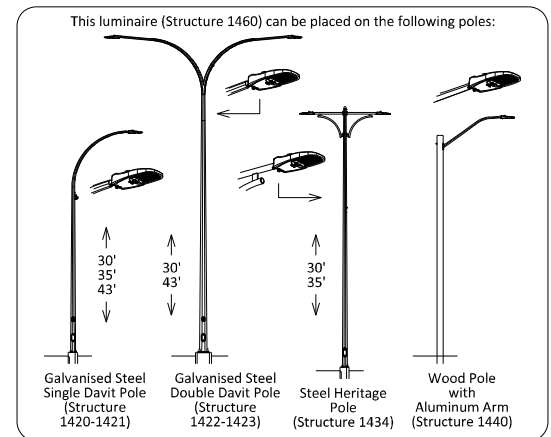
Note: It is important for customers to understand that the manufacturer's engineering department will require additional time to review specific requests, in addition FortisAlberta's Engineering and Standards team will need time to review their findings along with work with our Operations team to plan and coordinate the installation. Customers will need to factor this additional time into the consideration for their projects to ensure that FortisAlberta will be able to meet their in service date.

# COBRA HEAD

## Fixture Structure Number 1458–1460

Application — street and roadway lighting

Wattage	70W Replacement	100W Replacement	150W Replacement	250W Replacement
Delivered Lumen, Type II	3,564 Lux	4,800 Lux	7,398 Lux	14, 868 Lux
Delivered Lumen, Type III				14,405 Lux
BUG Rating Type II	B1-U0-G1	B2-U0-G1	B2-U0-G1	B3-U0-G2
BUG Rating Type III				B2-U0-G2
Voltage	120 V			
CCT	3,000 K			
Light Source	LED			
Housing	Die-Cast Aluminum			
Finish	Polyester Powder Coat			
Finish Color	Standard color is grey; however, other color options are available upon request			
Estimated Cost	\$3,500 (includes pole, fixture and labour does not include secondary)			



Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of street lights required per KM

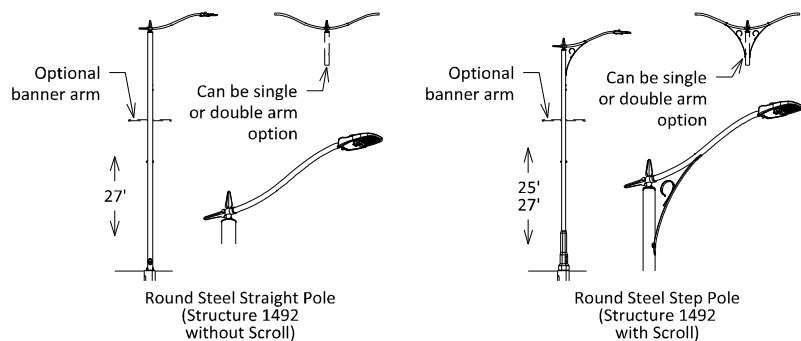
11m Local Road—20 lights

- » 100W replacement on 35' poles
- » one-sided lighting arrangement

16m Collector Road—20 lights

- » 150W replacement on 35' poles
- » one-sided lighting arrangement

This luminaire (Structure 1460) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

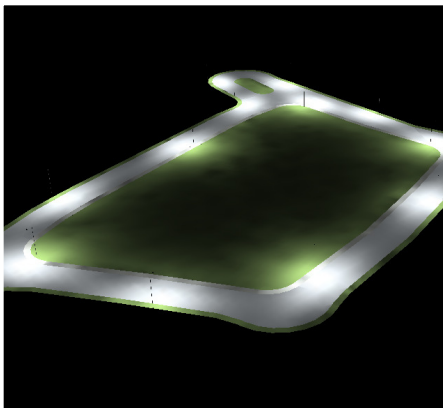
Standard delivery time is six weeks to three months.

# PENDANT

## Fixture Structure Number 1475

Application — decorative street and roadway lighting

Wattage	70-100 W Replacement	100-150W Replacement	150-175W Replacement
Delivered Lumen Type III	6,509 Lux	8,102 Lux	9,402 Lux
BUG Rating	B1-U3-G1	B2-U0-G2	B2-U3-G2
Voltage	120 V		
CCT	3000 K		
Light Source	LED		
Housing	Die-Cast Aluminum		
Finish	Polyester Powder Coat		
Finish Color	Standard color is black; however, other color options are available upon request		
Estimated Cost	\$7,900 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)		



Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of street lights required per KM

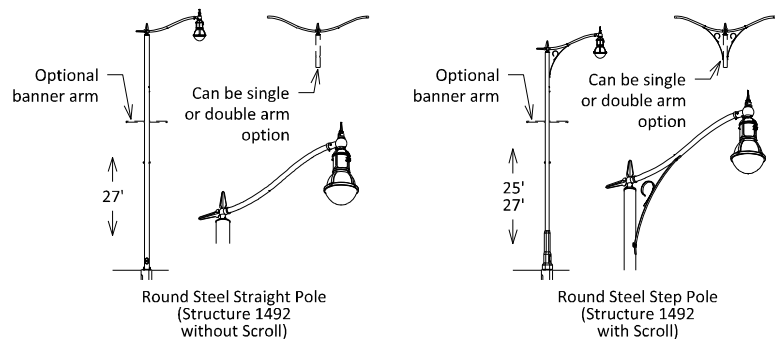
11m Local Road—19 lights

- » 100W replacement on 27' poles
- » staggered lighting arrangement

16m Collector Road—34 lights

- » 150W replacement on 27' poles
- » staggered lighting arrangement

This luminaire (Structure 1475) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

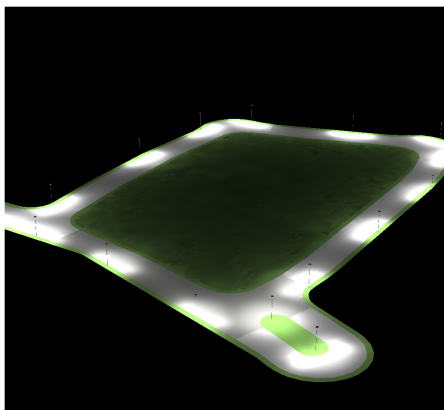
Standard delivery time is six weeks to three months.

# POST TOP

## Fixture Structure Number 1482

Application – decorative street, pathway lighting

Wattage	70W Replacement	100W Replacement
Delivered Lumen Type II	3,168 Lux	4,248 Lux
Delivered Lumen Type V		4,943 Lux
BUG Rating Type II	B1-U3-G2	B1-U3-G2
BUG Rating Type V		B2-U3-G2
Voltage	120V	
CCT	3,000 K	
Light Source	LED	
Housing	Die-Cast Aluminum	
Finish	Polyester Powder Coat	
Fixture Colour	Standard color is grey; however, other color options are available upon request	
Estimated Cost	\$3,200 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)	

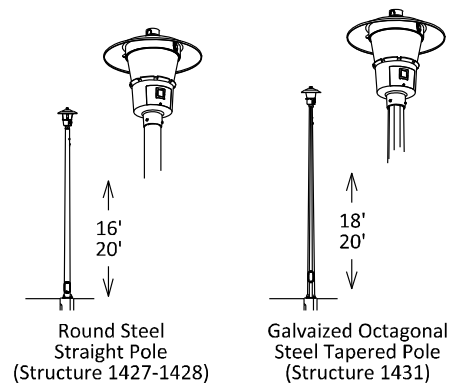


With its old fashioned charm, the Post Top Luminaire is ideal for parks or pathway lighting.

### Estimated number of street lights required per KM on decorative 20ft pole

- 9m Local Road—30 lights
  - » 70W replacement
  - » one-sided lighting arrangement
- 11m Local Road—32 lights
  - » 70W replacement
  - » staggered lighting arrangement

This luminaire (Structure 1482) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

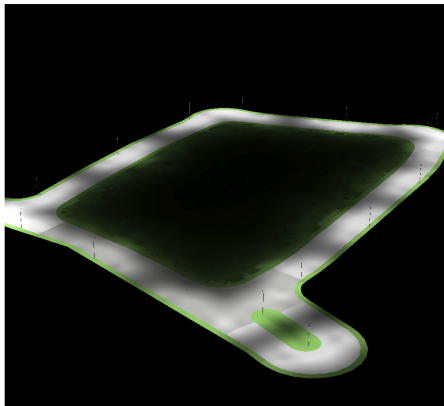
Standard delivery time is six weeks to three months.

# GALLEON

## Fixture Structure Number 1471

Application – decorative street, pathway, and area lighting

Wattage	70W Replacement	100W Replacement	200W Replacement
BUG Rating	B1, U0, G1	B2, U0, G2	B3, U0, G3
Voltage	120V		
CCT	3,000K		
Light Source	LED		
Housing	Die-Cast Aluminum		
Finish	Polyester Powder Coat		
Fixture Colour	Standard color is powder coated gloss black, if an alternate color is required, please specify at time of ordering.		
Estimated Cost	\$3,300 (includes pole, Luminaire and labour to install, does not include costs for secondary system or any material and civil costs to install system )		



Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of streetlights required per KM on decorative 20ft pole

9m Local Road—22 lights

- » 70W replacement
- » one-sided lighting arrangement

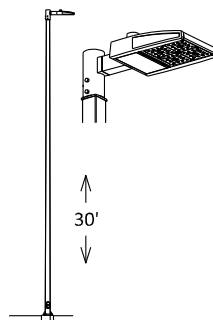
16m Collector Road—19 lights

- » 150W replacement on 30' poles
- » staggered lighting arrangement

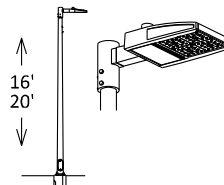
11m Local Road—23 lights

- » 70W replacement
- » staggered lighting arrangement

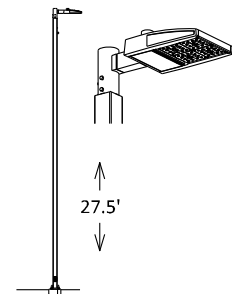
This luminaire (Structure 1471) can be placed on the following poles:



Painted Square Steel Tapered Pole (Structure 1426)



Painted Round Steel Tapered Pole (Structure 1427)



Painted Square Steel Straight Pole (Structure 1432)



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

Standard delivery time is six weeks to three months.

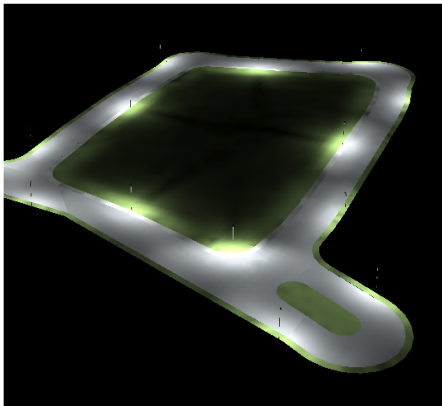


# DOMUS

## Fixture Structure Number 1488

Application — decorative street and pathway lighting

Wattage	70W Replacement	100W Replacement	150W Replacement
Delivered Lumen Type III	2,475 Lux	6,979 Lux	8,674 Lux
BUG Rating	B1-U0-G1	B2-U0-G2	B3-U1-G2
Voltage	120 V		
CCT	3,000 K		
Light Source	LED		
Housing	Die-Cast Aluminum		
Finish	Polyester Powder Coat		
Finish Colour	Standard color is black; however, other color options are available upon request		
Estimated Cost	\$5,400 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)		



Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of streetlights required per KM on decorative 20ft pole

9m Local Road—25 lights

- » 70W replacement
- » one-sided lighting arrangement

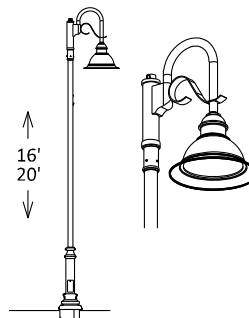
11m Collector Road—45 lights

- » 100W replacement
- » staggered lighting arrangement

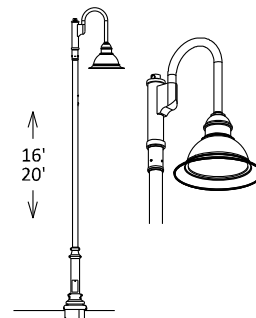
11m Local Road—23 lights

- » 70W replacement
- » staggered lighting arrangement

This luminaire (Structure 1488) can be placed on the following poles:



Round Steel Straight Pole  
with Base Casting  
(Structure 1433 with Scroll)



Round Steel Straight Pole  
with Base Casting  
(Structure 1433 without Scroll)



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

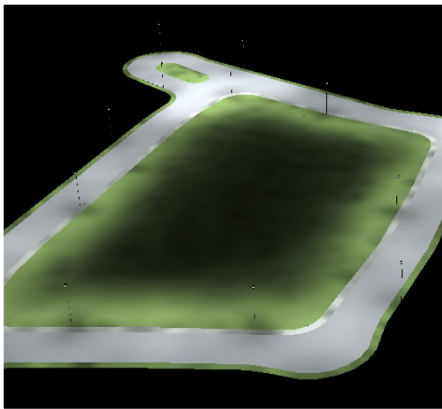
Standard delivery time is six weeks to three months.

# TRADITIONAIRE

## Fixture Structure Number 1474

Application — decorative roadway and pathway lighting

Wattage	70 W Replacement	100 W Replacement	150 W Replacement
Delivered Lumen Type III	2,462 Lux	4,924 Lux	7,386 Lux
BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2
Voltage	120 V		
CCT	3,000 K		
Light Source	LED		
Housing	Die-Cast Aluminum		
Finish	Polyester Powder Coat		
Finish Color	Standard color is black; however, other color options are available upon request		
Estimated Cost	\$5,700 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)		



Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of street lights required per KM

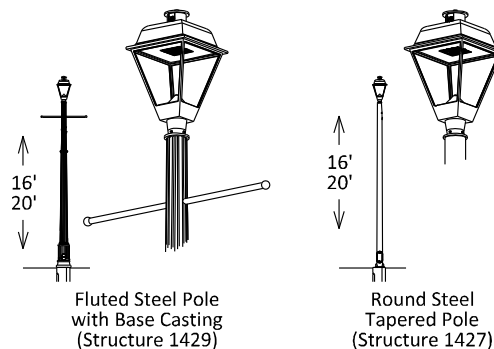
11m Local Road—28 lights

- » 100W replacement on 30' poles
- » one-sided lighting arrangement

16m Collector Road—37 lights

- » 150W replacement on 30' poles
- » staggered lighting arrangement

This luminaire (Structure 1474) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

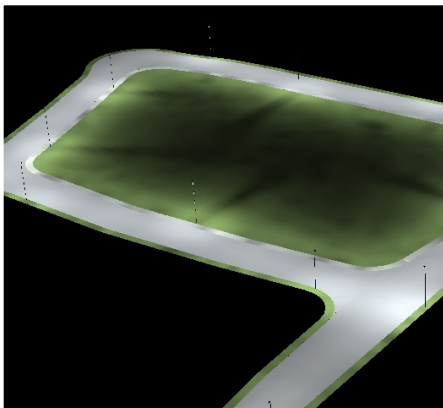
Standard delivery time is six weeks to three months.

# CONTEMPORARY COACH

## Fixture Structure Number 1473

Application – decorative street and pathway lighting

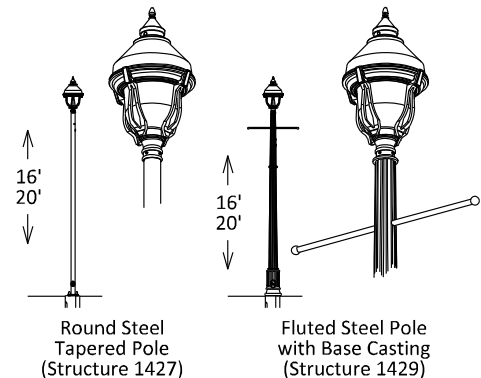
Wattage	70W Replacement	100W Replacement	150W Replacement
Delivered Lumen Type III	2,886 Lux	4,091 Lux	6,034 Lux
BUG Rating	B1-U2-G1	B1-U3-G1	B2-U3-G2
Voltage	120 V		
CCT	3,000 K		
Light Source	LED		
Housing	Die-Cast Aluminum		
Finish	Polyester Powder Coat		
Finish Colour	Standard color is black; however, other color options are available upon request		
Estimated Cost	\$6,800 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)		



### Estimated number of street lights required per KM

- 11m Local Road—24 lights
  - » 100W replacement on 30' poles
  - » one-sided lighting arrangement
- 16m Collector Road—35 lights
  - » 150W replacement on 30' poles
  - » one-sided lighting arrangement

This luminaire (Structure 1473) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

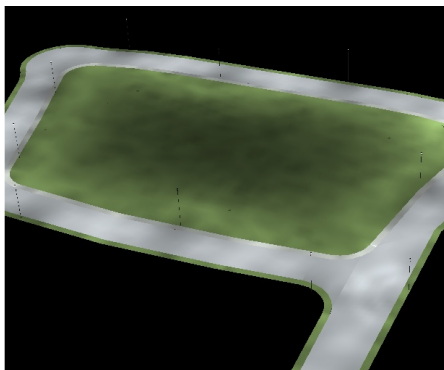
Standard delivery time is six weeks to three months.

# ACORN

## Fixture Structure Number 1472

Application — decorative street and pathway lighting

Wattage	100 W Replacement	150 W Replacement
Delivered Lumen Type III	4,990 Lux	7,076 Lux
BUG Rating	B2,U4,G4	B2,U4,G4
Voltage	120 V	
CCT	3,000 K	
Light Source	LED	
Housing	Die-Cast Aluminum	
Finish	Polyester Powder Coat	
Finish Color	Standard color is black; however, other color options are available upon request	
Estimated Cost	\$6,200 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)	

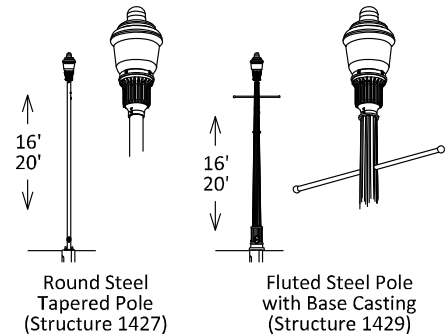


Residential Subdivision  
Local road with low pedestrian conflict

### Estimated number of street lights required per KM

- 11m Local Road—38 lights
  - » 100W replacement on 30' poles
  - » one-sided lighting arrangement
- 16m Collector Road—43 lights
  - » 150W replacement on 30' poles
  - » one-sided lighting arrangement

This luminaire (Structure 1472) can be placed on the following poles:



For information regarding banner arms, receptacles, or festive lighting, please see page 9.

Standard delivery time is six weeks to three months.

# FLOOD LIGHT

## Fixture Structure Number 1478

Application — flood lighting

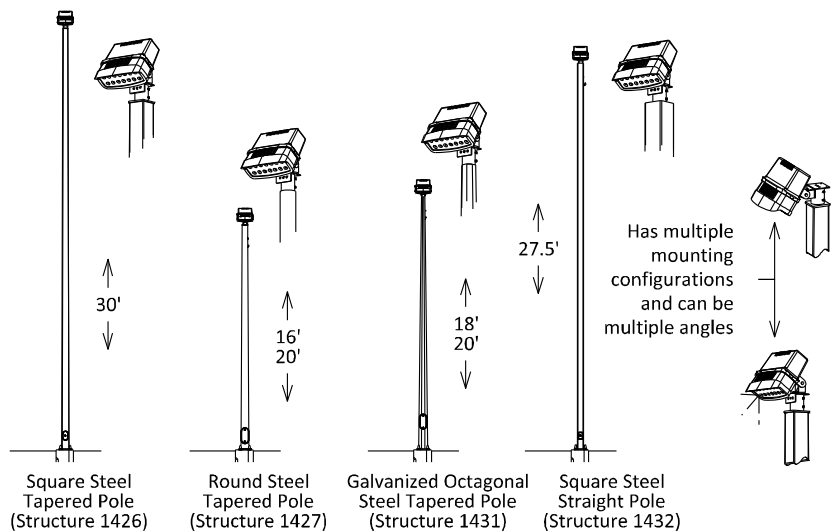
<b>Wattage</b>	100 W Replacement
<b>Delivered Lumen</b>	9,297 Lux
<b>Voltage</b>	120 V
<b>CCT</b>	3,000 K
<b>Light Source</b>	LED
<b>Housing</b>	Die-Cast Aluminum
<b>Finish</b>	Polyester Powder Coat
<b>Finish Color</b>	Standard color is Carbon Bronze
<b>Estimated Cost</b>	\$3,700 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)



The Flood Light is ideal for many outdoor area lighting situations, including parking lots, construction and storage sites, rail yards, light industrial locations and outdoor ice rinks.

This fixture is not equipped with a twist-lock photo control therefore an externally mounted photo control must be supplied and installed by the customer.

This luminaire (Structure 1478) can be placed on the following poles:



Standard delivery time is six weeks to three months.

# YARD LIGHT

## Fixture Structure Number 1446

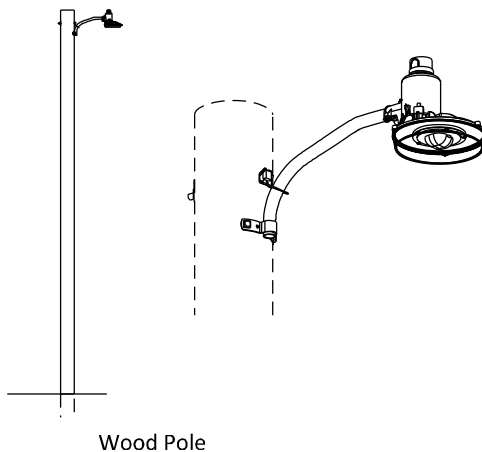
Application – area lighting

Wattage	100W Replacement
Delivered Lumen, Type V	3,867 Lux
BUG Rating	B2-U0-G1
Voltage	120 V
CCT	4000 K
Light Source	LED
Housing	Die-Cast Aluminum
Finish	Raw finish
Finish Colour	Unpainted
Estimated Cost	\$3,500 (includes pole, fixture and labour does not include secondary conductor or any civil costs to install secondary)



The Yard Light is ideal for security lighting.

This luminaire (Structure 1446) can be placed on the following pole type:



Standard delivery time is six weeks to three months.



## QUESTIONS?

We're here for you, 24/7, for power outages and emergencies. Call us at **310-WIRE** (9473) or toll-free at: **1-866-717-3113**.

## CONNECT WITH US

Follow us on our social media channels to see what we are doing in your community. Download the "FortisAlberta" app to view and report outages and more.

### Follow us on:

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**FORTIS**  
**ALBERTA**





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or 1-866-717-3113

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# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	Vote on Resolutions at ABmunis' Convention
Agenda Item Number:	5 h.

### **BACKGROUND**

Each resolution is brought forward by a member municipality who deems the issue to be important and seeks approval from the membership for ABmunis to take action. Each elected official of a Regular Member municipality who is registered for Convention has the right to vote on each resolution.

### **Suggested Action**

If you are sending one or more delegates to this year's Convention, we highly encourage your council to:

1. Review the [2024 Resolutions Book](#) together.
2. Discuss if your council supports or disagrees with the proposed call to action in each resolution.
  - Each elected delegate may vote at their discretion so discussing within your council is beneficial to ensure your representative(s) at Convention are fully aware of your council's perspective on each resolution.
3. If a representative of your municipality plans to speak for or against a resolution at Convention, please consider the following tips:
  - You have a maximum of two minutes to speak. The timer starts as soon as you introduce yourself at the microphone.
  - Sometimes members run out of time because they use part of their two minutes to extend thanks or make general remarks unrelated to the resolution. We suggest you avoid these remarks or practice your address including everything you want to say within two minutes.

### **RECOMMENDATION:**

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	204 1 <sup>st</sup> Ave East – Unsightly/Unsafe conditions
Agenda Item Number:	5 j.

### **BACKGROUND**

I would like Council to discuss how we would like to proceed with the building located at 204 1<sup>st</sup> Ave East. We have issued warning letters, the last one was to be remedied by August 11, 2022. As this was during the CAO change over, nothing was done after this time.

I believe that a new letter should be sent out to address this issue one more time, but would like Council to decide if this is how they would like to proceed or if they should now be issued a fine or further action taken

### **RECOMMENDATION:**

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

# Village of Hussar

## Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 12, 2024
Title:	Town Hall
Agenda Item Number:	5 k.

### **BACKGROUND**

Council to select a day for a Town Hall to give the public an update on what we have planned the next year with the Village.

### **RECOMMENDATION:**

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

VILLAGE OF HUSSAR  
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185  
DATE August 31 2024

STATEMENT BALANCE 506,768.71

ADD: OUTSTANDING DEPOSITS

Cheque Deposit in Sept	1,775.00	
Cheque Deposit in Sept	450.00	
e-trans deposit in Sept	470.00	
		<u>2,695.00</u>

LESS: OUTSTANDING CHEQUES

9604 Allison LaPierre	73.00	
██████████	██████████	
9611 Allison LaPierre	25.00	
██████████	██████████	
9618 canoe procurement	257.19	
9620 Telus Mobility	114.35	
9621 Workers Compensation Board	640.75	
		<u>- 2,292.70</u>

OUTSTANDING TRANSFERS

Cemetery to be transferred - Niche (██████████)	-	600.00
Cemetery to be transferred - Plot (██████████)	-	400.00
Cemetery to be transferred - Niche (██████████)	-	200.00
Someone paid 50 cent cash balance was .49 found a	-	0.01
Cemetery to be transferred - Plot (██████████)	-	200.00
Cemetery to be transferred - Donation (██████████)	-	200.00
		<u>- 1,600.01</u>

RECONCILED BALANCE 505,571.00  
GL BALANCE (3000012700) 505,571.00  
Variance -

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800) Community Account (Rate .05)	STATEMENT 3,219.48 GL BALANCE <u>3,219.48</u> Variance -	Interest \$ 0.14
Cemetery Perpetual Account 10189009 (3000012900) Community Account (Rate .05)	STATEMENT 7,666.34 GL BALANCE <u>9,166.34</u> Variance - 1,500.00	Interest \$ 1,600.00 (need to transfer at bank) \$ 0.32
Cemetery Common Share Account 10499317 (3000013000) Common Share	STATEMENT 29.14 GL BALANCE <u>29.14</u> Variance -	Interest \$ -
Mayors Memorial Trust Term Account 723113624172 (3000013400) 6 plus 6 Term (Fixed 1.45% Maturity Date - July 21, 2023)	STATEMENT 1,249.86 GL BALANCE <u>1,249.86</u> Variance -	Interest \$ -
Cemetery Reserve 722821002853 (3000013500) High Interest Savings (Rate .35)	STATEMENT 10,788.69 GL BALANCE <u>10,788.69</u> Variance -	Interest \$ 7.78
FGTF Grant Term Account 723112220006 (3000013700) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT - GL BALANCE <u>-</u> Variance -	Interest \$ 384.45
Common Share 10497733 (3000030000) Common Share	STATEMENT 2,857.26 GL BALANCE <u>2,857.26</u> Variance -	Interest \$ -
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT 29,777.08 GL BALANCE <u>213,461.34</u> Variance - 183,684.26	Interest \$ 61,205.00 (need to transfer at bank) \$ 115,076.82 (need to transfer at bank) \$ 21.48 \$ 50,000.00 (need to transfer at bank) \$ 48,406.00 (moved back to Vill Gen in Sept)
Walking Trail Trust Term Account 15137870 (3000032220) 6 Month Term (Fixed .15% Maturity Date - Sept 5, 2022)	STATEMENT 1,118.70 GL BALANCE <u>1,118.70</u> Variance -	Interest \$ -
MSI Capital Term Account 15137904 (3000032400)	STATEMENT -	Interest

12 Month Term (Fixed .65% Maturity Date - March 5, 2023)	GL BALANCE <u>-</u>	\$ -
	Variance -	
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT 20,408.89	Interest \$ 10,152.78 (need to transfer at bank)
	GL BALANCE <u>30,561.67</u>	\$ 14.72
	Variance - 10,152.78	
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT 939.66	Interest
	GL BALANCE <u>939.66</u>	\$ 0.68
	Variance -	
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT 2,286.93	Interest
	GL BALANCE <u>2,286.93</u>	\$ 0.10
	Variance -	
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT 2,502.89	Interest
	GL BALANCE <u>2,502.89</u>	\$ 0.11
	Variance -	
Village Reserves Term Account 723112219933 (3000031000) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT -	Interest
	GL BALANCE <u>-</u>	\$ -
	Variance -	
Village Business Save more Account 723112964231 (3000013700)	STATEMENT -	Interest
	GL BALANCE <u>-</u>	\$ -
	Variance -	

**Village of Hussar**  
**List of Accounts for Approval**  
Batch: 2024-00080 to 2024-00088

Bank Code: AP - AP-GENERAL OPER

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Payment Amount
9592	2024-08-01	AMSC Insurance Services Ltd.	1,170.81
9593	2024-08-01	Data Scavenger Inc.	157.50
█	█	█	█
9595	2024-08-01	Pat Newell	1,785.00
█	█	█	█
9597	2024-08-01	Telus Mobility	112.25
9598	2024-08-01	Wild Rose Assessment Service	507.50
9599	2024-08-08	Loop, a division of Box Clever	472.50
9600	2024-08-08	Canada Revenue Agency	2,857.50
9601	2024-08-08	EPCOR Utilities Inc.	1,056.48
9602	2024-08-08	Jepson Petroleum Ltd.	624.18
9603	2024-08-08	JG Water Services	4,579.70
9604	2024-08-08	Allison LaPierre	73.00
█	█	█	█
9607	2024-08-19	Alberta Municipal Services Corp	3,287.42
9608	2024-08-19	ClearTech Industries Inc	1,063.69
9609	2024-08-19	Direct Energy	151.95
█	█	█	█
9611	2024-08-19	Allison LaPierre	25.00
9612	2024-08-19	Telus Communications Inc.	122.47
9613	2024-08-19	Telus	37.75
█	█	█	█
9617	2024-08-29	Plante, Michelle	162.50
9618	2024-08-29	Canoe Procurement Group of	257.19
█	█	█	█
9620	2024-08-29	Telus Mobility	114.35
9621	2024-08-29	Workers' Compensation Board AB	640.75
Total Computer Cheque:			21,228.87

Total AP: 21,228.87

Certified Correct This September 9, 2024

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Administrator

## JGwaterservices Monthly Summary For Aug 2024

August 15, 2024	Tied in service line 239 1st Ave West
August 16, 2024	High Level alarm at LS, cleaned floats and reset pump
August 27, 2024	Drove 3rd quarter THM samples to Kaisen labs in Calgary
August 28, 2024	LS high level alarm , plugged pump, unplugged & reset





# Bassano RCMP Detachment July 2024 Monthly Report

Prepared by:  
Sgt. Joe Schmidt  
Bassano RCMP Detachment Commander

## **Brief Overview - During the Month of July 2024, Bassano RCMP:**

### **General Duties:**

- 1) Received a total of 102 Events/Calls for service;
  - a. 8 reported MVC's
  - b. 42 Traffic related investigations and erratic driver complaints
  - c. 2 Break and Enters - It should be noted the two Break and Enter calls were deemed to be unfounded upon attendance. The elderly complainant uses a baby monitor in her garage and heard a noise. Upon attendance, both had no evidence of a break and enter.
  - d. 1 sudden death occurred, which was the result of an abandoned vehicle off the highway in a field report. Upon attendance, Members discovered a deceased male was located beside the vehicle and he was an elderly Missing Person from Calgary. The death is deemed not suspicious and believed to be medically related. No names released in this report for privacy reasons.
  - e. Numerous other suspicious persons & vehicle calls were attended.
- 2) Responded to numerous issues in town regarding an ongoing dispute between one citizen and many youths spilling over on social media posts. Numerous attendances and assistance from RCMP Units have seemed to calm the issue in the later part of July.
- 3) Responded 8+ times to a dispute between landlords and their tenants that were renting portions of the home. Mental health issues, rentals agreements and aggravating parties resulted in arguments and disruption of other neighbours. Police utilized education and the Residential Tenancy Act to work with the; landlord to properly evict the tenants and root cause which they have now relocated out of town.

A Media release was completed to educate the Bassano Community public on proper renting tips to protect their investment.
- 4) Bassano and Brooks RCMP Members completed 125 proactive patrols throughout Bassano, Gem, Hussar, Rosemary and outlying campgrounds, Dam, etc through the 24 hour coverage.

### **Community Engagement:**

- 1) Bassano Members participated in the Bassano Rodeo Parade (late June) and made enforcement/engagement patrols of the event and beer gardens throughout the event. No major issues arose.
- 2) Bassano Members donned their Red Serge's and participated in the Rosemary Canada Day Parade
- 3) Numerous Introduction meetings between the New Detachment Commander and community councils and groups.

## **Miscellaneous Files from July:**

### **July 8th, 2024: Mischief:**

Bassano RCMP received a report of 3 female youth's damaging store property at the gas station and then harassing the store Staff. The 3 youth's were identified by Police through CCTV. Police spoke to the youths with their parents and given a strong warning for their behavior. No charges are being forwarded.

### **July 8<sup>th</sup>, 2024: Stolen Trailer:**

Bassano RCMP responded to a report of a lock cut off a gate to a locked compound. Stolen was a utility trailer that was received by Police the next day after it was abandoned just off Hwy in Bassano. The subsequent investigation did not reveal any suspect(s).

### **July 10<sup>th</sup>, 2024: Vehicle Fire (Twice):**

Bassano RCMP responded to a vehicle fire near Hwy 1 and Range Road 190. Bassano Fire had previously attended the vehicle which caught fire due to mechanical issues. The fire was extinguished and the occupants informed to get a tow truck and not start it again. The driver did not heed the advice and started their vehicle after the fire department left. The vehicle again caught on fire and Bassano Fire and RCMP responded. The vehicle was again extinguished and a tow truck called to scene.

While Police remained on scene for the tow truck, a passing Good Samaritan from Tilley, A.B. stopped and offered the family a ride to Brooks, even paying for their tow. Bassano RCMP wish to thank the Bassano Fire Dept for their response and patience and especially wish to thank the good Samaritan for the kindness to the family.

### **July 17<sup>th</sup>, 2024: MVC / Impaired Driver:**

At 11:00pm, Bassano RCMP responded to a report of a motor vehicle collision at 11 Street and 2 Ave. A black pickup truck was in the ditch and had struck a light pole. The driver appeared to be uninjured. Indicators on scene suggested alcohol may have been a factor in the single vehicle collision. The driver failed an ASD test. An IRS administrative penalty issued - 90 days and vehicle towed/ seized for 30 days.

*Bassano (Provincial) – Highlights*

- **Break & Enters** are showing a 40.0% increase when compared to the same period in 2023 (January to July). There were 2 more actual occurrences (from 5 in 2023 to 7 in 2024).
- **Theft of Motor Vehicles** decreased by 0.0% when compared to the same period in 2023 (January to July). There were 0 fewer actual occurrences (from 4 in 2023 to 4 in 2024).
- **Theft Under \$5,000** decreased by 56.5% when compared to the same period in 2023 (January to July). There were 13 fewer actual occurrences (from 23 in 2023 to 10 in 2024).

*Bassano (Provincial) – Criminal Code Offences Summary*

Crime Category	% Change 2023 – 2024 (January to July)
Total Persons Crime	8.0% Increase
Total Property Crime	14.3% Decrease
Total Criminal Code	11.5% Decrease

From January to July 2024, when compared to the same period in 2023, there have been:

- 2 more **Persons Crime** offences;
- 10 fewer **Property Crime** offences; and
- 13 fewer **Total Criminal Code** offences;

*Bassano (Provincial) – July, 2024*

- There were 0 **Thefts of Motor Vehicles** in July: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 2 **Break and Enters** in July: 1 businesses, 1 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 0 **Provincial Roadside Suspensions** in July (0 alcohol related and 0 drug related). This brings the year-to-date total to 2 (2 alcohol related and 0 drug related).
- There were a total of 1 files with the **Spousal Abuse** survey code in July (July 2023: 0). This brings the year-to-date total to 23 (2023: 11).
- There were 87 files with **Victim Service Unit** referral scoring in Bassano Provincial: 1 accepted, 7 declined, 0 proactive, 0 requested but not available, and 79 files with no victim.



## Bassano Provincial Crime Gauge

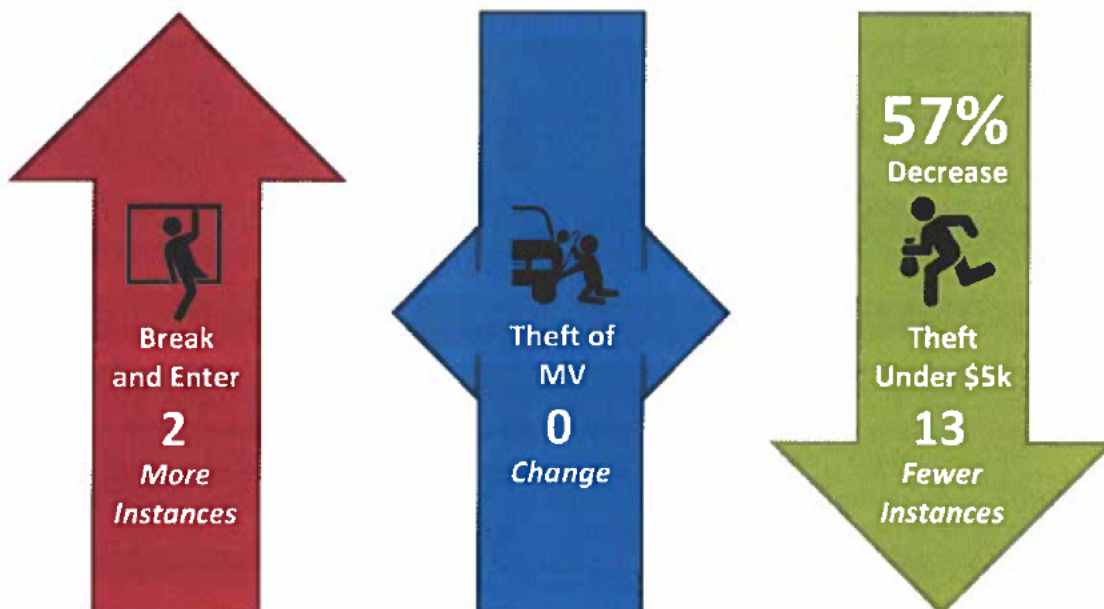
2024 vs. 2023  
January to July

### Criminal Code Offences



**Total Criminal Code Offences:** **12% Decrease**  
When compared to January to July, 2023

### Select Property Crime





August 27, 2024

Dear Village of Hussar Council,

I hope this message finds you well. Thank you for your request to further appeal your concerns regarding the attendance of an alternate representative at Wheatland Housing Management board meetings.

We value the strong partnership we share with the Village of Hussar and appreciate your interest in maintaining active engagement with our board. However, I regret to inform you that our current policies do not allow for alternates to attend our board meetings.

Our board meetings are governed by the Alberta Housing Act which stipulate that only designated board members participate in the meetings. This policy ensures consistency and adherence to our established procedures and decision-making processes.

We understand that this may present a challenge, and we are committed to maintaining open communication and collaboration with all the municipality. We encourage you to continue liaising with the designated representatives and to share any concerns or feedback through the appropriate channels.

Should there be any specific issues or topics you would like to address, please feel free to reach out to us. We are always open to discussing how we can work together effectively within the framework of our policies.

Thank you for your understanding and continued support. We look forward to our ongoing collaboration and to addressing any matters of mutual interest.

Sincerely,

[Redacted Signature]

*CAO*

*Wheatland Housing Management Body*

# New Polling Results on Policing in Alberta - National Police Federation

[Redacted]

Tue 2024-08-27 11:20 AM

[Redacted]

1 attachments (2 MB)

NPF Alberta W6 June 2024.pdf;

Earlier this year, the Alberta Government introduced Bill 11, establishing a new independent agency police service in Alberta. This decision was made without consulting Albertans, municipalities, or existing law enforcement agencies and follows the unsuccessful Alberta Provincial Police Service initiative.

Today, the National Police Federation (NPF) is releasing the results of our first survey since the announcement of the independent Alberta police service. Conducted by the independent research firm Pollara Strategic Insights in June 2024, this survey is consistent with previous waves of polling, showing a strong support for Alberta RCMP Members. The new research also indicates a lack of awareness and support for the new independent police service.

Key findings from the survey:

- 84% of respondents believe there are more pressing priorities in Alberta than changing the local policing structure.
- 87% of respondents agree that before any changes to municipal policing, there needs to be detailed accounting of costs and impacts on service levels.
- 86% of respondents want to retain the RCMP, with some local improvements.
- 77% of respondents, in RCMP-served communities, are satisfied with their current policing service.

You can view the full press release on the survey results [here](#).

You can also view the full polling slide deck attached.

Should you be interested in further discussion or have any questions please connect with [Redacted] at [Redacted]

Sincerely,

[Redacted]

Government Relations Coordinator/ Coordonnatrice des relations gouvernementales

## National Police Federation | Fédération de la Police Nationale

514-891-8794

[npf-fpn.com](http://npf-fpn.com)

NATIONAL  
POLICE  
FEDERATION



FÉDÉRATION  
DE LA POLICE  
NATIONALE



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC

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Overview of Key Findings:

# National Police Federation Alberta

Wave 6

June 2024

**pollara**  
strategic insights

# Methodology

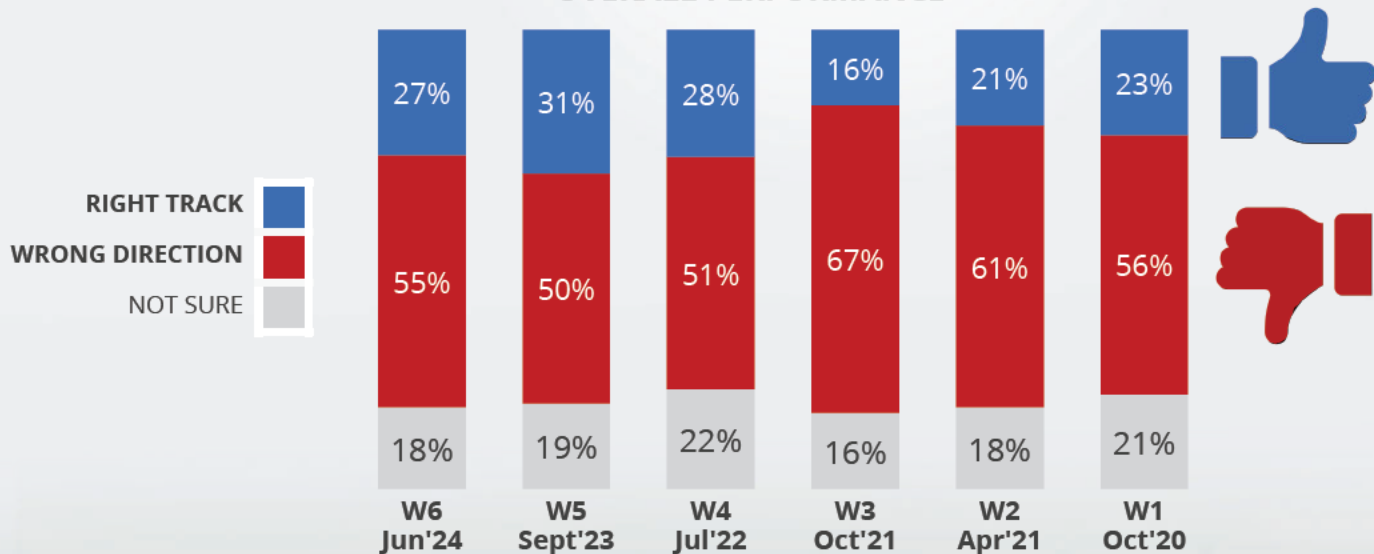
- **Sampling:** Online survey of randomly selected sample of **1200 adult (18+) Alberta Residents**
- **Field Window: June 14 – June 24, 2024**
  - This is the **6th wave** of this study. Each wave includes a core set of tracking questions as well as new questions.
    - Wave 5 of study (N=1,202) conducted Sept 15 – Oct 4, 2023
    - Wave 4 of study (N=1,206) conducted July 6 – 19, 2022
    - Wave 3 of study (N=1,221) conducted Oct 21 – Nov 4, 2021
    - Wave 2 of study (N=1,228) conducted April 30 – May 7, 2021
    - Wave 1 of study (N=1,300) conducted Oct 21 – 28, 2020
- **Reliability:** Non-probability samples cannot be assigned a margin of error. \*As a relative guideline, we have provided margins of error for a probability sample of this size. Data has been weighted by region, age and gender to be representative of the population of Alberta
- Discrepancies in totals are due to rounding.

Region	Number of Interviews	Margin of error*
Calgary	225	±6.5%
Edmonton	220	±6.6%
Calgary Suburbs	101	±9.8%
Edmonton Suburbs	110	±9.3%
Rural Central	171	±7.5%
Rural North	154	±7.9%
Rural South	219	±6.6%
<b>ALBERTA</b>	<b>1200</b>	<b>±2.8%</b>

# Increased majority say provincial government is going in wrong direction

- Right track returns to pre-election level while wrong direction increases 5% since wave 5 (September 2023)
- Right track lower in Edmonton (18%) relative to Calgary (28%)

## ALBERTA PROVINCIAL GOVERNMENT: OVERALL PERFORMANCE



1. In Alberta today, do you think the provincial government is on the right track or do you think it is heading off in the wrong direction?  
(Total W6 Jun 2024 N=1200, W5 Sept 2023 N=1202, W4 Jul 2022 N=1206, W3 Oct 2021 N=1221, W2 Apr 2021 N=1228, W1 Oct 2020 N=1300)

# Affordability leads list of concerns across all regions; Policing and public safety very low on the list

- Affordability is top provincial priority issue for majority of Calgary city (55%) and suburban residents (57%), and those under age 55 (53-55%)
- Health care is a close second (35%) as a priority issue for 55+ voters
- At 1%, policing and public safety does not rise to the top of the priority list for 99% of Albertans

	REGION								GENDER		AGE		
	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rurals South	All Rural	Male	Female	18-34	35-54	55+
Affordability and cost-of-living	55%	44%	57%	41%	41%	46%	46%	44%	43%	53%	53%	55%	39%
Health care	19%	28%	16%	30%	34%	23%	23%	28%	23%	26%	14%	20%	35%
Alberta's economy	13%	14%	17%	12%	12%	16%	20%	15%	19%	10%	14%	15%	14%
Climate change & environment	4%	4%	2%	5%	2%	5%	5%	4%	4%	4%	5%	2%	5%
Education	2%	5%	4%	1%	4%	3%	1%	3%	3%	3%	5%	3%	1%
Policing and public safety	2%	3%	-	-	-	2%	1%	1%	2%	1%	-	2%	2%
Indigenous reconciliation	-	-	-	2%	-	-	-	-	1%	-	1%	1%	-

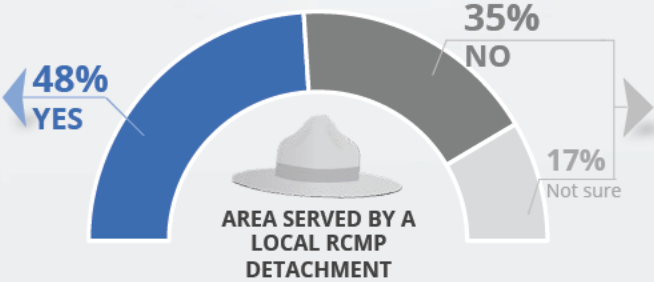
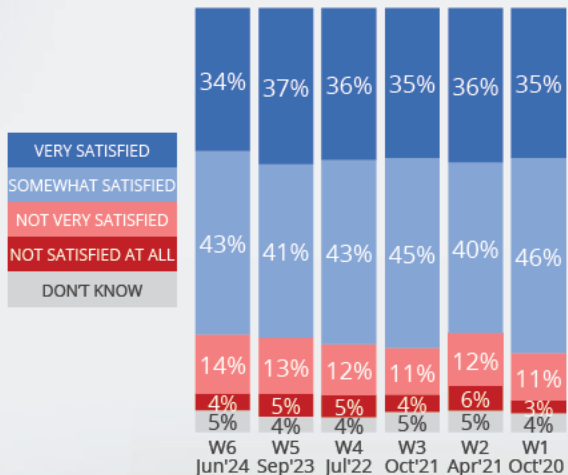


2. When it comes to the following issues facing Alberta today, which is your top priority that you would like the Premier Danielle Smith and the Alberta government address?  
(Base: Total sample: N=1200)

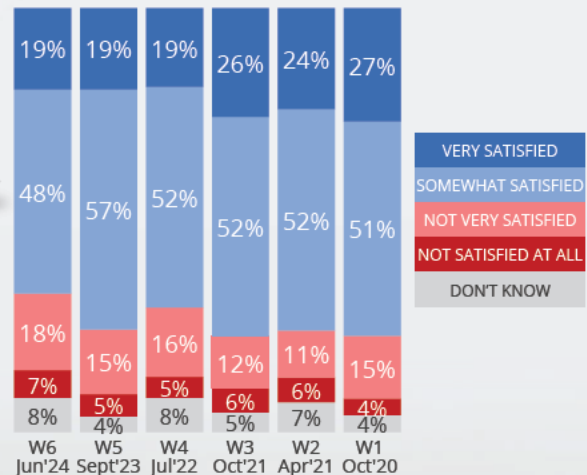
# About 4-in-5 of Albertans in RCMP-served areas say they are satisfied with the RCMP's policing

- Satisfaction with the RCMP (77%) is consistent with wave 5 (78%)
- Satisfaction in non-RCMP served communities (67%) lowest across six waves.
- Level of those “very satisfied” much higher in RCMP-served communities (34%) compared to non-RCMP served (19%)

**SATISFIED WITH RCMP'S POLICING**



**SATISFIED WITH POLICING IN COMMUNITY**



4. Is your municipality or local area served by a local RCMP detachment? (Total N=1200)

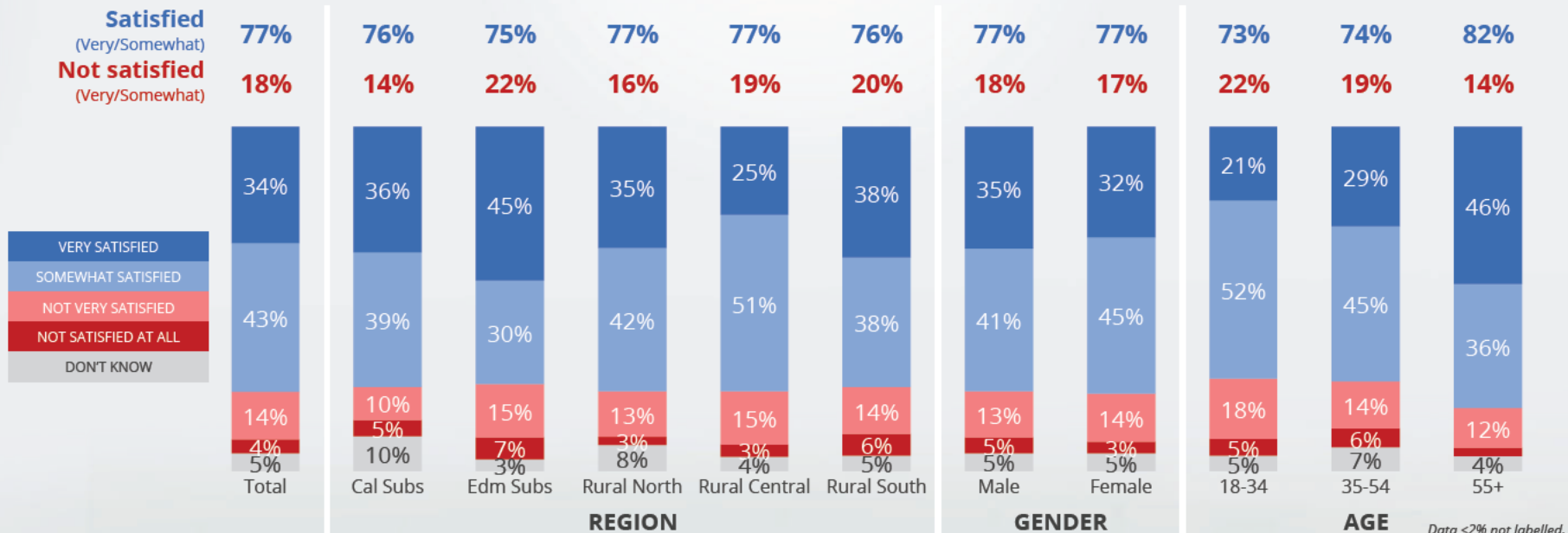
5. How satisfied are you with the RCMP's policing of your community? (Yes, at Q4 W6 Jun'24 N=678, W5 Sept 2023 N=699, W4 Jul 2022 N=696, W3 Oct 2021 N=727, W2 Apr 2021 N=733, W1 Oct 2020 N=809)

6. How satisfied are you with the policing in your community? (No or Not Sure at Q4 W6 Jun'24 N=522, W5 Sept 2023 N=503, W4 Jul 2022 N=510, W3 Oct 2021 N=494, W2 Apr 2021 N=495, W1 Oct 2020 N=491)

# Satisfaction with the RCMP is high across all regions, genders, and age groups

- Net-satisfaction is highest in the Calgary suburbs (+62%) and Rural North (+61%), and among 55+ age group (+68%)

## SATISFIED WITH RCMP'S POLICING

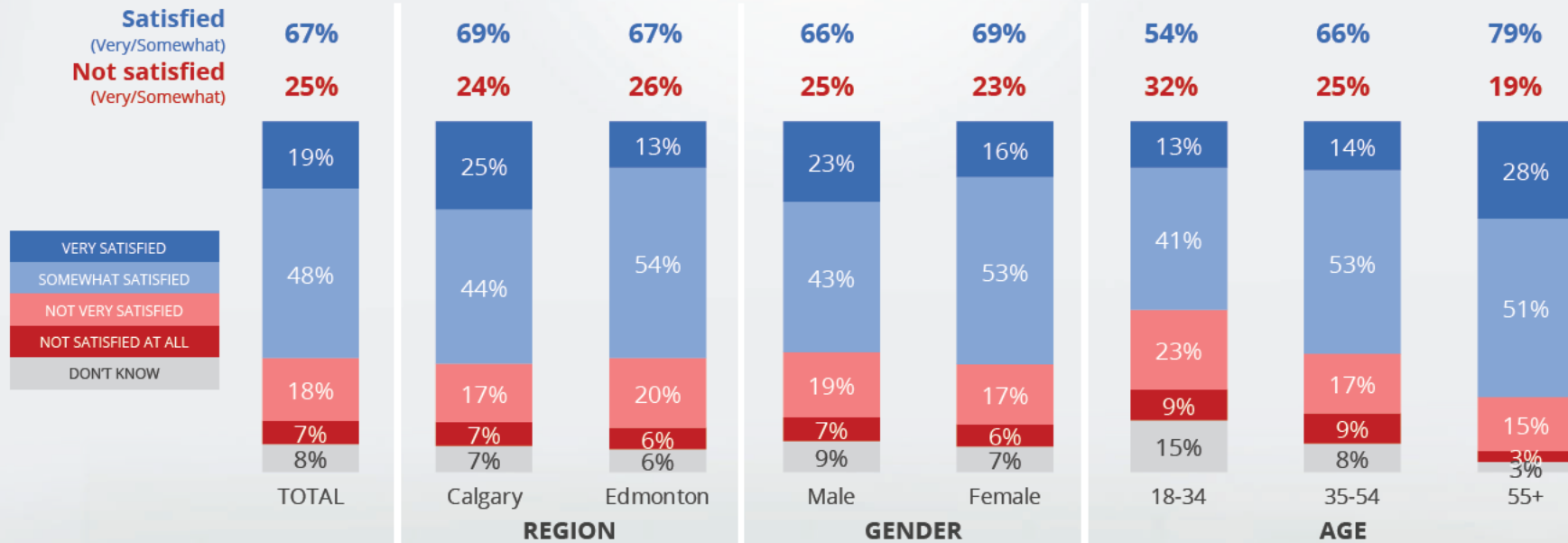


Data <2% not labelled.

# Satisfaction levels in non-RCMP served communities

- Higher level of those not satisfied among young people (32%)

## SATISFIED WITH POLICING IN COMMUNITY



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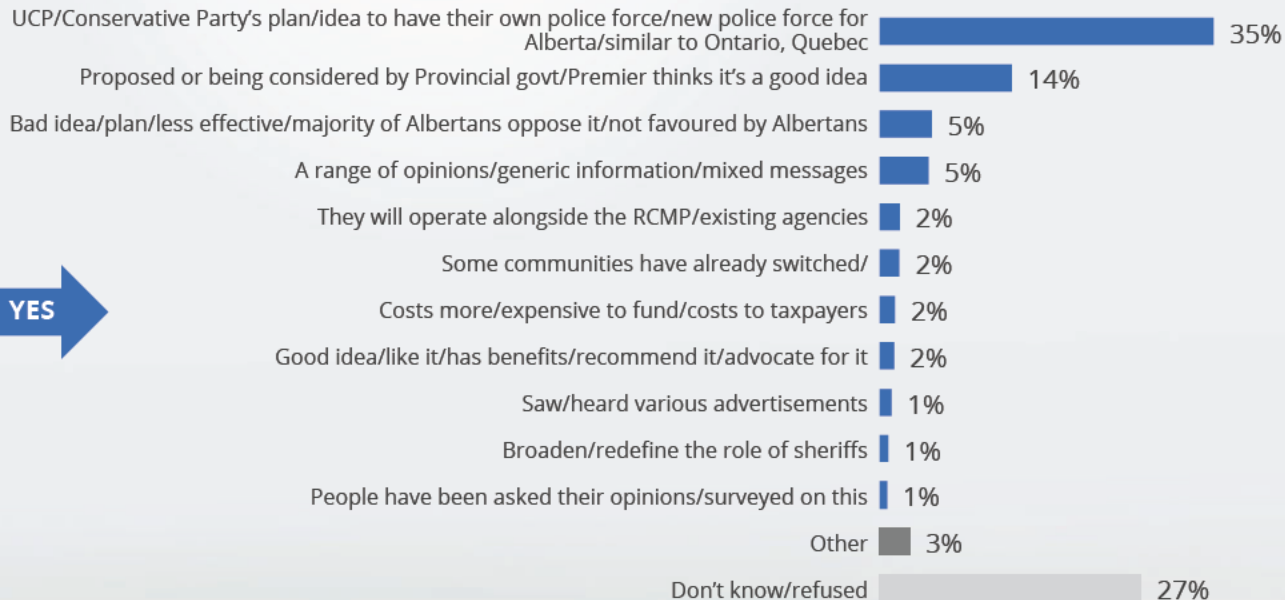
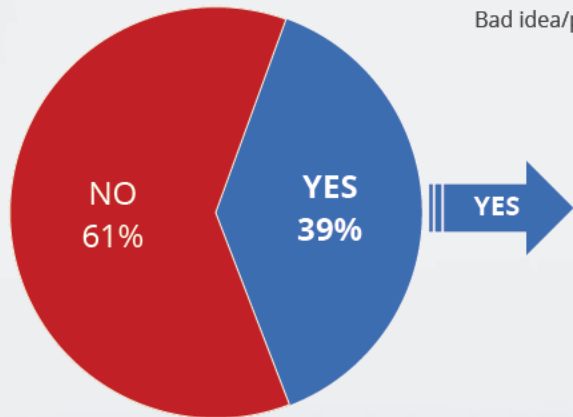
# Independent Agency Police Service (IAPS)

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# About 2-in-5 aware of proposal by Alberta government to create new Independent Agency Police Service (IAPS)

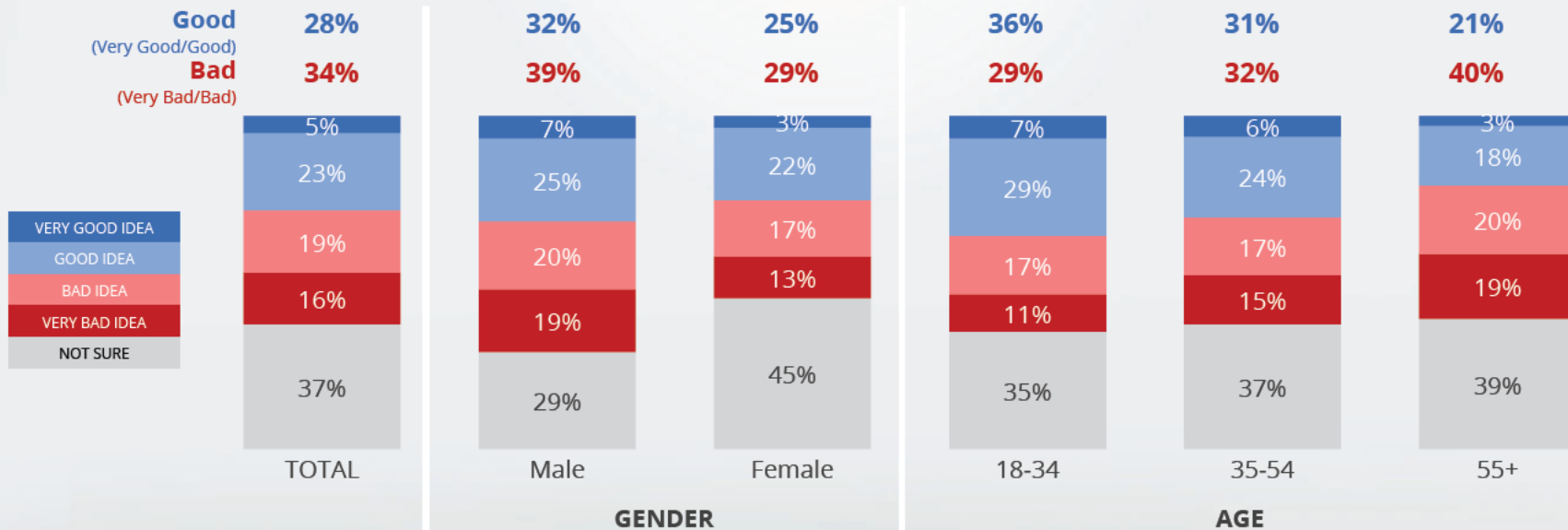
- Plurality of respondents connect proposal to Alberta having its own police force similar to other provinces



9. Have you read, seen, or heard anything recently about a proposal by the Alberta government to create a new policing agency called the **Independent Agency Police Service (IAPS)**? (Total N=1200)  
 10. And what have you read, seen or heard? (Total Answered Yes at Q9 N=491)

# More Albertans say IAPS is a bad idea than a good one with over one-third not sure

- Both men (-7%) and women (-4%) are net-negative with women more likely to be “not sure” (45%)
- 18-34 age group more likely to say it’s a good idea (+7%) while 55+ age group sees it as bad idea (-19%)



Data <2% not labelled.

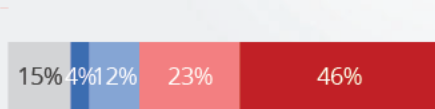
# Taxpayer cost and training standards drive opposition to IAPS; shoring up rural policing drives support

- Taxpayer costs was top message of those tested in terms of driving opposition to IAPS, across genders and age groups
- 60% more opposed, including 35% much more opposed, to IAPS being “first step in Danielle Smith’s plan to entirely remove the RCMP from local policing in Alberta”

**More Opposed**  
(Much/Somewhat)



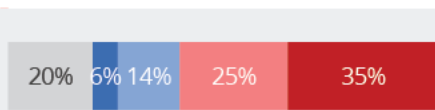
Creating a new Independent Agency Police Service to work alongside the RCMP is going to cost taxpayers a lot of money while making policing more complicated in Alberta



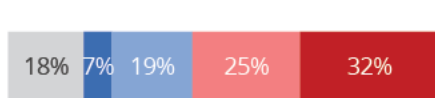
Officers in the proposed Independent Agency Police Service will not have same level of training and standards as RCMP and municipal police officers



Some observers say that the new Independent Agency Police Service is the first step in Danielle Smith's plan to entirely remove the RCMP from local policing in Alberta



Increased funding for a new Independent Agency Police Service could come at the expense of funding RCMP and municipal police services

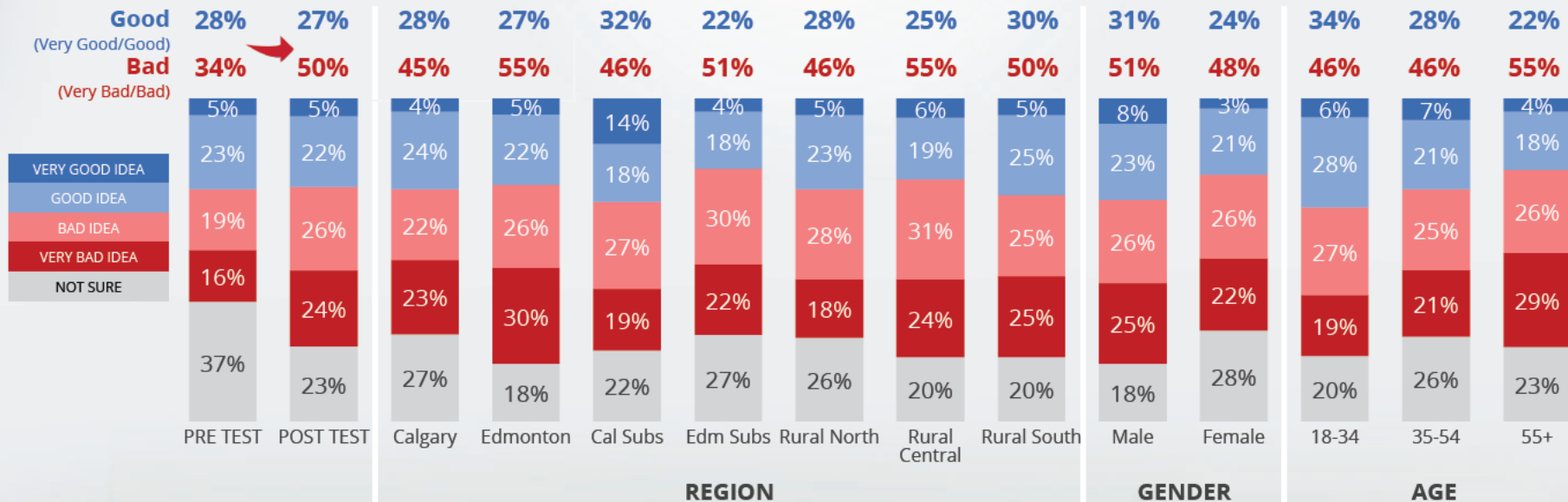


TOTAL	GENDER		AGE			REGION						
	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South
<b>69%</b>	65%	74%	63%	71%	73%	67%	73%	71%	76%	66%	70%	65%
<b>65%</b>	60%	70%	56%	60%	75%	60%	65%	54%	71%	73%	69%	68%
<b>60%</b>	56%	64%	52%	59%	66%	59%	65%	51%	57%	54%	64%	64%
<b>57%</b>	58%	57%	53%	53%	63%	51%	60%	58%	62%	61%	63%	53%

12. Here are some general statements about policing in Alberta. Please indicate whether they make you more supportive or more opposed to a new Independent Agency Police Service (IAPS) that would take on the responsibility for the roles currently carried out by the Alberta Sheriffs and work alongside the RCMP and municipal police services. (Split Sample: N=719-1200)

# Post-Test: Majority says IAPS is a “bad idea” after reviewing statements

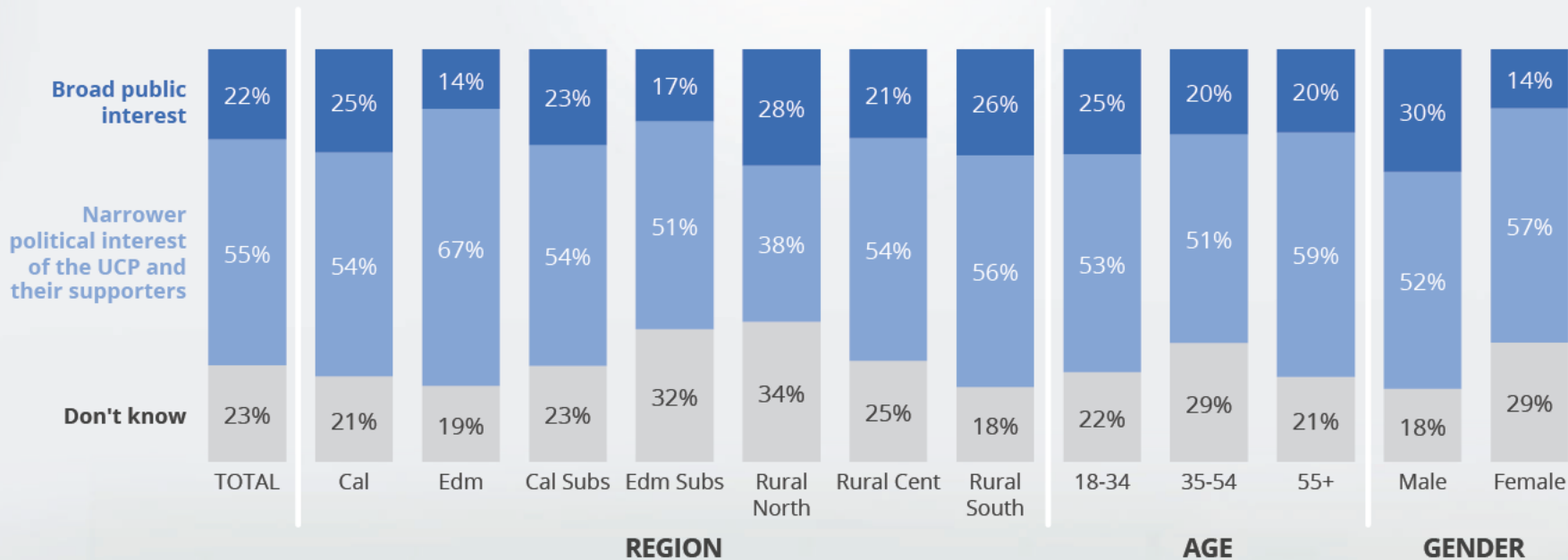
- Swing of ‘not sure’ respondents in pre-test to “bad idea” in the post-test. Those saying IAPS proposal is a ‘good idea’ consistent.
- In post-test, IAPS proposal seen as a “bad idea” across all genders and age groups.



13. Now that you reviewed additional information, do you think an Independent Agency Police Service (IAPS) that would take on the responsibility for the roles currently carried out by the Alberta Sheriffs and work alongside the RCMP and municipal police services is a good idea or a bad idea? (Total N=1200)

# On policing, over half say Smith/UCP motivated by narrow political interests instead of broad public interest

- Men (30%) twice more likely than women (14%) to say UCP government motivated by broad public interest on policing issues
- Majority in all regions say narrow political interest motivating government on policing issues, except Rural North



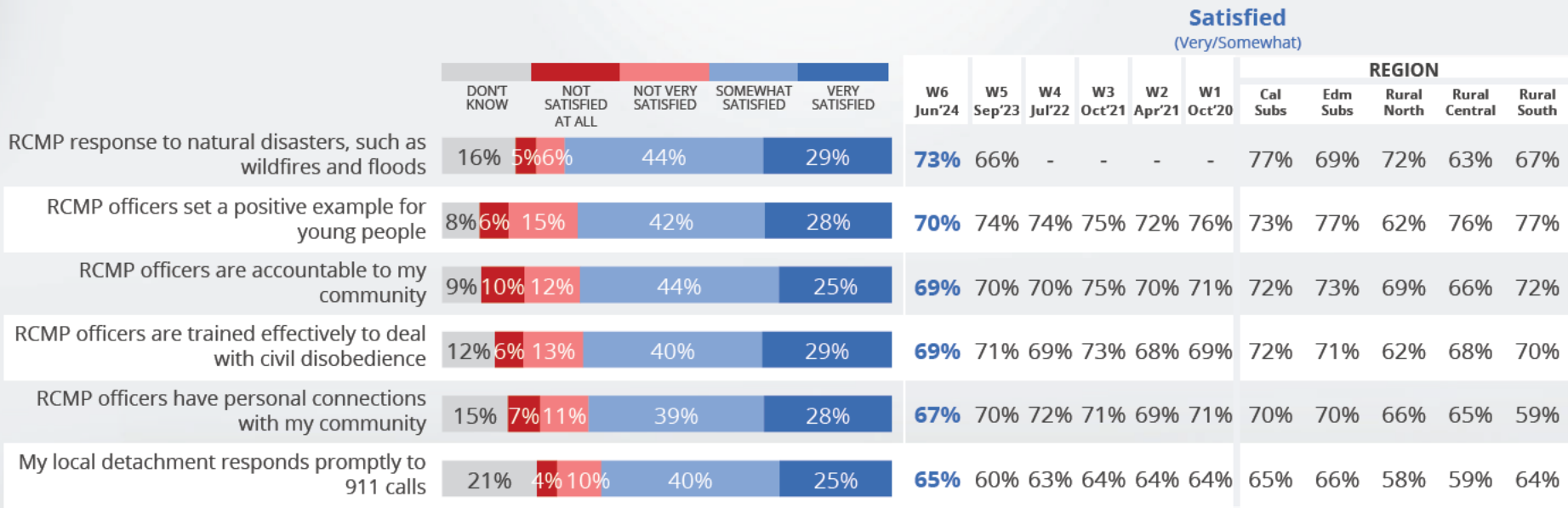
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# Rural/ RCMP Communities

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# Majority satisfied on each aspect of policing in RCMP-served communities

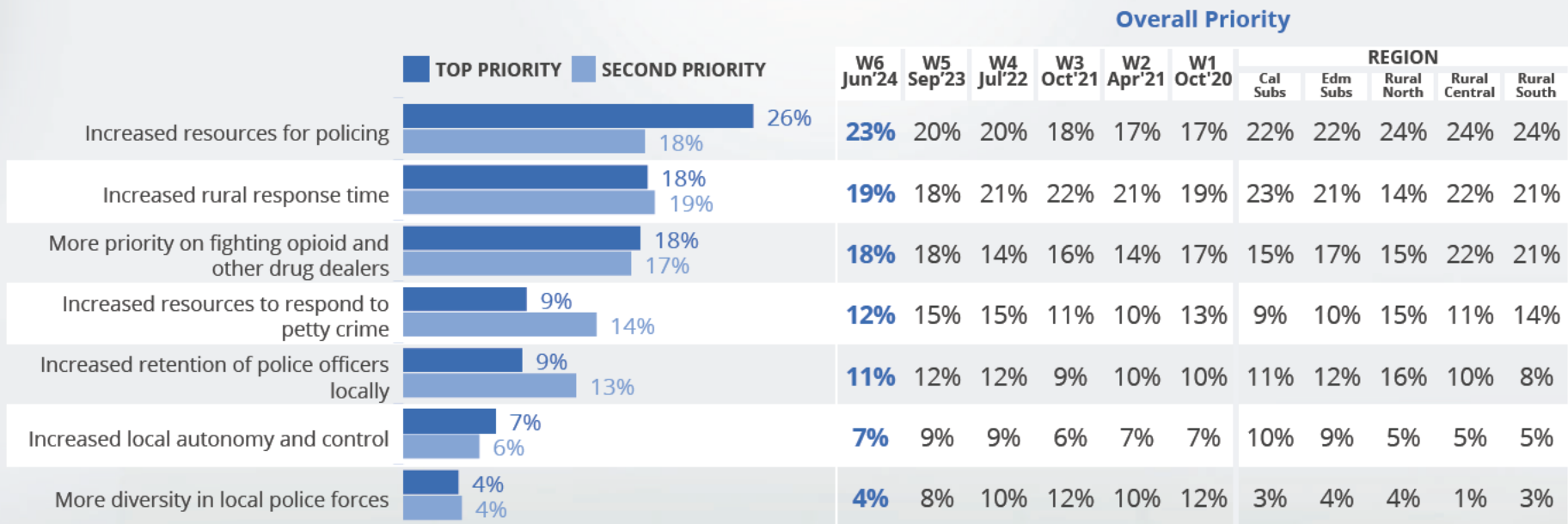
- RCMP response to natural disasters... rises to top aspect in terms of overall satisfaction (73%)
- Setting an example for young people marginally declines (-4%) and stands as second highest aspect
- RCMP officers trained effectively to deal with civil disobedience has highest level of those “very satisfied” (29%) – tied with natural disasters aspect
- My local detachment responds promptly to 911 calls increases from 60% to 65%



19. Thinking about policing in your community, for each of the following, what is your level of satisfaction?  
 (Rural / RCMP Communities W6 Jun 2024 N=492 to 494, W5 Sept 2023 N= varies from 507 to 511, W4 Jul 2022 N= varies from 453 to 476, W3 Oct 2021 N= varies from 473 to 493, W2 Apr 2021 N= varies from 476 to 502, W1 Oct 2020 N= varies from 526 to 558)

# Increased resources for policing has highest level of “top priority”

- Increased resources for policing is top priority across all regions, except Calgary Suburbs
- More priority on fighting opioid and other drug dealers is higher priority in Rural Central and Rural South relative to other regions
- More diversity in local police forces continues to decline as a priority relative to other priorities

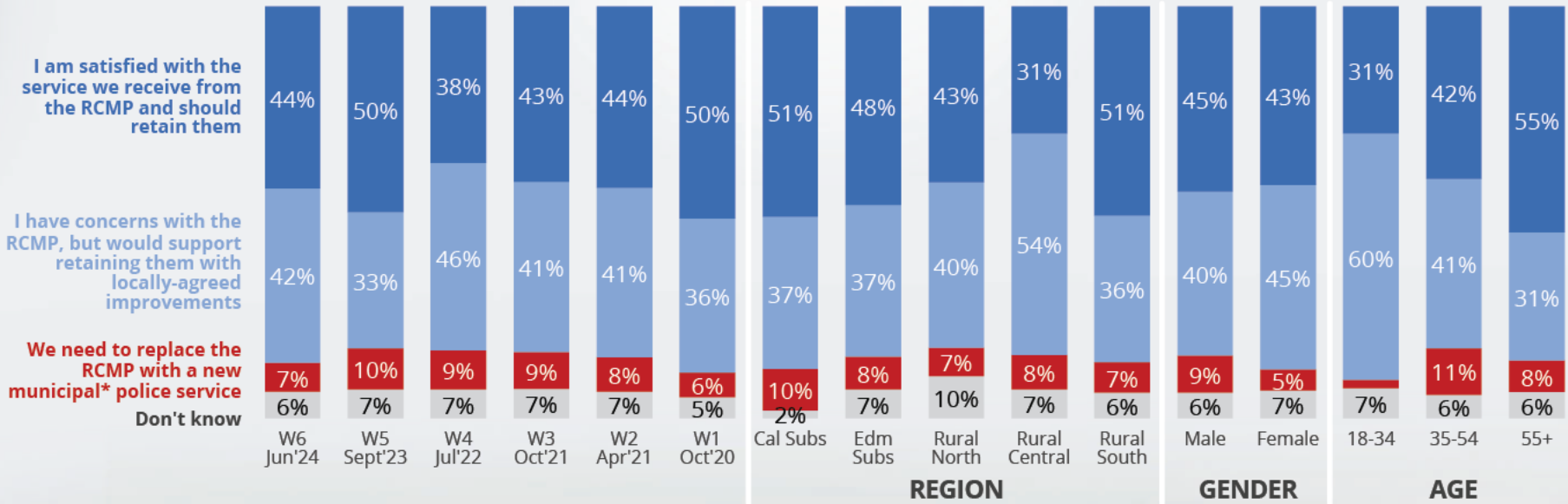


20. Which of the following improvements to RCMP service in Alberta would be your highest priority? And the second highest priority? (Rural / RCMP Communities W6 Jun 2024 N=678, W5 Sept 2023 N=699, W4 Jul 2022 N=695, W3 Oct 2021 N=727, W2 Apr 2021 N=733, W1 Oct 2020 N=809)



# Over 8-in-10 say that Alberta retain the RCMP, either conditionally or unconditionally

- Those choosing “satisfied with...RCMP and should retain them” or “have concerns... but would support retaining them with improvements” is a combined 86%, a marginal increase compared to wave 5 (83%).
- Only 1-in-14 (7%) choose “we need to replace the RCMP with a new municipal police service”, compared to 10% in wave 5. This level is comparable to previous waves (1-4) where respondents could choose replacing the RCMP with a “provincial police service”



\*Waves 1 to 4: “replace...with a new provincial police service”; Waves 5-6: “replace...with a new municipal police service”

Data <2% not labelled.

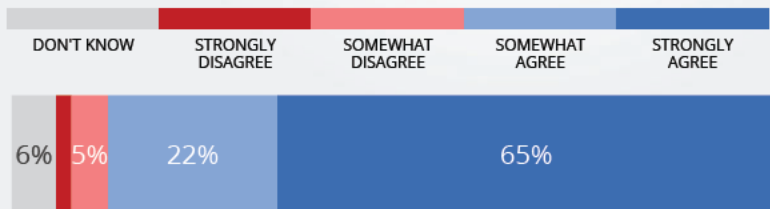
21. Which of the following statements best reflects your viewpoint? (Rural / RCMP Communities w6 Jun 2024 N=678, W5 Sept 2023 N=699, W4 Jul 2022 N=695, W3 Oct 2021 N=727, W2 Apr 2021 N=733, W1 Oct 2020 N=809) Statement #2 wording in W1: “I have concerns with the RCMP, but would support retaining them if there were significant improvements”

Province-wide:

# Strong agreement that that detailed accounting of costs and impacts needed / more important priorities than who polices

- Clear majority strongly agree with both statements

Before any changes to municipal policing in Alberta are agreed to, there needs to be a detailed accounting of the costs and impacts to service levels



There are other more important priorities to deal with in Alberta right now than changing who polices local communities



Data <2% not labelled.

**Agree**  
(Strongly/Somewhat)

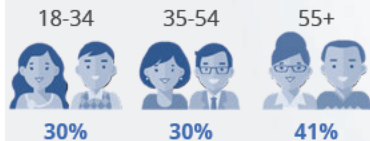
W6 Jun'24	GENDER		AGE		
	Male	Female	18-34	35-54	55+
<b>87%</b>	86%	89%	78%	87%	94%
<b>84%</b>	82%	86%	77%	85%	89%

# Demographic Profile

## GENDER



## AGE



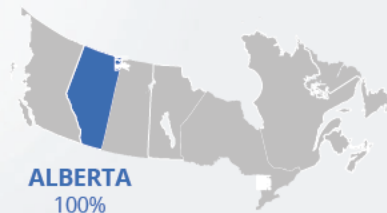
## CHILDREN UNDER 18 YRS OLD



## ATTENDANCE AT RELIGIOUS SERVICES

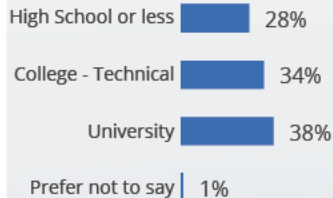


## PROVINCIAL RIDING

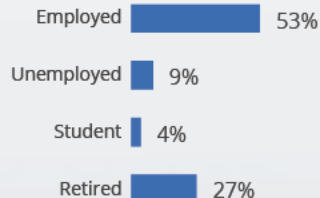


Calgary	30%
Edmonton	23%
Calgary Suburbs	7%
Edmonton Suburbs	10%
Rural North	13%
Rural Central	9%
Rural South	8%

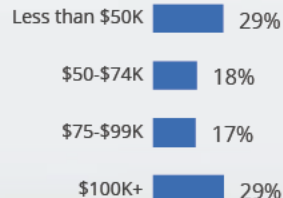
## EDUCATION



## EMPLOYMENT



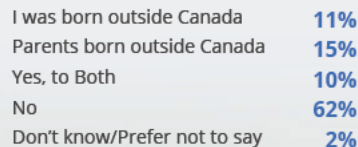
## INCOME



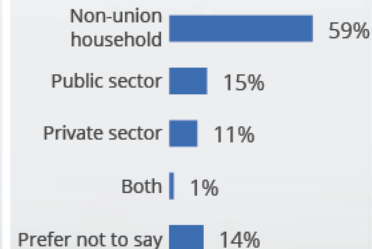
## ETHNICITY



## BIRTHPLACE OUTSIDE CANADA



## UNION MEMBERSHIP





# National Police Federation Alberta

Wave 6

June 2024

**pollara**  
strategic insights

## We are matching donations for the Jasper Fire Community Fund

[REDACTED]  
Tue 2024 08 13 3:41 PM  
[REDACTED]

Hello CAOs,

*Please note: Mayors and Councillors included for information purposes only*

The Municipality of Jasper is navigating a difficult time due to the wildfire that damaged their community. Unfortunately, wildfires and other natural disasters are happening more often in Alberta's communities. As a member-driven organization, we recognize that it is important for us to continue to evolve how we support our members when they go through significant, community-wide disasters.

We want to support the Jasper community in a meaningful way that doesn't add to their challenges. The [Jasper Community Team Society](#) (JCTS) is a non-profit, volunteer-run organization working closely with the Municipality of Jasper. They are accepting donations for their Jasper Fire Caring Community Fund. 100% of donations support the Jasper community. The fund currently supports residents who have been denied emergency relief funds and those without rental/tenant insurance.

Alberta Municipalities (ABmunis) is working directly with Jasper administration, and we are taking a number of steps to support the municipality and their staff. Of note, between now and **September 20, 2024, ABmunis will match any member-municipality's donations and donations from municipal employees up to an aggregated total of \$15,000.** So please feel free to forward this email to your municipal staff.

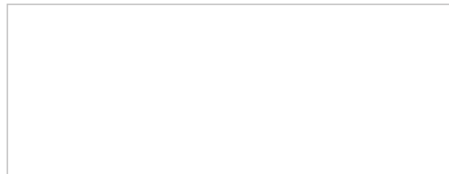
### To donate:

1. Click on this [this link](#) and click on the donate button
2. Enter in your information.
3. On item #4, **under additional information, select the 'Jasper Fire Caring Community Fund' and 'Alberta Municipalities'** (like the screenshot below) so we and JCTS can track which donations come from our members, enabling us to match them dollar-for-dollar.

Thank you for considering a donation to this fund. Many Alberta organizations and community members have already held fundraising events such as bake sales and food drives, which is wonderful! All these efforts really demonstrate the strength of communities supporting each other.

[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.*